



A meeting of the Board of Trustees of the Bryan Independent School District will be held on Monday, January 27, 2025, beginning at 6:00 PM in the Boardroom of the Administration Building, 801 South Ennis Street, Bryan, Texas 77803, where a quorum of the Board of Trustees will be present.

The subjects to be discussed, considered, or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this meeting agenda. A closed meeting may be held at any time during the open meeting as authorized by various sections of the Texas Government Code. When this occurs, a formal statement will be made by the president or presiding officer of the Board of Trustees.

1. CALL TO ORDER

2. Welcome

3. Pledges of Allegiance

4. Spotlight

4.A. Teachers of the Month - Intermediate Schools

4.B. Teacher of the Month - High School

4.C. Auxiliary Employee of the Month

4.D. Recognition of Bryan High School Viking Theatre to Texas Thespians, State Theatre Competition Superior Rating, and Advancement to Nationals

4.E. Recognition of Bryan ISD's Career and Technical Education (CTE) Program Designated as District of Distinction

4.F. Recognition of Bryan High School Viking Graphic Arts (VGA) Club for the Design and Creation of the Essential Ambassador Characters

4.G. Spotlight on Family Engagement

5. Superintendent Update

5.A. Superintendent Update - Recognition and Celebration of Students, Staff, School Board Trustees, and Community Events



**STATE OF TEXAS
OFFICE OF THE GOVERNOR**

Through the ages, each generation has been called upon to strengthen our foundation and prepare the way for the others. This spirit is especially evident in the education of our children, for it is through a quality education that we place students firmly on the path to a lifetime of excellence and achievement.

Ensuring a quality education is the work of many, and school boards are a vital component of this success. These local leaders use their time, energy, and knowledge to set and review budgets; oversee the management of Texas' public and charter schools; and ensure that students receive an exemplary education.

School board members play an integral role in promoting a lifelong love of learning in the next generation by collaborating with teachers, parents, and community members. They will continue to play a key role as we strive for educational excellence in the Lone Star State.

Each year, the month of January is set aside to honor school boards' many contributions and to recognize their commitment to education. At this time, I encourage all Texans to acknowledge the more than 7,000 school board members whose service represents the best of our great state.

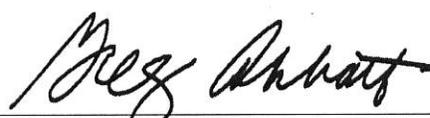
Therefore, I, Greg Abbott, Governor of Texas, do hereby proclaim January 2025 to be

School Board Appreciation Month

in Texas and urge all Texans to observe the occasion with appropriate ceremonies and activities.

In testimony whereof, I have hereunto affixed my signature this the 20th day of December, 2024.




Governor of Texas

6. Information Items

6.A. Career and Technical Education Update and Expansion

7. Citizens' Comments

8. ITEMS FOR DISCUSSION AND OR ACTION / CONSENT AGENDA

8.A. Consider Approval of the Meeting Minutes for December 2, 2024 and December 16, 2024



BRYAN ISD BOARD OF TRUSTEES MEETING
December 2, 2024

The Bryan ISD Board of Trustees met for a regular meeting on Monday, December 2, 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
- Leo Gonzalez, II
- Joel Bryan
- David R. Stennis

CALL TO ORDER PUBLIC HEARING

Board President Dr. Julie Harlin called the public hearing to discuss the District's Annual FIRST Rating to order at 12:00 p.m. and extended a hearty welcome to all attendees.

PUBLIC HEARING FOR THE DISTRICT'S ANNUAL FIRST RATING

Assistant Superintendent of Business Services Kevin Beesaw stated that each year gave a high-level overview of the budget that Texas School Districts must advertise and hold a public hearing to present their Financial Integrity Rating System of Texas (FIRST) rating. This rating system rates the district on various indicators, including financial competence, responsibility, and solvency, compared to acceptable ranges based on district size. Also included in the report is information on the Superintendent's contract and expenditures and expenditures related to the Board of Trustees, commonly referred to as FIRST—this method of assigning a uniform financial rating to public schools in Texas is based on 21 various documents. The School FIRST cycle begins with data from the 2022-2023 school year; the district has received the highest rating, A=Superior Achievement. since the inception of this rating system in 2021.

The District will continue to maximize the return on district funds, maintain a strong fund balance, and monitor the indicators for any changes. The Texas Education Agency (TEA) provides additional information regarding the criteria and requirements.

ADJOURN PUBLIC HEARING

There being no other business, the public hearing was adjourned at 12:17 p.m.

CALL TO ORDER REGULAR MEETING

The regular meeting was called to order at 12:18 p.m.

Information Items

Community Feedback Requested on Calendar Survey & Fall Survey

Director of Counseling Services Donna Willett emphasized the importance of community feedback in shaping the academic calendar for 2025-2026. The fall survey and the two calendar options released on November 19 were designed to gather community input. The Administration encourages families, students, and the community to complete the survey by December 10. The District's Educational Improvement Committee and the Calendar Committee will thoroughly review the feedback, ensuring that all perspectives are considered.

The calendar survey results and committee recommendation will be presented to the Board for consideration at the December 16 meeting. Once the calendar is approved, community agencies such as AlphaBest and the Boys and Girls Club will be notified to ensure adequate staffing numbers are available on the days the district is closed.

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 Ruthie Waller for the approval of the items listed on the consent agenda.

- Annual Purchasing Cooperative Report

The motion passed unanimously.

Closed Session

CONVENE IN CLOSED SESSION

Board President Dr. Julie Harlin called for a closed session at 12:23 p.m. as authorized by Texas Government Code Chapter 551.074, 551.0821, 551.071, and 551.087 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 CHAPTER 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.

PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.087, CONSULTATION WITH ATTORNEY TO DISCUSS LEGAL REQUIREMENTS AND FINANCIAL TERMS OF JETI TAX INCENTIVE PROGRAM

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

DELIBERATE SELECTION OF BOARD OFFICERS - TEXAS GOVERNMENT CODE SECTION 551.074

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

RECONVENE IN OPEN SESSION

The board reconvened in an open session at 1:55 p.m. No action was taken in the closed session.

REORGANIZATION OF BOARD OFFICERS

A **motion** was made by Leo Gonzalez, II and seconded by Joel Bryan for the appointment of David Stasny as President, Felicia Benford as Vice President, and Joel Bryan as Secretary for the Bryan ISD Board of Trustees for 2024-2025, as presented. *The motion passed unanimously.*

ADJOURN

There being no further business, the meeting adjourned at 1:58 p.m.

President

Secretary



BRYAN ISD BOARD OF TRUSTEES MEETING

The Bryan ISD Board of Trustees met for a regular meeting on December 16, 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:

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

CALL TO ORDER REGULAR MEETING

Board President David Stasny called the regular meeting to order at 6:00 p.m. and welcomed all attendees.

Pledges of Allegiance

Students from Houston Elementary led the audience in a pledge to the American flag. Following this, Henderson Elementary K-Club students recited the Texas pledge.

Spotlight

Elementary & Secondary Teachers of the Month

Principal Mandy Wells introduced Becca Serrano, Houston Elementary's Teacher of the Month for December 2024. Principal Daniela Garcia Ramirez introduced Vanessa Godinez as Henderson Elementary Teacher of the Month.

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

Auxiliary Employees of the Month

The December Auxiliary Employee of the Month is Iven Edgeron, who works in the Maintenance Department. Interim Executive Director of Maintenance & Operations Pat Corbett introduced Iven. He has been with Bryan ISD for over 15 years and has made a tremendous impact throughout the district as a specialist in his field. Iven has shown outstanding leadership skills and an

incredible work ethic and cares deeply about his job and Bryan ISD. He received a certificate of appreciation and a gift card from Truist Bank.

Spotlight on Family Engagement

Bryan ISD encourages family and community engagement, as it plays a crucial role in the success of our students. Principal Linda Taplette presented Fannin Elementary Parent Teacher Organization (PTO) members with a certificate of appreciation for their integral role in the annual Fiestas Patrias Parade. Through this project, parents, students, district employees, and the community came together to bring a vision to life. The float was a labor of love as many worked on the float for countless hours. From those efforts, they were bestowed the honor of winning first place. PTO President Patricia Morales thanked Bryan ISD for providing a district where creativity, community, and culture can thrive.

Appreciation to Mr George McMahon of Infrastructure Equipment Group for the Donation to Support the Bryan ISD Career and Technical Education Department

Assistant Superintendent of Business Services Kevin Beesaw and Director of Career and Technical Education David Reynolds introduced members of the George McMahon family. The administration thanked the McMahon Family for the generous donation of \$50,000 to the Bryan ISD Career and Technical Education Department. The money will be used to enhance the CTE programs further.

Superintendent's Update - Student and Staff Celebrations and Community Update

Superintendent Ginger Carrabine provided an update on the students and staff activities happening across the district. Holiday activities were in full swing as campuses across the district showed up for the Annual KBTX Food for Families Food Drive. Many district employees participated in the Grow and Give Back Holiday Drive. The program provided over 300 students with \$100 worth of gifts. Fine Arts performances, musicals, and choirs performed throughout the month to usher in the holiday spirit. The Downtown Lighted Christmas Parade was once again a huge success, bringing our community together and spreading joy.

Information Items

Human Resources Update on the Holistic Review of Pay Systems

Executive Director of Human Resources Tommy Roberts provided an update on the district's pay system. A survey was sent to staff, which received an excellent participation rate. The feedback summary of the responders felt that their pay was low, but they felt supported by the district.

The administration will follow a timeline throughout the spring semester, including building a pay structure and an increase model. In February 2025, a draft report of the initial findings and recommendations will be presented. The final recommendations and comprehensive report are scheduled to be presented to the Board for consideration in March/April 2025.

Special Education Update on Therapeutic Services

Executive Director of Special Programs, Dr. Jennifer Warren, provided a historical review of the timeline and implementation of therapeutic services for the district. The Board approved the authorization for therapeutic contracted services in May 2024. The program housed at Milam provides students with special education needs access to classrooms that are transitioning to

traditional classrooms. The maximum capacity is 20 students ranging from grades 7th-12th grades. An admission review committee will monitor the student's progress and discuss the steps needed for students to transition back to their home campus or MC Harris. The current enrollment is 19, serving eight middle and 11 high school students.

Instructional Materials Update

The Associate Superintendent of Teaching and Learning, Dr. Barbara Ybarra, the Executive Director of Technology Services, Julea Johnson, the Director of Curriculum and Instruction, Dr. Leslie Holtkamp, and the Assistant Director of Technology and Resources, Jana Wenzel, provided an update on HB 1605 Instructional Materials. The required curriculum from the Texas Legislature, the Texas Essential Knowledge & Skills (TEKS), and the district's managed curriculum is guided by the State Board of Education providing consistency throughout the State.

Before HB 1604 was adopted, the State Board of Education established an 8-year cycle to adopt materials for each subject. Under the new process, the 8-year adoption cycle and proclamations have been eliminated. Instructional Materials Review and Approval (IMRA) outlines the process and the latest method to review high-quality instructional materials. From 2022 to 2023, the 87th Legislature drastically reduced the Instructional Materials Technology Allotment (IMTA) funding because of the influx of ESSER funding.

In Spring 2025, an Instructional Committee for K-8 Mathematics will meet to review the State Board of Education SBOE-approved materials and provide feedback via surveys and rubrics, along with public viewing by the community and parents.

