



**Mission Consolidated Independent School District**

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

## *Notice and Agenda*

The Board of Trustees of the Mission Consolidated Independent School District will hold a **Regular Meeting** on **Wednesday, August 11, 2021, at 6:30 PM** in the **Bryan Elementary School Cafeteria located at, 1300 Elm Drive, Mission, TX 78572**. 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/j.php?MTID=m9aace4f85380b566256743c981793135>**

**United States Toll +1-408-418-9388  
United States Toll Free 1-844-992-4726  
Access Code: 146 053 1083**

**Further information on joining the meeting will be available at the Mission CISD’s website at [www.mcisd.net](http://www.mcisd.net)**

**Public Comment: Members of the public wishing to make public comment during the meeting must register by emailing [charre94@mcisd.org](mailto:charre94@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 -	
2. Mission Vision Statement -	
III. Comments from the Public	
IV. Public Comment(s) on Specific Agenda Item(s)	
V. Superintendent's Updates and Recognitions	
VI. Presentation(s) to the Board of Trustees	
1. Internal Auditor Quarterly Report	6
2. Tom Landry Stadium Repairs	
VII. Discussion and Possible Action	
1. Consideration and Approval of Bids, Proposals and Purchases of \$50,000 and Over	
a. Award Purchase of Air Systems for Classrooms 105-22-0	17
b. Award Purchase of Intervention Programs 212-22-00	18
c. Award Purchase for Fleet School Buses 703-22-0	22
2. Renewal for Administrative Services Only (ASO) Agreement of the Mission CISD's Self-Funded Group Health Insurance Plan with Blue Cross Blue Shield of Texas for the 2021-2022 plan year	23
3. Consideration and Approval Non-College Board Pre-AP Course Name Change	25
4. Consideration and Approval of Revised 2021-2022 Academic School Calendar	27
5. Recommendation and Approval of the Selection for:	
a. ESSER III Licensed Professional Counselors (2)	
b. ESSER III Grant Accountant	
c. Employee Benefits/Payroll Accountant	
d. ESSER III Social Workers (3)	
e. CNP Dietician	
f. Assistant Superintendent for Finance	
6. Approval of the 2021-2022 Texas Teacher Evaluation and Support System (T-TESS) Appraisal Timeline	
7. Approval of the 2021-2022 Texas Evaluation and Support System (T-TESS) Appraisers	34
8. Consideration and Approval of Project and Proposed Budget for the FARMERS Project	39
9. Consideration and Approval of Project and Proposed Budget for the Playground Equipment for Elementary Campuses	40
10. Consideration and Approval of Project and Proposed Budget for Synthetic Turf for the Baseball and Softball Fields at Veterans Memorial High School and Mission High School	41
11. Consideration and Approval of Project and Proposed Budget for the Mission Collegiate High School Physical Education Pavilion	42
12. Consideration and Approval of Project and Proposed Budget for the Indoor Air Quality Project	43
13. Consideration and Approval to Authorize Administration to Conduct a Request for Qualification (RFQ) for Professional Design Services for the FARMERS Project, Playground Equipment for Elementary Campuses, Synthetic Turf for the Baseball and Softball Fields at VMHS and MHS, Mission Collegiate High School Physical Education Pavilion and the Indoor Air Quality Project	44

**VIII. 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.**

<b>1. Approval of 2021 – 2022 Internal Auditor’s Charter</b>	<b>46</b>
<b>2. Approval of Bids, Proposals and Purchases of \$50,000 and Over</b>	
a. Award Purchase of AC Filter and Media Services 144-22-0	51
b. Award Purchase of Parental Involvement Program 241-22-11	57
c. Award Purchase of Medical and Pharmacy Stop Loss Insurance 455-22-0	60
d. Renewal Contract for Reading-Math Intervention Program 210-22-0	65
e. Renewal Contract for Fuel and Oil 750-22-0	68
f. Renewal Contract for Workers’ Compensation Solutions	71
g. Renewal for Property and Casualty Insurance with Property Casualty Alliance of Texas for the 2021-2022 School Year	78
h. Renewal for Dental Insurance with Humana for the 2021-2022 School Year	111
<b>3. Approval to Authorize Purchases from District Approved Purchasing Cooperatives</b>	<b>117</b>
<b>4. Approval of Interlocal Agreement with Region One Education Service Center</b>	<b>119</b>
<b>5. Approval of Interlocal Agreement with South Texas College for Tuition</b>	<b>120</b>
<b>6. Approval of Budget Amendment</b>	<b>121</b>
<b>7. Approval of Donations</b>	<b>123</b>
<b>8. Approval of Resolution Stating Annual Review of Investment Policy and Investment Strategies CDA (LOCAL)</b>	<b>125</b>
<b>9. Approval of Optional Flexible School Day Program</b>	<b>151</b>
<b>10. Approval of the Use of Innovative Courses Eligible for State Elective Credit</b>	<b>152</b>
<b>11. Approval of the Appointment of the 2021-2022 School Health Advisory Council (SHA) Members, Chair, Co-Chair, and Schedule</b>	<b>164</b>
<b>12. Pre-Approval of Out-of-State Trips for Special Invitation, Recognition, or National Competition for Career &amp; Technical Education Students</b>	<b>168</b>
<b>13. Award Purchase of College Readiness and Success Program</b>	
<b>14. Approval to Dispose of Surplus Printed Instructional Materials</b>	<b>160</b>
<b>15. Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Lee Field House Roofing Project</b>	<b>161</b>
<b>16. Approval of Change Order #1 for Twenty-eight (28) Delay Days for the Child Nutrition Program (CNP) Project</b>	<b>165</b>
<b>17. Approval of Change Order #1 for Thirty-five (35) Delay Days for the Central Office Chiller Replacement Project</b>	<b>171</b>
<b>18. Approval of Project and Proposed Budget for the Child Nutrition Program Freezer Project</b>	<b>178</b>
<b>19. Approval of Utilizing the On-call Professional Services for the Child Nutrition Program Freezer Project - DBR MEP Engineering</b>	<b>179</b>
<b>20. Approval of Project and Proposed Budget for the Child Nutrition Program Walk-in Freezer at Bryan, Salinas &amp; Marcell Elementary Project</b>	<b>180</b>
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<b>22. Approval of Project and Proposed Budget for the Demolition of Old Agricultural Science Barns Project</b>	<b>182</b>

23. Approval of Utilizing the On-call Professional Services for the Demolition of Old Agricultural Science Barns Project – Chanin Structural Engineering	186
24. Approval of Project and Proposed Budget for the Demolition of Roosevelt Alternative Auditorium Project	190
25. Approval of Utilizing the On-call Professional Services for the Demolition of Roosevelt Alternative Auditorium Project – Chanin Structural Engineering	193
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27. Approval of Utilizing the On-call Professional Services for the Technology /Radio Tower Structural Assessment Project – Chanin Structural Engineering	197
28. Approval of Project and Proposed Budget for the Waitz Elementary Sidewalks Project	199
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32. Approval of Project and Proposed Budget for the Culinary Arts Laboratory at Mission High School Project	203
33. Approval of Project and Proposed Budget for the Culinary Arts Laboratory at Veterans Memorial High School Project	204
34. Approval of Project and Proposed Budget for the Construction of Additional Animal Pens for the Agricultural Science Barns Project	205
35. Approval of Utilizing the On-call Professional Services for the Construction of Additional Animal Pens for the Agricultural Science Barns Project – PBK Architects	209
36. Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Mission High School Project – PBK Architects	213
37. Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Veterans High School Project – PBK Architects	214
<b>IX. Executive Session</b>	
1. Private Consultation with Board Attorney (Texas Gov't Code §551.071)	
2. 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)	
<b>X. Action, if Necessary, on Matters Discussed in Executive Session</b>	
<b>XI. Board of Trustees Informational Items</b>	
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2. 4th Quarterly Investment Report	220
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4. Cash Disbursements for the Month of June 2021	229
5. Financial Integrity Rating System of Texas (FIRST) Rating Fiscal Year 2019-2020	230
6. Personnel Employments, Resignations, Transfers and Compensation Changes	
7. Presentation Regarding HB 547-Homeschool Participants in UIL Activities	
8. Presentation Regarding ESSER III Update	235
<b>XII. Possible Nomination and Election of Mission CISD Board of Trustees Officers and Board of Trustees Reorganization</b>	
<b>XIII. Important Dates to Remember</b>	
1. September 1, 2021 Board of Trustees Workshop at 6:30 p.m.	
2. September 8, 2021 Regular Board of Trustees Meeting at 6:30 p.m.	

#### **XIV. 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 11:00 a.m., on August 6, 2021**

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

**SUBJECT:** Internal Audit Quarterly Report

**PRESENTER:** Rebecca Magee, CPA, Internal Auditor

**BACKGROUND INFORMATION**

Internal Auditing is an independent appraisal activity established within the District to examine and evaluate its activities. The objective of internal auditing is to assist the Board of Trustees, Superintendent, and management of the District in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed. Types of internal audits that may be conducted include 1) financial, 2) compliance, 3) efficiency, economy, effectiveness, and 4) special reviews.

**ADMINISTRATIVE CONSIDERATIONS**

This report summarizes the internal audit activities for the period beginning April 1, 2021 and ending June 30, 2021. The Internal Audit department conducts independent and objective reviews of the District's operations and procedures and reports findings and recommendations to management, the Superintendent, and the Board of Trustees. Financial information on Activity Funds is included in the report and power point presentation.

**FUNDING SOURCE:**

Not Applicable

**RECOMMENDATION:**

Not Applicable. Informational report only.

**CONTACT PERSON (S)**

Carol G. Perez, Ed.D., Superintendent of Schools  
Rumalda Ruiz, Assistant Superintendent for Finance  
Rebecca Magee, CPA, Internal Auditor

**Rebecca Magee, CPA**  
**Internal Auditor**  
**Mission Consolidated Independent School District**

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August 11, 2021

Mission CISD Board of Trustees  
Carol G. Perez, Ed.D., Superintendent of Schools

Re: Internal Audit Quarterly Report

This report summarizes the internal audit activities from April 1, 2021 through June 30, 2021.

Internal Auditing is an independent appraisal activity established within the District to examine and evaluate its activities. The objective of internal auditing is to assist the Board of Trustees, Superintendent, and management of the District in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed. Types of internal audits that may be conducted include 1) financial, 2) compliance, 3) efficiency, economy, effectiveness, and 4) special reviews.

## ACTIVITY FUNDS

Activity funds, which include both campus and student activity funds, are considered an area of higher risk because the majority of the revenues are received in the form of actual cash, the number of individuals (employees and students) handling collections and the perception of the community. I typically review fundraiser applications, fundraiser reports, the monthly income statement reports, and some journal entries related to Activity Funds. However, due to the pandemic there has been minimal activity. Most fundraising activities have been limited to on-line or zero contact sales.

Additionally, I provided individual training on activity fund procedures to one new secretary. Since the activity fund clerk position at this campus was eliminated, the principal's secretary is responsible for duties related to activity funds. The training session was done virtually using Microsoft Teams.

## **Activity Funds Income Statement**

The Finance Department prepares a monthly income statement report for all campus and student activity funds. This report reflects columns for the beginning balance, receipts, encumbrances, expenditures and the ending balance. Each campus receives a report for the activity of their campus. Currently, the accounting system will not automatically generate the activity funds income statement report. I provide assistance in generating and creating the reports that Finance Department needs for preparation of the monthly income statement. As of the date of this report, the final income statement report for the year ending June 30, 2021 has not yet been prepared pending the year-end closing. However, based on the general ledger, preliminary amounts include a beginning balance at July 1, 2020 of \$1,104,529, year-to-date receipts of \$275,802, expenditures of \$383,237 and an ending balance of \$997,094. After the fiscal year is finalized and closed out, it is possible that there may be some minor adjustments. Attached is a summary report of the preliminary balances of campus and student activity funds.

Activity funds should typically be spent in the year earned or collected. The bank account used for these funds is an interest-bearing account that is pooled with other District funds and excess balances are sometimes invested in certificates of deposit. The net interest earnings for the activity funds through June 30, 2021 was only \$918 due to low interest rates. Interest earned on campus and student activity fund balances will be distributed to the campuses based on their ending balances.

## **Internal Audits of Activity Funds**

Typically, I perform the majority of activity fund internal audits listed in my annual audit plan during this quarter of the fiscal year. However, due to minimal activity, no audits were conducted this quarter. Campuses that were scheduled for audits this year will be audited next year.

