



Mission Consolidated Independent School District

- 1201 Bryce Drive, Mission, Texas 78572
- Telephone: (956) 323 5505 Fax: (956) 323 5634
- Website: www.mcisd.net

Notice and Agenda

The Board of Trustees of the Mission Consolidated Independent School District will hold a **Regular Meeting** on **Wednesday, April 14, 2021, at 6:30 PM** in the **by Video Conference or Telephone Call**. At this meeting, the Board may deliberate or act on any of the subjects listed on the following agenda. The President may change the order of items listed below for the convenience of the Board.

In accordance with Governor Abbott’s declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act, a quorum of the District’s Board of Trustees will hold its regular Board meeting by videoconference or teleconference. The public will have the option to attend and participate in the meeting remotely by videoconference or by teleconference.

Members of the public may access this meeting as follows:

<https://mcisd.webex.com/mcisd/onstage/g.php?MTID=ee41eeb3027ce44668531b3919c49cd31>

United States Toll Free 1-844-992-4726

United States Toll +1-408-418-9388

Access Code: 187 359 1440

Further information on joining the meeting will be available at the Mission CISD’s website at www.mcisd.net

Public Comment: Members of the public wishing to make public comment during the meeting must register by emailing agallardo@mcisd.org before 4:00 p.m. on the date of the meeting. The Member of the Public (Member) must provide the following information in the email:

- 1. The subject the Member will discuss;**
- 2. A telephone number at which the Member of the Public may be reached;**
- 3. The name of the interpreter and the contact information for the interpreter if the Member requires an interpreter to provide public comment; and**
- 4. Whether the registrant will require the use of a TTY service to facilitate the public comment.**

A G E N D A

- I. Call to Order and Establish Quorum**
- II. Pledge of Allegiance and Moment of Silence**
 - 1. U. S. Flag and Texas Flag -**
- III. Comments from the Public**
- IV. Public Comment(s) on Specific Agenda Item(s)**

V. Superintendent's Updates and Recognitions

VI. Discussion and Possible Action

1. Approval of Bids, Proposals, and Purchases of \$50,000 and Over	
a. Award Purchase of Electronic Translators #241-21-8	4
b. Award Purchase of Bilingual/ESL Program Evaluations #241-21-9	5
c. Award Purchase of Desktop Computers	6
d. Award Purchase of Tablet Devices	7
2. Consideration and Approval to Accept Administration's Rankings and Enter into Negotiations in the Order of Rankings for the for the On-Call Architectural Design Material Testing, Laboratory Analysis/Geo-Technical Investigation/Environmental Services, Mechanical, Electrical, Plumbing (MEP) Engineering Professional Services	8
3. Consideration and Approval to Accept the Best and Final Offer (BAFO), Enter into Contract for the On-Call Structural Engineering, and Civil Engineering Professional Services	16
4. Consideration and Approval for Change Order (CO) #1 for Delay Days for the Tom Landry Stadium Scoreboard Project	30
5. Consideration and Approval to Accept Administration's Rankings and Enter into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project	36
6. Consideration and Possible Action Regarding Roosevelt Auditorium Project	38
7. Annual Compliance Announcement of Board of Trustees' Continuing Education Credit (CEC) Hours	41
8. Approval of Recommendation and Approval of the Selection for:	
a. Coordinator for Child Nutrition Program	
b. Special Education Speech Language Pathologist	
c. Special Education Transition Specialist	
d. Mission Junior High School Counselor	
9. Recommendation of the New Employment Position through Repurposing of Vacancies:	
a. Information Security Analyst	42
10. Approval to Extend District's Legal Services Contract	48
11. Consideration of Level III Grievance Pursuant to DGBA (LOCAL)	

VII. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA. Any Trustee may request the removal of an item from the CONSENT AGENDA for individual consideration and action.

1. Approval of Summer Programs 2021	
2. Approval of Instructional Materials Allotment and TEKS Certification 2021-2022	49
3. Approval to Extend Depository Contract between Mission CISD and BBVA Bank for the Fiscal Year 2021-2022 and 2022-2023	51
4. Approval of Statement of Impact from Horizon Montessori Public Schools	53
5. Approval of Statement of Interlocal Agreement with Houston ISD as Medicaid Billing Agent	60
6. Approval of Bids, Proposals, and Purchase of \$50,000 and Over	
a. Award Purchase of Early Childhood Learning System Integrating Brain Development #230-21-4	61
b. Award Purchase of Bilingual/ESL Classroom Supplies	62
c. Award Purchase of Bilingual/ESL Library Books	69
d. Award Purchase of Advanced Placement Exams	74
7. Approval of Donations	75

8. Approval of Supplemental Budget Amendment for the Month of April 2021	77
9. Approval of Minutes	
a. March 10, 2021	80
VIII. Executive Session	
1. Private Consultation with Board Attorney (Texas Gov't Code § 551.071)	
2. Deliberation Regarding Real Property--Closed Meeting: A Governmental Body may Conduct a Closed Meeting to Deliberate the Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting would have a Detrimental Effect on the Position of Governmental Body in Negotiations with the Third Person (Texas Gov't Code §551.072)	
3. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)	
IX. Action, if Necessary, on Matters Discussed in Executive Session	
1. Board of Trustees Informational Items	
a. 2021-2022 Budget Update	
b. Financial Reports for the Month of February 2021	
(1) General Fund	
(2) Debt Service	85
(3) Self-Funded Health Insurance Fund	88
c. Tax Levy Adjustments for the Month of February 2021	94
d. Disbursements for the Month of March 2021	99
e. Self-Funded Group Health Insurance Plan Update Review by Carlisle Insurance	
f. Hurricane Hanna Claim Update	
g. Community Project Funding Request for Safety and Security	
h. Personnel Employments, Resignations, Transfers, and Compensation Changes	
X. Important Dates to Remember	
1. May 12, 2021 Regular Board of Trustees Meeting at 6:30 p.m.	
2. May 5, 2021 Board of Trustees Workshop at 6:30 p.m.	
XI. Adjournment	

In accordance with the Texas Open Meetings Act, the Board may enter into a closed meeting to deliberate any item that is listed above that fits within an exception listed in Subchapter D. Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

This Notice was posted by 7:30 p.m., on April 2, 2021



 Dr. Carol G. Perez, Superintendent of Schools
 Mission Consolidated Independent School District

SUBJECT: Award Purchase of Electronic Translators 241-21-8

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Our English Learners make up thirty-six percent of the student population at Mission CISD. In addition, many of our English Learners' parents do not speak English. For many of our parents, language seems to be a barrier that keeps them from participating in their child's academic tasks. By providing campuses with a handheld translator that can be checked out to parents, we will decrease this language barrier to better meet the needs of our English learners and their parents. Translators will be distributed as follows: 30 for each elementary, 50 for each Junior High, and 100 for each High School

ADMINISTRATIVE CONSIDERATIONS

Request for Proposals was selected as a procurement method based on estimated expenditure requiring a method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater TEC Sec 44.031(a).

FUNDING SOURCE AND AMOUNT

State Bilingual Funds - Estimated amount: \$55,000

RECOMMENDATION

Award Purchase of Electronic Translators 241-21-8

A recommendation will be brought at the Board Meeting.

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction
Kim Risica, Executive Director for Special Programs and School Improvement
Angelina Martinez, Director for Bilingual Education/ESL
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing

SUBJECT: Award Purchase of Bilingual/ESL Program Evaluation

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Every year, the Bilingual/ESL department conducts an internal evaluation in accordance with Texas Education Code (a) All school districts required to conduct a bilingual education or English as a second language (ESL) program shall conduct an annual evaluation in accordance with Texas Education Code (TEC), §29.053, collecting a full range of data to determine program effectiveness to ensure student academic success.

In order to support program planning and identify areas of opportunity, the Bilingual/ESL department is requesting an elaborate external program evaluation.

ADMINISTRATIVE CONSIDERATIONS

Request for Proposals was selected as a procurement method based on estimated expenditure requiring a method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater TEC Sec 44.031(a).

FUNDING SOURCE AND AMOUNT

State Bilingual Funds Estimated Amount: \$50,000

RECOMMENDATION

Award Purchase of Bilingual/ESL Program Evaluation

A recommendation will be brought at the Board Meeting,

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction
Kim Risica, Executive Director for Special Programs and School Improvement
Angelina Martinez, Director for Bilingual Education/ESL
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing

SUBJECT: Award Purchase of Desktop Computers

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In 2019-2020, the district began to assess the technology inventory at all campuses in order to address the large number of computers that had become obsolete. The State & Federal Programs Department collaborated with the District Technology and Instructional Technology Departments as well as campus administrators. Based on information provided, it was determined that there was a district wide need for desktop computer stations to be used as instructional tools in the core content areas. Computers purchased were used as replacements for obsolete or non-functioning computers. In order to continue an annual replacement rotation and ensure that campuses have highly functional student desktop stations, the district is now looking to replace all 9010 and 9020 models currently allocated for student use. Desktop computer stations will be purchased for replacement of student 9010 and 9020 models at applicable Elementary, Jr. High, and High Schools. This includes Roosevelt and Options Academy. These models are 6+ years old. Inventory records indicate the need for 730 replacements.

ADMINISTRATIVE CONSIDERATIONS

This purchase will be made using Inter-local Purchasing Co-op. Using an Inter-local Purchasing Co-op complies with purchase requirements of TEC 44.031a(4) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

FUNDING SOURCE AND AMOUNT

State Compensatory Funds Estimated Amount: \$750,000

RECOMMENDATION:

Award Purchase of Desktop Computers

A recommendation will be brought to the board meeting.

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction
Kim Risica, Executive Director for Special Programs & School Improvement
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing
Joel Garcia, Executive Director for Technology & Information Systems
Noe Pena, Director of Technology Systems

SUBJECT: Award Purchase of Tablet Devices

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In efforts to enhance the academic and language learning experience of our English Learners in Pre-Kinder through 2nd grade, the use of iPads in a classroom learning center would be beneficial. English learners can use the iPad to practice language acquisition skills and interact with written text in a variety of formats—audio, visual, and video. In addition, our students would have access to a larger selection of programs through apps that are exclusively available on an iPad.

ADMINISTRATIVE CONSIDERATIONS

The purchase will be made using Texas Department of Information Resources (DIR). Using an inter-local purchase co-op complies with purchase requirements of TEC 44.031a(4) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

FUNDING SOURCE AND AMOUNT

State Bilingual Funds - Estimated amount \$400,000

RECOMMENDATION

Award Purchase of Tablet Devices from Apple Inc.

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for C& Instruction
Kim Risica, Executive Director for Special Programs & School Improvement
Angelina Martinez, Director for Bilingual Education/ESL
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing
Noe A. Pena, Director for Technology

SUBJECT: Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Rankings for the On-Call Architectural Design, Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services and Mechanical, Electrical & Plumbing (MEP) Engineering Professional Services

PRESENTER: Rick Rivera, Assistant Superintendent for Operations

BACKGROUND INFORMATION

In order to expedite the process of beginning construction of a smaller project which may require engineering and/or design, the district may need the services of a design or engineering or materials testing firm.

At the Regular Board Meeting held on May 06, 2020, the Board approved the following:

Administration requests approval to advertise for Consideration and Approval for Request for Qualifications for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design.

The ranking of Request for Qualifications responses must be on the basis of demonstrated competence, qualifications, capability to perform, the past performance of the firm and members of the firm, and other appropriate factors submitted by the firm in response to the request for qualifications, except that cost-related or price-related evaluation factors are not permitted as provided by Section 2254.004, Government Code.

This on-call service will be used on services for construction projects up to a \$500,000.00 total construction cost. Any services above this threshold will be brought forward to the Board of Trustees for consideration and approval. All projects utilizing the on-call services agreement will be presented to the Committee as informational items.

Administration will begin advertising for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design and then begin the process of reviewing the firms as per the RFQ's and schedule presentations for the Board to review and possibly select a firm if needed.

As per the Committee meeting the on-call contract will be for a maximum three-year term with a performance evaluation review for renewal yearly.

As per the Committee meeting multiple firms may be selected for the on-call services for each discipline.

At the Regular Board meeting held on January 13, 2021, the Board was given a status update on the on-call services.

Initial advertisements and solicitations were posted; however, this initiative was never implemented due to circumstances beyond our control. Administration will

again advertise and solicit for the on-call services for the different disciplines in the best interest of the district.

Advertisements in the local newspapers were posted on February 13, 2021 and February 17, 2021. Original deadline was February 25, 2021 at 2 pm, however, due to inclement weather an addendum was posted to extend until March 4, 2021. Request for Qualification (RFQ's) will be opened on March 4, 2021 and firms may be able to view and attend remotely. Pre-ranking of the RFQ's will be conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma, Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

Pre-ranking of RFQ's by Administration is a district process to pre-check if all requested documents and information in the Request for Qualifications was submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop Format, Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the On-Call Professional Services.

RFQ's were submitted on March 4, 2021 and were reviewed and ranked by the Administration Committee. Pre-ranking was scheduled for Monday, March 08, 2021 at 3:00 p.m.. This Administrative review was presented at the Regular Board of Trustees Meeting of Wednesday, March 10, 2021.

Firms submitting RFQ's by discipline:

Civil Engineering:

- Hinojosa Engineering Inc.
- M2 Engineering PLLC
- Javier Hinojosa Engineering
- SAMES, Inc.
- Izaguirre Engineering Group LLC

Structural Engineering:

- Chanin Engineering, LLC
- Hinojosa Engineering, Inc.
- Izaguirre Engineering Group LLC

Architecture/Design:

- EGV Architects, Inc.
- PBK Architects
- Izaguirre Engineering Group LLC
- TWG-The Warren Group Architects Inc.

Mechanical/Electrical/Plumbing Engineering (MEP):

- Leaf Engineering (PBK)
- Half & Associates, Inc. 9

- Trinity MEP Engineering
- Izaguirre Engineering Group LLC
- Ethos Engineering
- DBR Engineering

Geo-Technical / Materials Testing and Laboratory Analysis / Environmental Services:

- Izaguirre Engineering Group LLC
- Millennium Engineers Group (MEG)
- Raba Kistner
- Terracon Consultants, Inc.

At the Regular Board Meeting held on March 10, 2021 the Board approved the following, to enter into negotiations with the top ranked firm Javier Hinojosa Engineering for civil engineering and Chanin Engineering, LLC. for structural engineering. These disciplines when ranked did not have a tie between firms submitting qualifications thus we could proceed into the negotiations phase.

The disciplines of Architectural Design, Mechanical, Electrical and Plumbing (MEP) and Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services had firms with equal rankings. Due to equal scoring of top firms in these three disciplines Administration recommended that these firms present in an interview format to the Administration Ranking Committee. This additional step needed to be done to distinguish a top ranked firm for these services, there can be no ties. However, this award of on-call professional services does not mean that selected firms will have exclusive rights to all MCISD projects.

ADMINISTRATIVE CONSIDERATIONS

On Wednesday, March 31, 2021, virtual presentations were conducted with each firm being allowed fifteen (15) minutes of presentation time with an additional fifteen (15) minutes of a question and answer session.

Administrations ranking of the presentations was conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Joel Garcia, Ms. Rumalda Ruiz and Mr. Martin Castaneda with Ms. Daisy Cuevas assisting.

Administration presents Consideration and Approval to Accept Administrations Rankings for the On-Call Architectural Design, Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services and Mechanical, Electrical & Plumbing (MEP) Engineering Professional Services.

Firms submitting RFQ's by discipline and with equal points:

Architecture/Design:

- PBK Architects – 100 pts.
- EGV Architects, Inc. – 77 pts.

Geo-Technical / Materials Testing and Laboratory Analysis / Environmental Services:

- Raba Kistner – 100 pts.
- Terracon Consultants, Inc. – 90 pts.

Mechanical/Electrical/Plumbing Engineering (MEP):

- DBR Engineering – 98 pts.
- Leaf Engineering (PBK) – 97 pts.
- Halff & Associates, Inc. – 73 pts.

FUNDING SOURCE AND AMOUNT

General Funds

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, April 7, 2021.

Administration recommends Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Rankings for the On-Call Architectural Design, Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services and Mechanical, Electrical & Plumbing (MEP) Engineering Professional Services.

EXHIBIT

Sheet & Rankings

CONTACT PERSONS

Rick Rivera, Assistant Superintendent for Operations
Dora Garcia, Purchasing Coordinator

**RFQ # 520-21-0 On-Call Architect, Engineering and Geo-Tech Investigation, Environmental and Materials Testing Services
Rankings by Discipline Category - Presentation and Interview dated March 31, 2021**

	Points	Architectural Design Services	Points	Material testing and laboratory analysis/Geo-Technical Investigation/Environmental Services	Points	Mechanical, Electrical, Plumbing (MEP) Engineering
	100	PBK	100	Raba Kistner	98	DBR
	77	EGV Architects	90	Terracon	97	Leaf Engineers
					73	HALFF Associates, Inc.

Mission Consolidated Independent School District
On-Call Architect, Engineering and Geo-Tech Investigation, Environmental and Materials Testing Services RFQ # 520-21-0
Ranking - Presentation and Interview dated March 31, 2021

		Firm		
Discipline: Architectural Design Services		EGV Architects	PBK	
CRITERIA		Max. Points		
1	Firm's evidence of experience with school districts and/or government entities a. Include a list and brief description of all major Texas school projects performed in the last five years. b. Past experience with the district	25	18	25
2	List and explain claims and litigation involving the firm in the last five (5) years including arbitration proceedings, including: a. Whether your firm has ever failed to complete any work awarded b. If there are any judgments, claims, arbitration proceedings or suits outstanding against your firm or its officers c. Has your organization filed any lawsuits or requested arbitration with regard to projects within the last five (5) years	25	23	25
3	Methodology for meeting timelines and project budget	25	18	25
4	Oral Presentation	25	18	25
Total Points		100	77.0	100.0
Rank (1 is Highest)			2	1

Committee Members:

Ricardo Rivera, Assistant Superintendent for Operations
 Lorena Garcia, Deputy Superintendent for Support Services
 Joel Garcia, Executive Director for Technology, Information Systems and Facilities Operations
 Rumalda Ruiz, Assistant Superintendent for Finance
 Martin Castaneda, Director for Maintenance and Security
 Dora Garcia, Purchasing Coordinator
 Daisy Cuevas, Purchasing Specialist

Mission Consolidated Independent School District
On-Call Architect, Engineering and Geo-Tech Investigation, Environmental and Materials Testing Services RFQ # 520-21-0
Ranking - Presentation and Interview dated March 31, 2021

			Firm	
Discipline: Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services			Raba Kistner	Terracon
CRITERIA			Max. Points	
1	Firm's evidence of experience with school districts and/or government entities a. Include a list and brief description of all major Texas school projects performed in the last five years. b. Past experience with the district	25	25	20
2	List and explain claims and litigation involving the firm in the last five (5) years including arbitration proceedings, including: a. Whether your firm has ever failed to complete any work awarded b. If there are any judgments, claims, arbitration proceedings or suits outstanding against your firm or its officers c. Has your organization filed any lawsuits or requested arbitration with regard to projects within the last five (5) years	25	25	25
3	Methodology for meeting timelines and project budget	25	25	20
4	Oral Presentation	25	25	25
Total Points			100	90.0
Rank (1 is Highest)			1	2

Committee Members:

Ricardo Rivera, Assistant Superintendent for Operations
 Lorena Garcia, Deputy Superintendent for Support Services
 Joel Garcia, Executive Director for Technology, Information Systems and Facilities Operations
 Rumalda Ruiz, Assistant Superintendent for Finance
 Martin Castaneda, Director for Maintenance and Security
 Dora Garcia, Purchasing Coordinator
 Daisy Cuevas, Purchasing Specialist

Mission Consolidated Independent School District
On-Call Architect, Engineering and Geo-Tech Investigation, Environmental and Materials Testing Services RFQ # 520-21-0
Ranking - Presentation and Interview dated March 31, 2021

		Firm			
Discipline: Mechanical, Electrical, Plumbing (MEP) Engineering		HALFF Associates	Leaf Engineers	DBR	
CRITERIA		Max. Points			
1	Firm's evidence of experience with school districts and/or government entities a. Include a list and brief description of all major Texas school projects performed in the last five years. b. Past experience with the district	25	18	22	25
2	List and explain claims and litigation involving the firm in the last five (5) years including arbitration proceedings, including: a. Whether your firm has ever failed to complete any work awarded b. If there are any judgments, claims, arbitration proceedings or suits outstanding against your firm or its officers c. Has your organization filed any lawsuits or requested arbitration with regard to projects within the last five (5) years	25	15	25	23
3	Methodology for meeting timelines and project budget	25	20	25	25
4	Oral Presentation	25	20	25	25
Total Points		100	73.0	97.0	98.0
Rank (1 is Highest)			3	2	1

Committee Members:

- Ricardo Rivera, Assistant Superintendent for Operations
- Lorena Garcia, Deputy Superintendent for Support Services
- Joel Garcia, Executive Director for Technology, Information Systems and Facilities Operations
- Rumalda Ruiz, Assistant Superintendent for Finance
- Martin Castaneda, Director for Maintenance and Security
- Dora Garcia, Purchasing Coordinator
- Daisy Cuevas, Purchasing Specialist

SUBJECT: Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the On-Call Structural Engineering and Civil Engineering Professional Services

PRESENTER: Rick Rivera, Assistant Superintendent for Operations

BACKGROUND INFORMATION

In order to expedite the process of beginning construction of a smaller project which may require engineering and/or design, the district may need the services of a design or engineering or materials testing firm.