District Operations Update

Deputy Superintendent Dr. Brian Merrell presented an overview of the district's facility assessment. Highlights of the evaluation include:

- Conditions of Facilities
- Capacity & Facility Utilization
- Campus Facility Considerations for Instructional & Extracurricular Programs
- Transportation Fleet
- Facility Assessment Overview

Based on the data received, committees will be formed to develop strategic plans for the future.

Board Policy Review Update

Associate Superintendent of Teaching and Learning, Dr. Barbara Ybarra, stated that over 40 team members, including the Superintendent, Cabinet, Directors, and Principals from each level, weighed in on reviewing Board policies. The policy consultant selected critical policies for the team to review for potential updates and revisions. There were no changes to the Legal policies examined. Draft revisions of the updated local policies to remove unnecessary wording and to align with current practice will be returned to the district, where the administration can review them. After review, the corresponding Board Committee will review the draft policies for feedback before the final recommended policy revisions are taken to the Board of Trustees for discussion and consideration.

Citizen Comments

Marc Garrett - Topic Addressed: Athletics

ITEMS FOR DISCUSSION AND OR ACTION / CONSENT AGENDA

A **motion** was made by Leo Gonzalez, II, and was seconded by Felicia Benford to approve the items listed on the consent agenda. *The motion passed unanimously.*

- Meeting Minutes November 4, 2024
- Meeting Minutes November 8, 2024
- Meeting Minutes November 14, 2024
- Meeting Minutes November 18, 2024
- Financial Statements and Purchasing Report for November 2024

ITEMS FOR DISCUSSION AND OR ACTION / REGULAR AGENDA

Business Services

CONSIDER APPROVAL OF A DONATION FROM MR. GEORGE MCMAHON OF INFRASTRUCTURE EQUIPMENT GROUP TO SUPPORT THE CAREER AND TECHNICAL EDUCATION PROGRAMS OF BRYAN ISD

Assistant Superintendent of Business Services Kevin Beesaw stated that per Bryan ISD policy CDC (Local), the Superintendent or designee shall have the authority to accept gifts on behalf of the District. However, any gift with a market value of \$50,000 or more or any gift of real property shall require Board approval. The donation amount from Mr. George McMahon of Infrastructure Equipment Group met that requirement. The donation of \$50,000 shall support Bryan ISD's Career and Technical Education (CTE) programs.

A **motion** was made by Leo Gonzalez, II, and seconded by Ruthie Waller to approve the donation of \$50,000 from Mr. George McMahon of Infrastructure Equipment Group to support the Career and Technical Education (CTE) programs of Bryan ISD. *The motion passed unanimously.*

Teaching and Learning

CONSIDER APPROVAL OF THE ACADEMIC CALENDAR FOR THE 2025-2026 SCHOOL YEAR

Director of Counseling Services Donna Willett provided an update on the calendar process. The Committee members have held numerous meetings to gather additional feedback. Nine calendar options were drafted from those meetings; two calendar options were provided after the most recent survey. The committee met with stakeholders to narrow the selections and presented two sections that met all parameters for consideration. The recommended calendar for consideration was calendar Option I. Option 1 had over 86% of the votes. The calendar is built for students' academic success while supporting the needs of parents and students. The final draft being presented for Board Consideration was calendar Option I.

A **motion** was made by Joel Bryan and seconded by Felicia Benford to approve the Academic Calendar for the 2025-2026 School Year. *The motion passed unanimously.*

CONSIDER APPROVAL OF THE BRYAN COLLEGIATE HIGH SCHOOL ACADEMIC HIGH SCHOOL ACADEMIC CALENDAR FOR THE 2025-2026 SCHOOL YEAR

Principal Dr. Desiree Caperton stated that the administration has worked on structuring the calendar to support the needs of students attending college-level courses at Blinn. Courses at

Blinn are typically held on Mondays/Wednesdays and Tuesdays/Thursdays. The administration has worked to maximize the days Monday through Thursday to align with the regular academic calendar. The proposed changes for Bryan Collegiate's calendar for 2025-2026 staff development days were to move September 29th to September 26th, November 3rd to October 31st, and February 16th to February 13th.

A **motion** was made by Leo Gonzales and seconded by Felicia Benford for the approval of the Bryan Collegiate High School Calendar for the 2025-2026 School Year as presented. *The motion passed unanimously.*

Local Governance

CONSIDER APPROVAL OF BOARD POLICY UPDATES

Associate Superintendent of Teaching and Learning Dr. Barbara, Assistant Superintendent of Business Services Kevin Beesaw, and Executive Director of Technology Services Julea Johnson presented an overview of the policies under review. During the review, unnecessary wording or redundant language was removed from the policies.

- BBB (LOCAL) - Board Members Elections
- COA (LOCAL) - Food and Nutrition Management Procurement
- CPC (LOCAL) - Office Management - Records Management
- CQ (LOCAL) - Technology Resources
- DBA (LOCAL) - Employment Requirements and Restrictions - Credentials and Records
- EB (LOCAL) - School Year
- EEB (LOCAL) - Instructional Arrangements - Class Size
- EHBAF (LOCAL) - Special Education - Video/Audio Monitoring
- FFA (LOCAL) - Student Welfare - Wellness and Health Services
- FFAC (LOCAL) - Wellness and Health Services Medical Treatment

A **motion** was made by Joel Bryan and seconded by Felicia Benford to approve the Board Policy updates as presented. *The motion passed unanimously.*

Closed Session

CONVENE IN CLOSED SESSION

President David Stasny called for a closed session on the subjects allowed at 8:10 p.m., as authorized by Texas Government Code Chapters 551.074, 551.0821, 551.071, and 551.087.

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.

PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.087, CONSULTATION WITH ATTORNEY TO DISCUSS LEGAL REQUIREMENTS AND FINANCIAL TERMS OF JETI TAX INCENTIVE PROGRAM

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

**DISCUSS REQUEST TO AMEND CHAPTER 313 AGREEMENT WITH FUJIFILM - TEXAS
GOVERNMENT CODE 551.087, 551.071**

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

Reconvene in Open Session

The Board reconvened in an open session at 10:05 p.m. No action was taken during the closed session.

