

**Notice of Regular Board Meeting  
Board of Trustees  
Monday, May 11, 2026**

A Regular Board Meeting of the Board of Trustees will be held on Monday, May 11, 2026, beginning at 6:00 PM, in the Boardroom of the Mark Henry, Ed.D. Administration Building, 11440 Matzke Road, Cypress, Texas 77429.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. For more information about public comment, see Policy BED. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

*Notice of this meeting was mailed or electronically transmitted to the news media, who previously requested such notice, and a copy was posted in the main/front office window of the Cypress-Fairbanks Independent School District Mark Henry, Ed.D. Administration Building on May 4, 2026, at 7:30 a.m.*

## **MEETING OPENING**

**1. Call to Order**

**2. Invocation and Pledge of Allegiance**

**3. District's Vision and Mission Statement**

**4. Recognitions and Awards Announcements**

A. The Superintendent will make remarks and announcements regarding the honors and achievements earned by staff and students in recent weeks and provide information regarding district and community events or items of interest.

B. The Board will recognize a CFISD business partner for their outstanding contribution to the district.

C. The Board will recognize the Grand and Reserve Champions named at the 2026 CFISD Livestock Show.

D. The Board will recognize Mike and Darlene Jarrar of Jarrar & Company Inc. as the winners of the Volume Buyer Buckle for the 2026 CFISD Livestock Show.

E. The Board will recognize the recipient of the Debbie Blackshear District FFA Member of the Year Award, along with nominees for this award.

## **MEETING AGENDA**

**5. Public Comments**

**A. Agenda**

**Comments**

Per BED (Local), patrons may address the Board during any Board Meeting under Agenda Comments regarding items listed on the agenda for that meeting. Individuals must register in advance. Registration opens the day the agenda is posted to the district website, and the deadline for registering is 12:00 p.m. on the day of the meeting. To register, individuals must click on the "Register to Speak" link found under each agenda item listed for that meeting on the district website. This electronic speaker form must be completed in its entirety. Agenda Comments will generally be heard before each agenda item to be discussed or considered by the Board unless rearranged by the Board President. Any registered speaker who is absent from the

meeting at the time for Agenda Comments forfeits the opportunity to address the Board at that meeting but may submit written comments to the Board.

Speaker: Destini Texada (Closed Session)

**B. Citizen Participation**

Per BED (Local), patrons may address the Board during the Regular Board Meeting under Citizen Participation on any matters of interest or concerns that are not posted agenda items. Individuals may only register to speak one time per meeting and must register in advance. Registration opens the day the agenda is posted to the district website, and the deadline for registering is 12:00 p.m. on the day of the meeting. To register, individuals must click on the “Register to Speak” link found under the Citizen Participation heading in the agenda for that meeting on the district website. This electronic speaker form must be completed in its entirety. Any registered speaker who is absent from the meeting at the time for Citizen Participation forfeits the opportunity to address the Board at that meeting but may submit written comments to the Board.

**CITIZEN PARTICIPATION WILL BE HEARD AT THE REGULAR BOARD MEETING ON MONDAY, MAY 11, 2026.**

**6. Reports**

- A. The administration will provide a report on the 2025-2026 Cypress-Fairbanks ISD Demographic Study completed by Population and Survey Analysts (PASA).
- B. The administration will provide an update on the general operating budget.
- C. The administration will provide a written report of the School Health Advisory Council (SHAC) annual activities.
- D. The administration will provide a report on compliance with SB 546.

**7. Consent Items**

- A. The Board will consider approving the minutes of the April 13, 2026, Regular Board Meeting.
- B. The board will consider approving the budget amendments for the period of January 1, 2026 through March 31, 2026.

C. The Board will consider approving on second reading the additions, revisions, or deletions to district policies:

- 1. DBD (Local) - Employment Requirements & Restrictions: Conflict of Interest (Revise)
- 2. DC (Local) - Employment Practices (Revise)
- 3. DEC (Local) - Compensation & Benefits: Leaves and Absences (Revise)
- 4. DFBB (Local) - Term Contracts: NonRenewal (Revise)
- 5. FFB (Local) - Student Welfare: Crisis Intervention (Revise)
- 6. FFF (Local) - Student Welfare: Student Safety (Revise)

D. The Board will consider granting a landscape facilities maintenance easement to Harris County Municipal Utility District No. 166.

E. The Board will consider awarding bids and contracts and/or authorizing purchase orders as recommended in the posted agenda item.

- 1. CFISD Student Technology Safety and Digital Wellness Platform
- 2. Mobile Pump and Fill Station for Nutrition Services
- 3. Print Shop Equipment Leases, Monthly Maintenance Components and Click Charges

**8. Non-Consent Items**

A. The Board will consider approving on first reading the additions, revisions, or deletions to district

policies:

1. BBD (Local) - Board Members: Training & Orientation (Revise)
2. BBFA (Local) - Ethics: Conflict of Interest Disclosures (Revise)
3. BDB (Local) - Board Internal Organization: Board Committees (Revise)
4. BDF (Local) - Board Internal Organization: Advisory Committees (Add)
5. CJ (Local) - Contracted Services (Revise)
6. CJA (Local) - Contracted Services: Background Checks & Required Reporting (Revise)
7. CKC (Local) - Safety Program/Risk Management: Emergency Plans (Revise)
8. CQB (Local) - Technology Resources: Cybersecurity (Revise)
9. CSA (Local) - Facility Standards: Safety & Security (Add)
10. CV (Local) - Facilities Construction (Revise)
11. EED (Local) - Instructional Arrangements: Student Schedules (LDU Revise)
12. FEF (Local) - Attendance: Released Time (Add)
13. GKA (Local) - Community Relations: Conduct on School Premises (Revise)

B. The Board will receive legal advice from the general counsel on a matter in which the ethical duty of the general counsel to the Board of Trustees clearly conflicts with chapter 551 of the Texas Government Code; on status of pending litigation in Nathan v. Alamo Heights Independent School District, No. 25-50695 (5th Cir. Apr. 21, 2026); and pending litigation and consideration of a settlement agreement in Administrative Hearing Cause 25-0281-K; Cypress-Fairbanks Independent School District vs. Texas Department of Health & Human Services. [This item will be discussed in closed session.]

C. The Board will consider making a determination that good cause did not exist as required by law for Sonia Schlueter and Rachael Walker to resign their respective employment contracts. [This item may be discussed in closed session.]

D. The Board will consider the superintendent's recommendation to extend the third-year Chapter 21 probationary contract for teacher James Lea and approve a fourth-year probationary contract pursuant to Texas Education Code 21.102(c) and Board policy DCA (Legal). [This item will be discussed in closed session.]

E. The district will consider a Level IV appeal (M. Jackson) of a Level III decision. [The Board will consider and take action on Thursday, May 7, 2026. This item will be discussed in closed session.]

F. The Board will consider approving the superintendent's recommendation to give notice to Mary Jackson that her employment with the District under a probationary contract is terminated at the end of the contract and authorize the President of the Board to notify Mary Jackson of the action pursuant to 21.103 of the Texas Educator Code. [The Board will consider and take action on Monday, May 11, 2026. This item may be discussed in closed session.]

#### 9. Discussion

A. The administration will discuss Districtwide Intruder Detection Audit Report findings and corrective actions. [This item may be discussed in closed session.]

**10. Board** **Comments**  
**Board members may make comments during this portion of the agenda regarding student achievement, district progress and data, community input and concerns, observations from school visits, meetings and conferences attended, district and community events and initiatives, or continuing education. The Board may not take action on items discussed.**

**11. Closed** **Session**  
**If, during the course of the meeting covered by this notice, the Board should determine that a closed session of the Board should be held or is required in relation to any item included in this**

notice, then such closed session as authorized by Section 551.001 of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board may conveniently meet in such closed session concerning any and all subjects and for any and all purposes permitted by Sections 551.071 through 551.084, of the Open Meetings Act.

A. There will be a Closed Session in accordance with Government Code Section 551.001 et. seq.	
B. Section 551.071	C. For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law. For the purpose of consultation with the district's attorney concerning matters on which the attorney's duty to the district under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings laws.
D. Section 551.072	E. For the purpose of discussing the purchase, exchange, lease or value of real property.
F. Section 551.073	G. For the purpose of considering a negotiated contract for a prospective gift or donation.
H. Section 551.074	I. For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
J. Section 551.076	K. To consider the deployment, or specific occasions for implementation, of security personnel or devices.
L. Section 551.0821	M. For the purpose of deliberating a matter regarding a public-school student if personally identifiable information about the student will necessarily be revealed.
N. Section 551.082	O. For the purpose of considering discipline of a public-school child or children or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.
P. Section 551.083	Q. For the purpose of considering the standards, guidelines, terms or conditions the Board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by section 13.901 of the Texas Education Code.
R. Section 551.084	S. For the purpose of excluding witness or witnesses from a hearing during examination of another witness.

**12. Adjournment**

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f).

Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See TASB Policy BEC(LEGAL)]

On May 4, 2026, at 7:30 a.m., this notice was mailed or electronically transmitted to the news media, who previously requested such notice, and a copy was posted in the main/front office window of the Cypress-Fairbanks Independent School District Mark Henry, Ed.D. Administration Building.

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For the Board of Trustees



# Cypress-Fairbanks ISD

## Demographic Study

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*Population and Survey Analysts*

**Spring 2026**

### Presenters:

**Dr. Stacey Tepera, President**

**Susan Cates, Demographer**



Specialized expertise in enrollment forecasting and demographic analysis, producing ten-year projections and scenario-based planning insights.

Expert demographers delivering housing and market-driven insights to inform locally grounded enrollment projections.

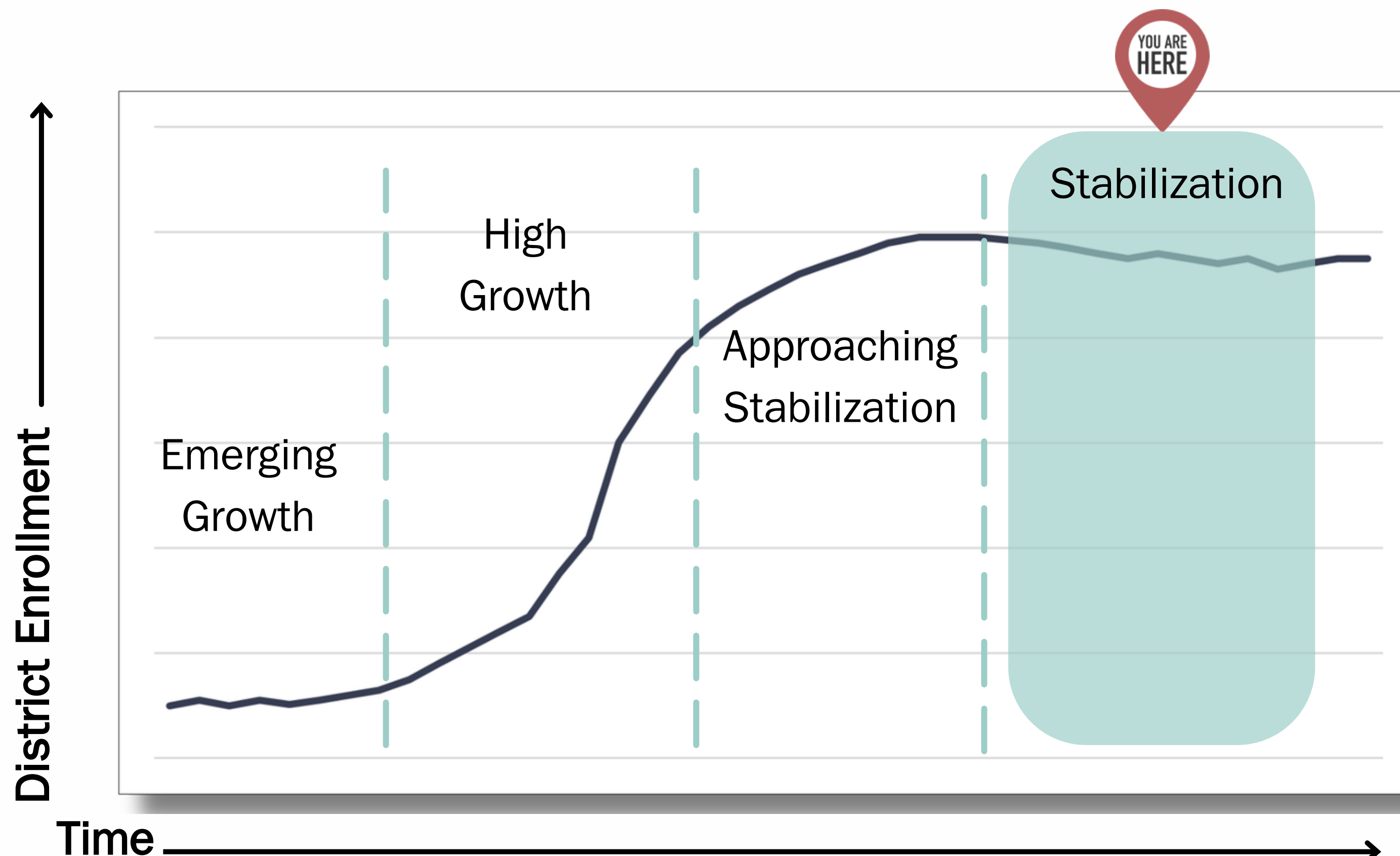
Skilled professionals in delivering coordinated, accurate, and timely outputs to support demographic studies and planning services.

Expert geospatial specialists delivering precise, location-based insights to support enrollment projections and long-range planning.

## Our Commitment

We are committed to partnering with our clients to understand the implications of enrollment growth and decline so that we, *together*, can plan effectively for the future.

# The Demographic Lifecycle\*



## Emerging Growth

- Overall, steady, but growing enrollment
- Potential for development
- Districts assess implications of anticipated enrollment growth

## High Growth

- Overall, rapid enrollment growth
- Expansion of development
- Districts assess often-strained capacities and resources due to growth

## Approaching Stabilization

- Growing, steady, and declining enrollment in various areas
- Less available land for development
- Districts assess varying needs due to uneven districtwide enrollment trends

## Stabilization

- Enrollment plateaus and declines in various areas
- Almost completely built out
- Districts assess varying needs due to uneven districtwide enrollment trends

\*The Demographic Lifecycle model illustrates typical stages of enrollment change; district experiences may differ due to unique demographic, economic, or geographic factors.

# Demographic Study Components

Demographic Trends

Past & Current Students

Economy and Housing

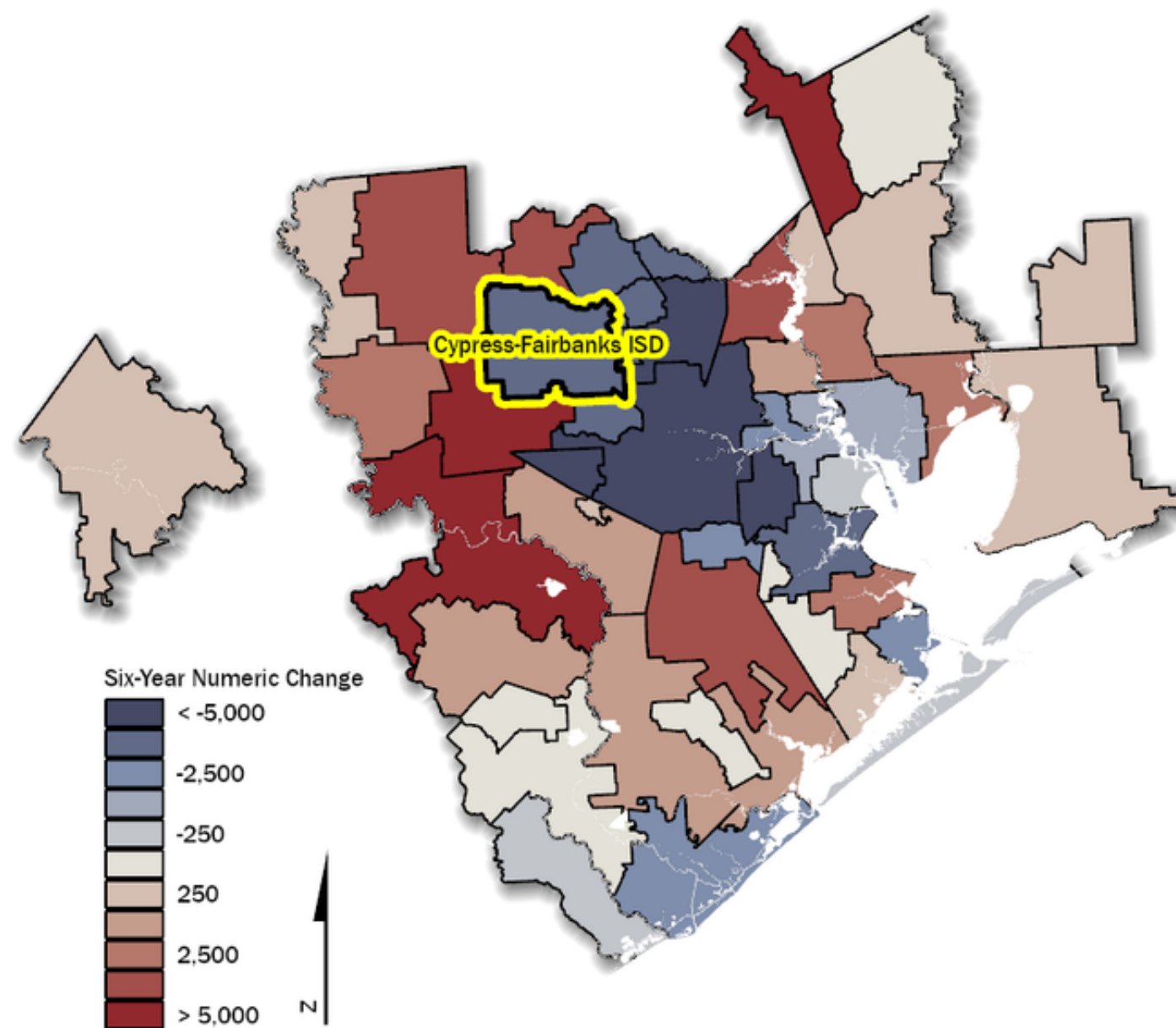
Student Projections



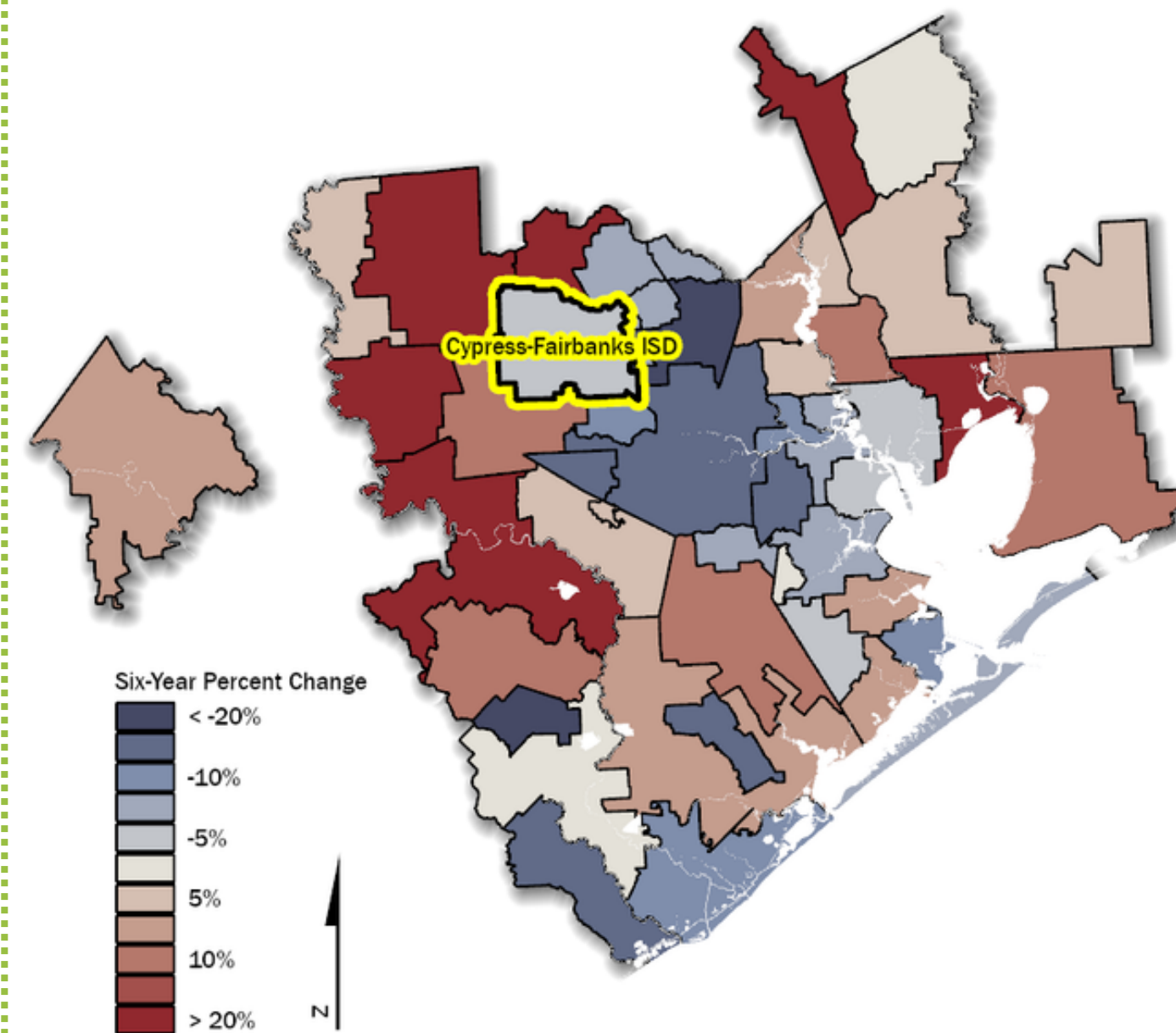
## ESC Region 4

### Six-Year **Numeric** Enrollment Change 2019 to 2025

### Six-Year **Percent** Enrollment Change 2019 to 2025



RANKED BY SIX-YEAR NUMERIC CHANGE			
ESC Region 4 Districts	Enrollment 2025-26	Six-Year Change	
		Numeric	Rank
Lamar Cons ISD	48,787	13,631	1
Katy ISD	95,295	11,872	2
Cleveland ISD	12,711	5,122	3
Tomball ISD	23,271	4,977	4
Waller ISD	10,869	3,140	5
Alvin ISD	30,087	3,065	6
Humble ISD	47,856	2,778	7
Barbers Hill ISD	8,088	1,830	8
Dickinson ISD	12,612	957	9
Crosby ISD	7,201	749	10
Ranking Skipped to District of Study			
Brazosport ISD	10,863	-1,295	38
Galena Park ISD	20,126	-2,302	39
<b>Cypress-Fairbanks ISD</b>	<b>114,697</b>	<b>-2,749</b>	<b>40</b>
Klein ISD	51,236	-2,860	41
Spring ISD	32,349	-2,987	42



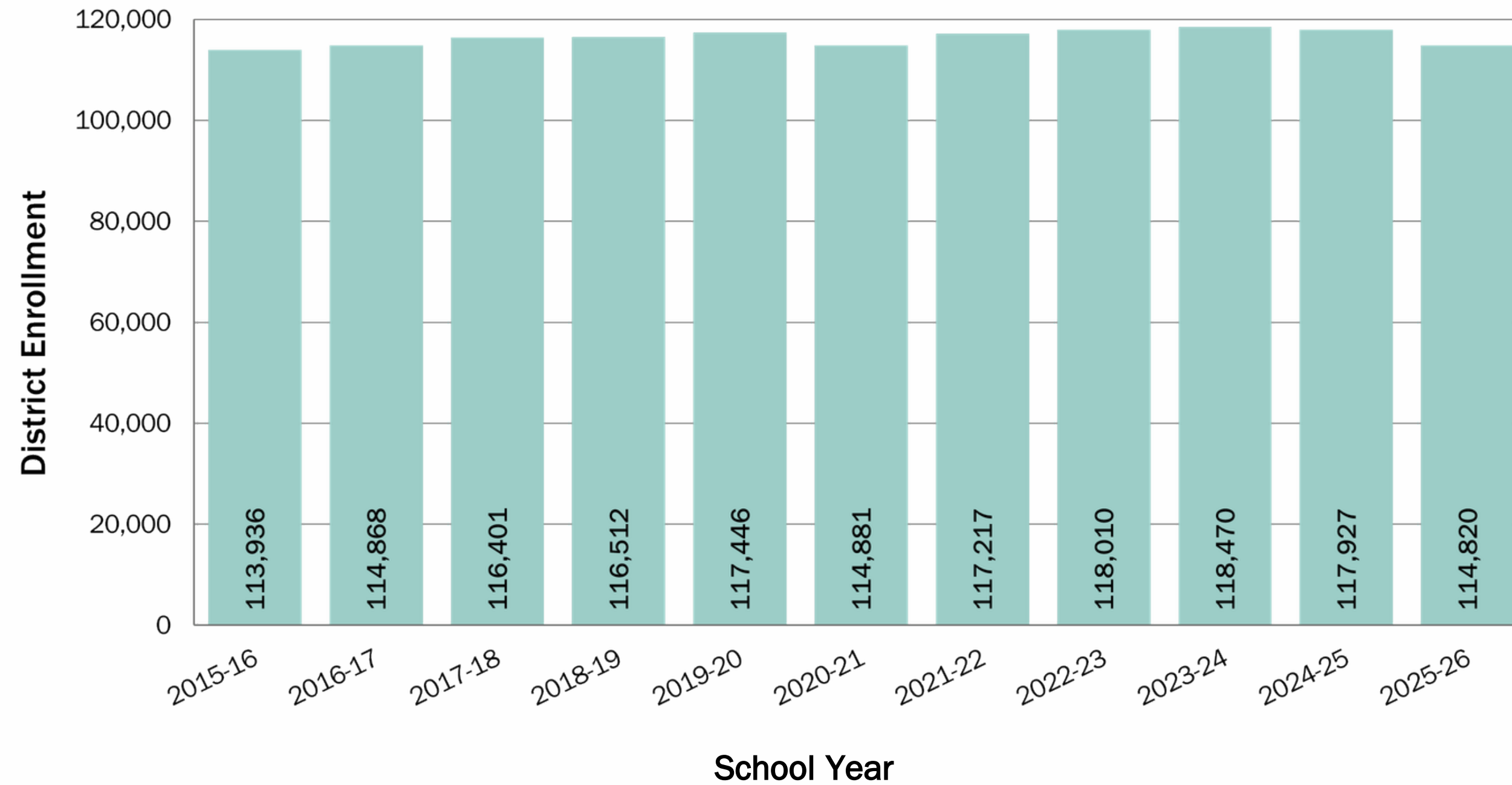
RANKED BY SIX-YEAR PERCENT CHANGE			
ESC Region 4 Districts	Enrollment 2025-26	Six-Year Change	
		Percent	Rank
Cleveland ISD	12,711	67.5%	1
Waller ISD	10,869	40.6%	2
Lamar Cons ISD	48,787	38.8%	3
Barbers Hill ISD	8,088	29.2%	4
Tomball ISD	23,271	27.2%	5
Royal ISD	3,092	23.8%	6
Anahuac ISD	1,542	14.8%	7
Katy ISD	95,295	14.2%	8
Crosby ISD	7,201	11.6%	9
Alvin ISD	30,087	11.3%	10
Ranking Skipped to District of Study			
Columbia-Brazoria ISD	2,953	-1.6%	26
Goose Creek Consolidated ISD	23,407	-2.2%	27
<b>Cypress-Fairbanks ISD</b>	<b>114,697</b>	<b>-2.3%</b>	<b>28</b>
La Porte ISD	6,923	-4.0%	29
Santa Fe ISD	4,342	-4.1%	30

Cypress-Fairbanks ISD lost **-2,749** students over the past six years, ranking **40<sup>th</sup>** in numeric growth among ESC Region 4 districts.

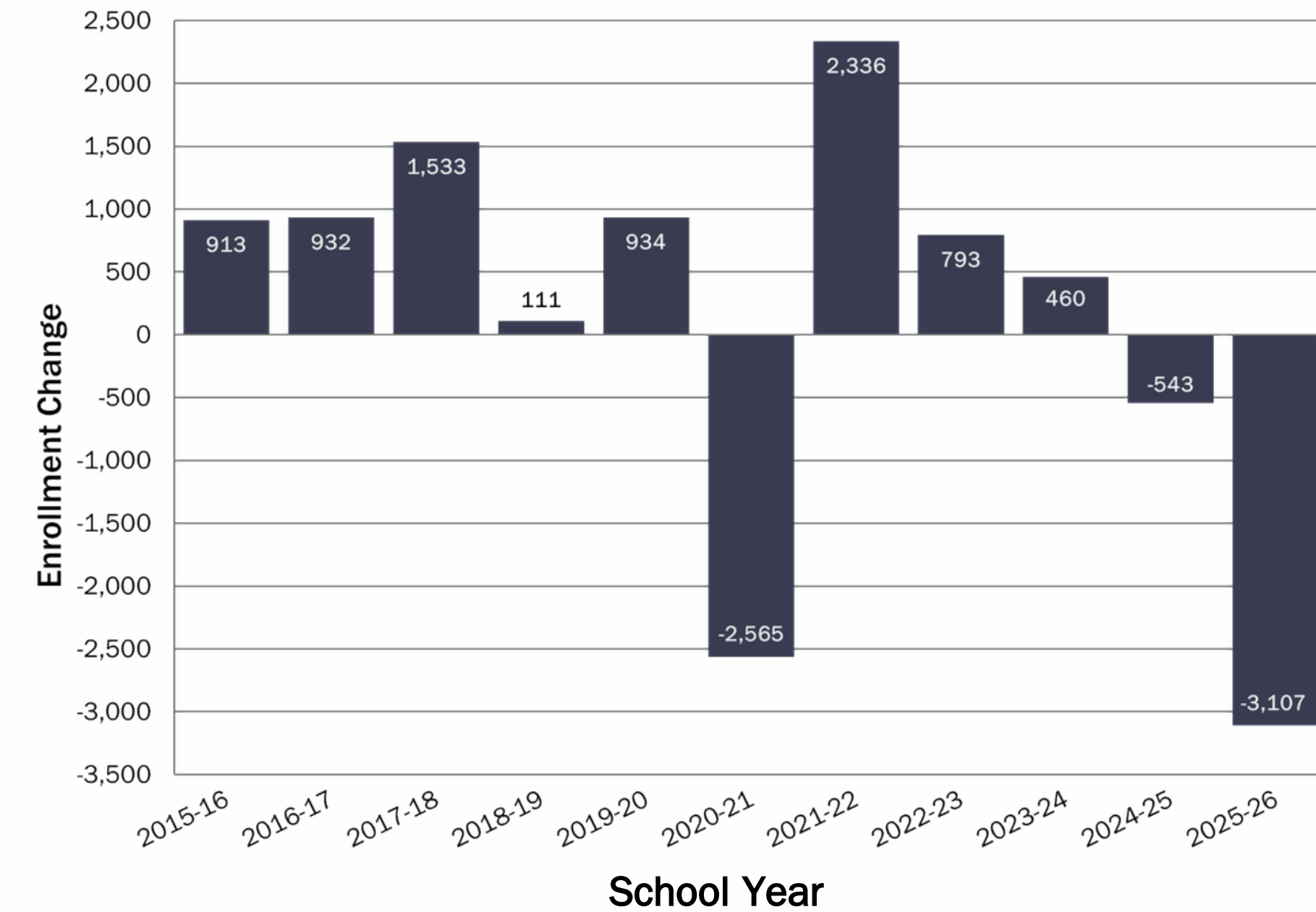
Cypress-Fairbanks ISD grew by **-2.3%** over the past six years, ranking **28<sup>th</sup>** in percent growth among ESC Region 4 districts.

Note: A six-year comparison is used to account for the 2019–20 pandemic enrollment effect.

## Cypress-Fairbanks ISD Historical Enrollment



## Cypress-Fairbanks ISD Historical Enrollment Change



**+884**

**Ten-Year Change**

enrollment change  
2015 to 2025

**-61**

**Five-Year Change**

enrollment change  
2020 to 2025

**Largest Increase:**

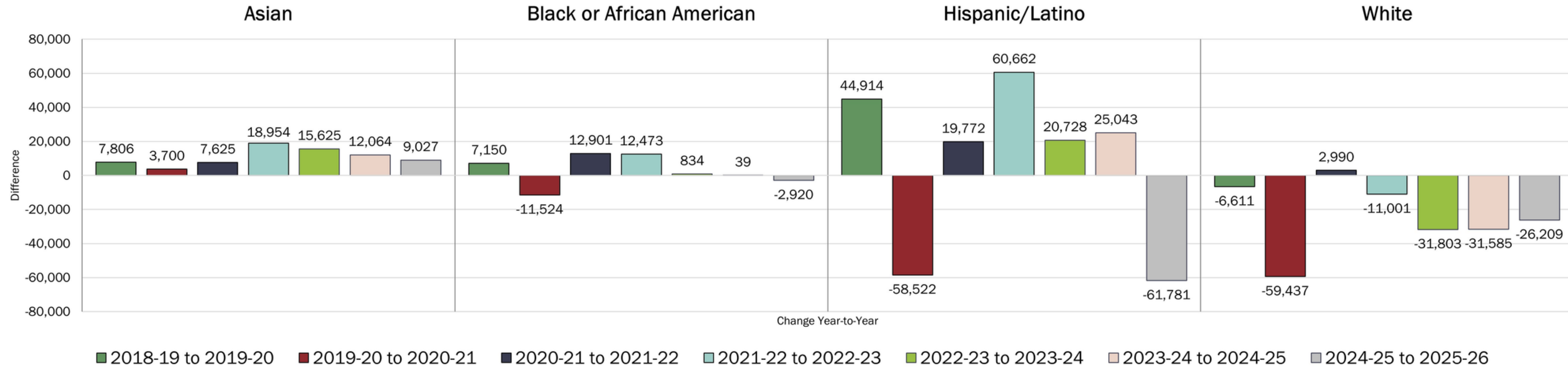
+2,336 students in 2021–22

**Largest Decline:**

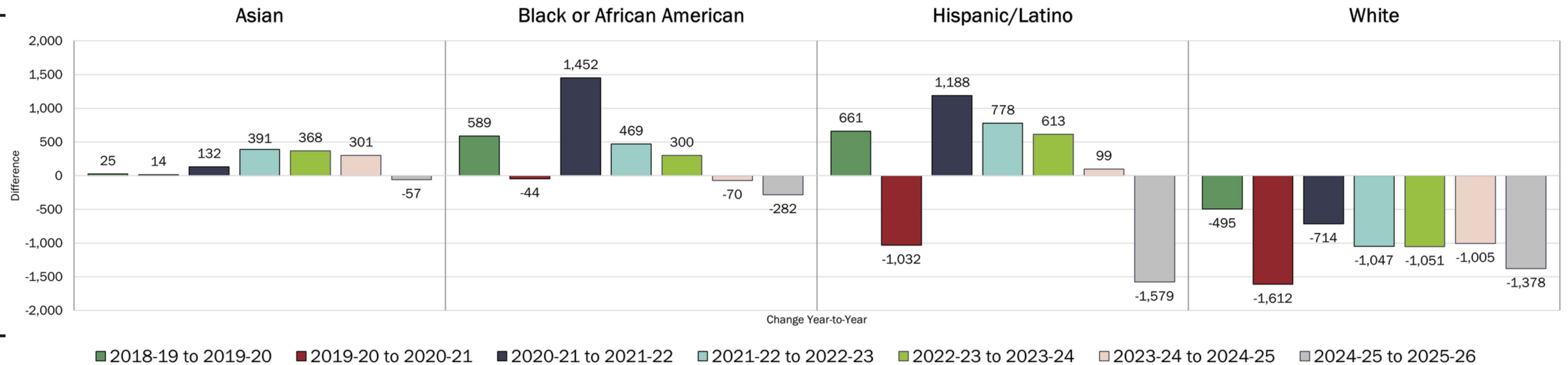
–3,107 students in 2025–26

## Enrollment Change by Ethnicity

The State of Texas



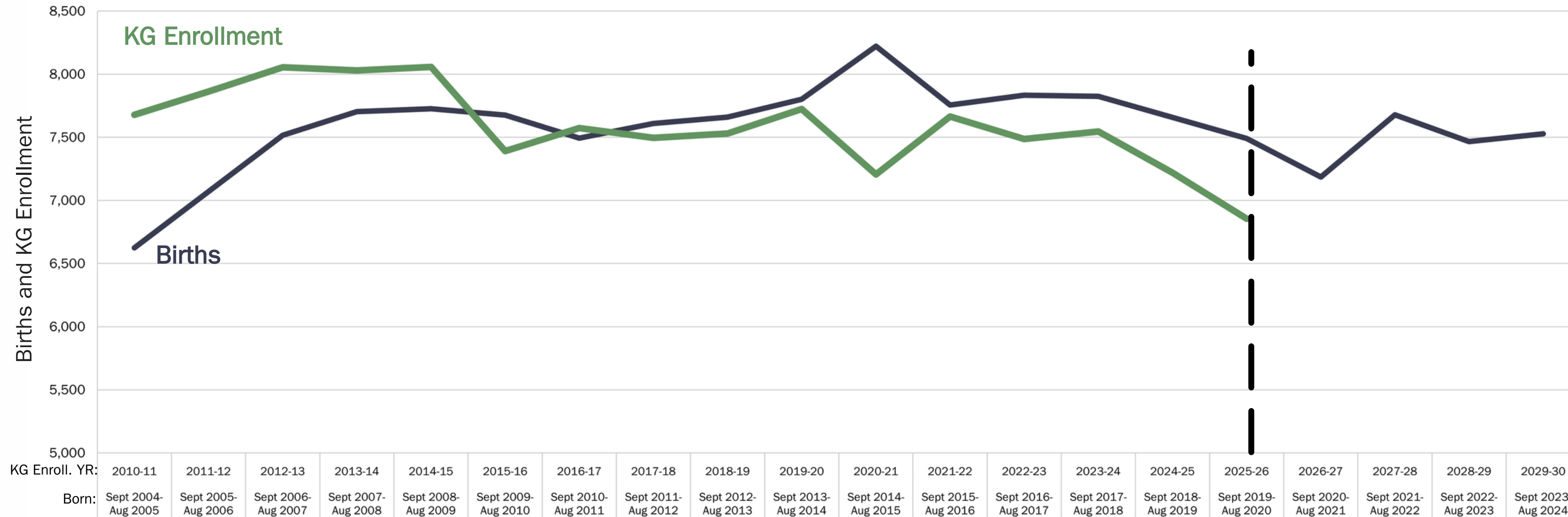
Cypress-Fairbanks ISD



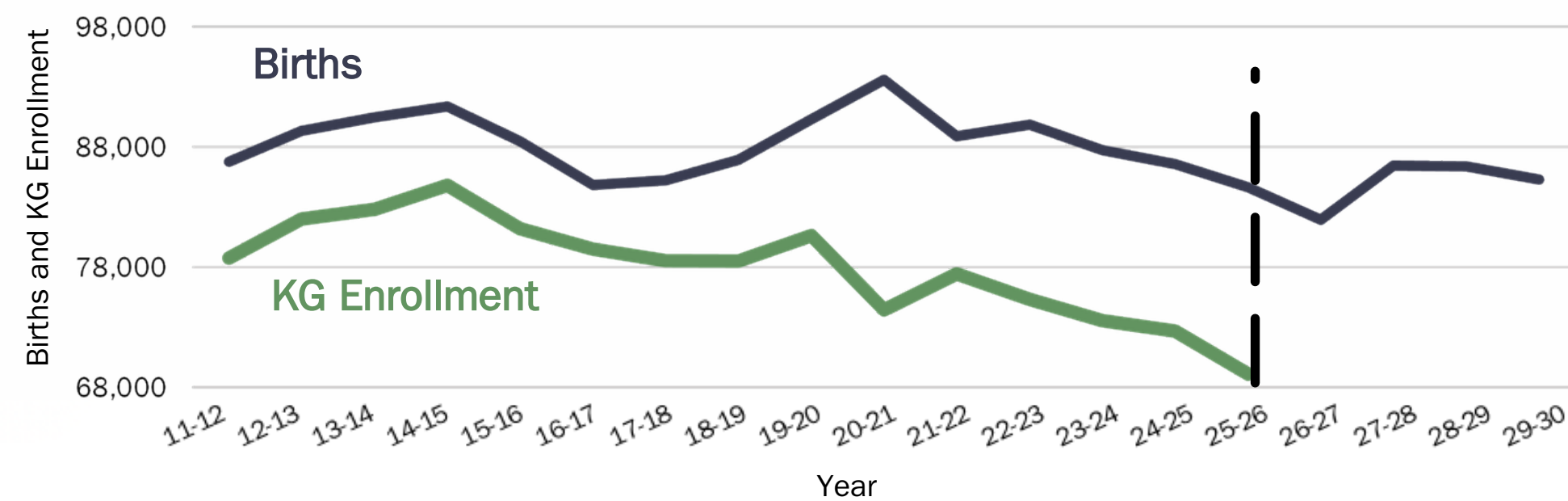
# KG Enrollment & Birth Trends

On the graphs below, births have been shifted five years to align with the year of kindergarten enrollment. Births are compiled based on the birth mother's Zip Code.

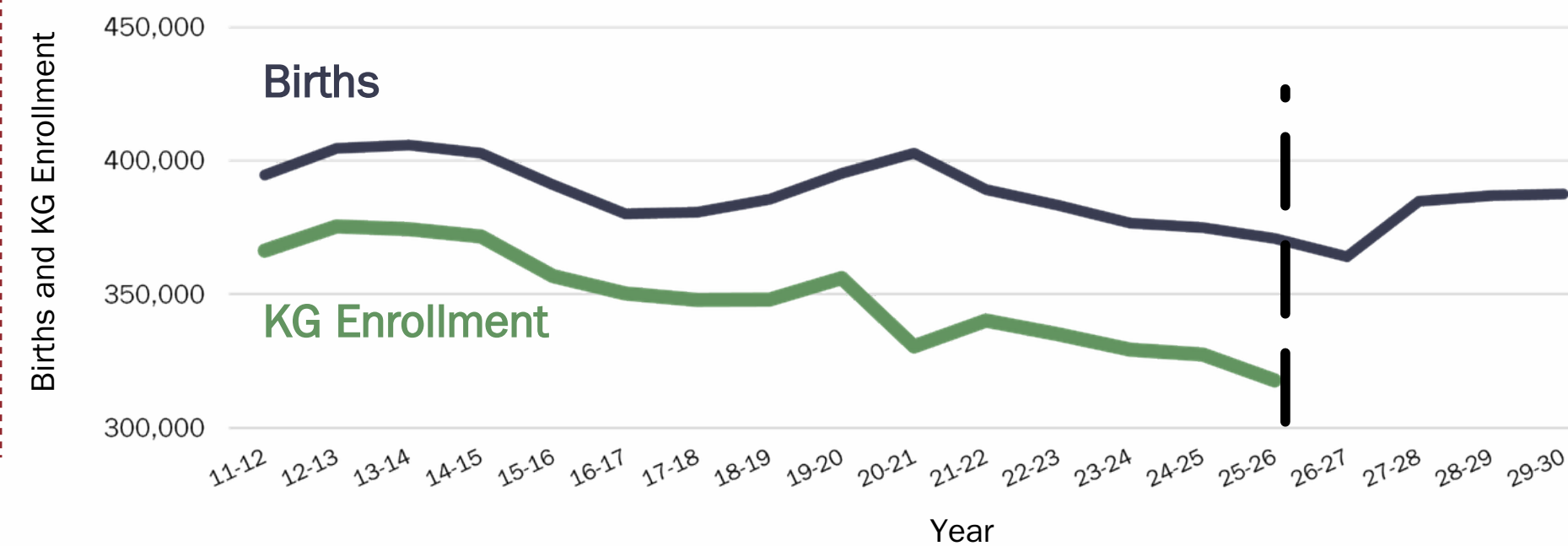
## Cypress-Fairbanks ISD KG Enrollment and Births



## ESC Region 4



## Texas



Unlike Region 4 and Texas, where births consistently exceed kindergarten enrollment, CFISD experienced a period when kindergarten enrollment outpaced births, followed by alignment, and more recently a reversal in which births exceeded kindergarten enrollment.

