

NOTICE

**This notice is posted pursuant to the Texas Open Meetings Act.
[TEXAS GOVERNMENT CODE SECTION 551]**

BRYAN ISD BOARD OF TRUSTEES WORKSHOP

Boardroom

801 South Ennis Street

Bryan, TX 77803

Monday, April 15, 2024 – 6:00 PM

AGENDA

CALL TO ORDER

Welcome

Pledges of Allegiance

Spotlight

1. Elementary Teachers of the Month March & April 2024
2. Auxiliary Employee of the Month
3. Recognition of Jihad Wright, Rudder High School - Read 180 Outstanding Educator Award

Standing Committees

1. Teaching and Learning Committee Update - Financial Aid for Swift Transfer, Reading Academies, Contracted Services - Special Education, Teacher Incentive Allotment, and Planning for the 2024-2025 School Year

Superintendent Update

1. Superintendent Update - District Showcase, Student Celebrations, and Employee of the Year Awards

Information Items

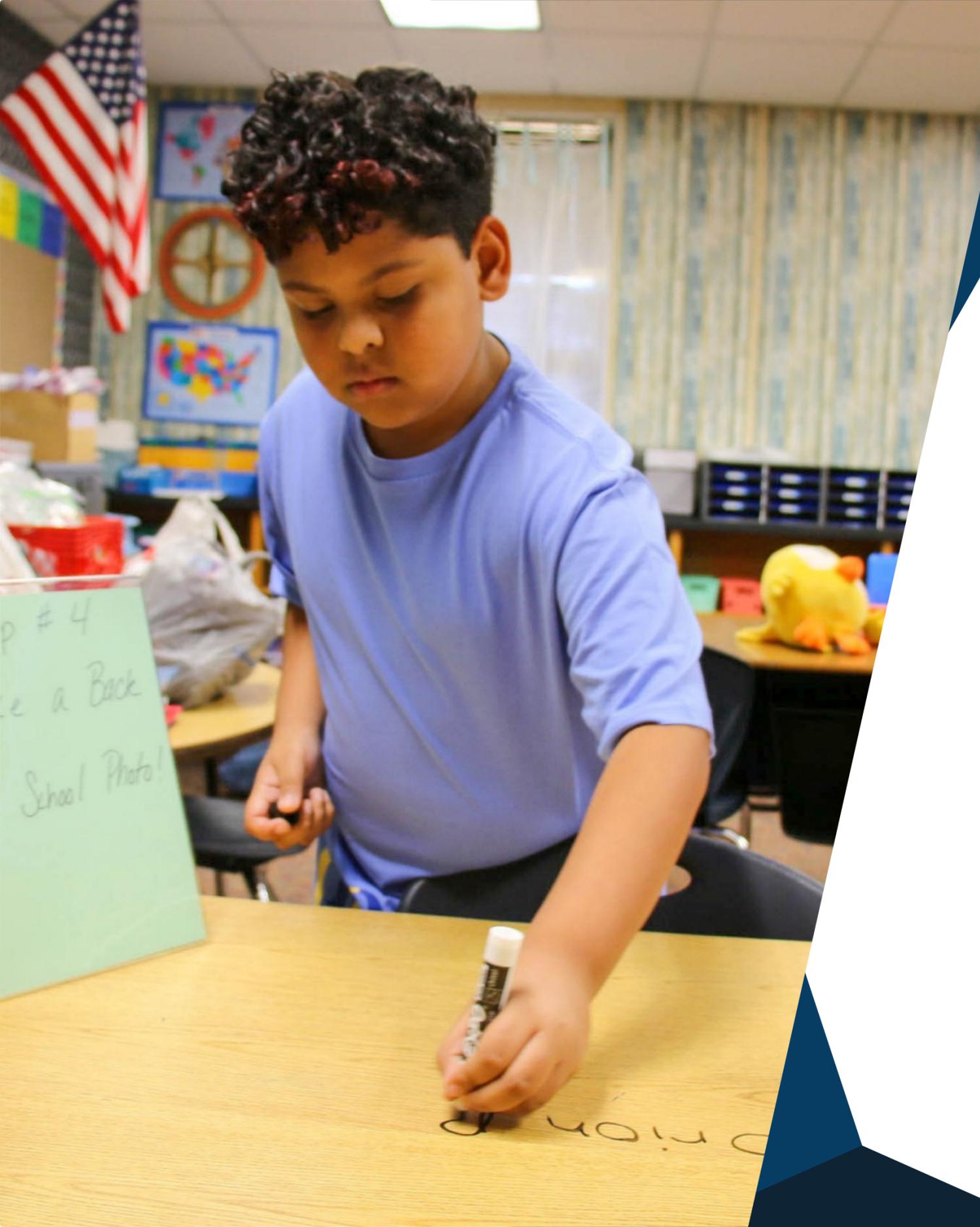
1. 2024-2025 Budget Update

2

Budget Planning Process & Timeline

April 15, 2024





Budget Goals

- Support High-Quality Instruction and Resources
- Recruit and Retain a High-Quality Workforce to Support Instruction
 - *By creating more streamlined and efficient academic and operation models, the district would be positioned to leverage future funding sources to be used for compensation and benefits that both retain and attract a high-quality workforce.*
- Maintain a Healthy Fund-Balance
- Safety and Security Remains a Top Priority

Budget & Legislative Timeline

2022-2023 Budget



District Budget

With rapidly rising inflation and no new revenue from the state, the district anticipated a deficit budget of approximately \$4.56 million.



Jan. 2023 TX Legislature

Texas Legislature meets, surplus budget, no action on public school finance due to the failure of voucher legislation.

2023-2024 Budget



District Budget

With no change in the basic allotment, the district anticipated a deficit budget of approximately \$4.64 million.



TX Legislature Special Sessions

4 special sessions - voucher bills put forward while holding on public school finance

No action taken - \$4.5 **BILLION** held at the state level

2024-2025 Budget



District Budget

No action from TX Legislature

ESSER funding ending

Record district shortfalls across the state.



Jan. 2025 TX Legislature

Governor has said there will be no new funding for public schools until school vouchers have passed.



Record Inflation



End of ESSER Grant



**No Change in the
Basic Allotment**



**State-wide
Financial
Challenges in
Texas Public
Schools**

Foundations of Public School Finance in Texas

- \$6,160 per student each year
 - Additional funding based on the individual needs of the student: special programs, CTE, etc.
 - This amount has not changed since 2019.
- The funding for each student is reduced by the number of absences of the student.



Measures of Inflation

Fuel

- 2019: \$474,700
- 2023: \$907,200

% Increase

91%

Utilities

- 2019: \$4,161,600
- 2023: \$4,444,000

7%

Property Insurance

- 2020: \$ 934,800
- 2024: \$2,841,500

204%

Health Insurance

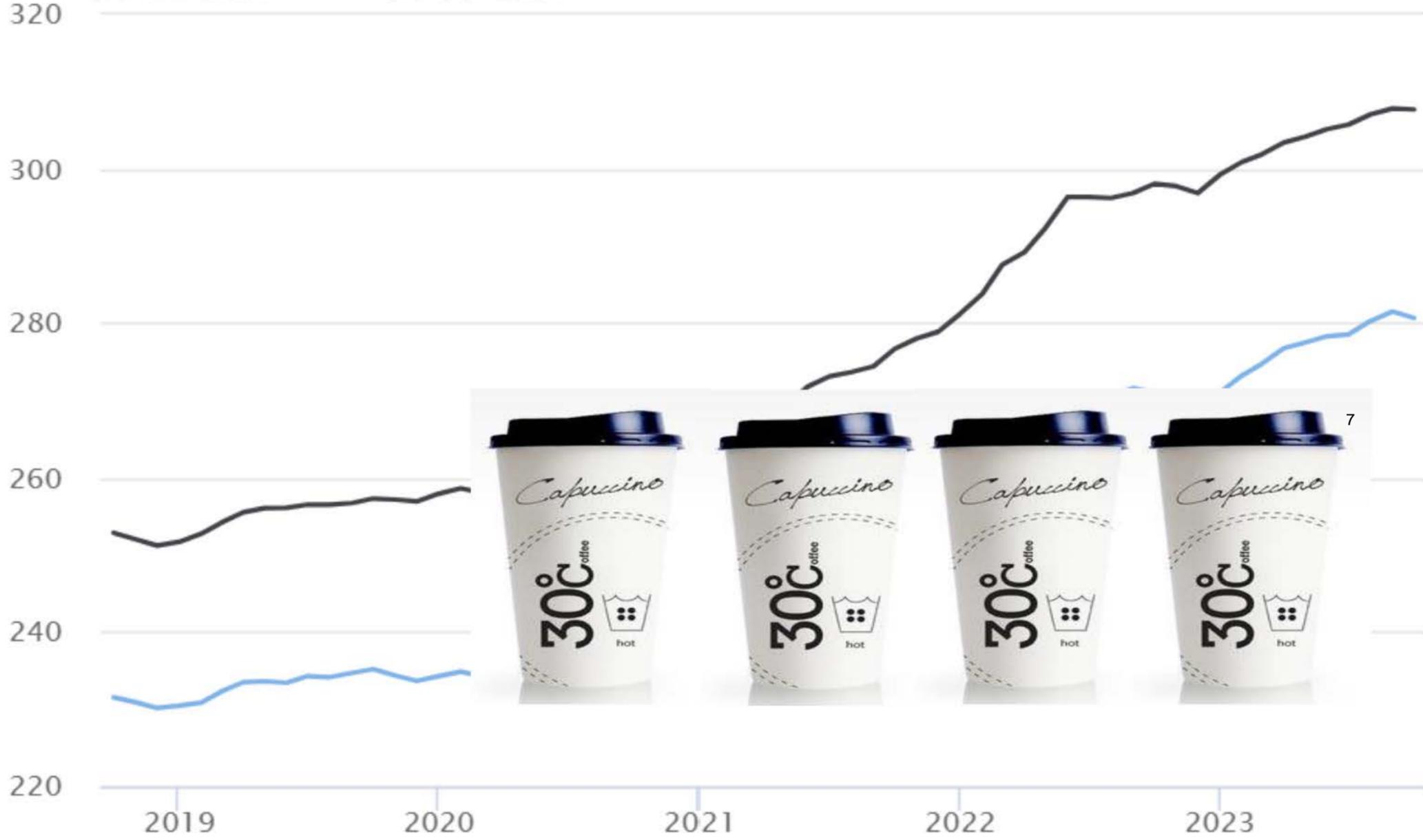
- 2019: \$19,742,700
- 2023: \$23,904,000

21%

If the TX legislature were to account for inflation, Bryan ISD would see an INCREASE of approx. \$15-16 million in revenue.