## **INVENTORY TESTING**

I conducted mid-year inventory testing of the Warehouse and Child Nutrition Program as of the end of April, which was later than originally scheduled due to the pandemic. My procedures for testing consisted of selecting a sample of inventory items, recounting those items, and reviewing pricing for some of the items. I also reviewed inventory controls and procedures. All of the Child Nutrition Program inventory items that I selected to recount agreed with the physical inventory. The Warehouse had a different count for three of the items that I had selected for recounting. Based on my review, the systems for both departments appear to be averaging correctly and the extended values appear to be calculated correctly based on the quantity and unit value.

## **PURCHASING CARD PROGRAM INTERNAL AUDIT**

The District's purchasing card program was implemented several years ago to establish a more efficient, cost effective method of paying for smaller dollar transactions as well as

high volume, repetitive purchases. Typical expenditures paid with the cards include: supplies, materials, utilities, food, and travel. Travel costs have been limited this year due to the pandemic, however, credit cards have been utilized in the purchase/payment of computers, electronic devices, and hotspot service resulting in an increase in the total dollar amount. Credit card charges for the first nine months of fiscal year 2021 consisted of over 3,800 individual transactions totaling approximately \$3.6 million compared to approximately \$2.9 million and 8,600 individual transactions for the same time period in the prior fiscal year.

Audit objectives included: determining that purchasing card transactions were compliant with administrative policies and procedures; supported by adequate documentation; properly classified and recorded timely to the general ledger; appropriate and for district business; and reflected correctly on the monthly bank reconciliations. Various samples were tested and the reconciliation process reviewed. Based on my review, it appears that the majority of purchasing card transactions are compliant with administrative policies and procedures with only a few exceptions noted. In reviewing for sequential or separate purchases, I found that one department made several purchases of the same type of items from the same vendor that were just under the daily spending limit, which could possible indicate sequential purchases were made to avoid the requirement for obtaining quotes. I also noted a few errors in reporting credit card transactions in the bank reconciliation. However, the purchasing card program appears to be functioning well overall.

## **COMPREHENSIVE ANNUAL FINANCIAL REPORT**

The Government Finance Officers Association (GFOA) established the Certificate of Achievement for Excellence in Financial Reporting Program to encourage and assist local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare a comprehensive annual financial report. The District is planning on submitting their fiscal year 2021 Annual Financial Report for the award program. Major changes to the annual financial report will be the addition of the following: a transmittal letter, combining statements by fund type that will include individual funds, and numerous statistical schedules that include historical information. Most of these schedules require ten years of data to be presented. During the quarter, I assisted by reviewing schedules prepared by other departments and preparing several other schedules.

## **CAPITAL ASSET TESTING**

Capital assets, also referred to as fixed assets, are items that have a useful life of more than one year and a unit value of \$5,000 or greater. My testing focused on vehicles and other capitalized equipment. I selected a small sample of assets for physical observation to verify their existence and agreement with the capital asset subsidiary. I was able to observe all items selected for testing and also verified that they were included on the insurance listing. However, over half of my sample consisted of assets purchased within the last three years. There are some older items included in capital assets that are likely no longer within the District or no longer in use that need to be removed from the subsidiary. Physical inventories by the department should assist in identifying these assets. In addition to

physical inventories, I recommended that the department reconcile to the general ledger on a monthly basis to ensure both capital and inventory assets (equipment items below \$5,000) are properly captured during the year.

## **ANNUAL FINANCIAL STATEMENT AUDIT**

In May, I updated the list of requested items for the audit and the calendar of due dates. I also participated in planning meetings with District staff and with the external auditors for the District's annual financial statement audit.

In June, the District's external auditors, Carr, Riggs, & Ingram, LLC, conducted some of the interim work on the annual financial statement audit. Interim work consisted of evaluating internal controls, performing walkthrough testing of various accounting processes, fraud interviews and Single Audit planning. Interim work also included some disbursement and payroll testing. Additionally, the auditors reviewed board minutes and a sample of bid files. I facilitated the audit process by updating internal control narratives and obtaining requested information.

## **YEAR-END INVENTORY TESTING**

The District maintains inventory in the following four different departments: Central Warehouse, Child Nutrition Program, Maintenance Department, and Transportation Department. At the end of June, I accompanied the external auditors to each of these locations to assist with inventory testing. Test counts of the inventory on hand were conducted with almost all of the counts agreeing with the physical inventory. Based on the final inventory reports, the District will have a total of \$2,611,388.94 reflected as inventory on their annual financial statements as of June 30, 2021. This total includes \$18,831.09 in remaining PPE inventory distributed through Region One by TEA.

## **PETTY CASH**

The following departments had petty cash or change funds as of June 30, 2021: Maintenance, Transportation, Athletics, Child Nutrition Program and Business Office. These departments use their petty cash funds minimally for certain expenditures except for Athletics that uses it strictly as a change fund. I visited each of these departments close to year-end to recount their petty cash on hand. Counts reconciled with the general ledger and supporting receipts with the exception of one department.

## **CONTINUING EDUCATION AND OTHER**

As a Certified Public Accountant, I am required to obtain 40 hours of continuing professional education each year. In May, I participated in some of the Tyler Munis Texas Schools User Group meetings that were held virtually. In June, I participated in a two-day webcast of the *Texas School District Accounting and Auditing Conference* sponsored by the Texas Society of Certified Public Accountants. Topics presented included TEA updates, the FIRST rating, GASB 84 *Fiduciary Activities*, GASB 87 *Leases*, other new

GASB pronouncements, federal program auditing, TEA's Summary of Finance, post-issuance compliance, legislative updates, risk assessment and fraud red flags.

Additionally, this past quarter I attended Principals' ILS and Finance Division meetings that were held virtually. I also attended Munis training meetings held by Finance Department staff on fixed asset data entry and met with Fixed Asset Department staff on generating Munis reports for reconciling purposes.

If you have any questions or need additional information regarding this report, please don't hesitate to call me at (956) 323-5511.

Respectfully submitted,

Rebecca Magee, CPA  
Internal Auditor

SUMMARY REPORT OF  
CAMPUS & STUDENT ACTIVITY FUNDS

	Beginning Balance <u>7/1/2020</u>	+	-	-	= Preliminary Ending Balance <u>6/30/2021</u>
		<u>Receipts</u>	<u>Encumbrances</u>	<u>Expenditures</u>	
Mission High School	\$ 223,774.55	\$ 119,351.25	\$ -	\$ 78,126.06	\$ 264,999.74
Veterans Memorial High School	258,631.23	118,936.49	-	166,179.41	211,388.31
Mission Collegiate High School	40,852.80	2,508.55	-	10,373.16	32,988.19
Options Academy	461.37	12.38	-	-	473.75
Roosevelt Alternative	3,197.29	65.00	-	-	3,262.29
Mission Jr. High School	37,244.63	2,478.04	-	12,258.62	27,464.05
K. White Jr. High School	61,803.02	1,054.41	-	9,540.24	53,317.19
Alton Memorial Jr. High School	58,682.59	3,354.66	-	19,503.88	42,533.37
R. Cantu Jr. High School	53,556.83	470.77	-	7,681.72	46,345.88
Alton Elementary	21,145.70	821.38	-	10,237.86	11,729.22
Bryan Elementary	22,057.65	1,246.76	-	10,976.65	12,327.76
Cantu Elementary	20,231.80	678.16	-	2,715.37	18,194.59
Castro Elementary	14,079.71	421.04	-	3,276.63	11,224.12
Cavazos Elementary	22,151.85	1,218.48	-	4,637.75	18,732.58
Escobar Rios Elementary	13,702.78	1,149.70	-	1,911.50	12,940.98
Leal Elementary	29,992.09	1,077.43	-	5,092.19	25,977.33
Marcell Elementary	46,787.71	1,311.57	-	6,803.55	41,295.73
Midkiff Elementary	30,959.86	667.30	-	3,130.26	28,496.90
Mims Elementary	43,304.27	1,065.43	-	2,682.71	41,686.99
O'Grady Elementary	14,842.99	4,036.34	-	3,762.98	15,116.35
Pearson Elementary	10,554.07	2,878.35	-	3,697.84	9,734.58
Salinas Elementary	35,824.99	894.86	-	1,708.79	35,011.06
Waitz Elementary	4,264.27	1,042.02	-	766.60	4,539.69
Departments	36,425.25	8,144.16	-	18,174.14	26,395.27
Interest	-	917.67	-	-	917.67
<b>Totals</b>	<b>\$ 1,104,529.30</b>	<b>\$ 275,802.20</b>	<b>\$ -</b>	<b>\$ 383,237.91</b>	<b>\$ 997,093.59</b>
High Schools	\$ 523,258.58	\$ 240,796.29	\$ -	\$ 254,678.63	\$ 509,376.24
Options Academy	461.37	12.38	-	-	473.75
Jr High Schools	211,287.07	7,357.88	-	48,984.46	169,660.49
Alternative	3,197.29	65.00	-	-	3,262.29
Elementary Schools	329,899.74	18,508.82	-	61,400.68	287,007.88
Departments	36,425.25	8,144.16	-	18,174.14	26,395.27
Interest	-	917.67	-	-	917.67
<b>Totals</b>	<b>\$ 1,104,529.30</b>	<b>\$ 275,802.20</b>	<b>\$ -</b>	<b>\$ 383,237.91</b>	<b>\$ 997,093.59</b>



## Internal Audit Quarterly Report

April 1, 2021 – June 30, 2021

Rebecca Magee, CPA

## Purchasing Card Program Internal Audit

The purchasing card program was implemented several years ago to establish a more efficient, cost effective method of paying for smaller dollar transactions as well as high volume, repetitive purchases. District credit card charges for the audit period totaled approximately \$3.6 million and consisted of over 3,800 individual transactions.

- Audit objectives included determining that transactions were:
  - Compliant with administrative policies and procedures
  - Supported by adequate documentation
  - Properly classified and recorded timely to general ledger
  - Appropriate and for district business
  - Reflected correctly on bank reconciliations

## Capital Asset Testing

Capital Assets are items that have a useful life of more than one year and a unit value of \$5,000 or greater. Different classes of capital assets include: land, infrastructure, buildings/improvements, furniture/equipment and vehicles.

- The scope of testing included vehicles and capitalized equipment purchased within the past three years. Objectives of testing included verifying:
  - Existence of assets recorded
  - Accuracy of capital assets subsidiary information

## Inventory Testing

The District maintains inventory in four different departments. The following year-end inventory that will be reflected on the District's 6/30/2021 financial statements.

Maintenance	372,551.05
Transportation	223,728.01
Child Nutrition Program	1,103,003.69
Central Warehouse	893,275.10
PPE Distributed Thru Region One	<u>18,831.09</u>
Total	\$ 2,611,388.94

## Campus and Student Activity Funds



### Year to Year Comparison of Activity Funds

	*Current Year	Prior Year	% increase (decrease)
Beginning Balance July 1 <sup>st</sup>	\$ 1,104,529	\$ 909,134	21.5%
Plus: Receipts	275,802	1,469,719	(81.2%)
Less: Disbursements	(383,237)	(1,276,533)	(69.9%)
Ending Balance June 30 <sup>th</sup>	<u>\$ 997,094</u>	<u>\$ 1,105,320</u>	(9.8%)

\*preliminary, pending year-end closing

## Summary of Ending Balances as of 6/30/2021\*

Secondary Campuses	Elementary Campuses	Departments/ Interest	Total
\$ 682,773	\$287,008	\$27,313	\$997,094
69%	29%	2%	100%

\*preliminary, pending year-end closing

## Conclusion



**SUBJECT:** Award Purchase of Air System for Classrooms #105-22-0

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Air System for Classrooms to meet the needs of the District.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a) requiring an approved method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

Deadline for responses will be Monday, August 9, 2021

**FUNDING SOURCE AND AMOUNT**

General Fund Estimated Expenditure	<b>\$500,000</b>
------------------------------------	------------------

**RECOMMENDATION**

Administration will bring a recommendation to August 11<sup>th</sup> Board Meeting.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Award Purchase of Intervention Programs #212-22-0

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Intervention Programs for the District.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a) requiring an approved method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

1. Number of responses received 8
2. Number of vendors awarded 4

**FUNDING SOURCE AND AMOUNT**

Respective departmental budgets	
Estimated Amount	\$650,110

**RECOMMENDATION**

Administration recommends awarding contract to vendors list on the tabulation form.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