**CONSIDER APPROVAL OF THE RECOMMENDATION FOR THE PRINCIPAL OF JANE LONG
INTERMEDIATE**

A **motion** was made by Dr. Julie Harlin and seconded by Joel Bryan for the approval of Michael Gibson as Principal of Jane Long Intermediate School. *The motion passed unanimously.*

ADJOURN

There being no further business, the meeting adjourned at 10:05 p.m.

President

Secretary

8.B. Consider Approval of Financial Statements and Purchasing Report for December 2024

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



Date	Dept	Campus	Vendor	Amount	Fund	Purch Method	Description
12/09/24	Technology	Technology	RockIT Consulting	\$25,553.01	General Fund	Purchasing Cooperative	Annual Renewal of Meraki Network Licenses Equipment, to include Switches and Wireless Access Points
12/10/24	Risk Management	Administration	Anco Insurance	\$37,210.00	General Fund	Insurance	Annual Renewal of Professional Liability Insurance
12/16/24	Maintenance	Districtwide	Otis Elevator	\$31,729.44	General Fund	Purchasing Cooperative	Annual Renewal of Districtwide Elevator Contract, to include Service and Maintenance

**BRYAN INDEPENDENT SCHOOL DISTRICT
PURCHASE AUTHORIZATION REQUEST**

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

VENDOR: RockIT	FUNDING AMOUNT: \$25,553.01
ADDRESS: 14655 Northwest Freeway, Suite 119	FUNDING SOURCE: Local
CITY, STATE ZIP: Houston, Texas 77040	DATE REQUIRED: December 19, 2024

PURCHASING/BID METHOD: DIR

DESCRIPTION: This item is a renewal of licenses for Meraki network equipment such as switches and wireless access points.

JUSTIFICATION: The purchase of Meraki network licenses for switches and access points at a total cost of \$25,553.01 for a 1-year term will help maintain secure and reliable network operations. These licenses provide access to Meraki's cloud-based management tools, enabling proactive monitoring, firmware updates, and enhanced security measures. This purchase ensures uninterrupted network performance.

EFFECT ON FUTURE BUDGET YEAR: The service will be renewed yearly.

REQUESTED BY: Rob Hayes & Julea Johnson	DATE: 12/19/2024
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KEVIN BEESAW, ASSIST SUPT OF BUS SERV	APPROVED: <input checked="" type="checkbox"/>	DENIED: <input type="checkbox"/>
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GINGER CARRABINE, SUPERINTENDENT	APPROVED: <input checked="" type="checkbox"/>	DENIED: <input type="checkbox"/>
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DATE OF BOARD MEETING:	APPROVED: <input type="checkbox"/>	DENIED: <input type="checkbox"/>
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BUSINESS OFFICE USE ONLY:

FORM 1295 REC'D: **YES:** **NO:**

PURCHASE ORDER NO: _____ **BUDGET TRANSFER REQUIRED:**

DATE ISSUED: _____ **YES:** **NO:**

RockIT - Houston

14655 Northwest Freeway Suite 119
Houston, Texas 77040
650-762-5333
www.rockit-consulting.com



We have prepared a quote for you

1 YEAR - Licensing

QUOTE # 003281 V2

PREPARED FOR

Bryan Independent School district

PREPARED BY

Nicky Stavinoha

CO-OP Info

TIPS - 220105 Technology Solutions Products and Services

Software

Description	Price	Qty	Ext. Price
LIC-ENT-1YR Meraki MR Enterprise License, 1YR	\$101.55	80	\$8,124.00
LIC-MG21-ENT Meraki MG21 Enterprise License and Support, 1Y -1Y	\$132.30	1	\$132.30
LIC-MX67W- Meraki MX67W Advanced Security License and Support, 1YR SEC-1YR	\$404.57	2	\$809.14
LIC-MS225- Meraki MS225-48FP Enterprise License and Support, 1YR 48FP-1YR	\$266.57	2	\$533.14
LIC-MS220- EOS Meraki MS220-48FP Enterprise License and Support, 1YR 48FP-1YR	\$218.43	33	\$7,208.19
LIC-MS120- Meraki MS120-48FP Enterprise License and Support, 1 Year 48FP-1YR	\$110.21	1	\$110.21
LIC-MS220-24P EOS Meraki MS220-24P Enterprise License and Support, 1YR -1YR	\$105.84	4	\$423.36
LIC-MS420-48- EOS Meraki MS420-48 Enterprise License and Support, 1YR 1YR	\$1,457.51	3	\$4,372.53
LIC-MS320-24- EOS Meraki MS320-24 Enterprise License and Support, 1YR 1YR	\$165.52	2	\$331.04
LIC-MS220-8P- EOS Meraki MS220-8P Enterprise License and Support, 1YR 1YR	\$43.45	6	\$260.70
LIC-MS350-24X Meraki MS350-24X Enterprise License and Support, 1YR -1YR	\$220.95	1	\$220.95
LIC-MS210- Meraki MS210-48FP Enterprise License and Support, 1 Year 48FP-1YR	\$201.67	1	\$201.67
LIC-MS425-32- Meraki MS425-32 Enterprise License and Support, 1YR 1YR	\$857.96	2	\$1,715.92
LIC-MS425-16- Meraki MS425-16 Enterprise License and Support, 1YR 1YR	\$546.63	2	\$1,093.26

Software

Description	Price	Qty	Ext. Price
LIC-MS120-8- Meraki MS120-8 Enterprise License and Support, 1 Year 1YR	\$16.60	1	\$16.60
Subtotal:			\$25,553.01

Terms and Conditions

[Terms And Conditions \(rockit-consulting.com\)](http://rockit-consulting.com)