Legend/Change from previous year:

— CPI TX: 3.6% — CPI US: 3.2%



*Excluding food and energy

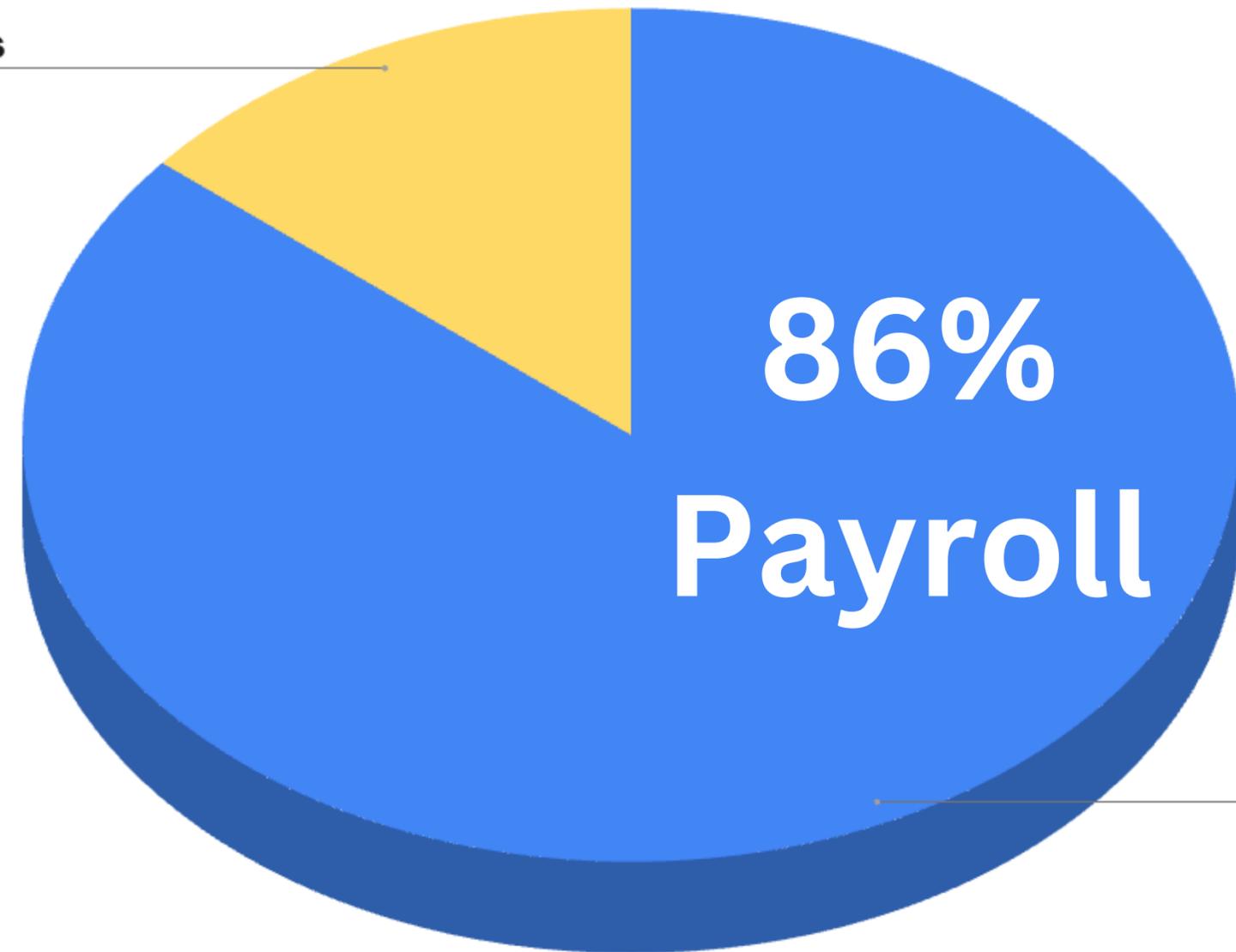
Source: US Bureau of Labor Statistics and Comptroller of Public Accounts, based on data provided by Bureau of Labor Statistics

Education is a People Oriented Business

Bryan ISD Operating Costs 14% Include

- Utilities
- Substitutes
- Property and other insurance
- Supplies
- Contracted services: SROs/Armed Security Guards, etc.

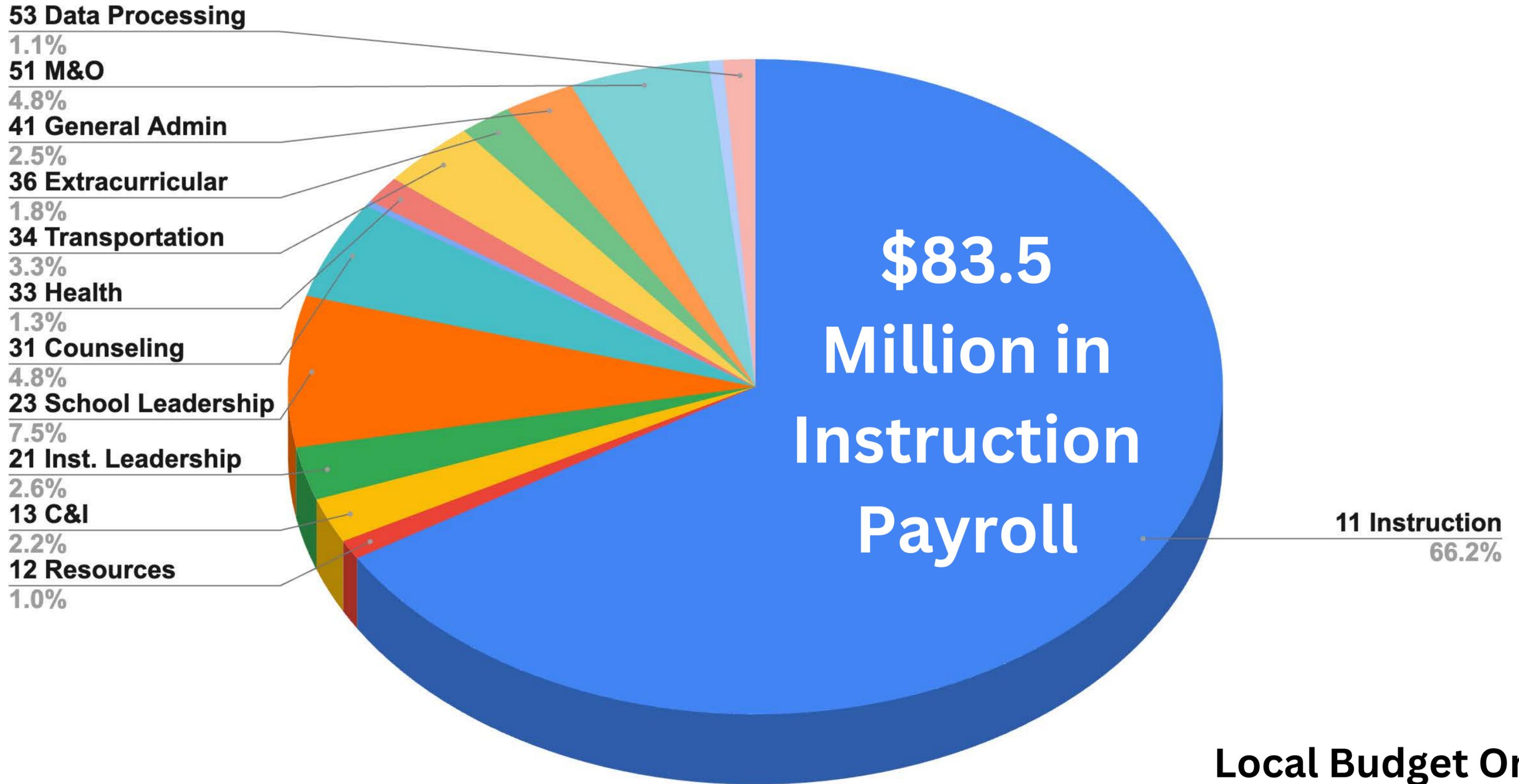
Operating Costs
14.0%



Payroll Costs
86.0%

Solving a deficit budget without addressing staffing is a challenge at best.

Breakdown of Payroll Costs – 86% of Total Budget



Staffing Comparisons

Comparable Districts: similar data for enrollment, free/reduced lunch, English language learners, etc.

Bryan ISD has a lower student-to-staff ratio as compared to similar districts.

Student enrollment has been consistent/stable since 2019. However, FTEs have increased by 9.2%.

NOTE: The following ratios are calculated utilizing positions funded by the Local budget and the ESSER Federal Grant.

- *No Federal Title Grant-funded positions are in this calculation.*

By creating more streamlined and efficient academic and operation models, the district would be positioned to leverage future funding sources to be used for compensation and benefits that both retain and attract a high-quality workforce.