FY2022 Term Contract:	Intervention Programs #212-22-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Heinemann: Greenwood Publishing</u> <ul style="list-style-type: none"> <li>• <u>Literacy Intervention K – 5<sup>th</sup> English</u></li> </ul> </li> <li>2. <u>Benchmark</u> <ul style="list-style-type: none"> <li>• <u>Literacy Intervention K – 5<sup>th</sup> Spanish</u></li> </ul> </li> <li>3. <u>DreamBox Learning</u> <ul style="list-style-type: none"> <li>• <u>Math Intervention K – 5<sup>th</sup></u></li> </ul> </li> <li>4. <u>Lexia Learning System</u> <ul style="list-style-type: none"> <li>• <u>Literacy Intervention 6<sup>th</sup> – 8<sup>th</sup></u></li> </ul> </li> </ol>
Term:	One Year/One year option to renew
Term Period :	August 2021 – July 2022

Mission Consolidated Independent School District  
 Tabulation Form  
 Intervention Programs 212-22-0

VENDOR NAME		Benchmark Education Company LLC			Center for the Collaborative Classroom			Curriculum Associates LLC			DreamBox Learning			Heinemann : Greenwood Publishing			Lexia Learning System			Renryder dba Sylvan Learning			School Specialty			
		Contact Name: Freddie Scott 914-637-7200 Phone # Email: fscott@benchmarkeducation.com			Contact Name: Dawn Catilleja 800-666-7270 Phone # Email: dcatilleja@collaborativeclassroom.org			Contact Name: Laura Youssef 800-225-0248 Phone # Email: rfs@cainc.com			Contact Name: Lance Ludman 877-451-7845 Phone # Email: bids@dreambox.com			Contact Name: Lori Lampert 603-431-7894 Phone # Email: bidnotices@heinemann.com			Contact Name: Jenny Gomez 210-364-7491 Phone # Email: jenny.gomez@lexialearning.com			Contact Name: Yuko Garcia 956-682-9800 Phone # Email: yuko@rqsylvan.com			Contact Name: Jennifer Apt 207-680-0835 Phone # Email: jennifer.apt@schoolspecialty.com			
Qty	Detailed Desc	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	
14	Literacy Intervention K - 5th English				14 * 2	\$ 2,775.00	\$ 77,700.00								\$ 2,900.00	\$ 40,600.00										
															\$ 3,416.00	\$ 47,824.00										
															\$ 3,324.00	\$ 46,536.00										
															\$ 4,950.00	\$ 69,300.00										
															\$ 4,950.00	\$ 69,300.00										
															\$ 4,950.00	\$ 69,300.00										
14	Literacy Intervention K - 5th Spanish		\$ 10,425.00 \$ 5,110.00	\$ 145,950.00 \$ 71,540.00																						
14	Math Intervention K - 5th								\$ 2,280.00	\$ 31,920.00				80 * 28	\$ 28.00	\$ 2,240.00										
4	Literacy Intervention 6th - 8th				4 * 2	\$ 1,200.00	\$ 9,600.00																			
	Professional Development	5 PD Free	\$ 14,000.00	\$ -	2 Days	\$ 6,000.00	\$ 6,000.00	3 sessions	\$ 6,000.00	\$ 6,000.00	10 sites	\$ 8,500.00	\$ 8,500.00	3 day for each level	\$ 19,200.00	\$ 19,200.00	1 day	\$ 7,900.00	\$ 7,900.00	1 day	\$ 1,500.00	\$ 1,500.00	2 days	\$ 2,800.00	\$ 5,600.00	
	Shipping		\$ 27,139.00	\$ 21,749.00											\$ 20,571.60	\$ 20,571.60										
	<b>Total</b>			\$ 239,239.00			\$ 93,300.00			\$ 37,920.00			\$ 10,740.00			\$ 382,631.60	price per semester	\$ 17,500.00			\$ 166,500.00			\$ 144,658.01		

**Note:**

Benchmark Education - Product - Soluciones / Rigor
Center for the Collaborative Classroom
Curriculum Associates - Product - iReady
Dreambox
Heinemann Greenwood Publishing - Product - LLI Fountas & Pinnelle
Lexia Learning - Product - PowerUp
Renryder dba Sylvan Learning - Core5
School Specialty - SPIRE

Literacy Intervention K - 5 English

Bid Evaluation Matrix		Vendors			
		Center for the Collaborative Classroom	Heinemann: Greenwood Publishing (Fountas & Pinnell)	Renryder dba Sylvan Learning	School Specialty
Criteria	Weight	\$93,300.00	\$382,631.60	\$54,000.00	\$126,115.61
Price of service/product	30				
Base Proposal		17	4	30	13
<b>Extent to which the respondent's goods or Services meets the district needs (70 pts)</b>					
Evidence of Scientifically Researched-based activities	9	8	9	2	7
Application of rigorous, systemic and objective procedures	8	4	8	0	5
Face-to-face activities with high-level of teacher-student interaction	7	4	7	0	5
Available for K-5th	5	3	5	0	2
Offers direct explicit and direct instruction targeting Tier 2 and Tier 3	7	3	7	0	3
Monitoring system for tracking growth and progress	8	0	8	0	0
etc.	8	5	8	0	5
Accelerated instruction provided to reach at-grade level proficiency	7	0	7	0	5
Program is aligned to language arts TEKS/ reading and writing - Foundational Skills	7	5	7	0	0
Professional development provided (options for in-person and virtual)	4	4	4	0	3
<b>Total</b>	<b>100</b>	<b>53</b>	<b>74</b>	<b>32</b>	<b>48</b>

Literacy Intervention K - 5 Spanish

Bid Evaluation Matrix		Vendors			
		Benchmark			
Criteria	Weight	\$239,239.00			
Price of service/product	30				
Base Proposal		30			
<b>Extent to which the respondent's goods or Services meets the district needs (70)</b>					
Evidence of Scientifically Researched-based activities	8	8			
Application of rigorous, systemic and objective procedures	7	7			
Face-to-face activities with high-level of teacher-student interaction	7	7			
Available for K-5th	5	5			
Offers direct explicit and direct instruction targeting Tier 2 and Tier 3	7	7			
Monitoring system for tracking growth and progress	7	7			
Includes resources such as leveled books, assessments, teacher guides (teacher behaviors) etc.	6	6			
Accelerated instruction provided to reach at-grade level proficiency	6	6			
Program is aligned to language arts TEKS/ reading and writing - Foundational Skills	6	6			
Materials are trans-adapted to Spanish (not a direct translation)	7	7			
Professional development provided (options for in-person and virtual)	4	4			
<b>Total</b>	<b>100</b>	<b>100</b>			

Math Intervention K - 5

Bid Evaluation Matrix		Vendors			
		Curriculum Associates LLC - iReady	DreamBox Learning	Renryder dba Sylvan Learning	
Criteria	Weight	\$37,920.00	\$10,740.00	\$54,000.00	
Price of service/product	30				
Base Proposal		8	30	6	
<b>Extent to which the respondent's goods or Services meets the district needs (70 pts)</b>					
Evidence of Scientifically Researched-based activities	9	9	9	5	
Application of rigorous, systemic and objective procedures	8	8	8	5	
The program provides face-to-face interaction with students in a blended classroom wit multimedia content	7	7	7	5	
Available for K-5th	5	5	5	5	
Offers direct explicit and direct instruction targeting Tier 2 and Tier 3	7	7	6	5	
Monitoring system for tracking growth and progress	8	8	7	4	
The program includes opportunities for students to work with visual representation o mathematical ideas	8	8	8	5	
Accelerated instruction provided to reach at-grade level proficiency	7	7	6	5	
The program aligned to Math TEKS and targets key areas of math	7	7	7	5	
Professional development provided (options for in-person and virtual)	4	4	4	4	
<b>Total</b>	<b>100</b>	<b>78</b>	<b>97</b>	<b>54</b>	

Literacy Intervention 6 - 8

Bid Evaluation Matrix		Vendors			
		Center for the Collaborative Classroom	Lexia Learning System-PowerUp	Renryder dba Sylvan Learning	
Criteria	Weight	\$15,600.00	\$17,500.00	\$61,500.00	
Price of service/product	30				
Base Proposal		30	27	9	
<b>Extent to which the respondent's goods or Services meets the district needs (70 pts)</b>					
Evidence of Scientifically Researched-based activities	9	9	9	4	
Application of rigorous, systemic and objective procedures	8	4	8	2	
The program provides face-to-face interaction with students in a blended classroom wit multimedia content	7	2	7	2	
Available for 6th-8th	5	2	5	5	
Offers direct explicit and direct instruction targeting Tier 2 and Tier 3	7	3	7	4	
Monitoring system for tracking growth and progress	8	4	8	2	
Includes resources such as leveled books, assessments, teacher guides (teacher behaviors) etc.	8	6	8	0	
Accelerated instruction provided to reach at-grade level proficiency	7	3	7	1	
Program is aligned to language arts TEKS	7	0	7	0	
Professional development provided (options for in-person and virtual)	4	4	4	4	
The program target key characteristics of effective intervention					
<b>Total</b>	<b>100</b>	<b>67</b>	<b>97</b>	<b>33</b>	

**Committee**

1. Roger Hill, Director of Curriculum and Instruction
2. Diamond Tijerina, Coordinator for Secondary Language Arts
3. Shaila Silva, Coordinator of Elementary Language Arts
4. LaQuanta Bivens-Hernandez, Coordinator for Elementary Math
5. Erika Miller Morales, Coordinator RTI, 504, Dyslexia
6. Emily Alvarado, PK-2nd Literacy Coach
7. Monica Lara Mendoza, 7th-12th Literacy Coach
8. Bertha Madrigal Gamboa, Elementary literacy interventionist (representing language arts)
9. Diana Martinez, Elementary literacy interventionist (representing math)
10. Elsa Gomez, Jr, High Literacy interventionist
11. Jessica Reyna-Garza, Principal, Waitz Elementary

**SUBJECT:** Award Purchase of Fleet School Buses #703-22-0

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Fleet School Buses to meet the needs of the District.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a) requiring an approved method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

Deadline for responses will be Monday, August 9, 2021

**FUNDING SOURCE AND AMOUNT**

General Fund Estimated Expenditure	<b>\$900,000</b>
------------------------------------	------------------

**RECOMMENDATION**

Administration will bring a recommendation to next week's board meeting.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Approval of renewal for Administrative Services Only (ASO) agreement of the Mission CISD's Self-Funded Group Health Insurance Plan with Blue Cross Blue Shield of Texas for the 2021-2022 plan year

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

On October 1, 2014, the District unanimously decided to change its funding mechanism from a fully insured to a self-funded group health plan. Which means that the District was willing to regain control of their health care investments. Blue Cross Blue Shield of Texas has been the District's third party administrator since October 1, 2014 providing administrative services for claims adjudication, provider compensation arrangements, explanation of benefits, membership inquiries/validation/file updates, enrollment service, and client services and materials.

**ADMINISTRATIVE CONSIDERATIONS**

Blue Cross Blue Shield of Texas has submitted a renewal for administrative services for the 2021-2022 plan year. The renewal came back at a 69% rate decrease from the 2020-2021 plan year as follows:

**TOTAL PROJECTED COST**

	Administration Only w/ Rx - Renewal	
	Fee	Total Cost
Projected Enrollment	2,067	
Administration Fee	\$51.65	\$1,281,126
Prescription Drug Rebate Credit *	(\$47.84)	(\$1,186,623)
Medical Rebate Credit	(\$2.13)	(\$52,920)
Net Administration Fee**	\$1.68	\$41,583

There will be a projected decrease of \$92,140.20 in administrative costs to the District.

**FUNDING SOURCE:**

General Fund Projected **\$41,583**

**RECOMMENDATION:**

Approval of renewal for Administrative Services Only (ASO) agreement of the Mission CISD's Self-Funded Group Health Insurance Plan with Blue Cross Blue Shield of Texas for the 2021-2022 plan year

**CONTACT PERSON (S)**

Lorena Garcia, Deputy Superintendent for Support Services  
 Rumalda Ruiz, Assistant Superintendent for Finance  
 Sylvia Cruz, Director for Payroll, Employee Benefits & Risk Management  
 Dora Garcia, Coordinator for Purchasing



## Mission Consolidated Independent School District

ASO Projection  
for the period  
October 1, 2021 - September 30, 2022  
2021 ASO Renewal

### TOTAL PROJECTED COST

		Administration Only w/ Rx - Renewal	
		Fee	Total Cost
Projected Enrollment	2,067		
Administration Fee		\$51.65	\$1,281,126
Prescription Drug Rebate Credit *		(\$47.84)	(\$1,186,623)
Medical Rebate Credit		(\$2.13)	(\$52,920)
Net Administration Fee**		\$1.68	\$41,583
Run-Off Administration		\$10.92	

24

*\*This quote assumes Prime Therapeutics (PBM) Balanced drug list and Advantage network.*

*\*\* Includes Broker commission \$4.00 pepm, Benefits Value Advisor, MDLIVES with BH, Third party Stop Loss coordination fees, Enable with BH, \$10,000 wellness fund, EAP 1-3 sessions and Fiduciary.*

*Wellness Fund for up to \$10,000 to cover Employer's approved wellness program costs. Employer must substantiate the implementation cost by providing evidence of the amount, date incurred, and purpose of the expense, and upon approval, BCBSTX will issue reimbursement to Employer in the form of a credit on the Employer's invoice up to the Allowed Amount. BCBSTX will not reimburse any costs incurred prior to the start of, or following termination of, the policy period.*

Proprietary and Confidential Information of BCBSTX

Not for use or disclosure outside BCBSTX, Employer, their respective affiliated companies and third-party representatives, except with written permission of BCBSTX.