1 YEAR - Licensing



Prepared by:
RockIT - Houston
 Nicky Stavinoha
 832-723-9732
 nstavinoha@rockit-consulting.com

Prepared for:
Bryan Independent School district
 4007 MEADOWWOOD DR
 BRYAN, TX 77802
 Rob Hayes

Quote Information:
Quote #: 003281
 Version: 2
 Delivery Date: 11/21/2024
 Expiration Date: 12/19/2024

rob.hayes@bryanisd.org

Quote Summary

Description	Amount
Software	\$25,553.01
Total:	\$25,553.01

Payment Options

Description	Payments	Interval	Amount
Term Options			

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

RockIT - Houston

Bryan Independent School district

Signature: 
 Name: Nicky Stavinoha
 Title: Senior Sales / Account Manager
 Date: 11/21/2024

Signature: _____
 Name: Rob Hayes
 Date: _____

**BRYAN INDEPENDENT SCHOOL DISTRICT
PURCHASE AUTHORIZATION REQUEST**

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

VENDOR: Anco Insurance

FUNDING AMOUNT: \$37,210

ADDRESS: PO Box 3889

FUNDING SOURCE: General Fund

CITY, STATE ZIP: Bryan, Texas 77805

DATE REQUIRED: December 2024

PURCHASING/BID METHOD:

Insurance

DESCRIPTION:

Professional Liability Insurance Renewal, 11.30.24 to 07.01.25

JUSTIFICATION:

Annual Renewal of Professional Liability Insurance, Districtwide

EFFECT ON FUTURE BUDGET YEAR:

Renewal

REQUESTED BY:

M. Stires/M. Martin

DATE:

December 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:

**BRYAN INDEPENDENT SCHOOL DISTRICT
PURCHASE AUTHORIZATION REQUEST**

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

VENDOR: Otis Elevator

FUNDING AMOUNT: \$31,729.44

ADDRESS: PO Box 730400

FUNDING SOURCE: General Fund

CITY, STATE ZIP: Dallas, Texas 75373

DATE REQUIRED: December 2024

PURCHASING/BID METHOD:

Purchasing Cooperative

DESCRIPTION:

Districtwide Elevator Contract

JUSTIFICATION:

Annual Renewal of Districtwide Elevator Contract, to include Service and Maintenance

EFFECT ON FUTURE BUDGET YEAR:

Renewal

REQUESTED BY:

M. Cullen/M. Martin

DATE:

December 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:

Bryan ISD Monthly Update - Budgeted Funds
General Fund
December 2024

	Adopted Budget	6 Months December 2024	Estimated Budget Remaining	December Actual
Revenues:				
Local and Intermediate Sources	90,213,000	20,067,214	70,145,786	10,987,560
State Programs	74,890,000	56,444,245	18,445,755	1,861,189
Federal Programs	5,650,000	5,867,374	(217,374)	27,842
Total Revenues	170,753,000	82,378,832	88,374,168	12,876,591
Expenditures:				
11 Instructional	107,736,309	40,458,696	67,277,613	10,234,686
12 Instructional Resources	1,654,568	717,025	937,543	158,664
13 Instructional Staff Development	3,177,100	1,765,731	1,411,369	418,548
21 Instructional Leadership	4,335,529	2,046,260	2,289,269	352,997
23 Campus Administration	11,197,614	5,826,375	5,371,239	1,194,285
31 Guidance and Counseling	6,504,204	3,707,965	2,796,239	858,029
32 Social Work Services	231,390	248,747	(17,357)	52,504
33 Health Services	2,059,324	882,768	1,176,556	204,707
34 Student Transportation	7,921,236	3,640,951	4,280,285	701,976
35 Food Services	25,000	-	25,000	-
36 Cocurricular / Extracurricular	4,240,419	2,054,647	2,185,772	377,682
41 General Administration	4,685,099	2,481,897	2,203,202	506,517
51 Plant Maint. And Operations	16,509,790	10,167,273	6,342,517	1,467,951
52 Security and Monitoring	1,703,426	862,940	840,486	76,897
53 Data Processing Services	2,681,296	1,951,949	729,347	240,556
61 Community Services	113,121	129,629	(16,508)	29,500
71 Debt Services	835,000	417,302	417,698	-
72 Debt Services - SECO Loan	-	-	-	-
81 Facilities Acquisition & Constr.	-	-	-	-
95 Juvenile Justice AEP	60,000	7,103	52,897	-
97 Tax Incremental Financing	-	-	-	-
99 Intergovernmental Charges	1,308,875	530,228	778,647	229,808
Total Expenditures	176,979,300	77,897,486	99,081,814	17,105,307
Other Resources*	0	5,276	(5,276)	5,276
Other Uses**	0	0	0	-
Net Other Resources and Uses	0	5,276	5,276	5,276

A Budget Amendment will be brought to cover the negative balances.

Bryan ISD Monthly Update - Budgeted Funds

Debt Service

December 2024

	Adopted Budget	6 Months December 2024	Estimated Budget Remaining	December Actual
Revenues:				
Local and Intermediate Sources	37,448,928	7,607,179	29,841,749	4,311,849
State Programs	175,000	3,069,491	(2,894,491)	-
Total Revenues	37,623,928	10,676,670	26,947,258	4,311,849
Expenditures:				
71 Debt Services	37,623,928	4,587,908	33,036,020	-
Total Expenditures	37,623,928	4,587,908	33,036,020	-

Bryan ISD Monthly Update - Budgeted Funds

School Nutrition Services

December 2024

	Adopted Budget	6 Months December 2024	Estimated Budget Remaining	December Actual
Revenues:				
Total Revenues*	12,135,000	6,673,370	5,461,630	1,133,914
Expenditures:				
35 Food Services	11,585,000	6,437,318	5,147,682	1,350,488
51 Plant Maint. And Operations	550,000	-	550,000	-
Total Expenditures	12,135,000	6,437,318	5,697,682	1,350,488

A Budget Amendment will be brought to cover the negative balances.