District	Enrollment per FTE	Teacher Starting Salary
BASTROP ISD	9.85	\$56,000
NEW CANEY ISD	8.35	\$63,000
CyFair ISD	8.34	\$62,000
TYLER ISD	8.2	\$50,500
DUNCANVILLE ISD	8.0	\$58,500
Waller ISD	7.97	\$60,000
HARLANDALE ISD	7.33	\$58,000
WACO ISD	7.27	\$52,975
BRYAN ISD	6.89	\$51,000

Purposeful Planning

While adjustments are still needed, the district has been taking steps to lessen the full impact of the legislative inaction.

Spring 2022

Local budget cuts by campus and department

Fall 2022

Shifting eligible items to ESSER so that future funding can be federal.

Spring 2023

Local budget cuts by campus and department

Spring 2023

Analysis of elementary classroom ratios and distribution

Fall 2023

Consultation on each vacancy to determine need to replace

Feb. 2024

Partnership with TASBO for budget planning and support

March 2024

Department and Campus Budget and Staffing Consultations

March 2024

Board Approval of Fiscal Year-End Change and Alignment

April 2024

Board Updates on the Development of the 2024-2025 Budget

April 2024

Individual Campus Feedback Sessions on Budget

April 2024

TASBO Board Training on School Finance, Budget, and Tax

May 2024

Continued refinement of Budget and staffing plans for 24-25

May 2024

Continued Updates to the Board of Trustees on Budget

June 2024

Board Consideration of Budget for 2024-2025



Budget Goals

- Support High-Quality Instruction and Resources
- Recruit and Retain a High-Quality Workforce to Support Instruction
 - *By creating more streamlined and efficient academic and operation models, the district would be positioned to leverage future funding sources to be used for compensation and benefits that both retain and attract a high-quality workforce.*
- Maintain a Healthy Fund-Balance
- Safety and Security Remains a Top Priority

Budget Planning Process & Timeline

April 15, 2024



2. MC Harris Program and Facility Update

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MC HARRIS PROGRAM & FACILITY UPDATE

April 15, 2024





Current Utilization & Status

Milam Campus

- Special Education Services – professional staff, no students
- 3rd Wing & Cafeteria not in use

Hammond Oliver – 1 Story Building

- MC Harris School
- Facility Limitations

Hammond Oliver Annex – 2 Story Building

- DAEP Services

MC Harris Program

- Continue as an Alternative Educational Environment in Bryan ISD
 - Students seeking course acceleration options
- Select enrollment based on student needs for an alternative setting
- Expansion of CTE opportunities for students at MCH
 - Based on student feedback and requests





Update on Process



- Collaboration and Feedback sessions with MC Harris Staff and Special Education Services



- Conducting a cost analysis of needs to fully utilize the Milam campus

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- Determining a phased approach for Milam facility updates



- Timelines being drafted for move of students and staff

Scenario 1

Milam Campus

- Front Office, 1st & 2nd Wings, Cafeteria
 - MC Harris School
- 3rd Wing
 - Special Education District Staff

Hammond Oliver – 1 Story Building

- Transition to limited use, no students

Hammond Oliver Annex – 2 Story Building

- DAEP Services

Scenario 2

Milam Campus

- Front Office, 1st & 2nd Wings, Cafeteria
 - MC Harris School
- 3rd Wing
 - DAEP Services

Hammond Oliver – 1 Story Building

- Transition to limited use, no students

Hammond Oliver Annex – 2 Story Building

- Special Education District Staff

Both scenarios address the needs of staff and students. However, scenario 2 is a better match based on what staff reported as their needs as well as the needs of students.

Scenario 1

- MCH utilizes 1st and 2nd wings at Milam
- SPED utilizes 3rd wing at Milam
- DAEP remains at Hammond Oliver Annex

	Estimated Cost	Funding Source	Notes
Facility Updates	\$350,000	Bond 2014	Not to exceed this amount, district staff are still reviewing needs and costs
Furniture	\$113,704	Bond 2014 & 2019	Higher estimate, will likely be less expensive
Moving	\$15,000	Local	Outsource moving
Safety	\$4,600	Safety Grant	Security Film, Night Lock
Staff	\$120,000	Local	Nurse & Security Guard @ DAEP
Technology	\$127,309	Bond 2019	PA/Phones, Cabling, Networking, CCTV

Estimated Cost: \$730,613

Scenario 2

- MCH utilizes 1st and 2nd wings at Milam
- DAEP utilizes 3rd wing at Milam
- SPED utilizes Hammond Oliver Annex

	Estimated Cost	Funding Source	Notes
Facility Updates	\$350,000	Bond 2014	Not to exceed this amount, district staff are still reviewing needs and costs
Furniture	\$138,000	Bond 2014 & 2019	Higher estimate, will likely be less expensive, includes cubicles ²⁰
Moving	\$20,000	Local	Outsource moving
Safety	\$7,000	Safety Grant	Security Film, Night Lock
Staff	-\$70,000	Local	Reduce by 1 monitor, 1 clerical
Technology	\$119,279	Bond 2019	PA/Phones, Cabling, Networking, CCTV

Estimated Cost: \$564,279

Both scenarios address the needs of staff and students. However, scenario 2 is a better match based on what staff reported as their needs as well as the needs of students.

Remaining Timeline



April 2024

- Continued Planning & Collaboration with Staff & Other Stakeholders
- Board Consideration of Purchase Requests



May 2024

- Facility maintenance at Milam 3rd Wing, Cafeteria, Hammond-Oliver Annex



June 2024

- Facility maintenance at Milam 3rd Wing, Cafeteria, Hammond-Oliver Annex



July 2024

- Move DAEP staff to Milam's 3rd Wing
- Move Special Education Services to Hammond-Oliver Annex
- Move MCH to Milam 1st & 2nd Wing



August 2024

- Open MC Harris & DAEP at the Milam Campus
- Special Education Services Staff operating at Hammond Oliver Annex

MC HARRIS PROGRAM & FACILITY UPDATE

April 15, 2024



3. Assessment & Accountability Update

Citizens' Comments

ITEMS FOR DISCUSSION AND OR ACTION / CONSENT AGENDA

1. Consider Approval of the Meeting Minutes for March 4 and March 25, 2024

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BRYAN ISD BOARD OF TRUSTEES MEETING

The Bryan ISD Board of Trustees met for a regular meeting on March 4, 2024, at 12:00 p.m., in the Boardroom of the Bryan ISD Administration Building, located at 801 South Ennis Street, Bryan, TX 77803.

Board members present:

- Dr. Julie Harlin (President)
- Felicia Benford (Vice President)
- David Stasny (Secretary)
- Ruthie Waller
- Mark McCall
- Leo Gonzalez, II
- Joel Bryan

Staff members present:

- Ginger Carrabine
- Dr. Barbara Ybarra
- Kevin Beesaw
- Carol Cune
- Crystal Goodman
- Dr. Brian Merrell
- Linda Montoya
- Julea Johnson
- Jennifer Warren
- Donna Willett
- Paul Buckner
- Clay Falls
- Tiffany Lee

CALL TO ORDER WORKSHOP MEETING

Board President Dr. Julie Harlin called the meeting to order at 12:00 p.m. and extended a warm welcome to all in attendance.

Standing Committees

Teaching and Learning Committee Update - Grant Applications, Hybrid Working Arrangement and Proclamation

Trustee Ruthie Waller stated that the committee had met on Friday, March 1. The administration provided an update on two grants that could assist in relational intervention training and resources for social work and counseling services. An update was given regarding the hybrid

working arrangements for piloting with school psychologists and speech-language pathologists. Proclamation 2024, K-12 Science, Personal Financial Literacy, is under review. Additional information will be forthcoming.

Information Items

MC HARRIS PROGRAM AND FACILITY UPDATE

Executive Director of School Leadership, Dr. Brain Merrell, Associate Superintendent of Teaching and Learning, Dr. Barbara Ybarra, Assistant Superintendent of Business Services, Kevin Beesaw, Director of Construction and Energy Management, Paul Buckner, MC Harris Principal, Dr. Karen Kaspar, gave an overview of the Mary Catherine Harris Program at its facility. Mary Catherine Harris has limited enrollment due to space constraints, lack of a cafeteria, and HVAC and electrical limitations. The administration proposed a pilot program focusing on 11th and 12th graders, providing core courses at MCH and allowing these students to travel for CTE courses. The pilot expansion will include 9th and 10th grades. MC Harris will move to the Milam campus, which is currently utilized as an office for Special Education Services. Milam will need basic updating, including paint, ceiling tiles, flooring, and lighting.

Multiple meetings with stakeholders from MC Harris and Special Education staff housed at Milam were held to identify the needs of both departments. The administration will examine cost analysis to utilize the Milam campus and fully determine a phased approach. The administration will also meet with professionals to determine a long-range plan for facilities.

Citizens' Comment

No comment cards were presented.

ITEMS FOR DISCUSSION AND OR ACTION / CONSENT AGENDA

A **motion** was made by Leo Gonzalez, II and seconded by Mark McCall for the approval of the items listed on the consent agenda.

- Meeting Minutes February 5, 2024
- Meeting Minutes February 19, 2024
- Contract for the Annual Financial Audit Renewal
- Purchase Over \$50,000 for 18' Non-CDL Refrigerated Truck

ITEMS FOR DISCUSSION AND OR ACTION / REGULAR AGENDA

Business Services

CONSIDER APPROVAL OF PURCHASE OVER \$50,000 FOR PLAYGROUND SHADE STRUCTURES

Director of Construction and Energy Management, Paul Buckner, stated that during the 2020 bond steering meetings, it was determined that a maximum of two playground shade structures should be installed at each elementary campus. Proposal requests were sent out to six companies, and three companies responded. From these proposals, the administration recommends awarding the playground shade structures for Johnson, Bowen, and Henderson Elementary to Playground Solutions of Texas for 69, which includes \$15,000 in contingencies.