- A Division of Health Care Service Corporation, a Mutual Legal Reserve Company,
- an Independent Licensee of the Blue Cross and Blue Shield Association

**SUBJECT:** Non-College Board PreAP Course Name Change

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

**BACKGROUND INFORMATION**

In 2018-2019 College Board launched its Pre-AP Program, providing curriculum and training for eight courses, with the plan that by 2022, they would offer twelve Pre-AP courses. The College Board’s Pre-AP Program delivers grade-level appropriate instruction through focused course frameworks, instructional resources, classroom assessments for learning, and collaborative educator workshops. They are designed to support all students across varying levels of abilities. The program components provide educators and their students the space and time for deep engagement with content.

Participating schools receive an official Pre-AP designation for each course and the opportunity to bring engaging, meaningful, foundational coursework to all their students across varying levels of abilities. This designation signals consistent high standards in focused courses that help build, strengthen, and reinforce students’ content knowledge and critical thinking skills.

Beginning in the 2021-2022 school year, the label of Pre-AP will only be able to be used for College Board’s designated courses since Pre-AP is a registered trademark of College Board and can only be used in relation to the official College Board Pre-AP courses.

MCISD has advanced core courses offered at secondary level currently labeled as “Pre-AP” courses, which will need a name change, since Pre-AP is now a registered trademark of College Board and can only be used in relation to the official College Board Pre-AP courses. MCISD’s advanced core courses offered at the junior high level currently labeled as “Pre-AP” courses will also need a name change.

In addition, this will require a change in Board Policy EIC(Local). For the weighted grade point average (GPA), “Honors” will need to be added to Pre-AP at the same weight, so the level of course would change from Pre-AP to Pre-AP/Honors.

**ADMINISTRATIVE CONSIDERATIONS**

Administration is requesting the approval of the name change of Non-College Board PreAP Courses to Honors courses, keeping the same weighted grade point average for both levels of courses.

**FUNDING SOURCE / AMOUNT**

NA

**RECOMMENDATION:**

The following is the recommendation from the Curriculum and Instruction Department:

1. Rename any non-designated Pre-AP course currently offered by MCISD as an “Honors” course.
2. Continue to utilize the curriculum formally designated “Pre-AP” for these Honors courses.
3. Change the weighted grade system category name from “Pre-AP Courses” to “Pre-AP/Honors Courses”.
4. Change the name of any reference to Pre-AP to Pre-AP/Honors in Board Policy.

**CONTACT PERSON(S)**

Dr. Sharon Roberts, Asst. Supt. for Curriculum and Instruction  
John Hill, Director for Curriculum  
Adelina Alaniz, Coordinator for Advanced Academics

**SUBJECT:** Approval of Revised 2021-2022 Academic School Calendar

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement

**BACKGROUND INFORMATION**

In January 2021, the District Educational Improvement Council (DEIC) met and developed A, B, and C academic calendar options. All Mission CISD employees then had the opportunity to vote on Calendar A, Calendar B, or Calendar C. Votes were cast electronically by employees and results were submitted to the Office of Special Programs and School Improvement. The total number of employees voting was 1,862 with 697 (37.43%) voting for Calendar A, 754 (40.49%) voting for Calendar B and 411 (22.07%) voting for Calendar C. The calendar option with the most votes, Calendar B, was submitted and approved by the Board on February 10, 2021.

The approved 2021-2022 calendar includes a Holiday/Bad Weather Day on Monday, February 7, 2022, which is commonly referred to as “Super Bowl Monday” and typically a high absence day. Due to a change in schedule, “Super Bowl Monday” now falls on Monday, February 14, 2022. This day has been designated a holiday on all calendar options for the past several years at the request of district employees. In order to continue to satisfy this request, the district is requesting the currently scheduled holiday/bad weather day be changed from February 7, 2022 to February 14, 2022.

**ADMINISTRATIVE CONSIDERATIONS**

Approval of Revised 2021-2022 Academic School Calendar

**FUNDING SOURCE/AND AMOUNT**

N/A

**RECOMMENDATION**

Approval of Revised 2021-2022 Academic School Calendar

**CONTACT PERSON(S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Edilberto Flores, Executive Director for PreK-12<sup>th</sup> Grade – MHS Vertical Team  
Cynthia Wilson, Executive Director PreK-12<sup>th</sup> Grade – VMHS Vertical Team  
Francisca Cruz, Executive Director for Special Education/Section 504, RTI, Dyslexia



# Academic Calendar 2021 – 2022

1201 Bryce Drive  
Mission, TX 78572  
PH: 956-323-5500  
Website: [www.mcisd.net](http://www.mcisd.net)  
Board Approved February 10, 2021

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

## JULY 2021

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## AUGUST 2021

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	[16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## SEPTEMBER 2021

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24]	25
26	27	[28	29	30		

## OCTOBER 2021

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## NOVEMBER 2021

S	M	T	W	T	F	S
	1	2	3	4	5]	6
7	8	[9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## DECEMBER 2021

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17]	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### REPORTING PERIODS

- 1<sup>st</sup> Reporting Period:  
August 16 – September 24
- 2<sup>nd</sup> Reporting Period:  
September 28 – November 5
- 3<sup>rd</sup> Reporting Period:  
November 9 – December 17
- 4<sup>th</sup> Reporting Period:  
January 5 – February 18
- 5<sup>th</sup> Reporting Period:  
February 22 – April 8
- 6<sup>th</sup> Reporting Period:  
April 11 – May 25

### HB 2610 MIN. OF INSTRUCTION

- Elem: 174 days x 450 min. = 78,300
- JHS: 174 days x 480 min. = 83,520
- HS: 174 days x 480 min. = 83,520

### HOLIDAYS

- Fall Break: November 22 - 26
- Winter Break: Dec. 20 – Dec. 31
- Spring Break: March 14 - 18
- Easter: April 15

### BAD WEATHER MAKEUP DAYS

- February 7, 2022
- April 18, 2022

### OTHER DATES

- Students' First Day: Aug. 16
- Students' Last Day: May 25

### STATE TESTING DATES

- December 7-10: STAAR EOC
- April 5-8: STAAR/STAAR EOC
- May 3-6: STAAR EOC
- May 10-13: STAAR
- June 21-24: STAAR/STAAR EOC

	Staff Development
	Work Day
	Holiday
	Testing Date

## JANUARY 2022

S	M	T	W	T	F	S
						1
2	3	4	[5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## FEBRUARY 2022

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18]
19	20	21	[22	23	24	25
26	27	28				

## MARCH 2022

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## APRIL 2022

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8]	9
10	[11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## MAY 2022

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25]	26	27	28
29	30	31				

## JUNE 2022

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

*Our Vision: Mission CISD will prepare and inspire all students to be equipped to excel in the college and career of their choice, dominate 21st century skills in leadership, knowledge, language, and technology to compete in a global economy and serve as successful citizens in their community.*

*Declaración de la Visión: Mission CISD preparará e inspirará a todos los estudiantes a estar preparados para sobresalir en la universidad y la carrera de su elección, dominar habilidades del siglo 21 en liderazgo, conocimiento, lenguaje y tecnología para competir en una economía global y servir como ciudadanos exitosos en su comunidad.*



# Academic Calendar 2021 – 2022

REVISED

1201 Bryce Drive  
Mission, TX 78572  
PH: 956-323-5500  
Website: [www.mcisd.net](http://www.mcisd.net)

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

## JULY 2021

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## AUGUST 2021

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	[16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## SEPTEMBER 2021

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24]	25
26	27	[28	29	30		

## OCTOBER 2021

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## NOVEMBER 2021

S	M	T	W	T	F	S
	1	2	3	4	5]	6
7	8	[9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## DECEMBER 2021

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17]	18
19	20	21	22	23	24	25
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November 9 – December 17
- 4<sup>th</sup> Reporting Period:  
January 5 – February 18
- 5<sup>th</sup> Reporting Period:  
February 22 – April 8
- 6<sup>th</sup> Reporting Period:  
April 11 – May 25

### HB 2610 MIN. OF INSTRUCTION

- Elem: 174 days x 450 min. = 78,300
- JHS: 174 days x 480 min. = 83,520
- HS: 174 days x 480 min. = 83,520

### HOLIDAYS

- Fall Break: November 22 - 26
- Winter Break: Dec. 20 – Dec. 31
- Spring Break: March 14 - 18
- Easter: April 15

### BAD WEATHER MAKEUP DAYS

- February 7, 2022
- April 18, 2022

### OTHER DATES

- Students' First Day: Aug. 16
- Students' Last Day: May 25

### STATE TESTING DATES

- December 7-10: STAAR EOC
- April 5-8: STAAR/STAAR EOC
- May 3-6: STAAR EOC
- May 10-13: STAAR
- June 21-24: STAAR/STAAR EOC

	Staff Development
	Work Day
	Holiday
	Testing Date

## JANUARY 2022

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
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30	31					

## FEBRUARY 2022

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## MARCH 2022

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## APRIL 2022

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## MAY 2022

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22	23	24	25]	26	27	28
29	30	31				

## JUNE 2022

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26	27	28	29	30		

*Our Vision: Mission CISD will prepare and inspire all students to be equipped to excel in the college and career of their choice, dominate 21st century skills in leadership, knowledge, language, and technology to compete in a global economy and serve as successful citizens in their community.*

*Declaración de la Visión: Mission CISD preparará e inspirará a todos los estudiantes para estar preparados para sobresalir en la universidad y la carrera de su elección, dominar habilidades del siglo 21 en liderazgo, conocimiento, lenguaje y tecnología para competir en una economía global y servir como ciudadanos exitosos en su comunidad.*

***Mission Consolidated Independent School District  
Office of Human Resources  
Employee Appraisal Timeline  
2021-2022***

	<b><u>Evaluation / Appraisal Activities</u></b>	<b><u>Person(s) Responsible</u></b>	<b><u>Deadline</u></b>
1.	<b>T-TESS Orientation for first-year Teachers</b> using the T-TESS	Human Resources Dept.	August 05, 2021
2.	<b>Conduct Principals' BOY conference</b> for TPESS	Exec. Directors for C&I	September 27, 2021
3.	Disseminate Evaluations to Central Office Supervisors and Campus Principals	Human Resources	January 14, 2022
4.	<b>Conduct Principals' MOY Conference for TPESS</b>	Exec. Directors for C&I	January 28, 2022
5.	<b>Submit evaluations</b> and documentation for Teacher nonrenewals/terminations to the Office of Human Resources	Principals	January 28, 2022
6.	<b>Submit evaluations</b> for Central Office administrators, Principals (letter of Recommendation) and High School Athletic Coordinators to Office of Human Resources	Central Office	February 25, 2022
7.	<b>Proposed contract renewals/ nonrenewals</b> for principals, High School Athletic Coordinators And Central Office administrators	Superintendent	March 09, 2022
8.	<b>Notify contracted personnel</b> of proposed nonrenewals/terminations	Human Resources	March 23, 2022
9.	<b>Complete all evaluations</b> for paraprofessionals, secretaries, clerks and auxiliary personnel and submit to the Office of Human Resources	Principals, Supervisors, Administrators	April 22, 2022

- |   |   |   |               |
|---|---|---|---------------|
| 10.   | <b>Proposed contract renewals/ nonrenewal/terminations for Teachers, Paraprofessionals, Auxiliary and campus non-teaching professionals recommended to the Board</b>  | Superintendent                          | May 11, 2022  |
| 11.   | <b>Submit all appraisals for teachers and the evaluation instruments for all non-teaching professionals and Administrators</b> to the Office of Human Resources (ensure Summative Conference have been Conducted) | Principals                              | May 13, 2022  |
| 12.   | <b>Initiate notification and electronic availability of Letters of Reasonable Assurance</b> to paraprofessionals, administrators’ secretaries, clerks, and applicable auxiliary personnel                         | Principals, Supervisors, Administrators | May 16, 2022  |
| 13.   | <b>Final date for electronic letters of Reasonable Assurance</b> to be signed   | Principals, Supervisors, Administrators | May 27, 2022  |
| **TPESS – Identify and Collect Artifacts And Evidence |   | Principals & Exec.Directors             | Ongoing       |
| **TPESS- EOY Conference and Goal Setting              |   | Principals& Exec.Directors              | June 23, 2022 |

For any paraprofessional or auxiliary personnel not being recommended for re-employment, due process must be followed and documentation must be submitted to the Office of Human Resources with prior notice.