At the Regular Board Meeting held on May 06, 2020, the Board approved the following:

Administration requests approval to advertise for Consideration and Approval for Request for Qualifications for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design.

The ranking of Request for Qualifications responses must be on the basis of demonstrated competence, qualifications, capability to perform, the past performance of the firm and members of the firm, and other appropriate factors submitted by the firm in response to the request for qualifications, except that cost-related or price-related evaluation factors are not permitted as provided by Section 2254.004, Government Code.

This on-call service will be used on services for construction projects up to a \$500,000.00 total construction cost. Any services above this threshold will be brought forward to the Board of Trustees for consideration and approval. All projects utilizing the on-call services agreement will be presented to the Committee as informational items.

Administration will begin advertising for On-Call Professional Services for MEP, Structural, Civil, Material Testing and Architectural Design and then begin the process of reviewing the firms as per the RFQ's and schedule presentations for the Board to review and possibly select a firm if needed.

As per the Committee meeting the on-call contract will be for a maximum three-year term with a performance evaluation review for renewal yearly.

As per the Committee meeting multiple firms may be selected for the on-call services for each discipline.

At the Regular Board meeting held on January 13, 2021, the Board was given a status update on the on-call services.

Initial advertisements and solicitations were posted; however, this initiative was never implemented due to circumstances beyond our control. Administration will again advertise and solicit for the on-call services for the different disciplines in the best interest of the district.

Advertisements in the local newspapers were posted on February 13, 2021 and February 17, 2021. Original deadline was February 25, 2021 at 2 pm, however, due to inclement weather an addendum was posted to extend until March 4, 2021. Request for Qualification (RFQ's) will be opened on March 4, 2021 and firms may be able to view and attend remotely. Pre-ranking of the RFQ's will be conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma, Ms. Rumalda Ruiz and Ms. Daisy Cuevas.

Pre-ranking of RFQ's by Administration is a district process to pre-check if all requested documents and information in the Request for Qualifications was submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop Format, Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the On-Call Professional Services.

RFQ's were submitted on March 4, 2021 and were reviewed and ranked by the Administration Committee. Pre-ranking was scheduled for Monday, March 08, 2021 at 3:00 p.m.. This Administrative review was presented at the Regular Board of Trustees Meeting of Wednesday, March 10, 2021.

Firms submitting RFQ's by discipline:

Civil Engineering:

- Hinojosa Engineering Inc.
- M2 Engineering PLLC
- Javier Hinojosa Engineering
- SAMES, Inc.
- Izaguirre Engineering Group LLC

Structural Engineering:

- Chanin Engineering, LLC
- Hinojosa Engineering, Inc.
- Izaguirre Engineering Group LLC

Architecture/Design:

- EGV Architects, Inc.
- PBK Architects
- Izaguirre Engineering Group LLC
- TWG-The Warren Group Architects Inc.

Mechanical/Electrical/Plumbing Engineering (MEP):

- Leaf Engineering (PBK)
- Half & Associates, Inc.
- Trinity MEP Engineering
- Izaguirre Engineering Group LLC
- Ethos Engineering
- DBR Engineering

Geo-Technical / Materials Testing and Laboratory Analysis / Environmental Services:

- Izaguirre Engineering Group LLC
- Millennium Engineers Group (MEG)
- Raba Kistner
- Terracon Consultants, Inc.

At the Regular Board Meeting held on March 10, 2021, the Board approved the following, to enter into negotiations with the top ranked firm Javier Hinojosa Engineering for civil engineering and Chanin Engineering, LLC. for structural engineering. These disciplines when ranked did not have a tie between firms submitting qualifications thus we could proceed into the negotiations phase.

The disciplines of Architectural Design, Mechanical, Electrical and Plumbing (MEP) and Material Testing and Laboratory Analysis/Geo-Technical Investigation/Environmental Services had firms with equal rankings. Due to equal scoring of top firms in these three disciplines Administration recommended that these firms present in an interview format to the Administration Ranking Committee. This additional step needed to be done to distinguish a top ranked firm for these services, there can be no ties. However, this award of on-call professional services does not mean that selected firms will have exclusive rights to all MCISD projects.

ADMINISTRATIVE CONSIDERATIONS

The disciplines of civil and structural engineering when ranked did not have a tie between firms submitting qualifications thus we could proceed into the negotiations phase.

Initial negotiation letters were sent on March 25, 2021 for Mr. Javier Hinojosa for civil engineering and Mr. Miguel Chanin for structural engineering for on-call professional services fees.

Administration presents Consideration and Approval to Accept and Best and Final Offer (BAFO) and to Enter Into Contract for the On-Call Structural Engineering and Civil Engineering Professional Services. BAFO's will be presented at the Board Work Shop.

The Board of Trustees has the option to accept this BAFO, or to decline the offer and direct Administration to enter into negotiations with the next vendor or to reject all offers and re-advertise.

FUNDING SOURCE AND AMOUNT

General Funds

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, April 7, 2021.

Administration recommends Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the On-Call Structural Engineering and Civil Engineering Professional Services.

EXHIBIT

Request for Best and Final Offer Letter(s)
Javier Hinojosa Engineering – BAFO presented at the Board Work Shop
Chanin Engineering, LLC - BAFO presented at the Board Work Shop

CONTACT PERSONS

Rick Rivera, Assistant Superintendent for Operations
Dora Garcia, Purchasing Coordinator

Ricardo Rivera
Assistant Superintendent for Operations
520 Holland Avenue - Mission, Texas 78572-4399
Office (956) 323-8963 - Fax (956) 323-8997
E mail: rriver49@mcisd.org - www.mcisd.net



Students First • Innovation • Collaborative Ownership • Diversity • Continuous Learning

SENT VIA CERTIFIED MAIL
SENT VIA EMAIL

March 25, 2021

Javier Hinojosa Civil Engineering
416 E. Dove Avenue
McAllen, TX 78504

Re: On-call Professional Services Proposal

At the Regular Board of Trustees meeting held on Wednesday, March 10, 2021 Administration presented and the Board approved entering into negotiations with the top ranked firm for professional on-call civil engineering services, Hinojosa Civil Engineering was selected as the top ranked firm. Please submit to my office your on-call civil engineering services proposal for any project under the \$500,000.00 threshold. We will need an hourly rate proposal for complete services along with a tiered proposal by percentage of a proposed project cost. Please provide a tier percentage fee by \$100,000.00 valuation. We ask that your proposal be submitted to our office by close of business Wednesday, March 31, 2021. Your proposal will be reviewed by Administration with a presentation at the April Board Work Shop meeting and the subsequent Regular Board of Trustees meeting. If you have any questions please feel free to contact my office. Thank you.

20

Respectfully,

A handwritten signature in blue ink, appearing to read "Ricardo Rivera", is written over a horizontal blue line.

Ricardo Rivera, Assistant Superintendent for Operations

Cc: Ms. Lorena Garcia, Deputy Superintendent for Support Services
Mr. Joel Garcia, Executive Director for Technology, Information Systems and Operations
File

Ricardo Rivera
Assistant Superintendent for Operations
520 Holland Avenue - Mission, Texas 78572-4399
Office (956) 323-8963 - Fax (956) 323-8997
E mail: rriver49@mcisd.org - www.mcisd.net



Students First • Innovation • Collaborative Ownership • Diversity • Continuous Learning

SENT VIA CERTIFIED MAIL

SENT VIA EMAIL

March 25, 2021

Chanin Engineering, LLC
400 Nolana, Suite H2
McAllen, TX 78504

Re: On-call Professional Services Proposal

At the Regular Board of Trustees meeting held on Wednesday, March 10, 2021 Administration presented and the Board approved entering into negotiations with the top ranked firm for professional on-call structural engineering services, Chanin Engineering LLC was selected as the top ranked firm. Please submit to my office your on-call structural engineering services proposal for any project under the \$500,000.00 threshold. We will need an hourly rate proposal for complete services along with a tiered proposal by percentage of a proposed project cost. Please provide a tier percentage fee by \$100,000.00 valuation. We ask that your proposal be submitted to our office by close of business Wednesday, March 31, 2021. Your proposal will be reviewed by Administration with a presentation at the April Board Work Shop meeting and the subsequent Regular Board of Trustees meeting. If you have any questions please feel free to contact my office. Thank you.

21

Respectfully,

A handwritten signature in blue ink, appearing to be "Ricardo Rivera", written over a light blue horizontal line.

Ricardo Rivera, Assistant Superintendent for Operations

Cc: Ms. Lorena Garcia, Deputy Superintendent for Support Services
Mr. Joel Garcia, Executive Director for Technology, Information Systems and Operations
File

JAVIER HINOJOSA ENGINEERING/Consulting Engineers

416 E. Dove Avenue • McAllen, Texas 78504

Tel: (956) 668-1588 • Fax: (956) 994-8102

javhin@rgv.rr.com

TBPE FIRM NO. F-1295

March 26, 2021

Mr. Rick Rivera, Assistant Superintendent for Operations
Mission C.I.S.D.
1201 Bryce Drive
Mission, Texas 78572

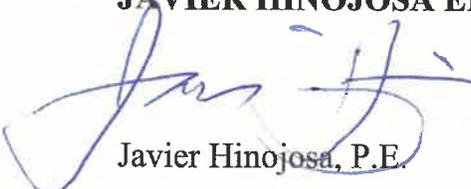
Re: On-Call Civil Engineering Services

Dear Mr. Rivera,

Attached please find the Schedule of Fees, Insurance Certificate and our Hourly Fees as requested for the On-Call Civil Engineering Services for Mission CISD. If you have any questions or require further information, please feel free to contact me at your convenience.

Sincerely,

JAVIER HINOJOSA ENGINEERING



Javier Hinojosa, P.E.

**MISSION CISD
ON-CALL CIVIL ENGINEERING SERVICES
JAVIERHINOJOSA ENGINEERING
CONTRACT RATES**

<u>LABOR CLASSIFICATION</u>	<u>HOURLY CONTRACT RATES:</u>
Principal	\$225.00/Hr.
Project Manager/Engineer	\$150.00/Hr.
Engineering Assistant	\$ 95.00/Hr.
R.P.L.S.	\$145.00/Hr.
G.P.S. Survey Crew	\$150.00/Hr.
3 Man Survey Crew	\$110.00/Hr.
Project Inspector	\$ 70.00/Hr.
CADD Operator/Designer	\$ 70.00/Hr.
Admin./Clerical	\$ 30.00/Hr.

CIVIL ENGINEERING FEE SCHEDULE
JAVIER HINOJOSA ENGINEERING
MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

CONSTRUCTION COST	ENGINEERING FEE
UP TO \$99,999	<u>9</u> %
\$100,000 TO \$199,999	<u>9</u> %
\$200,000 TO \$299,999	<u>8</u> %
\$300,000 TO \$399,999	<u>8</u> %
\$400,000 TO \$500,000	<u>7.5</u> %



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DAVIS INSURANCE AGENCY 2030 E Griffin Pkwy Mission, TX 78752	CONTACT NAME: Carl Davis PHONE (A/C No. Ext): (956)581-9838 FAX (A/C No.): (956)519-1524 E-MAIL ADDRESS: davisinsuranceagency@yahoo.com
	INSURER(S) AFFORDING COVERAGE
INSURED Javier Hinojosa Engineering 416 E Dove MCALLEN, TX 78504	INSURER A: Hartford Underwriters Insurance Co.
	INSURER B: Progressive Insurance Company
	INSURER C: Hartford Underwriters Insurance Co.
	INSURER D: Certain Underwriters at Lloyds
	INSURER E:
	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X	33 SBA AH00UT	8/14/2020	8/14/2021	EACH OCCURRENCE \$ 2,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	02495223-0	8/14/2020	8/14/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	BODILY INJURY (Per person) \$						
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			33 SBA AH00UT	8/14/2020	8/14/2021	EACH OCCURRENCE \$ 1,000,000
	AGGREGATE \$ 1,000,000						
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	33 WBC AH0A1Z	8/14/2020	8/14/2021	PER STATUTE
	OTH-ER						
	E.L. EACH ACCIDENT \$ 1,000,000						
D	Professional Liability			10143L191078	1/3/2021	1/3/2022	Each Claim \$ 1,000,000
	Aggregate \$ 1,000,000						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER MISSION CISD 1201 BRYCE DR MISSION, TX 78752	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 25
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FEE SCHEDULE

March 30, 2021

Attn: Ricardo Rivera
Assistant Superintendent for Operations
520 Holland Ave.
Mission, Tx. 78572-4399
Office: (956) 323-8963
E-Mail: rriver49@mcisd.org

**Re: On-Call Professional Services Pool
(RFQ #520-21-0)**

Dear Ricardo Rivera:

Chanin Engineering, LLC appreciates the opportunity to submit our fee schedule for professional services as it relates to the MCISD Professional On-Call Structural Engineer. Appended to this letter please find our hourly rates and percentage of a proposed project cost.

We look forward to the opportunity of working with the Mission Consolidated Independent School District.

Should you have any questions feel free to reach me at my office (956) 687-9421 or cell (956) 655-4672.

Sincerely,



Miguel Chanin, PE
Founding Principal in Charge

FEE SCHEDULE

<u>CONSTRUCTION COST</u>	<u>NEW CONSTRUCTION</u>	<u>RENOVATION</u>
\$0 - \$99,999	*	*
\$100,000 - \$149,999	8%	9%
\$150,000 - \$199,999	8%	9%
\$200,000 - \$299,999	7%	8%
\$300,000 - \$399,999	7%	8%
\$400,000 - \$500,000	6%	7%

***8-15% to be negotiated on a per project basis.**

HOURLY RATES

Chanin Engineering, LLC's prevailing rates are as follows:

<u>Engineering:</u>	<u>Hourly rate</u>
E-1 Engineer In Training 1	\$105.00
E-2 Engineer In Training 2	\$115.00
E-3 Project Engineer 1 *	\$135.00
E-4 Project Engineer 2 *	\$145.00
E-5 Principal Engineer *	\$175.00

Technicians:

T-1 Technician I	\$ 75.00
T-2 Technician II	\$ 85.00
T-3 Technician III	\$ 95.00

Computer Aided Drafting:

C-1 CAD I	\$ 55.00
C-2 CAD II	\$ 65.00
C-3 CAD III	\$ 75.00

Administrative:

A-1 Clerical	\$ 40.00
A-2 Accounts Payable/Billable	\$ 45.00
A-3 Office Manager/Executive Assistant	\$ 55.00

* Licensed professional engineer, unless noted otherwise.

ENGINEERING AND TECHNICAL CLASSIFICATIONS

Engineering:

- E-1 Engineer in Training I - Graduate Engineer with 0-3 years experience, works under close supervision.
- E-2 Engineer in Training 2 - Graduate Engineer with 2-plus years experience, capable of carrying out assignments with minimum supervision, supervises drafting and layout work.
- E-3 Project Engineer 1 - Registered Engineer with 4-plus years experience, can handle moderately complex tasks with minimal supervision, supervises the work of other engineers and drafters.
- E-4 Project Engineer 2 - Registered Engineer with 6-plus years experience, can handle complex tasks with only general supervision, coordinates and supervises work of other engineers and drafters.
- E-5 Principal Engineer - Registered Engineer and possibly company officer, completely capable of handling and supervising all aspects of design and drawing production.

Technicians:

- T-1 Technician I - 5-plus years experience and/or education, capable of handling all drafting functions and simple engineering design and calculation tasks with some supervision.
- T-2 Technician II - 7-plus years experience and/or education, capable of handling all drafting functions with minimal supervision, can supervise the work of drafters.
- T-3 Technician III - 10-plus years experience and/or education, capable of handling all drafting add many engineering related tasks with little supervision, can supervise the work of drafters and technicians.

Computer Aided Drafting:

- C-1 Junior Drafter I - Capable of drawing tasks and tracing-type work, under close supervision of others.
- C-2 Drafter II - 2-plus years experience and/or education, handles many drafting tasks under supervision.
- C-3 Senior Drafter III - 3-plus years experience and/or education, handles most drafting tasks while exercising judgment on layout and planning, receives minimal supervision

SUBJECT: Consideration and Approval for Change Order (CO) #1 for Delay Days for the Tom Landry Stadium Scoreboard Project

PRESENTER: Ricardo Rivera
Assistant Superintendent for Operations

BACKGROUND INFORMATION

The Tom Landry Stadium electronic scoreboard was constructed with a final completion date of December 16, 2010. Typically, electronic scoreboards have a successful functional life of ten years. Within the past couple of years, we have continued to experience system failures such as speaker/audible issues and outages concerning the timekeeping and the other needed functions for game information. One major maintenance item that was a concern and affects the life span of the scoreboard is that it faces direct sunlight. The Tom Landry Stadium football field was constructed going east to west while most stadiums are built north to south. Thus, the scoreboard faces west and directly into the sun during the hottest part of the day and the heat contributes to limiting the useful life of the electronic board and screen, this information was provided by electronic scoreboard vendors.

The scoreboard not only facilitates game functions it also allows the District to obtain advertisement revenue from business sponsors during various sporting events and events such as band competitions. The board can also be used to promote district educational programs, promote district awareness on different matters and showcase student and staff accomplishments for our community to view.

At the Regular Board of Trustees meeting held on Wednesday, December 18, 2019 the Board approved the following:

The project and proposed budgets for the Scoreboard Project for Tom Landry Stadium Scoreboard. At this time only an estimated budget was presented, however, a more detailed estimated budget is the responsibility of the selected design architect/structural engineering.

Consideration and Approval of Design-Build as the Procurement Method, Selection Criteria, Review, Ranking Committee, and Wage Rate of the Scoreboard Project for Tom Landry Stadium Scoreboard.

Consideration and Approval to Advertise for Request for Qualifications (RFQ) for Architect/Structural Engineering Assessment and Final Scoreboard Project for Tom Landry Stadium Scoreboard.

Administration is currently exploring options of a new scoreboard possibly utilizing existing structures and equipment, however, a structural assessment to assure that these will be adequate needs to be conducted for safety purposes. In addition to the assessment, an architect and/or engineer will be required for a complete project should it be approved. If MCISD is to proceed with this project, The Board of Trustees must take the following action in accordance with Education Code 44.035.

Select or designate an engineer or architect to prepare construction documents for the project. The engineer or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes), as applicable.

The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

For the current stadium scoreboard, Rick Hinojosa Structural Engineering provided all the engineering reviews, assessment and project administration.

The Purchasing Department advertised for Request for Qualifications for all seven recommended projects and received those RFQ's on or about Wednesday, January 15, 2020. To Include Project #52020-3 Structural assessment & Scoreboard Project.

The process is for the submittals to be reviewed by the Purchasing Department Staff and the Director for Maintenance to assure that firms meet the criteria based on demonstrated expertise, competence and qualifications. After the review Administration will then recommend those firms to the Committee to be reviewed and ranked in order of selection. The recommendations will then be presented for approval to the Board of Trustees and Administration will then enter into negotiations in the order of selection.

At the Regular Board of Trustees meeting held on Wednesday, January 22, 2020, Ms. Rumalda Ruiz, Assistant Superintendent for Business & Finance presented to the Board Consideration and Approval of Tom Landry Hall of Fame Stadium Scoreboard Project Funding. The Board approved an estimated cost of \$1.6 million from general fund balance.

A Special Facilities and Environmental Committee meeting was held on Wednesday, January 29, 2020 to review and rank the firms that submitted their qualifications for district wide construction projects. A subsequent Special Board of Trustees meeting was held to approve the rankings and authorized for Administration to enter into negotiations in the order of the rankings for each individual project, included was Project #52020-3 Structural Assessment & Scoreboard Project. Initial negotiations were held on Friday, February 7, 2020 and Monday, February 10, 2020 with the selected firms, included was Project #52020-3 Structural Assessment & Scoreboard Project.

At the Regular Board of Trustees meeting held on Wednesday, February 12, 2020 the Board approved the Consideration and Approval of Negotiated Contracts for Professional Services for District-Wide Construction Projects. Project #52020-3 Structural Assessment & Scoreboard Project was awarded to PBK Architects.

“Design Build” is a project delivery method by which a governmental entity contracts with a single entity to provide both design and construction services for the construction, rehabilitation, alteration, or repair of a facility. Govt. Code 2269.301.

In using this method, the district shall enter into a single contract with a design-build firm for the design and construction of the building or associated structure in accordance with applicable legal requirements.

On Wednesday, February 12, 2020, the Board selected PBK Architects as the districts independent firm of the design-build firm to act as the district’s representative for the duration of the project.

On March 18th and 25th, 2020, the district prepared and advertised a request for qualifications that included general information on the project site, project scope of work, budget, special systems, selection criteria and the weighted value for each criterion, and other information that may assist potential design-build firms in submitting proposals for the project.

Six firms responded to the request for qualifications, they are:

- Daktronics, Inc. (70 pts.)
- Southpaw Live, LLC. (58 pts.)
- Prismview, LLC. (42 pts.)
- Watchfire Signs (42 pts.)
- Icon HD, LLC. (35 pts.)
- VCR Now (19 pts.)