# Demographic Study Components

Demographic Trends

Past & Current Students

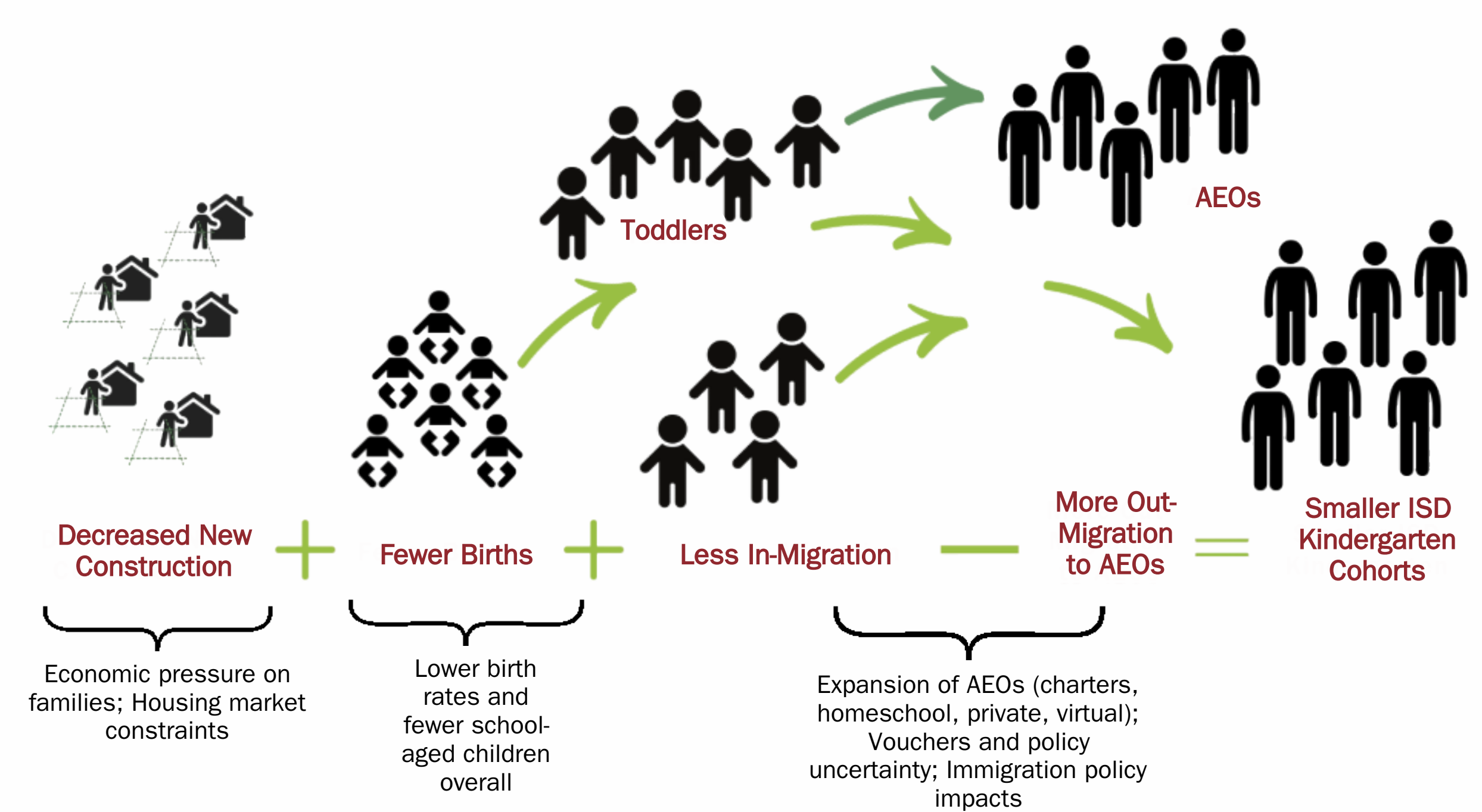
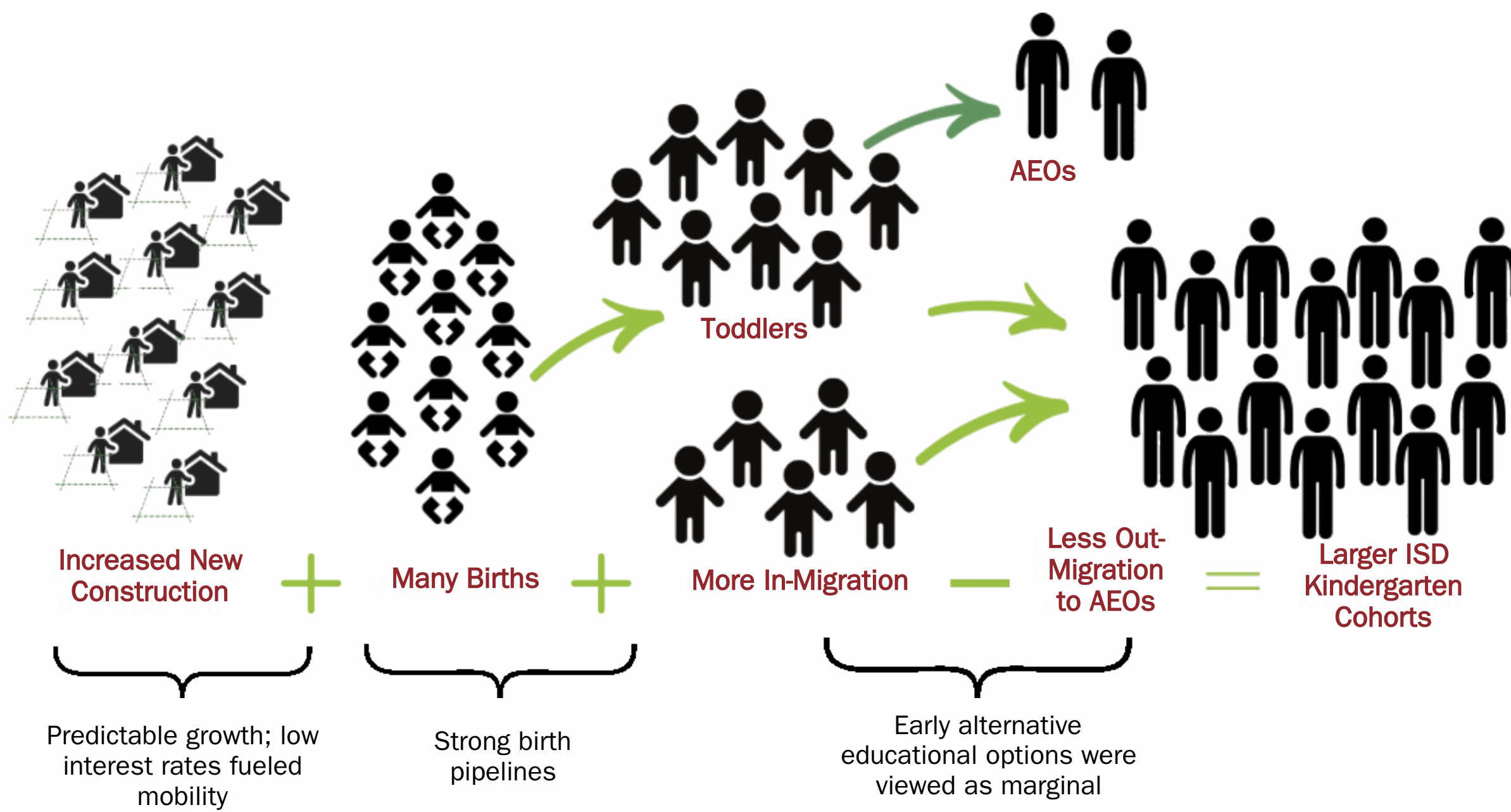
Economy and Housing

Student Projections



## Historical Enrollment Trends

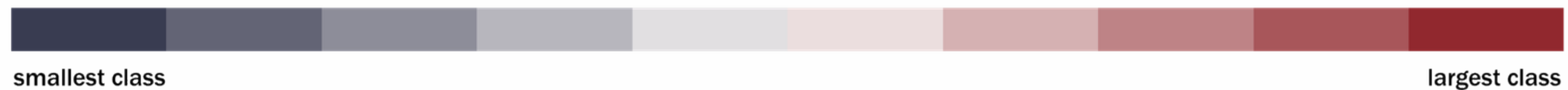
## Current Enrollment Trends



Historically, enrollment growth was driven by robust housing construction, strong birth cohorts, and steady in-migration, producing larger kindergarten classes and relatively limited out-migration to alternative education options. More recently, slower residential development, declining births, and reduced in-migration have constrained new student inflows, while expanded access to charters, private schools, and homeschooling has increased out-migration.

# Historical Enrollment by Grade Group

Historical Enrollment										
GRADE	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
EE	643	640	727	818	699	692	773	818	692	708
PK	3,407	3,563	3,417	3,598	2,974	3,780	4,170	4,107	4,156	3,824
KG	7,573	7,495	7,530	7,723	7,205	7,664	7,486	7,547	7,220	6,854
1	7,775	8,025	7,860	7,930	7,761	7,985	8,123	7,978	7,846	7,348
2	8,540	7,961	8,126	7,886	7,768	8,013	8,092	8,303	8,046	7,679
3	8,658	8,772	8,157	8,259	7,818	8,075	8,173	8,327	8,442	7,996
4	8,718	8,813	8,913	8,292	8,159	8,116	8,266	8,365	8,442	8,431
5	8,571	8,985	8,928	9,117	8,341	8,449	8,292	8,462	8,601	8,476
6	8,504	8,760	8,990	9,014	8,930	8,534	8,573	8,438	8,514	8,466
7	8,554	8,771	8,921	9,236	8,972	9,138	8,676	8,815	8,611	8,560
8	8,854	8,763	8,880	9,087	9,226	9,205	9,318	8,815	8,969	8,725
9	9,993	10,323	10,023	10,344	9,981	11,072	11,171	11,263	10,771	10,574
10	8,381	8,551	8,924	8,655	9,072	8,729	9,172	9,158	9,208	8,662
11	8,482	8,582	8,673	9,030	8,918	9,050	8,997	9,361	9,273	9,174
12	8,215	8,397	8,443	8,457	9,057	8,715	8,728	8,713	9,136	9,049
TOTAL	114,868	116,401	116,512	117,446	114,881	117,217	118,010	118,470	117,927	114,526



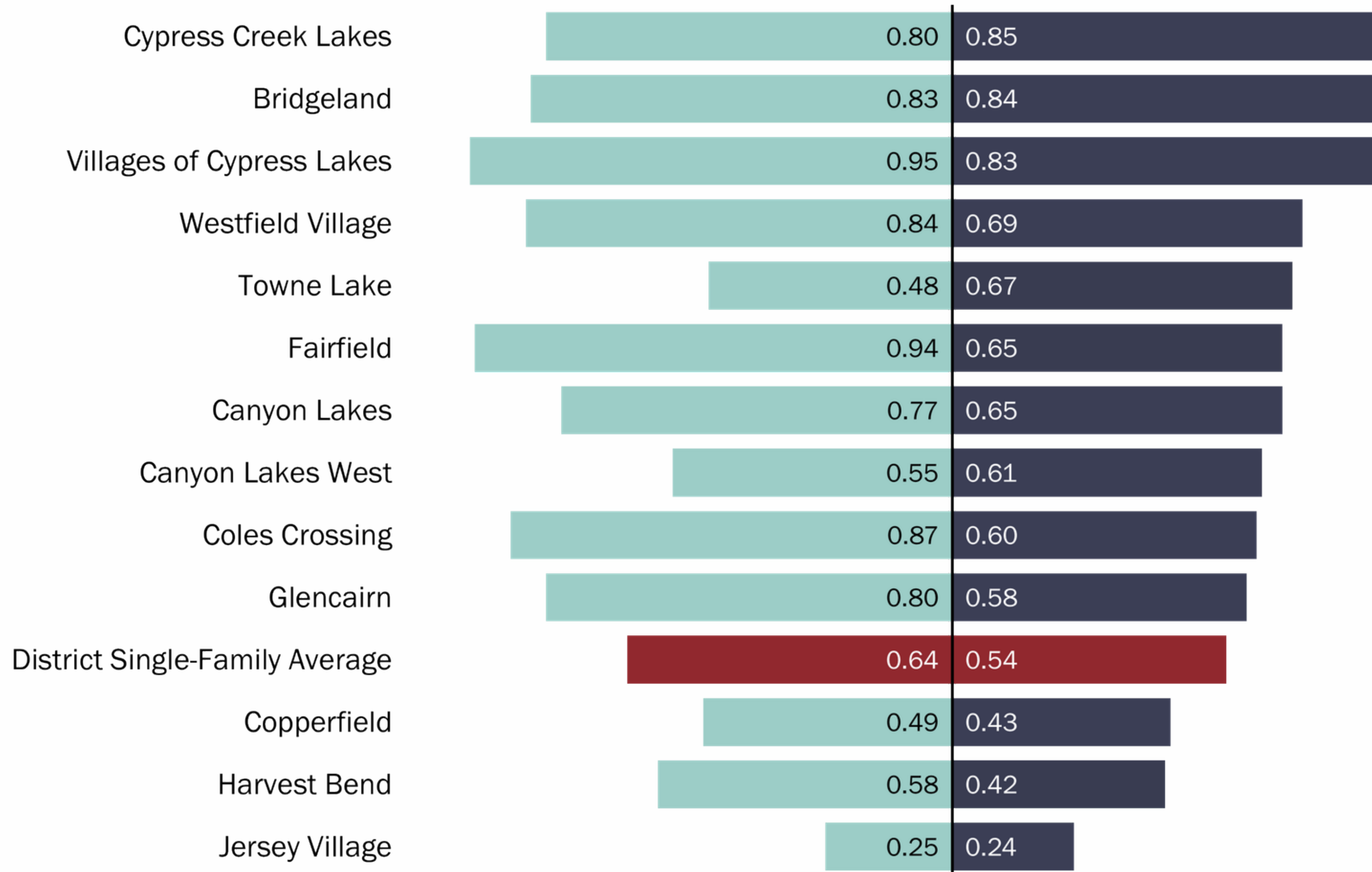
Ninth grade is left unshaded to account for typically higher enrollment caused by retention and student transfers into the District for academic or extracurricular opportunities.

The large cohort that has progressed through the grades will graduate over the next two years and be replaced by smaller incoming cohorts, driving a natural decline in enrollment.

More recent cohorts are entering the District at smaller sizes than earlier cohorts, and while they grow modestly as they progress through the grades, they do not reach the peak sizes of the larger cohorts ahead of them. This pattern reflects a structural moderation in cohort size, suggesting that long-term enrollment pressure will gradually ease as smaller cohorts replace larger legacy cohorts, even as near-term enrollment remains elevated.

## Students per Home in Master-Planned Communities

2014–15 vs. 2025–26



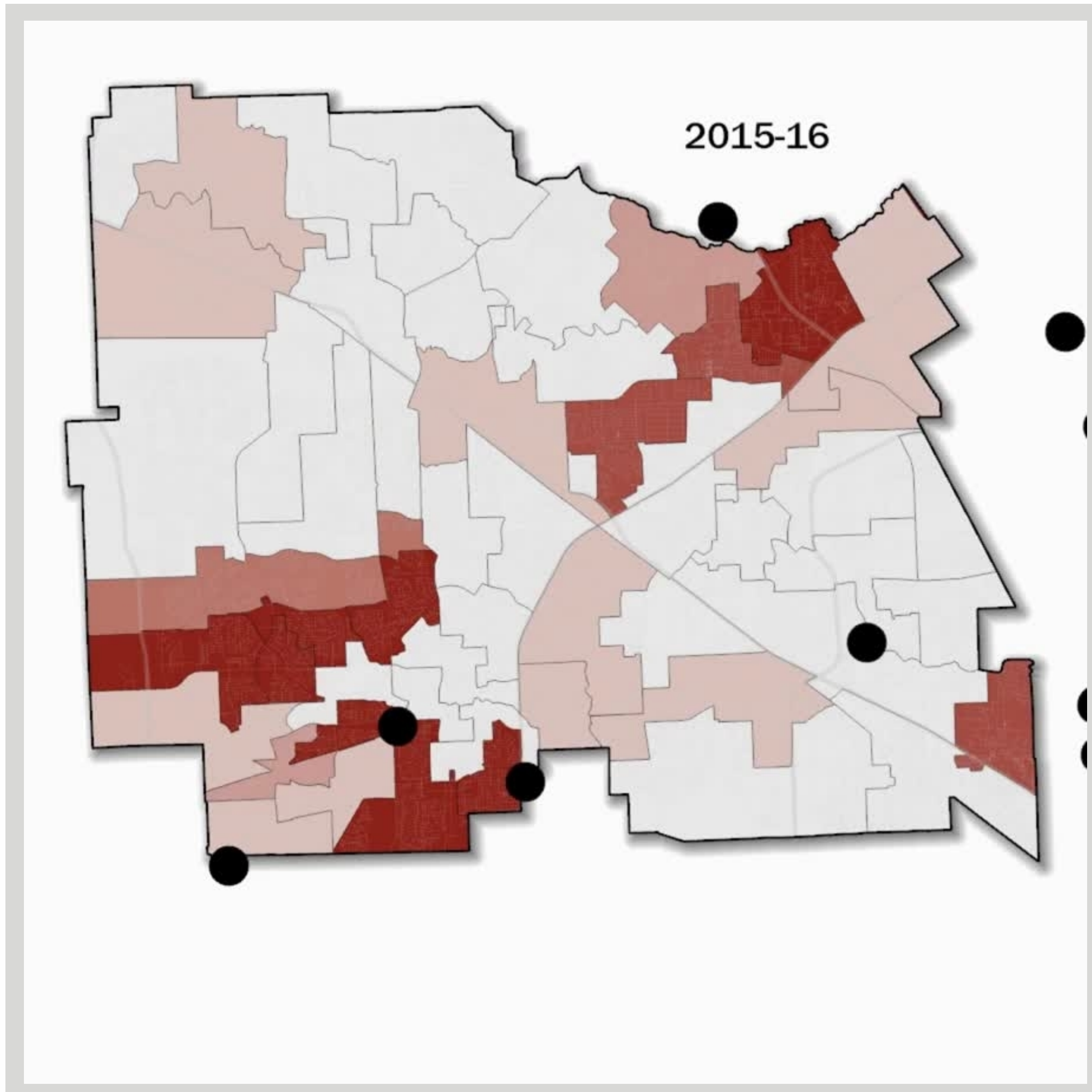
The comparison to the left highlights the varying ratios across different master planned communities in CFISD. Overall, student yields per home have declined across most master-planned communities with (1,000+ homes).

### Districtwide 2025–26 Students per Home Ratios Single-Family & Multi-Family



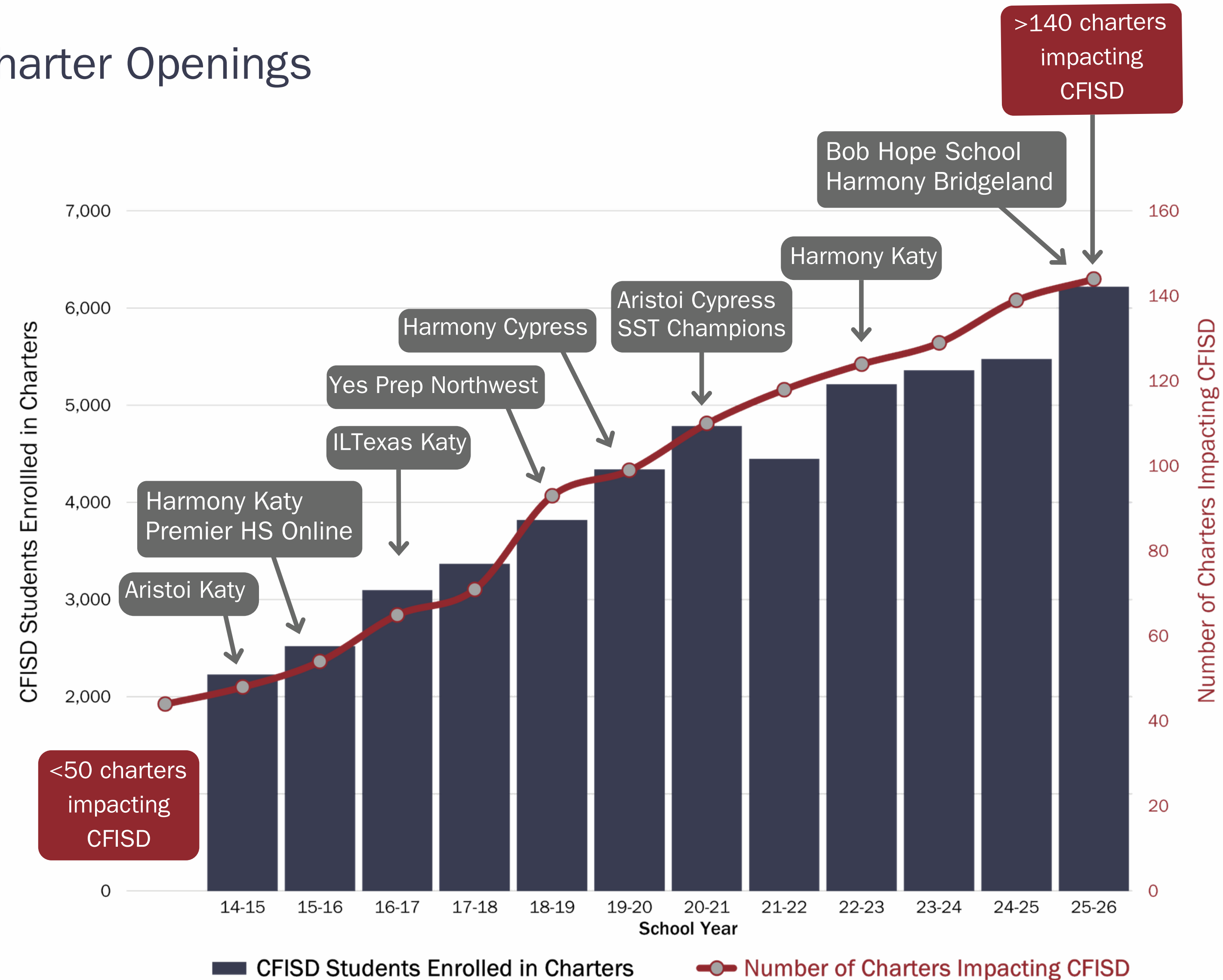
# Alternative Educational Opportunities

## CFISD Students Enrolled in Charter Schools Current & Historical Trends and Impactful Charter Openings

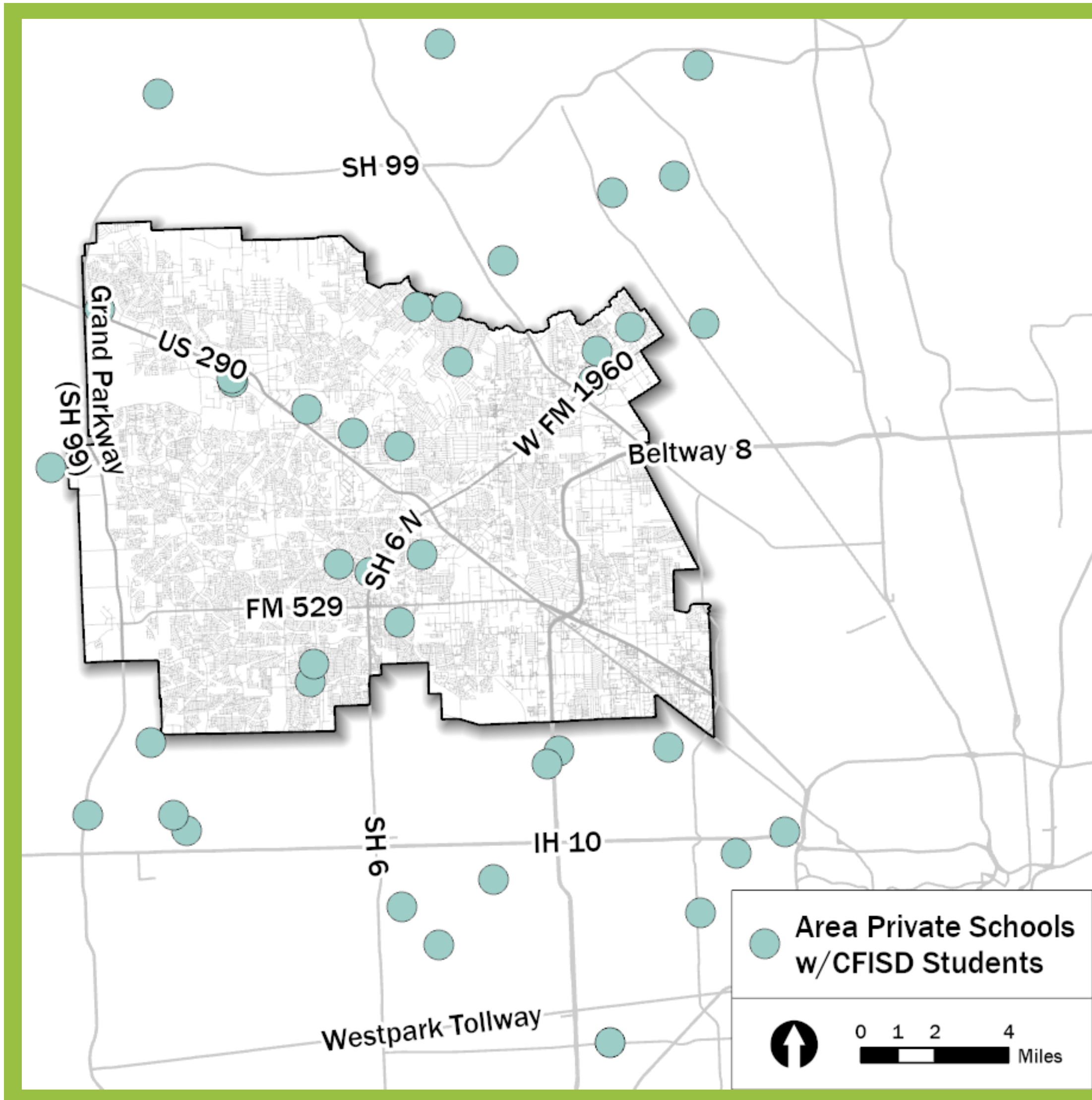


CyFair ISD Attendance Zones  
Number of Charter School Transfers

0-10	11-20	21-30	31-40	41-50	> 50
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## Private School Impact



### 2025–26 Private School Impact on CFISD

- 146 private schools impacted CFISD enrollment in 2025–26
- ~3.2% of CFISD resident student enrollment

### TEFA Participation and Voucher Implementation: Implications for CFISD

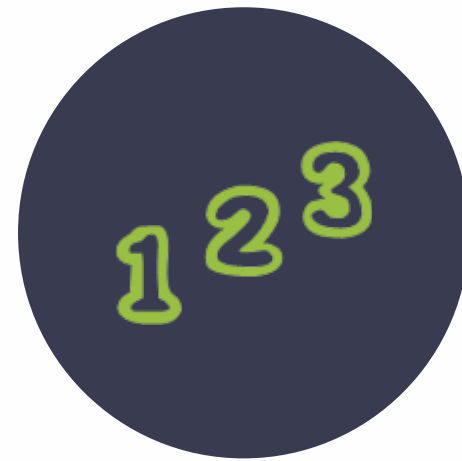
- 5,858 applications from CFISD residents; 1,507 with prior public school enrollment
- 914 total CFISD residents (disabled + siblings) eligible for Tier 1 award; 484 with prior public school enrollment
- Lottery for Tier 2 was held week of April 27, but not yet announced
- 725 Houston-area private schools approved for TEFA participation through May 4, 2026
- Tuition affordability (Average tuition range ~\$15,748 to ~\$18,206)

## Homeschooling – What are the numbers?



Multiple entities estimate homeschooling in Texas, including TEA, national surveys, and the Texas Home School Coalition (THSC), but each offers only part of the picture. TEA data includes only grades 7–12 and captures students withdrawing from public schools and self-reporting their intention to homeschool, not those who begin homeschooling without ever enrolling.

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The U.S. Census Household Pulse Survey suggests around 350,000 homeschooled students in Texas, while the THSC estimates 500,000–620,000, or roughly 8–10% of all Texas students, about the same as the total enrolled in charter and private schools combined.

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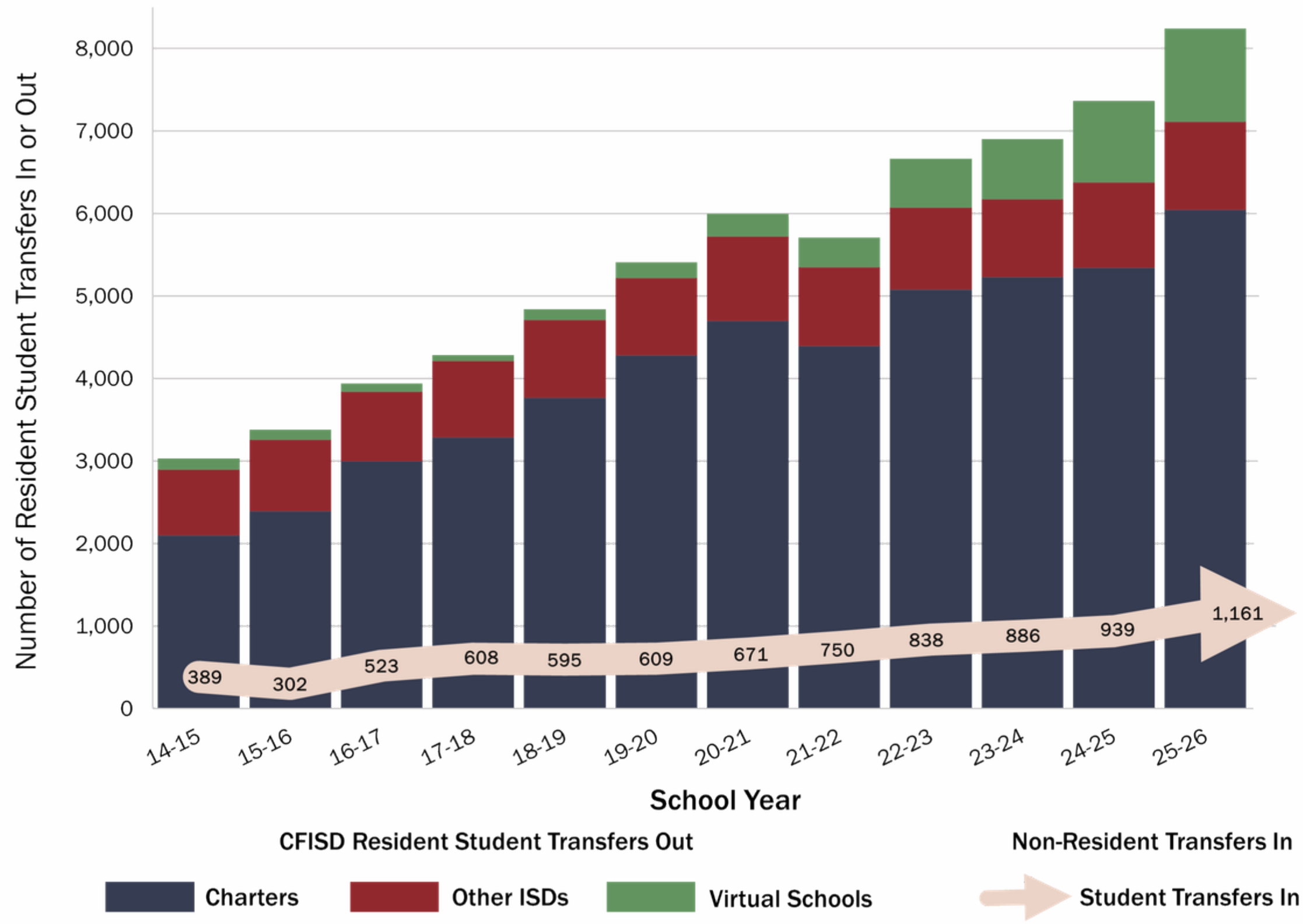


According to THSC, between 2014–15 and 2023–24, the number of students withdrawing from public and charter schools to homeschool has generally increased across Texas, with a sharp rise around 2020–21 likely reflecting pandemic-related shifts.

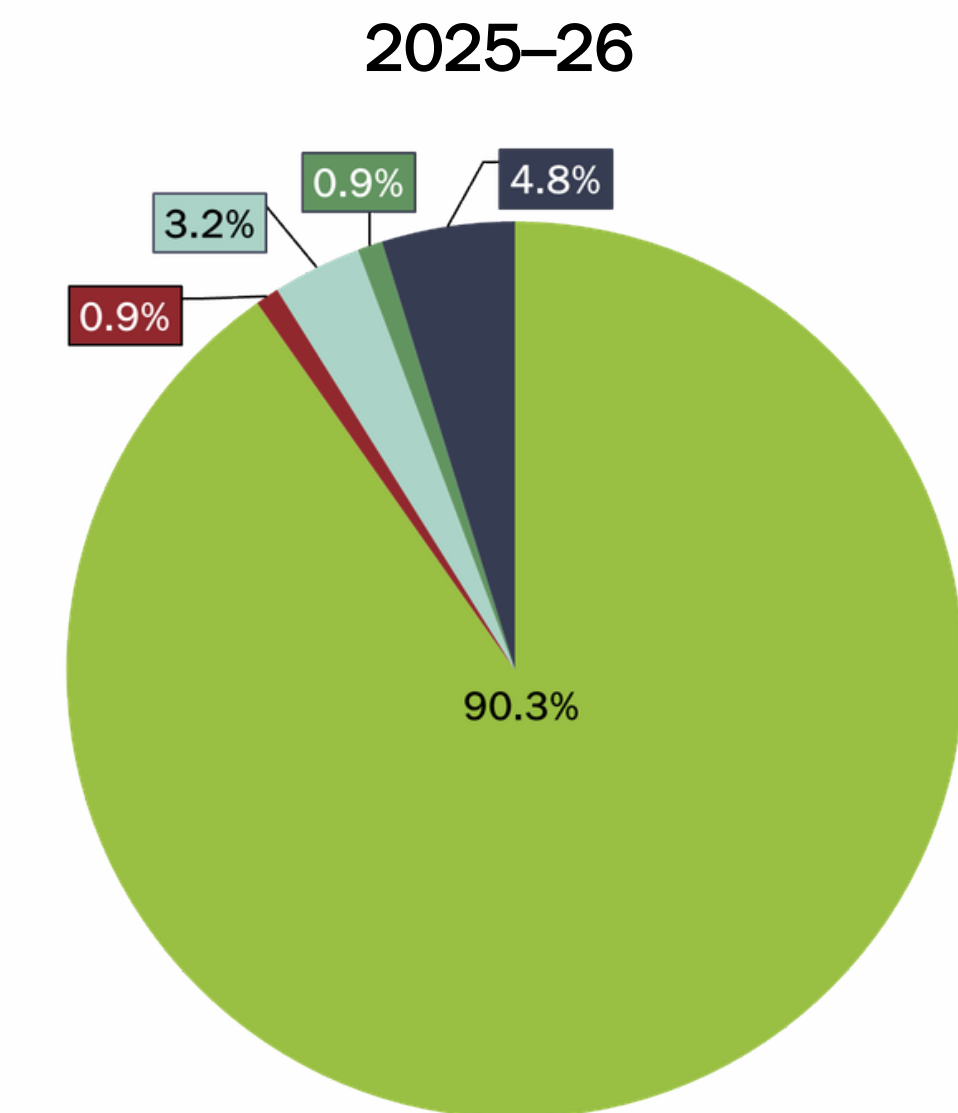
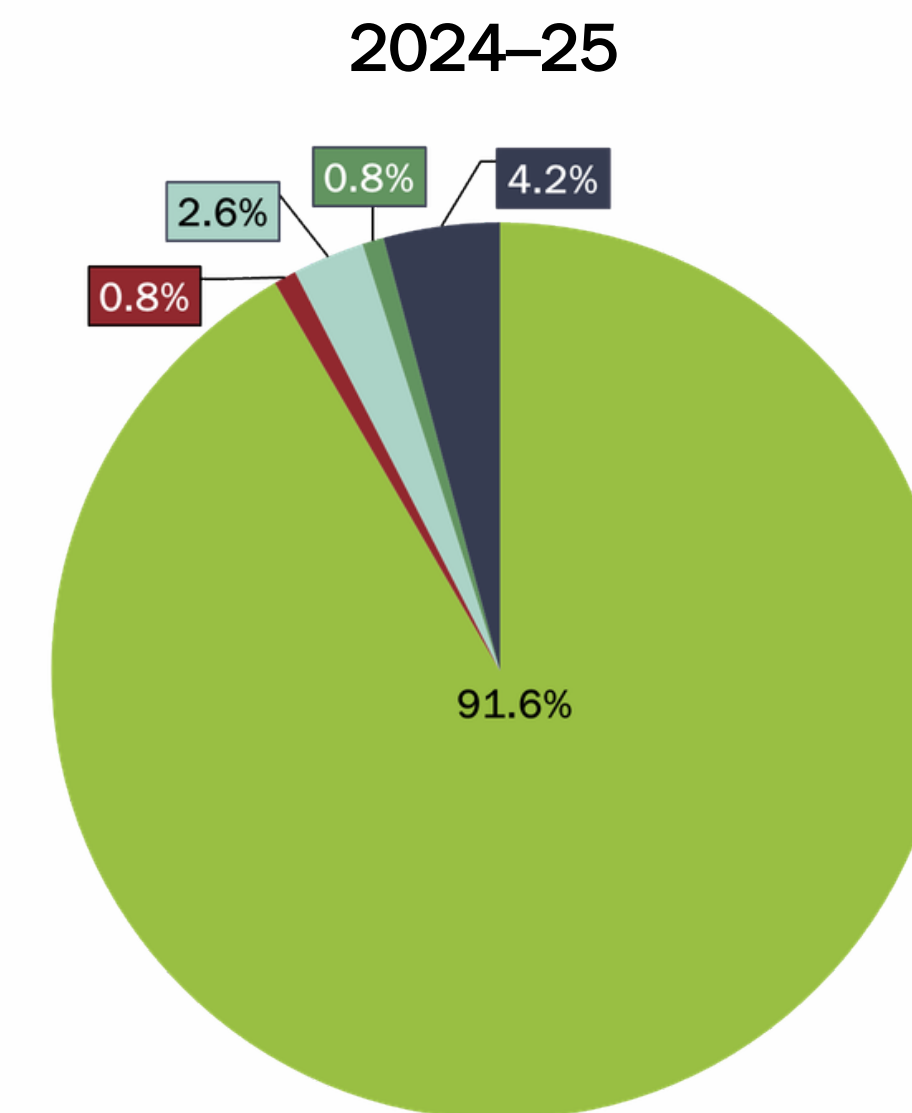
In Texas, understanding the impact of homeschooling remains a significant yet difficult-to-quantify factor in enrollment declines, as homeschooling is largely unregulated at the state level. Critically, Texas is among 20 states that do not collect or report homeschool participation data, making trends difficult to identify. Recent advances in Geofencing and increased smartphone usage may provide additional avenues for collecting data on homeschooling.

# Alternative Educational Opportunities

## Total Public School Impact

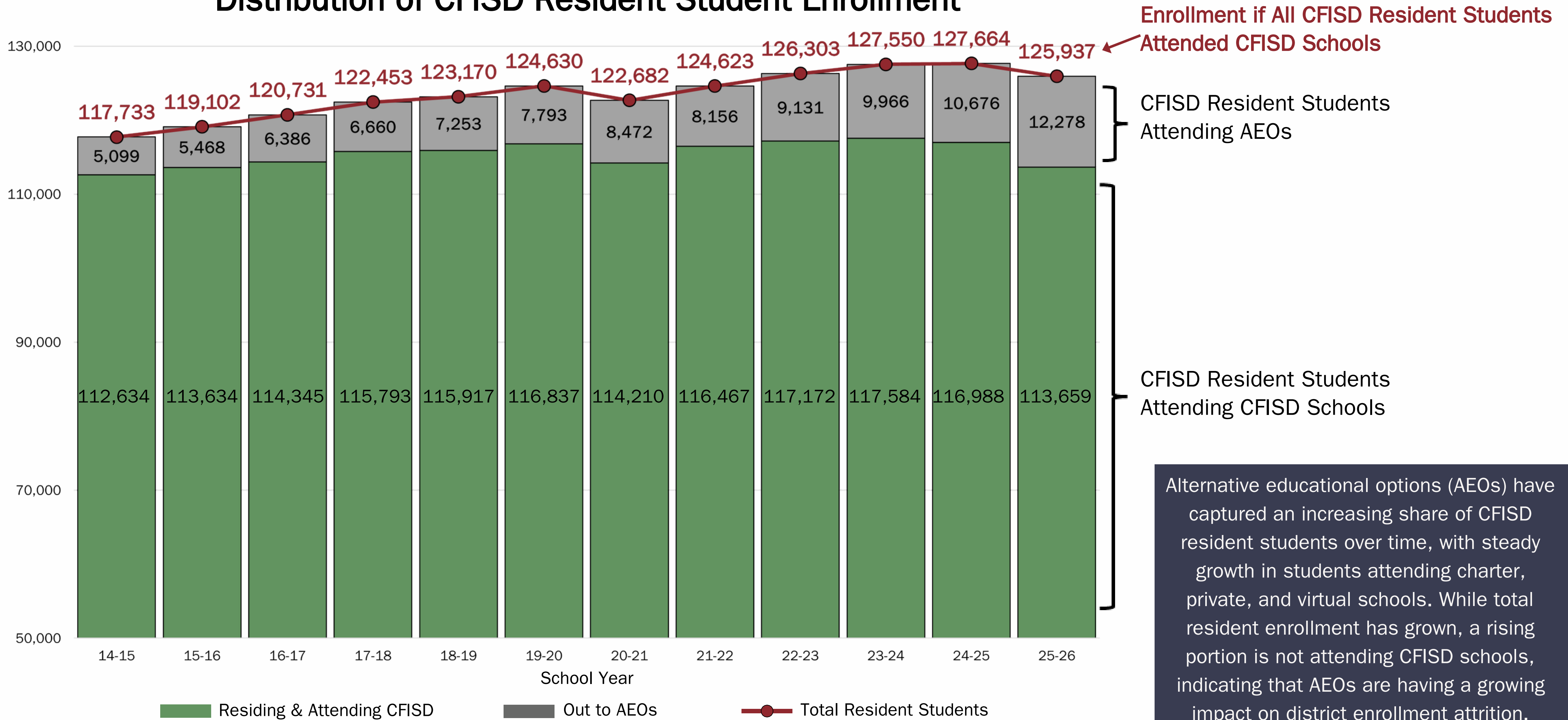


2024-25		Enrollment Distribution Comparison		2025-26	
	127,664	Resident Students		125,937	
4.2%	-5,343	Attending Charter Schools		-6,042	4.8%
0.8%	-987	Attending Virtual Academies		-1,132	0.9%
2.6%	-3,312	Attending Private Schools		-4,033	3.2%
0.8%	-1,071	Attending Other ISDs		-1,071	0.9%
91.6%	116,988	Attending and Resident in District		113,659	90.3%
	+939	Transfers into CFISD		+1161	
	117,927	(10/25/2024) District Enrollment	(10/31/2025)	114,820	



Out-transfers continue to rise—driven by charter growth—while over 90% of resident students remain enrolled in CFISD.

## Distribution of CFISD Resident Student Enrollment



# Demographic Study Components

Demographic Trends

Past & Current Students

**Economy and Housing**

Student Projections





## Point 1

Sales  
Year-over-Year  
3.46%



## Point 2

Median  
Price  
\$406,872



## Point 3

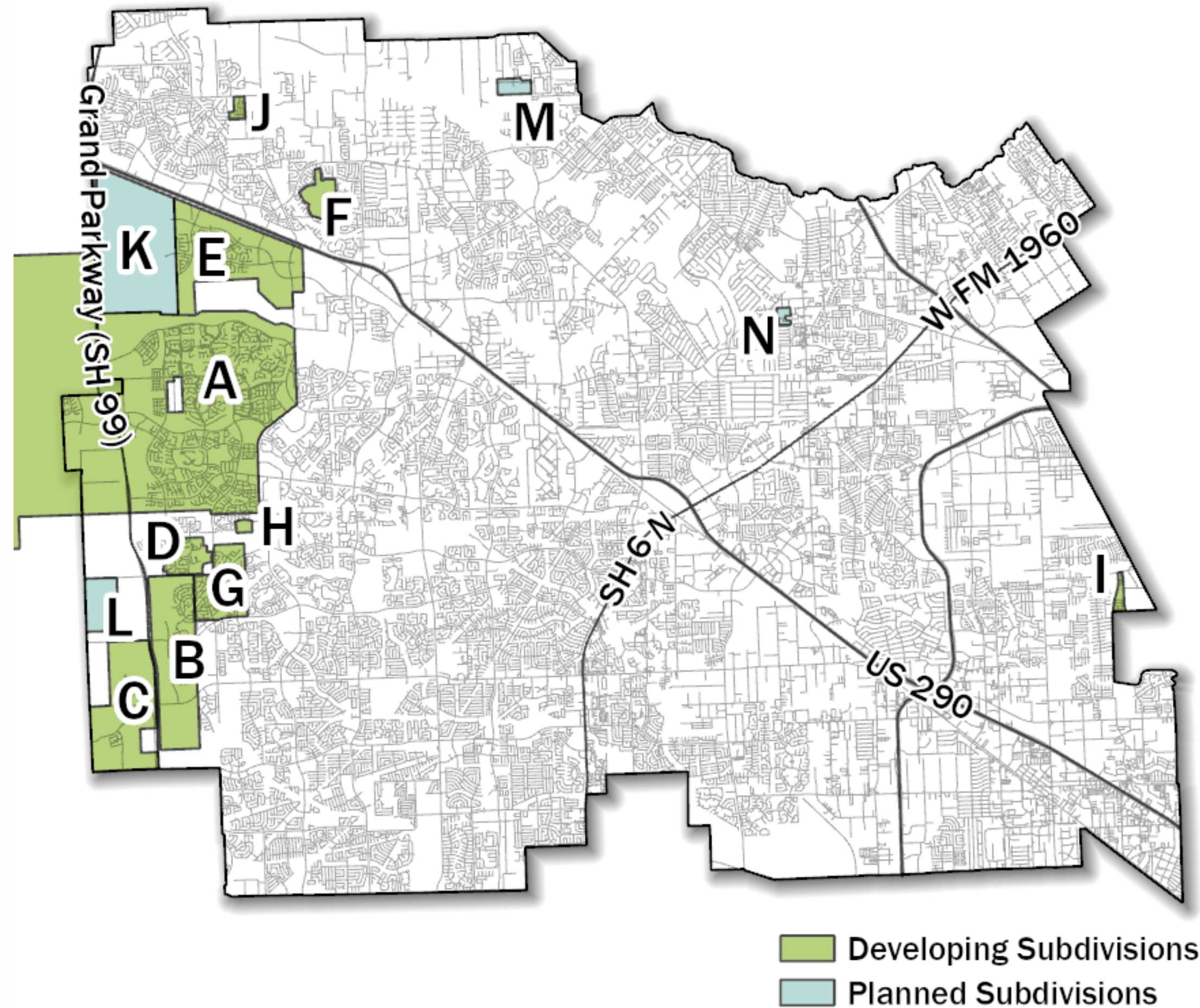
Months  
Inventory  
3.74

### Estimated Mortgage Payments by Interest Rate

Home Price	Mortgage Interest Rate					
	3%	4%	5%	6%	7%	8%
\$200,000	\$675	\$764	\$859	\$959	\$1,064	\$1,174
\$300,000	\$1,012	\$1,145	\$1,288	\$1,439	\$1,597	\$1,761
<b>\$400,000</b>	<b>\$1,349</b>	<b>\$1,528</b>	<b>\$1,718</b>	<b>\$1,919</b>	<b>\$2,129</b>	<b>\$2,348</b>
\$500,000	\$1,686	\$1,910	\$2,147	\$2,398	\$2,661	\$2,935
\$600,000	\$2,024	\$2,292	\$2,577	\$2,878	\$3,193	\$3,522
\$700,000	\$2,361	\$2,674	\$3,006	\$3,357	\$3,726	\$4,109

Monthly payments rounded to the nearest dollar and reflect estimated principal and interest only, based on a 30-year fixed-rate mortgage with a 20% down payment. Taxes, insurance and other fees are not included.