**Revised 08/09/21**

**Mission Consolidated Independent School District  
Office of Human Resources  
T-TESS Appraisal Calendar  
2021-2022**

	<u>T-TESS Appraisal Activities</u>	<u>Person(s) Responsible</u>	<u>Deadline</u>
1.	Conduct T-TESS Orientation for all teachers	Principals	September 3, 2021
2.	Conduct Goal-Setting and Professional Development (GSPD) Conference for all <b>new</b> teachers. Returning teachers review the goal(s) established at the EOY conference to determine if changes are needed	Principals	August 23, 2021 thru September 24, 2021
3.	Submit Goal-Setting and Professional Development (GSPD) Plan to the appraiser (revised plan, if needed for returning teachers)	Teachers/Principals	September 27, 2021
4.	Conduct T-TESS Orientation and GSPD Conference for late hires	Principals	On-Going as hired <b>(Within 5 days of start date)</b>
5.	Submit GSPD Plan to the appraiser for late hires	Teachers/Principals	Within six weeks from the day of orientation
6.	Beginning of T-TESS Observation window	Principals	September 28, 2021
7.	On-Going review of GSPD Plan On-Going walkthroughs to support and develop teacher practices On-Going review of teacher and student data On-Going collection of evidence to support Domain IV	Teachers/Principals	September 28, 2021 thru April 29, 2022
8.	End of T-TESS Observation window	Principals	April 1, 2022
9.	Begin End of Year Conferences for Domains I, II, & III, teacher presents evidence related to Domain IV	Teachers/Principals	April 4, 2022

- |     |  |                     |              |
|-----|--|---------------------|--------------|
| 10. | Final day to complete End of Year Conferences for Domains I, II, III and for teachers to present evidence related to Domain IV | Principals          | May 6, 2022  |
| 11. | Final date to complete End of Year Annual Report for each teacher to include Domains I, II, III, & IV.                         | Teachers/Principals | May 6, 2022  |
| 12. | Submit End of Year T-TESS Appraisals for all teachers to the HR Office   | Principals          | May 13, 2022 |

13. **OBSERVATION DATE LIMITATIONS**

Formal Observations cannot be conducted on the following days as per local procedures and regulations.

- Last day before a holiday:

November 19, 2021  
 December 17, 2021  
 February 11, 2022  
 March 11, 2022  
 April 14, 2022

- Day after a holiday:

November 29, 2021  
 January 5, 2022  
 February 15, 2022  
 March 21, 2022  
 April 19, 2022

- Days scheduled for end of semester examinations (as scheduled by district)
- Days scheduled for state-mandated assessments (as scheduled)

Pending Board Approved 08-11-2021

## MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

TO: Board of Trustees  
 FROM: Dr. Carol Perez, Superintendent  
 DATE: August 11, 2021  
 RE: 2021-2022 Texas Teacher Evaluation and Support System (T-TESS) Appraisers

I am recommending that the following T-TESS Appraisers be approved for the 2021-2022 school year:

LAST NAME	FIRST NAME	CAMPUS/DEPT	POSITION
Dominguez	Jessica	Alton Memorial Jr. High School	Principal
Ayala	Christie	Alton Memorial Jr. High School	Assistant Principal
Villalobos	Dora	Bryan Elementary	Principal
Ortiz	Michael	Bryan Elementary	Assistant Principal
Alvarez	Enrique	Cantu Elementary	Principal
Lucio	Esteban	Cantu Elementary	Assistant Principal
Escalona	Araceli	Castro Elementary	Principal
Saenz	Liset	Castro Elementary	Assistant Principal
Flores	Nelly	Cavazos Elementary	Principal
Cruz	Vanessa	Cavazos Elementary	Assistant Principal
Peña	Sergio	Central Office	Director to Career & Technology
Treviño	Jesse	Central Office	Director for Student SVCS Guidance & Counseling
Hill	John	Central Office Curriculum & Instruction	Director for Curriculum
King	Christopher	Central Office	Coordinator for Special Ed
Lerma	Sarah	Central Office	Coordinator for Special Ed
Roberts	Sharon	Central Office Curriculum & Instruction	Deputy Supt to Curriculum & Instruction
Wilson	Cynthia	Central Office Curriculum & Instruction	Exec. Director for PK-12th Education
Flores	Edilberto	Central Office Curriculum & Instruction	Exec. Director for PK-12th Education
Garza	Myra	Escobar-Rios Elementary	Principal
Ramirez Cano	Bianca	Escobar-Rios Elementary	Assistant Principal
Betancourt	Brenda	Kenneth White Jr. High School	Principal
Peña	Rolando	Kenneth White Jr. High School	Assistant Principal
Peña	Trinidad	Leal Elementary	Principal
Zamora	Efrain	Marcell Elementary	Principal
Garcia	Graciela	Marcell Elementary	Assistant Principal
Alvarez	Gina	Midkiff Elementary	Principal
Canales Rodriguez	Anel	Midkiff Elementary	Assistant Principal
Zamora	Yvonne	Mims Elementary	Principal
Rodriguez	Sandra	Mission High School	Principal
Garcia	Melissa	Mission High School	Dean of Instruction
Longoria	Nora	Mission High School	CTE Administrator
Moreno	Annabel	Mission High School	Assistant Principal
Gonzalez	Cynthia	Mission High School	Assistant Principal
Cantu	Jesus	Mission High School	Assistant Principal
Cantu	Maritza	Mission High School	Assistant Principal
Ramirez	Adan	Mission Jr. High School	Principal
Garza	Azucena	Mission Jr. High School	Assistant Principal
Garcia	Angelina	O'Grady Elementary	Principal
Salinas	Cynthia	O'Grady Elementary	Assistant Principal
Davis	Melissa	Pearson Elementary	Principal
Flores	Velma	Pearson Elementary	Assistant Principal
Torres	Angel	Rafael Cantu Jr. High School	Principal
Villarreal	Manuel	Rafael Cantu Jr. High School	Assistant Principal

Alaniz	Eduardo	Option Academy/Roosevelt Alternative School	Principal
Garcia	Martina	Salinas Elementary	Principal
Buentello	Veronica	Salinas Elementary	Assistant Principal
Garza	Fidel	Veterans Memorial High School	Principal
Flores	Laura	Veterans Memorial High School	Dean of Instruction
Jaramillo	Imelda	Veterans Memorial High School	Assistant Principal
Mejia	Jose	Veterans Memorial High School	Assistant Principal
Reyna-Garza	Jessica	Waitz Elementary	Principal
Lazos	Nelda	Waitz Elementary	Assistant Principal

## 2021-2022 T-TESS Appraisers

ELEMENTARY CAMPUSES/CENTRAL OFFICE		
<b>Bryan Elementary</b>		
Villalobos	Dora	Principal
Ortiz	Michael	Assistant Principal
<b>Cantu Elementary</b>		
Alvarez	Enrique	Principal
Lucio	Esteban	Assistant Principal
<b>Castro Elementary</b>		
Escalona	Araceli	Principal
Saenz	Liset	Assistant Principal
<b>Cavazos Elementary</b>		
Flores	Nelly	Principal
Cruz	Vanessa	Assistant Principal
<b>Escobar/Rios Elementary</b>		
Garza	Myra	Principal
Ramirez Cano	Bianca	Assistant Principal
<b>Leal Elementary</b>		
Peña	Trinidad	Principal
<b>Marcell Elementary</b>		
Garcia	Graciela	Assistant Principal
Zamora	Efrain	Principal
<b>Midkiff Elementary</b>		
Alvarez	Gina	Principal
Canales Rodriguez	Anel	Assistant Principal
<b>Mims Elementary</b>		
Zamora	Yvonne	Principal
<b>O'Grady Elementary</b>		
Garcia	Angelina	Principal
Salinas	Cynthia	Assistant Principal
<b>Pearson Elementary</b>		
Davis	Melissa	Principal
Flores	Velma	Assistant Principal
<b>Salinas Elementary</b>		
Garcia	Martina	Principal
Buentello	Veronica	Assistant Principal
<b>Waitz Elementary</b>		
Reyna-Garza,	Jessica	Principal
Lazos	Nelda	Assistant Principal
<b>Central Office</b>		
Roberts	Sharon	Deputy Supdt. for C&I
Wilson	Cynthia	Exec. Director for PK-12th Grade Ed.
Flores	Edilberto	Exec. Director for PK-12th Grade Ed.
Treviño	Jesse	Director for Student Svcs Guidance & Counseling

SECONDARY CAMPUSES/RAS/OPTIONS/CENTRAL OFFICE		
<b>Alton Memorial Jr. High School</b>		
Dominguez	Jessica	Principal
Ayala	Christie	Assistant Principal
<b>Mission Jr. High School</b>		
Ramirez	Adan	Principal
Garza	Azucena	Assistant Principal
<b>Kenneth White Jr. High School</b>		
Betancourt	Brenda	Principal
Peña	Rolando	Assistant Principal
<b>Rafael Cantu Jr. High School</b>		
Torres	Angel	Principal
Villarreal	Manuel	Assistant Principal
<b>Mission High School</b>		
Rodriguez	Sandra	Principal
Cantu	Jesus	Assistant Principal
Cantu	Maritza	Assistant Principal
Garcia	Melissa	Dean of Instruction
Gonzalez	Cynthia	Assistant Principal
Longoria	Nora	CTE Administrator
Moreno	Annabel	Assistant Principal
<b>Veterans Memorial High School</b>		
Garza	Fidel	Principal
Flores	Laura	Dean of Instruction
Jaramillo	Imelda	Assistant Principal
Meja	Jose	Assistant Principal
<b>Options Academy/Roosevelt Alternative School</b>		
Alaniz	Eduardo	Principal
<b>Central Office</b>		
Hill	John	Director for Curriculum
Peña	Sergio	Director to Career & Technology
King	Christopher	Coordinator for Special Education
Lerma	Sarah	Coordinator for Special Education

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## MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

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TO: Board of Trustees  
FROM: Dr. Carol Perez, Superintendent  
DATE: August 11, 2021  
RE: 2021-2022 Texas Teacher Evaluation and Support System (T-TESS) Appraisers

I am recommending that the following T-TESS Appraisers be approved for the 2021-2022 school year:

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LAST NAME	FIRST NAME	CAMPUS/DEPT	POSITION
Lopez	Blanca	Alton Elementary	Principal
Mendoza	Sonia	Alton Elementary	Assistant Principal
Hinojosa	Belinda	Alton Memorial Jr. High School	Assistant Principal
Llanas	Desiree	Veterans Memorial High School	Assistant Principal
Wilkins	James	Mission Jr. High School	Assistant Principal
Rangel	Roel	Kenneth White Jr. High School	Assistant Principal
Flores	Ana Lisa	Mission Collegiate High School	Principal
Fuentes	Loretta	Mims Elementary	Assistant Principal
Martinez	Annette	Veterans Memorial High School	Assistant Principal
Izaguirre	Fernando	Mission Collegiate High School	Dean of Instruction
Rodriguez	Alejandro	Rafael Cantu Jr. High School	Assistant Principal

## 2021-2022 T-TESS Appraisers

ELEMENTARY CAMPUSES		
<b>Alton Elementary</b>		
Lopez	Blanca	Principal
Mendoza	Sonia	Assistant Principal
<b>Mims Elementary</b>		
Fuentes	Loretta	Assistant Principal

SECONDARY CAMPUSES		
<b>Alton Memorial Jr. High School</b>		
Hinojosa	Belinda	Assistant Principal
<b>Mission Jr. High School</b>		
Wilkins	James	Assistant Principal
<b>Kenneth White Jr. High School</b>		
Rangel	Roel	Assistant Principal
<b>Rafael Cantu Jr. High School</b>		
Rodriguez	Alejandro	Assistant Principal
<b>Veterans Memorial High School</b>		
Llanas	Desiree	Assistant Principal
Martinez	Annette	Assistant Principal
<b>Mission Collegiate High School</b>		
Flores	Ana Lisa	Principal
Izaguirre	Fernando	Dean of Instruction

**SUBJECT:** Consideration and Approval of Project and Proposed Budget for the FARMERS Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The Mission CISD CTE program is establishing a citrus horticulture laboratory program at the 18 acres of citrus grove, immediate plans are to demo an area of groves to bring in portable building classrooms. Utilities to include streets, water, fire protection, drainage, electrical and sewer need to be engineered.