A **motion** was made by Mark McCall and seconded by Felicia Benford for the approval of the playground shade structures for Johnson, Bowen, and Henderson Elementary to Playground Solutions of Texas in the amount of \$227,558.69, as presented. *The motion passed unanimously.*

CONSIDER APPROVAL OF PURCHASE OVER \$50,000 FOR PLAYGROUND SHADE STRUCTURES

Director of Construction and Energy Management Paul Buckner stated that during the 2020 bond steering meetings, it was determined that a maximum of two playground shade structures should be installed at each elementary campus. Six companies were sent proposal requests, and three companies responded. Based on these proposals, the administration recommends awarding the playground shade structures for Branch, Houston, Jones, Mitchell, Kemp, Bonham, Ross, and Neal Elementary to May Recreation for \$519,181, which includes \$40,000 in contingencies.

A **motion** was made by Mark McCall and seconded by Leo Gonzalez, II for the approval of the playground shade structures for Branch, Houston, Jones, Mitchell, Kemp, Bonham, Ross, and Neal Elementary to May Recreation in the amount of \$519,181 as presented. *The motion passed unanimously.*

Teaching and Learning

DISCUSS AND CONSIDER APPROVAL OF A CITY OF BRYAN COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Director of Counseling Services, Donna Willett, stated that the Project Hope office provides support and services for Bryan ISD families in need and students identified as homeless. Project Hope works to meet students' and families' social, emotional, and physical needs to increase student attendance, academic success, and, ultimately, graduation rates. This grant would partially fund a District Social Worker and/or Counselor and help with many basic supply needs. The grant request amount is \$40,000 and requires the Board's approval as part of the application process. Grant funding will be awarded in the Fall of 2024.

A **motion** was made by Mark McCall and seconded by Felicia Benford for the approval of the application for the City of Bryan Community Development Block Grant as presented. *The motion passed unanimously.*

DISCUSS AND CONSIDER APPROVAL OF A STATE CRISIS INTERVENTION GRANT APPLICATION

Director of Counseling Services, Donna Willett, stated that the Project Hope office provides support and services for Bryan ISD families in need and students identified as homeless. Project Hope works to meet students' and families' social, emotional, and physical needs to mitigate those needs and foster an academic, physical, and stable emotional mindset. Through the State Crisis Intervention Grant, the District would fund a social worker and additional trust-based relational intervention training and resources for school counselors. The competitive grant request amount is \$175,000 and requires the Board's approval as part of the application process. If the application is accepted, the funding will be awarded in Fall 2024.

A **motion** was made by Leo Gonzalez, II and seconded by Felicia Benford for the approval of the State Crisis Intervention Grant Application as presented. *The motion passed unanimously.*

Closed Session

CONVENE IN CLOSED SESSION

Board President Dr. Julie Harlin called for a closed session at 1:01 p.m. as authorized by *Texas Government Code Chapter 551.074 and 551.0821* for the subjects allowed.

DISCUSS ISSUES PERTAINING TO APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE - TEXAS GOVERNMENT CODE SECTION 551.074

The agenda item was discussed in a session closed to the public.

PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.0821, DELIBERATION CONCERNING A PUBLIC SCHOOL STUDENT WHEREIN PERSONALLY IDENTIFIABLE INFORMATION WILL NECESSARILY BE REVEALED

The agenda item was discussed in a session closed to the public.

Reconvene in Open Session

The Board reconvened in an open session at 2:22 p.m. The Board took no action during the closed session.

ADJOURN

There being no further business, the meeting adjourned at 2:22 p.m.

President

Secretary



BRYAN ISD BOARD OF TRUSTEES MEETING

The Bryan ISD Board of Trustees met for a regular meeting on March 25, 2024, at 6:00 p.m., in the Boardroom of the Bryan ISD Administration Building, located at 801 South Ennis Street, Bryan, TX 77803.

Board members present:

- Dr. Julie Harlin (President)
- Felicia Benford (Vice President)
- David Stasny (Secretary)
- Mark McCall
- Ruthie Waller
- Leo Gonzalez, II
- Joel Bryan

Staff members present:

- Ginger Carrabine
- Dr. Barbara Ybarra
- Kevin Beesaw
- Carol Cune
- Dr. Brian Merrell
- Linda Montoya
- Julea Johnson
- Ron Clary
- Dr. Leslie Holtkamp
- Jennifer Warren
- Janice Williamson
- Dereck Rush
- Clay Falls
- Tiffany Lee

CALL TO ORDER REGULAR MEETING

President Dr. Julie Harlin called the regular meeting to order at 6:00 p.m. and extended a hearty welcome to all attendees.

Pledges of Allegiance

The Neal Elementary Students recited the pledge to the American flag, and the Ross Elementary Radiant Crew, consisting of third- and fourth-grade students, led the audience in reciting the Texas Pledge.

Spotlight

Elementary & Secondary Teachers of the Month

The Elementary Teachers of the Month for March 2024 are Agustin Lara, Neal Elementary, introduced by Principal Juanita Ontiberos. Jadlyn Colvin, Ross Elementary, will be recognized in April.

Melanie English, Mary Catherine Harris School, was the Secondary Teacher of the Month, introduced by Principal Dr. Karen Kaspar.

The Teachers of the Month were recognized for exhibiting outstanding Essential 8 “E8” characteristics in their classrooms and throughout their campuses. Each elementary and secondary-level teacher received a certificate of appreciation and a gift card from Truist Bank.

Auxiliary Employees of the Month

The March Auxiliary Employee of the Month is Angelina Alvarado of the Custodial Services Department. She has been with the Department for six years and oversees 19 employees. She has tremendous leadership skills and exceeds expectations to ensure that all after-hours events are covered. Ms. Alvarado received a certificate of appreciation and a gift card from Truist Bank.

Ballet Folklorico Los Altos De Jalisco

Linda Montoya, the Executive Director of School Leadership, introduced Agustin Lara, the Director and Sponsor of Ballet Folklorico Los Altos De Jalisco. Mr. Lara’s Ballet Folklorico Los Altos De Jalisco comprises elementary and high school students. The group has received numerous awards from competitions, including first, second, and third place trophies. The group will perform at upcoming community events, including the George Bush Presidential Library.

Recognition of Bryan High School National Merit Finalist - Grace DuBose

Principal Lane Buban introduced Bryan High School student Grace DuBose. Grace qualified on her PSAT as a National Merit finalist and will represent Bryan ISD at the highest level. She is ranked second in her class and plans to attend Baylor University in the fall.

Four-Sport Letterman - Derek Ramsey - Bryan High School

Director of Athletics Dereck Rush introduced Derek Ramsey, a four-sport letterman in football, baseball, basketball, and track. Derek is a great student athletically and academically. He is ranked fourth in his class and plans to attend Texas A&M University in the fall.

2024 Texas Music Educators All-State Choir - Christian Eddington - Bryan High School

The Director of Choirs, Alex Medlock, introduced Christian Eddington, a Junior at Bryan High School who was selected as a 2024 Texas Music Educators All-State Choir member. Eddington competed against 70,000 Texas High School students during the All-State audition process. Only 2% of the students who auditioned across the state were selected to rehearse and perform in a Texas All-State ensemble during the annual TMEA Clinic and Convention. Christian earned a spot in the Tenor-Bass Choir. Christian is the only musician in Bryan ISD to receive this honor and the first All-State musician from Bryan ISD since 2020.

Texas Thespians State Festival Perfect Score - Josie Bettis and Paige Parrone - Bryan High School

Bryan High School Assistant Director of Theatre Arts Forest Gamble introduced Josie Bettis, a Senior at Bryan High School, and Paige Parrone, a Sophomore at Bryan High School, who competed at the Texas Thespians State Festival in Grapevine. Of 12000 performances, Josie and Paige's duet performance from "Cinderella" earned a perfect score and was selected to perform on the main stage at the closing ceremonies; only 0.5% of students competing received this honor.

State Wrestling Tournament: Edward Huggins, Nadiyah Elizondo, and Nate Surely - Bryan High School

Director of Athletics Dereck Rush and the coaching staff from Bryan High School introduced Edward Huggins, Nadiyah Elizondo, and Nate Surely. These students were recognized for their outstanding performance at the State Wrestling tournament.

**State Powerlifting Meet: Hally Gochnour and Joseph Cardona - Bryan High School
Kimberly Sanchez Lozano, Bruce Hendrick, Trace Emola, and Hunter McGary - Rudder High School**

Director of Athletics Dereck Rush and the coaching staff from Rudder High School introduced Hally Gochnour and Joseph Incardona. Bryan High School coaches introduced Kimberly Sanchez Lozano, Bruce Hendrick, Trace Emola, and Hunter McGary. The students were recognized for their outstanding performance at the State Powerlifting meet.

Jefferson Award Recipient Felicia Benford, Bryan ISD Board Vice President

KBTX News Anchor Crystal Galny stated that the Jefferson Award is a public service award given to a person who has done the most to uplift the position of disadvantaged Americans. The person has improved education, nutrition, working conditions, health services, housing, and economic opportunities within the community. Vice President Felicia Benford will be one of four individuals recognized on Thursday, April 25, at KBTX's 20th Annual Jefferson Awards presentation.

Standing Committee Meetings

Intergovernmental Committee Meeting - Presentation and Discussion of the Brazos Valley Community Action Programs and Future IGC Meeting Topics and Presentations

Trustee Joel Bryan reported that the committee met on March 18. The committee received a presentation on community action programs, including affordable housing, case management, meals on wheels, utility assistance and weatherization. The weatherization program helps families reduce energy costs to lower their utility bills.

City School Committee - Bryan ISD and the City of Bryan Update

Trustee David Stasny shared the committee met last week with the City of Bryan. The City provided a general update on City projects and community events. Superintendent Ginger Carrabine provided an update on the district. Director of Construction and Energy Management Paul Buckner gave an update on the Bond and fencing projects. There has been a request to meet more frequently. The meetings will be held every other month instead of quarterly.