On Tuesday, May 05, 2020 a committee consisting of Mr. Roosevelt Rios, Mr. Noe Pena, Mr. Carlos Lerma, Ms. Rumalda Ruiz, Ms. Lorena Garcia and Mr. Rick Rivera evaluated the firms experience, technical competence, capability to perform, the past performance of the firm and members of the firm, and other appropriate factors submitted by the firm in response to the request for qualifications, except cost-related or price-related evaluation factors. The committee qualified four (4) responders to submit proposals that contain additional information. For this criteria evaluation seventy (70) points was the maximum points. The remaining thirty (30) points will be evaluated on the offers.

The committee shall evaluate the additional information submitted by the offerors on the basis of the selection criteria stated in the RFQ’s. The committee shall rank each proposal submitted on the basis of the criteria set forth in the RFQ’s and in accordance with Gov’t Code 2269.307(f).

At the Regular Board of Trustees meeting held on May 06, 2020, the Board approved the following.

Administration is recommending that the Board of Trustees select the design-build firm that submits the proposal offering the best value for the district on the basis of the published selection criteria and on the ranking evaluations.

Administration is also recommending that the Board of Trustees delegate to the Superintendent the authority to negotiate and approve the resulting contract to

ensure that the scoreboard is installed prior to the first football game of the 2020-2021 season.

Administration shall first attempt to negotiate a contract with the selected firm. If the district is unable to negotiate a satisfactory contract with the selected firm, the district shall, formally and in writing end all negotiations with that firm and proceed to negotiate with the next firm in the order of the selection ranking until a contract is reached or negotiations with all ranked firms end. Daktronics was the first ranked firm and after negotiations was awarded the contract.

At the Regular Board of Trustees meeting held on September 09, 2020, the Board approved the following, Tom Landry Stadium Scoreboard Project – Conceptual Design. At this same meeting it was recommended that we add “Mission CISD” above the Tom Landry Stadium both in front and in the back structure. A negotiated cost with Daktronics was \$36,870.00 and was approved.

On December 01, 2020, Dr. Perez, Superintendent signed the negotiated contract for the Tom Landry Stadium Scoreboard at a cost of \$1,060,176.00.

On December 14, 2020, Mr. Carlos Lerma, Director for Maintenance/Facilities/Construction sent Mr. Chase Hagen, Daktronics Inc. the Notice to Proceed (NTP). The NTP was effective Wednesday, December 16, 2020 with a construction time of 90 calendar days for substantial completion that will conclude on March 15, 2021. Final completion will be due 30 calendar days after substantial completion which will be on April 14, 2021 if on schedule.

Demolition of the scoreboard by A-1 Skylite began Wednesday, January 06, 2021.

ADMINISTRATIVE CONSIDERATIONS

As per the construction contract MCISD is responsible for installing electrical power to the base of the scoreboard. The maintenance department electrical crew installed the required power pole and underground distribution service to the scoreboard. Final power connection from AEP service provider was installed on or about Tuesday, March 30, 2021.

Daktronics is requesting for Change Order (CO #1) of fourteen 14 delay days due to the installation of the electrical meter from AEP and weather.

Administration recommends Consideration and Approval for Change Order (CO #1) for Delay Days for the Tom Landry Stadium Scoreboard Project. If approved, substantial completion will be on or about April 14, 2021.

FUNDING SOURCE

General Funds

Cost: \$1,060,176.00

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, April 7, 2021.

Administration recommends Consideration and Approval for Change Order (CO) #1 for Delay Days for the Tom Landry Stadium Scoreboard Project.

EXHIBIT

Daktronics Change Order #1

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations
Lorena Garcia, Deputy Superintendent for Support Services

DAKTRONICS CHANGE ORDER

CHANGE ORDER # 1

Project Name	<u>Tom Landry Stadium</u>	Change Order Amount	<u>\$0.00</u>
CCN Location	<u>1</u>	Daktronics Contract #	<u>306807</u>
Customer	<u>Mission CISD</u>	Purchase Order #	<u></u>
Currency	<u>Dollars</u>		

This Change Order is for items as delineated below:

This change order is to request a new substantial completion date to be 14 days from the date we are notified that the electrical meter is installed. We have been delayed due to weather and waiting for the main electrical feed to be completed so we can proceed with our work.

1/20/21 – weather delay
 2/11/21-2/19/21 – weather delays
 3/5/21-present – delayed due to electrical work

The original Order Sum was.....	<u>1,060,176.00</u>
Previously Approved Change Orders.....	<u></u>
Order Sum After Previous Change Orders.....	<u>1,060,176.00</u>
The Order Sum will be increased (or decreased) by this Change Order.....	<u>0.00</u>
The new Order Sum including this Change Order will be.....	<u>1,060,176.00</u>

Not valid until signed by all parties.

Signature of the customer indicates agreement herewith, including any adjustments in the Order Sum or Order Time.

Customer

Authorized/Approved:

Signature:

Printed Name/Title:

Date:

Daktronics

Authorized/Approved:

Signature

Signature

Chase Hagen
Printed Name

Printed Name

3/23/2021
Date:

Date:

Daktronics Internal Routing:
 Standard Orders: Project Coordinator
 Contracts: Change Orders email



SUBJECT: Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project

PRESENTER: Ricardo Rivera
Assistant Superintendent for Operations

BACKGROUND INFORMATION

District marquees not only enhance the campus but gives them the ability of posting notices and information for the community served by the school. Mims Elementary is requesting a new marquee for their campus due to its lack of visibility to the public and its age.

At the Regular Board of Trustees meeting held on June 24, 2020, the Board approved Project, Proposed Budget and Procurement Method, Selection Criteria, Review and Ranking Committee, Wage Rate, and Authorization to Seek Proposals/Bids for the Mims Elementary Marquee Project.

If MCISD is to proceed with this project, The Board of Trustees must take the following action in accordance with Education Code 44.035.

Select or designate an engineer or architect to prepare construction documents for the project. The engineer or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes), as applicable.

The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

Current and/or past engineer or architects that have worked with MCISD are listed below, the Board of Trustees may select from one of these architects on the basis of demonstrated competence and qualifications or may direct Administration to seek for Request for Qualifications (RFQ's).

Ricardo Hinojosa Structural Engineering
Javier Hinojosa Civil Engineering
Chanin Engineering
PBK - Leaf Engineers

The Board approved, Javier Hinojosa Civil Engineering for this project.

ADMINISTRATIVE CONSIDERATIONS

Advertisements in the local newspapers were posted on March 31, 2021 and April 07, 2021. Proposals will be opened April 12, 2021 at 2:00 p.m. and firms will be able to view remotely. Pre-ranking of the proposals will be conducted by

Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Joel Garcia, Ms. Rimalda Ruiz and Ms. Daisy Cuevas.

Pre-ranking of proposals by Administration is a district process to pre-check if all requested documents and information in the Competitive Sealed Proposal (CSP) was submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop format Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project

CSP's will be submitted on April 12, 2021, and will be reviewed and ranked by the Administration Committee. This Administrative review will be presented at the Regular Board of Trustees Meeting on Wednesday, April 14, 2021.

FUNDING SOURCE

General Fund	\$22,909.00
Student Activity Funds	<u>\$34,766.00</u>
Total:	\$57,675.00

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, April 7, 2021.

Administration recommends Consideration and Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Mims Elementary Marquee Project.

Note: RFP's will not be available until after the Board Work Shop Meeting, thus they will be presented at the Regular Board of Trustees meeting.

EXHIBIT

Ranking Sheet - Pending

CONTACT PERSONS

Ricardo Rivera, Assistant Superintendent for Operations
Dora Garcia, Coordinator for Purchasing

SUBJECT: Consideration and Possible Action Regarding Roosevelt Auditorium

PRESENTER: Rick Rivera, Executive Director for Maintenance/Facilities/Construction

BACKGROUND INFORMATION

As per current information available, the Roosevelt Alternative Campus was constructed on or about 1929 as an elementary school. The campus since then has gone through several renovations/additions throughout the years. The campus had an auditorium with seating, a performance stage and a basement which consisted of storage areas and dressing rooms. Per our recollection, the last MCISD performance on the stage was a play performed by the Veterans Memorial High School class of 2005-2006. The auditorium began to have structural issues and most notably the roof structure. The building roof began to collapse and the building became a safety hazard with the Maintenance department being directed to chain and lock the doors so no one could enter the building.

The Historical Society presented and approved that this auditorium and adjacent two educational classrooms be designated a historical landmark, this was done in 2002.

At the Facilities Committee meeting held on Wednesday, April 06, 2016 Administration presented a fee proposal from Rick Hinojosa Structural Engineering for a structural assessment and feasibility study for the Roosevelt Auditorium Building. After discussion the recommendation was tabled and not presented at the subsequent Board of Trustees meeting.

Mission CISD is once again exploring the structural condition of the Roosevelt Auditorium and what can be done so that it will not become a safety hazard to either students and staff along with damage to adjacent buildings. It appears that extensive deterioration has occurred throughout the entire building due to many years of the building being vacant and just because of aging.

Ms. Adela Ortega, Historical Society Member for the County of Hidalgo met with Dr. Perez, MCISD Superintendent and Mr. Rick Rivera, Assistant Superintendent for Operations on Monday, November 04, 2019 and gave a brief history lesson on the Roosevelt Auditorium and its significance to the City of Mission. In meeting with Ms. Ortega, she stated that possibilities with organizations such as the Historical Society may have "grant" monies for building restoration. Administration advised her that a structural feasibility study would need to be considered first to assess the building and advise parties of an estimated cost for the project. Ms. Ortega attended the Facilities/Environment Committee meeting and made a presentation to the Committee and those in attendance on the history of the auditorium and its significance.

Should the Board of Trustees consider this structural feasibility study the necessary action in accordance with Texas Education Code 44.035 which consists of the selection/designation of an architect and/or engineer to prepare construction documents for this project must be taken. The engineer and/or architect selected or designated will have full responsibility for complying with the Texas Engineering

Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes) as applicable.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

Administration recommends Consideration and Approval to Advertise for Request for Qualifications (RFQ) for the Selection of Structural Engineering Services for Roosevelt Auditorium.

Note: The Board may direct Administration to advertise for request for qualifications (RFQ's) for this project. All Engineers must have demonstrated expertise and competence in current or past projects.

At the Regular Board of Trustees Meeting held on November 13, 2019, the Board approved to Consideration and Approval to Advertise for Request for Qualifications (RFQ) for the Selection of Structural Engineering Services for Roosevelt Auditorium.

At the Special Board of Trustees meeting held on January 29, 2020, the Board approved the ranking and selection for professional services for the district-wide construction projects the selected firm awarded to negotiate was Ricardo Hinojosa Engineering.

At the Regular Board of Trustees meeting held on February 12, 2020 the Board approved to grant authority to Superintendent Dr. Perez, to authorize the negotiations the contract for professional services for the district-wide construction projects. The selected firm awarded the project was Ricardo Hinojosa Engineering to do an assessment.

ADMINISTRATIVE CONSIDERATIONS

Hinojosa Structural Engineering was engaged to perform a visual structural condition assessment of the existing Roosevelt Auditorium building. A report was submitted on or about November 2020 and identified serious deficiencies in the roof and wall structural components along with flooring and foundation deterioration. As per the assessment and due to these deficiencies and failures, the building does not have adequate load supporting systems and shows numerous signs of structural distress and in their professional opinion it is unsafe and should not be occupied until these deficiencies and failures are addressed.

Two options were reported of which option #1 is to consider demolition of the entire structure, removal of debris and leveling of the site at an estimated cost of \$175,000.00. Option #2 would be to consider making needed repairs to correct these deficiencies and failures to include roof replacement, ceiling, floor, electrical, plumbing, A/C, restrooms, seating and rehabilitation of foundation and walls at an estimated cost of \$1,500,000.00.

As mentioned in the report, the Roosevelt School Auditorium and Classroom Addition is listed in the National Register of Historic Places. And in Hinojosa speaking with Ms. Lydia Woods-Boone, Program Coordinator, Federal & State Review Program Division of Architecture for the Texas Historical Commission, whichever option the school district takes, the district will need to coordinate with Greg Smith the National Register Coordinator.

At the Board Work Shop this assessment report was presented by Mr. Albert Trevino, Hinojosa Structural Engineering. Administration presents Consideration and Possible Action Regarding the Roosevelt Auditorium.

FUNDING SOURCE AND AMOUNT

Local Funds

RECOMMENDATION

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, April 7, 2021.

Administration recommends Consideration and Possible Action Regarding Roosevelt Auditorium.

EXHIBIT

Assessment Report to be distributed at Board Meeting

CONTACT PERSONS

Rick Rivera, Assistant Superintendent for Operations

SUBJECT: Annual Compliance Announcement of Board of Trustees' Continuing Education Credit (CEC) Hours

PRESENTER: Minnie R. Rodgers, Board of Trustees President

BACKGROUND INFORMATION: Effective September 1, 2007, Texas HB 2563 required a report on the status of compliance of each board member with regards to board training requirements per calendar year. However, recent changes in the Texas Education Code changed the way school boards report the hours of continuing education credit earned by school board member. Under the new law, the time of credit reporting will depend on when the district holds trustee elections. Announcements will be made at the last regular board meeting before trustee elections. The point of the change was to synchronize the time of the report with the time of year when the credits are actually due to be earned, as most board members are elected, and state rules give board members one year to earn the required credit. This requirement is to provide a notice of the training hours that each Board member has accumulated or if a board member is deficient in meeting the training hours required. This should be reflected in the minutes on the last meeting before a board of trustees' election. In order to comply with this requirement, this report will be presented by the president of the Mission C.I.S.D. Board of Trustees at the April meeting so that it may be recorded in the minutes of the meeting.

In 2017, the Texas Legislature passed Senate Bill 1566. The bill changed Texas Education Code Section 11.159 in the following ways: SECTION 5. Section 11.159, Education Code is amended by amending Subsection (b)... as follows: (b) A trustee must complete any training required by the State Board of Education. The minutes of the last regular meeting of the board of trustees held before an election of trustees [during a calendar year] must reflect whether each trustee has met or is deficient [delinquent] in meeting the training required for the trustee [to be completed] as of the first anniversary of the date of the trustee's election or appointment [date of the meeting]. If the minutes reflect that a trustee is deficient, the district shall post the minutes on the district's internet website within 10 business days of the meeting and maintain the posting until the trustee meets the requirements. Also, the Board President must annually distribute the Framework for Governance Leadership to all current members of the Board and the Superintendent.

ADMINISTRATIVE CONSIDERATION: This announcement is made to comply with the requirements of Senate Bill 1566.

FUNDING SOURCE: NONE

RECOMMENDATION: This item is for Announcement Only although it is listed under Discussion and Possible Action.

ACTION: No Action Required

CONTACT PERSON(S): Minnie R. Rodgers, Board of Trustees President Dr. Carol G. Perez, Superintendent of Schools Mission C.I.S.D. Board of Trustees

SUBJECT: Recommendation of the New Employment Position through Repurposing of Vacancies
(a) Information Security Analyst

PRESENTER: Lorena Garcia, Deputy Superintendent for Support Services

BACKGROUND INFORMATION

The cybersecurity discipline concerns itself with ensuring the confidentiality, integrity, and availability of information technology (IT) systems and the data they collect and process. School IT systems collect and manage sensitive data about students, parents, guardians, families, educators and other school staff, and school district operations. In some cases, these IT systems are locally hosted on school district premises or in a hosted ecosystem of vendors 'in the cloud' on systems accessible by any internet-connected device. While there are myriad benefits to the adoption and use of IT systems by school districts and the collection and sharing of education-related data with trusted partners, we must acknowledge that any technology adoption also introduces cybersecurity risk.

In 2020, the K-12 Cyber Incident Map cataloged 408 publicly-disclosed school incidents, including student and staff data breaches, ransomware and other malware outbreaks, phishing attacks and other social engineering scams, denial-of-service attacks, and a wide variety of other incidents. This is 18 percent more incidents than were publicly-disclosed during the prior calendar year. This equates to a rate of more than two incidents per school day throughout 2020.

The district is recommending one new employment position for an information security analyst. An information security analyst is necessary to ensure our district continuously improves its information security posture. The information security analyst will focus on all district security systems (Network Security, Data Security, Cyber Security), disaster recovery, and business continuity through proper planning, proactive monitoring, report analysis, and coordination of service support when necessary.

ADMINISTRATIVE CONSIDERATIONS

Administration is recommending one new employment position for an information security analyst.

As per TASB recommendation, the position of Information Security Analyst is proposed for placement on the Administrative Professional Salary Schedule, \$288.36 minimum daily rate (\$65,169.36) daily rate, 226 calendar days. Please see attachment for job description.

FUNDING SOURCE/AND AMOUNT

Administration is recommending to close the following two vacancies through attrition:

• Vacancy - Network Specialist	\$48,042.45
• Vacancy - Information Systems Secretary	<u>\$32,930.46</u>
Total estimated salaries	\$80,972.91

The funding source is the General Fund, by repurposing savings from closing the two vacancies noted above.

RECOMMENDATION

That the Board of Trustees approve new employment of one (1) Information Security Analyst.

CONTACT PERSON(S)

Lorena Garcia, Deputy Superintendent for Support Services
Ricardo Rivera, Assistant Superintendent for Operations
Joel Garcia, Executive Director for Technology, Information Systems, and Facilities Operations
Elisa Pacheco, Director for Human Resources
Noe Pena, Director for Technology Systems



Office of Human Resources

JOB DESCRIPTION

Job Title:	Information Security Analyst	Wage/Hour Status:	Exempt
Reports to:	Director for Technology Services	Pay Grade:	AP3
Dept./School:	Administration Offices	Length of Work Year:	226
Funding:	<input type="text"/>	Date Revised:	4/07/21

PRIMARY PURPOSE:

Provide leadership, training and technical assistance to the Mission Consolidated Independent School District. Ensure the optimal performance of all district security systems (Network Security, Data Security, Cyber Security) and networking equipment (Routers, Switches, Gateways, Access Points, and UPS equipment) through proper planning, proactive monitoring, report analysis and coordination of service support when necessary.

QUALIFICATIONS:

Education/Certification:

- Bachelor's degree from an accredited university
- Industry Certification in one or more of the following areas:
 - Networking: CCNA, CCNP, CCIE, N+
 - Systems Management: MCP, MCSE, Server+
 - Technical Trades: A+, RCDD
 - Security: Security+, CISSP
- Master's degree, preferred

Experience:

- 3 years of experience in network administration
- Experience with Cisco firewalls or enterprise next generation firewall
- Experience in information security in any of the following areas: enterprise email security system administration, enterprise backup solution administration, LAN, WLAN, and WAN network design, installation or cybersecurity best practices administration, preferred

Knowledge/Skills:

- Knowledge of threat management tools.
- Knowledge of physical security systems.
- Knowledge of VMWare, virtual infrastructure management, and hyperconverged datacenter technologies.
- Knowledge of VoIP, digital call center manager, UPS/generators, and related datacenter equipment.
- Knowledge of Active Directory and domain management.
- Knowledge of the Children's Internet and Protection Act.
- Knowledge of Texas Open Meetings Act.

- Knowledge of Federal USAC E-rate program.
- The ability to prioritize activities and deliver projects on time
- Ability to utilize technology for teaching, learning and communication
- Ability to function as a member of a team
- Effective organizational and presentation skills
- Strong communication, public relations, and interpersonal skills; Bilingual (English/Spanish), preferred

MAJOR RESPONSIBILITIES AND DUTIES:

Planning:

1. Develop and oversee implementation and maintenance of security for all systems and networks
2. Develop and implement backup procedures to ensure that all network and workstation backups are performed on a regular basis and district data is restored as needed
3. Develop and implement of a disaster recovery plan
4. Develop and implement an information security policy
5. Develop incident response plan and implement and coordinate incident response activities
6. Develop and implement systems for patch distribution, security, and server/network monitoring
7. Develop and prepare training materials and presentations

Communication:

8. Disseminate information by phone, email, mail or in-person on responsibilities assigned
9. Effectively communicate with staff to accomplish department and district goals
10. Serve as liaison to software and hardware vendors to maintain appropriate product support
11. Serve as liaison to vendors working on district security

Collaboration:

12. Collaborate with staff across departments to attain department and district goals
13. Monitor compliance with the district's information security policies and procedures among employees, contractors, alliances, and other third parties, and refer problems to appropriate department managers or administrators

Budget/Fiscal Responsibility:

14. Maintain fiscal responsibility for budget or expenditures assigned
15. Follow established safety procedures and techniques to perform job duties

Customer Service/Delivery:

16. Provide training sessions on assigned topics utilizing current best practice research and materials
17. Provide guidance and technical assistance to school personnel, parents and community as requested

Leadership:

18. Provide leadership for implementing best practices, processes, and technologies
19. Provide leadership, training, and assistance on assigned responsibilities
20. Develop and implement process maps, standard operating procedures, and training on the standard operating procedures to maintain quality control
21. Maintain confidentiality of information
22. Perform other duties as assigned by the appropriate supervisors
23. Complies with policies established by federal and state law, State Board of Education rule and local board policy.