A civil engineer is recommended to be the prime design engineer for this project.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Javier Hinojosa Civil Engineering's estimated project cost is \$536,101.00.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$536,101.00
Project Contingency 20%:	\$107,220.20
Est. Professional Services 12%:	<u>\$ 64,332.12</u>
Est. Total Project Cost:	\$707,653.32

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Consideration and Approval of Project and Proposed Budget for the FARMERS Project.

**EXHIBIT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Consideration and Approval of Project and Proposed Budget for the Playground Equipment for Elementary Campuses

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Mission CISD is proposing to purchase and install school playground equipment for district-wide elementary campuses with the exception of Midkiff, Escobar-Rios and Cavazos elementary schools. These three campuses have the most recent installation's and continue to be in good condition. The remaining eleven elementary campuses have equipment that is no longer usable due to weather deterioration or need replacement due to age. New playground equipment is a necessary activity for young students and is used for teaching and learning activities.

Due to laws and requirements that regulate such equipment and the cost, this project is being considered a construction project and as such the Texas Education Code 44.031 (a) requires the board of a school district considering a construction project to comply with bidding requirements.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration presents Consideration and Approval of Project and Proposed Budget for the Playground Equipment for Elementary Campuses.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$600,000.00
Project Contingency 20%:	\$120,000.00
Est. Professional Services 12%:	<u>\$ 72,000.00</u>
Est. Total Project Cost:	\$792,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Consideration and Approval of Project and Proposed Budget for the Playground Equipment for Elementary Campuses.

**EXHIBIT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Consideration and Approval of Project and Proposed Budget for Synthetic Turf for the Baseball and Softball Fields at VMHS and MHS

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Mission CISD is proposing of installation of synthetic turf for the baseball and softball fields at both high schools. The installation of synthetic turf will provide a continuous level playing field that will provide safety by possibly eliminating “bad” hops and limiting possible player injuries. The turf will also be a cost savings due to weekly and annual maintenance costs of watering, fertilizing, herbicides, painting, mowing, top dressing, etc. not having to be done.

Due to laws and requirements that regulate such equipment and the cost, this project is being considered a construction project and as such the Texas Education Code 44.031 (a) requires the board of a school district considering a construction project to comply with bidding requirements.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP’s) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

As per information concerning synthetic turf areas, the area covering a baseball field is of equal or slightly more square feet area than a football field. Administration is using an estimated cost from previous turf quotes and most recent information gathered.

Administration presents Consideration and Approval of Project and Proposed Budget for Synthetic Turf for the Baseball and Softball Fields at VMHS and MHS.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$3,200,000.00
Project Contingency 20%:	\$ 640,000.00
Est. Professional Services 12%:	<u>\$ 384,000.00</u>
Est. Total Project Cost:	\$4,224,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Consideration and Approval of Project and Proposed Budget for the Synthetic Turf for the Baseball and Softball Fields at VMHS and MHS.

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Consideration and Approval of Project and Proposed Budget for the Mission Collegiate High School Physical Education Pavilion

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Mission Collegiate High School was constructed in 2015. MCHS was not funded for either an interior or exterior gymnasium or pavilion. The dining area was the designated area for physical activity for students. Administration and Mission Collegiate High School is requesting a pavilion for their physical education program. Physical education is an integral part of the total educational program. It is that phase of education which provides an opportunity, through activity for physical, mental, social development and improvement of the individual to meet the challenge of life.

Due to laws and requirements that regulate such equipment and the cost, this project is being considered a construction project and as such the Texas Education Code 44.031 (a) requires the board of a school district considering a construction project to comply with bidding requirements.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

As per information received on similar size pavilion projects this budget was established. Administration presents Consideration and Approval of Project and Proposed Budget for the Mission Collegiate High School Physical Education Pavilion.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$1,000,000.00
Project Contingency 20%:	\$ 200,000.00
Est. Professional Services 12%:	<u>\$ 120,000.00</u>
Est. Total Project Cost:	\$1,320,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Consideration and Approval of Project and Proposed Budget for the Mission Collegiate High School Physical Education Pavilion.

**EXHIBIT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Consideration and Approval of Project and Proposed Budget for the Indoor Air Quality Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Mission CISD prioritizes the safety and health of its students, staff and community and ensures that all safety and health measures are addressed as a priority to include air quality. School indoor air quality is particularly important as it may affect the health, performance and comfort of school staff and students. The MCISD Five (5) Year Improvement Plan consists of facilities improvements district wide that includes improvements for drainage, roof replacements, lighting improvements and replacement of HVAC systems. The plan shows that due to a campuses age certain items need to be assessed such as air handlers, blowers and control systems.

Due to laws and requirements that regulate such equipment and the cost, this project is being considered a construction project and as such the Texas Education Code 44.031 (a) requires the board of a school district considering a construction project to comply with bidding requirements.

**ADMINISTRATIVE CONSIDERATIONS**

Administration is recommending the implementation of replacements/repairs to district wide HVAC systems utilizing the Five (5) Year Plan.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration presents Consideration and Approval of Project and Proposed Budget for the Indoor Air Quality Project.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$29,000,000.00
Project Contingency 20%:	\$ 5,800,000.00
Est. Professional Services 12%:	<u>\$ 3,480,000.00</u>
Est. Total Project Cost:	\$38,280,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Consideration and Approval of Project and Proposed Budget for the Indoor Air Quality Project.

**EXHIBIT**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Consideration and Approval to Authorize Administration to Conduct a Request for Qualification (RFQ) for Professional Design Services for the FARMERS Project, Playground Equipment for Elementary Campuses, Synthetic Turf for the Baseball and Softball Fields at VMHS and MHS, Mission Collegiate High School Physical Education Pavilion and the Indoor Air Quality Project

**PRESENTER:** Ricardo Rivera  
Assistant Superintendent for Operations

### **BACKGROUND INFORMATION**

Administration is presenting five (5) construction projects that exceed the threshold cost limit on recommending and utilizing the districts on-call professional services.

If MCISD is to proceed with these projects 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.

### **ADMINISTRATIVE CONSIDERATIONS**

Administration requests approval to advertise for Request for Qualification (RFQ) for Professional Design Services for the FARMERS Project, Playground Equipment for Elementary Campuses, Synthetic Turf for the Baseball and Softball Fields at VMHS and MHS, Mission Collegiate High School Physical Education Pavilion and the Indoor Air Quality Project.

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.

## **FUNDING SOURCE**

Local

## **RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Consideration and Approval to Authorize Administration to Conduct a Request for Qualification (RFQ) for Professional Design Services for the FARMERS Project, Playground Equipment for Elementary Campuses, Synthetic Turf for the Baseball and Softball Fields at VMHS and MHS, Mission Collegiate High School Physical Education Pavilion and the Indoor Air Quality Project.

## **EXHIBIT**

N/A

## **CONTACT PERSONS**

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

**SUBJECT:** Approval of the 2021-2022 Internal Audit Charter  
**PRESENTER:** Rebecca Magee, CPA, Internal Auditor

### **BACKGROUND INFORMATION**

Internal Auditing is an independent appraisal activity established within the district to examine and evaluate its activities. The objectives of internal auditing are to assist the Board, Superintendent, and management of the district in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed.

Internal auditing is a management control which functions by examining and evaluating the adequacy and effectiveness of other internal controls.

### **ADMINISTRATIVE CONSIDERATIONS**

The internal audit charter is a document that sets forth the requirements and expectations from the Board of Trustees of the internal audit department. The internal audit charter includes information such as the roles and responsibilities of the internal audit function and describes the types of internal audits. The charter gives the internal auditor the authority to access records necessary to complete internal audits. It also describes the process of reporting the internal audit results to the appropriate administrators and the Board of Trustees.

### **RECOMMENDATION**

We are recommending approval of the Internal Audit Charter for Mission CISD as presented.

### **FUNDING SOURCE**

Not applicable

### **CONTACT PERSON(S)**

Carol G. Perez, Ed.D., Superintendent of Schools  
Rebecca Magee, CPA, Internal Auditor

**Mission Consolidated Independent School District**

**Internal Audit Charter**

**2021-2022**

## INTRODUCTION

Internal Auditing is an independent appraisal activity established within the district to examine and evaluate its activities. The objectives of internal auditing are to assist the Board, Superintendent, and management of the district in the effective discharge of their responsibilities by furnishing them with analysis, recommendations, and information concerning the activities reviewed.

Internal auditing is a management control which functions by examining and evaluating the adequacy and effectiveness of other internal controls.

## ROLE OF THE INTERNAL AUDIT DEPARTMENT

The internal audit department is established by the Board of Trustees, and its responsibilities are defined by the Board of Trustees. Responsibilities include, but are not limited to, the following:

- Establishing policies for the auditing activity and directing its technical and administrative functions.
- Developing an annual audit plan for anticipated audit coverage for the year.
- Examining the effectiveness of all levels of management in their stewardship of district resources and their compliance with policies and procedures.
- Evaluating the economy and efficiency with which resources are employed, identify opportunities to improve operating performance, and recommend solutions to problems where appropriate.
- Recommending improvement of management controls designed to safeguard district resources, and ensure compliance with government laws and regulations.
- Authorizing the publication of reports on the results of audit examinations, including recommendations for improvement.
- Performing and reporting on special reviews as requested by the Superintendent, the Board of Trustees, or other agencies such as Texas Education Agency, external auditors, or the school attorney.

The Internal Auditor will report administratively to the Superintendent of Schools and functionally to the Board of Trustees. Administrative issues include personnel leaves such as sick leave, vacation, and other type of leave. Functional issues include the carrying out of specific internal audit duties as requested by the Board of Trustees or Superintendent.

## TYPES OF INTERNAL AUDITS

**Financial** - to determine whether financial operations are conducted properly and whether financial reports are fairly stated.

**Compliance** - to determine whether operations have been carried out in compliance with applicable laws, regulations, and established policies.

**Efficiency, Economy, Effectiveness** – to determine whether allocated resources are managed and used in an economical, effective and efficient manner.

**Special Review** – Special review is a miscellaneous category and can include reviews such as advisory reviews, random records review, and fraud audits. Fraud audits are performed where there is primary evidence of fraud or at least a strong possibility that fraudulent activity has occurred.

### AUTHORIZATION AND RESPONSIBILITIES

Authorization is granted for full and complete unrestricted access to any of the district's records, physical properties, and personnel relevant to a review. Documents and information given to internal auditors during a periodic review will be handled in the same prudent manner as by those employees normally accountable for them.

Internal auditors have no direct responsibility or any authority over any of the activities or operations that they review. They should not prepare records or engage in activities which would normally be reviewed by internal auditors.

### DEFINITION OF AUDIT SCOPE

The scope of internal auditing encompasses the examination and evaluation of the adequacy and effectiveness of the organization's system of internal control and the quality of performance in carrying out assigned responsibilities.

- Reviewing the reliability and integrity of financial and operating information and the means used to identify, measure, classify, and report such information
- Reviewing the systems established to ensure compliance with those policies, plans, procedures, laws, and regulations which could have a significant impact on operations and reports and whether the organization is in compliance.
- Reviewing and appraising the economy and efficiency with which resources are employed.
- Reviewing operations or programs to ascertain whether results are consistent with established objectives and goals and whether the operations or programs are being carried out as planned.

### PROFESSIONAL STANDARDS

The operating practices and procedures of the internal audit department will be in accordance with the Standards for the Professional Practice of Internal Auditing, established by the Institute of Internal Auditors. These five general standards are as follows:

1. **Independence** - Internal auditors should be independent of the activities they audit and be objective in performing audit assignments.
2. **Professional Proficiency** - Internal audits should be performed with proficiency and due professional care.
3. **Scope of Work** - The scope of internal audit should encompass the examination and evaluation of the adequacy and effectiveness of the organization's system of internal control and the quality of performance in carrying out assigned responsibilities.
4. **Performance of Audit Work** - Audit work should include planning the audit, examining and evaluating information, communicating results, and following up.
5. **Management of the Internal Audit Department** - the Internal Auditor should properly manage the internal auditing department and supervising assistants, if applicable.

REPORTING ACCOUNTABILITIES

A written report will be prepared and issued by the Internal Auditor following the conclusion of each audit and will be distributed to the appropriate principal or department manager. The principal or department manager will be provided an opportunity to respond to the report, and that response will indicate what actions were, or will be, taken in regard to the specific findings and recommendations in the internal audit report. A timetable for the anticipated completion of these actions will be included.