## Ten-Year Projected New Occupancies

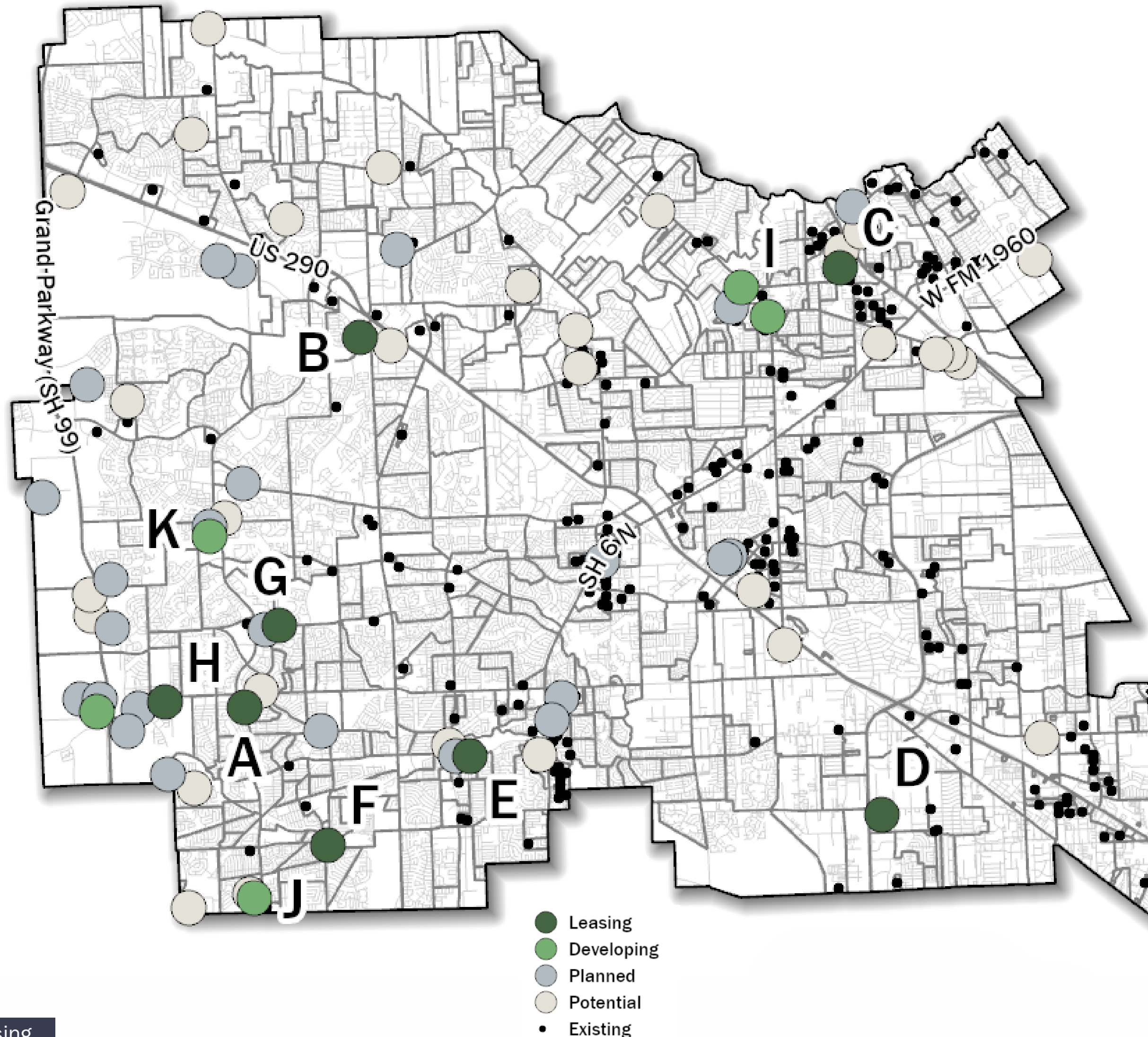


## Developing and Planned Subdivisions

Map	Residential Code	Development	New Units Occupied	Currently Occupied	Status
A	138, 683, 124A, 535, 124D, 124B, 238, 1027	Bridgeland	2,234	7,588	Developing
B	999, 888, 278	Grand Mason	1,209	554	Developing
C	196	Elyson	1,048	67	Developing
D	10	Avalon at Cypress	864	770	Developing
E	750	Dunham Pointe	689	827	Developing
F	640	Crossing at Cypress Lakes	601	0	Developing
G	162, 822	Marvida	463	2,413	Developing
H	3232	Bridge Creek	373	640	Developing
I	671	Pinehaven	286	0	Developing
J	2910	Cypress Heights - BTR	240	0	Developing
K	750	Richfield Ranch	940	0	Planned
L	998	Wisteria	850	0	Planned
M	2329	Villa Robles	324	0	Planned
N	1394	Mill Ridge Village	228	0	Planned

44.7% of projected additional housing occupancies in CFISD in the next decade are single-family.

## Ten-Year Projected New Occupancies



## Leasing and Developing Multi-Family Properties

Map	Residential Code	Development	Units	Status
A	651	Alta Cypress Springs	330	Leasing
B	799	Asher at Towne Lake	348	Leasing
C	734	Birchway Perry Road	462	Leasing
D	4113	Calahan	288	Leasing
E	1053	Cardiff at Westminster	84	Leasing
F	3384	Gardens at Greenhouse	180	Leasing
G	105	Prose Canopy	266	Leasing
H	278	Skyview Flats	312	Leasing
I	1350	Cypress Terra	300	Developing
J	136	Fidelis Aspire	382	Developing
K	3232	Prose Bridge Creek	300	Developing

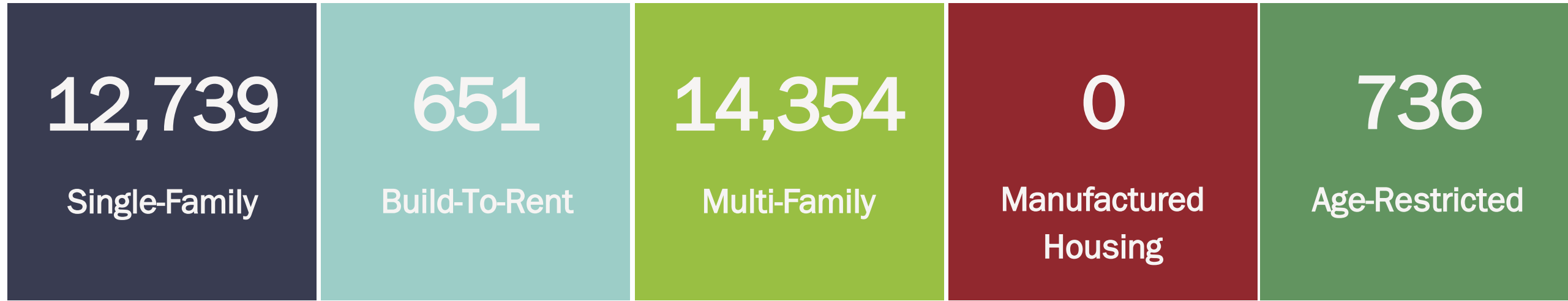
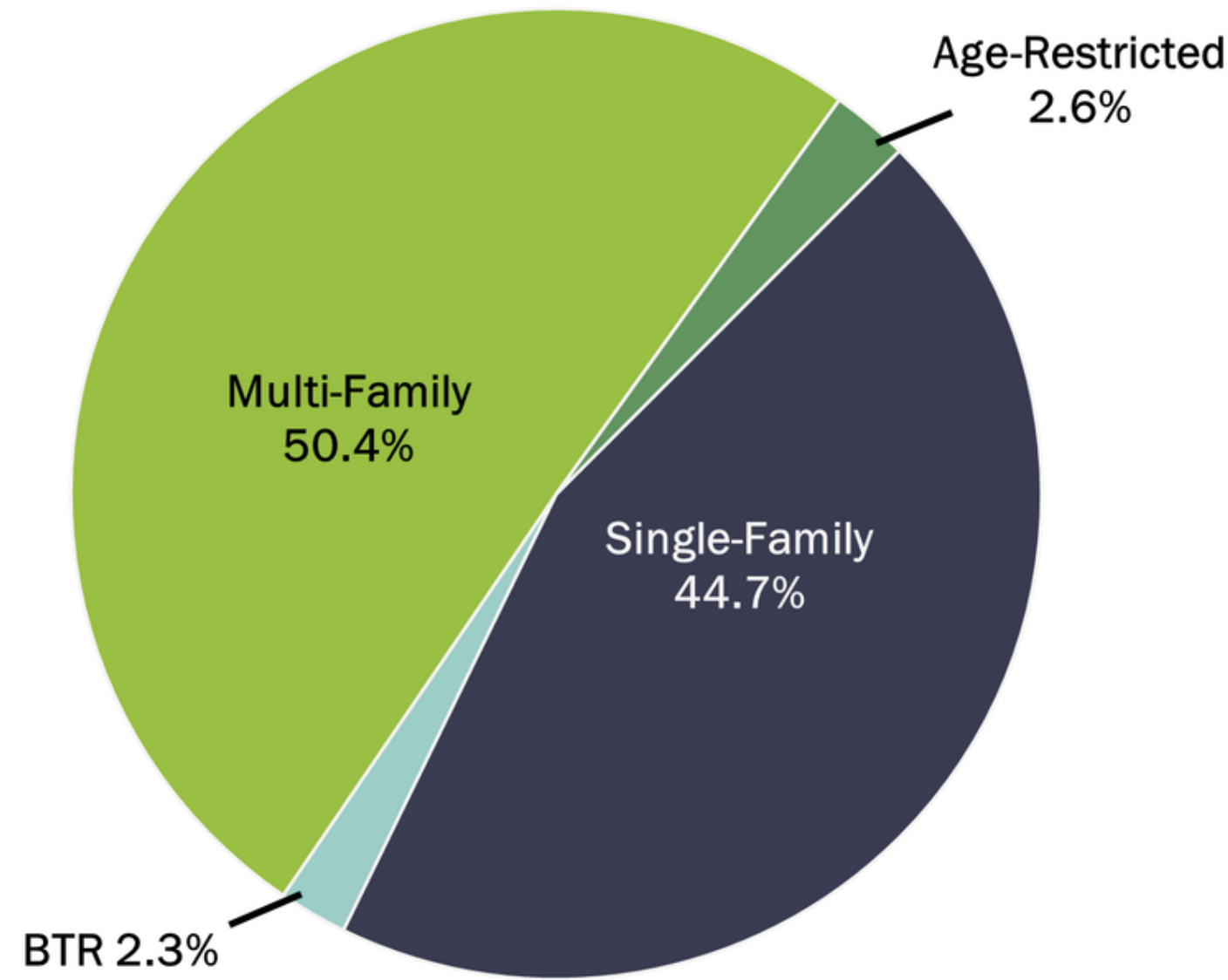
## Multi-Family Development Summary

14,354	Multi-Family Occupancies Projected
50.4%	of Projected New Housing
7	Leasing
5	Developing
17	Planned
32	Sites Identified as Potential for M-F Development

# Total Projected New Housing

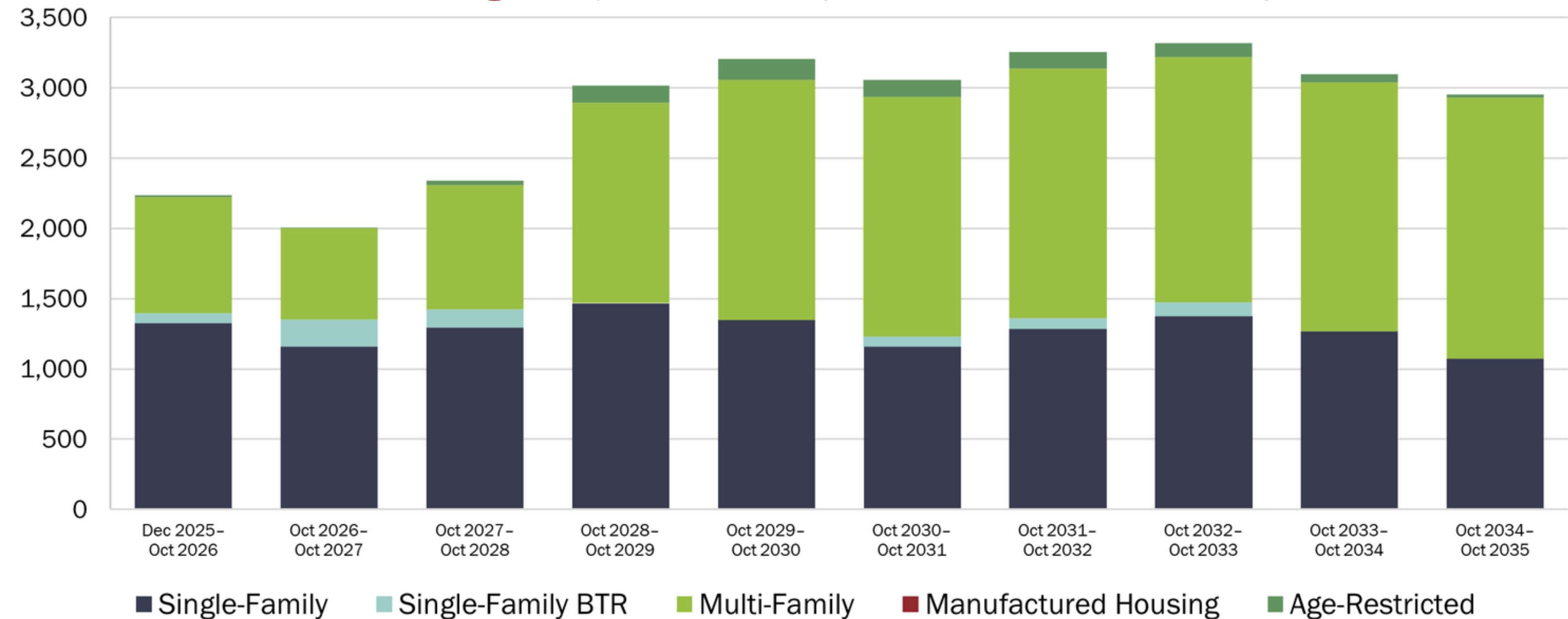
## Housing Projections by Housing Type

**28,480**  
Projected Additional Housing Occupancies in the next Decade



Cypress-Fairbanks ISD is projected to add more than 28,000 housing units over the next decade, with construction increasing into the early 2030s before moderating. Growth will be driven primarily by multi-family development, which accounts for just over half of new units, alongside a smaller but still meaningful share of single-family housing.

## Housing Projections by Year of Occupancy





## Single-Family Development Is Largely Build-Out

- Most remaining activity is limited to the west side and areas north of US 290.
- Large, unconstrained tracts are mostly already in the development pipeline
- Remaining land often carries constraints, increasing development cost.



## Near-Term Growth Is Flat and Shifting

- Single-family occupancies are projected to remain flat to modestly declining.
- Future housing growth is increasingly driven by higher-density and Class A multi-family development, which is likely to have lower student ratios.



## Future Enrollment Stability Relies on Regeneration, Not Expansion

- Opportunities for large-scale new subdivisions are limited beyond the projection period.
- Student yields remain strongest in new single-family housing, but overall student population stabilization will rely on neighborhood regeneration.

# Demographic Study Components

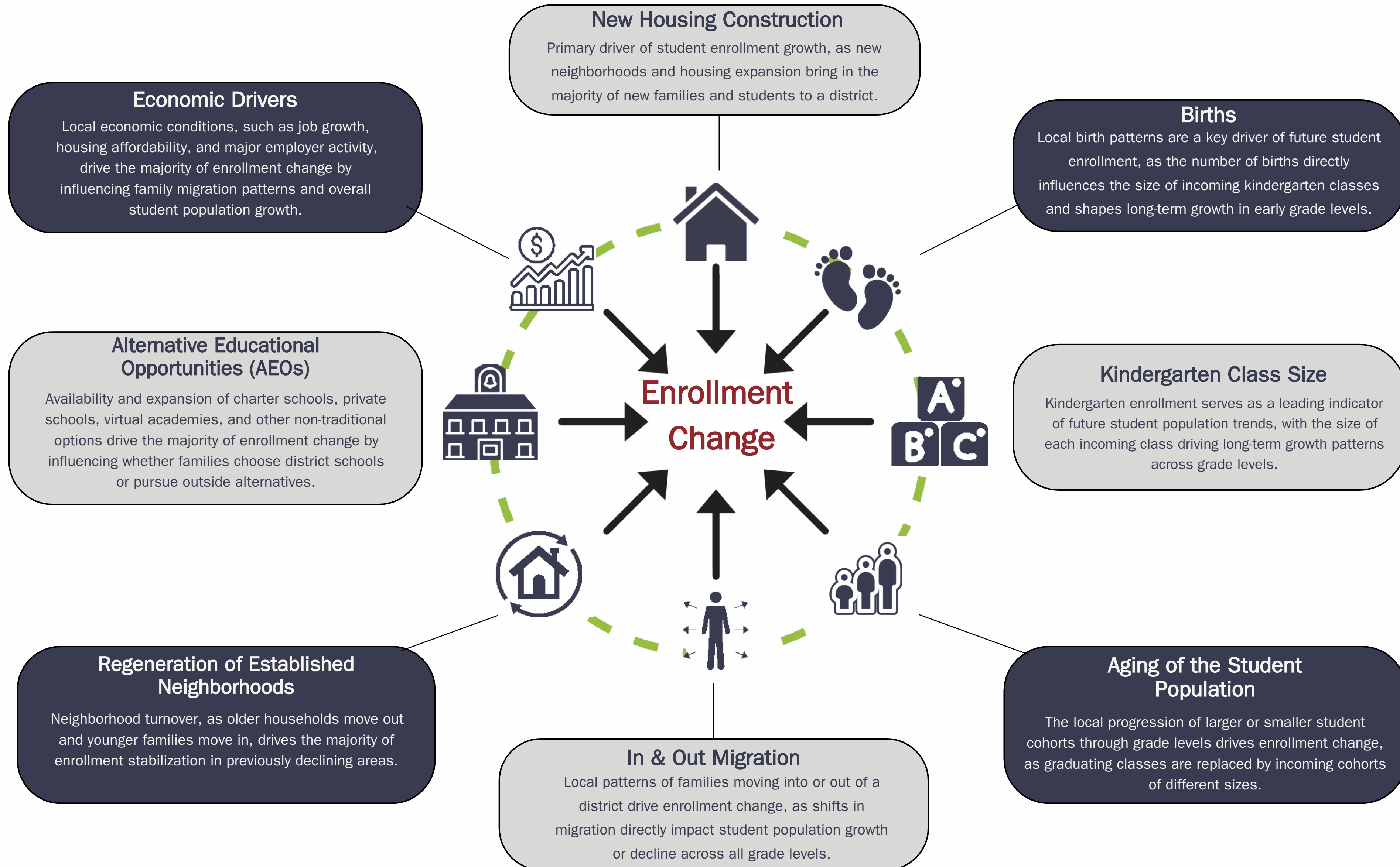
Demographic Trends

Past & Current Students

Economy and Housing

**Student Projections**





## Assumptions that Informed Projections a Decade Ago



### New Single-Family Housing

Due to the availability of land, the growth of new housing would continue to spawn student population growth, and the ratios of students per home would continue to increase;



### New Multi-Family Housing

Construction of apartment complexes would continue to fluctuate with market conditions, with a general increase in the number of complexes built annually;



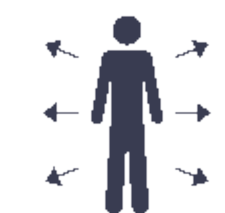
### Number of Births

The number of births would continue to increase across Texas and correlate with the number of students enrolling in KG in ISDs five years later;



### Kindergarten Class Size

Young families with toddlers would continue to buy homes, increasing the kindergarten class sizes;



### Population Migration

Relocation from the urban core to suburban districts would remain steady (same pace as seen in 2014);



### AEOs

Charter and private schools would expand at a rate that would minimally impact ISD enrollment; and



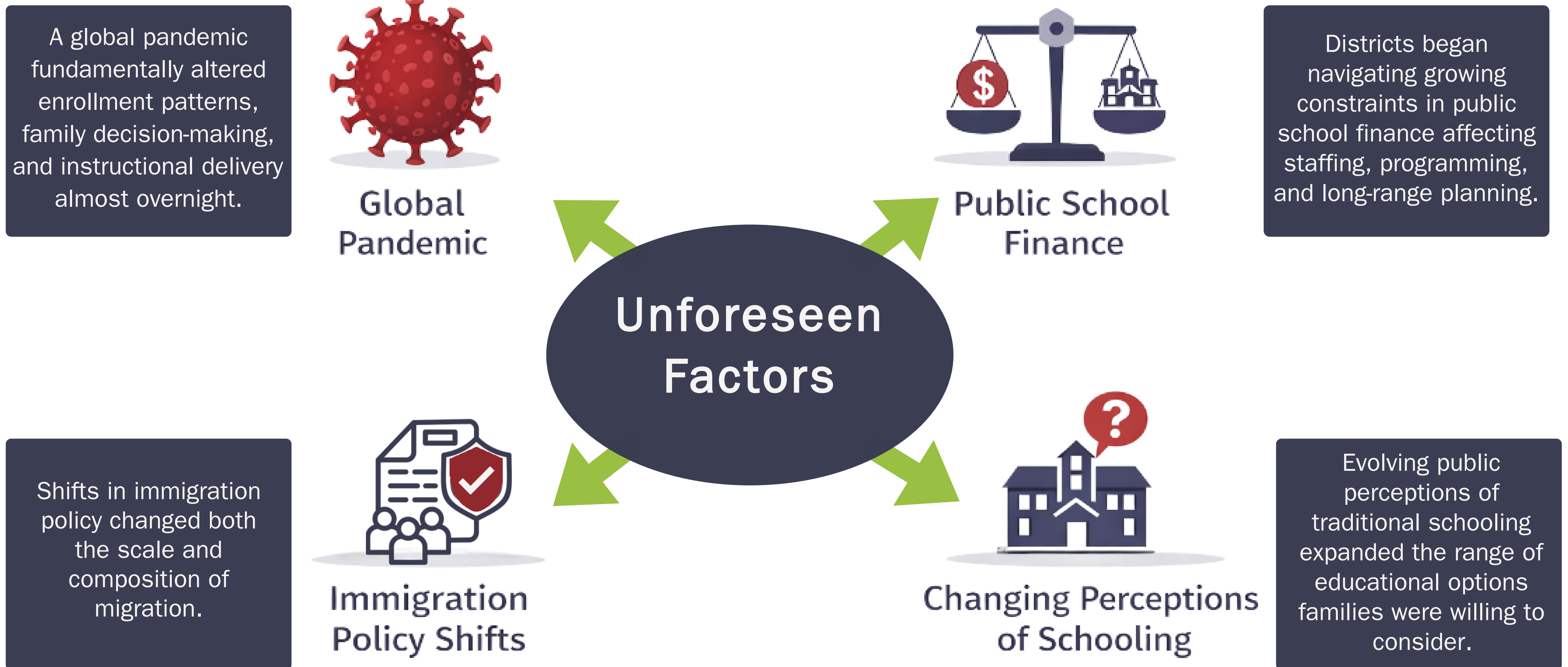
### Economic Drivers

Unemployment rates would remain growth-supportive at 3.8% to 4% over the next five years, and interest rates would not increase by more than 2% over current levels for the next five years.

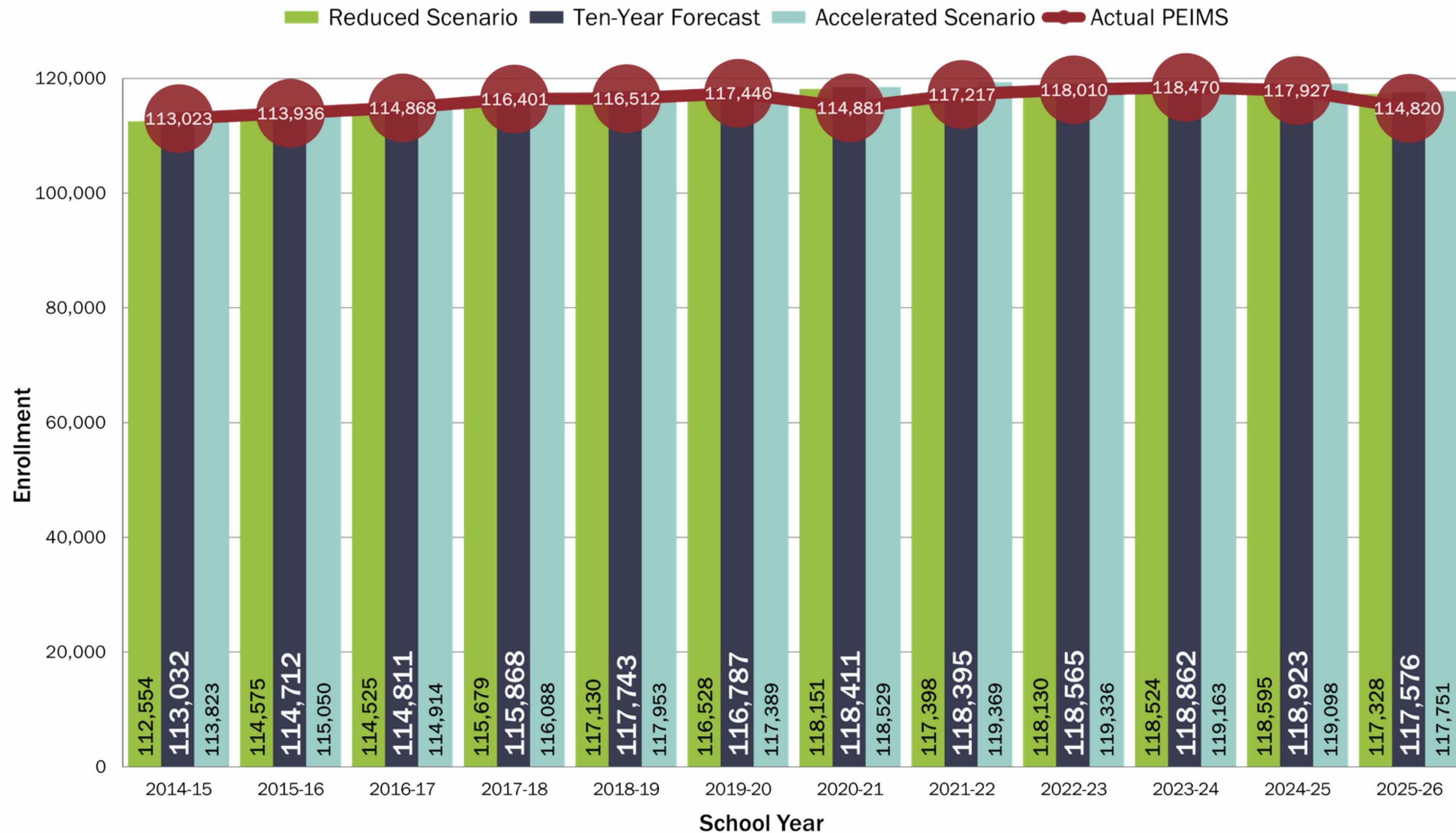
*These assumptions worked because they aligned with long-standing historical data.*

# The Gradual Shift – Compounding External Factors Emerged

Significant external influences represent variables that could not have been foreseen or reasonably modeled a decade ago.



## Cypress-Fairbanks ISD



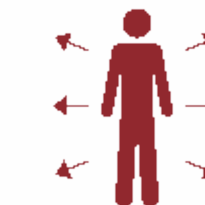
### Student Yields and Housing

- Fewer new homes were built
- Student density declined in both new and existing homes



### Fewer Births and Smaller Kindergarten Class Size

- This year's kindergarten class is approximately 300 students smaller than last year's and is the smallest KG cohort in the past 20 years, even outpacing fewer births.



### Less In-Migration

- Homes in built-out neighborhoods are not regenerating student populations, housing 4.7% fewer CFISD students than last year and 8.4% fewer than two years ago.



### Alternative Educational Opportunities

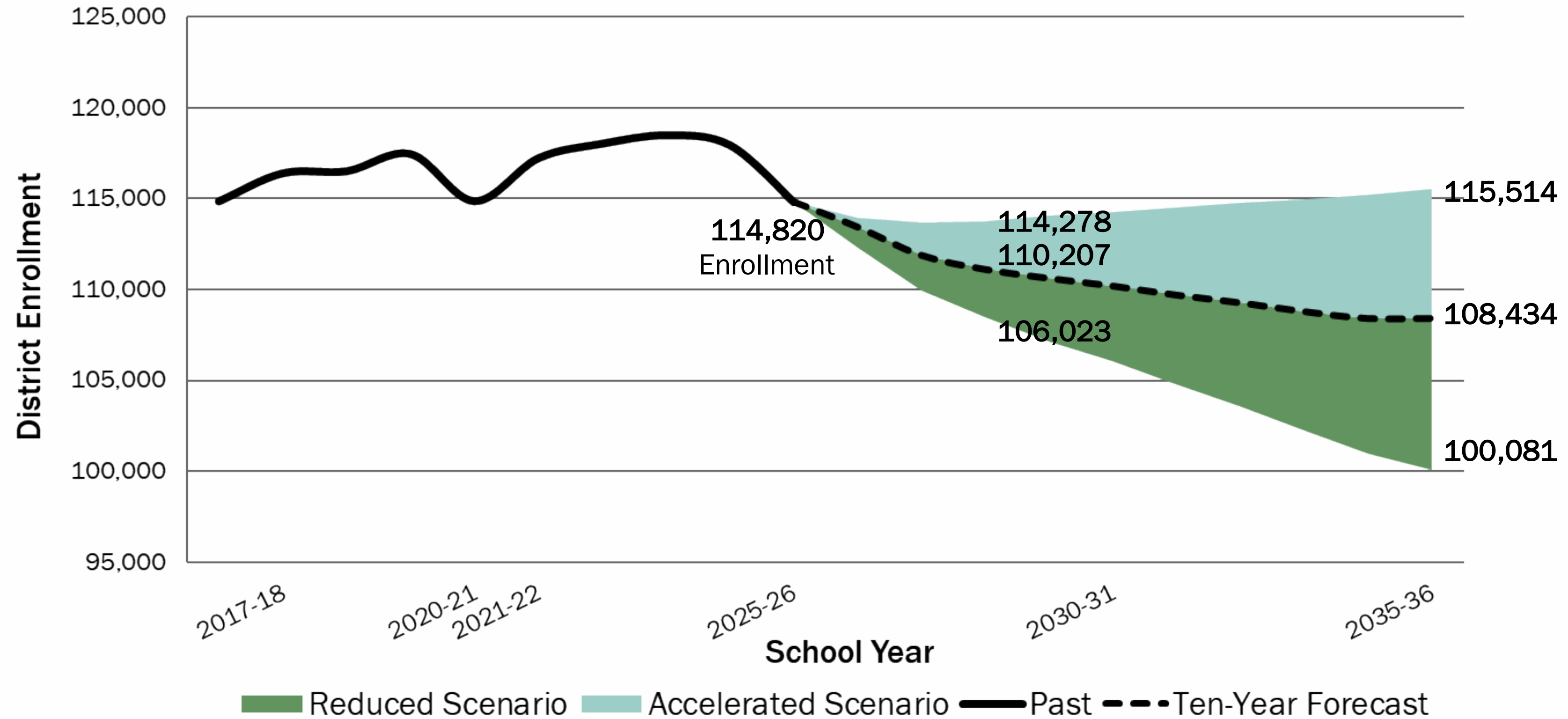
- Two new charter schools opened this year; while they were anticipated, they opened with larger enrollments in the first year than anticipated and a higher-than-expected share of their enrollment is composed of CFISD residents.



### Shift in Federal Policies

- Changes in immigration policy may be contributing to recent enrollment decline. The number of newcomers to the NACs (New Arrival Centers) has decreased significantly this year.

## Ten-Year Forecast Accelerated and Reduced Scenarios



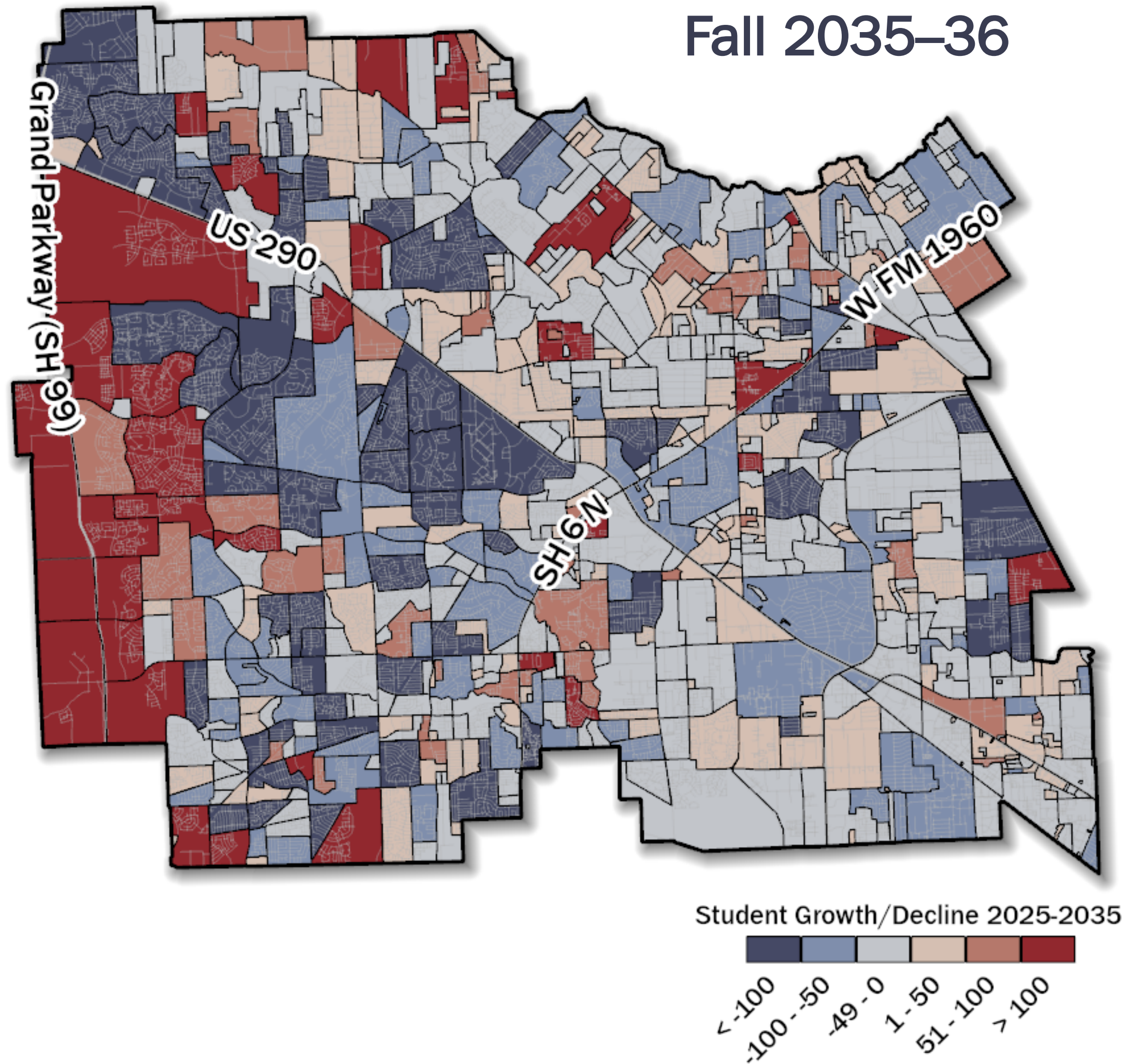
Every year starts with a clean slate – not impacted by the previous year’s accuracy.

The Ten-Year Forecast represents the most likely scenario based on the best information available at the time of the study.

Accelerated and Reduced Scenarios are also feasible, assuming changing circumstances.

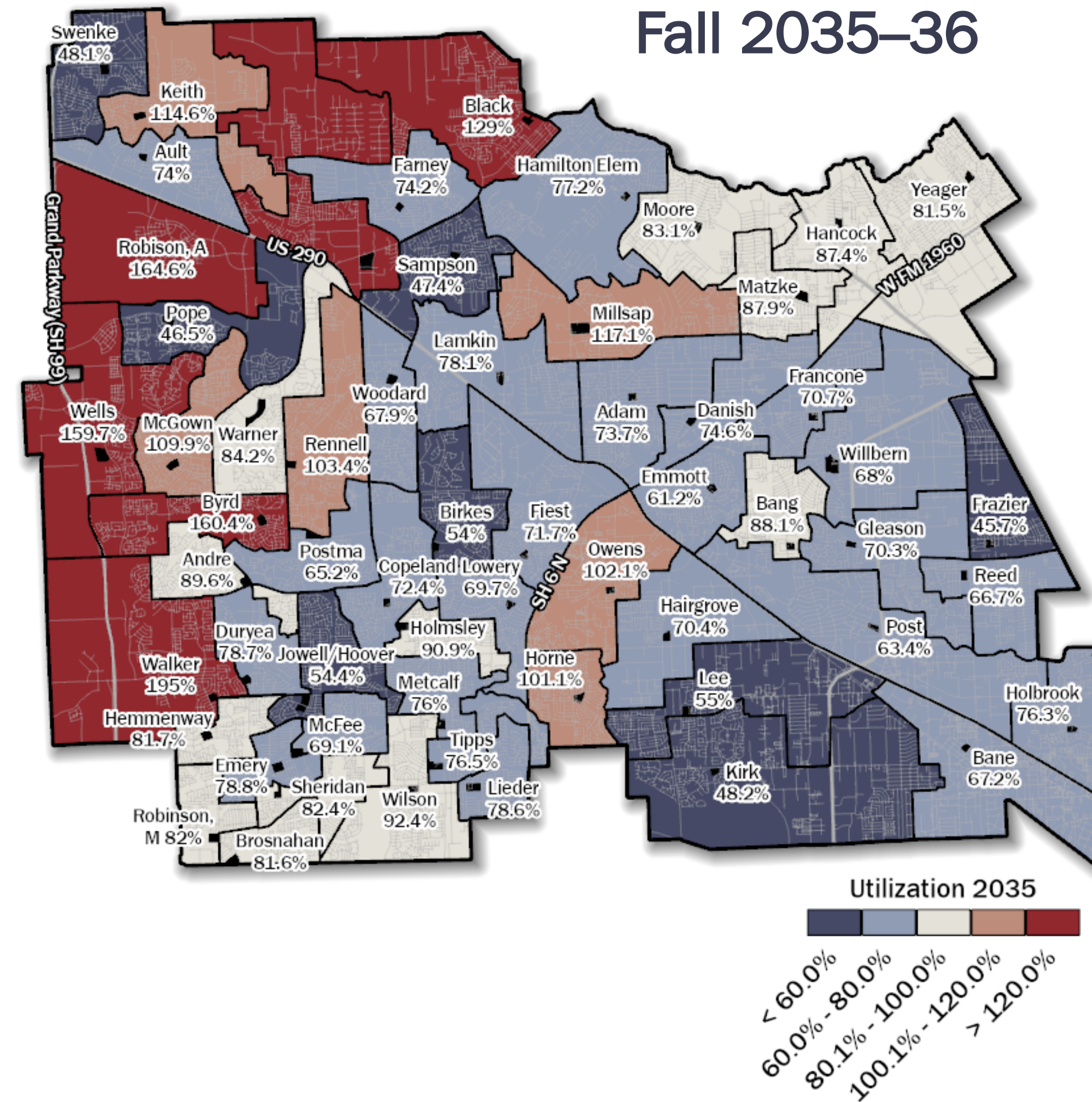
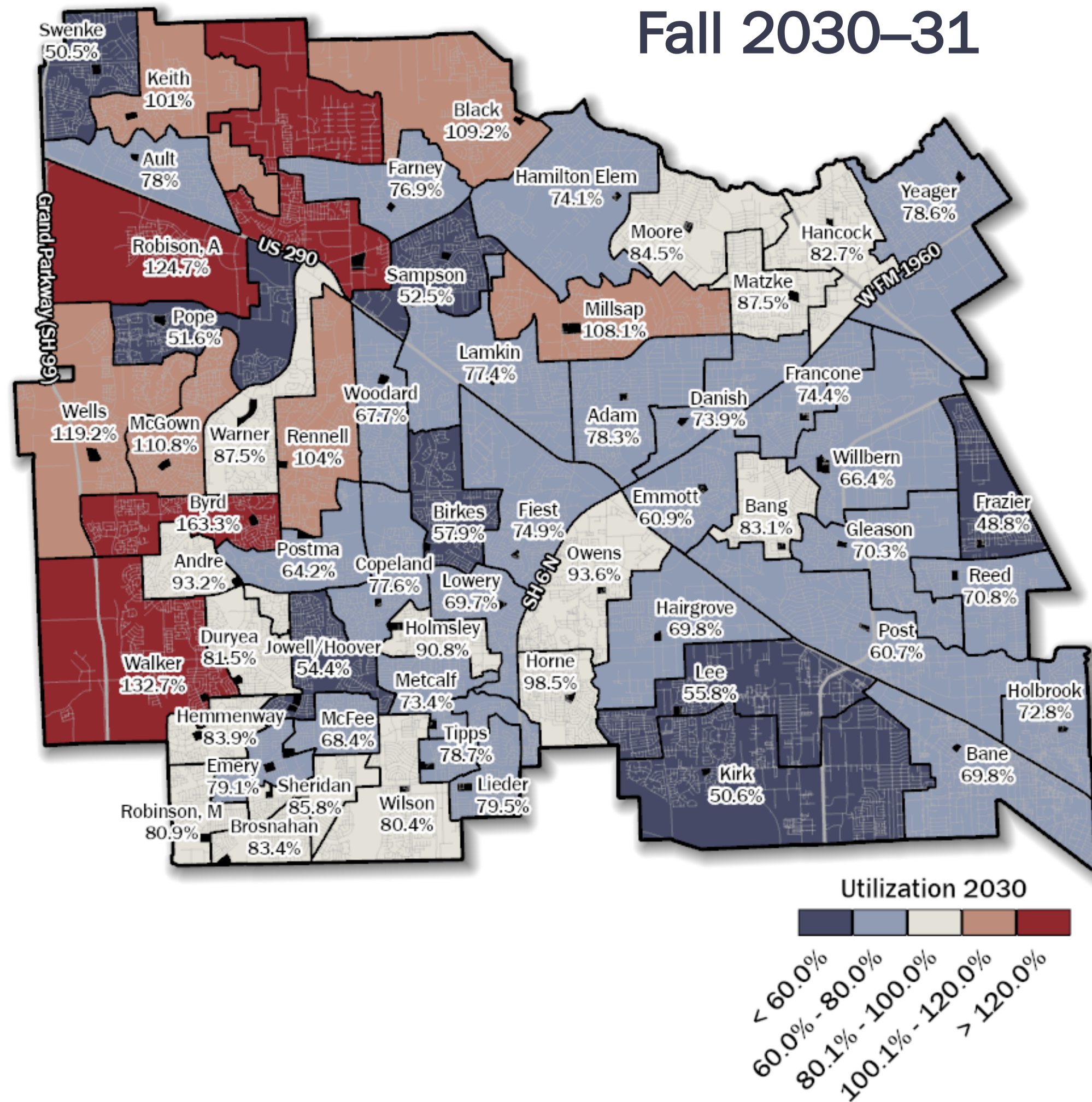
The Accelerated and Reduced Enrollment Scenarios account for potential changes in factors affecting enrollment, such as fluctuations in mortgage rates, housing construction, new charter school plans, birth rates, and resulting kindergarten class sizes.

# Projected Change EE-12th Grade Resident Students by Residential Code



The adjacent map illustrates the projected change in the number of students by Residential Code between the current school year and the 2035–36 school year. Each polygon represents a distinct Residential Code, with the corresponding shading indicating the anticipated degree of change in student population within that Residential Code. The darker the red, the greater the growth; the darker the blue, the greater the decline.