Problem Solving:

24. Manage and ensures effectiveness of security solutions, including firewalls, anti-virus, malware and ransomware solutions, and intrusion detection systems
25. Monitor internal control systems to ensure that appropriate information access levels and security clearances are maintained
26. Monitor and analyze Intrusion Detection Systems (IDS), Intrusion Prevention Systems (IPS), and Security Information and Event Management (SIEM)
27. Perform network security monitoring and incident response activities
28. Perform information security risk assessments
29. Perform analytical, technical and administrative work to develop cyber threat assessments.
30. Research and evaluate hardware and software and make recommendations as appropriate

Innovation:

31. Assist the district to develop, evaluate and improve services and programs to improve student achievement
32. Initiate or lead department innovations that improve and/or enhance district processes, products or services to support increased student achievement and system effectiveness.

Goal Setting:

33. Engage in the collaborative development of department SMART goals and measure progress toward goals.

Professional Development:

34. Participate in staff development activities to improve job-related skills
35. Provide staff development as needed

SUPERVISORY RESPONSIBILITIES:

None

EQUIPMENT USED:

Personal computer, printer, copier, fax machine, shredder, scanner, iPads, data projector

WORKING CONDITIONS:

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Standard office equipment including personal computer and peripherals; standard instructional equipment. Ability to communicate effectively (verbal and written); interpret policy, procedures and data; ability to maintain objectivity.

Posture: Prolonged sitting and standing; occasional bending/stooping, pushing/pulling, and twisting

Motion: Repetitive hand motions, frequent keyboarding and use of mouse; occasional reaching

Lifting: Occasional light lifting and carrying (less than 15 pounds)

Environment: Occasional district and out-of-district travel; occasional prolonged and irregular hours

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. I acknowledge I received a copy of this job description.

Employee's Signature: _____ Date _____

Supervisor's Signature: _____ Date _____

The Mission Consolidated Independent School District does not discriminate against any employee or applicant for employment because of race, color, gender, age, national origin, disability, military status, or on any other basis prohibited by law.

DRAFT

SUBJECT: Approval to Extend the District's Legal Services Contract

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

MCISD desires to protect its funds from loss due to unnecessary and burdensome claims, wishes to provide itself with the best possible system of employee relations and student affairs, protect MCISD's legal interests by having a General Counsel on retainer and wants to provide its Board, administrators and staff with current and timely advice on personnel, student and employee matters, and upon school law in general, and the Firm is willing to perform such services.

Eichelbaum Wardell Hansen Powell & Muñoz, P.C. has served Mission CISD as its Legal Counsel since 1998.

The Firm's current annual retainer is \$220,752.48 to be paid in twelve monthly installments of \$18,396.04. This agreement covers up to 1200 (one thousand two hundred) hours of service rendered by the Firm from July 1st through June 30th. The District's current contract expires on June 30, 2021.

ADMINISTRATIVE CONSIDERATIONS

Chapter 2254 of the Texas Government Code requires Professional Services selections made on the basis of demonstrated competence and qualifications as determined by the District.

FUNDING SOURCE and AMOUNT:

General Fund

RECOMMENDATION:

Approval to Extend the District's Legal Services Contract.

CONTACT PERSON (S)

Carol G. Perez, Ed. D., Superintendent of Schools
Rumalda Ruiz, Assistant Superintendent for Finance

SUBJECT: Approval of Instructional Materials Allotment and TEKS Certification, 2021-2022

PRESENTER: Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction

BACKGROUND INFORMATION

Annually, the district superintendent and local board of trustees are required to certify that students have access to instructional materials that cover the Texas Essential Knowledge and Skills (TEKS) for each subject in the required curriculum, excluding physical education. Until the certification has been received by the Texas Education Agency, districts are unable to order 2021-2022 instructional materials through EMAT. The certification must be presented to local education agency's (LEA) board of trustees. The superintendent, board president, and board secretary are required certify the following:

1) This district's instructional materials and technology allotment is used only for expenses allowed by the Texas Education Code (TEC), §31.0211.

2) For the current school year, this district has instructional materials that collectively cover all elements of the Texas Essential Knowledge and Skills of the required curriculum identified in the TEC, §28.002, other than physical education, for each subject and grade level (TEC §31.004).

3) Upon request, this district will provide to the State Board of Education the title and publication information for any instructional materials requisitioned or purchased by the district with the district's allotment (TEC §31.101).

The Texas Education Code §31.0215 allows districts and charter schools to requisition and receive state-adopted instructional materials before the allotment funds for those materials are available. Once biennium funds become available, TEA will prioritize delayed-payment requisitions over any disbursement request made directly by a district or charter school.

Districts may order materials for the 2021-2022 school year on or after May 10, 2021.

ADMINISTRATIVE CONSIDERATIONS

Administration is recommending that the School Board certify IMA funds for each subject and grade level to be used only for authorized purposes and that the district provide each student with instructional materials that cover all the elements of the TEKS adopted by the SBOE for that subject and grade level. The district established textbook committees for each textbook adoption to review all campus recommendations for instructional material purchases through IMA funds to ensure compliance of state requirements as per Senate Bill 6.

RECOMMENDATION:

Approval of Instructional Materials Allotment and TEKS Certification, 2021-2022

FUNDING SOURCE / AMOUNT

Funded by State

CONTACT PERSON(S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction

Edilberto Flores, Executive Director for PreK-12th – MHS Feeder

Cynthia Wilson, Executive Director for PreK-12th – VMHS Feeder

Ana Vely Uresti, Coordinator for Fixed Assets/Warehouse/Textbooks/Records

SUBJECT: Approval to Extend Depository Contract between Mission CISD and BBVA Bank for the Fiscal Years 2021-2022 and 2022-2023

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

At the May 13, 2015 Regular Board Meeting, the Board approved BBVA Compass Bank as the District's depository. Texas Education Code (TEC), Section 45.205 requires, each school district's depository contract be renewed every two years.

As of September 1, 2017, Senate Bill 754 has amended the Texas Education Code (TEC) §45.205(b) by allowing the school district depository contract to be extended a total of three (3) two-year terms. In addition, the changes to the law allows the depository contract to be modified for each two-year extension if both the school district and the district's depository bank mutually agree to the terms.

Mission CISD and BBVA Bank have a long standing working relationship. BBVA Bank has been very responsive to the needs of Mission CISD. The Bank has also assisted us to expand our credit card processing program as well as growing our Purchasing Card Program.

ADMINISTRATIVE CONSIDERATIONS

In discussion with BBVA Bank officials, the Bank and MCISD Administration agree to extend the current depository contract for an additional two (2) year term, starting July 1, 2021. This will serve as the third extension as allowed under the Texas Education Code (TEC). The extended contract commencement shall be for the period of July 1, 2021 to June 30, 2023.

FUNDING SOURCE AND AMOUNT

N/A

RECOMMENDATION

Approval to Extend Depository Contract between Mission CISD and BBVA Bank for the Fiscal Years 2021-2022 and 2022-2023

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna M. Zuniga, CPA, Director for Finance
Gina Lobato, BBVA Bank, Deposit Services Relationship Manager

**Board Resolution Extending Depository Contract for Funds
Of Independent School Districts Under Texas Education Code,
Chapter 45, Subchapter G, School District Depositories**

Resolved by the Mission Consolidated Independent School District that:
Board of Trustees

BBVA Bank located at Hidalgo
(Name of Depository Bank) (Name of County)

County, State of Texas, being a bank as defined in section 45.201 of the Texas Education Code, and Mission CISD (CDN: 108908) agree to extend this depository
(Name of District)

contract pursuant to Texas Education Code Section 45.205, for an additional two-year term from 07/01/2021, through 06/30/2023. Under Texas Education Code Section 45.205(b), a school district and the district's depository bank may agree to extend a depository contract for three additional two-year terms. The extension constitutes the parties' third two-year term.
(first, second, third)

Furthermore, under Texas Education Code Section 45.205(c), the contract term and any extension must coincide with the school district's fiscal year.

AGREED AND ACCEPTED on behalf of Mission Consolidated Independent School District
Name of District

this the 14th day of April, 2021.

Signature of President of School Board
Minnie R. Rodgers

AGREED AND ACCEPTED on behalf of Depository this the _____ day of _____, _____.

Typed Name of Depository

Signature of Authorized Bank Officer

Title of Authorized Bank Officer

Acknowledgement

Acknowledged before me in _____ County, Texas, on _____, 20____, by _____, bank officer of the Depository named in the preceding document, for the Depository.

Signature of Notary

(SEAL)

Notary Public in and for _____
County, Texas

SUBJECT: Approval of Statement of Impact from Horizon Montessori Public Schools

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Horizon Montessori Public Schools intends to submit an expansion amendment request to the Commissioner of Education. As part of the amendment process, charter schools are required to notify any districts that are likely to be affected by the change.

Texas Education Agency guidelines require that the Statement of Impact Form be sent to each district that may be affected. Information is requested if proposed change may adversely impact a district financially or if the proposed change may impact the student enrollment of a district in a manner that impairs the district's ability to comply with a court order.

Attached is the Statement of Impact form indicating the type of amendment request that is being made.

ADMINISTRATIVE CONSIDERATIONS

Horizon Montessori Public Schools intends to expand geographic boundaries and grade levels to be served at their new campuses with an effective date of August 1, 2021 in the McAllen, Weslaco, Harlingen and Pearland Texas area.

Maximum Enrollment 9th -12th: 80 each campus

FUNDING SOURCE AND AMOUNT

N/A

RECOMMENDATION

Respond to Statement of Impact form for Horizon Montessori Public Schools

The proposed change for the open-enrollment charter school is expected to impact the school district to a significant degree.

CONTACT PERSON(S)

Carol G. Perez, Ed. D., Superintendent of Schools
Rumalda Ruiz, Assistant Superintendent for Finance



Horizon Montessori Public Schools

"Tomorrow's Education Today"

2402 E. Business Hwy. 83 • Weslaco, Texas 78596

February 19, 2021

Alim U. Ansari, Superintendent
South Texas Educational Technologies, Inc.
DBA. Horizon Montessori Public Schools
2402 E. Business 83
Weslaco, Texas 78596

MISSION C.I.S.D.

MAR 11 2021

SUPT'S OFFICE

Dear Superintendent and/or Board President:

This is to inform you that our charter school, County-District #108-802, intends to submit an expansion amendment request for consideration by the commissioner of education to add a new campus:

Horizon High School – McAllen
320 N Main St
McAllen, Texas 78501

Horizon High School – Weslaco
1222 W Sugarcane Dr
Weslaco, Texas 78596

Horizon High School – Harlingen
2802 S. 77 Sunshine Strip
Harlingen, Texas 78550

Horizon High School – Pearland
2319 N Grand Blvd
Pearland, Texas 77581

As part of the amendment process, charter schools are required to notify any school districts that are likely to be affected by the new campus.

Sincerely,

Alim U. Ansari, Superintendent
South Texas Educational Technologies, Inc.
DBA. Horizon Montessori Public Schools

STATEMENT OF IMPACT
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 320 N Main St, McAllen, TX 78501

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: McAllen, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: _____

Proposed additional school districts:

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

Expected to impact the school district to a significant degree

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers , Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

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Date Received by School District

STATEMENT OF IMPACT
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 1222 W Sugarcane Dr, Weslaco, TX 78596

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: Weslaco, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: _____

Proposed additional school districts:

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

Expected to impact the school district to a significant degree

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers, Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

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Date Received by School District

STATEMENT OF IMPACT
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 2802 S. 77 Sunshine Strip, Harlingen, TX 78550

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: Harlingen, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: _____

Proposed additional school districts:

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

Expected to impact the school district to a significant degree

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers, Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

57

Date Received by School District



Horizon Montessori Public Schools

"Tomorrow's Education Today"

2402 E. Business Hwy. 83 • Weslaco, Texas 78596

February 19, 2021

Alim U. Ansari, Superintendent
South Texas Educational Technologies, Inc.
DBA. Horizon Montessori Public Schools
2402 E. Business 83
Weslaco, Texas 78596

Dear Superintendent and/or Board President:

This is to inform you that our charter school, County-District #108-802, intends to submit an expansion amendment request for consideration by the commissioner of education to add geographic boundaries:

Alvin ISD, Galena Park ISD, Pasadena ISD, and Angleton ISD

As part of the amendment process, charter schools are required to notify any school districts that are likely to be affected by the new campus.

Sincerely,

Alim U. Ansari, Superintendent
South Texas Educational Technologies, Inc.
DBA. Horizon Montessori Public Schools

STATEMENT OF IMPACT
for Expansion Amendments

Horizon Montessori Public Schools

108802

Charter School

County-District #

1) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add a new campus** with an effective date of: August 1, 2021

Proposed new address, if available: 2319 N Grand Blvd, Pearland, TX 77581

If the campus address has not yet been secured, the planned area for the campus is listed below:

Planned area: Pearland, Texas Area

Grade levels to be served at the new campus: 9-12 Expected maximum enrollment at the new campus: 80

Please note: If the requested new campus is approved by the commissioner, the agency will notify the superintendent of the school district in which the new campus will be located once the permanent address is secured.

2) Please be advised that the charter school listed above intends to submit an expansion amendment request for consideration by the commissioner of education to **add geographic boundaries** with an effective date of: 8/1/2021

Proposed additional school districts:

Galena Park ISD, Alvin ISD, Pasadena ISD, Angleton ISD

-- OPTIONAL--TO BE COMPLETED BY DISTRICT SUPERINTENDENT AND/OR DISTRICT BOARD PRESIDENT

Please submit forms **electronically** to charteramendments@tea.texas.gov within two weeks of receipt.

Notwithstanding the change in district enrollment that will impact Average Daily Attendance (ADA), please provide any information you feel is relevant to the commissioner's decision-making process regarding the requested growth referenced above.

Expected to impact the school district to a significant degree

Mission Consolidated Independent School District

108-908

District Name

County-District #

1201 Bryce Drive - Mission, Texas 78572

(956) 323-5515

District Address

Phone Number

Minnie R. Rodgers, Board President

Superintendent or Board President Name

Signature of Superintendent or Board President

04/14/2021

59

Date Received by School District

SUBJECT: Approval of the Interlocal Agreement with Houston ISD as the Medicaid Billing Agent

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

School Health And Related Services (SHARS) is a Medicaid financing program and is a joint effort of the Texas Education Agency (TEA) and the Texas Health & Human Services Commission (HHSC). SHARS allows local school districts to obtain Medicaid reimbursement for certain health-related services provided to children in special education. Using existing state and local special education allocations as the state match, SHARS providers are reimbursed the federal share or approximately 60% of the established billing rate.

ADMINISTRATIVE CONSIDERATIONS

Administration has reviewed the proposed SHARS Interlocal Agreement and reached the following conclusions:

- (1) The District would benefit from entering into an Interlocal agreement with HISD
- (2) Using an inter-local agreement complies with purchasing requirement of Texas Education Code 44.031a(4)

This Agreement is under Legal Counsel review.

FUNDING SOURCE AND AMOUNT:

General Fund - Estimated amount \$50,000

RECOMMENDATION:

Approval of the Interlocal Agreement with Houston ISD as the Medicaid Billing Agent for the term starting August 1, 2021 and ending July 31, 2024.

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Frances Cruz, Executive Director for Special Education, Section 504/RTI /Dyslexia
Anna Zuniga, Director for Finance
Dora Garcia, Purchasing Coordinator

SUBJECT: Award Purchase of Early Childhood Learning Systems Integrating Brain Development 230-21-4

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

To improve the state's overall literacy rates, HB3 prioritizes early literacy, including high impact strategies such as training for all Kinder-3rd grade teachers and administrators in the Science of Teaching Reading, additional funding for dyslexia, and improving literacy rates in early childhood grade levels. Currently, our district has 64% students in PreK 3, 83% students in PreK 4, 68% in Kinder, 61% in 1st grade, and 51% in 2nd grade already at-risk of not graduating from high school based upon Middle of the Year reading assessments. In light of these gaps, Mission CISD is in need of professional development in an innovative, research-based early childhood approach, which integrates learning with brain development in fun, meaningful ways for children in PreK 3 and PreK 4, Kindergarten, 1st grade, and 2nd grade. The professional development needs to include interactive teaching and learning experiences for children, while focusing on brain development targeting "how" to learn through balancing left brain and right brain activities through mind- body connections. The professional development should integrate with the district's curriculum.

ADMINISTRATIVE CONSIDERATIONS

Request for Proposals was selected as a procurement method based on estimated expenditure requiring a method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater TEC Sec 44.031(a)

FUNDING SOURCE/AND AMOUNT

State Bilingual Funds and Federal Title I Part A and Title II Part A

Estimated Amount awarding **\$910,600**

RECOMMENDATION

Award Purchase of Early Childhood Learning Systems Integrating Brain Development 230-21-4 to Kids U US dba Fueling Brains

CONTACT PERSON(S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction
Francisca Cruz, Executive Director for SPED/504/RTI/Dyslexia
Edilberto Flores, Executive Director for Pre-K-12 (MHS)
Cynthia Wilson, Executive Director for Pre-K-12 (VMHS)
Kim Risica, Executive Director for Special Programs & School Improvement
Angelina Martinez, Bilingual/ESL Director
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing
Elementary Principals

SUBJECT: Award Purchase of Bilingual Classroom Supplies

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

The PreK to 5th Grade Dual Language program is in need of resources that are beneficial to English learners due to the specific learning children need to learn a new language, while learning science, math, social studies and language arts at the same time. Students are expected to use language in relevant and real world ways.

A teacher survey was conducted to determine what resources would be beneficial our English Learners in the classroom. Based on the teacher survey results, input from elementary content coordinators, and input from the Bilingual department, the proposed resources were deemed necessary to enrich our Bilingual Dual Language program.

ADMINISTRATIVE CONSIDERATIONS

On April 8, 2020, the Board of Trustees awarded renewals of catalog contracts for Classroom Supplies 240-21-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

FUNDING SOURCE AND AMOUNT

State Bilingual Funds Estimated Amount: \$510,000

RECOMMENDATION

Award Purchase of Bilingual Classroom Supplies. Administration recommends classroom supplies be purchased using vendors awarded on the listed tabulation sheet.

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction
Kim Risica, Executive Director for Special Programs and School Improvement
Angelina Martinez, Director for Bilingual Education/ESL
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District
Purchasing Department

FY2020 Term Contract:	Classroom Supplies Catalog #240-20-0
Awarded To:	<ol style="list-style-type: none"> 1. <u>ACE Educational Supplies</u> 2. <u>Advantage Imaging Supply</u> 3. <u>American Ceramic Supply Company</u> 4. <u>Audio Resource Group Inc.</u> 5. <u>Barnes and Noble Booksellers Inc.</u> 6. <u>Brilliant Education</u> 7. <u>Carolina Biological Supply Co.</u> 8. <u>Cascade School Supplies</u> 9. <u>Cielo Office Products</u> 10. <u>Copy Plus</u> 11. <u>Demco Inc.</u> 12. <u>Don Johnston Incorporated</u> 13. <u>EAI Education</u> 14. <u>Early Childhood LLC DBA Discount School Supply</u> 15. <u>Evan-Moor Educational Publishers</u> 16. <u>Follet School Solutions Inc.</u> 17. <u>Gateway Printing & Office Supply, Inc.</u> 18. <u>Hand2Mind</u> 19. <u>Heinemann DBA Greenwood Publishing</u> 20. <u>High End Advertising</u> 21. <u>Indoff Inc.</u> 22. <u>Kamico Instructional Media, Inc.</u> 23. <u>Lakeshore Learning Materials</u> 24. <u>Lamac</u> 25. <u>Lectorum Publications Inc.</u> 26. <u>Maxi Aids</u> 27. <u>Mentoring Minds LP</u> 28. <u>Music in Motion</u> 29. <u>NASCO Education LLC</u> 30. <u>National Education Systems</u> 31. <u>Pioneer Valley Education Press Inc.</u> 32. <u>Positive Promotions, Inc.</u> 33. <u>Rally! Education</u> 34. <u>Ray's Business Products</u> 35. <u>Really Good Stuff</u> 36. <u>S&S Worldwide</u> 37. <u>Scholastic Library Publishing Inc.</u> 38. <u>School Health Corporation</u> 39. <u>School Specialty, Inc.</u> 40. <u>TouchMath LLC</u> 41. <u>Youthlight Inc.</u>
Term:	One Year / One Year Renewal Option
Term Period :	April 2020 – March 2021

**Mission Consolidated Independent School District
Awarded Vendors
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: ACE Educational Supplies Contact: Rebeka Holand Address: 6919 W. Broward Blvd. 210 Plantation, FL 33317 VID# 7468 Phone: (800) 432-0213 Fax: (954) 756-6139 Email: bids@aceeducational.com Website: www.aceeducational.com	33%			33%		www.aceeducational.com Online Catalog: https://www.aceeducational.com/Flips/2019/ Orders over \$50 after discount from current catalog or website receive free shipping. Add 20% discount of the retail price to items with UPS, Truck, or FX-GRD symbols.
Vendor: Advantage Imaging Supply Contact: James Reid Address: 32234 Paseo Adelanto #F San Juan Capistrano, CA 92675 VID# Phone: (800) 805-7720 Fax: (949) 388-6304 Email: jamesr@aisink.com Website: www.aisink.com		2%	2%	2%		www.aisink.com Click here for Price List. Free shipping orders over \$100, \$8.75 shipping if less than \$100.
Vendor: American Ceramic Supply Company Contact: Ginger Famigletti Address: 2442 Ludelle Street Fort Worth, TX 76105 VID# 104458 Phone: (866) 535-2651 Fax: (817) 536-7120 Email: sales@americanceramics.com Website:	0%					Click here for Bisque Catalog. Click here for Educator's Ceramic Catalog. Click here for Glass Catalog.
Vendor: Audio Resource Group, Inc Contact: Malonie Olson Address: 405 Main Ave West Unit 4G West Fargo, ND 58078 VID# Phone: (888) 468-4552 Fax: (888) 373-4819 Email: vendor-req@argaudio.com Website: www.argaudio.com		25%	25%	25%		www.argaudio.com Click here for Price List. Free shipping.
Vendor: Barnes & Noble Booksellers, Inc. Contact: Madeline Noi Address: 122 Fifth Avenue New York, NY 10011 VID# Phone: (212) 352-3769 Fax: Email: businessdevelopmentbids@bn.com Website: www.bn.com		0-35%				www.bn.com (Displays product offerings only. Online pricing does not apply.) Click here for Discount Structure. Shipping is free unless expedited shipping is requested.
Vendor: Brilliant Education Contact: Nancy Barocio Address: 1908 South Standard Ave. San Juan, TX 78589 VID# 12285 Phone: (888) 556-0363 Fax: (888) 708-8793 Email: winning_ssrw@gmail.com Website:	10%					Click here for Catalog. Shipping and handling is 10%.
Vendor: Carolina Biological Supply Company Contact: Lori A. Durham Address: 2700 York Road Burlington, NC 27215 VID# 12919 Phone: (800) 334-5351 Fax: (336) 538-6330 Email: quotations@carolina.com Website: www.carolina.com				5%		www.carolina.com Reference "Proposal No. P105949" on all orders. Click here for instructions/exclusions.
Vendor: Cascade School Supplies Contact: Todd E. Shafer Address: 1 Brown Street North Adams, MA 01247 VID# 103112 Phone: (800) 628-5078 Fax: (866) 298-6578 Email: todd@cascadeschoolsupplies.com Website: www.cascadeschoolsupplies.com		15% Furniture & Drop Ship 35% Materials & Supplies		15-35%		www.cascadeschoolsupplies.com Contact Purchasing for Catalog. \$9.95 shipping on orders under \$50. 15% shipping on furniture & drop ship items.
Vendor: Cielo Office Products Contact: Eloy Olivarez Address: 1408 E. Jasmine Ave. Ste. A McAllen, TX 78501 VID# 3225 Phone: (956) 688-6001 Fax: (956) 688-6012 Email: eolivarez@cieloooffice.com Website: www.cieloooffice.com	0-20%			0-20%		www.cieloooffice.com Contact Purchasing for Catalog.