Superintendent Update

Superintendent Update - Student and Staff Celebrations and Upcoming Events

Superintendent Ginger Carrabine provided an update on community and district-wide events over the last few weeks. The Spring survey has been released, and the Pre-K Round-Up is underway. Students across the district were recognized for community involvement and celebrated for receiving the Dell Scholar Award. In the Human Resources Department, Angela Behrens was recognized for bringing new and innovative models to the district to recruit and retain teachers. Upcoming events include Showcase, graduations and promotion ceremonies.

Information Items

MC Harris Program and Facility Update

Dr. Brain Merrell, Executive Director of School Leadership, and Dr. Barbara Ybarra, Associate Superintendent of Teaching and Learning, provided an overview of the Mary Catherine Harris Program. Due to space constraints and an aging HVAC system, Mary Catherine Harris has limited enrollment.

Multiple meetings with stakeholders from MC Harris and Special Education staff housed at Milam were held to identify the needs of both departments. The administration will examine cost analysis to utilize the Milam campus and fully determine a phased approach. The administration will also meet with professionals to determine a long-range plan for facilities.

MC Harris will continue as an Alternative Educational Environment in Bryan ISD, with students seeking course acceleration options. The enrollment will be selected based on student needs for an alternative setting. There would be an expansion of CTE opportunities for students at MC Harris.

Citizens' Comments

No comment cards were received.

Closed Session

CONVENE IN CLOSED SESSION

Board President Dr. Julie Harlin called for a closed session at 7:07 p.m. as authorized by *Texas Government Code Chapter 551.071, 551.074, and 551.0821* for the subjects allowed.

DISCUSS ISSUES PERTAINING TO APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE - TEXAS GOVERNMENT CODE SECTION 551.074

The agenda item was discussed in a session closed to the public.

PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.0821, DELIBERATION CONCERNING

A PUBLIC SCHOOL STUDENT WHEREIN PERSONALLY IDENTIFIABLE INFORMATION WILL NECESSARILY BE REVEALED

The agenda item was discussed in a session closed to the public.

Reconvene in Open Session

The Board reconvened in an open session at 8:22 p.m. The Board took no action during the closed session.

ITEMS FOR DISCUSSION AND OR ACTION / CONSENT AGENDA

A **motion** was made by Mark McCall and seconded by David Stasny to approve the items listed on the consent agenda. *The motion passed unanimously.*

- Purchasing Report for February 2024
- Close Out for the MEP Testing and Balance of Sadberry Intermediate School
- Superintendent’s Contract Recommendations for Administrators for the 2024-2025 School Year

ITEMS FOR DISCUSSION AND OR ACTION / REGULAR AGENDA

Teaching and Learning

DISCUSS AND CONSIDER APPROVAL OF PROCLAMATION 2024 INSTRUCTIONAL MATERIALS ADOPTION FOR K-12 SCIENCE, PERSONAL FINANCIAL LITERACY & ECONOMICS, K-8 TECHNOLOGY APPLICATIONS, AND CAREER & TECHNICAL EDUCATION COURSES

Associate Superintendent of Teaching and Learning Dr. Barbara Ybarra and Director of Curriculum and Instruction, Dr. Leslie Holtkamp, provided an overview of the 2024 Proclamation process. There were multiple stakeholder meetings to review instructional materials for the upcoming school year. The Proclamation 2024 Instructional Materials Committee recommends that the Bryan ISD Board of Trustees adopt all titles included in the Proclamation 2024 List of Instructional Materials Adoption by the State Board of Education. The Board received the district’s recommendations and the selection process for consideration for the instructional materials. The adopted materials will be used in the 2024-2025 school year.

A **motion** was made by Leo Gonzalez, II and seconded by Ruthie Waller for the approval of the Proclamation 2024 instructional materials adoption for K-12 Science, Personal Financial Literacy and Economics, K-8 Technology Applications, and Career & Technical Education courses as presented. *The motion passed unanimously.*

CONSIDER APPROVAL OF THE TEXAS EDUCATION AGENCY PROVISION OF INSTRUCTIONAL MATERIALS SURVEY 2024-25

Associate Superintendent of Teaching and Learning, Dr. Barbara Ybarra stated that Under Texas Education Code §31.1011, school districts and open-enrollment charter schools are required to certify annually to the State Board of Education and the commissioner that, for each subject in the required curriculum other than physical education, students have access to instructional materials that cover all the Texas Essential Knowledge and Skills (TEKS) for the coming school year. Additionally, per Texas Administrative Code 19 TAC §66.105, school districts or charter schools are required to certify that they protect against access to obscene or harmful content in compliance with the requirements for certification under the Children's Internet Protection Act, 47 USC §254(h)(5)(B) and (C).

A **motion** was made by Mark McCall and seconded by Felicia Benford for the approval of the Texas Education Agency Provision of Instructional Materials Survey 2024-25 as presented. *The motion passed unanimously.*

ADJOURN

There being no further business, the meeting adjourned at 8:43 p.m.

President

Secretary

2. Consider Approval of the Purchasing Report for March 2024

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BRYAN INDEPENDENT SCHOOL DISTRICT
REPORT OF SUPERINTENDENT APPROVED PURCHASES (\$25,000 - \$50,000)
FOR THE MONTH OF MARCH 2024



Date	Dept	Campus	Vendor	Amount	Fund	Purch Method	Description
03/01/24	C & I	Districtwide	Avant Assessment	\$45,094.00	Title & SCE	Purchasing Cooperative	Avant Assessment Stamp 2S for SFA, Davila, Long and Rayburn; Avant Stamp 4S for BHS, Rudder, and BCBS

**BRYAN INDEPENDENT SCHOOL DISTRICT
PURCHASE AUTHORIZATION REQUEST**

In accordance with Policy CH (LOCAL) the following purchase request is being submitted for consideration:

VENDOR: Avant Assessment

FUNDING AMOUNT: \$45,094

ADDRESS: 940 Williamette St. Suite 530

FUNDING SOURCE: Title and SCE

CITY, STATE ZIP: Eugene, OR 97401

DATE REQUIRED: March 2024

PURCHASING/BID METHOD:

TIPS Purchasing Cooperative

DESCRIPTION:

Avant Assessment Stamp 2S for SFA, Long, Davila, and Rayburn; Avant Stamp 4S for BHS, Rudder, and BCHS

JUSTIFICATION:

Avant Stamp is used to measure real-world language proficiency and earn credentials like Seals of Biliteracy. Its purpose is to improve language-learning outcomes, support excellence in language programs, and enable language credentialing.

EFFECT ON FUTURE BUDGET YEAR:

N/A

REQUESTED BY:

Campus

DATE:

March 2024

KEVIN BEESAW, ASSIST SUPT OF BUS SERV

APPROVED:

DENIED:

GINGER CARRABINE, SUPERINTENDENT

APPROVED:

DENIED:

DATE OF BOARD MEETING:

APPROVED:

DENIED:

BUSINESS OFFICE USE ONLY:

FORM 1295 REC'D: YES: NO:

PURCHASE ORDER NO: _____

BUDGET TRANSFER REQUIRED:

DATE ISSUED: _____

YES: NO:

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BRYAN INDEPENDENT SCHOOL DISTRICT

REQUISITION

To be ordered from:

Avant Assessment
Vendor Code# 37620

Date 03/01/24
FormID# 194080
Quote# 26088 and 26089
This is Not a Purchase Order

DELIVER

TO: Technology Support Center / James Brau
(Location)
800 S. Texas Ave.
(Street)
Bryan, Texas 77803

Quantity	Unit Price	Description	Total Price
1960	15.90	Avant STAMP 2S-Listening & Speaking Only - Language TBD (Except Hebrew)	31164.00
			0.00
			0.00
700	19.90	Avant STAMP 4S - Language TBD (Except Hebrew)	13930.00
			0.00
			0.00
			0.00
		PLEASE SEND PO TO KRISTEN MIKESH	0.00
			0.00
			0.00
		ALL INFO ON THIS REQUISITION MUST BE ON THE PURCHASE ORDER	0.00
			0.00
			0.00
		Shipping and Handling (if applicable)	0.00
TOTAL AMOUNT			45094.00

SCHOOL or PROGRAM Admin
TEACHER Kristen Mikesh/Brittany Hutchinson/Lisa Mouton
APPROVED Lisa M. Mouton / Kristen Mikesh
Principal/Administrator

CHARGE TO BUDGET EXPENSE CODE:
see attached TI+SCE
(to be filled out by Principal/Admin.)

Not valid unless properly approved and has FormID# included

Enter your requisition into finance plus including the required ship to info.

M 3.27.24



Price Quote

Account Name	Bryan Independent School District	Created Date	2/28/2024
Contact Name	Lisa Mouton	Expiration Date	8/31/2024
Quote Number	00026089	Billing Preference	Standard Billing
		Invoice Payment Terms	Upon Receipt
Billing Contact	Lisa Mouton	Prepared By	Nick Gossett
Billing Address	801 S. Ennis St.	Email	nick.gossett@avantassessment.com
Billing City State Zip	Bryan, TX 77803		
Billing Email	lisa.mouton@bryanisd.org		

Product	Quantity	List Price	Discount Price	Extended List	Extended Discount
Avant STAMP 2S - Listening & Speaking Only - Language TBD (Except Hebrew)	1,960.00	\$54.90	\$15.90	\$107,604.00	\$31,164.00
Total Price					\$31,164.00

Please sign and return this Price Quote to confirm the purchase.

- **Standard Billing** – I agree to be invoiced upon Avant’s receipt of signed Price Quote or Purchase Order. If tests taken exceed the order quantity, I agree to be invoiced for the additional tests at the rate stated on this quote at the time the overage is incurred. If tests taken are fewer than the order quantity, I understand that a Test Credit will be issued to my account for any unused test. Test Credits are valid until June 30 of the following school year. *Example: For an order placed during the 2023-2024 School Year, tests would be valid until June 30, 2025.*
- I have reviewed the Price Quote and agree to the cost and terms listed therein.
- I agree to be invoiced according to the terms outlined in this quote.
- I have confirmed that the Billing Contact and associated information is accurate and up-to-date.