# Projected Utilization by Elementary School Campus

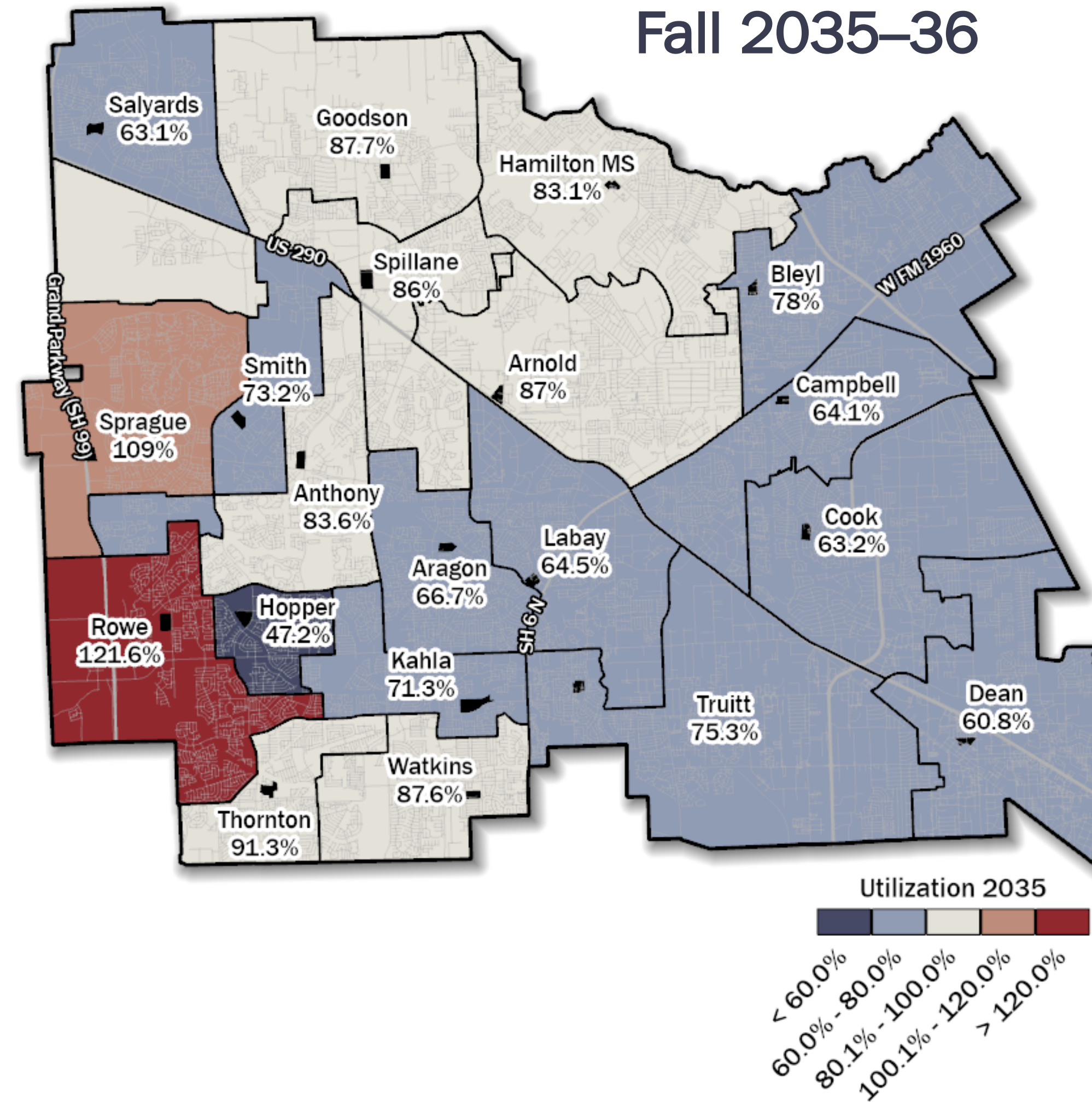
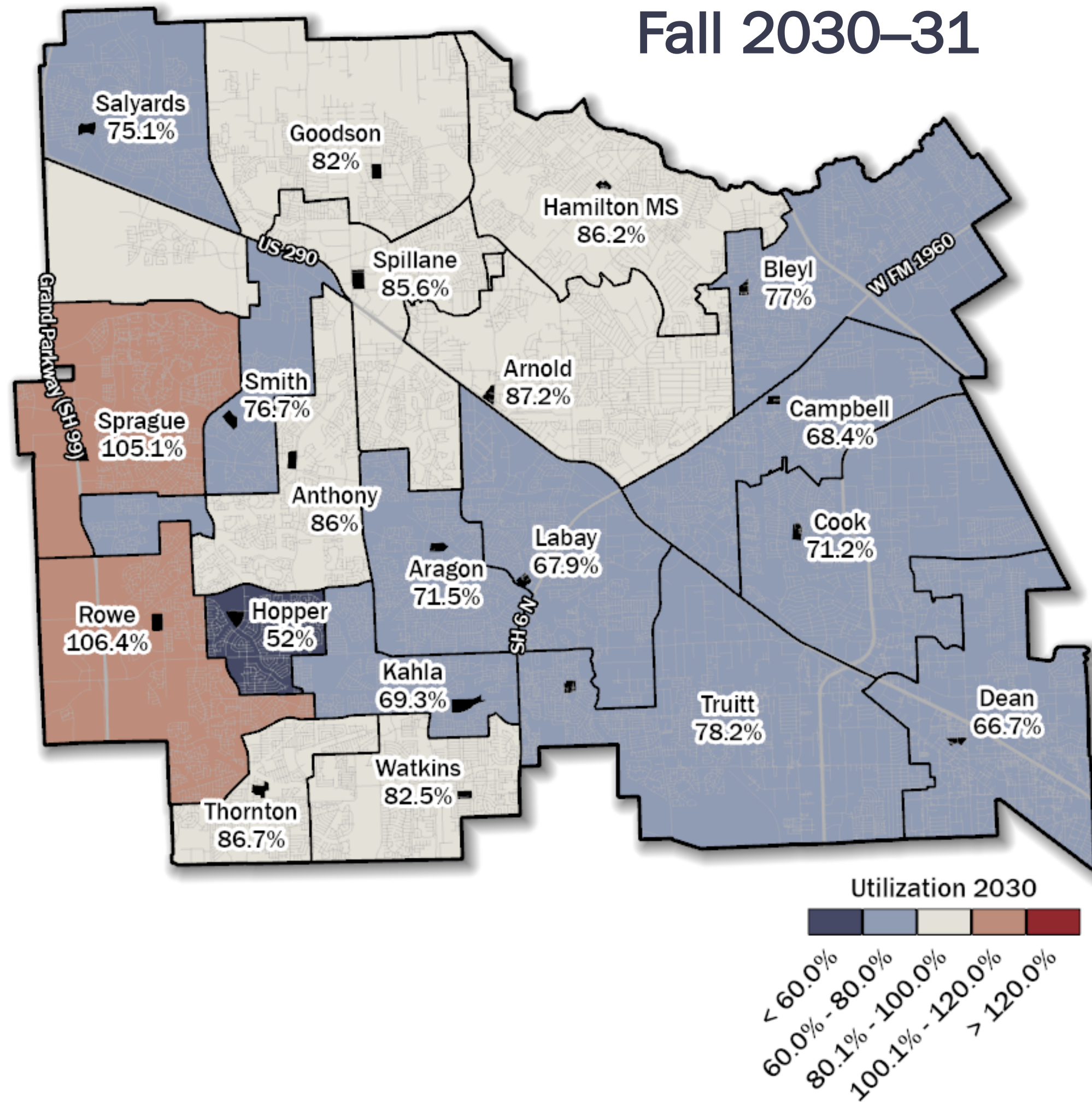


The 2025–26 elementary attendance zones display projected school utilization\* for 2030–31 and 2035–36, with zones color-coded by utilization level (from dark red indicating >120% to dark blue indicating <60%).

\*Utilization is projected resident students divided by current capacity of the school.

Note: Projections exclude tuition-based pre-K students.

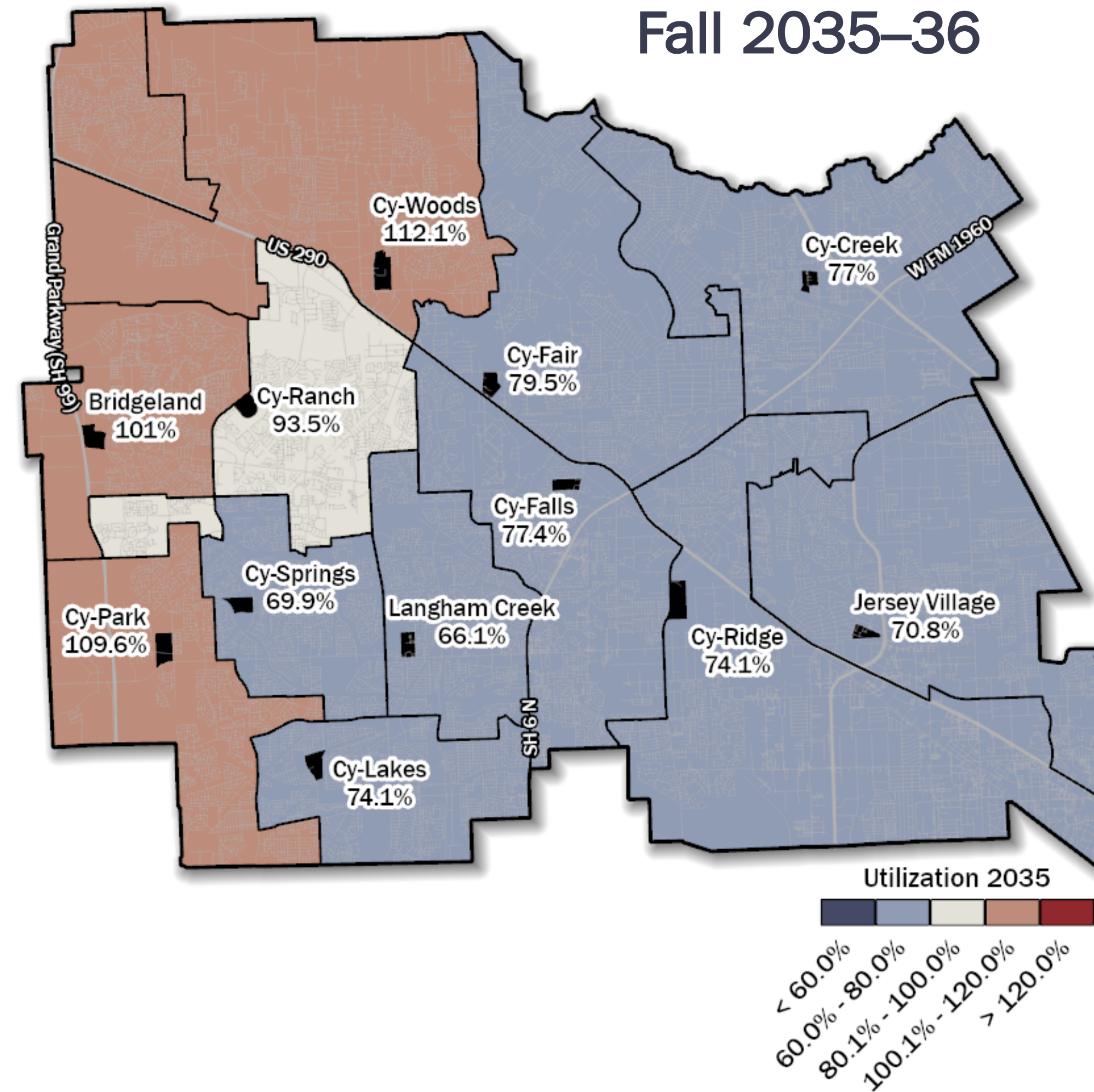
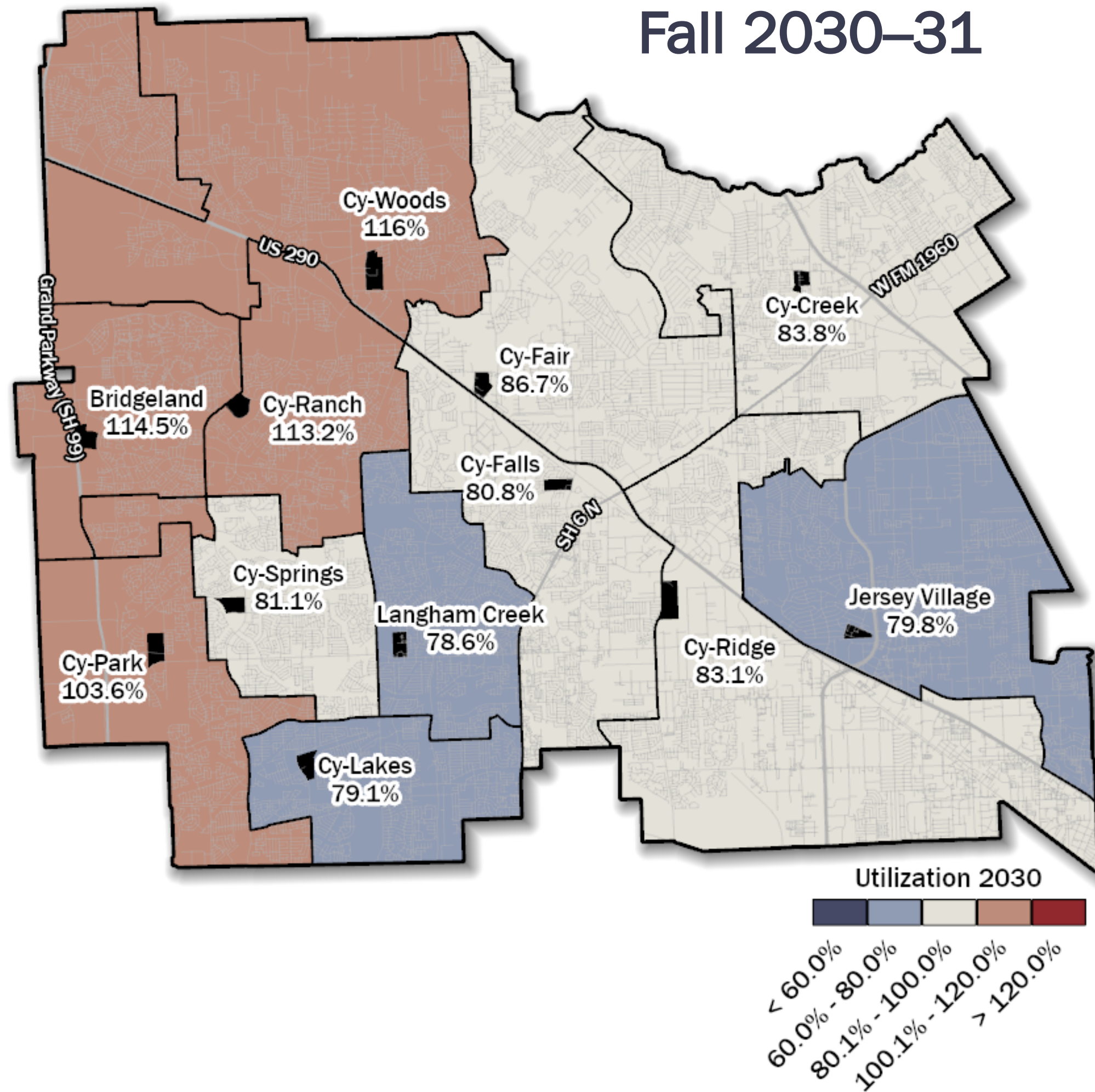
# Projected Utilization by Middle School Campus



The 2025–26 middle attendance zones display projected school utilization\* for 2030–31 and 2035–36, with zones color-coded by utilization level (from dark red indicating >120% to dark blue indicating <60%).

\*Utilization is projected resident students divided by current capacity of the school.

# Projected Utilization by High School Campus



The 2025–26 high school attendance zones display projected school utilization\* for 2030–31 and 2035–36, with zones color-coded by utilization level (from dark red indicating >120% to dark blue indicating <60%).

\*Utilization is projected resident students divided by current capacity of the school.



## Students from New Housing

Growth from new housing is slowing because much of the District is nearing build-out, meaning fewer new homes—and therefore fewer new students—are being added each year.



## Birth Trends

Fewer children are being born to CFISD-resident families than in prior years, reducing the number of students entering the system at kindergarten.



## Kindergarten Enrollment

Recent kindergarten classes are smaller than in the past, and as these smaller groups move through the system, they limit overall enrollment growth.



## Federal Policies

Changes in immigration policy may be contributing to recent reductions in enrollment; however, impacts are not yet fully measurable and should be viewed within the broader context of multiple enrollment drivers.



## Alternative Educational Opportunities (AEOs)

More families are choosing charter, private, virtual, and homeschooling options, resulting in a greater number of students leaving or not entering CFISD schools.



## Established Neighborhoods

Older, built-out neighborhoods are generating fewer students over time, as household sizes shrink and fewer families with school-aged children replace those who graduate or move out.



# QUESTIONS?



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303 Anderson Street  
College Station, TX 77840



# **General Operating Budget Update**

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*May 7, 2026*



# **General Operating Budget**

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# Estimated General Fund 2025-2026

DESCRIPTION	ESTIMATED AMOUNT
Estimated Surplus (Deficit)	(\$45,472,853)
Decrease SHARS Federal Funds	(3,400,000)
Enrollment and Property Value Decrease	(17,300,000)
Instructional Software, Chiller Repair, Fine Arts Equipment	(4,800,000)
PVS Audits Freeze and Regular	26,400,000
Interest Income	4,600,000
Indirect Cost Reimbursement	1,900,000
Transfer-In Enterprise Fund	4,000,000
Move to Grant Funds	5,700,000
Net Budget Adjustments	(3,290,737)
<b>Estimated Surplus (Deficit) June 30, 2026</b>	<b>(\$31,663,590)</b>

**Potential Factors Impacting Deficit:**

- ✓ Unfilled positions
- ✓ Interest income
- ✓ Frozen (over 65) M&O hold-harmless
- ✓ Average daily attendance/enrollment
- ✓ Unspent funds other than payroll
- ✓ SHARS reduction in federal revenues
- ✓ FEMA reimbursements
- ✓ Increases in expenditures (fuel)

# Components of Tax Rate

---

## Maintenance & Operations

- Generates local funds for M&O expenditures in the general operating budget (General Fund)
  - Salaries
  - Contracted Services
  - General Supplies
  - Other Operating
  - Capital Outlay

## Interest & Sinking

- Generates funds required to service the district's debt (Debt Service Fund)
  - Debt approved by voters in bond referendum (election)
  - Must be used for principal and interest payments on debt
  - Cannot be used for general operations

# Food Service Fund and Bond Fund

## Food Service Fund

- Subsidized with federal reimbursements
- Restrictions on use of funds
  - Child Nutrition Program
  - Cannot be used for general operations

## Bond Fund (Capital Projects)

- Proceeds from bond issues
- Restrictions on the use of funds
  - Must be spent on construction/renovation of facilities, equipping of facilities, technology, and buses in the bond program
  - Cannot be used for general operations

# Factors Impacting the Deficit

---

- State funding increases not keeping up with inflation
- State mandates without sufficient funding
- 20% local optional homestead exemption
- Decreases in enrollment and average daily attendance
- Decline in SHARS revenue

# Taxable Property Values (HCAD)

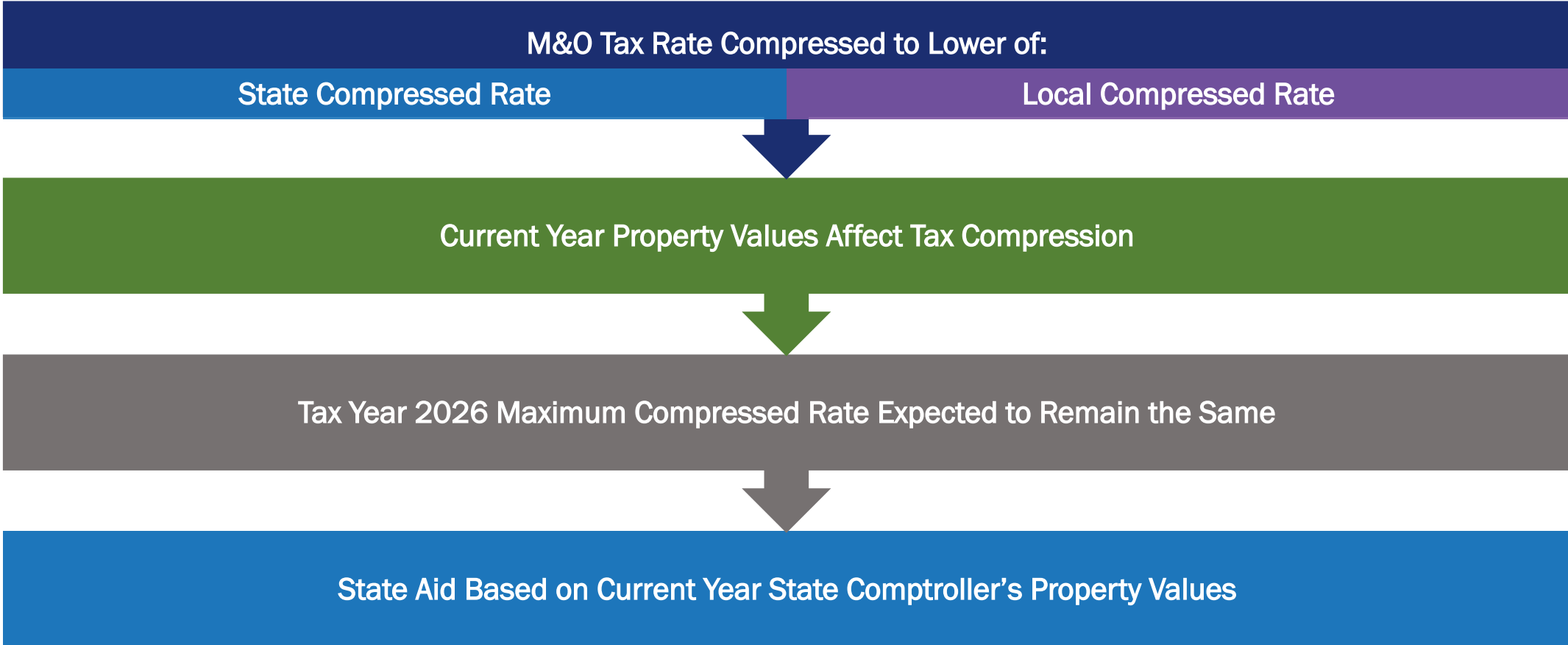
BUDGET YEAR	TAX YEAR	TAXABLE VALUE*	PERCENT CHANGE
2022-2023	2022	\$66,015,086,913	10.39%
2023-2024	2023	\$67,497,979,439	2.25%**
2024-2025	2024	\$72,617,549,104	7.58%
2025-2026	2025	\$71,582,340,705	(1.43)%***
2026-2027	2026	\$72,809,719,714	1.71%

\* Certified values as of April 2026 except for 2026-2027 (preliminary certified)

\*\*Percent change affected by SB2 increase in state mandated homestead exemption to \$100,000 and over 65 frozen values

\*\*\* Percent change affected by HB2 increase in state mandated homestead exemption to \$140,000 and over 65 to \$60,000

# Property Values and Tax Compression

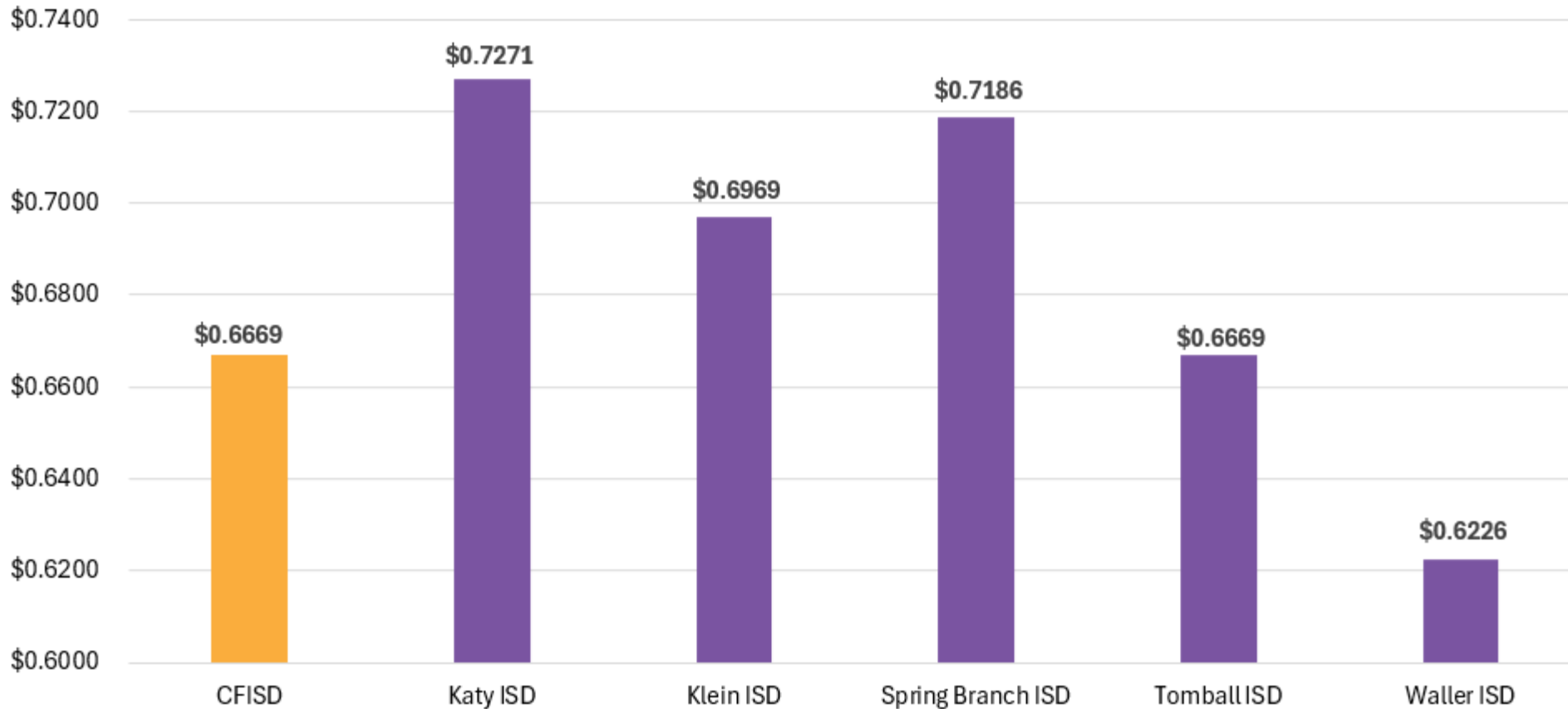


# Estimated School District Taxes 2019 vs 2025

TAX YEAR	MARKET VALUE*	LOHE	STATE HOMESTEAD EXEMPTION	TAX RATE	ESTIMATED SCHOOL DISTRICT TAXES
2019	\$225,692	20%	\$25,000	\$1.3700	\$2,131
2025	\$349,938	20%	\$140,000	\$1.0669	\$1,493

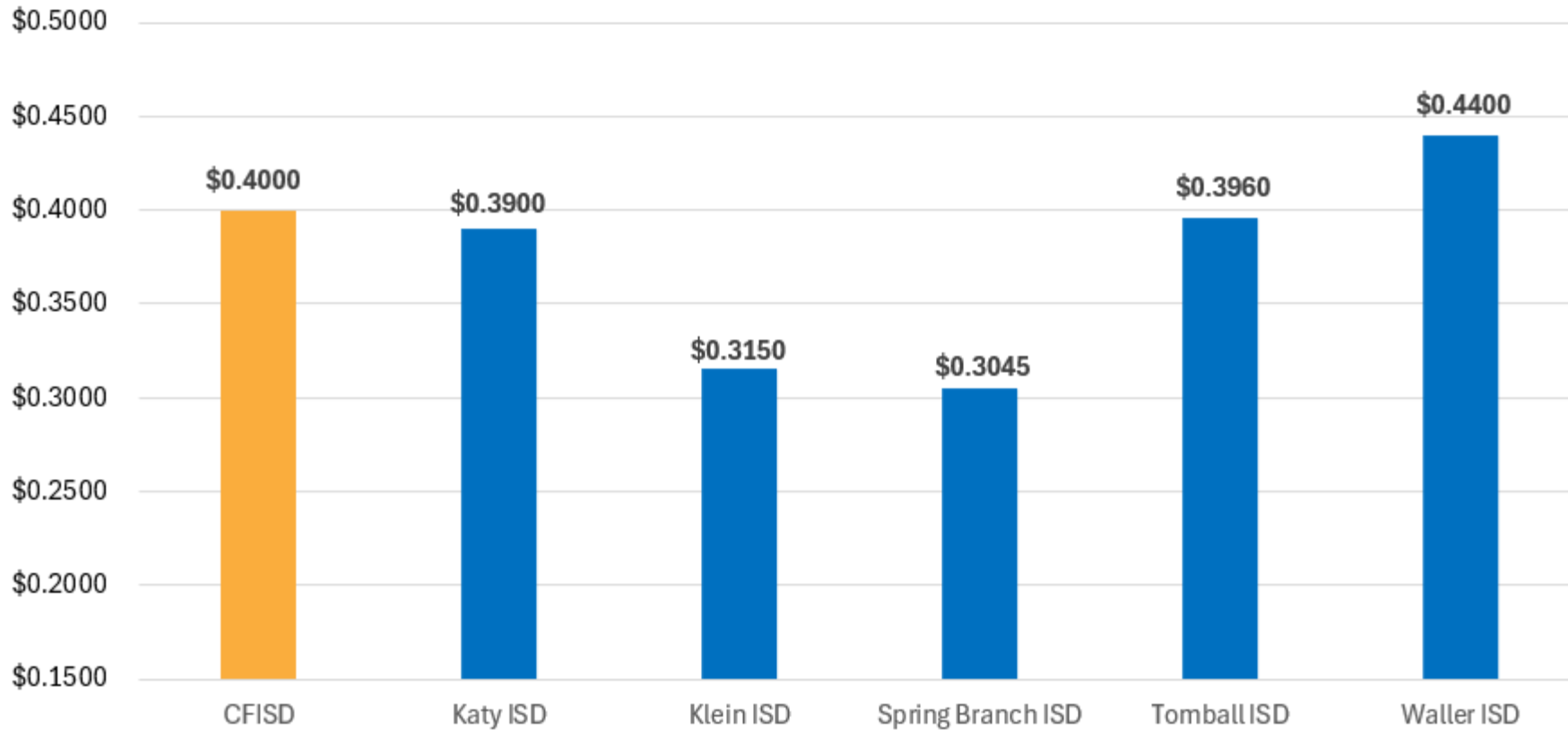
\*Market value from HCAD preliminary values. Appraised value is market value less the 10% cap adjustment, if applicable. Taxable value is appraised value less state and local exemptions (provided by the Board of Trustees).

## 2025 M&O Tax Rate Comparison



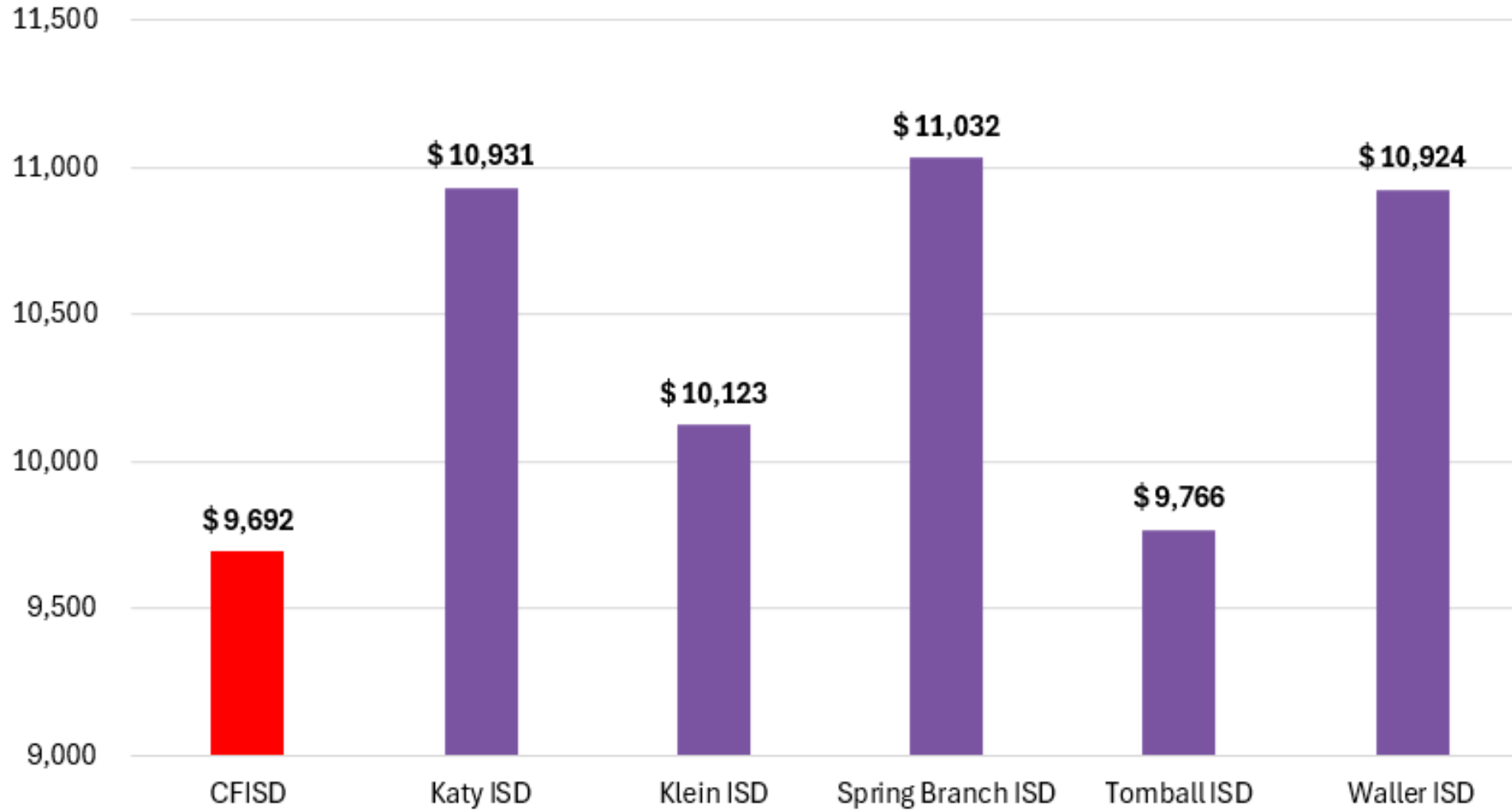
Source: TEA Summary of Finances

## 2025 I&S Tax Rate Comparison



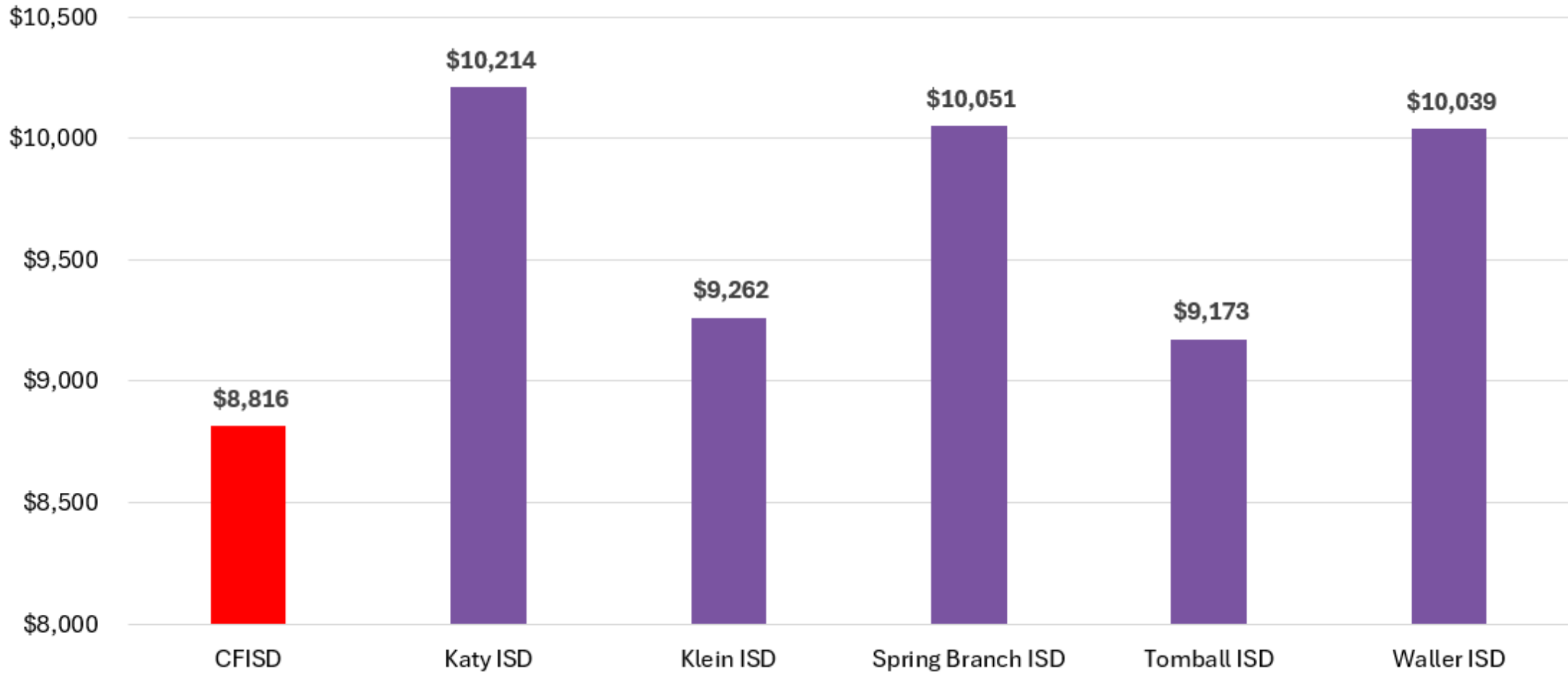
Source: TEA Summary of Finances

## State & Local Revenue per ADA - 2024-2025



Source: TEA Summary of Finances

## State & Local Revenue per Student - 2024-2025



Source: TEA Summary of Finances

**M&O Funding Per Student Comparison  
Houston Area School Districts – Enrollment Above 10,000 Students  
(Current Law and With HB 2)**

Houston Area School Districts Enrollment Above 10,000 Students M&O Funding Per Student (Current Law)			Houston Area School Districts Enrollment Above 10,000 Students M&O Funding Per Student (HB 2)				
Rank	School District	M&O Funding Per Student	Rank	School District	M&O Funding Per Student	Optional Homestead Exemption	Recapture (2025/26)
1.)	Galena Park ISD	\$12,200	1.)	Galena Park ISD	\$12,734	20%	No
2.)	Aldine ISD	\$11,866	2.)	Aldine ISD	\$12,425	None	No
3.)	Alief ISD	\$11,810	3.)	Alief ISD	\$12,350	None	No
4.)	New Caney ISD	\$11,564	4.)	New Caney ISD	\$12,057	None	No
5.)	Goose Creek CISD	\$11,460	5.)	Goose Creek CISD	\$11,995	10%	Yes
6.)	Sheldon ISD	\$11,452	6.)	Sheldon ISD	\$11,916	20%	No
7.)	Deer Park ISD	\$11,069	7.)	Deer Park ISD	\$11,543	20%	Yes
8.)	Alvin ISD	\$10,861	8.)	Alvin ISD	\$11,435	None	No
9.)	Spring ISD	\$10,858	9.)	Spring ISD	\$11,381	None	No
10.)	Spring Branch ISD	\$10,766	10.)	Humble ISD	\$11,337	None	No
11.)	Humble ISD	\$10,755	11.)	Spring Branch ISD	\$11,330	20%	Yes
12.)	Katy ISD	\$10,674	12.)	Katy ISD	\$11,206	None	No
--	Houston Area Avg.	\$10,604	--	Houston Area Avg.	\$11,165	--	--
13.)	Pearland ISD	\$10,369	13.)	Pearland ISD	\$10,948	None	No
14.)	Fort Bend ISD	\$10,272	14.)	Beaumont ISD	\$10,922	None	Yes
15.)	Dickinson ISD	\$10,171	15.)	Dickinson ISD	\$10,870	None	No
16.)	Houston ISD	\$10,138	16.)	Fort Bend ISD	\$10,803	None	Yes
17.)	Beaumont ISD	\$10,093	17.)	Houston ISD	\$10,761	20%	No
18.)	Clear Creek ISD	\$10,025	18.)	Clear Creek ISD	\$10,625	5%	No
19.)	Lamar CISD	\$9,979	19.)	Magnolia ISD	\$10,468	None	No
20.)	Magnolia ISD	\$9,945	20.)	Lamar CISD	\$10,439	None	No
21.)	Klein ISD	\$9,847	21.)	Klein ISD	\$10,432	None	No
22.)	Tomball ISD	\$9,569	22.)	Tomball ISD	\$10,088	None	No
23.)	Conroe ISD	\$9,529	23.)	Conroe ISD	\$10,085	None	No
24.)	Cypress-Fairbanks ISD	\$9,227	24.)	Cypress-Fairbanks ISD	\$9,798	20%	No

*Sources: Legislative Budget Board – M&O Revenue Comparison – Current Law and HB 2 – Fiscal Year 2026. Texas MAC and TEA – Summary of Finances.*

# 2026-2027 Budget - Revenues

---

- **Decrease** in enrollment of 3.8% (**\$26.7M**)
- **Decrease** in SHARS funding (**\$1.3M**)
- **Increase** in revenue from property value audits (**\$6M**)
- **Increase** in other local revenue (**\$2.6**)

# 2026-2027 Budget - Expenditures

---

- **Increase** for implementation of Virtual Pathways (\$4.6M)
- **Decrease** in teacher allocations due to decline in enrollment (\$11.7M)
- **Increase** in fuel due to inflation (\$1.1M)
- **Increase** for textbooks not covered by IMTA (\$2M)
- **Increase** for chiller preventative maintenance (\$2M)

# 2026-2027 Budget - Expenditures

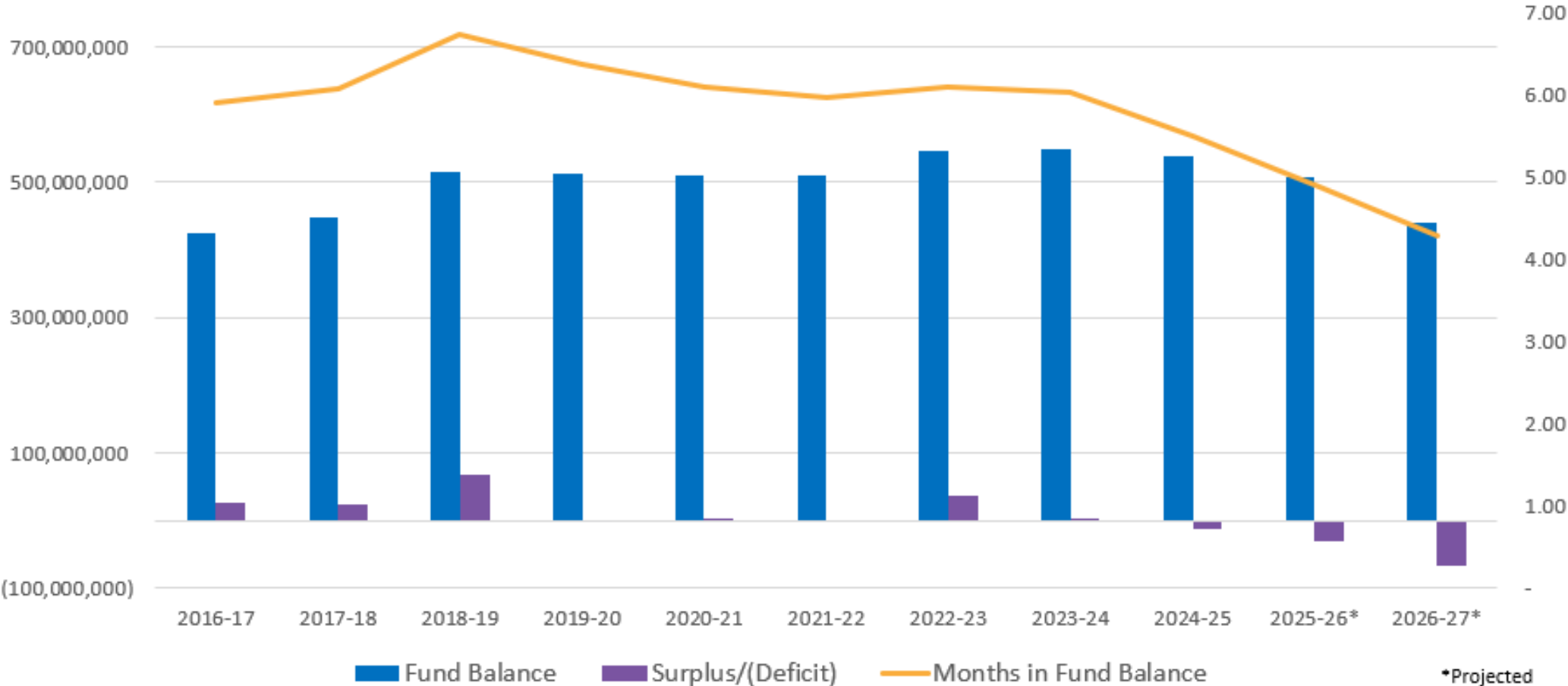
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- **Decrease** department budgets (\$4M)
- Net **increase** for uniform rotations, election costs, UIL expenses, technology software, and other miscellaneous expenditures (\$0.5M)
- Currently does **not** include employee raises

# Preliminary General Fund 2026-2027

DESCRIPTION	PRELIMINARY BUDGET
Revenues	\$1,161,266,962
Expenditures	\$1,228,691,637
<b>Surplus (Deficit)</b>	<b>(\$67,424,675)</b>

# Fund Balance Analysis



# Fund Balance

The total accumulation of operating surpluses and deficits

## Importance of adequate fund balance

- Manage cash flow low points
  - Majority of tax collections in December and January
  - Reimbursement from federal funds
  - Fund disasters until reimbursed by insurance/federal funding
- Mitigate current and future risks such as revenue shortfalls and unanticipated expenditures
  - Declines in enrollment/ADA

## How much fund balance is needed

- Minimum of 4 months for June 30 year end

## How is fund balance replenished

- Operating surplus

## Estimated months in fund balance at 6/30/2026

- 4.92 months

Description	2025-2026 Estimated Actuals	2026-2027 Proposed Budget	2027-2028 Estimated Budget
Ending Fund Balance	\$517,918,565	\$450,493,890	\$364,552,594
Less: Nonspendable & Committed Fund Balances	\$11,386,232	\$11,386,232	\$11,386,232
Fund Balance (Available to Spend & Used for FIRST Rating)	<b>\$506,532,333</b>	<b>\$439,107,658</b>	<b>\$353,166,362</b>
Operating Expenditures	\$1,236,625,070	\$1,228,691,637	\$1,227,726,318
Monthly Operating Expenditures	\$103,052,089	\$102,390,970	\$102,310,527
Deficit	\$(31,663,590)	\$(67,424,675)	\$(85,941,296)
Months in Fund Balance	<b>4.92</b>	<b>4.29</b>	<b>3.45</b>
% of Fund Balance	41%	36%	29%
Excess/(Shortfall) of 4 Months in Fund Balance	\$94,323,976	\$29,543,779	\$(56,075,744)

# Current Fund Balance Estimates



# Potential Revenue from VATRE

---

## VATRE is a Voter Approval Tax Rate Election

- November Election
- Must Have Efficiency Audit (Select Auditor by July 3, 2026)
- Must Call Election by 78<sup>th</sup> Day Before the Date of the Election (Deadline August 17, 2026)

12 Eligible Enrichment Pennies for VATRE

Reduce I&S Rate from \$0.40 to \$0.37

# VATRE Overview

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# I&S Rate Assumptions

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- Additional state aid for homestead exemption (ASAHE)
- Term of bonds
- Estimated borrowing rate
- Debt restructuring