Bryan ISD Monthly Update - Non-Budgeted Funds
Special Revenue Funds
December 2024

	Adopted Budget	6 Months December 2024	Estimated Budget Remaining	December Actual
Revenues:				
Local and Intermediate Sources	-	1,131,569	-	96,049
State Programs	-	2,598,147	-	104,159
Federal Programs	-	6,135,240	-	1,109,832
Other	-		-	-
Total Revenues	-	9,864,956	-	1,310,040
Expenditures:				
11 Instructional	-	5,182,133	-	467,248
12 Instructional Resources	-	1,621	-	-
13 Instructional Staff Development	-	1,268,658	-	234,861
21 Instructional Leadership	-	391,178	-	68,785
23 Campus Administration	-	286,894	-	50,992
31 Guidance and Counseling	-	994,332	-	220,961
32 Social Work Services	-	180,675	-	39,546
33 Health Services	-	27,651	-	-
34 Student Transportation	-	-	-	-
35 Food Services	-		-	-
36 Cocurricular / Extracurricular	-	249,749.44	-	48,387
41 General Administration	-	70,637	-	10,768
51 Plant Maint. And Operations	-	-	-	-
52 Security and Monitoring	-	670,567	-	108,309
53 Data Processing Services	-		-	-
61 Community Services	-	59,299	-	11,441
71 Debt Services	-	-	-	-
81 Facilities Acquisition & Constr.	-	481,561	-	48,742
95 Juvenile Justice AEP	-		-	-
97 Tax Incremental Financing	-		-	-
99 Intergovernmental Charges	-		-	-
Subtotal Expenditures	-	9,864,956	-	1,310,040
Other Uses	-	-	-	-
Total Expenditures	-	9,864,956	-	1,310,040

These items do not require budgets to be adopted
by the Board of Trustees

8.C. Consider a Resolution Setting the Payment Parameters for the Closing of the District on January 21-22, 2025 Due to Inclement Weather



January 22, 2025

To: Bryan ISD Principals
Bryan ISD District Leadership Team

From: Ginger Carrabine
CC: Board of Trustees

Re: Compensation for Personnel during the district/campus closure on January 21-22, 2025

As you are aware, Bryan ISD was closed on Tuesday and Wednesday, January 21-22, 2025 due to inclement weather. With the additional number of minutes built into the instructional calendar it was decided that these days would not be made up.

It has been decided that it is in the best interest of the district to not adjust the employee work calendar resulting in those days not being made up across the district.

The information below is provided for payroll reporting purposes for January 21-22, 2025. This information is in accordance with district policy and supported by our Board of Trustees through a resolution passed on January 27, 2025.

Non-Exempt Employees

- All non-exempt (hourly) employees will be paid their regular hourly rate based on their percent of employment but not to exceed 8 hours.
- Non-exempt (hourly) staff that **were** requested to work will be compensated for their work time based on the number of hours physically worked as provided in DEA (LOCAL) .

Exempt Employees

- All exempt employees will be compensated for January 21-22, 2025 at their regular daily rate.

Employees on leave

- Employees (exempt or non-exempt) who were scheduled to be absent on January 21-22, 2025 due to personal illness, family illness, personal leave, nonduty days or longevity will not be charged for leave time for those days.
- Employees on Family Medical Leave (FML), Temporary Disability Leave (TDL), Emergency Paid Sick Leave (EPSL) or workers compensation will not be charged for a day of leave towards their protected leave status.
- Employees on unpaid leave on January 21-22, 2025 will remain on an unpaid leave status.

Exceptions

- Non-benefit eligible employees.

For questions, please contact Ms. Brandy Green, Payroll Supervisor (979)209-1018

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE BRYAN INDEPENDENT SCHOOL DISTRICT
DECLARING A NON-MAKEUP WEATHER DAY**

WHEREAS, the Bryan Independent School District Board of Trustees ("Board") recognizes that the City of Bryan and Brazos County, including territory in the Bryan Independent School District ("District") experienced severe weather conditions on January 21-22, 2025; and,

WHEREAS, in light of inclement weather forecasts, the dangerous weather conditions which were created by the weather events that occurred on January 21-22, 2025, the District was closed on January 21-22, 2025 to protect the safety of students and staff; and

WHEREAS, the Board believes it is in the best interests of the District that the employee work calendar remains in effect as originally adopted and that the closure day not be made up; and

WHEREAS, the Board acknowledges that during an emergency closing, most District employees are instructed not to report for work, and other employees may be called upon to provide emergency-related services. The Board concludes that a need exists to address wage payments for employees who are idled and those required to work during emergency closings;

WHEREAS, employees who are instructed not to report to work may suffer a loss of pay unless the workdays are made up at a later date. The Board concludes that compensating employees, contractual and noncontractual, salaried and non-salaried, who suffer a loss in pay due to the two-day emergency closing which is not being made up through a revised employee work calendar serves the public purposes of maintaining morale, reducing turnover, and ensuring continuity of District staffing when schools reopen.

WHEREAS, as to nonexempt employees who are called on to work during an emergency closing, the Board further concludes that payment of these employees as provided in DEA(LOCAL), serves the public purposes of maintaining morale, providing equity between idled employees and employees who provide emergency-related services, and recognizing the services of essential staff.

IT IS THEREFORE,

RESOLVED, that the Board of Trustees of the Bryan Independent School District hereby authorizes the administration to compensate employees for the two (2) school days when the District was closed, as detailed in the attached memorandum from the Bryan Independent School District Superintendent; and

FURTHER RESOLVED, that nonexempt employees who were required to work during the two-day emergency closing shall be paid at the rate described in DEA (LOCAL).

SIGNED this 27th day of January 2025.