Accepted by (signature): Lisa M. Mouton Date: 2/29/2024

Printed Name: Lisa M. Mouton

Title: Soc. St. and World Lang. Coordinator



Price Quote

Account Name Bryan Independent School District
Contact Name Lisa Mouton
Quote Number 00026088

Created Date 1/17/2024
Expiration Date 5/31/2024
Billing Preference Standard Billing
Invoice Payment Upon Receipt
Terms

Billing Contact Lisa Mouton
Billing Address 801 S. Ennis St.
Billing City State Zip Bryan, TX 77803
Billing Email lisa.mouton@bryanisd.org

Prepared By Nick Gossett
Email nick.gossett@avantassessment.com

Product	Quantity	List Price	Discount Price	Extended List	Extended Discount
Avant STAMP 4S - Language TBD (Except Hebrew)	700.00	\$79.90	\$19.90	\$55,930.00	\$13,930.00
Total Price					\$13,930.00

Please sign and return this Price Quote to confirm the purchase.

- **Standard Billing** – I agree to be invoiced upon Avant’s receipt of signed Price Quote or Purchase Order. If tests taken exceed the order quantity, I agree to be invoiced for the additional tests at the rate stated on this quote at the time the overage is incurred. If tests taken are fewer than the order quantity, I understand that a Test Credit will be issued to my account for any unused test. Test Credits are valid until June 30 of the following school year. *Example: For an order placed during the 2023-2024 School Year, tests would be valid until June 30, 2025.*
- I have reviewed the Price Quote and agree to the cost and terms listed therein.
- I agree to be invoiced according to the terms outlined in this quote.
- I have confirmed that the Billing Contact and associated information is accurate and up-to-date.

Accepted by (signature): Lisa M. Mouton Date: 2/29/2024

Printed Name: Lisa M. Mouton

Title: Soc. St. and World Lang. Coordinator

3. Consider Approval of Employee Professional Contracts for the 2024-2025 School Year
4. Consider Approval of Purchase Over \$50,000 for Special Education Behavior Support Contracted Services
5. Consider Approval of Close Out for the Phase 3 Miscellaneous Roofing Package for Kemp Elementary, Ross Elementary, Mitchell Elementary and SFA Middle School

ITEMS FOR DISCUSSION AND OR ACTION / REGULAR AGENDA

Business Services

1. Discuss and Consider Approval of a Purchase Over \$50,000 for a Technology Box Truck 41

2. Discuss and Consider Purchase Authorization Over \$50,000 for Milam and Hammond-Oliver Annex Facilities

Teaching and Learning

1. Discuss and Consider a Memorandum of Understanding with Educational Service Center Region 6 for Reading Academies

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House Bill 3 Reading Academies

43

April 15, 2024



1

The “Why”

2

**Reading
Academy
Models**

3

**Flowchart of
Implementation**

4

2024–2025 Plan

"The Why"

Commissioner's Ruling

- Per House Bill 3 (HB 3), passed by the 86th Texas Legislature in June of 2019, all kindergarten through third grade teachers and principals must attend a "teacher literacy achievement academy" referred to as the HB3 Reading Academies.
- ALL K-3 teachers who are teachers of record, including teachers who provide special education services to K-3 students, are required to complete Reading Academies, regardless of core content area.

Professional Preparation

- According to TEA, many educators are still not prepared to provide evidence-based reading instruction, assess student learning, and adjust instruction based on specific needs.
- HB3 Reading Academies are designed to increase teacher knowledge and implementation of evidence-based practices to positively impact student literacy achievement.

Reading Academy Models

Blended

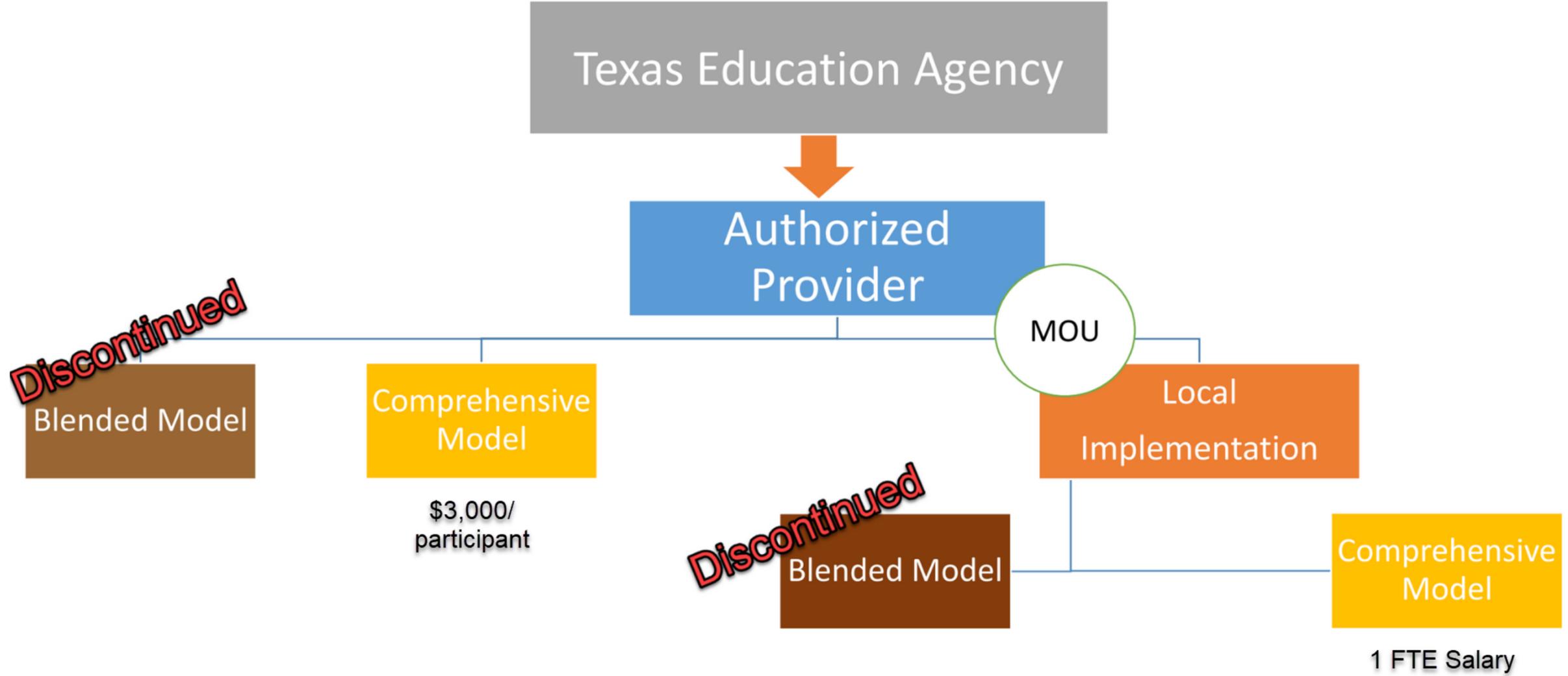
- 12 **online** modules
- 60 hours of content and competency demonstration
- 24-25 Administrators, ICs
 - 42 hours
- \$500 stipend

Comprehensive

- 12 modules
- 60 hours
- 10 **In-person** 6 hour training sessions and online competency demonstration
- 4 job-embedded coaching sessions per teacher/2X a semester



Flowchart of Implementation



2024-2025 Implementation Plan

Summer Sessions

- Teachers will receive Time Equivalency (TE) hours that will count towards TE days on August 1st and October 14th.
- Sessions 1 & 2 (of the 10)
- Each session has two options

District PD Days

- 6 of the 10 trainings will be on District Staff Development days built into the calendar
- All participants will attend on these days

Substitutes (Classroom Coverage)

- 4 training days will require teachers to have subs
- Two dates per session will be offered to allow campuses to send half of their teachers at a time to a session

Reading Academy Session #	TE Cohort (those who attend Sessions 1-2 in the summer)			Non-TE Cohort (those unable to attend Sessions 1-2 in the summer)		
	Type	Date	Date	Type	Date	Date
Session 1	TE Hours	June 14, 2024	July 24, 2024	Full	August 1, 2024 <i>(PD Day)</i>	
Session 2	TE hours	June 28, 2024	July 25, 2024		½ PM August 9, 2024 <i>(PD Day)</i>	½ PM August 12, 2024 <i>(PD Day)</i>
Session 3*	Full	August 6, 2024 <i>(PD Day)</i>		Full	September 12, 2024	Maybe split into 2 options
Session 4	Split	October 8, 2024	October 9, 2024	Split	October 8, 2024	October 9, 2024 ₄₈
Artifact #1	BISD Draft Due October 23, 2024			BISD Draft Due October 23, 2024		
Session 5	Full	November 1, 2024 <i>(PD Day)</i>		Full	November 1, 2024 <i>(PD Day)</i>	
Session 6	Split	December 3, 2024	December 4, 2024	Split	December 3, 2024	December 4, 2024
Session 7	Full	January 6, 2025 <i>(PD Day)</i>		Full	January 6, 2025 <i>(PD Day)</i>	
Session 8	Full	February 17, 2025 <i>(PD Day)</i>		Full	February 17, 2025 <i>(PD Day)</i>	
Artifact #2	BISD Draft Due Date March 3, 2025			BISD Draft Due Date March 3, 2025		
Session 9	Split	March 26, 2025	March 27, 2025	Split	March 26, 2025	March 27, 2025
Session 10	Full	April 21, 2025 <i>(PD Day)</i>		Full	April 21, 2025 <i>(PD Day)</i>	