# Enrichment Pennies

## Tier 1



Excess Local Revenue  
Above Entitlement  
LEVEL 1 - Recapture

## Tier 2

LEVEL 1 - Funding



No Excess Local  
Revenue

## Tier 2

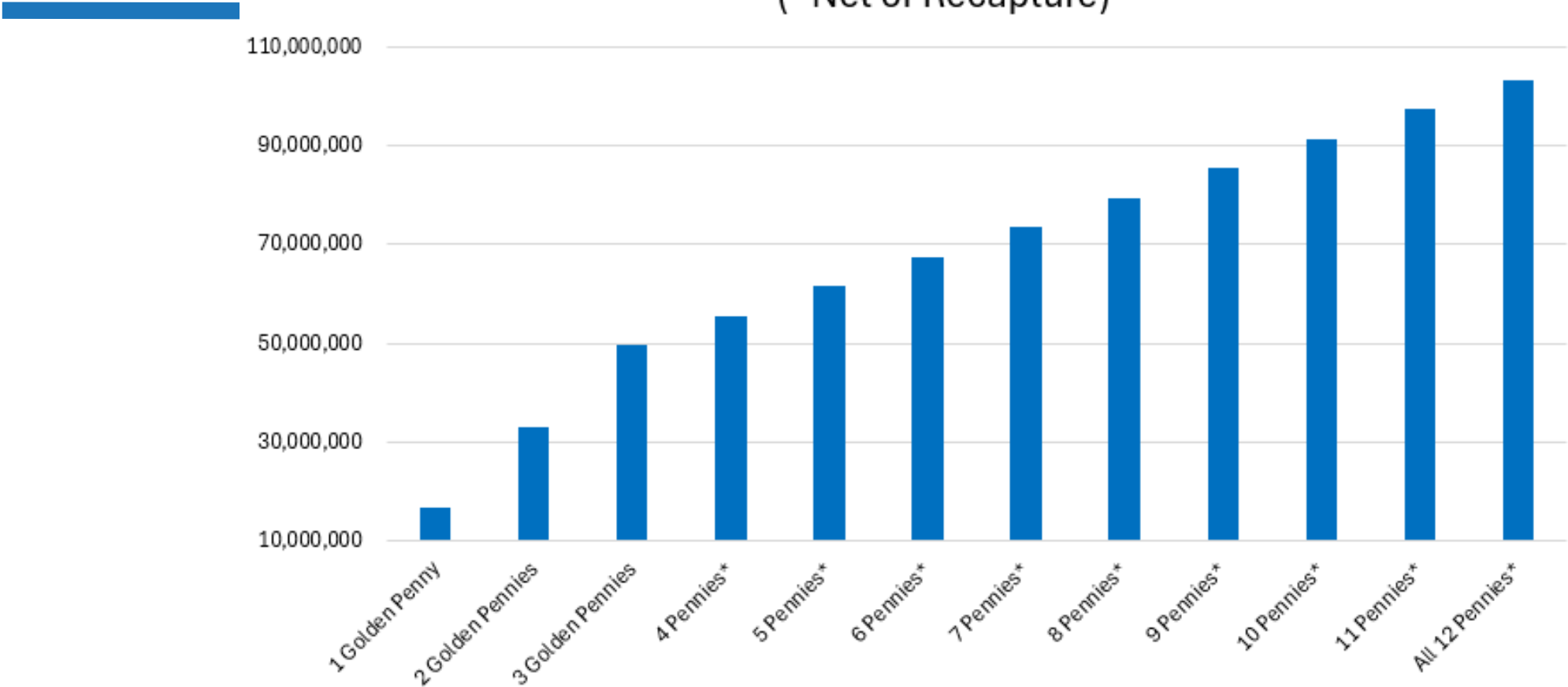
LEVEL 2 - Funding



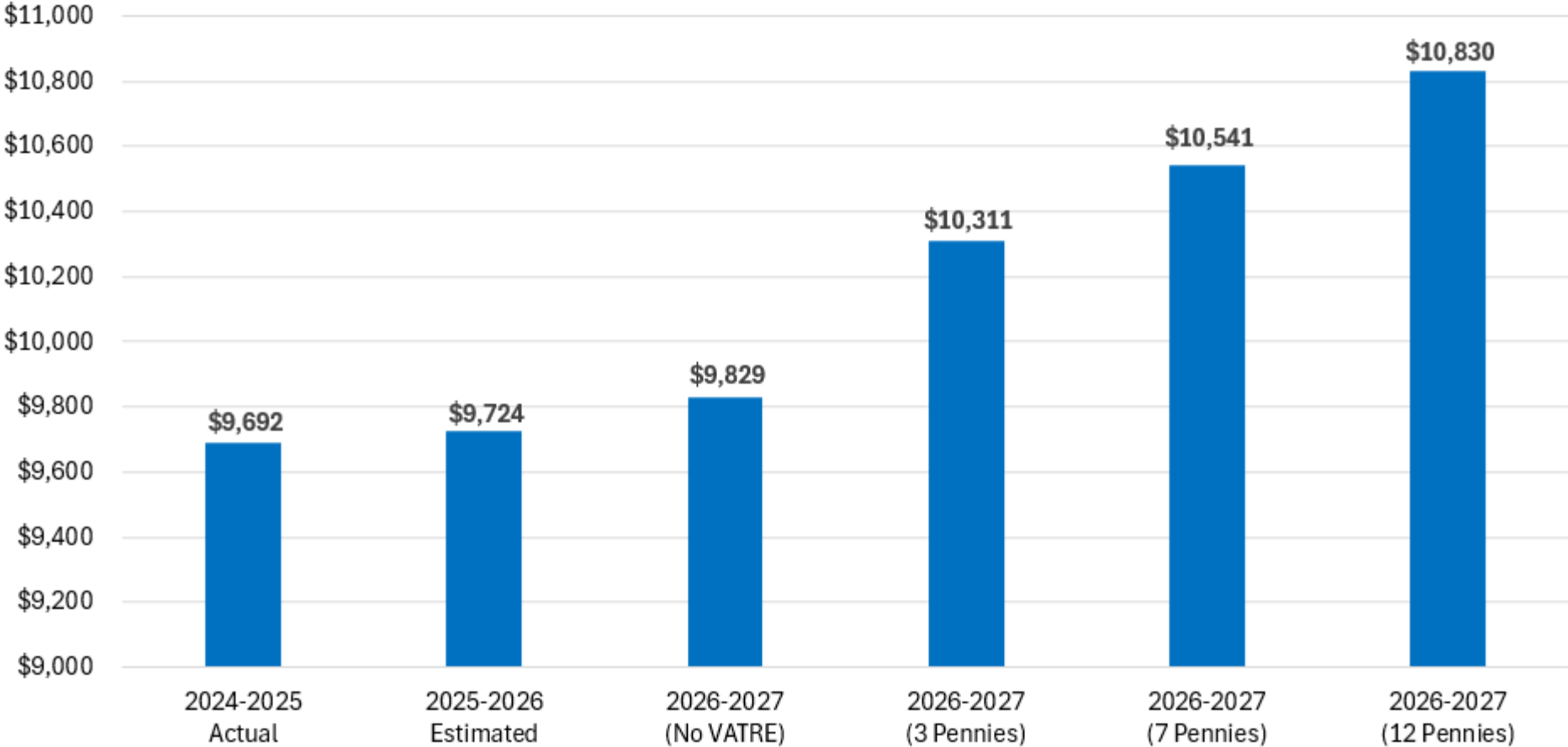
Excess Local Revenue  
Above Entitlement  
LEVEL 2 - Recapture

# Impact of Enrichment Pennies

VATRE Estimated Revenue Increases  
(\*Net of Recapture)



# CFISD State & Local Revenue Per ADA



## **\$350,000 Home (\$0.03 Golden Pennies)\***

- Increase of \$49.7M in general fund revenue
- Increase of \$482 net revenue gain per ADA
- No change in school district property taxes\*\*

## **\$350,000 Home (\$0.03 Golden & \$0.04 Copper Pennies)\***

- Increase of \$73.4M (net of \$2.2M recapture) in general fund revenue
- Increase of \$712 net revenue gain per ADA
- Increase of \$56 in school district property taxes\*\*

## **\$350,000 Home (\$0.03 Golden & \$0.09 Copper Pennies)\***

- Increase of \$103.2M (net of \$5M recapture) in general fund revenue
- Increase of \$1,001 net revenue gain per ADA
- Increase of \$126 in school district property taxes\*\*

LOHE reduces property taxes by \$747 to \$810\*\*

# **Impact of VATRE**

\* Assumes no change in property value

\*\*Annual increase/decrease in school district property taxes based on \$0.6669 estimated M&O 2026 tax rate and \$0.37 I&S 2026 tax rate

DESCRIPTION	DATE
Department Budget Packets	January
2026-27 Enrollment Projections	February
Update Enrollment Projections	March
Staffing Allocations to Campuses	March
Budget Update	March - May
Determine Paid Pre-K Availability	April
Special-Called Budget Workshop	May 21, 2026
Budget Public Hearing/Adoption	June

# 2026-2027 Budget Timeline

# Questions?

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May 1, 2026

Dr. Doug Killian, Superintendent  
Board of Trustees, Cypress-Fairbanks ISD

In accordance with Title 2, Chapter 28, Section 28.004 of the Texas Education Code, the Cypress-Fairbanks ISD School Health Advisory Council (SHAC) assists the district in ensuring that local community values are reflected in health education instruction. The SHAC also plays a vital role in supporting parents and community stakeholders in reinforcing the knowledge and skills students need to maintain lifelong health. During the 2025-2026 school year, four meetings were held on the following dates: October 8, 2025; December 3, 2025; February 4, 2026; and April 2, 2026.

The SHAC worked to address the goals and topics listed below.

SHAC goals:

- Address components of the coordinated school health model, including recess, human growth & development education, safe schools, mental health, and childhood nutrition.

SHAC topics of discussion:

- The SHAC Bylaws Subcommittee proposed revisions to the CFISD SHAC Bylaws. Due to the absence of a quorum, voting on these proposed changes will occur in the 2026-27 school year.
- The Physical Activity and Fitness Planning Subcommittee explored opportunities to increase student engagement in recreational activities beyond physical education classes and UIL activities. The subcommittee recommended implementing an annual Family Fitness week to promote family engagement in physical activity. The SHAC approved the initiative to be implemented annually prior to the Superintendent Fun Run.
- The Wellness Subcommittee evaluated the district's progress toward CFISD Wellness Policy goals and discussed methods for measuring continued success.
- The Health Services, Guidance and Counseling, and Nutrition Services Departments provided comprehensive updates on their programs and initiatives.
- The Athletics Department shared updates on the CFISD athletics program, highlighting the intentional student and coach development, and the positive impact of student participation in community service.

Sincerely,

*Melinda Hood, R.N., B.S.N.*

Director, CFISD Health Services



**SB 546**  
**Seatbelts in School Buses**  
**CFISD Transportation Services**

May 7, 2026



## **SB 546 Background**

**SB 546**, passed during the 89th Legislature, amends the TTC §547.701 requiring that all school buses operated by or contracted for use by a school district be equipped with three-point seat belts for every passenger, including the driver.

## **SB 546 Background** *(Continued)*

**SB 546** includes that if a Board determines the district's budget does not allow for the purchase of buses equipped with three-point seat belts, the district must present a report in a public Board meeting that includes:

The number of buses operated by or contracted for use by the district that:

1. Are not equipped with seat belts;
2. Are equipped with two-point seat belts;
3. Are equipped with three-point seat belts; and
4. The estimated cost to the district to equip all buses with three-point seat belts.

**Submit the report to TEA via Sentinel by May 29, 2026.**

# CFISD Bus Inventory

	General Education	Special Education	Total
Not equipped with seat belts	180	19	199
Equipped with two-point seat belts	0	20	20
Equipped with three-point seat belts	573	151	724
Total number of buses in fleet	753	190	943
<b>Total number of buses needing seatbelts</b>	<b>180</b>	<b>39</b>	<b>219</b>

# Bus Purchase Cost

The Board is to determine whether the District budget allows for the purchase of buses equipped with three-point seat belts.

Approximate cost to replace 180 Gen-Ed buses: \$36,623,880

Approximate cost to replace 39 SPED buses: \$ 7,657,200

Total approximate cost to purchase buses: \$44,280,080



## Next Steps



We will receive ten EV buses in August 2026  
This will reduce our need for replacement.

Seventy-eight of our buses are recommended  
for retrofitting (approximately \$3,000,000).

All costs for replacement and retrofits have  
been provided to the **Long-Range Planning  
Committee.**

# Questions?

**CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES  
APRIL 2026  
REGULAR BOARD MEETING MINUTES**

The Cypress-Fairbanks Independent School District Board of Trustees convened in Regular Session on Monday, April 13, 2026, in the Boardroom of the Cypress-Fairbanks Independent School District Mark Henry, Ed.D. Administration Building, located at 11440 Matzke Road, Cypress, Texas 77429.

**MEETING OPENING**

**1. Call to Order**

Board President Julie Hinaman called the meeting to order at 6:00 p.m.

The following Trustees were present: Julie Hinaman, Dr. Cleveland O. Lane, Jr., Kendra Camarena, Christine Kalmbach, Todd LeCompte, and Justin Ray. Trustee Lesley Guilmart joined the meeting virtually (audio/video).

**2. Invocation and Pledge of Allegiance**

Abraham Bigornia, Pastor, Grace Abounds Church, delivered the invocation.

The Cypress Ridge High School AFJROTC cadets presented the colors.

**3. District's Vision and Mission Statement**

Trustee Kendra Camarena read the District's Vision and Mission Statement.

The Board proceeded with the **Remarks and Announcements** portion of the agenda.

**4. Recognitions and Awards Announcements**

**4.A.** Superintendent Dr. Douglas Killian made remarks and announcements regarding the honors and achievements earned by staff and students in recent weeks and provided information regarding district and community events or items of interest.

**4.B.** The Board recognized CFISD business partners Mark McShaffry with Backyard Grill and Brian Sandel with Creekwood Grill for their outstanding contributions to the district.

**4.C.** The Board recognized CFO Karen Smith for receiving an award from the Texas Association of School Business Officials (TASBO).

**4.D.** The Board recognized student athletes who placed in UIL State Tournaments.

Board President Hinaman called for a recess at 6:32 p.m.

Board President Hinaman called the meeting back to order at 6:37 p.m.

**MEETING AGENDA**

The Board proceeded with **Public Comments**.

**5. Public Comments**

**5.A. Agenda Comments**

Per BED (Local), patrons may address the Board and make public comments on an agenda item during or before the board's consideration of the item. Individuals must register online in advance to speak. Registration opens the day the agenda is posted to the district website, and the deadline for registering is 12:00 p.m. on the day of the meeting. To register, individuals must click on the "Register to Speak" link found under each agenda item for that meeting on the district website. This electronic speaker form must be completed in its entirety. Any registered speaker who is absent from the meeting at the time for Agenda Comments forfeits the opportunity to address the Board at that meeting but may submit written comments to the Board.

**Speakers:**

1. Nikki Cowart addressed the Board regarding the 2026-2027 budget and asked for transparency during the process.

**5.B. Citizen Participation**

Per BED (Local), patrons may address the Board during the Regular Board Meeting under Citizen Participation on any matters of interest or concerns that are not posted agenda items. Individuals may only register to speak one time per meeting and must register in advance. Registration opens the day the agenda is posted to the district website, and the deadline for registering is 12:00 p.m. on the day of the meeting. To register, individuals must click on the “Register to Speak” link found under the Citizen Participation heading in the agenda for that meeting on the district website. This electronic speaker form must be completed in its entirety. Any registered speaker who is absent from the meeting at the time for Citizen Participation forfeits the opportunity to address the Board at that meeting but may submit written comments to the Board.

**Speakers:**

1. Randy Borow thanked Chris Hecker, Asst. Supt. for School Leadership, for his leadership during his tenure as principal at Cy-Park HS in 2024. Mr. Borow shared a story of his sister, her journey with cancer and Mr. Hecker’s prayers, who led others in prayer for Mr. Borow’s sister, and her “beating the odds,” now cancer-free.

The Board proceeded with the **Reports** portion of the agenda.

**6. Reports**

- 6.A.** The administration provided an update on the general operating budget.

The Board continued with the **Consent Agenda Items**. (During review of the following action items any Board member may remove one or more of these items, at which time, these items will be addressed and voted on individually. If any board member has a question regarding an agenda item, please ask to be recognized on consent agenda items.)

**7. Consent Items**

- 7.A.** The Board will consider approving the minutes of the March 2, 2026, Regular Board Meeting.
- 7.B.** The Board will consider approving the minutes of the March 25, 2026, Special-Called Board Meeting.
- 7.C.** The Board will consider approving the 2026-2027 TEKS Certification Form.
- 7.D.** The Board will consider awarding bids and contracts and/or authorizing purchase orders as recommended in the posted agenda item.
  - 7.D.1 Carpet and Resilient Flooring
  - 7.D.2 E-Rate - Internet and Related Services for DataBank HOU2 Project
- 7.E.** The Board will consider granting a temporary construction easement to Harris County Municipal Utility District No. 264.
- 7.F.** The Board will consider approving a change order to the construction contract for the 2024 Cy-Ranch HS Renovation.
- 7.G.** The Board will consider approving on second reading the additions, revisions, or deletions to district policies:
  - 7.G.1. CLE (Local) Buildings, Grounds, and Equipment Management: Flag Displays (Revise)
  - ~~7.G.2. CQD (Local) Technology Resources: Artificial Intelligence (Add)~~  
*This item was moved to the Non-Consent Agenda.*
  - 7.G.3. DGBA (Local) Personnel-Management Relations: Employee Complaints/Grievances (Revise)
  - 7.G.4. EIA (Local) Academic Achievement: Grading/Progress Reports to Parents (Revise)
  - 7.G.5. EEP(Local) Instructional Arrangements: Lesson Plans (Add)
  - 7.G.6. EFA(Local) Instructional Resources: Instructional Materials (Revise)
  - 7.G.7. EHBAF(Local) Special Education: Video/Audio Monitoring (Revise)
  - 7.G.8. FFG(Local) Student Welfare: Child Abuse and Neglect (Revise)
  - 7.G.9. FNG (Local) Student Rights and Responsibilities: Student and Parent Complaint/Grievances (Revise)
  - 7.G.10. GF(Local) Public Complaints (Revise)

Ms. Hinaman asked if any Board member wished to remove one or more of these items for further discussion. Upon hearing no further discussion or comments, Ms. Hinaman asked for a motion to approve the consensus action items as recommended or amended.

Trustee Kendra Camarena moved to approve the consent items as recommended.  
Trustee Dr. Cleveland O. Lane, Jr. seconded.

**Camarena – Aye**  
**Guilmart – Aye**  
**Hinaman – Aye**  
**Kalmbach – Aye**  
**Lane – Aye**  
**LeCompte – Aye**  
**Ray – Aye**

**7 votes in favor | 0 votes opposed | 0 abstentions. Motion carries.**

The Board proceeded with the **Non-Consent Agenda Items**.

**8. Non-Consent Items**

7.G.2. CQD (Local) Technology Resources: Artificial Intelligence (Add)

A discussion took place regarding this item. Trustee Kalmbach expressed a desire to include specific language to be added to this item and inquired about the possibility of amending the item. Her proposed amendment involved the creation of an oversight committee to handle the implementation of AI within the district. Trustee Hinaman replied that, according to CQD (Legal), one suggestion is that an oversight committee may not be necessary, as the Board of Trustees exercises that oversight by holding the superintendent accountable for the strategic goals and performance objectives set for him. Ms. Hinaman proposed incorporating a performance objective related to the district's use of AI into the five-year strategic plan. She also noted that there is an existing committee in the district comprising experts and representatives from all key areas impacting student and staff use of AI.

Dr. Killian suggested the idea of obtaining feedback from parents and community members regarding the current committee as part of their efforts to report back to the Board. (In a later statement, Dr. Killian said he would make sure that parents and committee members are added to the current AI Committee.)

Ms. Hinaman called for a motion.

Trustee Julie Hinaman moved that the Board adopt the new recommended policy CQD (Local) Technology Resources: Artificial Intelligence (Add).  
Trustee Kendra Camarena seconded.

**Camarena – Aye**  
**Guilmart – Aye**  
**Hinaman – Aye**  
**Kalmbach – Nay**  
**Lane – Aye**  
**LeCompte – Aye**  
**Ray – Aye**

**6 votes in favor | 1 vote opposed | 0 abstentions. Motion carries.**

**8.A.** The Board will consider approving on first reading the additions, revisions, or deletions to district policies:

- 8.A.1. DBD (Local) - Employment Requirements & Restrictions: Conflict of Interest (Revise)
- 8.A.2. DC (Local) - Employment Practices (Revise)
- 8.A.3. DEC (Local) - Compensation & Benefits: Leaves and Absences (Revise)
- 8.A.4. DFBB (Local) - Term Contracts: NonRenewal (Revise)
- 8.A.5. FFB (Local) - Student Welfare: Crisis Intervention (Revise)
- 8.A.6. FFF (Local) - Student Welfare: Student Safety (Revise)

Ms. Hinaman called for a motion.

Trustee Dr. Cleveland O. Lane, Jr. moved that the Board approve on first reading the additions, revisions, or deletions to district policies as posted in the agenda.  
Trustee Todd LeCompte seconded.

**Camarena – Aye**  
**Guilmart – Aye**  
**Hinaman – Aye**  
**Kalmbach – Aye**  
**Lane – Aye**  
**LeCompte – Aye**  
**Ray – Aye**

**7 votes in favor | 0 votes opposed | 0 abstentions. Motion carries.**

- 8.B.** The Board will review and consider adoption of revised Board Operating Procedures outlining the duties of a public official. [This item was discussed in closed session.]

Ms. Hinaman called for a motion.

Trustee Justin Ray moved that the Board approve the revised Board Operating Procedures.  
Trustee Kendra Camarena seconded.

**Camarena – Aye**  
**Guilmart – Aye**  
**Hinaman – Aye**  
**Kalmbach – Aye**  
**Lane – Aye**  
**LeCompte – Aye**  
**Ray – Aye**

**7 votes in favor | 0 votes opposed | 0 abstentions. Motion carries.**

- 8.C.** The Board will consider approving the superintendent’s contract recommendations to issue probationary, term, and annual contracts for the 2026-2027 school year for teachers, administrators, and professionals.

Ms. Hinaman called for a motion.

Trustee Christine Kalmbach moved that the Board approve the superintendent’s contract recommendations for the 2026-2027 school year.  
Trustee Todd LeCompte seconded.

**Camarena – Aye**  
**Guilmart – Aye**  
**Hinaman – Aye**  
**Kalmbach – Aye**  
**Lane – Aye**  
**LeCompte – Aye**  
**Ray – Aye**

**7 votes in favor | 0 votes opposed | 0 abstentions. Motion carries.**

- 8.D.** The Board will consider making a determination that good cause did not exist as required by law for Nicholas Sahawatana, Matthew Potter, Kabricia Haley, Frederica Haywood, and Meagan Kenny to resign their respective employment contracts. [This item was discussed in closed session.]

Ms. Hinaman called for a motion.

Trustee Todd LeCompte moved that the Board render a finding under Texas Administrative Code chapter 249.17(d) that good cause did not exist as required by Texas Education Code sections 21.105(c), 21.160(c), or 21.210(c) for those named to resign their respective employment contracts and notify these employees in accordance with the law that the District is submitting a complaint to the State Board of Educator Certification for contract abandonment.  
Trustee Christine Kalmbach seconded.

**Camarena – Aye**  
**Guilmart – Aye**  
**Hinaman – Aye**  
**Kalmbach – Aye**  
**Lane – Aye**

LeCompte – Aye  
Ray – Aye

7 votes in favor | 0 votes opposed | 0 abstentions. Motion carries.

The Board proceeded with **Board Comments**.

**9. Board Comments**

Board members may make comments during this portion of the agenda regarding student achievement, district progress and data, community input and concerns, observations from school visits, meetings and conferences attended, district and community events and initiatives, or continuing education. The Board may not take action on items discussed.

**Kendra Camarena** shared her experience at a recent Cy-Ranch High School event and how grateful she is for all the hard work everyone is doing in the district. Ms. Camarena encouraged the community to always share their feedback on items and events around the district. “We’re an open door here, and we appreciate the feedback you give us every day.”

**Todd LeCompte** attended baseball games at several high schools throughout the district and commented on how he would like to see a Lone Star baseball team or another team partner with CFISD in the near future. Mr. LeCompte recently visited Postma, Hoover, and Duryea Elementary Schools.

**Lesley Guilmart** shared how thankful and proud she is for all the educators who are working hard to provide first time instruction throughout the year, along with targeted engaging interventions. Ms. Guilmart shared comments on her recent visits to Hamilton and Moore Elementary Schools where she had the opportunity to see a STAAR Boot Camp.

**Dr. Cleveland O. Lane, Jr.** had the privilege of speaking to the Young Men’s Service League for Mothers and Sons on civic responsibility. Dr. Lane shared comments on his recent visits to Kirk and Owens Elementary Schools, Dean Middle School, Cy-Springs High School, and the Falcon Transportation Center. He also attended the TASB Governance Camp.

**Christine Kalmbach** shared comments on her recent visits to Cy-Park and Cy-Fair High Schools and Warner and Sampson Elementary Schools. She also attended the Name That Book competition. Ms. Kalmbach also shared comments about the upcoming challenges the district faces with the 2026-2027 budget.

**Justin Ray** shared comments on his attendance at the 70<sup>th</sup> anniversary of Dean Middle School—also Mr. Ray’s alma mater. “One of our great legacy campuses. What a great celebration, and what a great team over there.” Mr. Ray shared there is a lot of discussion to be had regarding next year’s budget, and he would reserve his comments for next month.

**Julie Hinaman** shared that she has finished her school visits for the year and “it is truly one of the best parts of serving on the school board—spending time with teachers, staff and students and to see all the great work happening across the district.”

**10. Closed Session**

No closed session was held.

**11. Adjournment**

Board President Hinaman announced that the Board concluded its business meeting and thanked the community for their interest in CFISD. Upon hearing no objections, Ms. Hinaman adjourned the meeting at 8:42 p.m.

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Julie Hinaman  
President, Board of Trustees

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Lesley Guilmart  
Secretary, Board of Trustees

Approved: May 11, 2026



# **BOARD BUDGET REVIEW**

***FISCAL YEAR 2025-2026  
QUARTER 3***

**11440 Matzke Road  
Cypress, Texas 77429**

**CYPRESS–FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
BUDGET AMENDMENTS  
FOR THE THREE MONTHS ENDED 3/31/26**

	<u>GENERAL</u>	<u>FOOD SERVICE</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>DEBT SERVICE</u>	<u>BOND FUNDS</u>	<u>ENTERPRISE FUND</u>
<b>Recommended Amendments to Estimated Revenues</b>						
<b>Increase (Decrease):</b>						
Local/State/Federal Estimated Revenue – General Fund	\$ 17,115,000					
State/Federal Estimated Revenue – Food Service		8,000,000				
State/Federal Estimated Revenue – Grant Funds			2,400,000			
Debt Service				304,678,189		
Capital Projects					4,019,241	
Enterprise Fund						(418,664)
<b>TOTAL REVENUE AMENDMENTS</b>	<b>\$ 17,115,000</b>	<b>\$ 8,000,000</b>	<b>\$ 2,400,000</b>	<b>\$ 304,678,189</b>	<b>\$ 4,019,241</b>	<b>\$ (418,664)</b>
<b>Recommended Amendments to Appropriations</b>						
<b>Increase (Decrease):</b>						
Teacher Incentive Allotment payments (Spring 2026)	\$ 7,673,337					
Roll forward E–Rate funding from prior year	70,065					
Food Service						
Grant/Special Revenue Funds – Appropriations			2,400,000			
Debt Service				320,503,362		
Capital Projects					4,019,241	
Enterprise Funds						(683,299)
Function Transfers – Campuses and Departments:						
Function 11, Instruction	(1,362,496)					
Function 12, Instructional Resources & Media Services	(1,200)					
Function 13, Curriculum & Instructional Staff Development	(17,116)					
Function 21, Instructional Leadership	5,443					
Function 23, School Leadership	1,397					
Function 31, Guidance, Counseling, & Evaluation Services	10,000					
Function 32, Social Work Services	(10,000)					
Function 36, Cocurricular/Extracurricular Activities	469,344					
Function 41, General Administration	2,700					
Function 51, Plant Maintenance & Operations	838,000					
Function 53, Data Processing Services	(44,000)					
Function 71, Debt Service	107,928					
<b>TOTAL EXPENDITURE AMENDMENTS</b>	<b>\$ 7,743,402</b>	<b>\$ –</b>	<b>\$ 2,400,000</b>	<b>\$ 320,503,362</b>	<b>\$ 4,019,241</b>	<b>\$ (683,299)</b>
<b>NET EFFECT ON FUND BALANCE</b>	<b>\$ 9,371,598</b>	<b>\$ 8,000,000</b>	<b>\$ –</b>	<b>\$ (15,825,173)</b>	<b>\$ –</b>	<b>\$ 264,635</b>
<b>FUND BALANCE RECAP:</b>						
Audited Fund Balance at June 30, 2025	\$ 549,582,155	\$ 47,447,131	\$ 14,036,411	\$ 169,988,302	\$ 501,621,223	\$ 3,471,438
Adopted 2025–26 Budget – revenues over (under) expenditures	(45,472,853)	(3,320,835)				1,431,617
Budget Amendments Approved in 1st Quarter	541,034				(501,621,223)	
Budget Amendments Approved in 2nd Quarter	2,052,348					(46,857)
Recommended Amendments this Budget Review	9,371,598	8,000,000		(15,825,173)		264,635
Revised Projected Fund Balance at June 30, 2026	<b>\$ 516,074,282</b>	<b>\$ 52,126,296</b>	<b>\$ 14,036,411</b>	<b>\$ 154,163,129</b>	<b>\$ –</b>	<b>\$ 5,120,833</b>
<b>PROJECTED FUND EQUITY COMPONENTS:</b>						
Non-Spendable	\$ 4,707,161					
Restricted		52,126,296				
Committed	6,157,694		1,087,572	154,163,129		
Assigned	83,632,310		12,948,839			
Unassigned Fund Balance	421,577,117					5,120,833
Revised Projected Fund Balance at June 30, 2026	<b>\$ 516,074,282</b>	<b>\$ 52,126,296</b>	<b>\$ 14,036,411</b>	<b>\$ 154,163,129</b>	<b>\$ –</b>	<b>\$ 5,120,833</b>

**CYPRESS–FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
EXPLANATIONS OF BUDGET AMENDMENTS  
FOR THE THREE MONTHS ENDED 3/31/26**

**Recommended Amendments to Estimated Revenues:**

**General Fund**

- Local Property Taxes – Decrease estimated revenue for lower than projected property values
- Local Revenue – Adjust interest income due to higher than anticipated interest rates
- Local Revenue – Adjust for dual credit and private lesson revenue
- Local Revenue – Adjust to reflect tuition based pre-kindergarten program receipts
- State Revenue – Increase state revenue for freeze and property value audit receipts
- Federal Revenue – Adjust for E-Rate reimbursements received
- Federal Revenue – Adjust for lower interim claims and net amount due as the result of FY23 and FY 24 cost report settlements

**Food Service**

- Local Revenue – Adjust interest income due to higher than anticipated interest rates
- Federal Revenue – Adjust revenue for higher reimbursement rates and participation

**Special Revenue Funds**

- Local/State/Federal Estimated Revenue – Increase/(decrease) due to change in allocations (See breakdown by fund below)

**Debt Service**

- Local Property Taxes – Decrease estimated revenue for lower than projected property values
- Local Revenue – Adjust interest income due to higher than anticipated interest rates
- State Revenue – Adjust for higher than anticipated state aid
- Other Resources – Adjust for the refunding of bonds

**Bond Funds**

- Local Revenue – Adjust budget for interest income

**Enterprise Fund**

- Local Revenue – Adjust program revenue due to lower than anticipated student enrollment
- Local Revenue – Record budget for interest income

**Recommended Amendments to Appropriations:**

**General Fund**

- Instructional – Record Spring 2026 Teacher Incentive Allotment payments
- Data Processing – Roll forward E-Rate funding from prior year for current year projects
- Function Transfers:
  1. Reallocate funds for greater than anticipated maintenance costs
  2. Reallocate funds for athletic equipment
  3. Reallocate funds for arbitrage payment

**Special Revenue Funds**

- Increase/(decrease) in estimated revenues and appropriations required to facilitate grant awards are as follows:
 

1. Fund 410 – Instructional Materials Allotment	\$ 2,400,000
Total Grant/Special Revenue Funds Revenues/Appropriations	\$ 2,400,000

**Debt Service**

- Principal Expense – Increase budget to reflect actual principal expense on bonds
- Interest Expense – Decrease budget to reflect actual interest expense on bonds
- Debt Service Fees – Increase budget to reflect actual debt service fees
- Other Uses – Adjust for the refunding of bonds

**Bond Funds**

- Establish budget for construction, renovations and equipment purchases

**Enterprise Fund**

- Community Service – Adjust for staffing shortages and lower than anticipated participation

**CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT**  
**BUDGET AMENDMENTS**  
**REVENUES/OTHER RESOURCES/OTHER USES BY MAJOR OBJECT & EXPENDITURES BY FUNCTION**  
**FOR THE THREE MONTHS ENDED 3/31/26**

		<u>GENERAL</u>	<u>FOOD SERVICE</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>DEBT SERVICE</u>	<u>BOND FUNDS</u>	<u>ENTERPRISE FUND</u>
<b><u>Recommended Amendments to Estimated Revenues/ Other Resources – Increase (Decrease):</u></b>							
BY MAJOR OBJECT:	<u>Major Object No.</u>						
Local and Intermediate Sources	5700	\$ (15,925,000)	\$ 500,000		\$ (5,400,000)	\$ 4,019,241	\$ (418,664)
State Program Revenues	5800	34,100,000		2,400,000	4,646,006		
Federal Program Revenues	5900	(1,060,000)	7,500,000				
Other Resources	7000				305,432,183		
<b>TOTAL REVENUE AMENDMENTS – By Major Object</b>		<b>\$ 17,115,000</b>	<b>\$ 8,000,000</b>	<b>\$ 2,400,000</b>	<b>\$ 304,678,189</b>	<b>\$ 4,019,241</b>	<b>\$ (418,664)</b>
<b><u>Recommended Amendments to Appropriations/ Other Uses – Increase (Decrease):</u></b>							
BY FUNCTION:	<u>Function No.</u>						
Instruction	11	\$ 6,310,841		\$ 2,400,000			
Instructional Resources & Media Services	12	(1,200)					
Curriculum & Instructional Staff Development	13	(17,116)					
Instructional Leadership	21	5,443					
School Leadership	23	1,397					
Guidance, Counseling, & Evaluation Services	31	10,000					
Social Work Services	32	(10,000)					
Cocurricular/Extracurricular Activities	36	469,344					
General Administration	41	2,700					
Plant Maintenance & Operations	51	838,000					
Data Processing Services	53	26,065					
Community Services	61						(683,299)
Debt Service	71	107,928			16,870,342		
Facilities Repair and Maintenance	81					4,019,241	
Other Uses	00				303,633,020		
<b>TOTAL EXPENDITURE AMENDMENTS– By Function</b>		<b>\$ 7,743,402</b>	<b>\$ –</b>	<b>\$ 2,400,000</b>	<b>\$ 320,503,362</b>	<b>\$ 4,019,241</b>	<b>\$ (683,299)</b>
<b>NET EFFECT ON FUND BALANCE</b>		<b>\$ 9,371,598</b>	<b>\$ 8,000,000</b>	<b>\$ –</b>	<b>\$ (15,825,173)</b>	<b>\$ –</b>	<b>\$ 264,635</b>

GENERAL FUND (199)

Data Control Codes	Original Adopted Budget	Amendments/Transfers					Final Budget
		QTR 1	QTR 2	QTR 3	QTR 4	TOTAL	
<b>LOCAL AND INTERMEDIATE REVENUES:</b>							
5710	Real and Personal Property Taxes	480,884,490		(23,500,000)		(23,500,000)	457,384,490
5720	Services Rendered To Other School Districts					-	-
5730	Tuition and Fees	6,660,421		3,025,000		3,025,000	9,685,421
5740	Other Revenues from Local Sources	29,502,893	270,000	4,550,000		4,820,000	34,322,893
5750	Revenues from Co-Curricular Services	2,848,500				-	2,848,500
5760	Other Local Sources					-	-
5770	Revenues from Intermediate Sources					-	-
5700	Total Local and Intermediate Revenues	519,896,304	-	270,000	(15,925,000)	(15,655,000)	504,241,304
<b>STATE PROGRAM REVENUES:</b>							
5810	Per Capita/Foundation Revenues	578,139,348		34,100,000		34,100,000	612,239,348
5820	State Program Revenues from TEA					-	-
5830	State Program Revenues from Others	74,911,139				-	74,911,139
5840	Shared Services Arrangements					-	-
5800	Total State Program Revenues	653,050,487	-	-	34,100,000	-	687,150,487
<b>FEDERAL PROGRAM REVENUES:</b>							
5920	Federal Revenues Distributed by TEA		591,946	1,223,032		1,814,978	1,814,978
5930	Federal Revenues Distributed by Others	7,000,000		505,000	(1,060,000)	(555,000)	6,445,000
5940	Federal Revenues Distributed Direct by Federal	500,000		295,000		295,000	795,000
5950	Shared Services Arrangements					-	-
5900	Total Federal Program Revenues	7,500,000	591,946	2,023,032	(1,060,000)	1,554,978	9,054,978
5000	Total Revenues	1,180,446,791	591,946	2,293,032	17,115,000	19,999,978	1,200,446,769
<b>OTHER RESOURCES:</b>							
7911	Sale of Bonds					-	-
7912	Sale of Real and Personal Property	500,000				-	500,000
7913	Proceeds from Capital Leases					-	-
7915	Operating Transfers In					-	-
7916	Premium Issuance of Bonds					-	-
7949	Other Resources					-	-
7000	Total Other Resources	500,000	-	-	-	-	500,000
<b>TOTAL REVENUES AND OTHER RESOURCES</b>		<b>1,180,946,791</b>	<b>591,946</b>	<b>2,293,032</b>	<b>17,115,000</b>	<b>-</b>	<b>1,200,946,769</b>
<b>EXPENDITURES:</b>							
11	Instruction	804,501,291	(3,347,277)	(265,275)	6,310,841	2,698,289	807,199,580
12	Instructional Resources and Media Services	5,270,044	3,530	549	(1,200)	2,879	5,272,923
13	Curriculum Development and Instructional Staff	10,083,466	(15,483)	(4,226)	(17,116)	(36,825)	10,046,641
21	Instructional Leadership	9,709,630	6,946	122,350	5,443	134,739	9,844,369
23	School Leadership	63,520,078	3,500	21,348	1,397	26,245	63,546,323
31	Guidance, Counseling and Evaluation Services	51,290,775	39,550	(47,345)	10,000	2,205	51,292,980
32	Social Work Services	788,361	(2,000)	(3,000)	(10,000)	(15,000)	773,361
33	Health Services	14,128,271	30,433			30,433	14,158,704
34	Student (Pupil) Transportation	58,894,837				-	58,894,837
35	Food Services					-	-
36	Cocurricular/Extracurricular Activities	24,388,767	156,520	21,456	469,344	647,320	25,036,087
41	General Administration	20,485,124	822,132	(23,000)	2,700	801,832	21,286,956
51	Plant Maintenance and Operations	94,711,374	1,862,098	40,118	838,000	2,740,216	97,451,590
52	Security and Monitoring Services	15,433,559	164,941	130,000		294,941	15,728,500
53	Data Processing Services	29,745,307	89,355	159,199	26,065	274,619	30,019,926
61	Community Services	10,927,379		(1,100)		(1,100)	10,926,279
71	Debt Service	2,627,821			107,928	107,928	2,735,749
81	Facilities Acquisition and Construction	487,500	236,667	89,610		326,277	813,777
93	Payments to Fiscal Agent	1,833,260				-	1,833,260
95	Payments to Juvenile Justice Alternative Pgms	64,800				-	64,800
99	Intergovernmental	7,528,000				-	7,528,000
00	Other Uses					-	-
6000	Total Expenditures	1,226,419,644	50,912	240,684	7,743,402	-	1,234,454,642
<b>OTHER USES:</b>							
8911	Transfers Out					-	-
8949	Other Uses					-	-
8000	Total Other Uses					-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>1,226,419,644</b>	<b>50,912</b>	<b>240,684</b>	<b>7,743,402</b>	<b>-</b>	<b>1,234,454,642</b>
<b>NET EFFECT ON FUND BALANCE</b>		<b>(45,472,853)</b>	<b>541,034</b>	<b>2,052,348</b>	<b>9,371,598</b>	<b>-</b>	<b>11,964,980</b>

INSTRUCTIONAL MATERIALS ALLOTMENT

Data Control Codes	Original Adopted Budget	Amendments/Transfers					Final Budget
		QTR 1	QTR 2	QTR 3	QTR 4	TOTAL	
<b>LOCAL AND INTERMEDIATE REVENUES:</b>							
5710	Real and Personal Property Taxes					-	-
5720	Services Rendered To Other School Districts					-	-
5730	Tuition and Fees					-	-
5740	Other Revenues from Local Sources					-	-
5750	Revenues from Co-Curricular Services					-	-
5760	Other Local Sources					-	-
5770	Revenues from Intermediate Sources					-	-
5700	Total Local and Intermediate Revenues	-	-	-	-	-	-
<b>STATE PROGRAM REVENUES:</b>							
5810	Per Capita/Foundation Revenues					-	-
5820	State Program Revenues from TEA	1,025,000	170,000	2,400,000		3,595,000	3,595,000
5830	State Program Revenues from Others					-	-
5840	Shared Services Arrangements					-	-
5800	Total State Program Revenues	-	1,025,000	170,000	2,400,000	-	3,595,000
<b>FEDERAL PROGRAM REVENUES:</b>							
5920	Federal Revenues Distributed by TEA					-	-
5930	Federal Revenues Distributed by Others					-	-
5940	Federal Revenues Distributed Direct by Federal					-	-
5950	Shared Services Arrangements					-	-
5900	Total Federal Program Revenues	-	-	-	-	-	-
5000	Total Revenues	-	1,025,000	170,000	2,400,000	-	3,595,000
<b>OTHER RESOURCES:</b>							
7911	Sale of Bonds					-	-
7912	Sale of Real and Personal Property					-	-
7913	Proceeds from Capital Leases					-	-
7915	Operating Transfers In					-	-
7916	Premium Issuance of Bonds					-	-
7949	Other Resources					-	-
7000	Total Other Resources	-	-	-	-	-	-
<b>TOTAL REVENUES AND OTHER RESOURCES</b>							
		-	1,025,000	170,000	2,400,000	-	3,595,000
<b>EXPENDITURES:</b>							
11	Instruction		1,025,000	170,000	2,400,000		3,595,000
12	Instructional Resources and Media Services					-	-
13	Curriculum Development and Instructional Staff					-	-
21	Instructional Leadership					-	-
23	School Leadership					-	-
31	Guidance, Counseling and Evaluation Services					-	-
32	Social Work Services					-	-
33	Health Services					-	-
34	Student (Pupil) Transportation					-	-
35	Food Services					-	-
36	Cocurricular/Extracurricular Activities					-	-
41	General Administration					-	-
51	Plant Maintenance and Operations					-	-
52	Security and Monitoring Services					-	-
53	Data Processing Services					-	-
61	Community Services					-	-
71	Debt Service					-	-
81	Facilities Acquisition and Construction					-	-
93	Payments to Fiscal Agent					-	-
95	Payments to Juvenile Justice Alternative Pgms					-	-
99	Intergovernmental					-	-
00	Other Uses					-	-
6000	Total Expenditures	-	1,025,000	170,000	2,400,000	-	3,595,000
<b>OTHER USES:</b>							
8911	Transfers Out					-	-
8949	Other Uses					-	-
8000	Total Other Uses	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>							
		-	1,025,000	170,000	2,400,000	-	3,595,000
<b>NET EFFECT ON FUND BALANCE</b>							
		-	-	-	-	-	-

FOOD SERVICE FUND (240)

Data Control Codes	Original Adopted Budget	Amendments/Transfers					Final Budget
		QTR 1	QTR 2	QTR 3	QTR 4	TOTAL	
<b>LOCAL AND INTERMEDIATE REVENUES:</b>							
5710	Real and Personal Property Taxes					-	-
5720	Services Rendered To Other School Districts					-	-
5730	Tuition and Fees					-	-
5740	Other Revenues from Local Sources	1,050,800		500,000		500,000	1,550,800
5750	Revenues from Co-Curricular Services	12,759,563				-	12,759,563
5760	Other Local Sources					-	-
5770	Revenues from Intermediate Sources					-	-
5700	<b>Total Local and Intermediate Revenues</b>	<b>13,810,363</b>	<b>-</b>	<b>-</b>	<b>500,000</b>	<b>-</b>	<b>14,310,363</b>
<b>STATE PROGRAM REVENUES:</b>							
5810	Per Capita/Foundation Revenues					-	-
5820	State Program Revenues from TEA	337,062				-	337,062
5830	State Program Revenues from Others					-	-
5840	Shared Services Arrangements					-	-
5800	<b>Total State Program Revenues</b>	<b>337,062</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>337,062</b>
<b>FEDERAL PROGRAM REVENUES:</b>							
5920	Federal Revenues Distributed by TEA	61,191,917		7,500,000		7,500,000	68,691,917
5930	Federal Revenues Distributed by Others	512,274				-	512,274
5940	Federal Revenues Distributed Direct by Federal					-	-
5950	Shared Services Arrangements					-	-
5900	<b>Total Federal Program Revenues</b>	<b>61,704,191</b>	<b>-</b>	<b>7,500,000</b>	<b>-</b>	<b>7,500,000</b>	<b>69,204,191</b>
5000	<b>Total Revenues</b>	<b>75,851,616</b>	<b>-</b>	<b>8,000,000</b>	<b>-</b>	<b>8,000,000</b>	<b>83,851,616</b>
<b>OTHER RESOURCES:</b>							
7911	Sale of Bonds					-	-
7912	Sale of Real and Personal Property					-	-
7913	Proceeds from Capital Leases					-	-
7915	Operating Transfers In					-	-
7916	Premium Issuance of Bonds					-	-
7949	Other Resources					-	-
7000	<b>Total Other Resources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES AND OTHER RESOURCES</b>		<b>75,851,616</b>	<b>-</b>	<b>8,000,000</b>	<b>-</b>	<b>8,000,000</b>	<b>83,851,616</b>
<b>EXPENDITURES:</b>							
11	Instruction					-	-
12	Instructional Resources and Media Services					-	-
13	Curriculum Development and Instructional Staff					-	-
21	Instructional Leadership					-	-
23	School Leadership					-	-
31	Guidance, Counseling and Evaluation Services					-	-
32	Social Work Services					-	-
33	Health Services					-	-
34	Student (Pupil) Transportation					-	-
35	Food Services	77,906,172				-	77,906,172
36	Cocurricular/Extracurricular Activities					-	-
41	General Administration					-	-
51	Plant Maintenance and Operations	1,266,279				-	1,266,279
52	Security and Monitoring Services					-	-
53	Data Processing Services					-	-
61	Community Services					-	-
71	Debt Service					-	-
81	Facilities Acquisition and Construction					-	-
93	Payments to Fiscal Agent					-	-
95	Payments to Juvenile Justice Alternative Pgms					-	-
99	Intergovernmental					-	-
00	Other Uses					-	-
6000	<b>Total Expenditures</b>	<b>79,172,451</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>79,172,451</b>
<b>OTHER USES:</b>							
8911	Transfers Out					-	-
8949	Other Uses					-	-
8000	<b>Total Other Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>79,172,451</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>79,172,451</b>
<b>NET EFFECT ON FUND BALANCE</b>		<b>(3,320,835)</b>	<b>-</b>	<b>-</b>	<b>8,000,000</b>	<b>-</b>	<b>4,679,165</b>