**Mission Consolidated Independent School District
Awarded Vendors
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Copy Plus Contact: Lorissa Pecina Address: 4500 N. 10th St., Ste 240 McAllen, TX 78504 VID# 7349 Phone: (956) 668-7587 Fax: (956) 668-7590 Email: lorissa@copyplusonline.net Website: www.copyplusonline.net	0-92%	0-92%		0-92%	0-50%	www.copyplusonline.net Digital Catalog: http://www.activepoint.com/Contract_2020_spa0027cdf/enterprev.html Retail Address: 4500 N. 10th Suite 240 McAllen, TX 78504 No fee on delivery service.
Vendor: Demco, Inc. Contact: Amy Terbilcox Address: PO Box 7488 Madison, WI 53707-7488 VID# Phone: (866) 558-9068 Fax: (888) 320-0288 Email: contracts@demco.com Website: www.demco.com	0-14%			0-14%		www.demco.com For digital catalog, must log in to see contract pricing. Use "Discount Code C77046" on all orders. Click here for Discount, Shipping, and Exclusion Details.
Vendor: Discount School Supply Contact: Jennifer Sabado-Rios Address: 20 Ryan Ranch Rd., Suite 200 Monterey, CA 93940 VID# Phone: (800) 836-9515 Fax: (800) 993-3609 Email: bids@discountschoolsupsupply.com Website: www.discountschoolsupsupply.com	18%			18%		www.discountschoolsupsupply.com Contact Purchasing for Catalog. Online Catalog: https://editions.mydigitalpublication.com/publication/?m=58717&i=641802&p=10 Reference "Bid 240-20-0" on all orders. Promotions and curriculum may be excluded. Free shipping on stock orders \$99 or greater, if under \$10 for shipping. Drop Ship 15% charge.
Vendor: Don Johnston Incorporated Contact: Baylee Royal Address: 26799 West Commerce Drive Volo, IL 60073 VID# 87092 Phone: (847) 740-0749 Fax: (847) 740-7326 Email: bids@donjohnston.com Website: www.donjohnston.com				0%		www.donjohnston.com Click here for shipping and handling information.
Vendor: EAI Education Contact: Kathy Franks Address: 118 Bauer Dr. Oakland, NJ 07436 VID# 2196 Phone: (800) 770-8010 Fax: (201) 891-5689 Email: sales@eaieducation.com Website:	15% Manipulatives, Books & Games					Contact Purchasing for Catalog. Click here for Exceptions and Shipping Information.
Vendor: Evan-Moor Educational Publishers Contact: Lorin Tash Address: 18 Lower Ragsdale Drive Monterey, CA 93940 VID# 23920 Phone: (800) 777-4362 Fax: (800) 777-4332 Email: bids@evan-moor.com Website:	5%	5%		0%		www.evan-moor.com Click here for Catalog. Shipping and handling is 5% of the order amount. Discount does not apply to TeacherFileBox.com, sale items, ebooks, site or Student Licenses.
Vendor: Follet School Solutions, Inc Contact: Bid Administrator Address: 1340 Ridgeview Drive McHenry, IL 60050 VID# 101189 Phone: (877) 899-8550 Fax: (800) 852-5458 Email: fssorders@follett.com Website: http://www.titlewave.com/	0%			0%		65 http://www.titlewave.com/ Click here for Catalog and Discount Summary. Reference "Classroom Supplies - 240-20-0" on all orders.
Vendor: Gateway Printing & Office Supply, Inc. Contact: Rudy Castilleja Address: 315 S Closner Edinburg, TX 78539 VID# 30290 Phone: (956) 383-3861 Fax: (956) 316-0253 Email: rudy@gatewayp.com Website:	up to 88%					Online Catalog: http://shopgatewayp.com/Search?cri=Category^_182^_0^_Classroom+Teaching+%26+Learning+Materials^_Category^_True
Vendor: hand2mind, Inc. Contact: Rashonda Carroll Address: 500 Greenview Ct Vernon Hills, IL 60061 VID# Phone: (800) 445-5985 Fax: (800) 382-9326 Email: bids@hand2mind.com Website:	15%					Contact Purchasing for Catalog. Click here for Exclusions and Shipping Information. Reference "Bid 240-20-0" on all orders.

**Mission Consolidated Independent School District
Awarded Vendors
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Heinemann Contact: Lori P. Lampert Address: 361 Hanover Street Portsmouth, NH 03801 VID# Phone: (800) 225-5800 Fax: (877) 234-6980 Email: lori.lampert@heinemann.com Website: www.heinemann.com	0%			0%		www.heinemann.com Digital Catalog in their website. Click here for Deviations and Shipping Information.
Vendor: High End Advertising Contact: Mariano Nuñez Address: 2504 Santa Paula Mission, TX 78572 VID# 101587 Phone: (956) 600-7777 Fax: Email: mnunez@highendad.com Website:				0%		www.highendad.com
Vendor: Indoff, Inc. Contact: Joe Saldana Address: 11816 Lackland Road St. Louis, MO 63146 VID# 94273 Phone: (314) 997-1122 Fax: (314) 558-9248 Email: joe.saldana@indoff.com Website:	5-30%					Contact Purchasing for Catalog.
Vendor: KAMICO Instructional Media, Inc. Contact: Kathy Michael Address: PO Box 1143 Salado, TX 76571 VID# 42348 Phone: (254) 947-7283 Fax: (254) 947-7284 Email: kmichael@kamico.com Website: www.kamico.com	0%	0%		0%		www.kamico.com Contact Purchasing for Catalog. KAMICO provides a 100% discount on shipping.
Vendor: Lakeshore Learning Materials Contact: Malissa Ramos Address: 2695 E. Dominguez Street Carson, CA 90895 VID# 43509 Phone: (800) 421-5354 Fax: (310) 537-7990 Email: biddept@lakeshorelearning.com Website: www.lakeshorelearning.com	5%			5%	5%	www.lakeshorelearning.com Contact Purchasing for Catalogs. Click here for Retail Address Listing. Free shipping on all orders. Reference "Per RFP #240-20-0" on all orders.
Vendor: Lamac Contact: Trey Gonzalez Address: PO Box 1629 McAllen, TX 78505 VID# 89326 Phone: (956) 682-0552 Fax: (956) 682-6271 Email: lamacmcallen@gmail.com Website: www.orientaltrading.com	10% Oriental Trading & Raymond Geddes			10%	10%	www.orientaltrading.com Contact Purchasing for Catalogs. Retail Address: 212 South Broadway, McAllen, TX 78501 Free shipping for orders over \$150.
Vendor: Lectorum Publications, Inc. Contact: Alex Correa Address: 205 Chubb Avenue Lyndhurst, NJ 07071 VID# 79239 Phone: (800) 345-5946 Fax: (877) 532-8676 Email: acorrea@lectorum.com Website:	0%	20%		20%		66 Contact Purchasing for Catalog. Click here for Deviations and Shipping Information. 20% discount is already reflected in current catalog prices highlighted in red.
Vendor: Maxi Aids Contact: Anthony Bernardini Address: 42 Executive Blvd Farmingdale, NY 11735 VID# 100686 Phone: (800) 522-6294 Fax: (631) 752-0689 Email: bids@maxiaids.com Website: www.maxiaids.com	10%			10%		www.maxiaids.com Contact Purchasing for Catalog. Click here for Exclusions and Shipping Information.
Vendor: Mentoring Minds, L.P. Contact: Shad A. Madsen Address: PO Box 8843 Tyler, TX 75711 VID# 99928 Phone: (800) 585-5258 Fax: (800) 838-8186 Email: bids@mentoringminds.com Website: www.mentoringminds.com	0-35%			0-35%		www.mentoringminds.com Contact Purchasing for Catalog. We honor FOB and sipping charges not included. They will be 10% of the total order amount and will be separate line item 4/8/2024 11:59:21 AM Board Meeting 4/8/2024 11:59:21 AM Board Meeting minimum quantity.

**Mission Consolidated Independent School District
Awarded Vendors
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Musin in Motion Contact: Kristi Graham Address: 1601 E Plano Pkwy #100 Plano, TX 75074 VID# 44687 Phone: (800) 445-0649 Fax: (866) 943-8906 Email: bids@musicmotion.com Website: www.musicmotion.com	6%			6%		www.musicmotion.com Online Catalog found in website. Click here for Shipping Information. Reference "Bid #240-20-0" on all orders.
Vendor: Nasco Education LLC Contact: Michelle Au Address: 901 Janesville Avenue Fort Atkinson, WI 53538 VID# 55510 Phone: (800) 558-9595 Fax: (800) 372-1236 Email: quotes@enasco.com Website: www.eNasco.com	15-20%					Click here for Catalogs: Agricultural Art Elementary Family & Consumer Sciences Math PE and Health Science Click here for Discount Specifications, Shipping, and Instructions.
Vendor: National Educational Systems Contact: Sylvia Cantu Address: 5405 Bandera Rd., Ste. 110 San Antonio, TX 78238 VID# 93836 Phone: (210) 558-6888 Fax: (210) 699-4674 Email: customerservice@shopnes.com Website: www.shopnes.com		5%		5%	5%	www.shopnes.com Retail Address: 5405 Bandera Rd., Ste. 110, San Antonio, TX 78238 Free standard shipping on orders over \$800; under \$800 a 15% fee of merchandise will be added with a minimum of \$9.95
Vendor: Pioneer Valley Educational Press, Inc. Contact: Kristen Gernux Address: 155A Industrial Drive Northampton, MA 01060 VID# Phone: (888) 482-3906 Fax: (413) 727-8211 Email: vendor@pioneervalleybooks.com Website:	10%			10%		www.pioneervalleybooks.com www.resourcesforreading.com Contact Purchasing for Catalogs. Shipping and Handling: 10% for \$1,200 and under, 8% for \$1,201-\$3,000, 5% for \$3,01-\$5,000, free shipping for over \$5,000
Vendor: Positive Promotions, Inc Contact: Mike Texel Address: 15 Gilpin Ave Hauppauye, NY 11788 VID# 58825 Phone: (877) 258-1225 Fax: (877) 258-1226 Email: bids@positivepromotions.com Website: www.positivepromotions.com	5%			5%		www.positivepromotions.com Online Catalog: https://www.positivepromotions.com/virtual-catalog-flip-book-page/a/374-r/ Click here for Exceptions and Shipping Information.
Vendor: Rally! Education Contact: Fran Mure Address: 22 Railroad Avenue Glen Head, NY 11545 VID# 2128 Phone: (888) 997-2559 Fax: (516) 671-7900 Email: fran@rallyeducation.com Website: www.rallyeducation.com	0%			0%		www.rallyeducation.com Contact Purchasing for Catalog.
Vendor: Ray's Business Products Contact: Ray Cano Address: 200 E. Interstate 2 Ste. I Pharr, TX 78577 VID# Phone: (956) 782-1554 Fax: (956) 782-1560 Email: raycano60@yahoo.com Website:		10%				67
Vendor: Really Good Stuff, LLC Contact: Tisha Jacquot Address: 5 Research Drive Suite 150 Shelton, CT 06484 VID# 99625 Phone: (877) 877-1920 Fax: (203) 268-8120 Email: purchaseorders@reallygoodstuff.com Website: www.reallygoodstuff.com	3%			3%		www.reallygoodstuff.com Contact Purchasing for Catalog. Reference "Account # 0013211" on all orders.
Vendor: S & S Worldwide Contact: Keith A. Snow Address: 75 Mill Street Colchester, CT 06415 VID# Phone: (800) 642-7354 Fax: (800) 432-2842 Email: bids@ssww.com Website: www.ssww.com	20%			20%		Contact Purchasing for Catalog. Reference "Bid #240-20-0" on all orders. Discount cannot be combined with Sale Prices, Offer Codes, In-Store Promotions, and Special Meetings

**Mission Consolidated Independent School District
Awarded Vendors
Classroom Supplies #240-20-0**

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price Discount	Shelf Price Discount	Shipping and Special Instructions
Vendor: Scholastic Library Publishing, Inc. Contact: Kathy Brown Address: 90 Old Sherman Turnpike Danbury, CT 06810 VID# Phone: (800) 621-1115 Ext. 4 Fax: (203) 797-3478 Email: kmbrown@scholastic.com Website:	0%	0-40%				Contact Purchasing for Catalogs. 5% shipping for orders less than \$350, Free shipping on orders of \$350 or more.
Vendor: School Health Corporation Contact: Eric Haysack Address: 5600 Apollo Drive Rolling Meadows, IL 60008 VID# Phone: (866) 323-5465 Fax: (800) 235-1305 Email: bids@schoolhealth.com Website:	11%			11%		www.schoolhealth.com Contact Purchasing for Catalog. Reference "School Health Bid #3721866" on all orders. \$9.95 Shipping for orders under \$90, free shipping for orders over \$90. Click here for Exclusions.
Vendor: School Specialty, Inc. Contact: Customer Service Address: W6316 Design Dr Greenville, WI 54942 VID# Phone: (888) 388-3224 Fax: (888) 388-6344 Email: orders@schoolspecialty.com Website: www.schoolspecialty.com	14% Furniture, AV & Equipment 33% Supply Items			14% Furniture, AV & Equipment 33% Supply Items		www.schoolspecialty.com Digital Catalog: https://store.schoolspecialty.com Reference "Bid #7791658305" on all orders. Click here for Exclusions and Shipping Information.
Vendor: TouchMath LLC Contact: Nancy Lawrence Address: 5445 Mark Dabling Blvd, Ste 200 Colorado Springs, CO 80918 VID# 104452 Phone: (800) 888-9191 Fax: (719) 593-2446 Email: contracts@touchmath.com Website: www.touchmath.com	0-10%	0-10%		0-10%		www.touchmath.com Contact Purchasing for Catalog. Shipping 8% of total, minimum charge of \$8. Click here for Discount and Shipping Details.
Vendor: YouthLight Inc Contact: Sandra C. McCarthy Address: P O Box 115 Chapin, SC 29036-0115 VID# 92359 Phone: (800) 209-9774 Fax: (803) 345-0888 Email: smccarthy@youthlightbooks.com Website: www.youthlight.com	5-20%			0%		Contact Purchasing for Catalog. 5% discount for orders \$500-\$749.99, 10% discount for orders \$750-\$999.99, 15% discount for orders \$1,000-2,499.99, 20% discount for orders \$2,500+. Shipping Fees \$0-\$69.99 = \$6.95, \$70-\$299.99 = 10%, \$300-\$999.99 = 6%, \$1,000+ = 4%.

SUBJECT: Award Purchase of Bilingual/ESL Classroom Library Books

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Research shows that strong native language skills contribute to English Learners' academic success throughout their education – in their native language and in English. Providing our English Learners with culturally relevant books in their native language will promote the continued development of their native language skills, as well as biliteracy and bilingualism.

A teacher and librarian survey identified a need for more culturally relevant Books in Spanish. Campus librarians made the selection of books that would meet their campus English Learners' specific needs. These books will be made available to all Dual Language and ESL students PK-12th grade.

ADMINISTRATIVE CONSIDERATIONS

On June 24, 2020, the Board of Trustees awarded renewals of catalog contracts for Library Books 261-20-0.

The review of the purchase request reached the following conclusions:

- (1) As per Board Policy CH Local the Board of Trustees must approve a purchase over \$50,000.
- (2) The current aggregate purchases in similar commodities for the department will be over \$50,000.

FUNDING SOURCE AND AMOUNT

State Bilingual Funds Estimated Amount	\$252,000
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RECOMMENDATION

Award Purchase of Bilingual/ESL Classroom Library Books. Administration recommends classroom library books be purchased using vendors awarded on the listed tabulation sheet.