A written report will be submitted to the Superintendent and Board of Trustees on a quarterly basis on the progress of the audit plan and results of internal audits.

Submitted by:

\_\_\_\_\_  
 Rebecca Magee, CPA  
 Internal Auditor

\_\_\_\_\_  
 Date

Approved by:

\_\_\_\_\_  
 Carol G. Perez, Ed.D.  
 Superintendent of Schools

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Minnie R. Rodgers, President  
 Board of Trustees

\_\_\_\_\_  
 Date

**SUBJECT:** Award Purchase of AC Filter and Media Services #144-22-0

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure AC Filter and Media Services to meet the needs of the District.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a) requiring an approved method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

1. Number of responses received - 2
2. Number of vendors awarded - 1

**FUNDING SOURCE AND AMOUNT**

All funds estimated amount: \$83,100

**RECOMMENDATION**

Administration recommends awarding contract to Texas Filter Service LLC.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

FY2022 Term Contract:	AC Filter and Media Services #144-22-0
Awarded To:	1. <u>Texas Filter Service</u>
Term:	One Year/One year option to renew
Term Period :	August 2021 – September 2022

Mission Consolidated Independent School District  
 Tabulation Form  
 AC Filter and Media Services #144-22-0

			Joe W. Fly Co., Inc.		Texas Filter Service, LLC	
			Vendor #		Vendor #	
			Jessica Cortez		Dave Robinson	
			956-490-8440		903-581-0830	
			<a href="mailto:jessica@joeflyco.com">jessica@joeflyco.com</a>		<a href="mailto:drobinson@texasfilter.com">drobinson@texasfilter.com</a>	
Total Cost			\$37,953.42		\$28,171.00	
Selected #			0		160	
Selected (\$)			\$0		\$28,171.00	
#	Items	Quantity Required	Unit Price	Total Cost	Unit Price	Total Cost
1						
#1-1	10 x 16 x 1"	11	\$2.35	\$25.85	\$1.45	\$15.95
#1-2	10 x 16 x 2"	1	\$2.35	\$2.35	\$1.45	\$1.45
#1-3	10 x 20 x 2"	14	\$2.35	\$32.90	\$1.45	\$20.30
#1-4	12 x 16 x 2"	3	\$2.35	\$7.05	\$1.45	\$4.35
#1-5	16 x 16 x 1"	1	\$2.35	\$2.35	\$1.45	\$1.45
#1-6	16 x 16 x 2"	15	\$2.35	\$35.25	\$1.45	\$21.75
#1-7	16 x 18 x 1"	2	\$2.35	\$4.70	\$1.45	\$2.90
#1-8	12 x 20 x 2"	2	\$2.35	\$4.70	\$1.45	\$2.90
#1-9	12 x 24 x 2"	101	\$2.35	\$237.35	\$2.00	\$202.00
#1-10	16 x 20 x 1"	4	\$2.35	\$9.40	\$2.00	\$8.00
#1-11	16 x 20 x 2"	532	\$2.35	\$1,250.20	\$2.00	\$1,064.00
#1-12	16 x 24 x 2"	3	\$2.35	\$7.05	\$2.00	\$6.00
#1-13	16 x 25 x 2"	443	\$2.35	\$1,041.05	\$2.00	\$886.00
#1-14	16 x 40 x 2"	1	\$2.35	\$2.35	\$3.00	\$3.00
#1-15	18 x 18 x 2"	6	\$2.35	\$14.10	\$2.00	\$12.00
#1-16	18 x 20 x 2"	2	\$2.35	\$4.70	\$2.00	\$4.00
#1-17	18 x 24 x 2"	34	\$2.35	\$79.90	\$2.00	\$68.00
#1-18	20 x 20 x 2"	515	\$2.35	\$1,210.25	\$2.00	\$1,030.00
#1-19	20 x 30 x 2"	4	\$2.35	\$9.40	\$2.00	\$8.00
#1-20	20 x 24 x 2"	100	\$2.35	\$235.00	\$2.00	\$200.00
#1-21	30 x 25 x 2"	30	\$2.35	\$70.50	\$2.00	\$60.00
#1-22	20 x 24 x 2"	253	\$2.35	\$594.55	\$2.00	\$506.00
#1-23	20 x 25 x 2"	283	\$2.35	\$665.05	\$2.00	\$566.00
#1-24	24 x 24 x 2"	463	\$2.35	\$1,088.05	\$2.00	\$926.00
#1-25	10 x 20 x 1"	5	\$2.35	\$11.75	\$1.45	\$7.25
#1-26	10 x 28 x 1"	7	\$2.35	\$16.45	\$1.75	\$12.25
#1-27	10 x 30 x 1"	6	\$2.35	\$14.10	\$1.75	\$10.50
#1-28	10 x 33 x 1"	14	\$2.35	\$32.90	\$1.75	\$24.50
#1-29	10 x 36 x 1"	1	\$2.35	\$2.35	\$1.75	\$1.75
#1-30	10 x 37 x 1"	9	\$2.35	\$21.15	\$1.75	\$15.75
#1-31	10 x 47 x 1"	1	\$2.35	\$2.35	\$1.75	\$1.75
#1-32	10 x 60 x 1"	2	\$2.35	\$4.70	\$2.00	\$4.00
#1-33	12 x 18 x 1"	28	\$2.35	\$65.80	\$1.45	\$40.60
#1-34	12 x 20 x 1"	53	\$2.35	\$124.55	\$1.45	\$76.85
#1-35	12 x 22 x 1"	2	\$2.35	\$4.70	\$1.45	\$2.90
#1-36	12 x 24 x 1"	2	\$2.35	\$4.70	\$1.45	\$2.90
#1-37	14 x 25 x 1"	6	\$2.35	\$14.10	\$2.00	\$12.00
#1-38	14 x 16 x 1"	3	\$2.35	\$7.05	\$1.45	\$4.35
#1-39	14 x 28 x 1"	5	\$2.35	\$11.75	\$1.75	\$8.75
#1-40	15 x 30 x 1"	5	\$2.35	\$11.75	\$1.75	\$8.75
#1-41	16 x 20 x 1"	65	\$2.35	\$152.75	\$1.75	\$113.75
#1-42	16 x 25 x 1"	28	\$2.35	\$65.80	\$1.75	\$49.00
#1-43	16 x 30 x 1"	39	\$2.35	\$91.65	\$1.95	\$76.05

Mission Consolidated Independent School District  
 Tabulation Form  
 AC Filter and Media Services #144-22-0

#1-44	16 x 36 x 1"	2	\$2.35	\$4.70	\$1.95	\$3.90
#1-45	18 x 20 x 1"	4	\$2.35	\$9.40	\$1.95	\$7.80
#1-46	18 x 25 x 1"	9	\$2.35	\$21.15	\$1.95	\$17.55
#1-47	20 x 20 x 1"	245	\$2.35	\$575.75	\$1.95	\$477.75
#1-48	20 x 22 x 1"	9	\$2.35	\$21.15	\$1.95	\$17.55
#1-49	20 x 24 x 1"	1	\$2.35	\$2.35	\$1.95	\$1.95
#1-50	20 x 25 x 1"	18	\$2.35	\$42.30	\$1.95	\$35.10
#1-51	20 x 30 x 1"	14	\$2.35	\$32.90	\$1.95	\$27.30
#1-52	20 x 36 x 1"	2	\$2.35	\$4.70	\$2.00	\$4.00
#1-53	20 x 48 x 1"	2	\$2.35	\$4.70	\$2.25	\$4.50
#1-54	21 x 21 x 1"	31	\$2.35	\$72.85	\$1.95	\$60.45
#1-55	21 x 21 x 2"	2	\$2.35	\$4.70	\$1.95	\$3.90
#1-56	22 x 20 x 1"	1	\$2.35	\$2.35	\$1.95	\$1.95
#1-57	22 x 24 x 1"	1	\$2.35	\$2.35	\$1.95	\$1.95
#1-58	22 x 24 x 2"	3	\$2.35	\$7.05	\$1.95	\$5.85
#1-59	24 x 24 x 1"	35	\$2.35	\$82.25	\$1.95	\$68.25
#1-60	25 x 36 x 1"	8	\$2.35	\$18.80	\$2.00	\$16.00
#1-61	8 x 16 x 2"	2	\$2.35	\$4.70	\$1.45	\$2.90
2						
#2-1	10 x 16 x 1"	11	\$3.25	\$35.75	\$1.95	\$21.45
#2-2	10 x 16 x 2"	1	\$3.25	\$3.25	\$1.95	\$1.95
#2-3	10 x 20 x 2"	14	\$3.25	\$45.50	\$1.95	\$27.30
#2-4	12 x 16 x 2"	3	\$3.25	\$9.75	\$1.95	\$5.85
#2-5	16 x 16 x 1"	1	\$3.25	\$3.25	\$1.95	\$1.95
#2-6	16 x 16 x 2"	15	\$3.25	\$48.75	\$1.95	\$29.25
#2-7	16 x 18 x 1"	2	\$3.25	\$6.50	\$1.95	\$3.90
#2-8	12 x 20 x 2"	2	\$3.25	\$6.50	\$1.95	\$3.90
#2-9	12 x 24 x 2"	101	\$3.25	\$328.25	\$1.95	\$196.95
#2-10	16 x 20 x 1"	4	\$3.25	\$13.00	\$2.45	\$9.80
#2-11	16 x 20 x 2"	532	\$3.25	\$1,729.00	\$2.45	\$1,303.40
#2-12	16 x 24 x 2"	3	\$3.25	\$9.75	\$2.45	\$7.35
#2-13	16 x 25 x 2"	443	\$3.25	\$1,439.75	\$2.45	\$1,085.35
#2-14	16 x 40 x 2"	1	\$3.25	\$3.25	\$3.45	\$3.45
#2-15	18 x 18 x 2"	6	\$3.25	\$19.50	\$2.45	\$14.70
#2-16	18 x 20 x 2"	2	\$3.25	\$6.50	\$2.45	\$4.90
#2-17	18 x 24 x 2"	34	\$3.25	\$110.50	\$2.45	\$83.30
#2-18	20 x 20 x 2"	515	\$3.25	\$1,673.75	\$2.45	\$1,261.75
#2-19	20 x 30 x 2"	4	\$3.25	\$13.00	\$2.45	\$9.80
#2-20	20 x 24 x 2"	100	\$3.25	\$325.00	\$2.45	\$245.00
#2-21	30 x 25 x 2"	30	\$3.25	\$97.50	\$2.45	\$73.50
#2-22	20 x 24 x 2"	253	\$3.25	\$822.25	\$2.45	\$619.85
#2-23	20 x 25 x 2"	283	\$3.25	\$919.75	\$2.45	\$693.35
#2-24	24 x 24 x 2"	463	\$3.25	\$1,504.75	\$2.45	\$1,134.35
#2-25	10 x 20 x 1"	5	\$3.25	\$16.25	\$1.95	\$9.75
#2-26	10 x 28 x 1"	7	\$3.25	\$22.75	\$2.25	\$15.75
#2-27	10 x 30 x 1"	6	\$3.25	\$19.50	\$2.25	\$13.50
#2-28	10 x 33 x 1"	14	\$3.25	\$45.50	\$2.25	\$31.50
#2-29	10 x 36 x 1"	1	\$3.25	\$3.25	\$2.25	\$2.25
#2-30	10 x 37 x 1"	9	\$3.25	\$29.25	\$2.25	\$20.25
#2-31	10 x 47 x 1"	1	\$3.25	\$3.25	\$2.25	\$2.25
#2-32	10 x 60 x 1"	2	\$3.25	\$6.50	\$2.45	\$4.90
#2-33	12 x 18 x 1"	28	\$3.25	\$91.00	\$1.95	\$54.60
#2-34	12 x 20 x 1"	53	\$3.25	\$172.25	\$1.95	\$103.35
#2-35	12 x 22 x 1"	2	\$3.25	\$6.50	\$1.95	\$3.90