SPECIAL REVENUE FUND

Data Control Codes	Original Adopted Budget	Amendments/Transfers					Final Budget
		QTR 1	QTR 2	QTR 3	QTR 4	TOTAL	
<b>LOCAL AND INTERMEDIATE REVENUES:</b>							
5710	Real and Personal Property Taxes					-	-
5720	Services Rendered To Other School Districts					-	-
5730	Tuition and Fees					-	-
5740	Other Revenues from Local Sources	800	119,662			120,462	120,462
5750	Revenues from Co-Curricular Services					-	-
5760	Other Local Sources	30,817				30,817	30,817
5770	Revenues from Intermediate Sources					-	-
5700	<b>Total Local and Intermediate Revenues</b>	-	31,617	119,662	-	-	151,279
<b>STATE PROGRAM REVENUES:</b>							
5810	Per Capita/Foundation Revenues		20,000			20,000	20,000
5820	State Program Revenues from TEA	645,939	34			645,973	645,973
5830	State Program Revenues from Others					-	-
5840	Shared Services Arrangements					-	-
5800	<b>Total State Program Revenues</b>	-	645,939	20,034	-	-	665,973
<b>FEDERAL PROGRAM REVENUES:</b>							
5920	Federal Revenues Distributed by TEA	44,750,791	43,550,887			88,301,678	88,301,678
5930	Federal Revenues Distributed by Others	423,912				423,912	423,912
5940	Federal Revenues Distributed Direct by Federal					-	-
5950	Shared Services Arrangements					-	-
5900	<b>Total Federal Program Revenues</b>	-	45,174,703	43,550,887	-	-	88,725,590
5000	<b>Total Revenues</b>	-	45,852,259	43,690,583	-	-	89,542,842
<b>OTHER RESOURCES:</b>							
7911	Sale of Bonds					-	-
7912	Sale of Real and Personal Property					-	-
7913	Proceeds from Capital Leases					-	-
7915	Operating Transfers In					-	-
7916	Premium Issuance of Bonds					-	-
7949	Other Resources					-	-
7000	<b>Total Other Resources</b>	-	-	-	-	-	-
<b>TOTAL REVENUES AND OTHER RESOURCES</b>							
		-	45,852,259	43,690,583	-	-	89,542,842
<b>EXPENDITURES:</b>							
11	Instruction	17,095,080	27,069,893			44,164,973	44,164,973
12	Instructional Resources and Media Services	52,595	120,057			172,652	172,652
13	Curriculum Development and Instructional Staff	8,785,335	10,964,626			19,749,961	19,749,961
21	Instructional Leadership	10,748,864	432,945			11,181,809	11,181,809
23	School Leadership	34,511	911,571			946,082	946,082
31	Guidance, Counseling and Evaluation Services	7,053,013	2,656,838			9,709,851	9,709,851
32	Social Work Services	30,883	87,796			118,679	118,679
33	Health Services	1,045,604				1,045,604	1,045,604
34	Student (Pupil) Transportation					-	-
35	Food Services					-	-
36	Cocurricular/Extracurricular Activities					-	-
41	General Administration					-	-
51	Plant Maintenance and Operations					-	-
52	Security and Monitoring Services	6,874	156,346			163,220	163,220
53	Data Processing Services					-	-
61	Community Services	368,096	1,290,511			1,658,607	1,658,607
71	Debt Service					-	-
81	Facilities Acquisition and Construction	631,404				631,404	631,404
93	Payments to Fiscal Agent					-	-
95	Payments to Juvenile Justice Alternative Pgms					-	-
99	Intergovernmental					-	-
00	Other Uses					-	-
6000	<b>Total Expenditures</b>	-	45,852,259	43,690,583	-	-	89,542,842
<b>OTHER USES:</b>							
8911	Transfers Out					-	-
8949	Other Uses					-	-
8000	<b>Total Other Uses</b>	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>							
		-	45,852,259	43,690,583	-	-	89,542,842
<b>NET EFFECT ON FUND BALANCE</b>							
		-	-	-	-	-	-

CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
 BUDGET AS AMENDED  
 FISCAL YEAR ENDED JUNE 30, 2026

DEBT SERVICE FUND (599)

Data Control Codes	Original Adopted Budget	Amendments/Transfers				TOTAL	Final Budget
		QTR 1	QTR 2	QTR 3	QTR 4		
<b>LOCAL AND INTERMEDIATE REVENUES:</b>							
5710	Real and Personal Property Taxes	280,375,152		(6,000,000)		(6,000,000)	274,375,152
5720	Services Rendered To Other School Districts					-	-
5730	Tuition and Fees					-	-
5740	Other Revenues from Local Sources	3,500,000		600,000		600,000	4,100,000
5750	Revenues from Co-Curricular Services					-	-
5760	Other Local Sources					-	-
5770	Revenues from Intermediate Sources					-	-
5700	Total Local and Intermediate Revenues	283,875,152	-	(5,400,000)	-	(5,400,000)	278,475,152
<b>STATE PROGRAM REVENUES:</b>							
5810	Per Capita/Foundation Revenues					-	-
5820	State Program Revenues from TEA	35,017,931		4,646,006		4,646,006	39,663,937
5830	State Program Revenues from Others					-	-
5840	Shared Services Arrangements					-	-
5800	Total State Program Revenues	35,017,931	-	4,646,006	-	4,646,006	39,663,937
<b>FEDERAL PROGRAM REVENUES:</b>							
5920	Federal Revenues Distributed by TEA					-	-
5930	Federal Revenues Distributed by Others					-	-
5940	Federal Revenues Distributed Direct by Federal	84,432				-	84,432
5950	Shared Services Arrangements					-	-
5900	Total Federal Program Revenues	84,432	-	-	-	-	84,432
5000	Total Revenues	318,977,515	-	(753,994)	-	(753,994)	318,223,521
<b>OTHER RESOURCES:</b>							
7911	Sale of Bonds					-	-
7912	Sale of Real and Personal Property					-	-
7913	Proceeds from Capital Leases					-	-
7915	Operating Transfers In					-	-
7916	Premium Issuance of Bonds			26,532,183		26,532,183	26,532,183
7949	Other Resources			278,900,000		278,900,000	278,900,000
7000	Total Other Resources	-	-	305,432,183	-	305,432,183	305,432,183
<b>TOTAL REVENUES AND OTHER RESOURCES</b>		<b>318,977,515</b>	<b>-</b>	<b>304,678,189</b>	<b>-</b>	<b>304,678,189</b>	<b>623,655,704</b>
<b>EXPENDITURES:</b>							
11	Instruction					-	-
12	Instructional Resources and Media Services					-	-
13	Curriculum Development and Instructional Staff					-	-
21	Instructional Leadership					-	-
23	School Leadership					-	-
31	Guidance, Counseling and Evaluation Services					-	-
32	Social Work Services					-	-
33	Health Services					-	-
34	Student (Pupil) Transportation					-	-
35	Food Services					-	-
36	Cocurricular/Extracurricular Activities					-	-
41	General Administration					-	-
51	Plant Maintenance and Operations					-	-
52	Security and Monitoring Services					-	-
53	Data Processing Services					-	-
61	Community Services					-	-
71	Debt Service	318,977,515		16,870,342		16,870,342	335,847,857
81	Facilities Acquisition and Construction					-	-
93	Payments to Fiscal Agent					-	-
95	Payments to Juvenile Justice Alternative Pgms					-	-
99	Intergovernmental					-	-
00	Other Uses			303,633,020		303,633,020	303,633,020
6000	Total Expenditures	318,977,515	-	320,503,362	-	320,503,362	639,480,877
<b>OTHER USES:</b>							
8911	Transfers Out					-	-
8949	Other Uses					-	-
8000	Total Other Uses	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>318,977,515</b>	<b>-</b>	<b>320,503,362</b>	<b>-</b>	<b>320,503,362</b>	<b>639,480,877</b>
<b>NET EFFECT ON FUND BALANCE</b>		<b>-</b>	<b>-</b>	<b>(15,825,173)</b>	<b>-</b>	<b>(15,825,173)</b>	<b>(15,825,173)</b>

CAPITAL PROJECTS FUND

Data Control Codes	Original Adopted Budget	Amendments/Transfers				TOTAL	Final Budget
		QTR 1	QTR 2	QTR 3	QTR 4		
<b>LOCAL AND INTERMEDIATE REVENUES:</b>							
5710	Real and Personal Property Taxes					-	-
5720	Services Rendered To Other School Districts					-	-
5730	Tuition and Fees					-	-
5740	Other Revenues from Local Sources	3,824,680	4,726,418	4,019,241		12,570,339	12,570,339
5750	Revenues from Co-Curricular Services					-	-
5760	Other Local Sources					-	-
5770	Revenues from Intermediate Sources					-	-
5700	Total Local and Intermediate Revenues	-	3,824,680	4,726,418	4,019,241	-	12,570,339
<b>STATE PROGRAM REVENUES:</b>							
5810	Per Capita/Foundation Revenues					-	-
5820	State Program Revenues from TEA					-	-
5830	State Program Revenues from Others					-	-
5840	Shared Services Arrangements					-	-
5800	Total State Program Revenues	-	-	-	-	-	-
<b>FEDERAL PROGRAM REVENUES:</b>							
5920	Federal Revenues Distributed by TEA					-	-
5930	Federal Revenues Distributed by Others					-	-
5940	Federal Revenues Distributed Direct by Federal					-	-
5950	Shared Services Arrangements					-	-
5900	Total Federal Program Revenues	-	-	-	-	-	-
5000	Total Revenues	-	3,824,680	4,726,418	4,019,241	-	12,570,339
<b>OTHER RESOURCES:</b>							
7911	Sale of Bonds					-	-
7912	Sale of Real and Personal Property		13,109,513			13,109,513	13,109,513
7913	Proceeds from Capital Leases					-	-
7915	Operating Transfers In					-	-
7916	Premium Issuance of Bonds					-	-
7949	Other Resources					-	-
7000	Total Other Resources	-	-	13,109,513	-	-	13,109,513
<b>TOTAL REVENUES AND OTHER RESOURCES</b>							
		-	3,824,680	17,835,931	4,019,241	-	25,679,852
<b>EXPENDITURES:</b>							
11	Instruction	39,887,691				39,887,691	39,887,691
12	Instructional Resources and Media Services					-	-
13	Curriculum Development and Instructional Staff					-	-
21	Instructional Leadership					-	-
23	School Leadership					-	-
31	Guidance, Counseling and Evaluation Services					-	-
32	Social Work Services					-	-
33	Health Services					-	-
34	Student (Pupil) Transportation	1,710,645				1,710,645	1,710,645
35	Food Services					-	-
36	Cocurricular/Extracurricular Activities					-	-
41	General Administration	84,414				84,414	84,414
51	Plant Maintenance and Operations	3,422,870				3,422,870	3,422,870
52	Security and Monitoring Services	301,751				301,751	301,751
53	Data Processing Services	23,020,670	49,500			23,070,170	23,070,170
61	Community Services					-	-
71	Debt Service					-	-
81	Facilities Acquisition and Construction	437,017,862	17,786,431	4,019,241		458,823,534	458,823,534
93	Payments to Fiscal Agent					-	-
95	Payments to Juvenile Justice Alternative Pgms					-	-
99	Intergovernmental					-	-
00	Other Uses					-	-
6000	Total Expenditures	-	505,445,903	17,835,931	4,019,241	-	527,301,075
<b>OTHER USES:</b>							
8911	Transfers Out					-	-
8949	Other Uses					-	-
8000	Total Other Uses	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>							
		-	505,445,903	17,835,931	4,019,241	-	527,301,075
<b>NET EFFECT ON FUND BALANCE</b>							
		-	(501,621,223)	-	-	-	(501,621,223)

CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT  
 BUDGET AS AMENDED  
 FISCAL YEAR ENDED JUNE 30, 2026

ENTERPRISE FUND

Data Control Codes	Original Adopted Budget	Amendments/Transfers				TOTAL	Final Budget
		QTR 1	QTR 2	QTR 3	QTR 4		
<b>LOCAL AND INTERMEDIATE REVENUES:</b>							
5710	Real and Personal Property Taxes					-	-
5720	Services Rendered To Other School Districts					-	-
5730	Tuition and Fees	8,262,019		(598,664)		(598,664)	7,663,355
5740	Other Revenues from Local Sources			180,000		180,000	180,000
5750	Revenues from Co-Curricular Services					-	-
5760	Other Local Sources					-	-
5770	Revenues from Intermediate Sources					-	-
5700	Total Local and Intermediate Revenues	8,262,019	-	(418,664)	-	(418,664)	7,843,355
<b>STATE PROGRAM REVENUES:</b>							
5810	Per Capita/Foundation Revenues					-	-
5820	State Program Revenues from TEA					-	-
5830	State Program Revenues from Others					-	-
5840	Shared Services Arrangements					-	-
5800	Total State Program Revenues	-	-	-	-	-	-
<b>FEDERAL PROGRAM REVENUES:</b>							
5920	Federal Revenues Distributed by TEA					-	-
5930	Federal Revenues Distributed by Others					-	-
5940	Federal Revenues Distributed Direct by Federal					-	-
5950	Shared Services Arrangements					-	-
5900	Total Federal Program Revenues	-	-	-	-	-	-
5000	Total Revenues	8,262,019	-	(418,664)	-	(418,664)	7,843,355
<b>OTHER RESOURCES:</b>							
7911	Sale of Bonds					-	-
7912	Sale of Real and Personal Property					-	-
7913	Proceeds from Capital Leases					-	-
7915	Operating Transfers In					-	-
7916	Premium Issuance of Bonds					-	-
7949	Other Resources					-	-
7000	Total Other Resources	-	-	-	-	-	-
<b>TOTAL REVENUES AND OTHER RESOURCES</b>		8,262,019	-	(418,664)	-	(418,664)	7,843,355
<b>EXPENDITURES:</b>							
11	Instruction					-	-
12	Instructional Resources and Media Services					-	-
13	Curriculum Development and Instructional Staff					-	-
21	Instructional Leadership					-	-
23	School Leadership					-	-
31	Guidance, Counseling and Evaluation Services					-	-
32	Social Work Services					-	-
33	Health Services					-	-
34	Student (Pupil) Transportation					-	-
35	Food Services					-	-
36	Cocurricular/Extracurricular Activities					-	-
41	General Administration					-	-
51	Plant Maintenance and Operations					-	-
52	Security and Monitoring Services					-	-
53	Data Processing Services					-	-
61	Community Services	6,830,402	46,857	(683,299)		(636,442)	6,193,960
71	Debt Service					-	-
81	Facilities Acquisition and Construction					-	-
93	Payments to Fiscal Agent					-	-
95	Payments to Juvenile Justice Alternative Pgms					-	-
99	Intergovernmental					-	-
00	Other Uses					-	-
6000	Total Expenditures	6,830,402	46,857	(683,299)	-	(636,442)	6,193,960
<b>OTHER USES:</b>							
8911	Transfers Out					-	-
8949	Other Uses					-	-
8000	Total Other Uses	-	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>		6,830,402	46,857	(683,299)	-	(636,442)	6,193,960
<b>NET EFFECT ON FUND BALANCE</b>		1,431,617	(46,857)	264,635	-	217,778	1,649,395

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

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**Note:** For conflicts of interest and gifts and gratuities related to federal grants and awards, see CB and CBB.

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All employees shall avoid any conflict between their personal interests and the interest of the District in dealing with students, parents, vendors, customers, and all other organizations or individuals doing or seeking to do business with the District.

**Disclosure—General Disclosure — General Standard**

An employee shall disclose in writing to his or her immediate supervisor a personal financial interest, a business interest, or any other obligation or relationship that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

**Specific Disclosures**

Substantial Interest

The Superintendent shall file an affidavit with the Board President disclosing a substantial interest, as defined by Local Government Code 171.002, in any business or real property that the Superintendent or any of his or her relatives in the first degree may have.

Any other employee who is in a position to affect a financial decision involving any business entity or real property in which the employee has a substantial interest, as defined by Local Government Code 171.002, shall file an affidavit with the Superintendent; however, the employee shall not be required to file an affidavit for the substantial interest of a relative.

Interest in Property

The Superintendent shall be required to file an affidavit disclosing interest in property in accordance with Government Code 553.002.

Annual Financial Management Report

The Superintendent, as the executive officer of the District, shall provide to the District in a timely manner information necessary for the District's annual financial management report.

[See BBFA]

**Gifts**

An employee shall not accept or solicit any gift, favor, service, or other benefit that could reasonably be construed to influence the employee's discharge of assigned duties and responsibilities. [See CAA, CB, and CBB]

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

**Endorsements**

An employee shall not recommend, endorse, or require students to purchase any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the District employee during nonschool hours. No employee shall require students to purchase a specific brand of school supplies if other brands are equal and suitable for the intended instructional purpose.

**Sales**

An employee shall not use his or her position with the District to attempt to sell products or services.

**Nonschool Employment**

An employee shall disclose in writing to his or her immediate supervisor any outside employment that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

An employee who is employed outside the District, including self-employment, may sell personal goods or services to other District employees. However, the District employee receiving the personal goods or services must not be someone to whom the employee supervises or reports, including supervisors within the departmental chain of command. In addition, the employee who sells goods or services may not use District time or equipment for the outside employment.

Private Tutoring

During the school year, an employee shall not privately tutor for pay a student the employee also teaches or serves. An employee shall disclose in writing to his or her immediate supervisor any private tutoring of District students for pay. The employee's principal or supervisor shall determine if the private tutoring creates a conflict of interest with the proper discharge of the employee's assigned duties and responsibilities.

Private Service Provider

During the school year, an employee shall not provide private services, such as child care or respite care, for pay for a student the employee also teaches or serves. An employee must disclose in writing to his or her immediate supervisor any private services for pay for any other District student. The employee's principal or supervisor shall determine if the outside employment creates a conflict of interest with the proper discharge of the employee's assigned duties and responsibilities.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

**Personal Services Performed by an Administrator**

An administrator, as defined in law, shall not receive any financial benefit for the performance of personal services except as permitted by and in accordance with law.

An administrator, other than a Superintendent or an [associate or assistant superintendent](#), who wishes to seek Board approval to perform personal services permitted by law shall submit that request to the Superintendent in accordance with administrative regulations.

**Personnel Duties**

The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.

~~Diversity, Equity,  
and Inclusion Duties  
Prohibited~~

~~Unless required by state or federal law, the District may not assign diversity, equity, and inclusion duties to any person and shall prohibit a District employee, contractor, or volunteer from engaging in diversity, equity, and inclusion duties at, for, or on behalf of the District.~~

*Definition*

~~For purposes of this policy, "diversity, equity, and inclusion duties" means:~~

- ~~1. Influencing hiring or employment practices with respect to race, sex, color, or ethnicity except as necessary to comply with state or federal antidiscrimination laws;~~
- ~~2. Promoting differential treatment of or providing special benefits to individuals on the basis of race, color, or ethnicity;~~
- ~~3. Developing or implementing policies, procedures, trainings, activities, or programs that reference race, color, ethnicity, gender identity, or sexual orientation except:
  - ~~a. For the purpose of student recruitment efforts by colleges and universities designated as historically black colleges and universities in collaboration with school districts or open-enrollment charter schools; or~~
  - ~~b. As necessary to comply with state or federal law; and~~~~
- ~~4. Compelling, requiring, inducing, or soliciting any person to provide a diversity, equity, and inclusion statement; or~~
- ~~5. Giving preferential consideration to any person based on the provision of a diversity, equity, and inclusion statement.~~

~~The definition does not include:~~

- ~~1. Contracting with historically underutilized businesses or businesses owned by members of a minority group or by women in accordance with applicable state law;~~
- ~~2. Acknowledging or teaching the significance of state and federal holidays or commemorative months and how those holidays or months fit into the themes of history and the stories of this state and the United States of America in accordance with the essential knowledge and skills adopted under Subchapter A, Chapter 28;~~
- ~~3. Analyzing school-based causes and taking steps to eliminate unlawful discriminatory practices as necessary to address~~

~~achievement gaps and differentials described by Section 39.053;~~

~~4. Instructing students consistent with essential knowledge and skills adopted by the State Board of Education;~~

~~5. Collecting, monitoring, or reporting data; or~~

~~6. Engaging in a policy, practice, procedure, program or activity intended to enhance student academic achievement or post-graduate outcomes that is designed and implemented without regard to race, sex, color, or ethnicity.~~

**Posting Vacancies**

The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.

**Employing Related Employees**

In all cases involving employment, fair and equitable hiring practices shall be observed. Persons responsible for employment in the District shall avoid any act or practice that might be interpreted as preferential consideration shown a relative.

No spouse of the Superintendent, an associate superintendent, or the assistant superintendent of human resources shall be employed by the District. If a current employee is promoted to the position of Superintendent, associate superintendent, or assistant superintendent of human resources, the continued employment of the spouse shall be considered on an individual, case-by-case basis.

The provisions of this policy shall not apply to persons employed before the adopted date of this policy revision, but the administration should direct efforts to eliminate those situations that would not meet these guidelines as circumstances permit.

**Applications**

All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.

**Assignment Identification on Contracts**

In most circumstances, contracts shall not be for specific assignments but shall indicate employment as "teacher," "administrator," or other general employment category.

**Selection, Employment, and Dismissal of Personnel**

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**Note:** For employment of a bus driver related to a Board member or the Superintendent, see DBE(LEGAL).

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EMPLOYMENT PRACTICES

DC  
(LOCAL)

The Board delegates to the Superintendent the final authority to hire contractual (professionals and paraprofessionals) and noncontractual personnel, except those identified immediately below. The term "hire" shall mean the initial employment of a person or rehire after a break in previous employment with the District. All other actions regarding the contracts of current employees shall be taken according to applicable Board policy. [See also BJA] In addition, the Board delegates to the Superintendent the authority to dismiss ancillary and annual contract employees, in accordance with DCD(LOCAL) and DCE(LOCAL).

**Exceptions** Final authority for selection and employment of the Superintendent, internal auditor, and general counsel shall be retained by the Board.

All selection and employment decisions made by the Superintendent shall be made in accordance with District policies, procedures, and practices.

**Campus / District Hiring**

For campus teacher and staff employments, it shall be the responsibility of the principal to approve appointments from a pool of applicants selected by the District or of applicants who meet the hiring requirements established by the Superintendent. One of the hiring requirements is to have on file one or more positive references for the candidate that is (are) deemed appropriate and acceptable to the Superintendent for the position being filled.

**Procedures for Hiring Students**

The hiring of students shall be exempt from local policy requiring the posting of job openings.

The Superintendent or designee shall approve the hiring of any student and shall determine his or her placement in the pay system.

The director of ancillary personnel shall be responsible for providing the necessary hiring procedures and shall also be responsible for ensuring that the District is in compliance with state and federal laws with respect to the employment of minors.

The associate superintendent for business services shall be responsible for providing the accounting and payroll reporting procedures.

**Criminal History Record**

The District shall obtain criminal history record information on a person the District intends to employ. [See DC(LEGAL)]

[For information related to the evaluation of criminal history records, see DBAA.]

EMPLOYMENT PRACTICES

DC  
(LOCAL)

**Resignations**

The Superintendent or designee shall have authority to accept the written resignation of any employee, including employees hired under provisions of the Education Code Chapter 21. [See DFE]

**Employment  
Assistance  
Prohibited**

No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and DH(EXHIBIT) for the Educators' Code of Ethics.]

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Definitions**

Family	<p>The term “immediate family” is defined as:</p> <ol style="list-style-type: none"><li>1. Spouse.</li><li>2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands <i>in loco parentis</i>.</li><li>3. Parent, stepparent, parent-in-law, or other individual who stands <i>in loco parentis</i> to the employee.</li><li>4. Sibling, stepsibling, and sibling-in-law.</li><li>5. Grandparent and grandchild.</li><li>6. Any person residing in the employee’s household at the time of illness or death.</li></ol> <p>To confirm a family relationship, the District may require the employee using leave to provide reasonable documentation, such as a child’s birth certificate, a marriage license, a court order, or a sworn statement from the employee.</p>
Family Emergency	<p>The term “family emergency” shall be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.</p>
Leave Day	<p>A “leave day” for purposes of earning, use, or recording of leave shall mean the number of hours per day equivalent to the employee’s usual assignment, whether full time or part time.</p>
<u>Daily Rate of Pay</u>	<p><u>The “daily rate” of a contract employee, including a teacher, school counselor, or librarian, shall be computed by dividing the employee’s annual salary by the number of duty days in the employee’s contract year.</u></p>
Catastrophic Illness or Injury	<p>A catastrophic illness or injury is a life-threatening condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee’s immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time and, if applicable, vacation days, earned by that employee and to lose compensation from the District. Complications resulting from pregnancy shall be treated the same as any other condition.</p>
Line of Duty Eligible Action	<p>An eligible action taken in the line of duty for the purposes of law enforcement line of duty leave is defined as a reasonable, lawful, and authorized law enforcement action required by or authorized because the employee is a commissioned police officer on duty for</p>

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

the District. An eligible action does not include illness or injury resulting from routine or administrative duties not specific to law enforcement that occur during the course of employment.

**Availability**

In accordance with administrative regulation DEC(REGULATION), the District shall make state personal leave and local leave for the current year available for use at the beginning of the fiscal year.

**Earning Local Leave**

An employee using full or proportionate paid leave shall be considered to be in paid status.

**Deductions**

Leave Without Pay

The District shall not approve paid leave for more leave days than have been accumulated in prior years plus leave currently available. Any unapproved absences or absences beyond accumulated and available paid leave shall result in deductions from the employee's pay.

Leave Proration

*Employed for  
Less Than Full  
Year*

If an employee separates from employment with the District before his or her last duty day of the year, or begins employment after the first duty day, state personal leave and local leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for:

1. State personal leave the employee used beyond his or her pro rata entitlement for the school year; and
2. Local leave the employee used but had not earned as of the date of separation.

**Recording**

The following is provided to allow for absences of less than a full day for professional employees:

1. If a professional employee is absent more than three instructional periods or three hours of the day, he or she shall be charged with a full leave day of absence.
2. If a professional employee is absent two or three instructional periods, he or she shall be charged with one-half leave day of absence from duty.
3. Conference or planning periods shall be counted as periods of employment.
4. For the purpose of this provision, elementary schools and support facilities may use hours in the workday in lieu of instructional periods.

The following is provided to allow for absences of less than a full day for hourly and paraprofessional employees:

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

1. If a paraprofessional employee is absent in excess of 50 percent of his or her workday, the absence shall be charged as one full leave day.
2. If a paraprofessional employee is absent up to 50 percent of his or her workday, the absence shall be charged as one-half leave day.
3. If an hourly employee is absent a portion of his or her workday, the employee shall be charged for the absence on an hourly basis.

If an employee is taking intermittent Family and Medical Leave Act (FMLA) leave, leave shall be recorded in one-hour increments.

**Order of Use**

Earned compensatory time shall be used before any available paid state and local leave or vacation. [See DEAB]

Unless an employee requests a different order for leave or vacation, available paid leave and vacation shall be used in the following order, as applicable:

1. Local leave.
2. State sick leave accumulated before the 1995-96 school year.
3. Vacation, if applicable.
4. State personal leave.

**Concurrent Use of Leave**

When an absent employee is eligible for FMLA leave, the District shall designate the absence as FMLA leave.

The District shall require employees to use accrued compensatory time concurrently with unpaid FMLA leave. The District shall then require employees to use accrued paid leave concurrently with unpaid FMLA leave, unless the employee is a classroom teacher who elects in writing to solely use unpaid FMLA leave for an absence due to pregnancy or the birth or adoption of a child. Temporary disability leave shall apply after FMLA leave is exhausted.

An employee receiving workers' compensation income benefits may be eligible for paid or unpaid leave. An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

**Medical Certification**

An employee shall submit medical certification of the reason for absence if:

1. The employee is absent more than three consecutive workdays because of personal illness or illness in the immediate family;

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent;
3. The employee requests FMLA leave for the employee's serious health condition or that of a spouse, parent, or child; or
4. The employee requests FMLA leave for military caregiver purposes.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

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**Note:** For District contribution to employee insurance during leave, see CRD(LOCAL).

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**State Personal Leave** The Board requires employees to differentiate the manner in which state personal leave is used.

**Nondiscretionary Use** Nondiscretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

**Discretionary Use** Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

**Limitations**  
**Request for Leave** The employee shall submit a written request for discretionary use of state personal leave to the immediate supervisor or designee in advance in accordance with administrative regulations. In deciding whether to approve or deny state personal leave, the supervisor or designee shall not seek or consider the reasons for which an employee requests to use leave. The supervisor or designee shall, however, consider the effect of the employee's absence on the educational program or District operations, as well as the availability of substitutes. Discretionary use of state personal leave shall be granted on a first-come, first-served basis on each campus or within each department.

**Duration of Leave** Discretionary use of state personal leave shall not exceed three consecutive workdays except when used under the student teaching leave provisions for paraprofessional and ancillary employees.

**Local Leave** All employees shall earn five paid local leave days per school year, in accordance with administrative regulation DEC(REGULATION), for the first 187 workdays of employment.

Employees in positions requiring more than 187 workdays per year shall earn additional local leave days, in accordance with administrative regulation DEC(REGULATION).

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Local leave shall accumulate without limit.

Local leave may be used under the student teaching leave provisions for paraprofessional and ancillary employees.

Unless expressly stated otherwise in this policy, local leave shall be used according to the terms and conditions of state sick leave accumulated before the 1995-96 school year. [See DEC(LEGAL)]

**Sick Leave Bank** |

The District shall establish a sick leave bank that employees may join through contribution of local leave.

Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may request leave from the bank if the employee or a member of the employee's immediate family experiences a catastrophic illness or injury and the employee has exhausted all paid leave and vacation, if applicable.

If the employee is unable to request leave from the sick leave bank, a member of the employee's family or the employee's supervisor may submit the request.

The Superintendent or designee shall develop regulations for the operation of the sick leave bank that address the following:

1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;
2. Procedures to request leave from the sick leave bank;
3. The maximum number of days per school year a member employee may receive from the sick leave bank;
4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and
5. Other procedures deemed necessary for the operation of the sick leave bank.

**Emergency Closure  
Leave**

All eligible employees shall receive 10 leave days of emergency closure leave per fiscal year, in accordance with administrative regulation DEC(REGULATION). Emergency closure leave shall not carry over beyond the fiscal year in which it is allocated. Emergency closure leave may only be used if the Superintendent, in accordance with EB(LOCAL), has closed the District, individual campus(es), or facility as a result of a local, regional, or national disaster, epidemic, or other emergency condition resulting in the unplanned closure of the District, individual campus(es), or facility.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Compensation During Closure	Employees who are required to work during an emergency closure of the District or their respective campus(es) or facility shall be compensated in accordance with DEA(LOCAL) and DEA(REGULATION).
<b>Parental Bonding</b>	Local leave and/or state non-discretionary personal leave to a maximum of 10 leave days may be used by an employee for bonding with a child 12 months of age or younger. Paid leave for bonding shall not be granted in conjunction with the provisions of paid leave for adoption or foster care placement for more than a total of 30 days of paid leave. Use of paid leave for parental bonding under this paragraph shall run concurrently with leave under the FMLA, if applicable.
<b>Adoption / Foster Care</b>	Local leave and/or state non-discretionary personal leave to a maximum of 30 leave days may be used for primary care of an adopted child or for the placement of a child with the employee for foster care if the child is 60 months of age or younger. If both parents of the child are employed by the District, the District shall permit combined paid leave for this purpose to a total of 30 days. Use of paid leave for adoption/foster care under this paragraph shall run concurrently with leave under the FMLA, if applicable.
<b>Mental Health Leave</b>	An employee is eligible for up to three days of mental health leave through administrative leave with pay, granted in response to a traumatic event that occurred in the scope of the employee's employment with the District, as defined in DEC(REGULATION). Mental health leave is provided without a deduction in salary or other leave. Requests for mental health leave must be submitted in writing to the employee's immediate supervisor within seven calendar days of the traumatic event. Mental health leave requests shall be treated with confidentiality.
<b>Assault Leave</b>	<p>An eligible employee who is physically assaulted during the performance of regular duties is entitled to the number of days of leave necessary to recuperate from all physical injuries sustained as a result of the assault, for up to two (2) years from the date of injury. A District employee is physically assaulted if the person engaging in the conduct causing injury to the employee:</p> <ol style="list-style-type: none"><li>1. Could be prosecuted for assault; or</li><li>2. Could not be prosecuted for assault only because the person's age or mental capacity makes the person not responsible for purposes of criminal liability.</li></ol> <p>Assault Leave runs concurrent with any other eligible leave.</p>

COMPENSATION AND BENEFITS  
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An employee is considered recuperated from physical injuries sustained once the employee can return to duty with or without accommodations, unless doing so would worsen an injury or additional leave would facilitate the healing process.

**Communicable  
Disease Leave for  
Peace Officers**

A commissioned peace officer employed by the District as a police officer pursuant to CKEA(LOCAL) is eligible for quarantine or isolation leave if the officer in the scope of employment is:

1. Exposed to or contracts a communicable disease defined as a notifiable condition by the Texas Department of State Health Services in Title 25 of the Texas Administrative Code Section 97.3; and
2. Is ordered by the chief of police or the Harris County Public Health Department to quarantine or isolate as a result of the notifiable condition. The communicable disease leave for District police officers under this provision is provided without a deduction in salary or other leave.

If a District police officer is ordered to quarantine by the Harris County Public Health Department under this provision, the officer is eligible for reimbursement for reasonable costs of lodging and meals for the ordered quarantine in accordance with DEC(REGULATION) and District policy.

**Law Enforcement  
Line of Duty Leave**

A commissioned peace officer employed by the District as a police officer pursuant to CKEA(LOCAL) is eligible for law enforcement line of duty leave for physical illness or injury resulting from an eligible action taken while on duty. For up to one year, days of law enforcement line of duty leave may not be deducted from the officer's personal leave. In the event an officer also qualifies for assault leave under this policy, the officer will also be placed on assault leave, which shall run concurrently with law enforcement line of duty leave.

Following exhaustion of law enforcement line of duty leave, the District shall not extend the leave of absence for a police officer's line of duty illness or injury. However, the officer may utilize and any other eligible leave for which the officer qualifies under this policy (i.e., assault leave) or use accumulated personal leave and in accordance with DEC(REGULATION). Injuries or illness resulting from routine or administrative duties not specific to a law enforcement action that occur during employment may be covered by other leave or benefit entitlements for which the officer qualifies and is eligible.

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<b>Other Absences</b>	Any other release time granted or approved days of absence shall result in a deduction of the daily rate of pay for each day of absence, unless otherwise provided. [See DMD]
<b>Family and Medical Leave</b>	<del>For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be measured backward from the date an employee uses FMLA leave.</del> <u>The District shall make FMLA leave available to employees in accordance with DECA(LEGAL) and the following provisions.</u>
<del>Twelve Month Period</del>	
<u>Concurrent Use of Paid Leave</u>	<u>FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable, except as provided below.</u>
<u>Exception</u>	<u>A teacher shall notify the appropriate administrator if they choose not to use paid leave concurrently with FMLA leave for an absence related to pregnancy or the birth or adoption of child.</u>
Combined Leave for Spouses	If both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks. [See DECA(LEGAL)]
Intermittent or Reduced Schedule Leave	The District shall not permit the use of intermittent or reduced schedule FMLA leave for the care of a newborn child or the adoption or placement of a child with the employee. [See DECA(LEGAL) for use of intermittent or reduced schedule leave due to a medical necessity.]
Certification of Leave	<p>If an employee requests or is placed on leave, the employee shall provide certification, as required by FMLA regulations, of the need for leave. [See DECA(LEGAL)]</p> <p>When the need for leave is foreseeable, the employee must return the completed medical certification to the human resources department within 15 calendar days of receiving the form. The health-care provider must describe the appropriate medical facts regarding the person's health condition. Failure to return the forms on a timely basis, or submission of incomplete forms, may result in a delay or denial of leave and could result in the employee's absence being designated as unexcused and unprotected.</p> <p>The employee shall provide subsequent medical certification every 30 days except as provided by FMLA regulations.</p>
Fitness-for-Duty Certification	If an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.

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The medical certification shall contain a statement about the employee's ability to perform essential job functions. Failure to provide the certification may result in a delay or denial of restoration of employment. The costs associated with obtaining the certification shall be the employee's responsibility. The fitness-for-duty requirement shall not apply to employees returning from intermittent or reduced schedule leave.

An employee shall give notice of the intent to return to duty before expiration of the FMLA leave. The employee ordinarily shall give notice two business days before his or her projected date of return in order to minimize potential workplace disruption and to allow for the smooth transition of assignments from other employees to the returning employee.

End-of-Semester Leave If a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester. [See DECA(LEGAL), Leave at the End of a Semester]

Failure to Return If, at the expiration of FMLA leave, the employee is able to return to work but chooses not to do so, the District may require reimbursement of premiums paid by the District during the leave. [See DECA(LEGAL), Recovery of Benefit Cost]

**Temporary Disability Leave**

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent or designee as a request for temporary disability leave. The employee shall provide medical documentation of the need for leave.

A contract employee on temporary disability leave shall notify the Superintendent or designee of the desire to return to active duty at least 30 days prior to the expected date of return. The notice must include a fitness-for-duty certification.

A contract employee returning from temporary disability leave during the last month of service of a contract period must return a minimum of 10 workdays prior to the end of the contract period.

Contract Employees — Certified Educators Any full-time contract employee whose position requires educator certification by the State Board of Educator Certification (an "educator") shall be eligible for temporary disability leave as stated herein. The maximum length of temporary disability leave shall be 180 calendar days or until all paid leave and vacation days, if any, have been exhausted, whichever is greater.

The Superintendent or designee shall have authority to place an employee on temporary disability leave, as appropriate, when in the judgment of the Superintendent or designee upon review of the medical documentation and/or in consultation with the physician

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who has performed a medical exam, the employee's condition interferes with the performance of regular duties. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An educator returning to active duty after a leave of absence for temporary disability is entitled to an assignment at the school where the educator formerly taught, subject to the availability of an appropriate teaching position. In any event, the educator shall be placed on active duty no later than the beginning of the next school year. A principal at another location may voluntarily approve the appointment of an educator who wishes to return from leave of absence. However, if no other principal approves the assignment of the educator by the beginning of the next school year, the District must place the educator at the school where the educator formerly taught or was assigned.

Contract Employees  
— Noncertified  
Positions

Other full-time contract employees (a "full-time employee") shall be eligible for temporary disability leave as stated herein. The maximum length of temporary disability leave shall be 180 calendar days or until all paid leave and vacation days, if any, have been exhausted, whichever is greater.

The Superintendent or designee shall have authority to place an employee on temporary disability leave, as appropriate, when in the judgment of the Superintendent or designee upon review of the medical documentation and/or in consultation with the physician who has performed a medical exam, the employee's condition interferes with the performance of regular duties. [See DBB(LOCAL)]

The District shall make an effort to place a full-time employee returning to active duty after a leave of absence for temporary disability in an assignment at the school or work location where the full-time employee formerly worked, subject to the availability of the same or a similar position. In any event, the full-time employee shall be placed on active duty no later than the beginning of the next school year; however, the assignment may not be in the same or a similar position.

Noncontract  
Employees

The District may grant a noncontract employee a leave of absence for temporary disability for a maximum of 60 workdays per 12-month period or until all paid leave is exhausted, whichever is greater. A 12-month period is measured backward from the date the employee was granted temporary disability.

The Superintendent or designee shall have authority to place an employee on temporary disability leave, as appropriate, when in the judgment of the Superintendent or designee upon review of the medical documentation and/or in consultation with the physician

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who has performed a medical exam, the employee's condition interferes with the performance of regular duties. [See DBB(LOCAL)]

A noncontract employee returning to active duty after a leave of absence for temporary disability shall be assigned to his or her former position, subject to the availability of the position. In the event the former position is no longer available, the employee shall be assigned to the first available comparable or similar position. If a comparable or similar position does not become available within six weeks from the employee's request to return to active duty, the District shall have no further obligation to return the employee to duty; and the employee's employment shall be terminated.

A noncontract employee unable or unwilling to return to work at the conclusion of temporary disability leave and exhaustion of all available leave shall be terminated.

**Workers'  
Compensation**

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**Note:** Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance. [See CRD(LOCAL) regarding payment of insurance contribution during employee absences.]

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An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

An employee eligible for workers' compensation income benefits, and not on assault leave, may elect in writing to use accumulated paid leave instead of receiving weekly income benefits.

An employee choosing to use paid leave shall not receive workers' compensation weekly income benefits until all paid leave is exhausted or to the extent that paid leave does not equal the pre-injury or pre-illness wage. If the employee does not elect to use paid leave, the employee shall receive workers' compensation wage benefits only, which may not equal his or her pre-injury or pre-illness wage.

**Jury Duty**

An employee shall be granted leave with pay and without loss of paid leave for jury duty. The employee shall be required to present documentation of the service and shall be allowed to retain any compensation for this service.

**Other Court  
Appearances**

An employee shall be granted leave with pay and without loss of paid leave for absences due to compliance with a valid subpoena in the following circumstances:

COMPENSATION AND BENEFITS  
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1. The employee, who is not a party to the litigation, is ordered to appear in a legal proceeding pursuant to a lawfully issued subpoena, in accordance with law. [See DEC(LEGAL)]
2. The employee is a defendant in a lawsuit based on actions taken in the course and scope of his or her employment, and the employee is requested by the District's legal counsel to participate in activities and proceedings related to the defense of the lawsuit.
3. The employee is not a party to a lawsuit involving the District but is otherwise requested by the District's legal counsel to provide information, assistance, or testimony in connection with litigation involving the District.

An employee who is a party to non-District litigation or legal proceedings and is absent due to activities and/or proceedings related to the litigation or legal proceedings must use available state personal leave for the absence.

**Professional Study  
Leave**

At the recommendation of a professional employee's principal or supervisor and the Superintendent, a leave of absence without pay may be granted by the Superintendent or designee for up to one contract year for the purposes of pursuing education study or research that are deemed beneficial to the District. The employee must have been employed by the District for at least three years and hold a term or continuing contract with the District to be eligible to apply.

Return to employment in the position or at the site employed prior to the leave is not guaranteed by the District or the employee. Upon presentation to the District of acceptable documentation of fulfillment of the leave, an employee returning to the District from a professional study leave to the same type of position held immediately prior to the leave shall retain previously accumulated unused local leave, contract status earned in the position held immediately prior to the leave, and career ladder status, if any, in the position held immediately prior to the leave.

**Paraprofessional /  
Ancillary Employee  
Leave for Student  
Teaching**

At the recommendation of a paraprofessional/ancillary employee's principal or supervisor, the Superintendent or designee may grant a leave of absence with or without pay for one semester as identified on the current District school calendar for the purpose of student teaching. Student teaching is defined as on-campus classroom teaching at a District school under the direction of a university supervisor and cooperating teacher.

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**Reimbursement of  
Leave Upon  
Retirement**

The paraprofessional/ancillary employee must have been employed by the District for at least three years and be currently enrolled in a program of study leading to a bachelor's degree, teacher certification, and qualification for highly qualified status under federal law.

The District shall not guarantee a return to employment in the same position or at the site employed prior to the leave. A paraprofessional/ancillary employee returning to the District from this leave shall be assigned to a comparable paraprofessional/ancillary position unless selected for a teaching position.

An employee eligible to earn paid leave benefits shall be reimbursed for earned accumulated local leave, state sick leave, and state personal leave if the employee is eligible to retire under the regulations of the Texas Teacher Retirement System (TRS) and submits a letter of resignation giving notice of retirement from the District.

For an employee whose local, state sick, and state personal leave days have been accumulated on less than a full-day (seven-hour) work schedule, leave days shall be converted to full-day equivalents for this benefit.

The following guidelines shall apply:

1. An eligible employee is defined as one who is eligible to retire and receive a standard annuity that is not reduced for early retirement under the TRS Program. If an employee meets the criteria to retire under TRS and another state system, and elects the other retirement system, the employee is eligible for reimbursement of earned accumulated leave upon retirement.
2. Maximum benefits shall only be paid to employees who have been employed by the District for 10 years prior to retirement. Employees who have been employed five to nine years may draw 50 percent to 90 percent of the maximum benefit, respectively.
3. The one-time maximum benefit to an employee shall be \$125 for each unused day of local leave, state sick leave, and state personal leave, not to exceed a maximum of 150 days.
4. This benefit shall be paid to employees who submit their resignation with the intent to retire either:
  - a. At the completion of the semester as identified in the current school calendar; or
  - b. At the completion of their annual work calendar year.