CONTACT PERSON (S)

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction
Kim Risica, Executive Director for Special Programs and School Improvement
Angelina Martinez, Director for Bilingual Education/ESL
Rumalda Ruiz, Assistant Superintendent for Finance
Dora Garcia, Coordinator for Purchasing

Mission Consolidated Independent School District
Purchasing Department

FY2021 Term Contract:	Library Books Catalog #261-20-0
Awarded To:	<ol style="list-style-type: none"> 1. <u>Barnes & Noble Bookseller INC</u> 2. <u>Bound to Stay Bound Books</u> 3. <u>CAAB Tree Publishing</u> 4. <u>Capstone</u> 5. <u>Cengage Learning INC</u> 6. <u>Central Programs INC dba Gumdrop Books</u> 7. <u>Children's Plus INC</u> 8. <u>Complete Book & Media Supply INC</u> 9. <u>Delaney Educational Enterprises</u> 10. <u>Follett School Solutions INC</u> 11. <u>Garrett Book Company</u> 12. <u>Gateway Printing & Office Supply INC</u> 13. <u>Keystone Books and Media</u> 14. <u>Lakeshore Equipment Company dba Lakeshore Learning Materials</u> 15. <u>Lectorum Publications INC</u> 16. <u>Lektro INC bda Escue & Associates</u> 17. <u>Mackin Educational Resources</u> 18. <u>National Highlights INC</u> 19. <u>Perma-Bound Books</u> 20. <u>QEP Professional Books</u> 21. <u>Rainbow Book Company</u> 22. <u>School Specialty INC</u> 23. <u>Solution Tree INC</u> 24. <u>World Book INC</u>
Term:	One Year / One-year option to renew
Term Period :	June 2020 - July 2021

Mission Consolidated Independent School District
 Awarded Vendors
 Library Books Catalog #261-20-0

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price	Shelf Price Discount
Vendor: Barnes & Noble Booksellers INC Contact: Madeline Noi Address: 122 Fifth Avenue New York, NY 10011 VID# Phone: 212-352-3769 Fax: Email: businessdevelopmentbids@bn.com Website: www.bn.com	0-35 %	0-35%	N/A	N/A	N/A
Vendor: Bound to Stay Bound Books Contact: Lori Smith Address: 1880 West Morton Jacksonville IL 62650 VID# Phone: 800-637-6586 Fax: Email: sales@btsb.com Website: www.btsb.com	N/A	30%	N/A	N/A	N/A
Vendor: CAAB TREE Publishing Contact: Greg Escue Address: 347 Fifth Avenue Ste 1402-145 New York NY 10016 VID# Phone: 800-676-2093 Fax: 800-301-4040 Email: greg@escuebooks.com Website: www.caabtreebooks.com	N/A	25%	N/A	25%	N/A
Vendor: Gateway Printing & Office Supply INC Contact: Rudy Castilleja Address: 315 S Closner Edinburg TX 78539 VID# Phone: 956-383-3861 Fax: 956-316-025 Email: rudyc@gateway.com Website: www.gateway.com	15-27%	N/A	N/A	15-27%	N/A
Vendor: Lakeshore Equipment Company Contact: Rafael Muro Address: 2695 E Dominguez St Carson CA 90895 VID# Phone: 800-421-5354 Fax: 310-537-7990 Email: diddept@lakeshorelearning.com Website: www.lakeshorelearning.com	5%	N/A	N/A	5%	5%
Vendor: Lektro INC dba Escue & Associates Contact: Greg Escue Address: 4309 River Ranch Circle Robstown TX 78380 VID# Phone: 800-676-2093 Fax: 800-301-4040 Email: greg@escuebooks.com Website: www.escuebooks.com	N/A	10-30%	N/A	10-30%	N/A
Vendor: National Highlights INC Contact: Greg Escue Address: 450 Parkway Dr Ste D Broomall PA 19008 VID# Phone: 800-676-2093 Fax: 800-301-4040 Email: greg@escuebooks.com Website: www.masoncrest.com	N/A	25%	N/A	25%	N/A
Vendor: Perma-Bound Books Contact: Carol Foster Address: 617 E Vandalia Road Jacksonville IL 62650 VID# Phone: 800-637-6581 Fax: 800-861-8143 Email: fosterc@perma-bound.com Website: www.perma-bound.com	3%	N/A	N/A	3%	N/A

Mission Consolidated Independent School
District Awarded Vendors
Library Books Catalog #261-20-0

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price	Shelf Price Discount
Vendor: Solution Tree INC Contact: Jim Watson Address: 555 N Morton Street Bloomington IN 47404 VID# Phone: 800-733-6786 Fax: Email: bids@solutiontree.com Website:	N/A	N/A	N/A	N/A	N/A
Vendor: Capstone Contact: Doug Smith Address: 1710 Roe Crest Drive North Mankato MN 56003 VID# Phone: 800-747-4992 Fax: 888-262-0705 Email: bids@capstonepub.com Website: www.capstonepub.com	N/A	N/A	N/A	N/A	N/A
Vendor: Cengage Learning INC Contact: Lauren Thomson Address: 27500 Drake Road Farmington Hills MI 48331 VID# Phone: 513-229-1906 Fax: Email: lauren.thomson@cengage.com Website: www.gale.com/schools	N/A	N/A	N/A	N/A	N/A
Vendor: Central Programs INC dba Gumdrop Books Contact: Nancy Crovetti Address: PO Box 505 Bethany MO 64424 VID# Phone: 800-821-7199 Fax: Email: wecare@gumdropbooks.com Website: www.gumdropbooks.com	N/A	N/A	N/A	N/A	N/A
Vendor: Children's Plus INC Contact: Michael Beechin Address: 1387 Butch American Way Beecher IL 60401 VID# Phone: 800-230-1279 Fax: Email: bids@childrensplusinc.com Website: www.hellocpi.com	0-30%	N/A	N/A	0-30%	N/A
Vendor: Complete Book & Media Supply INC Contact: Kendall Montiegel Address: 1200 Tom Grande Dr Ste 200 Cedar Park TX 78813 VID# Phone: 800-986-1775 Fax: 512-616-0410 Email: kendall@completebook.com Website: https://completebook.com	N/A	N/A	N/A	5-50%	N/A
Vendor: Delaney Educational Enterprises Contact: Dominic Garza Address: 1387 Dutch American Way Beecher IL 60401 VID# Phone: 800-788-5557 Fax: Email: bids@deebooks.com Website: www.deebooks.com	0-30%	N/A	N/A	0-30%	N/A
Vendor: Follett School Solutions INC Contact: Lisa Gorena Address: 1340 Ridgeview Drive McHenry IL 60050 VID# Phone: 888-511-5114 Fax: 800-852-5458 Email: fssbidadmin@follett.com Website:	N/A	N/A	N/A	N/A	N/A

Mission Consolidated Independent School
 District Awarded Vendors
 Library Books Catalog #261-20-0

Company Information	Catalog Discount	Manufacture Price List Discount	Custom Price List Discount	Internet / Online Price	Shelf Price Discount
Vendor: Garrett Book Company Contact: Cherly York Address: 130 E 13th Street Ada OK 74820 VID# Phone: 800-654-9366 Fax: Email: cherly.york@garrettbooks.com Website: www.garrettbooks.com	30%	N/A	N/A	30%	N/A
Vendor: Keystone Books and Media Contact: Joe Walsh Address: 1387 Butch American Way Beecher IL 60401 VID# Phone: 866-231-7780 Fax: Email: cs@keystonebooksmedia.com Website: www.keystonebooksmedia.com	0-30%	N/A	N/A	0-30%	N/A
Vendor: Lectorum Publications INC Contact: Alex Correa Address: 205 Chubb Avenue Lyndhurst NJ 07071 VID# Phone: 800-345-5946 Fax: 877-532-8676 Email: acorrea@lectorum.com Website: www.lectorum.com	20%	20%	20%	20%	N/A
Vendor: Mackin Educational Resources Contact: Grace Mundt Address: 3505 Country Road 42 West Burnsville MN 55306 VID# Phone: 800-245-9540 Fax: 800-369-5490 Email: bids@mackin.com Website: www.mackin.com	5%	N/A	N/A	5%	N/A
Vendor: QEP Professional Books Contact: Catherine McGough Address: 3273 Independence Parkway Plano TX 75075 VID# Phone: 972-985-0025 or 800-323-6787 Fax: 972-964-2104 Email: cmcgough@qepbooks.com Website: www.qepbooks.com	N/A	0-35%	N/A	20%	N/A
Vendor: Rainbow Book Company Contact: Michael Beechin Address: 1387 Dutch American Way Beecher IL 60401 VID# Phone: 800-255-0965 Fax: Email: sales@rainbowbookcompany.com Website: www.rainbowbookcompany.com	0-30%	N/A	N/A	0-30%	N/A
Vendor: School Specialty INC Contact: Amy Fuss Address: W6316 Design Drive Greenville WI 54942 VID# Phone: 888-388-3224 Fax: 888-388-6344 Email: bidnotices@schoolspecialty.com Website: www.schoolspecialty.com	14-33%	N/A	N/A	N/A	N/A
Vendor: World Book INC Contact: Jeff Williamson Address: 180 N LaSalle Street, Suite 900 Chicago IL 60601 VID# Phone: 312-350-0778 Fax: 888-922-3766 Email: jeff.williamson@worldbook.com Website: https://worldbook.com	N/A	N/A	N/A	N/A	N/A

SUBJECT: Award Purchase of Advanced Placement Exams

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

Each year, students enrolled in Advanced Placement courses take the AP exam for the respective course in May. After testing, campuses submit their invoices for payment. College Board exams are \$94 each, however, a School Site Waiver Fee of \$9 is deducted, resulting in a cost of \$85 per exam. Students identified as lower SES receive additional fee reductions totaling \$60 (College Board fee reduction of \$32 and Texas fee reduction of \$28) resulting in a cost of \$25; lower SES students pay \$15. All other students pay \$40 per exam, while the district covers the difference. For 2021, the invoices are anticipated to exceed \$50,000, with the district's cost being approximately \$63,573 for approximately 1,613 AP exams.

This year, AP will allow campuses to test students across three different testing windows in order to ensure a safe testing environment. The first window will be from May 3-17 and be exclusively for pen and paper tests conducted on the campus. The second window will be from May 18-28 and be a combination of pen and paper tests conducted on campus and digital versions of the exams, which can be administered at home or on the campus. The third window will be from June 1-11 and will primarily be digital versions of the exams that can be administered at home or on the campus. The one exception will be the Spanish Language and Culture exam, which is required to be taken on the campus. Campuses can choose to test during all three windows, allowing small group testing.

ADMINISTRATIVE CONSIDERATIONS

The requesting department has submitted a Sole Source Justification. As per Texas Educational Code 44.031(j) a Sole Source Purchase would be exempt from complying with TEC 44.031(a) requiring an approved purchasing method for contracts valued at \$50,000 or more.

Purchasing Department's review of the purchase request reached the following conclusion:

1. The District has attempted to solicit proposals but competition is limited.

FUNDING SOURCE / AMOUNT

State Funds - Approximate amount: \$63,573

RECOMMENDATION:

Award Purchase of Advanced Placement Exams

CONTACT PERSON(S)

Dr. Sharon Roberts, Asst. Supt. for Curriculum and Instruction
Cynthia Wilson, Executive Director for PK-12th Grade Education
John Hill, Director for Advanced Academics/UIL/College Readiness
Sandra Rodriguez, Mission High School Principal
Fidel Garza, Veterans Memorial High School Principal
Ana Lisa Flores, Mission Collegiate High School Principal
Dora Garcia, Coordinator for Purchasing

SUBJECT: Approval of Donations

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In accordance with Board Policy CDC (Legal), all bequest of property for the benefit of the public schools shall, when not otherwise directed by the grantor, vest the property in the Board. Funds or other property donated, or the income therefrom, may be expended:

1. For any purpose designated by the donor that is in keeping with the lawful purposes of the schools that are to benefit from the donation; or
2. For any legal purpose if the donor designated no specific purpose.

The district receives donations from various sources throughout the school year. The majority of donations are given to the student activity funds to be used for student travel and awards. Some donations are in cash and some are non-cash, such as equipment, food, and services.

AMINISTRATION CONSIDERATION

The total donations received were \$21,981.86. These donations benefit our students.

FUNDING SOURCE AND AMOUNT

N/A

RECOMMENDATION

Approval of donations

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA, Director for Finance
Rosalinda Rodriguez, Accountant

Mission Consolidated Independent School District
 Donations through March 2021

Date	Campus / Scholarship	Cash	Non-Cash	Donor	Purpose
03/09/21	Health Services / Central Office		20,468.76	Mylan / BioRidge Pharma, LLC	Donation of 46 EpiPen injector units to be used as needed in case of an anaphylaxis emergency.
03/24/21	Mission Veterans High School		1,513.10	Mission Veterans Boys Basketball Booster Club	Donation of two door wraps and a window wrap with improvements to the boys basketball locker room.
	Total donations	\$ -	\$ 21,981.86		

SUBJECT: Approval of Supplemental Budget Amendment for the Month of April 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In accordance with TEA budget and accounting procedures guidelines, the District’s official budget includes the General Fund and Debt Service. The adoption of the budgets associated with these funds, and subsequent amendments, should be approved by the Board of Trustees. The authority to approve a budget or a budget amendment for a grant program, however, lies with the granting agency and not with the District’s Board.

The budget amendments are broken down into the following two categories:

1. Programmatic or policy changes – amendments that are necessary because of policy changes or program revisions that increase/decrease the budget.
2. Adjustment of original estimates – amendments that are necessary because the original amounts required adjustments but do not increase/decrease the budget.

ADMINISTRATIVE CONSIDERATIONSE

All requests for budget amendments have been reviewed and are justified for the programmatic or policy changes and adjustments of original estimates.

FUNDING SOURCE AND AMOUNT

General Fund \$852,794 increase in expenditures budget for anticipated expenditures related to the Tom Landry Stadium Repairs Project.

Debt Service \$350,000 increase in expenditures.

Total General Fund expenditures budget \$180,855,479.

Total Debt Service Fund expenditures budget \$9,944,602

RECOMMENDATION:

Approval of budget amendment as presented.

CONTACT PERSONS

Rumalda Ruiz, Assistant Superintendent for Finance

Mission Consolidated Independent School District
GENERAL FUND
Budget Amendment for the Month of April 2021
Fiscal Year 2020 - 2021

Description	Amended Budget March 20, 2021	April Amendments	Amended Budget April 14, 2021
Audited Beginning Fund Balance	76,331,591		\$ 76,331,591
Revenues:			
5700 - Local	\$ 27,604,245		\$ 27,604,245
5800 - State	128,226,929		128,226,929
5900 - Federal	16,344,257		16,344,257
Total Revenues	\$ 172,175,431	\$ -	\$ 172,175,431
Expenditures:			
11 Instruction	\$ 90,470,236	\$ 177,300	\$ 90,647,536
12 Inst. Res. & Media Services	2,514,248	0	2,514,248
13 Curriculum Dev. & Inst. Staff Dev.	3,332,145	0	3,332,145
21 Inst. Leadership	2,472,555	0	2,472,555
23 School Leadership	9,725,032	0	9,725,032
31 Guid., Counseling & Eval. Ser.	5,783,699	(54,000)	5,729,699
32 Social Work Services	603,119	0	603,119
33 Health Services	1,688,003	0	1,688,003
34 Student (Pupil) Trans.	4,649,631	0	4,649,631
35 Food Services	13,877,053	0	13,877,053
36 Curricular/Extracurricular Act.	7,157,092	(123,300)	7,033,792
41 General Administration	5,407,752	0	5,407,752
51 Plant Maint. & Operations	20,854,846	0	20,854,846
52 Security and Monitoring Serv.	2,780,084	0	2,780,084
53 Data Processing Services	3,242,416	0	3,242,416
61 Community Services	288,057	0	288,057
71 Debt Service	1,031,520	0	1,031,520
81 Fac. Acquisition & Const.	3,747,107	852,794	4,599,901
95 Pmt. to Juv. Justice Alt. Ed. Prg.	20,000	0	20,000
99 Other Intergovernmental Charges	358,090	0	358,090
Total Expenditures	\$ 180,002,685	\$ 852,794	\$ 180,855,479
7900 - Other Sources	\$ 15,627,924		\$ 15,627,924
8900 - Other Uses	\$ (15,727,793)		\$ (15,727,793)
Total Other Financing Sources & (Uses)	\$ (99,869)	\$ -	\$ (99,869)
Un-Audited Ending Fund Balance	\$ 68,404,468	\$ (852,794)	\$ 67,551,674

Mission Consolidated Independent School District

DEBT SERVICE

Budget Amendment for the Month of April 2021

Fiscal Year 2020 - 2021

Description	Amended Budget February 10, 2021	April Amendments	Amended Budget
Audited Fund Balance	\$ 5,239,599		5,239,599
Revenues:			
5700 - Local	\$ 4,202,708	-	4,202,708
5800 - State	4,684,522	-	4,684,522
Total Revenues	\$ 8,887,230	\$ -	\$ 8,887,230
Expenditures:			
71 Debt Service	\$ 9,594,602	\$ 350,000	\$ 9,944,602
Total Expenditures	\$ 9,594,602	\$ 350,000	\$ 9,944,602
7900 - Other Sources:	\$ 52,476,308	\$ -	\$ 52,476,308
8900 - Other Uses	(51,951,550)	0	(51,951,550)
Total Other Financing Sources & (Uses)	\$ 524,758	\$ -	\$ 524,758
Un-Audited Ending Fund Balance	\$ 5,056,985	\$ (350,000)	\$ 4,706,985



Mission Consolidated Independent School District

- 1201 Bryce Drive • Mission, Texas 78572
- Telephone (956) 323-5505 • Fax (956) 323-5634
- Website: www.mcisd.net

Board of Trustees Minutes

The Board of Trustees of the Mission Consolidated Independent School District held a Regular Meeting on Wednesday, March 10, 2021, scheduled to begin at 7:00 PM in the by [Video Conference or Telephone Call](#).

In accordance with Governor Abbott's declaration of the COVID-19 public health threat and action to temporarily suspend certain provisions of the Texas Open Meetings Act, a quorum of the District's Board of Trustees held its regular Board meeting by videoconference or teleconference.

I. Call to Order and Establish Quorum

President Minnie R. Rodgers called the meeting to order at 7:01 p.m. The meeting was properly posted and a quorum was present. Board members present besides Ms. Rodgers were Iris Iglesias, Juan M. Gonzalez, Roy Vela, Petra B. Ramirez, Veronica R. Mendoza, and Dr. Carol G. Perez. Board vice president Jerry Zamora was absent.

II. Pledge of Allegiance and Moment of Silence

1. U. S. Flag and Texas Flag –

Ms. Rodgers led in the Pledge of Allegiance. She also asked for a Moment of Silence

III. Comments from the Public

None

IV. Public Comment(s) on Specific Agenda Item(s)

None

V. Superintendent's Updates and Recognitions

Dr. Perez congratulated all the student and staff for their hard work and dedication for the following:

Career and Technical Education (CTE):

Mission High School:

BPA had 20 students that advanced to State competition.

Dual Academy Welding students have successfully been participating in face-to-face training as required for credit and graduation through South Texas College.

Mission Collegiate High School:

BPA had 22 students that advanced to State competition.

Veterans Memorial High School:

BPA had 6 students advanced to State competition.

DECA had 17 students advanced to State competition.

HOSA had 12 students advanced to State competition

Patient Care Technician and Phlebotomy Technician students will be attending have been attending face-to-face training to prepare for the upcoming State certification exam. All safety procedures and CDC guidelines have been in place for student safety.

Arch and Dual Welding students have successfully been participating in the required courses through South Texas College.

Dr. Perez reported that Mission CISD partnered with DHR and will be receiving 1,500 vaccines for District employees. About 700 employees have been vaccinated. The 1,500 vaccines will be taking place from March 17-23, 2021. Employees will be given a bracelet: green from March 17, red for March 18, purple for March 19, blue for March 21, and yellow for March 22 and orange for March 23. These are strictly for Mission CISD employees. Mission CISD is also partnering with Richard's Pharmacy,

Mission, and they will be providing an additional 1,000 vaccines for employees, substitutes, and employees' immediate families. Family members will need to qualify under the COVID-19 Phase One B Vaccine Priorities which will be for school and child care personnel, the pre-primary, primary and/ or secondary schools, HeadStart. They will be available for people 65 years of age or older, or people 16 years of age and older with at least one chronic medical condition that puts them at an increased risk or illness of COVID-19. This also includes individuals that have or have had cancer, chronic kidney disease, chronic obstructive pulmonary disease, heart condition, such as heart failure, coronary artery disease, solid organ transplantation, obesity, severe obesity, pregnancy, sickle cell disease, and Type 2 diabetes.

There are also partnerships with Dr. Stinson who has ordered about 1,000 more vaccines. Next there will be collaboration with the county and the city and assisting with the city-wide vaccination.

Physicals will be provided to the students free of charge if students have health insurance or have CHIPS. These physicals will be for athletes and fine arts UIL. They will be provided by the District's Tele-Medicine Vendor, Urgent Care for Kids. These will be held sometime in April.

The Edgenunity program for credit recovery is now offering several courses for 9th through 12th students. They are called Transformative Social Emotional Learning that deals with climate and culture transformation, restorative practices and principles, and trauma informed living. This will also help the students to deal with the different changes that they have been going through like the hurricane, the pandemic, the weather conditions, etc. This will also be assisted with student services and guidance and counseling.

The TASB study continues to be implemented. As of today, the District has been able to save \$1,988,170.41

VI. Discussion and Possible Action

1. Consideration and Approval of CPR #01 for a D-Chilled Water Pipe Modification for Castro Elementary School Relocation Chiller Project

Mr. Ricardo Rivera, assistant superintendent for Operations, reported this item was previously discussed at the March 3, workshop. Therefore, he asked for Board approval of this item.

Motion made by Mrs. Mendoza that the Board approve CPR #01 for a D-Chilled water pipe modification for Castro Elementary School Relocation Chiller Project. Motion seconded Mr. Vela. Motion passed unanimously. Vote 6-0

2. Consideration and Approval of Substantial Completion for the Pearson Elementary Chiller Project

Mr. Rivera reported the chiller is operational, however, the exact date of substantial completion was still being examined. He advised that possible liquidated damages for not completing on time, as per the contract agreement, will be pending applicable will be addressed at the final completion. Administration recommended that this item be approved since it was discussed at the March 3 workshop.

Motion made by Mr. Vela that the Board approve the substantial completion for the Pearson Elementary Chiller Project. Motion seconded by Mrs. Ramirez. Motion passed unanimously. Vote 6-0

3. Consideration and Approval to Accept Administration's Rankings and to Enter into Negotiations in the Order of Ranking for the On-Call Professional Services

Mr. Rivera stated that the rankings were reviewed by Administration. Due to equal scoring of the top firms in architectural design, mechanical, electrical, and plumbing (MEP), and geo-technical/ materials testing and laboratory testing laboratory analysis/ environmental services, Administration recommended that these top firms present, in an interview format, to the Administration Ranking Committee. There can be no ties; there has to be a distinction of services to be provided. However, it does not mean that selected firms will have exclusive rights to all of Mission CISD's projects.

Administration will have recommendations for these disciplines at the next Board of Trustees meeting. Thus, Mr. Rivera asked that the Board table these three disciplines. Administration recommended Consideration and Approval to Accept Administration's Rankings and to Enter into Negotiations in the Order of Ranking for the On-Call Professional Services for only those disciplines that have no ties which were civil and structural engineering.

Mr. Rivera added that there can be no ties in the rankings. There are ties in the architectural design, with two firms both receiving 100 points each. There has to be distinction. This was the case also with materials testings. There were two companies that had a tie and for the mechanical/electrical. For the civil engineering, it will be Javier Hinojosa Civil Engineering and for structural engineering will be Chanin Engineering. Mr. Rivera reiterated that Administration requested other discipline firms, that are tied, be brought in to present. After the tie is broken, they can be brought forward for approval.