House Bill 3 Reading Academies

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April 15, 2024



Dedicated to Serve

Updated March 2024

MEMORANDUM OF UNDERSTANDING
For ESC Region 6 June 2024 TEA Texas Reading Academies
Local Implementation with ESC 6 as Authorized Provider

RECITALS

WHEREAS, Education Service Center Region 6 (ESC Region 6) serves as an Authorized Provider to conduct Reading Academies as required by House Bill 3 (2019) (the “Reading Academies”); and

WHEREAS, the provision of Reading Academies is being regulated by the Texas Education Agency (TEA) with cooperation of Region 11 Education Service Center; and

WHEREAS, to accomplish the outcome of every Kindergarten (K) through 3rd Grade teacher and principals of K-3 campuses receiving Reading Academy training, TEA has published guidance in the form of letters, guidelines and other sources of information to school districts and FAQ guidance to Education Service Centers; and

WHEREAS, all of the TEA provided guidelines, rules and procedures indicate three (3) options (listed below) related to districts and charter schools in meeting the assurance that by the beginning of the 2023-2024 school year all K-3rd grade teachers and K-3 principals have successfully completed the prescribed Reading Academy:

- **Option 1: Use ESC Region 6 as the Authorized Provider, Implementation through ESC 6 Enrollment,** for the delivery of the Comprehensive Model for teachers. *Beginning July 2023, TEA offers Teacher Reading Academies only through the Comprehensive Model.*
 - District/Charter agrees to pay ESC Region 6 per participant at the TEA set rate of \$3,000 per Comprehensive Model Participant
 - ESC Region 6 assumes the cost of providing training and delivery of services
 - District/Charter assumes any cost associated with participant completion of Reading Academies including time allowances, staff travel, and substitute costs under the Teacher Comprehensive Model
- **Option 2: Local Implementation,** in which the district/charter signs a MOU with ESC Region 6 as their Authorized Provider, then the district/charter employs staff to serve as Cohort Leaders and provides the Comprehensive Model of Reading Academies locally to participants. *Beginning July 2023, TEA offers Teacher Reading Academies only through the Comprehensive Model.*
 - **District/Charter pays ESC Region 6 the TEA established flat fee of \$12,000 per Cohort Leader for the Comprehensive Model with no more than 60 participants per Cohort Leader with a maximum number of one (1) Cohort per Leader. Additional cohort leaders incur the same fee, with the same cohort size limit.**

WHEREAS, ESC Region 6, as an Authorized Provider, will comply with all TEA guidelines, rules and procedures set forth related to Reading Academies by entering into this MOU with school districts/charters that opt to provide Reading Academy training for their K-3 teachers and K-3 Principals through Options 1 and/or 2 above; and

WHEREAS, ESC Region 6 and **Bryan Independent School District** (hereinafter the “District or Charter”) agree that the provisions set forth in this MOU are intended to set forth the respective responsibilities of the parties regarding the provision of Reading Academies to the District or Charter;

NOW, THEREFORE, in consideration of the mutual promises and subject to terms and conditions set forth herein, the Parties hereto agree as follows:

I. Designation by District or Charter of Reading Academies Services to be Provided by ESC Region 6

The District or Charter opts for ESC Region 6 to serve as Authorized Provider and the district will provide Reading Academies locally using **Option 2**, as described above.

Please initial to acknowledge your district/charter selects Option 2.

Option 2, Local Implementation: Use ESC Region 6 as the Authorized Provider, and District will employ staff to act as Cohort Leader(s) and provide the Comprehensive model of the House Bill 3 Texas Reading Academies locally to teachers and principals. (Hereinafter referred to as the “Local Implementation” or the “Second Option”)

- District pays a flat fee to the Authorized Provider PER COHORT LEADER, PER COURSE TERM
Note: All fees are set by TEA and are valid only through June 2024.
- **\$12,000 per Cohort Leader for the Comprehensive Model** (no more than 60 participants per Cohort Leader with a maximum number of one (1) Cohort per Leader).
- Adding a support cohort leader to a local implementation cohort, and/or exceeding the limit of 60 participants, is subject to Authorized Provider and TEA approval, and may require the LEA to pay an additional fee.
- All Cohort Leaders must pass the required TEA Cohort Leader Screening and attend mandatory TEA Cohort Leader training prior to launching a Reading Academies Cohort.
- Fees are due upon billing.
- Registration and enrollment will begin approximately 2 weeks prior to the start date of a cohort and will remain open up to 6 weeks after the cohort start date, as cohort capacity allows.
- Local comprehensive cohorts can be launched in June 2024 under the terms of this agreement.
- Comprehensive courses must be completed within the course term and within a time frame of 4 to 11 months. (Course content cannot be completed sooner than 4 months after the launch date.)

II. Responsibilities of the Parties

For Option 2, Local Implementation, the responsibilities of the parties are as follows:

a. For ESC Region 6:

1. Communicate processes and support registration, enrollment, and administrative duties associated with Reading Academies;
2. Ensure Cohort Leader(s) employed by the district have passed the required TEA screener and completed mandatory TEA training prior to cohort launch;
3. Ensure the local implementation plan includes live session dates, makeup sessions, sufficient time for coaching sessions, and fully complies with all TEA rules and guidelines;
4. Serve as the liaison between the District and TEA on all matters related to implementation of Reading Academies;
5. Conduct program evaluation as determined by TEA;
6. Monitor and support Cohort Leaders in ensuring the quality and fidelity of Reading Academy implementation;
7. Provide logistical support and technical assistance to Cohort Leader(s); and
8. Provide printed Cohort Leader facilitator guides and participant notebooks (one guide per participant) for live sessions

b. For the District:

1. Select and employ Cohort Leader(s) that successfully complete the required TEA screening;
2. Ensure Cohort Leader(s) attend required Cohort Leader training provided by TEA and ongoing additional support training sessions offered by TEA.
3. Submit a local implementation plan that includes live session dates, makeup sessions, sufficient time for coaching sessions, and fully complies with all TEA rules and guidelines;
4. Provide continuous communications with ESC Region 6 Reading Academies lead staff on all aspects of implementation;
5. Support participants in the registration and enrollment process, including the creation of a TEA Learn account (Canvas LMS account provided by TEA), following guidance and support from an ESC 6 Reading Academies representative;
6. Provide all required evaluation information to ESC Region 6 that may be requested by TEA;
7. Provide all TEA requested information and documentation as implementation proceeds;
8. Pay appropriate Flat Fee(s) to ESC Region 6 upon billing;
9. Ensure all Cohort Leaders attend Cohort Leader collaboration meetings provided by ESC Region 6;
10. Ensure cohort leaders submit requested documentation to ESC 6, including tracking participant completion of Reading Academies requirements and coaching sessions;
11. Ensure participant fidelity to TEA live session attendance and participation in coaching sessions;
12. Ensure all Cohort Leaders abide by the established participant limitations and are provided appropriate time for fulfilling the roles and responsibilities of a Cohort Leader as established by TEA including:
 - a. The leader of a Comprehensive Cohort may lead a cohort of up to 60 participants - Comprehensive Cohort Leaders may only lead one cohort at a time, which constitutes a full time role regardless of the number of participants enrolled in the cohort.
 - b. Comprehensive Cohort Leader Additional Duties: A comprehensive cohort leader may have other duties and/or responsibilities that do not impede their ability to deliver face to face sessions, coaching and additional Reading Academies responsibilities.
 - c. Cohort leaders are responsible for providing guidance and feedback on participant artifact drafts in accordance with TEA guidelines and processes for submitting draft artifacts, prior to participants submitting artifacts for grading; Cohort leaders are responsible for providing support during the revision process for participants who do not pass artifacts in accordance with TEA guidelines for resubmission. Cohort leaders are responsible for grading participant artifacts resubmitted or submitted late, in accordance with TEA guidelines and scoring processes.
13. Acknowledge that the LEA will be held responsible for all Reading Academies Metrics as assigned by TEA. If local cohorts are not meeting expected TEA metrics, ESC 6 will consult with the district to determine the root cause and determine an action plan for addressing the root cause.
14. Acknowledge that the District will be responsible for all costs associated with Reading Academies materials beyond the allowable printing as determined by Region 6 ESC and in accordance with TEA business rules;
15. The District shall appoint a Reading Academies contact person that will communicate regularly with the Region 6 ESC Reading Academies representative and support the local coordination and implementation of Reading Academies;
16. Communicate Reading Academies expectations to participants and collect signed "Participant Statement of Understanding" for all participants enrolled in the course. The statement of understanding will be provided by ESC Region 6 and should be kept for local records;
17. Ensure participants are willing and able to complete the entirety of the Reading Academies content within the course time period, unless one of the following exceptions arises: Resignation, Retirement, Termination, Reassignment outside of K-3, FMLA, or another extreme circumstance deemed appropriate by TEA.

III. TERM OF AGREEMENT

This Agreement shall be effective on June 1, 2024, and terminate, except as provided herein, on May 31, 2025, unless sooner terminated upon 30 days prior written notice by either party or upon completion of all training by ESC Region 6 of the District/Charter's personnel (the "Term"). Upon termination hereof, each party agrees to cooperate with the other to fulfill any action required by TEA in its regulation of Reading Academies.

IV. FEES

Texas Reading Academies fees have been set by TEA as reflected in Section I of this MOU and will be assessed and collected by ESC Region 6 as established by TEA.