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The last professional day in each semester for teachers may serve as the end of the semester for hourly employees for purposes of retirement and payment of this benefit. An eligible employee who has not completed a full semester as identified by the current school calendar or completed his or her annual work calendar because of medical conditions certified in writing by a physician shall be paid for his or her accumulated leave balance. Benefits shall be paid in the month following the retirement date.

**Reasons**

The recommendation to the Board and its decision not to renew a contract under this policy shall not be based on an employee's exercise of Constitutional rights or based unlawfully on an employee's race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. Reasons for proposed nonrenewal of an employee's term contract shall be:

1. Deficiencies pointed out in observation reports, appraisals or evaluations, supplemental memoranda, or other communications.
2. Failure to fulfill duties or responsibilities.
3. Incompetency or inefficiency in the performance of duties.
4. Inability to maintain discipline in any situation in which the employee is responsible for the oversight and supervision of students.
5. Insubordination or failure to comply with official directives.
6. Failure to comply with Board policies or administrative regulations.
7. Excessive absences.
8. Conducting personal business during school hours when it results in neglect of duties.
9. Reduction in force because of financial exigency. [See DFFA]
10. Reduction in force because of a program change. [See DFFB]
11. The employee is not retained at a campus in accordance with the provisions of a campus turnaround plan. [See AIC]
12. Drunkenness or excessive use of alcoholic beverages; or possession, use, or being under the influence of alcohol or alcoholic beverages while on District property, while working in the scope of the employee's duties, or while attending any school- or District-sponsored activity.
13. The illegal possession, use, manufacture, or distribution of a controlled substance, a drug, a dangerous drug, hallucinogens, or other substances regulated by state statutes.
14. Failure to meet the District's standards of professional conduct.
15. Failure to report any arrest, indictment, conviction, no contest or guilty plea, or other adjudication for any felony, any crime

involving moral turpitude, or other offense listed at DH(LOCAL). [See DH]

16. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]
17. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.
18. Disability, not otherwise protected by law, that prevents the employee from performing the essential functions of the job, with or without reasonable accommodation.
19. Any activity, school-connected or otherwise, that, because of publicity given it, or knowledge of it among students, faculty, or the community, impairs or diminishes the employee's effectiveness in the District.
20. Any breach by the employee of an employment contract or any reason specified in the employee's employment contract.
21. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, or colleagues.
22. A significant lack of student progress attributable to the educator.
23. Behavior that presents a danger of physical harm to a student or to other individuals.
24. Assault on a person on District property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.
25. Use of profanity in the course of performing any duties of employment, whether on or off school premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.
26. Falsification of records or other documents related to the District's activities.
27. Falsification or omission of required information on an employment application.
28. Misrepresentation of facts to a supervisor or other District official in the conduct of District business.

29. Failure to fulfill requirements for state licensure or certification, including passing certification or licensing examinations required by state or federal law or by the District, for the employee's assignment.
30. Failure to maintain licensing and certification requirements, including the completion of required continuing education hours, for the employee's assignment.
31. Failure to complete certification or permit renewal requirements, or failure to fulfill the requirements of a deficiency plan, under an Emergency Permit or a Temporary Classroom Assignment Permit.
32. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.
33. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.
34. Engaging in or assigning to another individual, whether intentionally or knowingly, an instruction, guidance, activities, or programming prohibited by law. [See EMB]
35. Engaging in or assigning to another individual, whether intentionally or knowingly, diversity, equity, and inclusion duties prohibited by law.
- ~~34-36.~~ Any reason constituting good cause for terminating the contract during its term.

Recommendations  
from Administration

Administrative recommendations for renewal or proposed nonrenewal of term contracts shall be submitted to the Superintendent. A recommendation for proposed nonrenewal shall be supported by any relevant documentation. The final decision on the administrative recommendation to the Board on each employee's contract rests with the Superintendent.

Superintendent's  
Recommendation

The Superintendent shall prepare lists of employees whose contracts are recommended for renewal or proposed nonrenewal by the Board. Supporting documentation, if any, and reasons for the recommendation shall be submitted for each employee recommended for proposed nonrenewal.

The Board shall consider such information, as appropriate, in support of recommendations for proposed nonrenewal and shall then act on all recommendations.

Notice of Proposed  
Nonrenewal

After the Board votes to propose nonrenewal, the Superintendent or designee shall deliver written notice of proposed nonrenewal in accordance with law.

If the notice of proposed nonrenewal does not contain a statement of the reason or all the reasons for the proposed action, and the employee requests a hearing, the District shall give the employee notice of all reasons for the proposed nonrenewal at a reasonable time before the hearing. The initial notice or any subsequent notice shall contain the hearing procedures.

**Request for Hearing**

If the employee desires a hearing after receiving the notice of proposed nonrenewal, the employee shall notify the Board in writing not later than the 15th day after the date the employee received the notice of proposed nonrenewal.

When a timely request for a hearing on a proposed nonrenewal is received by the presiding officer, the Board shall notify the employee of the date and time of the hearing, which shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay.

**Hearing By the Board**

Unless the employee requests that the hearing be open, the hearing shall be conducted in closed meeting with only the members of the Board, the employee, the Superintendent, their representatives, and such witnesses as may be called in attendance. Witnesses may be excluded from the hearing until called to present evidence. The employee and the administration may choose a representative. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

**Hearing Procedures**

The conduct of the hearing shall be under the presiding officer's control and shall generally follow the steps listed below:

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the administration's presentation, supported by such proof as it desires to offer.
3. The employee may cross-examine any witnesses for the administration.
4. The employee may then present such testimonial or documentary proof, as desired, to offer in rebuttal or general support of the contention that the contract be renewed.
5. The administration may cross-examine any witnesses for the employee and offer rebuttal to the testimony of the employee's witnesses.

6. Closing arguments may be made by each party.

A record of the hearing shall be made so that a certified transcript can be prepared, if required.

Board Decision

The Board may consider only evidence presented at the hearing. After all the evidence has been presented, if the Board determines that the reasons given in support of the recommendation to not renew the employee's contract are lawful, supported by the evidence, and not arbitrary or capricious, it shall so notify the employee by a written notice not later than the 15th day after the date on which the hearing is concluded. This notice shall also include the Board's decision on renewal, which decision shall be final.

No Hearing

If the employee fails to request a hearing, the Board shall take the appropriate action and notify the employee in writing of that action not later than the 30th day after the date the notice of proposed nonrenewal was sent.

**Threat Assessment  
and Safe and  
Supportive Team**

In compliance with law, the Superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus. The Superintendent shall appoint team members. The team shall be responsible for developing and implementing a safe and supportive school program at each campus served by the team and shall support the District in implementing its multi-hazard emergency operations plan.

Training

Each team shall complete training provided by an approved provider on evidence-based threat assessment programs.

Student Reports

Each campus shall establish a clear procedure for a student to report concerning behavior exhibited by another student for assessment by the team or other appropriate District employee.

Employee  
Confidentiality

A District employee who reports a potential threat may elect for the employee's identity to remain confidential and not be subject to disclosure under the state's public information law. The employee's identity shall only be revealed when necessary for the team, the District, or law enforcement to investigate the reported threat.

The District shall maintain a record of the identity of a District employee who elects for the employee's identity to remain confidential.

Notification to  
Teaching Staff of  
Threat

As soon as safe and practicable after an administrator or team receives information regarding a threat against a campus, including a threat made through social media, the appropriate administrator or the team shall immediately provide to each member of the teaching staff, including teacher aides, who may be directly affected by the threat a statement containing the following information:

1. The existence of the threat;
2. The nature of the threat; and
3. Any other pertinent detail to ensure student and staff safety.

The Superintendent shall develop administrative regulations to ensure that the required notice is provided to the teaching staff in accordance with law. The administrative regulations may also address notification of other appropriate employees on the affected campus.

Imminent Threats or  
Emergencies

A member of the team or any District employee may act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly.

Threat Assessment  
Process

The District shall develop procedures as recommended by the Texas School Safety Center. In accordance with those procedures,

the threat assessment and safe and supportive team shall conduct threat assessments using a process that includes:

1. Identifying individuals, based on referrals, tips, or observations, whose behavior has raised concerns due to threats of violence or exhibition of behavior that is harmful, threatening, or violent.
2. Conducting an individualized assessment based on reasonably available information to determine whether the individual poses a threat of violence or poses a risk of harm to self or others and the level of risk.
3. Implementing appropriate intervention and monitoring strategies, if the team determines an individual poses a threat of harm to self or others. These strategies may include referral of a student for a mental health assessment and escalation procedures as appropriate.

For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent, who shall immediately attempt to contact the student's parent or guardian. Additionally, the Superintendent shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District's multihazard emergency operations plan.

For a student the team identifies as at risk of suicide, the team shall follow the District's suicide prevention program.

For a student the team identifies as having a substance abuse issue, the team shall follow the District's substance abuse program.

For a student whose conduct may constitute a violation of the District's Student Code of Conduct, the team shall make a referral to the campus behavior coordinator or other appropriate administrator to consider disciplinary action.

As appropriate, the team may refer a student:

1. To a local mental health authority or health-care provider for evaluation or treatment; or
2. For a full individualized and initial evaluation for special education services.

The team shall not provide any mental health-care services, except as permitted by law.

STUDENT WELFARE  
CRISIS INTERVENTION

FFB  
(LOCAL)

Guidance to School  
Community

The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting.

Reports

The team shall provide reports to the Texas Education Agency as required by law.

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**Note:** See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

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The District shall notify a parent of a student with whom ~~an educator~~ a District employee or a person acting as a service provider for the District is alleged to have engaged in misconduct, informing the parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the ~~educator~~ individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification (SBEC) concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an ~~educator's~~ individual's alleged abuse or commission of an otherwise unlawful act with ~~the~~ student or involvement in a romantic relationship, or soliciting or engaging in sexual contact with ~~the~~ student.

**Notice of Suspected  
Criminal Offense**

Except as provided by state law regarding child abuse investigations, the District shall notify a parent not later than one business day after the date an employee first suspects that a criminal offense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse and FFH for parental notification requirements regarding prohibited conduct as defined by that policy.]

LANDSCAPE FACILITIES MAINTENANCE EASEMENT

THE STATE OF TEXAS                   §  
  §     KNOW ALL PERSONS BY THESE PRESENTS:  
COUNTY OF HARRIS                   §

THAT CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT, a political subdivision of the State of Texas ("Grantor"), whose address is 11440 Matzke Road, Cypress, Harris County, Texas 77429, for and in consideration of the sum of Ten & No/100 Dollars (\$10.00) and other good and valuable consideration to Grantor in hand paid by HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 166 ("Grantee"), whose address is 1300 Post Oak Boulevard, Suite 2400, Houston, Texas 77056, a body politic and corporate and a governmental agency of the State of Texas organized under the provisions of Article XVI, Section 59, Texas Constitution, the receipt and sufficiency of which are hereby acknowledged and confessed, and subject to the matters set forth below, has GRANTED, SOLD, and CONVEYED, and by these presents does GRANT, SELL, and CONVEY, unto Grantee a non-exclusive right-of-way (the "Easement") for the purpose of constructing, maintaining, operating, repairing, altering, inspecting and reconstructing landscaping improvements, including trees, shrubs, and other plantings, an irrigation system and related equipment and appurtenances, and other recreational facilities associated with landscaped areas (the "Facilities"), subject to the terms and provisions hereinafter set forth, in, over, under, across, and through that certain tract or parcel of land containing 1.096 acre, which 1.096 acre is out of and part of the W. C. R.R. Co. Survey, Section 11, Abstract No. 910, Harris County, Texas, and said 1.096 acre being more particularly described by metes and bounds on Exhibit "A", attached hereto and incorporated herein by this reference for all purposes (the "Easement Tract").

Prior to the initial construction of the Facilities, Grantee shall have the right to go over and across the lands of Grantor that are adjacent to the Easement Tract for purposes of performing surveys and other such necessary pre-construction work; provided, however, that no excavation work, earth moving work, or other such work shall be undertaken by Grantee on any lands of Grantor other than the Easement Tract. After the initial construction of the Facilities, Grantee, from time to time, shall have a right of ingress and egress over, along and across the Easement Tract for purposes of operating, repairing, maintaining, altering, reconstructing and/or inspecting (within the Easement Tract) the Facilities and all associated equipment and appurtenances thereto. Except as otherwise specifically set forth in this paragraph, Grantee shall have no right to go or travel upon, over or across any lands of Grantor except for the Easement Tract. Nothing contained herein shall grant or be construed as granting to Grantee the right to use the Easement Tract for any purpose other than for the purposes herein specified or to change the dimensions or location of the Easement Tract.

It is expressly provided that Grantor reserves unto itself, its successors and assigns, all other rights in and to the Easement Tract which do not unreasonably interfere with or prevent the use of the Easement herein granted and conveyed to Grantee.

The Easement hereby granted is non-exclusive, and Grantor, its successors and assigns, shall have the right from time to time to grant further easements over, across, through, and under the Easement Tract for any lawful purpose, provided that the holder of such easement does not unduly or unreasonably interfere with the Easement rights herein granted.

TO HAVE AND TO HOLD the above described Easement, together with all and singular the rights and appurtenances thereto in anywise belonging, including all necessary rights of ingress, egress, and regress, unto Grantee, its successors and assigns, forever; and Grantor does hereby bind Grantor and Grantor's successors and assigns to WARRANT AND FOREVER DEFEND, all and singular, the Easement unto Grantee, and its successors, substitutes and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, subject to all of the terms, conditions, provisions and limitations hereinabove set forth and provided.

*[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.]*

EXECUTED this \_\_\_\_ day of \_\_\_\_\_, 2026.

CYPRESS-FAIRBANKS  
INDEPENDENT SCHOOL DISTRICT

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

THE STATE OF TEXAS           §  
  §  
COUNTY OF HARRIS         §

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2026,  
by \_\_\_\_\_, the \_\_\_\_\_  
of Cypress-Fairbanks Independent School District, a political subdivision of the State of Texas, on  
behalf of said entity.

\_\_\_\_\_  
Notary Public in and for  
the State of T E X A S

(SEAL)

# EXHIBIT "A"

## METES AND BOUNDS DESCRIPTION OF 1.096 ACRES (47,731 SQUARE FEET) OF LAND IN THE W. C. R.R. CO. SURVEY, SEC. 11, A-910 IN HARRIS COUNTY, TEXAS

BEING 1.096 acres (47,731 square feet) of land in the W. C. R.R. Co. Survey, Sec. 11. Abstract Number 910 in Harris County, Texas, being a portion of Unrestricted Reserve "C" of CYPRESS FAIRBANKS I.S.D. MIDDLE SCHOOL NO. 13 according to the plat thereof recorded under Film Code No. 551132 of the Map Records of Harris County, Texas, and being more particularly described by metes and bounds as follows with bearings based on the Texas Coordinate System of 1983, South Central Zone:

**COMMENCING** at a 5/8-inch iron rod found for the southeast corner of HARRIS COUNTY M.U.D. NOs. 166, 257 & 276 WASTEWATER TREATMENT PLANT according to the plat thereof recorded under Film Code No. 527192 of the Map Records of Harris County, Texas, being on the north right-of-way line of West Little York Road (100' R.O.W.) and on a curve to the left, from which a 5/8-inch iron rod found for the northeast corner of said HARRIS COUNTY M.U.D. NOs. 166, 257 & 276 WASTEWATER TREATMENT PLANT bears North 02° 41' 07" West – 355.55 feet;

**THENCE**, in a westerly direction, with the northerly right-of-way line of said West Little York Road and said curve to the left, having a radius of 2050.00 feet, a central angle of 02° 14' 46", a chord bearing and distance of South 86° 11' 46" West – 80.36 feet, and an arc distance of 80.37 feet, to the southeast corner of said Unrestricted Reserve "C" of CYPRESS FAIRBANKS I.S.D. MIDDLE SCHOOL NO. 13, the most southerly southwest corner of said HARRIS COUNTY M.U.D. NOs. 166, 257 & 276 WASTEWATER TREATMENT PLANT and the southeast corner and **POINT OF BEGINNING** of the herein described tract;

**THENCE**, continuing in a westerly direction, with the northerly right-of-way line of said West Little York Road and a curve to the left, having a radius of 2050.00 feet, a central angle of 08° 43' 17", a chord bearing and distance of South 80° 42' 44" West - 311.74 feet, and an arc distance of 312.04 feet, to the southwest corner of the herein described tract and the end of curve;

**THENCE** North 02° 40' 43" West - 153.57 feet, across said Unrestricted Reserve "C" of CYPRESS FAIRBANKS I.S.D. MIDDLE SCHOOL NO. 13, to the most westerly southwest corner of said HARRIS COUNTY M.U.D. NOs. 166, 257 & 276 WASTEWATER TREATMENT PLANT and the northwest corner of the herein described tract;

**THENCE**, with the common lines of said CYPRESS FAIRBANKS I.S.D. MIDDLE SCHOOL NO. 13 and HARRIS COUNTY M.U.D. NOS. 166, 257 & 276 WASTEWATER TREATMENT PLANT, the following courses and distances:

North 78° 16' 55" East - 220.81 feet to an angle corner of the herein described tract;

North 87° 32' 40" East - 91.88 feet to the northeast corner of the herein described tract;

South 02° 34' 27" East - 152.02 feet to the **POINT OF BEGINNING** of the herein described tract and containing 1.096 acres (47,731 square feet) of land.

Prepared by:

IDS Engineering Group

TxSurv Firm 10110700

Job No. 900-001-00-562

October 15, 2025



Carlos Jaramillo

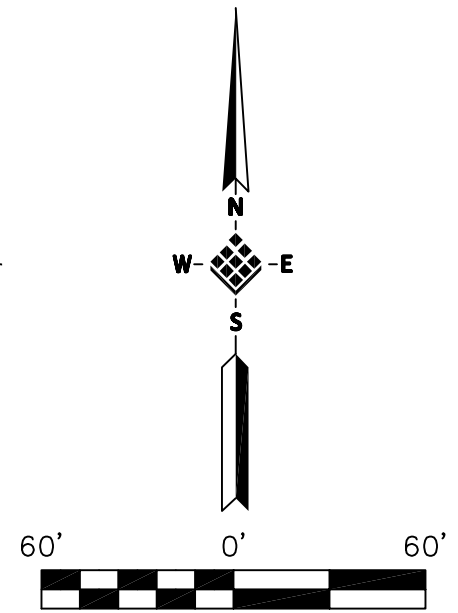
Registered Professional Land Surveyor

Texas Registration Number 6960



V:\Jobs\900\910-001-00 HCMUD 166\Task 562 WWTP Cyfair MB\Work In Progress\WWTP Cyfair MB.dwg-Portrait Plotted Oct 15, 2025 at 4:36pm by cjaramillo | Last Saved by: cjaramillo

W. C. R.R. CO. SURVEY, SEC. 11, A-910



14.064 ACRES TRACT  
HARRIS COUNTY FLOOD  
CONTROL DISTRICT  
FILE No S996355, O.P.R.R.P.

150' DRAINAGE EASEMENT  
FILM CODE NO. 527192, H.C.M.R.

RESIDUE OF 92.2179 ACRES  
BLUE SKY L.Y. PROPERTIES, LLC  
FILE No. U280318, O.P.R.R.P.

HARRIS COUNTY M.U.D. NOS. 166, 257 & 276  
WASTEWATER TREATMENT PLANT  
FILM CODE NO. 527192, H.C.M.R.

9.289 ACRES  
J.J. MEYER AND J.P. HOLLAND  
FAMILY, L.P.  
TO  
CYPRESS-FAIRBANKS  
INDEPENDENT SCHOOL DISTRICT  
FILE No W374098, O.P.R.R.P.

UNRESTRICTED RESERVE "C"  
CYPRESS FAIRBANKS I.S.D.  
MIDDLE SCHOOL NO. 13  
FILM CODE NO. 551132, H.C.M.R.

UNRESTRICTED RESERVE "C"  
CYPRESS FAIRBANKS I.S.D.  
MIDDLE SCHOOL NO. 13  
FILM CODE NO. 551132, H.C.M.R.

**1.096 ACRES**  
(47,731 SQUARE FEET)

W. LITTLE YORK ROAD  
(100' R.O.W.)  
(FILE NO. G786598 O.P.R.R.P.)

N 02°40'43" W - 153.57'

N 78°16'55" E - 220.81'

S 02°34'27" E - 152.02'

N 02°41'07" W - 355.55'

ALBERT MATZKE SURVEY, A-1317  
W.C. R.R. Co. SURVEY SEC. 11, A-910  
APPROXIMATE LOCATION OF ABSTRACT LINE

FND. 5/8" IRON ROD

POC  
FND. 5/8" IRON ROD

POB

C1

C2

L1

25' BUILDING LINE

LINE	BEARING	DISTANCE
L1	N 87°32'40" E	91.88'

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	80.37'	2050.00'	2°14'46"	S 86°11'46" W	80.36'
C2	312.04'	2050.00'	8°43'17"	S 80°42'44" W	311.74'

SYMBOL LEGEND

○ FOUND MONUMENT

ALL BEARINGS BASED ON THE TEXAS COORDINATE SYSTEM OF 1983, SOUTH CENTRAL ZONE.



13430 NW. Freeway  
Suite 700  
Houston, Tx. 77040  
713.462.3178  
TxEng Firm 2726  
TxSurv Firm 10110700

EXHIBIT

**1.096 ACRES (47,731 SQUARE FEET)**  
**IN THE W. C. R.R. CO. SURVEY,**  
**SEC. 11, A-910**  
**HARRIS COUNTY, TEXAS**

DRAWN: CJ	ORIGINAL ISSUE DATE: 10/15/2025	ORIGINAL SCALE: 1" = 60'
APPROVED FOR ISSUE:	JOB NO.: 910-001-00-562	

# CYPRESS FAIRBANKS

INDEPENDENT SCHOOL DISTRICT

LEARN • EMPOWER • ACHIEVE • DREAM

To: Charles Franklin  
Assistant Superintendent of Technology and Information Services

From: Kim Bowlin  
Assistant Director of Technology Support Services

Date: May 11, 2026

Re: CFISD Student Technology Safety and Digital Wellness Platform  
Contract ID: 25-07-1063

Item	Description	Qty	Term	Insight Investments, LLC. Choice Partners #22/043KN-07		Lightspeed Systems TIPS #260105		Stryke Security Inc. TIPS #220105	
				Year 1 - 3	Year 4 - 6	Year 1 - 3	Year 4 - 6	Year 1 - 3	Year 4 - 6
				\$4,831,200.00		\$4,200,000.00		\$4,620,000.00	
<b>Total Purchase Price of Base Contract and Three Year Renewal (Bundled SKU)</b>				\$ 2,415,600.00	\$ 2,415,600.00	\$ 2,100,000.00	\$ 2,100,000.00	\$ 2,310,000.00	\$ 2,310,000.00

Item 1	CFISD Bundled - SKU: FullQ-BNDL-A Bundle Includes Content Filter (end to end content filtering), Classroom Management (screen monitoring and control), Alert (student safety monitoring), Signal (device, internet and app health), Insight (app usage, ROI, and compliance), StopIT (report concerns anonymously), Rocket Appliance and Lightspeed Systems Professional Services Scheduled Set-up and Training	110,000 to 133,000	3 Year	\$	805,200.00	\$	805,200.00	\$	700,000.00	\$	700,000.00	\$	770,000.00	\$	770,000.00
Item 2	MDM - SKU: MDM-A (Apple Device Management) Price per device per year.	118000	3 Year	\$	4.60	\$	4.60	\$	4.00	\$	4.00	\$	4.40	\$	4.40
Item 3	Balance - SKU: BLNCE-A Student screen time management and quota enforcement. Priced per license per year.	118000	3 Year	\$	2.30	\$	2.30	\$	2.00	\$	2.00	\$	2.20	\$	2.20

\* Lightspeed Systems is a contracted vendor on the TIPS-USA (The Interlocal Purchasing System) Purchasing Cooperative Contract No. 260105. The District invited vendors on cooperative contracts for Lightspeed Systems to submit proposals for software, hardware, and services. Three (3) vendors submitted pricing for this bid. The department plans to purchase the Bundled SKU. Optional products were bid. At this time, there are no planned purchases for the MDM or Balance applications.

Recommendation: Lightspeed Systems

Funding: Multiple Funding Sources

Estimated Expenditure:
 

\$2,100,000.00	Base Contract (Years 1 - 3)
<u>\$2,100,000.00</u>	Optional Renewal (Years 4 - 6)
<b>\$4,200,000.00</b>	

Contract Term:
 

June 1, 2026 to June 30, 2029	Base Contract
July 1, 2029 - June 30, 2032	Optional Renewal

kb

3 Year Period Including Hardware Appliance Cooperative Contract Number		Vendor		Insight Investments, LLC. Choice Partners #22/043KN-07		Lightspeed Systems TIPS #260105		Stryke Security Inc. TIPS #220105	
Description	Planned User Coverage Quantity	Term	Unit Price	Total	Unit Price	Total	Unit Price	Total	
CFISD Bundled - SKU: FullIQ-BNDL-A Bundle Includes Content Filter (end to end content filtering), Classroom Management (screen monitoring and control), Alert (student safety monitoring), Signal (device, internet and app health), Insight (app usage, ROI, and compliance), StopIT (report concerns anonymously), Rocket Appliance and Lightspeed Systems Professional Services Scheduled Set-up and Training MDM - SKU: MDM-A (Apple Device Management) Price per device per year. Balance - SKU: BLNCE-A Student screen time management and quota enforcement. Priced per license per year.	110,000 to 133,000 1 1	1 Year 1 Year 1 Year	\$7.32 \$4.60 \$2.30	\$805,200.00 \$4.60 \$2.30	\$6.37 \$4.00 \$2.00	\$700,000.00 \$4.00 \$2.00	\$7.00 \$4.40 \$2.20	\$770,000.00 \$4.40 \$2.20	

Quote Option #2 Without the Appliance	Vendor		Insight Investments, LLC.		Lightspeed Systems		Stryke Security Inc.	
	Planned User Coverage (QTY)	Term	Total	Total	Total	Total		
Year 1 Estimated Expenditure (Bundled SKU)	110,000 to 133,000	June 1, 2026 - May 31, 2027	\$805,200.00	\$805,200.00	\$700,000.00	\$770,000.00		
Year 2 Estimated Expenditure (Bundled SKU)	110,000 to 133,000	June 1, 2027 - May 31, 2028	\$805,200.00	\$805,200.00	\$700,000.00	\$770,000.00		
Year 3 Estimated Expenditure (Bundled SKU)	110,000 to 133,000	June 1, 2028 - May 31, 2029	\$805,200.00	\$805,200.00	\$700,000.00	\$770,000.00		
Year 4 Estimated Expenditure(renewal includes replacement of Rocket Appliance)	110,000 to 133,000	June 1, 2029 - May 31, 2030	\$805,200.00	\$805,200.00	\$700,000.00	\$770,000.00		
Year 5 Estimated Expenditure(renewal includes replacement of Rocket Appliance)	110,000 to 133,000	June 1, 2030 - May 31, 2031	\$805,200.00	\$805,200.00	\$700,000.00	\$770,000.00		
Year 6 Estimated Expenditure(renewal includes replacement of Rocket Appliance)	110,000 to 133,000	June 1, 2031 - May 31, 2032	\$805,200.00	\$805,200.00	\$700,000.00	\$770,000.00		
Total for Years 1 - 3		3 Year	\$2,415,600.00	\$2,415,600.00	\$2,100,000.00	\$2,310,000.00		
Total for Years 4 - 6		3 Year	\$2,415,600.00	\$2,415,600.00	\$2,100,000.00	\$2,310,000.00		
Grand Total for 6 Year Lightspeed Platform and optional MDM and Balance Licenses			\$4,831,200.00	\$4,831,200.00	\$4,200,000.00	\$4,620,000.00		

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Memorandum

To: Charles Franklin, Assistant Superintendent, Technology Service and Information Systems

From: Kim Bowlin, Assistant Director, Technology Support Services

Subject: CFISD Student Technology Safety and Digital Wellness Platform

In an era where digital learning is inseparable from the K-12 experience, ensuring a secure, productive, and balanced online environment is a paramount responsibility. The department has tested and reviewed Student Technology Safety and Digital Wellness Platforms this school year. Cypress-Fairbanks ISD's (CFISD or the district) current agreement for Ativion's Student Keeper will expire on June 28, 2026. Student Keeper is a comprehensive platform that combines (enterprise-level) web filtering, classroom management, and student well-being tools. The district originally purchased this product in May 2020. The original purchase included the hardware appliances with a five-year warranty as well as the software product suite. CFISD renewed Student Keeper for the 2025 – 2026 school year. Included in the renewal was the classroom management product.

In January of 2024, the district purchased Lightspeed System's Digital Insight Product (currently renamed Insight). The Insight license expires on June 30, 2026. All of the district devices have an Insight reporting agent. Device usage, application usage, and Return on Investment reporting were available on the original product. The current product supports workflow requests, public list management, alignment with application vetting from 1EDTech Educational Consortium, and compliance with data privacy regulations.

The district currently uses SolarWinds as the internet and network health tool. The department reviewed health tools during the solicitation evaluation. The recommendation is to continue to use SolarWinds and add the Signal module as an additional device health tool.

Finally, the district currently uses Navigate 360's TipLine. The current license expires on June 30, 2026. The district reviewed incident reporting products as part of the Student Technology Safety and Digital Wellness Platform review.

After reviewing products, the committee recommends adopting the Lightspeed Systems platform. The recommendation will provide cost savings for the district. This integrated suite provides a unified framework for managing district-wide technology, while offering a holistic approach to student safety, instructional efficacy, and data-driven decision-making.

The cornerstone of this recommendation is the suite's sophisticated approach to student safety. Unlike legacy filters, Lightspeed Alert uses advanced AI to monitor student activity in real time for indicators of self-harm, violence, or bullying. By providing 24/7/365 human-augmented monitoring, the system ensures that high-risk situations are escalated to district leadership

immediately. This proactive safety net is essential for early intervention, potentially saving lives by identifying cries for help that might otherwise go unnoticed in a digital landscape. This will replace Ativion's Student Keeper product.

Lightspeed StopIT is a comprehensive, anonymous reporting tool for K-12 schools. It is designed to empower students and staff to report bullying, threats, and mental health crises. It includes a mobile app, web app, and hotline that enable anonymous tips, two-way communication, and 24/7/365 incident management to promote a safer, proactive school culture. This will replace Navigate 360's TipLine.

Lightspeed Signal provides multi-layer visibility across devices, applications, and internet performance. The application will allow the department to track uptime, outage patterns, and latency, ensuring that technology can meet the demands of classrooms. Device health metrics (battery life and idle time) are also available on the dashboard. The department plans to use this product alongside SolarWinds.

Furthermore, Lightspeed Filter and Lightspeed Classroom Management empower our educators to reclaim the digital classroom. The filter offers granular, flexible control that protects students from harmful content without stifling exploration, while Classroom Management provides teachers with real-time visibility into students' screens. This transparency reduces digital distractions, allows for instant redirection, and ensures that the district's investment in 1:1 device initiatives translates directly into measurable learning outcomes rather than aimless browsing. This will replace Ativion's Student Keeper.

From an operational standpoint, the Lightspeed Digital Insight platform provides leadership with the data necessary to optimize the district's technology budget. By tracking the usage and efficacy of every application and resource in our inventory, we can identify underutilized software and eliminate redundant subscriptions. This level of visibility ensures that every dollar spent on educational technology is high-impact and compliant with evolving student privacy regulations, such as COPPA and FERPA. This recommendation will renew the license for Insight, a current district product.

Finally, the primary advantage of adopting the entire Lightspeed suite lies in its seamless integration. Managing disparate security and instructional tools creates "silos" of data and administrative fatigue. By unifying filtering, safety monitoring, classroom management, and analytics under a single cloud-managed umbrella, our IT department can operate with greater agility. This unified ecosystem ensures that our district remains not only compliant and efficient but, most importantly, a safe harbor for our students to grow and learn.

Thank you for your time and consideration. I am available to provide any additional information or answer questions if needed.

Sincerely,

*Kim Bowlin*

Kim Bowlin  
Assistant Director, Technology Support Services  
Cypress-Fairbanks ISD

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**To:**           Darin Crawford  
                  Assistant Superintendent for Support Services

**From:**       Suzy Hunter  
                  Nutrition Services Director

**Date:**        April 8, 2026

**Re:**           Mobile Pump and Fill Station for Nutrition Services  
                  Annual Contract # 26-05-3982

The following bids were received and opened at 1:00 p.m., Friday, March 20, 2026, as advertised and specified in documents concerning **Annual Contract #26-05-3982 Mobile Pump and Fill Station for Nutrition Services**. The bids received are located on page 2.

**Recommendation:**                   Kommercial Kitchens (Terry Woodard Enterprises, Inc)

**Estimated Expenditure:**           \$271,169.00

**Contract Term:**                    May 12, 2026 - May 11, 2027

**Renewal:**                            1 Year

sm

Line 1 Mobile Pump & Fill Station

<u>SUPPLIER</u>	<u>Brand / Product Code</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
<u>Kommerical Kitchens (Terry Woodard Enterprises, Inc)</u>	<u>CapKold CKPF/3</u>	<u>2</u>	<u>EA</u>	<u>\$135,584.50</u>	<u>\$271,169.00</u> <sup>a</sup>
Culinary Depot (Chef's Depot)	CapKold CKPF/3	2	EA	\$140,864.80	\$281,729.60



**Cypress-Fairbanks Independent School District  
Nutrition Services Department**

11355 Perry Road  
Houston, Texas 77064  
281-897-4543

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TO: Chelsea Aitken, Director of Procurement Services  
FROM: Suzy Hunter, Nutrition Services Director  
DATE: 4/8/2026  
RE: Mobile Pump and Fill Station for Nutrition Services 26-05-3982

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The purpose of this memo is to explain the evaluation scoring for the Mobile Pump and Fill Station for Nutrition Services 26-05-3982 bid. The vendor awarded has the highest score per line based on the weighted criteria included in the solicitation. The weighted criteria were developed to maintain compliance with the United States Department of Agriculture regulations for federal programs.

Weighted criteria include purchase price, quality of the vendor's goods or services, extent to which the goods or services meet the needs of the District, and any other relevant factors specifically listed in the request for bid or proposal. The evaluating committee was comprised of our own internal procurement professionals and other relevant Nutrition Services staff.

If you have any questions, please contact the Nutrition Services Department.

Sincerely,

Suzy Hunter  
Nutrition Services Director



**To:** Darin Crawford  
Assistant Superintendent for Support Services

**From:** Chelsea Aitken  
Director of Procurement Services

**Date:** April 8, 2026

**Re:** Print Shop Equipment Lease and Related Services  
Contract #25-07-1030

Item Description	Canon Financial Services, Inc.
Print Shop Equipment Leases , Monthly Maintenance Components and Click Charges	
Monthly Cost	\$32,004.09

\* Canon Financial Services, Inc. is a contracted vendor on the DIR Purchasing Cooperative contract number DIR-CPO-5428.

**Recommendation:** Canon Financial Services, Inc.

**Contract Term** 63 months

**Estimated Expenditure:** \$2,016,257.67

HB

**Memo:**

**To: Chelsea Aitken**  
**Director of Procurement**

**From: Orlando Garcia**  
**Director of Support Services**

**Subject: Recommendation for Print Shop Equipment Lease and Related Services**

**Date: March 30, 2026**

The Print Center team recommends the proposed lease agreement based on several key factors that support both operational efficiency and long-term value.

First, we are delivering cost savings on leases, toner, and per-click charges compared with current year's pricing. While the overall monthly cost reflects an increase of \$1,650.76, this adjustment is directly attributed to the inclusion of the Monthly Maintenance Components (MMC), which enhances service coverage and equipment reliability.

Additionally, the Canon equipment is currently installed at our facilities under the existing lease agreement. The proposed lease will provide an upgrade to the latest model while preserving the existing space requirement. Our staff is fully proficient with the equipment, ensuring seamless continuity of operations without the need for additional training.

Another significant advantage is the quality of the service team supporting this lease. They have demonstrated excellent customer service and consistently provide rapid response times for repairs, minimizing disruptions to daily operations.

Considering the cost efficiencies in key areas, the continuity of existing equipment, staff familiarity, and strong service support, I fully support the Print Center and recommend proceeding with the proposed lease agreement.

Please let me know if you need any additional information.

Sincerely,



Orlando Garcia  
Director, Support Services  
Cypress-Fairbanks ISD  
12510 Windfern Rd  
Houston, Texas 77064  
Office (281) 897-4131

**Current**

LEASE SCHEDULE	CUSTOMER NAME	MODEL	SERIAL NUMBER	ASSET STATE	ASSET ZIP	COMMENCEMENT DATE	TERM	MATURITY DATE	BASE AMOUNT
0723617-003	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	IPC810	3EL00766	TX	77064	12/1/2020	63	2/28/2026	\$6,892.00
0723617-003	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	PRISMAPREPARE v7	20145138-4.1	TX	77064	12/1/2020	63	2/28/2026	
0723617-003	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINT6180TITAN	205410007	TX	77064	12/1/2020	63	2/28/2026	
0723617-003	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINT6180TITAN	205410016	TX	77064	12/1/2020	63	2/28/2026	
0723617-003	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINT6180TITAN	205410048	TX	77064	12/1/2020	63	2/28/2026	
0723617-005	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINTIX3200	931000908	TX	77064	1/1/2021	63	3/31/2026	\$16,041.00

**iX3200 Usage rates (as of 3/1/26)**

0.000981 Small BW	included
0.001471 Large BW	
0.003543 Small CMYK	
0.005319 Large CMYK	

**iX3200 usage rates**

2,400,000 annual  
\$2,646.52 per month

**\$22,933.00** Total current leases

\$2,646.52 Monthly MMC on iX3200  
\$2,400.18 Monthly MMC on Titan6180 #1  
\$2,400.18 Monthly MMC on Titan6180 #2  
\$2,400.18 Monthly MMC on Titan6180 #3  
\$245.25 Monthly MMC on C810  
\$177.67 Monthly MMC on PrismaPrepare

**Ink Costs (as of 3/1/26)**

\$69.76 Cyan/kg  
\$69.76 Magenta/kg  
\$69.75 Yellow/kg  
\$50.14 Black/kg  
\$35.43 Color Grip/kg

**Titan 6180 Usage rates**

included 12,000,000 annual  
\$2,400.18 per month per press

**C810 Usage rates**

included 25,000 Color, 75,000 b/w annual  
\$245.25 per month

**\$33,202.98** Total Monthly Committed Costs

**\$34,713.30** Annual spend from order history with current ink rates

\$2,892.78 Avg monthly ink spend

**NOTES:** Property Tax paid separately on current leases

**PROPOSED - NEW iX3200, Two NEW Titan 6180, NEW VPDP140, Pprepare v9 Upgrade & UTK C810)**

LEASE SCHEDULE	CUSTOMER NAME	MODEL	SERIAL NUMBER	ASSET STATE	ASSET ZIP	COMMENCEMENT DATE	TERM	MATURITY DATE	BASE AMOUNT
	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINTIX3200		TX	77064		63		\$18,525.52
	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINT VPDP140		TX	77064		63		\$1,772.05
	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINT6180TITAN		TX	77064		63		
	CYPRESS-FAIRBANKS INDEPENDENT SCHOOL DISTRICT	VARIOPRINT6180TITAN		TX	77064		63		\$7,263.27

**iX3200 Usage rates**

- 0.00132 Small BW
- 0.0022 Large BW
- 0.0044 Small CMYK
- 0.0088 Large CMYK

**Titan 6180 Usage rates**

.00357 Corp Plan, fixed for 63 months

**C810 Usage rates**

included 25,000 Color, 75,000 b/w annual

**Ink Costs**

- \$66.83 Cyan/kg
- \$66.83 Magenta/kg
- \$66.83 Yellow/kg
- \$48.03 Black/kg
- \$29.99 Color Grip/kg

\$32,768.14 Annual spend estimate with same order history from previous year

\$2,730.68 Avg monthly ink spend

\$27,560.84 Total new leases

\$1,430.00 Monthly MMC on iX3200

\$1,284.00 Monthly MMC on Titan 6180 #1

\$1,284.00 Monthly MMC on Titan 6180 #2

\$245.25 Monthly MMC on C810

\$200.00 Monthly MMC on PrismaPrepare

\$32,004.09 Total Monthly Committed Costs

**VPDP140 Usage rates**

0.0044 Corp Plan, fixed for 63 months

**NOTES:** iX3200 and three Titan 6180 being upgraded with new units and C810 will be paid off and remain on site

PrismaPrepare v7 upgraded to PrismaPrepare v9 included

Property Tax included in Lease payment per Texas DIR requirements

**iX3200 Usage Spend**

**CURRENT**

						Cost with usage rate
1/1/2025 1 Color - Large	638,375	12/31/2025 1 Color - Large	639,127	752		\$1.11
1/1/2025 1 Color - Small	491,205	12/31/2025 1 Color - Small	491,459	254		\$0.25
1/1/2025 4 Color - Large	4,669,591	12/31/2025 4 Color - Large	6,050,128	1,380,537		\$31,758.24
1/1/2025 4 Color - Small	3,273,148	12/31/2025 4 Color - Small	3,857,517	584,369		\$2,070.42
				<u>1,965,912</u>		\$33,830.02
					Included	
		<b>MMC</b>				
		<b>Ink Spend</b>				\$34,713.30
			<b>Total Spend</b>			<b>\$68,543.32</b>

**PROPOSED**

1/1/2025 1 Color - Large	638,375	12/31/2025 1 Color - Large	639,127	752		\$1.65
1/1/2025 1 Color - Small	491,205	12/31/2025 1 Color - Small	491,459	254		\$0.34
1/1/2025 4 Color - Large	4,669,591	12/31/2025 4 Color - Large	6,050,128	1,380,537		\$12,148.73
1/1/2025 4 Color - Small	3,273,148	12/31/2025 4 Color - Small	3,857,517	584,369		\$2,571.22
				<u>1,965,912</u>		\$14,721.94
						\$17,160.00
		<b>MMC</b>		\$1,430.00		
		<b>Ink Spend</b>				\$32,768.14
			<b>Total Spend</b>			<b>\$64,650.08</b>

**\*NOTES - Current plan includes 2,400,000 Large Color annually**

**Savings \$3,893.24**

**BW Toner x 3 Usage Spend**

**CURRENT**

**VP6180C - 205410007**

				Usage	Multiplier	Usage	Cost with usage rates
12/1/2024 BW - Large - Duplex	441,822	11/30/2025 BW - Large - Duplex	506,330	64,508	2	129,016	
12/1/2024 BW - Large - Simplex	179,344	11/30/2025 BW - Large - Simplex	222,854	43,510	1	60,607	
12/1/2024 BW - Small - Duplex	3,628,663	11/30/2025 BW - Small - Duplex	4,010,330	381,667	2	763,334	
12/1/2024 BW - Small - Simplex	3,338,703	11/30/2025 BW - Small - Simplex	3,714,476	375,773	1	1,007,080	
						<u>1,960,037</u>	<b>\$28,802.16</b>
						Included	

MMC

**VP6180C - 205410016**

12/1/2024 BW - Large - Duplex	207,539	11/30/2025 BW - Large - Duplex	280,442	72,903	2	145,806	
12/1/2024 BW - Large - Simplex	106,635	11/30/2025 BW - Large - Simplex	150,768	44,133	1	44,133	
12/1/2024 BW - Small - Duplex	4,431,497	11/30/2025 BW - Small - Duplex	5,140,931	709,434	2	1,418,868	
12/1/2024 BW - Small - Simplex	4,513,873	11/30/2025 BW - Small - Simplex	5,588,239	1,074,366	1	1,074,366	
						<u>2,683,173</u>	<b>\$28,802.16</b>
						Included	

MMC

**VP6180C - 205410048**

12/1/2024 BW - Large - Duplex	216,114	11/30/2025 BW - Large - Duplex	251,677	35,563	2	71,126	
12/1/2024 BW - Large - Simplex	55,271	11/30/2025 BW - Large - Simplex	99,491	44,220	1	44,220	
12/1/2024 BW - Small - Duplex	2,363,612	11/30/2025 BW - Small - Duplex	2,649,492	285,880	2	571,760	
12/1/2024 BW - Small - Simplex	1,551,488	11/30/2025 BW - Small - Simplex	2,008,424	456,936	1	456,936	
						<u>1,144,042</u>	<b>\$28,802.16</b>
						Included	

MMC

**Totals \$86,406.48**

**PROPOSED**

**VP6180C**

				Usage	Multiplier	Usage	Cost with usage rates
12/1/2024 BW - Large - Duplex	441,822	11/30/2025 BW - Large - Duplex	506,330	64,508	2	129,016	921.17
12/1/2024 BW - Large - Simplex	179,344	11/30/2025 BW - Large - Simplex	222,854	43,510	1	60,607	432.73398
12/1/2024 BW - Small - Duplex	3,628,663	11/30/2025 BW - Small - Duplex	4,010,330	381,667	2	763,334	2,725.10
12/1/2024 BW - Small - Simplex	3,338,703	11/30/2025 BW - Small - Simplex	3,714,476	375,773	1	1,007,080	3,595.28
						<u>1,960,037</u>	\$7,674.29
						MMC	\$1,284.00
							<b>\$23,082.29</b>

**VP6180C**

12/1/2024 BW - Large - Duplex	207,539	11/30/2025 BW - Large - Duplex	280,442	72,903	2	145,806	1,041.05
12/1/2024 BW - Large - Simplex	106,635	11/30/2025 BW - Large - Simplex	150,768	44,133	1	44,133	315.11
12/1/2024 BW - Small - Duplex	4,431,497	11/30/2025 BW - Small - Duplex	5,140,931	709,434	2	1,418,868	5,065.36
12/1/2024 BW - Small - Simplex	4,513,873	11/30/2025 BW - Small - Simplex	5,588,239	1,074,366	1	1,074,366	3,835.49
						<u>2,683,173</u>	\$10,257.01
						MMC	\$1,284.00
							<b>\$25,665.01</b>

**VPDP140**

12/1/2024 BW - Large - Duplex	216,114	11/30/2025 BW - Large - Duplex	251,677	35,563	2	71,126	625.91
12/1/2024 BW - Large - Simplex	55,271	11/30/2025 BW - Large - Simplex	99,491	44,220	1	44,220	389.14
12/1/2024 BW - Small - Duplex	2,363,612	11/30/2025 BW - Small - Duplex	2,649,492	285,880	2	571,760	2,515.74
12/1/2024 BW - Small - Simplex	1,551,488	11/30/2025 BW - Small - Simplex	2,008,424	456,936	1	456,936	2,010.52
						<u>1,144,042</u>	<b>\$5,541.31</b>
						MMC	\$0.00

**Totals \$54,288.60**

**Annual Savings \$32,117.88**

**Avg Savings/month \$2,676.49**

## ANNUAL SUMMARY

### CURRENT

\$275,196.00 Total monthly costs (leases)  
\$34,713.30 Total annual ink spend 2025  
\$33,830.02 Total iX3200 annual usage spend (2025)  
\$86,406.28 Total Titan annual usage spend (2025)  
\$2,943.00 Total C810 annual usage spend (2025)  
\$2,132.04 Total PrismaPrepare annual MMC (2025)

**\$435,220.64 Total annual spend**

### PROPOSED

\$384,049.08 Total monthly committed costs (leases and MMC)  
\$32,786.14 Total annual ink spend 2025  
\$14,721.94 Total iX3200 annual usage spend (2025)  
\$17,931.30 Total Titan annual usage spend (2025)  
\$5,541.31 Total VPDP140 annual usage spend (2025)  
\$0.00 Total C810 annual usage spend (2025) - Included with lease  
\$0.00 Total PrismaPrepare annual MMC (2025) - Included with lease

**\$455,029.77 Total annual spend**

**\$19,809.13 Additional**  
**\$1,650.76 per month more**

Attachment A:

Monthly Usage Click Charges will be billed as follows:

1. Varioprint IX3200 – Small B/W cost is \$0.00132, Large B/W cost is \$0.0022, Small CMYK (color) cost is \$0.0044, Large CMYK (color) cost is \$0.0088
2. Varioprint 6180 Titans (2) - \$0.00357 Corp Plan, Fixed for 60 months.
3. Varioprint C810 – Includes 25,000 Color and 75,000 B/W clicks annually
4. Varioprint VPDP140 – 0.0044 Corp Plan, Fixed for 60 months.