By: _____
David Stasny, President, Board of Trustees

ATTEST:

Joel Bryan, Secretary, Board of Trustees

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE BRYAN INDEPENDENT SCHOOL DISTRICT
DECLARING A NON-MAKEUP WEATHER DAY**

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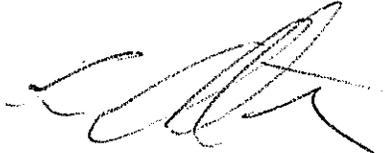
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SIGNED this 27th day of January 2025.

By: _____


David Stasny, President, Board of Trustees

ATTEST:


Joel Bryan, Secretary, Board of Trustees

9. ITEMS FOR DISCUSSION AND OR ACTION / REGULAR AGENDA

10. Business Services

10.A. Consider Purchase Request Over \$50,000 to Engage Population and Survey Analysis (PASA) to do a Demographic Study

**Statement of Work for Demographic Study
Bryan ISD
2024-25**



PASA WORK PRODUCT

BACKGROUND DATA COLLECTION

- Create and maintain a Geographic Information System (GIS) map database, including, but not limited to, the following data layers: appraisal district parcel ownership, floodplain, municipal zoning and future land use plans, annexation and annexation plans, city and regional thoroughfare plans, subdivision and apartment layers, oil and gas pipelines, aerial imagery, and street files.
- Gather background data on economic trends, major employers and changes in workforce, unemployment rates, recent real estate market trends, recent new housing trends, etc.

CURRENT AND PAST STUDENT POPULATION

- Geocode current students and historical dataset(s).
- Study recent gains and losses in student population by development.
- Determine the ratio of students per household for every major subdivision and apartment.
- Analyze the impact of private and charter schools on enrollment.

FUTURE STUDENT POPULATION

- Conduct extensive interviews to gather data regarding current and future land use. This allows PASA to determine the potential for future residential development on all large, undeveloped tracts of land.
- Prepare projections of new housing for each subdivision, apartment, and large undeveloped parcel.
- Build a District-specific model to estimate the number of students by planning unit each year for ten years.
- Develop a Ten-Year Enrollment Forecast, as well as Reduced Enrollment and Accelerated Enrollment Scenarios for the number of students Districtwide per grade, per year, for ten years forward.
- Estimate the number of students per grade per school for one year forward. This in-depth study accounts for transfers, special programs, and school-specific characteristics and can be used for staffing decisions.

LONG-RANGE PLANNING

- Relate 10-year student population projections to school capacities.
- Develop a Long-Range Facilities Plan, including siting and timing of new facilities, if applicable, or other potential changes in facility utilization.

REPORTING

- Prepare a comprehensive report summarizing the Demographic Study.
- Present a Demographic Methodology Overview to the Board at the beginning of the study.
- Present the study at one virtual meeting for the Administration and one in-person meeting for the Board.

COST of DEMOGRAPHIC STUDY:

\$56,700

**Statement of Work for Demographic Study
Bryan ISD
2024-25**



ADDITIONAL SERVICES – As Needed

Tasks requested by the School District beyond the scope of this Statement of Work will be billed at the following rates. These additional costs are typically associated with long-range planning, attendance zone planning, bond planning, or additional presentations.

In-person meetings	\$2,500/mtg
Remote presentations (via Zoom, Teams, etc.)	\$1,000/mtg
Professional tasks	\$360/hr
GIS-related tasks	\$210/hr

For 12 months from the delivery date of the Demographic Study, PASA will answer questions or concerns about the data, about data assumptions, and about new developments coming into the region at no additional charge. After 12 months, PASA is always available to answer questions and to aid the District in understanding the assumptions included in the study, but does reserve the right to bill BIRD at the hourly rate included in this Statement of Work if the questions require lengthy study.

TIMELINE

PASA plans to begin data-gathering work for the Demographic Study in February 2025 and finalize the data in April 2025.

Upon conclusion of the study, PASA will deliver the data to the Board and/or the District administration. PASA is committed to presenting the findings within two months of completing the study to ensure data integrity, consistency, and timeliness. Ideally, this would result in presenting the final report to the Administration or Board of Trustees in April or May 2025. Any deviations from this presentation timeline require mutual agreement between PASA and the District.

DELIVERABLES

- Ten hard copies and PDF of the Demographic Study report
- Ten hard copies and PDF of the large Development Overview map
- Slide deck presented to Administration/Board of Trustees
- Excel versions of any tables in the Demographic Study, as requested

NOTES

- The Projections Model is the proprietary property of PASA and will not be released to the District. All data developed during the course of this project remains the property of Population and Survey Analysts and may be used for other purposes.
- The costs listed in this Statement of Work are valid so long as a contract is signed by February 15, 2025. After this date, the timeline and costs are subject to change.
- If any of PASA’s GIS deliverables are reproduced, PASA will receive attribution credit. Any maps that use the GIS data must have PASA’s name and company logo printed on the maps.

**Statement of Work for Demographic Study
Bryan ISD
2024-25**



DISTRICT REQUIREMENTS

PASA requests the following data for use in the Demographic Study:

District Facilities Capacity Information

- Capacity information for each facility
- Anything else that needs to be updated since the previous study, including changes to existing facilities, construction of new facilities, and/or land purchases

Residential Development and Land Use

- Any current information the District has available on plats, as well as names/contacts of any developers, builders, or real estate experts whom PASA should contact for the study.

**Statement of Work for Demographic Study
Bryan ISD
2024-25**



ACKNOWLEDGEMENTS

This confirms the agreement by which Bryan ISD (“School District”) is engaging Population and Survey Analysts (“PASA”) to perform a Demographic Study. The attached documentation outlines specific tasks and associated costs included in the Demographic Study.

Compensation

As compensation for services rendered, the School District will pay PASA \$56,700.

Invoice Schedule

PASA will invoice the School District over four months, scheduled as follows:

- 20% at the end of month 1 (February 2025)
- 20% at the end of month 2 (March 2025)
- 20% at the end of month 3 (April 2025)
- 40% upon completion of the Deliverables

Timeline

PASA expects to conduct the Demographic Study between February 1, 2025, and April 30, 2025, but this can be modified to meet the School District's needs.