V. ADDITIONAL TERMS AND CONDITIONS.

1) Cohort and Participant Completion Specifics:

- a) Registration and enrollment will begin approximately 2 weeks prior to the start date of a cohort and will remain open up to 6 weeks after the start date as cohort capacity allows;
 - b) Cohort participants failing to comply with requirements with no local plan in place for support may be removed from the Cohort at the discretion of Region 6 ESC and will be required to register and pay for another future Cohort;
 - c) Cohort participants that do not successfully complete Reading Academies according to TEA requirements will not fulfill House Bill 3 Reading Academies mandate and must register and pay for a future cohort in accordance with TEA guidelines;
 - d) Once a participant begins coursework, they will not be unenrolled from the course regardless of employment status unless removal is requested by the participant, or if the participant is inactive in the course with no communication with the cohort leader or ESC 6; and
 - e) It is the responsibility of the LEA to put in place a local policy regarding responsibility of Reading Academies fees in the event a participant does not complete Reading Academies successfully, or moves to another LEA after enrollment.
- 2) **Assignments.** Neither Party may assign this Agreement without the prior written consent of the other.
 - 3) **Entire Agreement.** This Agreement contains all of the agreement between the Parties with respect to the matters contained herein and no prior agreement or understanding pertaining to any such matters shall be effective for any purpose.
 - 4) **Independent Contractor Status.** Each party and its people are independent contractors in relation to the other party with respect to all matters arising under this Agreement. Nothing herein shall be deemed to establish a partnership, joint venture, association, or employment relationship between the parties.
 - 5) **Third Party Beneficiaries.** Nothing in this Agreement creates, or will be deemed to create, third party beneficiaries of or under this Agreement.
 - 6) **Governing Law.** This Agreement shall be governed, construed, and enforced according to the laws of the State of Texas, without giving effect to principles of conflicts of laws, and the Parties agree to resolve any dispute in the state and federal courts having jurisdiction in Walker County, Texas.
 - 7) **Notices.** Notices sent to either party shall be effective when delivered in person or transmitted by fax machine or other official written communication; one (1) day after being sent by overnight courier; or two (2) days after being sent by first class mail postage prepaid, to the address or fax number, as the case may be, set forth in this Agreement. A facsimile of this Agreement and notices generated in good form by a fax machine (as well as a photocopy thereof) shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.
 - 8) **Counterparts.** This Agreement and any amendment or supplement to this Agreement may be executed in two or more counterparts, each of which will constitute an original but all of which will together constitute a single instrument. Transmission by facsimile of an executed counterpart signature page hereof by a party hereto shall constitute due execution and delivery of this Agreement by such party.
 - 9) **Sovereign Immunity.** Nothing in this Agreement shall be deemed to waive the sovereign immunity of ESC Region 6, of the staff and employees of ESC Region 6, or of the District
 - 10) **Dispute Resolution.** The Executive Director of ESC Region 6 or his/her designee and the authorized agent of the District shall resolve disputes that develop under this Agreement.
 - 11) **Amendments.** This Agreement may not be amended, modified or changed, nor shall any waiver of any provision hereof be effective, except by an instrument in writing and signed by each of the Parties

IV. ACKNOWLEDGEMENTS

Please initial to indicate your district has been provided with information and/or support from ESC 6 regarding the following:

Selecting pathways for meeting the HB 3 Texas Reading Academies mandate for K-3 teachers and principals by the deadline (Comprehensive ELAR, Comprehensive Biliteracy, or STR content)

Guidelines for designing comprehensive live session schedules and coaching schedules in accordance with TEA requirements

A Participant Statement of Understanding, provided by ESC 6, to be collected and kept at the local level

The local Cohort Leader will provide a copy of the TEA Cohort Leader Agreement and Roles and Responsibilities update upon completion of the Cohort Leader training, provided by TEA, as a reference for determining job duties and responsibilities

June 2024 Guidebook and Business Rules for Local Implementation has been provided

IN WITNESS WHEREOF, for adequate consideration and intending to be legally bound, the Parties hereto have caused this AGREEMENT to be executed by their duly authorized representatives.

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

FOR AND ON BEHALF OF THE DISTRICT/CHARTER FOR AND ON BEHALF OF ESC REGION 6

By: _____
LEA Authorized Signature
Superintendent
Title

Date

LEA Reading Academies Contact Person

Title of Reading Academies Contact

Street Address

City, State Zip

Contact's Telephone Number

By: _____
ESC 6 Authorized Signature
Deputy Director, ESC 6
Title

Date

Dr. Jennifer Graves, Component Director

ESC 6 Reading Academies Contact Person
Elizabeth Keith, Reading Academies Project Manager

3332 Montgomery Rd
Street Address

Huntsville TX 77340
City, State Zip

936-435-8227
Reading Academies Contact's Telephone Number



February 12, 2024

TO: Maxim Healthcare Staffing

FROM: Bryan Independent School District

SUBJECT: Adoption of an Awarded Contract through the Central Texas Purchasing Alliance ("CTPA")

Bryan Independent School District ("District"), as a member in good standing of the Central Texas Purchasing Alliance ("CTPA") and in accordance with Section 791.001 of the Texas Government Code, is requesting agreement by Maxim Healthcare Staffing ("Contractor") to adopt the following contract:

Contract #: 24-019
Contract Title: Educational Contracted Services & Materials
Contracting CTPA District: Round Rock ISD
Initial Contract Start Date: October 27, 2023
Initial Contract End Date: June 30, 2028

By adopting this contract from another CTPA member district, the District has met the competitive bidding requirements established by the Texas Education Code, Section 44.031(a)(4) and as required by the adopting district's policies. There is no obligation on either party to participate unless both parties agree by executing this document. The goods and services provided under this contract will be at the same or better contract pricing and purchasing terms established by the originating district. The base terms and conditions of the initial award shall remain as originally awarded.

The District shall be responsible for the management of the adopted contract and all payments to the contracted vendor. The originating district shall have no responsibilities under this agreement.

District Authorization

Melissa Martin

Authorized Signer
Melissa Martin
Name
Assistant Director of Finance
Title
February 12, 2024
Date

Contractor Authorization and Acceptance

DocuSigned by:
Bryant Moshang
Authorized Signer
Bryant Moshang
Name
Controller
Title
12-Feb-24
Date

**ATTACHMENT "C"
ASSIGNMENT CONFIRMATION**

Maxim and Customer hereby agree the following personnel will be assigned to Customer's Work Site, listed below, under the terms and conditions outlined below and according to the Agreement signed between Customer and Maxim.

Customer and Maxim understand and agree that this assignment is contingent upon verification of personnel's compliance with the Agreement and the pre-assignment screening requirements in "Attachment B" prior to the assigned start date.

Customer Name:	Bryan ISD
Work Site Address:	Jane Long Intermediate 1106 N Harvey Mitchell Pkwy, Bryan TX
Confirmation Date:	02/08/2024

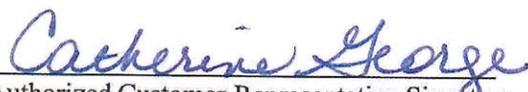
Customer hereby agrees to sign/return this document **WITHIN 48 BUSINESS HOURS** of the date listed above and understands that failure to do so may result in the delay of the assignment start date, and/or additional charges as defined in the Agreement.

Personnel Name, Discipline:	Monica Kinlow, Behavior Technician
Assigned Unit/Department:	Special Education Dept.
Float Requirement:	N/A

Assignment Start Date:	02/19/2024
Assignment End Date:	05/23/2024
Guaranteed Weekly Hours/Schedule:	40 hours/week
Approved Time-Off:	N/A

Base Bill Rate:	\$50/hour
Overtime and Holiday Rates:	N/A
On Call/Call Back Rates:	N/A
Approved Orientation Rate/Hrs.:	N/A
Special Provisions:	N/A

Authorized signature below indicates agreement to utilize Maxim Personnel under of ALL of the conditions specified above. The Staffing Services Agreement between Customer and Maxim shall govern any/all additional provisions that affect this assignment and/or the business relationship between the parties.


Authorized Customer Representative Signature


Printed Name & Title


Date

Please email a signed copy of this confirmation back to Kachrman@maxstaffing.com. Thank you.

Vendor Setup Form

If you received this questionnaire and not responsible of accounts payable, please forward to the appropriate party to ensure invoicing is set correctly

 **Who is the main point of contact for invoice and payment inquires?**

Contact Name: Bryan ISD

Title: Finance

Phone Number: 979.209.1005

Email Address: bisd_financial.services@bryanisd.org

Fax: 979.209.1098

Send Invoices to this contact? Yes No

If No, where should we email invoices?

 **Maxim's default invoice layout groups all charges on one weekly invoice, subtotaled by employee. If you prefer a different layout or frequency, please select what you prefer from the dropdowns:**

Frequency: Monthly

Invoice by: PO Number

Subtotal by: Worksite

 **Our invoices identify Maxim Healthcare Services as the service provider. If you required additional vendor references, please identify what is required.**

Vendor Number:

Contract Number:

PO Number(s):

Cost Center Number:

Work Order Number:

 **Maxim provides signed timesheets as supporting documentation for all charges. If you require additional documentation, please specify.**

VMS:

Client Timecard:

Sign-In Sheet:

Client Kronos:

Maxim Timeclock:

 **For Services in PA/OH/NM/CT—We calculate sales tax per state and county requirements.**

Are you tax-exempt: Yes No If Yes, please attach Exemption Certificate with this form

Closed Session

1. Discuss Issues Pertaining to Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee - Texas Government Code Chapter 551.074
2. Pursuant to Texas Government Code Sections 551.0821, Deliberation Concerning a Public School Student Wherein Personally Identifiable Information will Necessarily be Revealed

Reconvene in Open Session

ADJOURN

In accordance with the Texas Open Meetings Act Subchapters D and E of Chapter 551, Texas Government Code (§551.071 Attorney/Client Consultation, §551.072 Real Estate, §551.073 Contracts for Gifts or Donations, §551.074 Personnel Matters, §551.075 Investments, §551.076 Security Devices, §551.082 Discipline of Student or Employee Complaint, §551.0821 Personally Identifiable Student Information, §551.083 Employee Groups Consultation, §551.084 Exclusion of Hearing Witnesses), the board may enter closed meeting to deliberate any subject authorized by Subchapters listed.