**Texas DIR Contract DIR-CPO-5428  
Contract Profile**



AWARD PARAMETERS		GENERAL INFORMATION	SPECIFICATIONS
Contract Model	CSAP		
Contract Name	Managed Print Services, Printers, Copiers, 3D Printers, Scanning, Plotting and Facsimile Equipment and Related Services; Document Imaging Services/Solutions; Enterprise Content Management Products, Software and Services		
Contract Number	DIR-CPO-5428		
Scope	Products and services available under this Contract are limited to the technology categories defined in Request for Offer DIR-CPO-TMP-583 for Managed Print Services, Printers, Copiers, Scanning, Plotting and Facsimile Equipment and Related Services; Document Imaging Services/Solutions; Enterprise Content Management Products, Software and Services.		
Effective Period	12/19/2024-12/19/2026		
Number of Renewal Options	one 2-year renewal, one 1-year renewal		
Eligible Users	<p>DIR Customer Eligibility: <a href="https://dir.texas.gov/it-solutions-and-services/customer-eligibility">https://dir.texas.gov/it-solutions-and-services/customer-eligibility</a></p> <ul style="list-style-type: none"> <li>- Texas State Agency (executive, legislative or judicial) <a href="https://www.texas.gov/texas-state-agencies-departments/">https://www.texas.gov/texas-state-agencies-departments/</a></li> <li>- Institutions of Higher Education (IHE) (public and private) <a href="http://www.txhighereddata.org/Interactive/Institutions.cfm">http://www.txhighereddata.org/Interactive/Institutions.cfm</a></li> <li>- K-12 Schools (public, private, and charter) <a href="https://tea.texas.gov/texas-schools/general-information/finding-a-school-for-your-child/finding-a-school">https://tea.texas.gov/texas-schools/general-information/finding-a-school-for-your-child/finding-a-school</a></li> <li>- Local Government (cities, counties, special districts, and other political subdivisions) <a href="https://www.texas.gov/local-government-resources/">https://www.texas.gov/local-government-resources/</a></li> <li>- Public Entities Outside of Texas: Outside entities must first have an executed interstate cooperation contract (ICC) to purchase through DIR contracts. See current list of ICC's: <a href="https://dir.texas.gov/it-solutions-and-services/organization-outside-texas/icc">https://dir.texas.gov/it-solutions-and-services/organization-outside-texas/icc</a></li> <li>- Other Types of Organizations               <ul style="list-style-type: none"> <li>· County Hospital, Public Hospital, or Hospital District</li> <li>· Volunteer Fire Department</li> <li>· Public Safety Entities</li> <li>· LCRA (Lower Colorado River Authority)</li> <li>· ERCOT (Electric Reliability Council of Texas)</li> <li>· An Independent organization certified under Texas Utilities Code, Section 39.151, for the ERCOT power region</li> <li>· Texas Permanent School Fund Corporation</li> <li>· Assistance Organizations</li> </ul> </li> </ul> <p>DIR refers to the eligibility of Assistance Organizations as determined through the TxSmartBuy program. Check the TxSmartBuy active participant lists: <a href="https://www.txsmartbuy.gov/member_search">https://www.txsmartbuy.gov/member_search</a> Texas SmartBuy Membership Program Forms: <a href="https://comptroller.texas.gov/purchasing/members/forms/">https://comptroller.texas.gov/purchasing/members/forms/</a></p> <p>Customer Eligibility Request: <a href="https://dir.texas.gov/form/customer-eligibility-request">https://dir.texas.gov/form/customer-eligibility-request</a></p>		
Cooperative Purchase/"Piggyback" Provision	<p>Interstate Cooperation Contracts (ICCs) (formerly referred to as Interlocal Cooperation Agreements) allow an organization outside of Texas to purchase through DIR's Cooperative Contracts program.</p> <p>View the current list of ICCs for each organization in this link: <a href="https://dir.texas.gov/it-solutions-and-services/organization-outside-texas/icc">https://dir.texas.gov/it-solutions-and-services/organization-outside-texas/icc</a>. New ICCs are established on a continual basis and will be updated accordingly.</p>		
Download the ICC:	<a href="https://dir.texas.gov/sites/default/files/2023-08/ICC-Template%20%28Updated%20Aug%202023%29.docx">https://dir.texas.gov/sites/default/files/2023-08/ICC-Template%20%28Updated%20Aug%202023%29.docx</a>		
Additional States	<b>Lease only</b> NY (additional states may be added)		
Agreement Type (i.e. Single Source/Multiple Award)	Multiple		
PRODUCT REQUIREMENTS, RESTRICTIONS AND EXCEPTIONS			
Products	imageRUNNER ADVANCE, imagePRESS, varioPRINT, imagePROGRAF, PlotWave, ColorWave, Colorado, Arizona, imageFORMULA, imageCLASS, MPS, Document Imaging Services, Software		
Software/Third Party Solutions	eCopy / uniFLOW / PRISMA / Netaphor / Therefore / Fiery / IRIS / Kafax and all associated software that goes with the products listed above. See Price Sheet.		
Open Market Items	The contract is silent on this		
Warranty	Canon Standard Warranty		
Hard Drive Erase/Destruction	<p>Dealer agrees that all Equipment equipped with hard disk drives will have the capability to securely erase data written to the hard drive prior to final disposition of the Equipment in accordance with in accordance with 1 TAC 202 or NIST 800-88.</p> <p>Dealer must facilitate the electronic wiping of Customer hard drives at the end of term at no additional cost.</p> <p>Additional security options such as HDD Replacement service may be offered at a cost that does not exceed Canon's published contract price.</p>		
Product Substitutions/Discontinuations	<p>Products will be added/removed over the course of the contract with approval from the Texas DIR. Should a device become discontinued or inventory depleted, etc. please reach out to your TSEs for assistance and/or status of product approval.</p> <p>Substitutions are not permitted without the prior written consent of DIR or Customer.</p>		

ACQUISITION PLANS AND PRICING PARAMETERS	
Acquisition Plan(s) - Purchase/Lease/Rental/CPC	Purchase/Lease 24, 36, 48, 60 Month FMV/Capital Lease
Pricing Model	% off MSRP, Not to Exceed Pricing
Maintenance Plan(s)	Zero Base Plus Click - Toner Inclusive
Supplies - Toner/Staples/Paper	Please use the attached Appendix D, Service Agreement for entering into maintenance contracts. Additional terms may be negotiated at time of sale using this document as a base.
Admin Fee/Frequency	All leases include Maintenance Services which include consumable supplies such as, but not limited to photoconductor, drums, toner, staples, ink and developer excluding paper. Canon pays a 0.75% admin fee on all contract sales monthly. Canon reserves the right to charge back dealers based on their sales & service under the contract.  The Administrative Fee is subject to change at the discretion of the state at anytime during the life of the agreement but will not exceed 2%.  Payment of Administrative Fee for Equipment is on the purchase price of the Equipment if it is leased or purchased.  Payment of the Administrative Fee for service is paid monthly.  The Administrative Fee shall not be broken out as a separate line item when pricing or invoice is provided to Customer.  Leases shall be treated as a purchase in regards to reporting/admin fee payment.
ORDER MANAGEMENT/ COMPLIANCE INSTRUCTIONS	
Purchase Order Requirements	All purchase orders shall include:  1) Texas DIR Contract Number: DIR-CPO-5428 2) Customer contact & shipping info 3) Purchase order amount 4) Type of lease 5) Monthly payment 6) Itemized list of accessories 7) Service program and rates 8) Attached Statement of Work if applicable  An itemized list of the equipment sold w/ detailed configuration as well as equipment/maintenance pricing is necessary in order to verify contract compliance  Orders should be written out directly to the dealer for purchases -or- to CFS for leases.  Orders for lease may be issued to: Canon Financial Services 158 Gaither Drive Suite 200 Mt. Laurel, NJ 08054  Lease Remit to: Canon Financial Services 14904 Collections Center Dr. Chicago, IL 60693
Purchase Methods Accepted (PO, Credit Card, Electronic)	PO / P-card / etc.
PO Termination	Termination for Non-Appropriation - Customer may terminate Purchase Orders if funds sufficient to pay its obligations under the Contract are not appropriated: i) by the governing body on behalf of local governments; ii) by the Texas legislature on behalf of state agencies; or iii) by budget execution authority provisioned to the Governor or the Legislative Budget Board.
Invoice/Billing Requirements	Payments for goods and services are due thirty (30) calendar days after the goods are provided, the services completed, or a correct invoice is received.  The DIR Administrative Fee shall not be broken out as a separate line item when pricing or invoice is provided to Customer.
Sales Reports	In order for Canon to meet the DIR Contract's requirement to submit a monthly report of Products and Services sales and leasing, and Dealer must provide Canon with a report of such sales and leasing under the DIR Contract by the 5th calendar day (or, if not a business day, the next succeeding business day) after the end of the month in which such sales and leasing occurred. Even if there have been no sales during the reporting quarter, Dealer must still submit a report to indicate zero sales received. Such reports shall include all information required for Canon to comply with its reporting obligations to Texas DIR under the DIR Contract. Failure to comply with the provisions of this Section may lead to chargebacks of credits that may have been provided under any available Canon programs for the DIR Program, and/or reimbursement to Canon of any penalties charged to Canon and/or termination of this Agreement. Each of Canon and Texas DIR shall have the right to audit Dealer's books and records to the same extent that Texas DIR has the right under the DIR Contract or under applicable law to audit Canon's books and records. Monthly reports must be sent to the Compliance team's shared mailbox (currently, <a href="mailto:BISG_DealerReport_Govt@cusa.canon.com">BISG_DealerReport_Govt@cusa.canon.com</a> ) to verify. Canon will notify Dealer of any new reporting instructions related to the monthly reports or for website entry, if available. Dealer agrees to provide to Canon the required performance reporting on a monthly basis using the template supplied for this purpose by Canon to Dealer; such template may be revised by Canon from time to time.  Report lease up front for the entire term using the scheduled monthly payment amounts.  Report MPS up front for the entire term using the scheduled monthly payment amounts.  Report maintenance up front for the entire term using the scheduled or estimated monthly payment amounts.  Use the first invoice number to the customer within the report.  See attached file for required format

FINANCING - Master Operating Lease Agreement / Master Lease Agreement	
CUSA Authorized Leasing Partner	CFS or- Dealer's in-house wholly owned Finance Organization (Subject to Canon's prior written approval, lease rate shall not exceed the then-current CFS rate)
Types of lease agreements	Master Operating Leasing Agreement: The Master Operating Lease Agreement in Appendix E of this Contract is to be used by state agencies.  Master Leasing Agreement: The Master Lease Agreement in Appendix F of this Contract is for all other entities that are not Texas State Agencies.
Cancellation Terms	Lease Term may be earlier terminated upon: (i) the non-appropriation of funds; (ii) an Event of Loss; (iii) an Event of Default by Lessee; (iv) an event of default or other breach of this Agreement; (v) Cancellation for Convenience by Customers.
Customer Purchase within Term	Contract is silent
Customer Purchase at the end of Lease	FMV Lease - yes, at the FMV Capital Lease (\$1 out) - N/A (Title to transfer to customer at the end of lease w/no additional charge)
After Initial Term Renewal	***THERE ARE NO AUTOMATIC RENEWALS ALLOWED UNDER this Texas DIR Contract***  FMV Lease - Yes, Customer may extend the then current lease with irrevocable written notice of the option Customer intends to exercise at least forty-five (45) days before the expiration of such Schedule Term Capital Lease (\$1 out) - N/A (Title to transfer to customer at the end of lease w/no additional charge)
Reduced Price for Renewal	FMV Lease - Contract is silent Capital Lease (\$1 out) - N/A
Equipment Return at EOL	With respect to equipment leasing through CFS, upon expiration of the lease term or cancellation, Dealer shall notify and coordinate with CFS regarding any outstanding Customers lease payments, the timing for equipment de-installation and shipment, or any other end-of-lease actions that are necessary. Dealer is responsible for the de-installation and shipping of such equipment to the location designated by CFS, including all associated costs.  Dealer shall ensure that all hard drive data is cleansed and purged from the device prior to it leaving the customer's possession.
Risk of Loss	Commencing upon delivery and continuing throughout the Term, Eligible Entities shall bear the entire risk of loss or damage.  Eligible Entities shall promptly notify Lessor regarding any Event of Loss. Upon any Event of Loss, Lessee shall, at its option: (a) immediately repair the affected Hardware so that it is in good condition and working order (b) replace the affected Hardware with identical equipment of at least equal value, in good condition and repair, and transfer clear title thereto to Lessor (c) to the extent permitted by law, pay to Lessor, within thirty (30) days of the Event of Loss, an amount equal to the Stipulated Loss Value for such affected Hardware unit, plus any other unpaid amounts then due under the Schedule.  At its expense, Lessee shall keep the Equipment insured against all risks of loss and damage with companies acceptable to Lessor for an amount equal to the original cost of the Equipment.
<b>SERVICE PERFORMANCE REQUIREMENTS</b>	
Delivery	FOB
Installation of Equipment	Included in price of equipment, certain charges apply for rural areas and additional rigging, see price list
Training	For new device installations, the Dealer shall provide one training session per new device. Each training session will be a minimum of one (1) hour in length and will familiarize users with the new device. Training must include instructional sheets, user guides and other related documentation.  For additional training see price list
Meter Collection	Customer will provide meter readings to Vendor in accordance with the meter read option selected by Vendor's normal procedures. If Vendor does not receive timely meter readings from Customer, Customer agrees to pay invoices that reflect Vendor's estimates of meter readings
Response Time	See SLA for standard response time, can be negotiated at time of sale.
Service Performance (Uptime/Downtime)	See SLA for required uptime/downtime
Replacement/Substitution	Unless otherwise negotiated between the Customer and Dealer, if Equipment is not in operation within eight (8) hours of a reported outage, the Dealer must furnish a replacement piece of Equipment of the same specifications at no additional cost to the Customer.
Relocation of Equipment	Certain charges apply for relocation charges for rural areas, see price list
<b>PERTINENT CONTRACT EXCERPTS</b>	
Monthly Pooling of Click Charges shall be allowed for DIR Customers under a DIR Contract. Excluding color MFD's In the event Customer's toner usage exceeds the published manufacturer specifications for conventional office image coverage by more than 10%, as initially determined by Vendor, Vendor may invoice Customer for such excess usage	
<b>MARKETING COLLATERAL AND SUPPORT</b>	
CUSA Developed Website	<a href="https://downloads.canon.com/state-local-government-solutions/Contracts/DIR/index.html">https://downloads.canon.com/state-local-government-solutions/Contracts/DIR/index.html</a>
Customer Website (URL)	DIR HOME <a href="http://dir.texas.gov/">http://dir.texas.gov/</a> DIR-CPD-5428 Contract Page <a href="https://dir.texas.gov/contracts/dir-cpo-5428">https://dir.texas.gov/contracts/dir-cpo-5428</a>



Canon U.S.A., Inc.  
One Canon Park  
Melville, NY 11747  
Tel: 631.330.5000

March 13, 2026

Cypress Fairbanks Independent School District  
12510 Windfern Road  
Houston, TX. 77064

This letter and attachments are to confirm and recap our mutual discussions and findings. Your print shop leased assets listed below, are expiring now:

Canon iX3200 931000908  
Titan 6180 205410048  
Titan 6180 205410007  
Titan 6180 205410016

Our mutually discussed plan of action, not only resolves the expiring leases, but also provides a vehicle to address new technologies and features that are currently needed to provide learning materials for the CFISD campuses.

We would be happy to answer any additional questions that you may have, and look forward to our continued partnership.

Sincerely,

Brian Shepherd  
Major Account Executive  
[bshepherd@cusa.canon.com](mailto:bshepherd@cusa.canon.com)  
214-244-9267

BOARD MEMBERS  
TRAINING AND ORIENTATION

BBD  
(LOCAL)

**Public Information  
Coordinator**

After Election or  
Appointment

The Superintendent shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

After a Violation

A Board member who receives written notice from the attorney general that the member must complete Public Information Act (PIA) training described by GBAA(LEGAL) following the District's failure to comply with a PIA requirement shall complete the training within the timelines described in law. The completion of the training in response to such a notice cannot be delegated.

**Reporting  
Continuing  
Education Credit**

The Board President shall announce the status of each Board member's continuing education credit. The announcement shall be made annually at the last regular Board meeting before the District's uniform election date, whether or not an election is held. The announcement shall be reflected in the meeting minutes and, when necessary, posted on the District's website in accordance with law.

BOARD MEMBERS  
TRAINING AND ORIENTATION

BBD  
(LOCAL)

**Public Information  
Coordinator**

After Election or  
Appointment

The Superintendent shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

After a Violation

A Board member who receives written notice from the attorney general that the member must complete Public Information Act (PIA) training described by GBAA(LEGAL) following the District's failure to comply with a PIA requirement shall complete the training within the timelines described in law. The completion of the training in response to such a notice cannot be delegated.

**Reporting  
Continuing  
Education Credit**

The Board President shall announce the status of each Board member's continuing education credit. The announcement shall be made annually at the last regular Board meeting before the District's uniform election date, whether or not an election is held. The announcement shall be reflected in the meeting minutes and, when necessary, posted on the District's website in accordance with law.

ETHICS  
CONFLICT OF INTEREST DISCLOSURES

BBFA  
(LOCAL)

In addition to disclosures required by law, a Board member shall disclose to the Board any personal financial interest, business interest, or obligation or relationship that in any way creates a potential conflict of interest with a vote on a pending matter.

A Board member shall not use coercive means or promise special treatment in order to influence Board or District decisions, nor use the member's position to seek personal advantage. [See also BBF(LOCAL)]

**Annual Financial  
Management Report**

Each Board member shall provide to the District in a timely manner information necessary for the District's annual financial management report. [See CFA]

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Each Board member shall provide to the District in a timely manner information necessary for the District's annual financial management report. [See CFA]

**Special Committees**

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~~The Board President may appoint standing, special~~**Note:** For advisory committees ~~created by~~ that include staff, parents, community members, or students, see BDF.

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**Board Committees**

For purposes of this policy, a Board committee is a committee composed only of current Board members. ~~an ad hoc~~

Formation of a Board committee shall be by Board action. When establishing a Board committee, the Board ~~as necessary to fulfill specific assignments. These committees may include District personnel~~ action shall, at a minimum, specify the:

- Number of Board members on the committee;
- Process to appoint Board members to the committee;
- Term of committee membership; ~~and citizens. The function of committees~~
- Responsibilities of the committee.

A Board committee shall be fact-finding, deliberative, and advisory, ~~but not administrative. Special~~ and shall make recommendations in the areas of their responsibility. Board committees shall report their findings and recommendations to the Board and shall ~~be dissolved upon completion of the assigned task~~ not assume administrative duties or ~~by vote of the Board~~ responsibilities.

~~The President of the Board and the Superintendent shall be ex officio members of all Board committees, unless otherwise provided by Board action.~~

Transacting  
Business

~~Committees may transact business only within the specific authority granted~~ Unless specified by the Board. ~~To be binding, all such business,~~ a Board committee shall not have final decision-making authority. Board committee recommendations must be reported to the Board ~~for approval and entry into the minutes as a public record.~~ at a regular or special meeting. The Board shall not accept a Board committee's recommendation without due consideration of the matter.

Dissolution

A Board committee shall be dissolved upon Board action.

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**Note:** For advisory committees that include staff, parents, community members, or students, see BDF.

---

**Board Committees**

For purposes of this policy, a Board committee is an ad hoc committee composed only of current Board members.

Formation of a Board committee shall be by Board action. When establishing a Board committee, the Board action shall, at a minimum, specify the:

- Number of Board members on the committee;
- Process to appoint Board members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

A Board committee shall be fact-finding, deliberative, and advisory, and shall make recommendations in the areas of their responsibility. Board committees shall report their findings and recommendations to the Board and shall not assume administrative duties or responsibilities.

Transacting  
Business

Unless specified by the Board, a Board committee shall not have final decision-making authority. Board committee recommendations must be reported to the Board at a regular or special meeting. The Board shall not accept a Board committee's recommendation without due consideration of the matter.

Dissolution

A Board committee shall be dissolved upon Board action.

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**Note:** For committees composed only of current Board members, see BDB.

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**Advisory  
Committees**

For purposes of this policy, an advisory committee is a committee composed primarily of District staff, parents, other community members, and/or students. An advisory committee may also include Board members in numbers less than a quorum of the Board.

Formation of an advisory committee shall be by Board action. When establishing an advisory committee, the Board action shall, at a minimum, specify the:

- Number of members on the committee;
- Process to appoint members to the committee;
- Term of committee membership; and
- Responsibilities of the committee.

An advisory committee shall be fact-finding, deliberative, and advisory and shall not assume administrative duties or responsibilities. Advisory committees shall report their findings and recommendations to the Board.

Transacting  
Business

An advisory committee may transact business only within the specific authority granted by the Board. To be binding, all such committee recommendations must be reported to the Board at a regular or special meeting for approval and entry into the minutes as a public record.

Dissolution

An advisory committee shall be dissolved upon completion of the assigned task or Board action.

CONTRACTED SERVICES

CJ  
(LOCAL)

**Employment  
Assistance  
Prohibited**

No District employee shall assist a contractor or agent of the District or of any other school district in obtaining a new job if the employee knows, or has probable cause to believe, that the contractor or agent engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative file does not violate this prohibition.

No District contractor or agent shall assist an employee, contractor, or agent of the District or of any other school district in obtaining a new job if the contractor or agent knows, or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition.

[See also DC for prohibitions relating to employees.]

Prohibited  
Classroom  
Instruction or  
Activities

A District contractor is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB(LEGAL)]. Violation of this policy shall result in termination of the contract. A District contractor shall be permitted to appeal this action in accordance with GF(LOCAL).

Prohibition on  
Diversity, Equity,  
and Inclusion

A contract is subject to termination if the District contractor intentionally or knowingly:

- Engages in diversity, equity, and inclusion (DEI) duties.
- Assigns to another individual DEI duties.

A District contractor shall be permitted to appeal this action in accordance with GF(LOCAL).

[See BT(LEGAL)]

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[See BT(LEGAL)]

CONTRACTED SERVICES

CRIMINAL HISTORY BACKGROUND CHECKS AND REQUIRED REPORTING

CJA  
(LOCAL)

**Emergencies**

In an emergency due to a health or safety concern, a reasonably unforeseeable situation, or other exigent circumstance, the District employee who is in charge of the facility shall be authorized to determine whether an employee of a contracting or subcontracting entity who does not have the required criminal history record information (CHRI) review or who has a disqualifying conviction will be permitted to enter a District facility.

If allowed to enter the facility, the employee of the contracting or subcontracting entity shall be accompanied by a District employee at all times.

CONTRACTED SERVICES  
BACKGROUND CHECKS AND REQUIRED REPORTING

CJA  
(LOCAL)

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If allowed to enter the facility, the employee of the contracting or subcontracting entity shall be accompanied by a District employee at all times.

**Emergency  
Operations Plan**

The Superintendent shall ensure updating of the District's emergency operations plan and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. Reasonable security measures when District property is used as a polling place;
2. Response to an active shooter emergency;
3. Response to a nearby train derailment, as applicable; and
4. Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

**Notice Regarding  
Violent Activity**

4. The Superintendent shall develop procedures to notify parents regarding violent activity that has occurred or is being investigated at a campus or other District facility or at a District-sponsored activity.

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**Notice Regarding  
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The Superintendent shall develop procedures to notify parents regarding violent activity that has occurred or is being investigated at a campus or other District facility or at a District-sponsored activity.

**Plan** The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.

**Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency in cybersecurity matters.

**Training** The Board delegates to the Superintendent the authority to:

1. Determine the cybersecurity training program to be used in the District;
2. Verify and report compliance with training requirements in accordance with guidance from the [Department of Information Resources Texas Cyber Command](#); and
3. Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

The District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.

**Security Breach and Cybersecurity Incident Notifications** Upon discovering or receiving notification of a breach of system security or a [security/cybersecurity](#) incident, as defined by law, the District shall disclose the breach or incident to affected persons or entities [and provide any other notices](#) in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

1. Written notice.
2. Email, if the District has email addresses for the affected persons.
3. Conspicuous posting on the District's websites.
4. Publication through broadcast media.

The District shall disclose a breach or incident involving sensitive, protected, or confidential student information as required by law.

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The District shall disclose a breach or incident involving sensitive, protected, or confidential student information as required by law.

**Building Access  
Control**

Audits of building access control shall include weekly inspections of instructional facilities during school hours to certify all exterior doors are, by default, set to closed, latched, and locked status and cannot be opened from the outside without a key.

The Superintendent shall ensure that the findings of the weekly inspections are:

1. Reported to the District safety and security committee; and
2. Reported to the campus principal or lead administrator of the instructional facility to ensure awareness of any deficiencies identified.

The campus principal or lead administrator shall assign appropriate staff to take action to reduce the likelihood of similar deficiencies in the future.

The results of the weekly reports shall be kept for review as part of the required safety and security audit.

The District's building access control procedures shall not be interpreted as discouraging parents or guardians who have been properly verified as authorized visitors from visiting their student's campus. [See GKC]

**Designation and Use  
of Private Spaces**

The Board shall ensure that the Superintendent, or appropriate staff as determined by the Superintendent, designates private spaces in accordance with law.

The Superintendent shall develop administrative regulations to ensure compliance with law and policy regarding the use of private spaces in District facilities.

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The Superintendent shall develop administrative regulations to ensure compliance with law and policy regarding the use of private spaces in District facilities.

**Compliance with Law**

The Superintendent shall establish procedures that ensure that all school facilities within the District comply with applicable laws and local building codes.

**Construction Contracts**

The project delivery/contract award method to be used for construction contracts valued at or above ~~\$50,000~~[the competitive purchasing threshold established in law](#) shall be the competitive sealed proposal method or the job order contracts method in accordance with state law. The job order contracts method shall only be used for maintenance, repair, alteration, renovation, remediation, or minor construction of a facility when the work is of a recurring nature but the delivery times, type, and quantities of work required are indefinite.

If another method is deemed more appropriate for a particular construction project, the Superintendent or designee shall submit a recommendation for the Board to consider, determine, and approve such delivery method that provides the best value to the District. [See CV series generally and CBB(LEGAL) for requirements if federal funds are involved.]

For construction contracts valued at or above ~~\$250,000~~[\\$250,000](#), the Superintendent or designee shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent or designee and consistent with law and policy. [See also CH and CBB(LEGAL)]

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**Note:** For provisions regarding delegation of authority for construction contracts in the event of a catastrophe, emergency, or natural disaster affecting the District, see CH(LOCAL).

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**Change Orders**

Change orders permitted by law shall be approved prior to any changes being made in the approved plans or the actual construction of the facility.

Change orders valued at or above ~~\$250,000~~[\\$250,000](#) shall require Board approval. The Superintendent or designee shall be authorized to approve change orders of a lesser amount. However, if the Superintendent or designee determines that such prior approval unreasonably delays construction, the Superintendent or designee is authorized to approve the change orders and the Board at the earliest opportunity shall ratify the change orders.

Change orders permitted by law valued less than \$250,000 shall be approved by the Superintendent or designee prior to any

FACILITIES CONSTRUCTION

CV  
(LOCAL)

changes being made in the approved plans or the actual construction of the facility.

The Superintendent or designee shall approve any time extensions to construction contracts without requiring Board approval.

**Project Administration**

All construction projects shall be administered by the Superintendent or designee.

The Superintendent shall keep the Board informed concerning construction projects and also shall provide information to the general public.

**Final Payment**

The District shall not make final payments for construction or the supervision of construction until the work has been completed and the Superintendent or designee has accepted the work.

**Building Code Adoption**

All construction projects shall be designed to meet the most current International Building Code edition, with the latest amendment adopted by the City of Houston.

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The Superintendent shall establish procedures that ensure that all school facilities within the District comply with applicable laws and local building codes.

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INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

EED  
(LOCAL)

**Middle Schools**

All students in grades 6-8 shall be scheduled for at least seven classes each day. Exception: Students, with prior approval, may have a one-hour early release for off-campus physical education.

Selecting Courses

Students select courses for the next school year during the spring semester. Students and their parents should consider these factors as they make their course selections: requirements of the middle school curricula; purpose of the course; possible prerequisite for other courses; student's overall program and educational/career goals; and, in some instances, the students' desire to earn high school credit while in middle school.

Time for Dropping  
Courses or  
Changing  
Schedules Without  
Penalty

Requests for course changes should be submitted in writing prior to the beginning of the new school year. Or once classes begin in the fall semester, students may drop a course or make a schedule change with no consequences only during the first two weeks of the semester. Acceptable reasons for dropping a course or making a schedule change follow:

1. Student does not meet prerequisites for the course.
2. Student does not meet grade placement requirement of the course.
3. Student already has credit in the course.
4. Student is placed in an inappropriate level.
5. Student has not met requirement for ~~Advanced Academic level~~ or HORIZONS placement.
6. Student needs a different course to complete requirements in the middle school curricula.

An administrator or school counselor shall inform students of deadlines and requirements for dropping courses or changing schedules as well as the ramifications of such decisions. Drops or changes occurring during the semester's two-week grace period shall not be shown on the student's record.

Consequences of  
Dropping Courses  
After Two-Week  
Grace Period

Drops or changes occurring after the two-week grace period shall be shown on the student's record. An administrator or school counselor shall inform the student and his or her parent of the possible impact that a course change can have, e.g., failure to meet promotion standards.

Only Allowable  
Changes After Two-  
Week Grace Period  
Without a Penalty

The following list describes the situations in which students may change their schedule of courses, after the two-week grace period, without penalty:

INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

EED  
(LOCAL)

1. Students may withdraw from athletics or band at any time, but, in each case, they shall be assigned to a physical education class or to another appropriate class.
2. Students may withdraw from advanced-level courses and be enrolled in on-level courses in these instances:
  - a. A student making below an 80 average at the end of the third week of a grading period may upon his or her request and parent approval be placed in an appropriate on-level class for the remainder of the school year.
  - b. A student may, upon his or her request and with parent approval, transfer from an ~~Advanced Academic~~ level class to an appropriate on-level class at the end of any ~~six-weeks'~~ grading period.
3. A student's schedule of courses may change at any time from general education to special education settings due to an ARD decision.
4. Any other changes to a student's schedule must be made with the principal's or designee's approval of the student's and parent's request.

**Senior High Schools**

All students in grades 9-12 shall be scheduled for at least seven classes each day.

Only Allowable  
Exceptions to  
Enrollment in  
Seven Classes

1. Students may have a one- or two-hour early release to take a college course (see EHDD) or to participate in an approved off-campus physical education program (see EHAC). Students may have a one-hour late arrival or a one-hour late arrival and a one-hour early release for the same purposes. Students enrolled in a career preparation program (co-op) may have a one- or two-hour early release to go to work.
2. The principal may grant a one- or two-hour early release, a one-hour late arrival, or a one-hour late arrival and a one-hour early release to a senior who is enrolled in courses that complete his or her graduation requirements, who has passed all required state-mandated assessments, and who meets at least one of the following conditions:
  - a. Any of the situations listed in item 1 above, i.e., enrolled in a college course or co-op;
  - b. Has a job;
  - c. Critical family needs such as head-of-household, wage-earner;

INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

EED  
(LOCAL)

- d. Caregiver for an infant/child or an elderly or disabled parent/grandparent;
  - e. Other situations requested by the parent and approved in writing by the principal.
3. Beginning with the class of 2009, the principal may grant early release or late arrival for seniors who:
- a. Meet one of the conditions in item 2 above;
  - b. Are enrolled in courses that complete the requirements for the Recommended High School Program; and
  - c. Have passed all required state-mandated assessments.
4. Beginning with the class of 2026, the principal may grant early release to a senior who is enrolled in courses that complete the Foundation High School Program with endorsements, who has met at least one college and career readiness standard, who has passed all required state-mandated assessments, and who meets at least one of the conditions in item 2 above.

Notwithstanding the provision above, if a student is enrolled in courses at the prerequisite level, the student's individualized education program (IEP) team shall convene to review and discuss the student's request for early release or late arrival (one or two hours) during their senior year. Approval of early release or late arrival is contingent upon the committee's determination and alignment with the student's educational needs and goals. In the event that early release or late arrival is granted, the parent or guardian shall be responsible for arranging the necessary transportation for the student at the beginning or conclusion of the student's school day, as applicable.

All students granted early release or late arrival must be enrolled for a minimum of five classes each day and must have written parent permission. Early release or late arrival must be approved before the two-week grade period ends for schedule changes at the beginning of each semester.

Selecting Courses

Students select courses for the next school year during the spring semester. Factors that students and their parents should consider in selecting courses include requirements for graduation, relevance to the student's overall program and educational/career goals, purpose of the course, and possible prerequisite for other courses.

INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

EED  
(LOCAL)

Time for Dropping  
Courses or  
Changing  
Schedules Without  
Penalty

Requests for course changes should be submitted in writing prior to the beginning of the new school year. Or once classes begin in the fall semester, students may drop a course or make a schedule change with no consequences only during the first two weeks of the semester. Acceptable reasons for dropping a course or making a schedule change follow:

1. Student does not meet prerequisites for the course.
2. Student does not meet grade placement requirement of the course.
3. Student already has credit in the course.
4. Student is placed in an inappropriate level.
5. Student has not met requirement for K-level/Advanced Academic, AP, or HORIZONS placement.
6. Student needs a different course to meet graduation requirements.

An administrator or school counselor shall inform students of deadlines and requirements for dropping courses or changing schedules as well as the ramifications of such decision. Drops or changes occurring during the semester's two-week grace period shall not be shown on the student's record.

Students may also drop a year-long course at the end of the first semester or within the second semester's two-week grace period with no penalty. They shall receive a grade, credit, and grade points for the first semester.

Consequences of  
Dropping Courses  
After Two-Week  
Grace Period

If a student is allowed to drop a course after the two-week grace period, he or she shall receive no credit for the course. The student's record shall show a "WD" for the semester in which the withdrawal is made. The course shall count as one attempted with no credit earned and zero grade points allowed. This course shall also be calculated in the grade point average and shall negatively affect class rank.

Only Allowable  
Changes After Two-  
Week Grace Period  
Without a Penalty

The following list describes the situations in which students may change their schedule of courses, after the two-week grace period, without the grade penalty of a "WD" previously described:

1. Students may withdraw from band, dance, JROTC, cheerleading, or athletics at any time, but, in each case, they shall be assigned to physical education or to an office assistant position.

2. Students may withdraw from advanced-level courses and be enrolled in on-level courses in these instances:
  - a. A student making below an 80 average at the end of the third week of a grading period may, upon his or her request and parent approval, be placed in an appropriate on-level class for the remainder of the school year.
  - b. A student may, upon his or her request and with parent approval, transfer from a K-level/Advanced Academic class to an appropriate on-level class at the end of any ~~six-weeks'~~ grading period.
  - c. A student making 80 or above in any AP course may, upon his or her request and with parent approval, transfer from an AP class to an appropriate K-level/Advanced Academic class at the end of any ~~six-weeks'~~ grading period during or at the end of the first semester.
3. A student's schedule of courses may change at any time from general education to special education settings due to an ARD decision.

Such changes shall be made at student and parent request and with the principal's or designee's approval.

INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

EED  
(LOCAL)

**Middle Schools**

All students in grades 6-8 shall be scheduled for at least seven classes each day. Exception: Students, with prior approval, may have a one-hour early release for off-campus physical education.

Selecting Courses

Students select courses for the next school year during the spring semester. Students and their parents should consider these factors as they make their course selections: requirements of the middle school curricula; purpose of the course; possible prerequisite for other courses; student's overall program and educational/career goals; and, in some instances, the students' desire to earn high school credit while in middle school.

Time for Dropping  
Courses or  
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Requests for course changes should be submitted in writing prior to the beginning of the new school year. Or once classes begin in the fall semester, students may drop a course or make a schedule change with no consequences only during the first two weeks of the semester. Acceptable reasons for dropping a course or making a schedule change follow:

1. Student does not meet prerequisites for the course.
2. Student does not meet grade placement requirement of the course.
3. Student already has credit in the course.
4. Student is placed in an inappropriate level.
5. Student has not met requirement for Advanced Academic or HORIZONS placement.
6. Student needs a different course to complete requirements in the middle school curricula.

An administrator or school counselor shall inform students of deadlines and requirements for dropping courses or changing schedules as well as the ramifications of such decisions. Drops or changes occurring during the semester's two-week grace period shall not be shown on the student's record.

Consequences of  
Dropping Courses  
After Two-Week  
Grace Period

Drops or changes occurring after the two-week grace period shall be shown on the student's record. An administrator or school counselor shall inform the student and his or her parent of the possible impact that a course change can have, e.g., failure to meet promotion standards.

Only Allowable  
Changes After Two-  
Week Grace Period  
Without a Penalty

The following list describes the situations in which students may change their schedule of courses, after the two-week grace period, without penalty:

INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

EED  
(LOCAL)

1. Students may withdraw from athletics or band at any time, but, in each case, they shall be assigned to a physical education class or to another appropriate class.
2. Students may withdraw from advanced-level courses and be enrolled in on-level courses in these instances:
  - a. A student making below an 80 average at the end of the third week of a grading period may upon his or her request and parent approval be placed in an appropriate on-level class for the remainder of the school year.
  - b. A student may, upon his or her request and with parent approval, transfer from an Advanced Academic class to an appropriate on-level class at the end of any grading period.
3. A student's schedule of courses may change at any time from general education to special education settings due to an ARD decision.
4. Any other changes to a student's schedule must be made with the principal's or designee's approval of the student's and parent's request.

**Senior High Schools**

All students in grades 9-12 shall be scheduled for at least seven classes each day.

Only Allowable  
Exceptions to  
Enrollment in  
Seven Classes

1. Students may have a one- or two-hour early release to take a college course (see EHDD) or to participate in an approved off-campus physical education program (see EHAC). Students may have a one-hour late arrival or a one-hour late arrival and a one-hour early release for the same purposes. Students enrolled in a career preparation program (co-op) may have a one- or two-hour early release to go to work.
2. The principal may grant a one- or two-hour early release, a one-hour late arrival, or a one-hour late arrival and a one-hour early release to a senior who is enrolled in courses that complete his or her graduation requirements, who has passed all required state-mandated assessments, and who meets at least one of the following conditions:
  - a. Any of the situations listed in item 1 above, i.e., enrolled in a college course or co-op;
  - b. Has a job;
  - c. Critical family needs such as head-of-household, wage-earner;

INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

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(LOCAL)

- d. Caregiver for an infant/child or an elderly or disabled parent/grandparent;
  - e. Other situations requested by the parent and approved in writing by the principal.
3. Beginning with the class of 2009, the principal may grant early release or late arrival for seniors who:
- a. Meet one of the conditions in item 2 above;
  - b. Are enrolled in courses that complete the requirements for the Recommended High School Program; and
  - c. Have passed all required state-mandated assessments.
4. Beginning with the class of 2026, the principal may grant early release to a senior who is enrolled in courses that complete the Foundation High School Program with endorsements, who has met at least one college and career readiness standard, who has passed all required state-mandated assessments, and who meets at least one of the conditions in item 2 above.

Notwithstanding the provision above, if a student is enrolled in courses at the prerequisite level, the student's individualized education program (IEP) team shall convene to review and discuss the student's request for early release or late arrival (one or two hours) during their senior year. Approval of early release or late arrival is contingent upon the committee's determination and alignment with the student's educational needs and goals. In the event that early release or late arrival is granted, the parent or guardian shall be responsible for arranging the necessary transportation for the student at the beginning or conclusion of the student's school day, as applicable.

All students granted early release or late arrival must be enrolled for a minimum of five classes each day and must have written parent permission. Early release or late arrival must be approved before the two-week grade period ends for schedule changes at the beginning of each semester.

Selecting Courses

Students select courses for the next school year during the spring semester. Factors that students and their parents should consider in selecting courses include requirements for graduation, relevance to the student's overall program and educational/career goals, purpose of the course, and possible prerequisite for other courses.

INSTRUCTIONAL ARRANGEMENTS  
STUDENT SCHEDULES

EED  
(LOCAL)

Time for Dropping  
Courses or  
Changing  
Schedules Without  
Penalty

Requests for course changes should be submitted in writing prior to the beginning of the new school year. Or once classes begin in the fall semester, students may drop a course or make a schedule change with no consequences only during the first two weeks of the semester. Acceptable reasons for dropping a course or making a schedule change follow:

1. Student does not meet prerequisites for the course.
2. Student does not meet grade placement requirement of the course.
3. Student already has credit in the course.
4. Student is placed in an inappropriate level.
5. Student has not met requirement for K-level/Advanced Academic, AP, or HORIZONS placement.
6. Student needs a different course to meet graduation requirements.

An administrator or school counselor shall inform students of deadlines and requirements for dropping courses or changing schedules as well as the ramifications of such decision. Drops or changes occurring during the semester's two-week grace period shall not be shown on the student's record.

Students may also drop a year-long course at the end of the first semester or within the second semester's two-week grace period with no penalty. They shall receive a grade, credit, and grade points for the first semester.

Consequences of  
Dropping Courses  
After Two-Week  
Grace Period

If a student is allowed to drop a course after the two-week grace period, he or she shall receive no credit for the course. The student's record shall show a "WD" for the semester in which the withdrawal is made. The course shall count as one attempted with no credit earned and zero grade points allowed. This course shall also be calculated in the grade point average and shall negatively affect class rank.

Only Allowable  
Changes After Two-  
Week Grace Period  
Without a Penalty

The following list describes the situations in which students may change their schedule of courses, after the two-week grace period, without the grade penalty of a "WD" previously described:

1. Students may withdraw from band, dance, JROTC, cheerleading, or athletics at any time, but, in each case, they shall be assigned to physical education or to an office assistant position.

2. Students may withdraw from advanced-level courses and be enrolled in on-level courses in these instances:
  - a. A student making below an 80 average at the end of the third week of a grading period may, upon his or her request and parent approval, be placed in an appropriate on-level class for the remainder of the school year.
  - b. A student may, upon his or her request and with parent approval, transfer from a K-level/Advanced Academic class to an appropriate on-level class at the end of any grading period.
  - c. A student making 80 or above in any AP course may, upon his or her request and with parent approval, transfer from an AP class to an appropriate K-level/Advanced Academic class at the end of any grading period during or at the end of the first semester.
3. A student's schedule of courses may change at any time from general education to special education settings due to an ARD decision.

Such changes shall be made at student and parent request and with the principal's or designee's approval.

**Release from School**

A student shall not be released from school at times other than regular dismissal hours except with the permission of the principal of the school. The teacher shall determine that such permission has been granted before allowing the student to leave.

Exception for  
Released Time  
Course

For purposes of this policy, a “released time course” shall have the same definition as provided in law.

A student shall be permitted to attend a released time course in accordance with the following requirements:

1. The parent or guardian has provided written consent for the student to attend the released time course;
2. The private entity offering the released time course maintains attendance records and will make those records available to the District;
3. The private entity, parent or guardian, or student assumes responsibility for transportation, including transportation for a student with a disability, to and from the location at which the released course is offered;
4. The private entity assumes liability for the student enrolled in the released time course while the student is under the private entity’s care; and
5. The student is responsible for any school work and assignments issued during the student’s absence from the District.

The District shall be prohibited from using District funds, excluding de minimis costs, to facilitate the student attending a released time course.

A private entity shall be prohibited from offering the released time course on District property unless the use is in accordance with policy GKD.

The District shall not interfere with a parent’s or guardian’s ability to request or access a released time course for the student.

**Access to District Property**

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to or eject a person from property under the District's control in accordance with law and Board policy.

Students, parents, and visitors on District property or in District facilities are required to remain in designated areas and follow District guidelines and expectations regarding behavior and supervision.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

**Ejection or Exclusion under Education Code 37.105**

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

**Off-Campus Activities**

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

**Prohibitions**

Tobacco and E-Cigarettes

The District prohibits smoking and the use of tobacco products, e-cigarettes, or other electronic vaporizing devices on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

*Exceptions*

No violation of this policy occurs when:

1. ~~A Texas~~ An individual who holds a handgun license holder in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Bonfires Prohibited

Bonfires shall be prohibited on school property.

COMMUNITY RELATIONS  
CONDUCT ON SCHOOL PREMISES

GKA  
(LOCAL)

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No violation of this policy occurs when:

1. An individual who holds a handgun license in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

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