Motion made by Mrs. Mendoza that the Board accept Mr. Rivera's recommendation to approve Administration's Rankings and to Enter into Negotiations with Administration in the Order of Ranking for the On-Call Professional Services for only those disciplines that have no ties: Civil and Structural Engineering. Motion seconded by Mr. Vela. Motion passed unanimously. Vote 6-0

4. Consideration and Approval to Accept Administration's Ranking and Enter into Negotiations in the Order of Ranking for the Air-Duct Cleaning

Mr. Rivera reported that Administration ranked the three firms: 1. RGV Restoration Services (Servpro McAllen), 2. Cleaning and Restoration Services, Inc., and 3. LSS Life Safety Services. Administration recommended that the Board approve its rankings and enter into negotiations in the order of ranking for the Air-Duct Cleaning.

Motion made by Mr. Vela that the Board approve Administration's rankings and enter into negotiations in the order of ranking for the Air Duct Cleaning. Motion seconded by Mrs. Ramirez. Motion passed unanimously. Vote 6-0

5. Recommendation and Approval of the Selection for:

a. Coordinator for Child Nutrition Program

Dr. Perez that there was not recommendation for this position.

b. Field Administrator for Career and Technical Education (CTE)

Item was discussed in Executive Session.

6. Superintendent's Recommendations Regarding Employment and Contract Status of Classroom Teachers and Other Non-Administrative Professional Personnel

- a. Re-Employ Probationary Contract Employees**
- b. Terminate Probationary Contract Employees**
- c. Renew Term-Contract Employees**
- d. Propose Non-Renewal Term Contract Employees**
- e. Offer Employment Agreement to Eligible Employees**

Item was discussed in Executive Session

7. Approval of Resolution for Texas Association of School Boards (TASB) Superintendent of the Year

President Rodgers requested that this item be placed on the agenda. Ms. Lorena Garcia informed the Board that a resolution requiring the Board's approval to nominate the Superintendent for TASB's Superintendent of the Year. An application will have to be submitted also that highlights the successes of the Superintendent. This will be turned in to the Region One Service Center then I will turn it in to TASB. Ms. Rodgers stated that she spoke with Dr. Perez regarding this nomination because she personally felt that Dr. Perez has come a long way since she has been here at Mission CISD. However, Dr. Perez felt that it was a political move.

Motion Mrs. Mendoza that the Board approve the Resolution naming Dr. Carol G. Perez for the Texas Association of School Boards (TASB) Superintendent of the Year. Motion seconded by Mr. Gonzalez. Motion passed unanimously. Vote 6-0

VII. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA. Any Trustee may request the removal of an item from the CONSENT AGENDA for individual consideration and action.

Motion made by Mr. Vela that the Board approve the Consent Agenda Items VII.1 through 8.b. Motion seconded by Mrs. Iglesias. Motion passed unanimously. Vote 6-0

- 1. Approval of Waiver Application for Missed School Days for February 15-19,2021**
- 2. Approval of Proclamation of 2021 PreKinder Adoption Recommendation**
- 3. Approval of Resolution of the Mission Consolidated Independent School District Stating the Purpose and Parameters of Nonexempt Employee Pay during the Emergency Closure on February 17, 18 and 19, 2021**
- 4. Approval of Bids, Proposals and Purchases of \$50,000 and Over**
 - a. Award Purchase of SMART Interactive Panels**
- 5. Approval of Donations**
- 6. Approval to Request Educator Evaluation Waiver from the Texas Education Agency (TEA)**
- 7. Approval of Second Reading and Adoption of Locally-Developed and TASB-Initiated Localized Policies Including Update 116, Affecting Local Policies:**
 - a. CQB(LOCAL): TECHNOLOGY RESOURCES-Cybersecurity (revising)**
 - b. DCD(LOCAL): EMPLOYMENT PRACTICES-At-Will Employment (revising)**
 - c. FFAC(LOCAL): WELLNESS and HEALTH SERVICES-Medical Treatment (revising)**
 - d. GKA(LOCAL): COMMUNITY RELATIONS-Conduct on School Premises (revising)**

8. Approval of Minutes
 - a. February 3, 2021
 - b. February 10, 2021

VIII. Executive Session

President Rodgers called the Board into Executive Session at 7:31 p.m. and back into Open Session at 8:40 p.m.

1. Private Consultation with Board Attorney (Texas Gov't Code § 551.071)
2. Deliberation Regarding Real Property--Closed Meeting: A Governmental Body may Conduct a Closed Meeting to Deliberate the Purchase, Exchange, Lease, or Value of Real Property if Deliberation in an Open Meeting would have a Detrimental Effect on the Position of Governmental Body in Negotiations with the Third Person (Texas Gov't Code §551.072)
3. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)

IX. Action, if Necessary, on Matters Discussed in Executive Session

Item VI. Discussion and Possible Action

5. Recommendation and Approval of the Selection for:

b. Field Administrator for Career and Technical Education (CTE)

Dr. Perez stated that Administration recommended Carlos Lerma for the position of Field Administrator for Career and Technical Education (CTE) Program.

Motion made by Mrs. Ramirez that the Board approve Carlos Lerma for the position of Field Administrator for Career and Technical Education (CTE) Program. Motion seconded by Mrs. Mendoza. Motion passed unanimously. Vote 5-0

6. Superintendent's Recommendations Regarding Employment and Contract Status of Classroom Teachers and Other Non-Administrative Professional Personnel

- a. Re-Employ Probationary Contract Employees
- b. Terminate Probationary Contract Employees
- c. Renew Term-Contract Employees
- d. Propose Non-Renewal Term Contract Employees
- e. Offer Employment Agreement to Eligible Employees

Dr. Perez recommended the employment and Contract Status of Classroom Teachers and other Non-Administrative Professional Personnel for the following school year 2021-2022.

Motion made by Mrs. Mendoza that the Board approve the Superintendent's recommendation regarding Employment and Contract Status of Classroom Teachers and Other Non-Administrative Professional Personnel for the following school year 2021-2022. Motion seconded by Mrs. Ramirez. Motion passed unanimously. Vote 5-0

X. Board of Trustees Information Items

1. 2021-2022 Budget Update
2. Child Nutrition Program Update

Dr. Perez said she was very proud of the efforts of the CNP because they are feeding the children every single Saturday providing 7 breakfasts and 7 lunches beginning this Saturday. They will continue to provide that service.

3. Financial Reports for the Month of January 2021
 - a. General Fund
 - b. Debt Service
 - c. Self-Funded Health Insurance Fund
4. Tax Levy Adjustments for the Month of January 2021
5. Disbursements for the Month of February 2021
6. Personnel Employments, Resignations, Transfers, and Compensation Changes

XI. Important Dates to Remember

1. March 15-19, 2021 SPRING BREAK All Campuses, Departments, and Administration Building Offices will be Closed
2. April 7, 2021 Board of Trustees Workshop (Committee Meetings) at 6:30 p.m.
3. April 14, 2021 Regular Board of Trustees Meeting at 7:00 p.m.

XII. Adjournment

Motion made by Mrs. Ramirez that the meeting be adjourned. Motion seconded by Mrs. Mendoza. Motion passed unanimously. Vote 5-0 Board President adjourned the meeting at 8:47 p.m.

Minnie R. Rodgers, President
Mission CISD Board of Trustees

ATTEST:

Veronica R. Mendoza, Secretary
Mission CISD Board of Trustees

SUBJECT: Financial Report for the Month of February 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

In accordance with Board Policy CFA (LEGAL), The Board shall prepare an annual financial statement that shows the following for each fund subject to its authority during the fiscal year:

1. The total receipts of the fund, itemized by source of revenue, including taxes, assessments, service charges, grants of state money, gifts, or other general sources from which funds are derived.
2. The total disbursements of the fund, itemized by the nature of the expenditure.
3. The balance in the fund at the close of the fiscal year.

Monthly financial reports are prepared throughout the year by Administration for information purposes only.

ADMINISTRATIVE CONSIDERATIONS

The General Fund Financial reports compare the budgeted revenues and expenditures. Actual revenues for February 2021 totaled \$113,702,934 and actual expenditures totaled \$89,907,944. The excess revenues, other resources and other uses over expenses was \$23,848,920. This number does not include outstanding encumbrances for payroll and supplies. Budget by function is sufficient to meet expenditures.

The Debt Fund financial report is also attached.

FUNDING SOURCE AND AMOUNT

Not applicable.

RECOMMENDATION

Information item only

CONTACT PERSON(S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA Director for Finance

Mission Consolidated Independent School District

General Fund

February 28, 2021

		Budget	Actual	Difference	%
Revenues					
5700	Local and Intermediate Sources	\$ 27,604,245	\$23,068,060	\$ (4,536,185)	83.57%
5800	State Program Revenues	128,226,929	\$82,879,674	(45,347,255)	64.64%
5900	Federal Program Revenues	16,344,257	\$7,755,201	(8,589,056)	47.45%
	Total Revenues	\$ 172,175,431	\$ 113,702,934	\$ (58,472,497)	
Expenditures					
11	Instruction	\$ 90,470,236	\$42,848,643	\$ 47,621,593	47.36%
12	Instrucional Resources & Media Services	2,514,248	\$1,118,872	1,395,376	44.50%
13	Curriculum and Personnel Development	3,332,145	\$1,695,713	1,636,432	50.89%
21	Instructional Administration	2,472,555	\$1,544,114	928,441	62.45%
23	School Administration	9,725,032	\$5,371,666	4,353,366	55.24%
31	Guidance and Counseling Services	5,783,699	\$3,071,659	2,712,040	53.11%
32	Attendance and Social Work Services	603,119	\$449,642	153,477	74.55%
33	Health Services	1,688,003	\$1,020,408	667,595	60.45%
34	Pupil Transportation	4,649,631	\$2,589,891	2,059,740	55.70%
35	Food Services	13,877,053	\$6,990,788	6,886,265	50.38%
36	Co-Curricular Activities	7,157,092	\$3,039,454	4,117,638	42.47%
41	General Administration	5,407,752	\$3,232,479	2,175,273	59.77%
51	Plant Maintenance and Operations	20,854,846	\$10,626,455	10,228,391	50.95%
52	Security and Monitoring	2,780,084	\$1,204,077	1,576,007	43.31%
53	Data Processing Services	3,242,416	\$2,059,411	1,183,005	63.51%
61	Community Services	288,057	\$45,299	242,758	15.73%
71	Debt Service	1,031,520	\$861,918	169,602	83.56%
81	Facilities Acquisition and Construction	3,747,107	\$1,995,484	1,751,623	53.25%
95	Juvenile Justice Alt. Education	20,000	\$0	20,000	0.00%
99	Other Intergovernmental Charges	358,090	\$141,970	216,120	0.00%
	Total Expenditures	\$ 180,002,685	\$89,907,944	\$ 90,094,741	0
1100	Excess (Deficiency)	\$ (7,827,254)	\$23,794,990	\$ 31,622,244	
Non-Operating Revenue					
7912	Sale of Real or Personal Property	\$ 53,000	\$ 53,930	\$ 930	101.76%
7915	Operating Transfers In	15,574,924	\$ -	(15,574,924)	0.00%
	Total Non-Operating Revenue	\$ 15,627,924	\$ 53,930	\$ (15,573,994)	
Non-Operating Expenses					
8911	Other Uses	\$ (15,727,793)	\$ -	\$ (15,727,793)	0.00%
	Total Non-Operating Expenses	\$ (15,727,793)	\$ -	\$ (15,727,793)	
1200	Excess (Deficiency)	\$ (7,927,123)	\$ 23,848,920	\$ 320,457	
0100	Fund Balance - Beginning Audited	\$ 76,331,591	\$ 76,331,591	\$ -	
3000	Fund Balance - Ending Un-Audited	\$ 68,404,468	\$ 100,180,511	\$ 320,457	

Mission Consolidated Independent School District

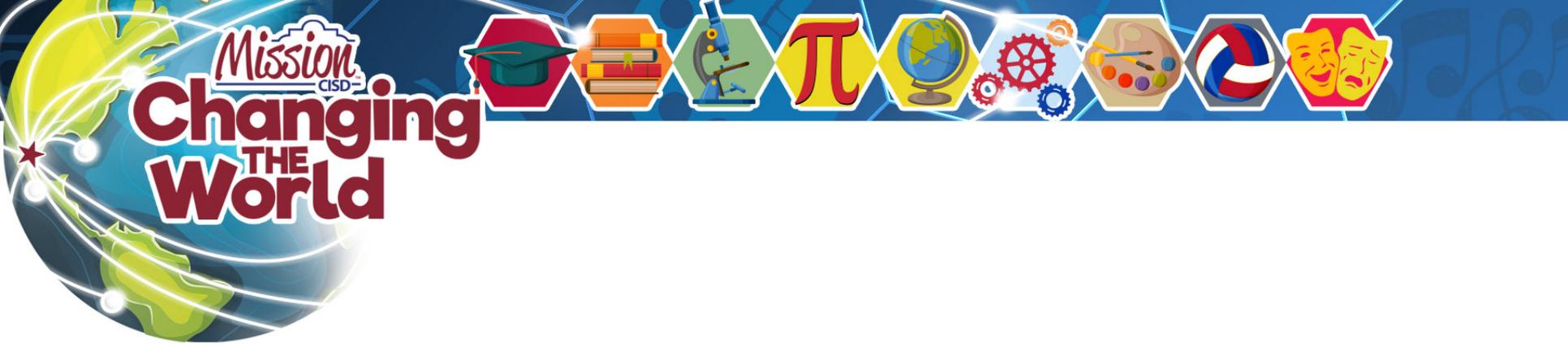
February 28, 2021

DEBT SERVICE FUND 599

		Budget	Actual	Difference	%
Revenues					
5700	Local and Intermediate Sources	\$ 4,202,708	\$ 3,684,190	\$ (518,518)	87.66%
5800	State Program Revenues	4,684,522	4,834,219	149,697	103.20%
	Total Revenues	\$ 8,887,230	\$ 8,518,409	\$ (368,821)	
Expenditures					
71	Debt Services	\$ 9,594,602	\$ 9,895,553	\$ (300,951)	103.14%
	Total Expenditures	\$ 9,594,602	\$ 9,895,553	\$ (300,951)	
1100	Excess (Deficiency)	\$ (707,372)	\$ (1,377,144)	\$ (669,772)	
Non-Operating Revenue					
7900	Operating Transfers In	\$52,476,308	\$52,476,307	(\$1)	0.00%
Non-Operating Expenses					
8900	Operating Transfers Out	\$ 51,951,550	\$ 51,951,549	\$ (1)	0.00%
1200	Excess (Deficiency)	\$ (182,614)	\$ (852,386)	\$ (669,772)	
0100	Fund Balance - Beginning Audited	\$ 5,239,599	\$ 5,239,599	\$ -	
3000	Fund Balance - Ending Un-Audited	\$ 5,056,985	\$ 4,387,212	\$ (669,772)	

Mission Consolidated Independent School District
Self Funded Health Insurance Fund
Statement of Revenues, Expenses, and Changes in Net Position
February 2021

Operating Revenues		
5700	Local and Intermediate Sources	\$ 8,822,940
	Total Revenues	\$ 8,822,940
Operating Expenditures		
6100	Payroll Expenditures	\$ 9,644,669
6200	Professional & Contracted Services	-
6300	Supplies & Materials	-
6400	Other Operating Costs	-
6500	Debt Service	-
6600	Capital Outlay	-
	Total Expenses	\$ 9,644,669
	Operating Income (Loss)	\$ (821,729)
Non-Operating Revenues (Expenses)		
5700	Interest Revenue	\$ 639
	Total Non-Operating Revenues (Expenses)	\$ 639
	Income (Loss) Before Contributions & Transfers	\$ (821,089)
Contributions & Transfers		
7900	Transfers In	\$ -
8900	Transfers Out	-
1300	Change in Net Position	\$ (821,089)
0100	Total Net Position - Beginning Unaudited	\$ 956,250
3300	Total Net Position - Ending Unaudited	\$ 135,161



Self-Funded Group Health Plan

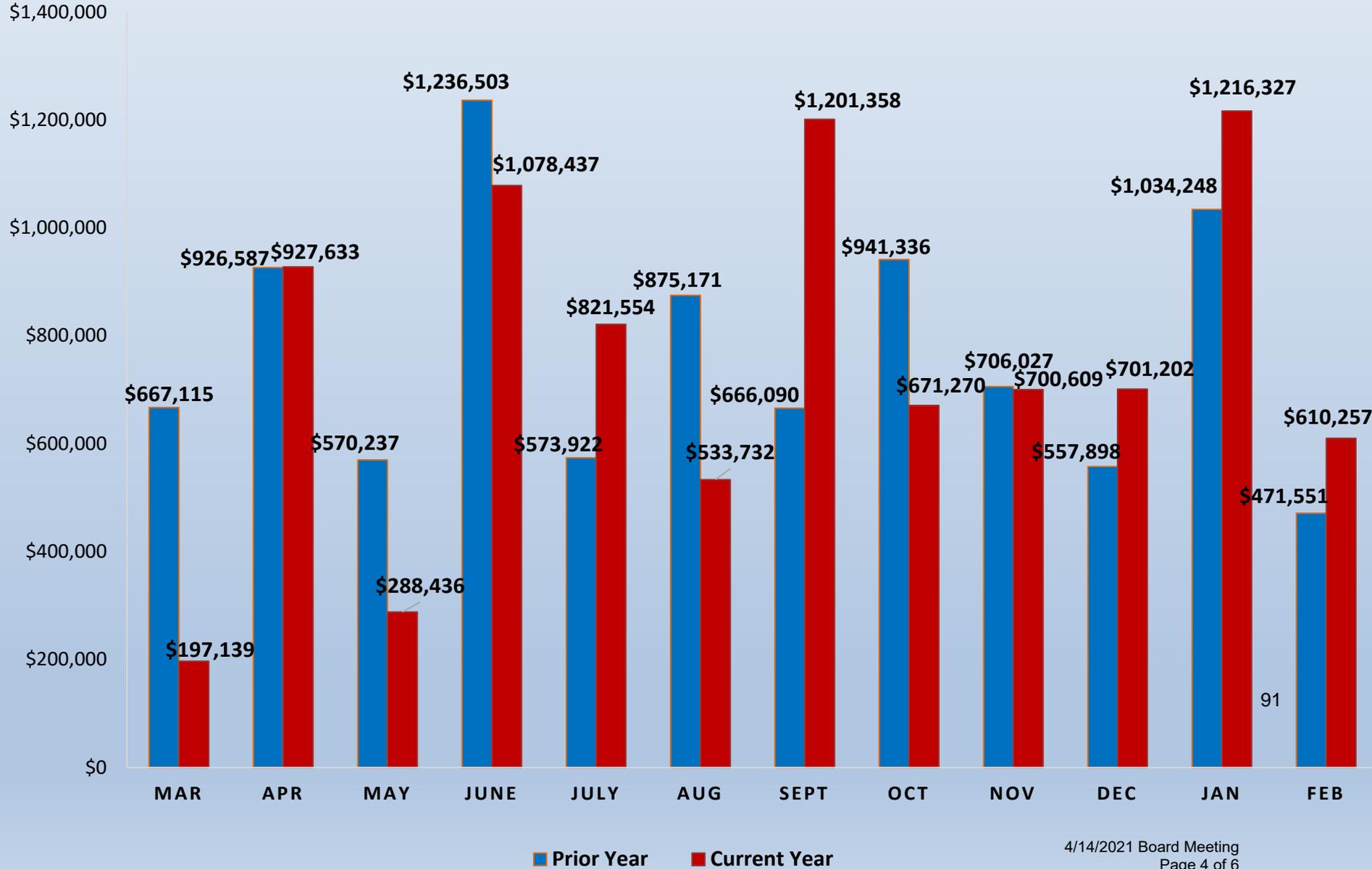
February 2021

**Mission Consolidated Independent School District
Self Funded Health Insurance Fund
Statement of Revenues, Expenses, and Changes in Net Position
February 2021**

Operating Revenues	Actual	%
<i>Premiums:</i>		
Medical - Employee	\$ 2,025,845	22.96%
Medical - Employer	6,756,043	76.57%
Administrative Fees-Refunds	1,440	0.02%
Claim Credits	519	0.01%
Pharmacy Credits/Rebates	66	0.00%
Stop Loss Insurance	36,511	0.41%
Cobra	2,517	0.03%
Non - Operating Revenues		
Interest Revenue	\$ 639	0.01%
Total Revenues	\$ 8,823,580	100.00%
Operating Expenses		
<i>Claims:</i>		
Medical	\$ 6,456,310	66.94%
Pharmacy - RX	2,414,711	25.04%
<i>Administrative Fees:</i>		
Medical	132,998	1.38%
Aggregate Stop Loss	73,397	0.76%
Specific Stop Loss	495,804	5.14%
Independent External Review Fees	700	0.01%
Vendor Fees	14,897	0.15%
PCORI Fees	857	0.01%
Consulting Fees	45,000	0.47%
Non-Operating Expenses		
Other Expenses	\$ 9,995	0.10%
Total Expenses	\$ 9,644,669	100.00%
Operating Income (Loss)	\$ (821,089)	
Income (Loss) Before Contributions & Transfers	\$ (821,089)	
Contributions & Transfers		
Transfers In	\$ -	
Change in Net Position	(821,089)	
Total Net Position - Beginning Unaudited	956,250	
Total Net Position - Ending Unaudited	\$ 135,161	