Considerations

PASA’s characteristic approach to Demographic Studies is to gather a wide array of data based on each district’s unique intricacies. Enrollment projections are formulated based on assumptions drawn from information available at the time. These assumptions, clearly outlined and deliberated upon in the report, encompass a wide range of factors such as economic indicators, housing trends, historical enrollment data, birth rates, and the opening of charter/private schools. Furthermore, educational factors determined by the District are also given due consideration.

Given this comprehensive approach, it's essential for District staff to consistently evaluate and scrutinize the enrollment forecasts provided by PASA to effectively address the district's evolving needs.

The District acknowledges that enrollment projections provided by PASA are based on assumptions gathered at a specific point in time and are subject to change due to the dynamic nature of various factors. Therefore, the District agrees not to hold PASA liable or pursue legal action in the event that the enrollment projections are deemed inaccurate or fail to align with actual enrollment figures.

Stacey Tepera, President
Population and Survey Analysts

Ginger Carrabine, Superintendent
Bryan ISD

Date: 1-24-2025

Date: _____

11. **Technology**

11.A. Consider Approval for Purchase Over \$50,000 for Internet Transport and Access

Bryan 2024 Bid Evaluation Matrix

Service description: Direct Internet Access (E-Rate)

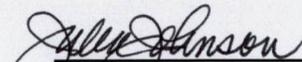
School Name: Bryan ISD

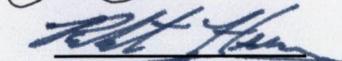
Factor(s)	Total Pts.	10Gbps Direct Internet Transport				
		Cogent Communications, LLC SPIN: 143035907	Frontier Communications SPIN: 143004789	Metro Fibernet, LLC SPIN: 143049173	WireStar, Inc DBA WireStar Networks SPIN: 143037027	Optimum Business SPIN: 143016466
COST: Total Cost for Eligible Items (Highest pts to low cost - % to	30	26	15.85	30	1	23.63
TECHNICAL MERIT: Quality of proposed system/services	15	13	8	13	6	13
RFP COMPLIANCE: Ability for the vendor to follow RFP Guidelines	5	4	3	5	3	4
VENDOR:						
References/reputation	5	4	1	5	1	5
Similar projects/Experience	10	10	7	7	3	10
INSTALL/SUPPORT:						
Effort by BISD to implement	10	5	5	5	5	10
Itemized Eligible and Ineligible Services in Bid	5	5	5	5	5	5
Proximity to Bryan ISD	5	3	3	3	5	4
Support capability	15	12	12	13	15	14
TOTAL	100					
Total Points	100	82	59.85	86	44	88.63

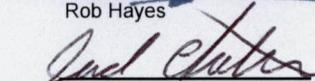
Winning Bidder: Optimum Business

Disqualified Bidders and Reason for Disqualification:

Signature and Printed Name of person evaluating:


Julea Johnson


Rob Hayes


Jud Chilton

Date of evaluation: January 7, 2025

**BRYAN INDEPENDENT SCHOOL DISTRICT
PURCHASE AUTHORIZATION REQUEST**

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

VENDOR: Cebridge Telecom TX, LP d/b/a Optimum **FUNDING AMOUNT:** \$ 32,400.00 (Annually)

ADDRESS: 5830 Granite Pkwy, Suite 300 **FUNDING SOURCE:** Local

CITY, STATE ZIP: Plano, TX 75024 **DATE REQUIRED:** 03/24/2025

PURCHASING/BID METHOD: E-RATE Bid RFP#24.3984, Category 1

DESCRIPTION: The services requested will provide the new Bryan ISD internet for all district sites. The term of the contract is 1 year with 4 voluntary extensions.

JUSTIFICATION: Optimum is the best value for Bryan ISD and allows for continued operation without the financial impact of onboarding a new vendor. If funded through E-RATE BISD will pay 10% of the bid price, totaling an annual cost of \$3,240.

EFFECT ON FUTURE BUDGET YEAR: \$32,400 (\$3,240 if funded through E-RATE) annually for the term of the contract with voluntary extensions for the next 4 years.

REQUESTED BY: Rob Hayes & Julea Johnson **DATE:** 01/16/2025

KEVIN BEESAW, ASSIST SUPT OF BUS SERV **APPROVED:** **DENIED:**

GINGER CARRIBINE, INT. SUPERINTENDENT **APPROVED:** **DENIED:**

DATE OF BOARD MEETING: 01/27/2025 **APPROVED:** **DENIED:**

BUSINESS OFFICE USE ONLY:

FORM 1295 REC'D: **YES:** **NO:**

PURCHASE ORDER NO: _____ **BUDGET TRANSFER REQUIRED:**

DATE ISSUED: _____ **YES:** **NO:**

12. Closed Session

12.A. Discuss Issues Pertaining to Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee - Texas Government Code Chapter 551.074

12.B. Deliberation Concerning a Public School Student Wherein Personally Identifiable Information will Necessarily be Revealed - Texas Government Code Sections 551.0821

12.C. Consultation with Attorney to Discuss Legal Requirements and Financial Terms of a Request to Amend Chapter 313 Agreement with Fujifilm - Texas Government Code Sections 551.071 and 551.087

12.D. Discussion Regarding Superintendent Evaluation - Texas Government Code 551.074

12.E. Consultation with Attorney to Discuss Legal Requirements and Financial Terms of JETI Tax Incentive Program - Texas Government Code Sections 551.071 and 551.087

13. Reconvene in Open Session

13.A. Consider Approval of Agreement Amendment No. 1 with Fujifilm Diosynth Biotechnologies Texas, LLC (1621)

14. ADJOURN

Posted: Friday, January 24, 2025, 2:45 p.m.



For the Board of Trustees