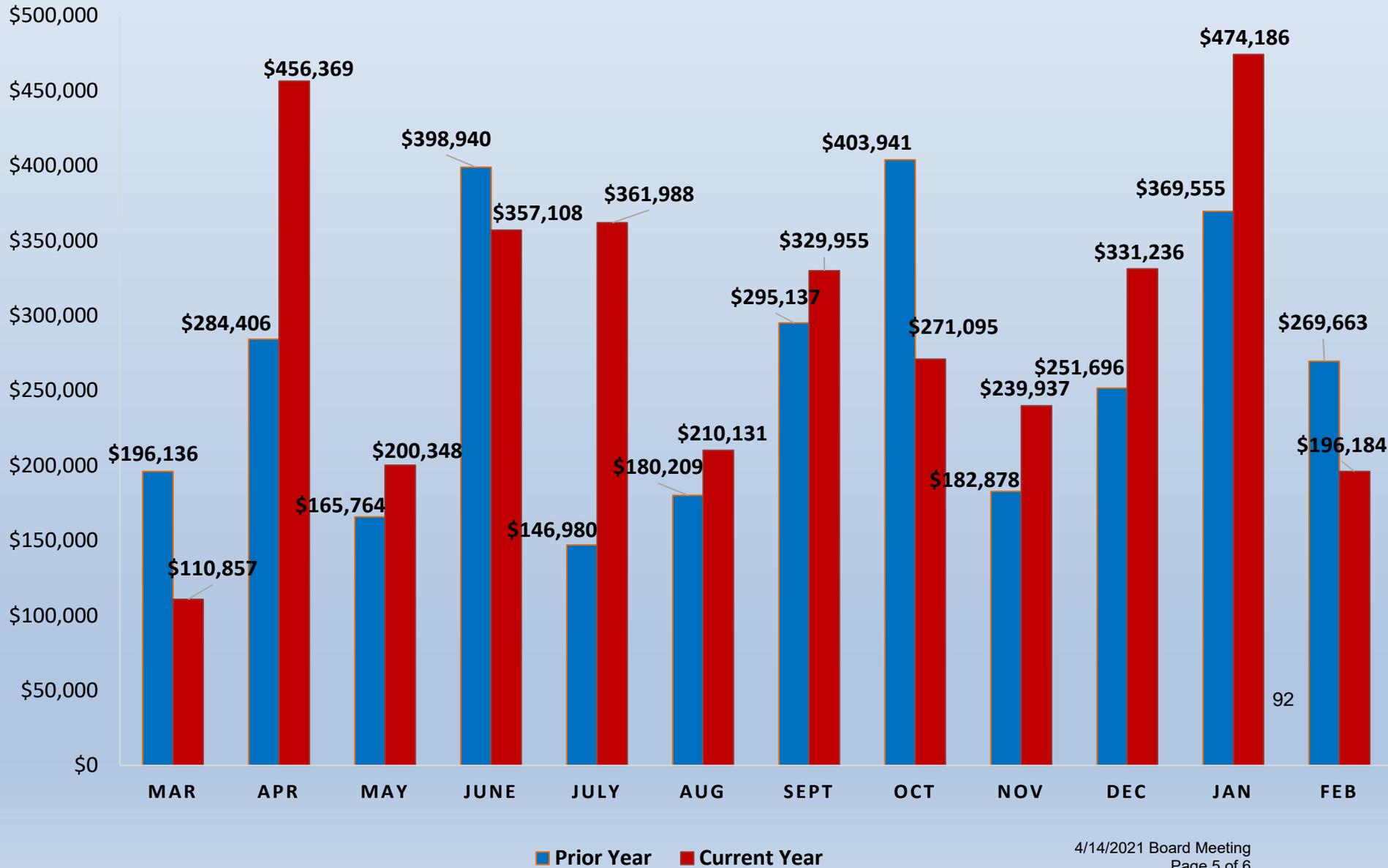
Medical Claims Expense Overview

12 Month Trend – February 2021



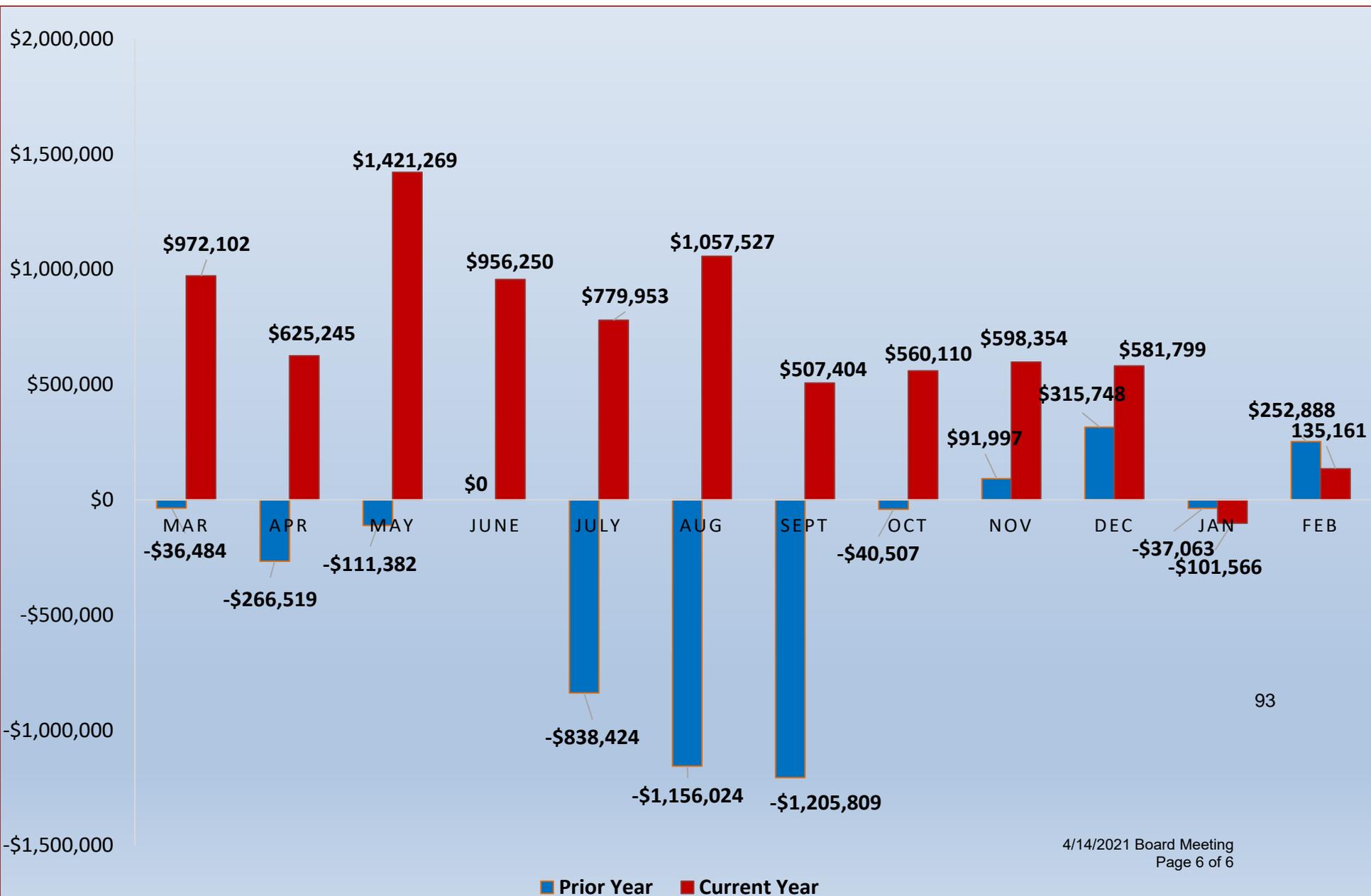
Pharmacy Claims Expense Overview

12 Month Trend - February 2021



Net Position Overview

12 Month Trend – February 2021



SUBJECT: Tax Levy Adjustments for the Month of February 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION

The Hidalgo County Assessor & Collector has been collecting the District's taxes since December 1999. Both current and delinquent taxes are collected by Hidalgo County on our behalf.

ADMINISTRATIVE CONSIDERATIONS

Tax roll adjustments due to corrections, rollbacks, homesteads, dropped years, etc., resulted in a net decrease of \$252,961.43. Adjustments are reviewed and posted to the general ledger on a monthly basis. These modifications are included as part of the monthly tax report.

Collections totaled \$2,259,036.84. The monthly fee for this service is \$6,271.00.

Attached is the February 2021 Tax Collection Report

FUNDING SOURCE AND AMOUNT

Local Maintenance Levy Modification \$(221,182.38)
Debt Service Levy Modification \$(36,797.10)
Rollbacks \$5,018.05

RECOMMENDATION:

Informational item

CONTACT PERSON (S)

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA, Director of Finance
Rosalinda Rodriguez, Accountant

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR
MISSION C.I.S.D. TAXES COLLECTED FOR:
FEBRUARY 2021

COMPARATIVE RATE OF COLLECTIONS

Table with 8 columns: MISSION C.I.S.D. SMS - 48, ORIGINAL TAX LEVY, COLLECTED TO DATE, DROPPED YRS AFTER PURGE, MODIF. TO DATE, TAXES OUTSTANDING, PERCENT 2020/2021, COLLECTED 2019/2020. Rows include 2020 TAX ROLL, 2019 & PRIOR YRS, ROLLBACK, and TOTALS.

BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF FEBRUARY 2021

Table with 3 columns: MISSION C.I.S.D., MONTHLY MODIFICATIONS. Rows include CURRENT YEAR-BASE TAX, CURRENT YEAR-P&I, PRIOR YEARS-BASE TAX, PRIOR YEARS-P&I, ROLLBACK, ROLLBACK P&I, ATTORNEY FEES, TOTAL COLLECTIONS, LESS TRANSFERRED, LESS IN TRANSIT, LESS DUE TO HCAD COMM FEES, LESS DUE TO CO TREASURER, and BALANCE.

AFFIDAVIT

I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE MISSION C.I.S.D., DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF FEBRUARY IS CORRECT.

Handwritten signature of Pablo Paul Villarreal Jr. over a horizontal line.

ASSESSOR-COLLECTOR OF TAXES FOR MISSION C.I.S.D., TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 10TH DAY OF MARCH 2021 A.D.

Handwritten signature of Jose Edgar Jaramillo over a horizontal line.

NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**HIDALGO COUNTY TAX OFFICE
MISSION CISD**

MODIFICATIONS FOR THE MONTH OF FEBRUARY 2021

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	1.19930	1.02800	85.72%	(252,671.91)	(216,581.94)	0.1713	14.28%	(36,089.97)
2019	1.23955	1.06835	86.19%	(3,029.21)	(2,610.83)	0.1712	13.81%	(418.38)
2018	1.3398	1.1700	87.33%	(2,278.36)	(1,989.61)	0.1698	12.67%	(288.75)
2017	1.3502	1.1700	86.65%	-	0.00	0.1802	13.35%	0.00
2016	1.3582	1.1700	86.14%	-	0.00	0.1882	13.86%	0.00
2015	1.3672	1.1700	85.58%	-	0.00	0.1972	14.42%	0.00
2014	1.3300	1.1700	87.97%	-	0.00	0.1600	12.03%	0.00
2013	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2012	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2011	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2010	1.3000	1.0400	80.00%	-	0.00	0.2600	20.00%	0.00
2009	1.2800	1.0400	81.25%	-	0.00	0.2400	18.75%	0.00
2008	1.2400	1.0400	83.87%	-	0.00	0.2000	16.13%	0.00
2007	1.1800	1.0400	88.14%	-	0.00	0.1400	11.86%	0.00
2006	1.4574	1.3374	91.77%	-	0.00	0.1200	8.23%	0.00
2005	1.5632	1.4632	93.60%	-	0.00	0.1000	6.40%	0.00
2004	1.5691	1.4632	93.25%	-	0.00	0.1059	6.75%	0.00
2003	1.5841	1.4632	92.37%	-	0.00	0.1209	7.63%	0.00
2002	1.5841	1.4500	91.53%	-	0.00	0.1341	8.47%	0.00
2001	1.5341	1.4394	93.83%	-	0.00	0.0947	6.17%	0.00
2000	1.5341	1.4000	91.26%	-	0.00	0.1341	8.74%	0.00
1999	1.5050	1.4208	94.41%	-	0.00	0.0842	5.59%	0.00
TOTAL				(257,979.48)	(221,182.38)			(36,797.10)

	M&O	I&S
2020	(252,671.91)	(36,089.97)
2019 & PRIOR	(5,307.57)	(707.13)
TOTAL	(257,979.48)	(36,797.10)

ROLLBACK MODIFICATIONS FOR THE MONTH OF FEBRUARY 2021

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	0.0000	-	#DIV/0!	-	#DIV/0!	-	#DIV/0!	#DIV/0!
2019	1.2396	1.0684	86.19%	1,658.18	1,429.16	0.1712	13.81%	229.02
2018	1.3398	1.1700	87.33%	1,637.30	1,429.80	0.1698	12.67%	207.50
2017	1.3502	1.1700	86.65%	1,722.57	1,492.67	0.1802	13.35%	229.90
TOTAL				5,018.05	4,351.63			666.42

	M&O	I&S
CURRENT	-	-
DELINQUENT	5,018.05	666.42
TOTAL	5,018.05	666.42

03/08/2021 16:41:50 3707998
 TC298-D SELECTION: SYSTEM
 RECEIPT DATE: ALL
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 02/01/2021 THRU 02/28/2021
 JURISDICTION: 0048 MISSION CISD

PAGE: 69
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2020	M & O	1.028000	1,751,259.80	.00	63,517.73	.00	1,814,777.53	.00	.00	.00	1,814,777.53
	I & S	.171300	291,819.83	.00	10,584.24	.00	302,404.07	.00	.00	.00	302,404.07
	TOTAL	1.199300	2,043,079.63	.00	74,101.97	.00	2,117,181.60	.00	.00	.00	2,117,181.60
2019	M & O	1.068350	45,182.34	.00	10,811.13	.00	55,993.47	9,306.40	.00	.00	65,299.87
	I & S	.171200	7,240.36	.00	1,732.51	.00	8,972.87	.00	.00	.00	8,972.87
	TOTAL	1.239550	52,422.70	.00	12,543.64	.00	64,966.34	9,306.40	.00	.00	74,272.74
2018	M & O	1.170000	18,362.71	.00	6,261.73	.00	24,624.44	3,772.03	.00	.00	28,396.47
	I & S	.169800	2,664.95	.00	908.74	.00	3,573.69	.00	.00	.00	3,573.69
	TOTAL	1.339800	21,027.66	.00	7,170.47	.00	28,198.13	3,772.03	.00	.00	31,970.16
2017	M & O	1.170000	10,283.58	.00	3,680.02	.00	13,963.60	1,938.99	.00	.00	15,902.59
	I & S	.180200	1,583.84	.00	566.75	.00	2,150.59	.00	.00	.00	2,150.59
	TOTAL	1.350200	11,867.42	.00	4,246.77	.00	16,114.19	1,938.99	.00	.00	18,053.18
2016	M & O	1.170000	1,425.58	.00	867.05	.00	2,292.63	398.42	.00	.00	2,691.05
	I & S	.188200	229.31	.00	139.50	.00	368.81	.00	.00	.00	368.81
	TOTAL	1.358200	1,654.89	.00	1,006.55	.00	2,661.44	398.42	.00	.00	3,059.86
2015	M & O	1.170000	619.07	.00	411.44	.00	1,030.51	167.49	.00	.00	1,198.00
	I & S	.197200	104.36	.00	69.34	.00	173.70	.00	.00	.00	173.70
	TOTAL	1.367200	723.43	.00	480.78	.00	1,204.21	167.49	.00	.00	1,371.70
2014	M & O	1.170000	842.76	.00	715.28	.00	1,558.04	265.08	.00	.00	1,823.12
	I & S	.160000	115.26	.00	97.82	.00	213.08	.00	.00	.00	213.08
	TOTAL	1.330000	958.02	.00	813.10	.00	1,771.12	265.08	.00	.00	2,036.20
2013	M & O	1.170000	656.20	.00	578.31	.00	1,234.51	176.01	.00	.00	1,410.52
	I & S	.130000	72.93	.00	64.26	.00	137.19	.00	.00	.00	137.19
	TOTAL	1.300000	729.13	.00	642.57	.00	1,371.70	176.01	.00	.00	1,547.71
2012	M & O	1.170000	257.20	.00	280.34	.00	537.54	89.59	.00	.00	627.13
	I & S	.130000	28.58	.00	31.14	.00	59.72	.00	.00	.00	59.72
	TOTAL	1.300000	285.78	.00	311.48	.00	597.26	89.59	.00	.00	686.85
2011	M & O	1.170000	243.85	.00	290.47	.00	534.32	88.45	.00	.00	622.77
	I & S	.130000	27.08	.00	32.28	.00	59.36	.00	.00	.00	59.36
	TOTAL	1.300000	270.93	.00	322.75	.00	593.68	88.45	.00	.00	682.13
2010	M & O	1.040000	48.09	.00	63.60	.00	111.69	20.94	.00	.00	132.63
	I & S	.260000	12.03	.00	15.90	.00	27.93	.00	.00	.00	27.93
	TOTAL	1.300000	60.12	.00	79.50	.00	139.62	20.94	.00	.00	160.56
2009	M & O	1.040000	2,105.53	.00	2,994.15	.00	5,099.68	931.30	.00	.00	6,030.98
	I & S	.240000	485.90	.00	690.95	.00	1,176.85	.00	.00	.00	1,176.85
	TOTAL	1.280000	2,591.43	.00	3,685.10	.00	6,276.53	931.30	.00	.00	7,207.83

03/08/2021 16:41:50 3707998
 TC298-D SELECTION: SYSTEM
 RECEIPT DATE: ALL
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM
 DEPOSIT DISTRIBUTION
 FROM: 02/01/2021 THRU 02/28/2021
 JURISDICTION: 0048 MISSION CISD

PAGE: 70
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2007	M & O	1.040000	232.11	.00	267.12	.00	499.23	54.12	.00	.00	553.35
	I & S	.140000	31.25	.00	35.96	.00	67.21	.00	.00	.00	67.21
	TOTAL	1.180000	263.36	.00	303.08	.00	566.44	54.12	.00	.00	620.56
2004	M & O	1.463200	1.29	.00	1.54	.00	2.83	.00	.00	.00	2.83
	I & S	.105900	.09	.00	.11	.00	.20	.00	.00	.00	.20
	TOTAL	1.569100	1.38	.00	1.65	.00	3.03	.00	.00	.00	3.03
2003	M & O	1.463200	8.03	.00	11.79	.00	19.82	1.76	.00	.00	21.58
	I & S	.120900	.66	.00	.97	.00	1.63	.00	.00	.00	1.63
	TOTAL	1.584100	8.69	.00	12.76	.00	21.45	1.76	.00	.00	23.21
2001	M & O	1.439400	51.81	.00	86.43	.00	138.24	12.18	.00	.00	150.42
	I & S	.094700	3.41	.00	5.69	.00	9.10	.00	.00	.00	9.10
	TOTAL	1.534100	55.22	.00	92.12	.00	147.34	12.18	.00	.00	159.52
ALL	M & O		1,831,579.95	.00	90,838.13	.00	1,922,418.08	17,222.76	.00	.00	1,939,640.84
ALL	I & S		304,419.84	.00	14,976.16	.00	319,396.00	.00	.00	.00	319,396.00
ALL	TOTAL		2,135,999.79	.00	105,814.29	.00	2,241,814.08	17,222.76	.00	.00	2,259,036.84
DLQ	M & O		80,320.15	.00	27,320.40	.00	107,640.55	17,222.76	.00	.00	124,863.31
DLQ	I & S		12,600.01	.00	4,391.92	.00	16,991.93	.00	.00	.00	16,991.93
DLQ	TOTAL		92,920.16	.00	31,712.32	.00	124,632.48	17,222.76	.00	.00	141,855.24
CURR	M & O		1,751,259.80	.00	63,517.73	.00	1,814,777.53	.00	.00	.00	1,814,777.53
CURR	I & S		291,819.83	.00	10,584.24	.00	302,404.07	.00	.00	.00	302,404.07
CURR	TOTAL		2,043,079.63	.00	74,101.97	.00	2,117,181.60	.00	.00	.00	2,117,181.60

SUBJECT: Disbursements for the Month of March 2021

PRESENTER: Rumalda Ruiz, Assistant Superintendent for Finance

BACKGROUND INFORMATION:

The District's disbursements list all of the checks and other payments made during the reporting month. The check registers, wire transfers, and automated clearing house (ACH) transactions are available for inspection at the office of the Assistant Superintendent for Finance.

Monthly disbursement reports are prepared throughout the year by administration for information purposes only.

ADMINISTRATIVE CONSIDERATIONS:

The District's total disbursements for the Month of March totaled \$15,211,770.14 as follows:

Disbursement Type	Amount
Accounts Payable Vendor Checks	\$ 2,651,497.79
District Purchasing Cards	\$ 619,936.96
ACH	\$ 4,452,652.97
Wire Transfers	\$ 384,172.25
Payroll	\$ 7,103,510.17
TOTAL	\$ 15,211,770.14

FUNDING SOURCE AND AMOUNT:

N/A

RECOMMENDATION:

Information Item.

CONTACT PERSON (S):

Rumalda Ruiz, Assistant Superintendent for Finance
Anna Zuniga, CPA, Director for Finance
Odon Garcia Jr, Accountant