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#2-36	12 x 24 x 1"	2	\$3.25	\$6.50	\$1.95	\$3.90
#2-37	14 x 25 x 1"	6	\$3.25	\$19.50	\$2.45	\$14.70
#2-38	14 x 16 x 1"	3	\$3.25	\$9.75	\$1.95	\$5.85
#2-39	14 x 28 x 1"	5	\$3.25	\$16.25	\$2.25	\$11.25
#2-40	15 x 30 x 1"	5	\$3.25	\$16.25	\$2.25	\$11.25
#2-41	16 x 20 x 1"	65	\$3.25	\$211.25	\$2.25	\$146.25
#2-42	16 x 25 x 1"	28	\$3.25	\$91.00	\$2.25	\$63.00
#2-43	16 x 30 x 1"	39	\$3.25	\$126.75	\$2.45	\$95.55
#2-44	16 x 36 x 1"	2	\$3.25	\$6.50	\$2.45	\$4.90
#2-45	18 x 20 x 1"	4	\$3.25	\$13.00	\$2.45	\$9.80
#2-46	18 x 25 x 1"	9	\$3.25	\$29.25	\$2.45	\$22.05
#2-47	20 x 20 x 1"	245	\$3.25	\$796.25	\$2.45	\$600.25
#2-48	20 x 22 x 1"	9	\$3.25	\$29.25	\$2.45	\$22.05
#2-49	20 x 24 x 1"	1	\$3.25	\$3.25	\$2.25	\$2.25
#2-50	20 x 25 x 1"	18	\$3.25	\$58.50	\$2.25	\$40.50
#2-51	20 x 30 x 1"	14	\$3.25	\$45.50	\$2.50	\$35.00
#2-52	20 x 36 x 1"	2	\$3.25	\$6.50	\$2.50	\$5.00
#2-53	20 x 48 x 1"	2	\$3.25	\$6.50	\$2.75	\$5.50
#2-54	21 x 21 x 1"	31	\$3.25	\$100.75	\$2.45	\$75.95
#2-55	21 x 21 x 2"	2	\$3.25	\$6.50	\$2.45	\$4.90
#2-56	22 x 20 x 1"	1	\$3.25	\$3.25	\$2.45	\$2.45
#2-57	22 x 24 x 1"	1	\$3.25	\$3.25	\$2.45	\$2.45
#2-58	22 x 24 x 2"	3	\$3.25	\$9.75	\$2.45	\$7.35
#2-59	24 x 24 x 1"	35	\$3.25	\$113.75	\$2.45	\$85.75
#2-60	25 x 36 x 1"	8	\$3.25	\$26.00	\$2.50	\$20.00
#2-61	8 x 16 x 2"	2	\$3.25	\$6.50	\$1.95	\$3.90
<b>3</b>						
#3-1	24 x 24 x 2"	8	\$5.25	\$42.00	\$4.00	\$32.00
#3-2	14 x 20 x 1"	6	\$4.49	\$26.94	\$3.50	\$21.00
#3-3	12 x 34 x 1"	1	\$6.00	\$6.00	\$5.00	\$5.00
#3-4	12 x 24 x 2"	9	\$4.29	\$38.61	\$3.50	\$31.50
#3-5	16 x 20 x 2"	16	\$4.29	\$68.64	\$3.50	\$56.00
#3-6	16 x 25 x 2"	10	\$4.75	\$47.50	\$4.00	\$40.00
#3-7	20 x 20 x 2"	20	\$4.75	\$95.00	\$4.00	\$80.00
#3-8	20 x 24 x 2"	4	\$4.99	\$19.96	\$4.00	\$16.00
#3-9	20 x 25 x 2"	10	\$4.99	\$49.90	\$4.00	\$40.00
<b>4</b>						
#4-1	16 x 20	80	\$1.50	\$120.00	\$3.00	\$240.00
#4-2	20 x 20	20	\$1.95	\$39.00	\$3.00	\$60.00
<b>5</b>						
#5-1	24 x 24 x 1"	2	\$6	\$12	\$3.75	\$7.50
#5-2	16 x 20 x 4"	53	\$7.25	\$384.25	\$5.50	\$291.50
#5-3	16 x 25 x 4"	27	\$7.95	\$214.65	\$5.50	\$148.50
#5-4	20 x 20 x 4"	10	\$7.95	\$79.50	\$5.50	\$55.00
#5-5	20 x 25 x 4"	18	\$8.50	\$153.00	\$5.50	\$99.00
<b>6</b>						
#6-1	24 x 24 x 1"	2	\$6.65	\$13.30	\$4.00	\$8.00
#6-2	16 x 20 x 4"	53	\$12.75	\$675.75	\$5.50	\$291.50
#6-3	16 x 25 x 4"	27	\$13	\$351.00	\$5.50	\$148.50
#6-4	20 x 20 x 4"	10	\$13.75	\$137.50	\$5.50	\$55.00
#6-5	20 x 25 x 4"	18	\$14	\$252.00	\$5.50	\$99.00
<b>7</b>						
#7-1	12 x 16 x 12"	1	\$69.95	\$69.95	\$60.00	\$60.00
#7-2	12 x 20 x 12"	2	\$69.95	\$139.90	\$60.00	\$120.00

Mission Consolidated Independent School District  
 Tabulation Form  
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#7-3	12 x 24 x 12"	7	\$69.95	\$489.65	\$50.00	\$350.00
#7-4	16 x 24 x 12"	2	\$79.95	\$159.90	\$60.00	\$120.00
#7-5	20 x 20 x 6"	2	\$69.95	\$139.90	\$50.00	\$100.00
#7-6	20 x 24 x 6"	13	\$79.95	\$1,039.35	\$50.00	\$650.00
#7-7	20 x 24 x 12"	10	\$82.95	\$829.50	\$60.00	\$600.00
#7-8	24 x 24 x 6"	33	\$80.95	\$2,671.35	\$50.00	\$1,650.00
#7-9	24 x 12 x 12"	25	\$69.95	\$1,748.75	\$50.00	\$1,250.00
#7-10	24 x 24 x 12" -65%	24	\$82.95	\$1,990.80	\$60.00	\$1,440.00
#7-11	24 x 24 x 12" -85%	65	\$85.95	\$5,586.75	\$65.00	\$4,225.00
<b>8</b>						
#8-1	16 1/2 x 18 1/2 x 1"	28	\$3.99	\$111.72	\$2.50	\$70.00
#8-2	20 x 25 x 1"	1	\$4.00	\$4.00	\$2.50	\$2.50
<b>9</b>						
#9-1	20 x 20	40	\$1.50	\$60.00	\$1.25	\$50.00
<b>10</b>						
#10-1	20 x 48	24	\$14.95	\$358.80	\$10.00	\$240.00
<b>11</b>						
#11-1	24 x 24 x 36"	2	\$39.95	\$79.90	\$40.00	\$80.00
<b>12</b>						
#12-1	24 x 24 x 4"	2	\$42.95	\$85.90	\$40.00	\$80.00

**SUBJECT:** Award Purchase of Parental Involvement Program #241-22-11

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

In the Fall of 2016, the District applied for and received the 2017 High Quality Prekindergarten Grant which required the purchase and implementation of a Family and Community Engagement Program. To satisfy this component, the District contracted with Family Leadership Inc. and began the implementation of Parenting Partners at all elementary campuses. Although this continues to be offered to our elementary parents, the curriculum and resources have been updated and revised. The District would like to continue with the program using the revised curriculum and resources and have the appropriate staff receive training.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a) requiring an approved method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

1. Number of responses received - 2
2. Number of vendors awarded - 1

**FUNDING SOURCE AND AMOUNT**

Title I, Part A Federal Funds	Estimated	\$77,000
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**RECOMMENDATION**

Administration recommends awarding contract to Family Leadership Inc.

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for C & I  
Kim Risica, Executive Director for Special Programs & School Improvement  
Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

FY2022 Term Contract:	Parental Involvement #241-22-11
Awarded To:	1. <u>Family Leadership</u>
Term:	One Year/One year option to renew
Term Period :	August 2021 – June 2022

Mission Consolidated Independent School District  
 Tabulation Form  
 Parental Involvement Program 241-22-11

			Education Designs Unlimited Services, LLC		Family Leadership Inc	
			Vendor #		Vendor # 101448	
			908-251-3314		559-240-7881	
			<a href="mailto:educationdesignsunlimited@gmail.com">educationdesignsunlimited@gmail.com</a>		<a href="mailto:patty@familyleadership.org">patty@familyleadership.org</a>	
Total Cost			\$103,824.98		\$ 77,000.0	
Selected #			0		0	
Selected (\$)			\$ 0		\$ 0	
#	Items	Quantity Required	Unit Price per Each	Total Cost	Unit Price per Each	Total Cost
<b>1</b>						
#1-1	Facilitators Manuals and Presentation Handbooks (parenting partners facilitator manuals in English & Spanish, Facilitators power points in English & Spanish, parenting partner parent workbooks and handouts in English & Spanish How to run successful parent leadership workshops: Ops manual English & Spanish word docs forms in English & Spanish)	14	\$500	\$7,000.00	\$2,000.00	\$28,000.00
#1-2	Parenting partners trainers tool kit ( Kit with all class supplies for all workshops in Spanish & English, props for interactive skits for workshops: parent roles skit, heart skit, listening skits, mixed signals skit, four styles of parenting, literacy, study skills etc., family literacy/college and career ready resources, online access for next step resources (study skills, charts, positive parenting tips) professional development scripts for staff on family-school partnerships, USB flash drive with logos, flyers, handouts, etc. Videos for self esteem building, inviting parents, power of together (graduation video) graduation materials (invites, certificates, etc.) Handouts and poster (including): 1010 days of positive power words (2 sets of 20), 30 day action plan (set of 40 per site) parent roles posters, research studies on family engagement/student achievement outcomes)	14	\$1,500.00	\$21,000.00	\$800	\$11,200.00
<b>2</b>						
#2-1	Pre and Post questionnaires and evaluation reports	14	\$175	\$2,450.00	\$550	\$7,700.00
#2-2	Parenting partners parent workbooks (40 books any combination of English or Spanish)	14	\$75	\$1,050.00	\$600	\$8,400.00
<b>3</b>						
#3-1	2 Day training and certification of volunteer presentation of volunteer presentation team (presentation teams may include up to 6 team members for training. Each certified parenting partners presentation team member will be able to: successfully organize and facilitate multiple 8 session parenting partners workshops, work effectively in a multi-lingual setting, recruit and retain parents for classes, coordinate and communicate with school administrators and staff, implement Johns Hopkins-Epstein parent framework through practical application, engage parents in building the key parent roles for student achievement from Harard Family Research and the US Department of Education's Dual Capacity-Building Framework Build systemic, sustainable Family School Partnerships	14	\$3,500.00	\$49,000.00	\$900	\$12,600.00
#3-2	Quality control for each site team for sustainability (direct support to earn leaders and staff from family leadership's national team including: weekly consultations, such as phone appointments, web meetings, emails, site visits. Best practice in-service training and ongoing coaching, mid-year and year-end planning, celebration and outcomes meeting, collecting stories, testimonials, and outcomes for customized district website page team support is provided in English & Spanish)	14	\$1,500.00	\$21,000.00	\$650	\$9,100.00
<b>Additional Responses</b>						
#1-1	K and S Clear Plastic Sheets - 4 Pack	14	\$ 32.59	\$ 456.26		
#1-1	GBC ProClick Plasic Binding Spine	14	\$ 66.99	\$ 937.86		
#2-2	Chart Paper	14	\$ 24.00	\$ 336.00		
#2-2	Avery Shipping Labels	14	\$ 42.49	\$ 594.86		

**SUBJECT:** Award Contract for Medical and Pharmacy Stop Loss Insurance #455-22-0

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The goal of stop loss insurance is to provide financial protection and limits against pharmacy and medical expense for each enrolled member (specific stop loss insurance) and the District as a whole (aggregate stop loss insurance). The current stop loss insurance carrier is ISU – Companion Life through SA Benefits. The insurance coverage ends September 30, 2021. The district’s current individual specific deductible is \$250,000 Per Member and the current aggregate deductible (Attachment Point) is 120% of expected claims. The stop loss history over the last 12 months (July 2020 to June 2021) includes a premium paid of \$926,805.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a) requiring an approved method of procurement for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

Through this process, 22 stop loss insurance companies reviewed the stop loss insurance solicitation to determine their ability to provide competitive pricing for Mission CISD. The request for proposals included a detailed analysis of four different specific deductible levels and contract terms. After best and final negotiations were completed on August 3, 2021, Zach Gingrich, Insurance Consultant, recommends that the District renew the current stop loss policy with ISU – Companion Life through SA Benefit Services with the current stop loss contract terms and deductibles. ISU - Companion Life through SA Benefits provided a proposal that included a 3.8% increase in the stop loss premium and an estimated 18.94% increase on the overall aggregate deductible. This is a result of an increased claim volume from the District.

**FUNDING SOURCE AND AMOUNT**

All Funds Estimated Expenditure **\$962,035**

**RECOMMENDATION**

Administration recommends awarding contract to ISU – Companion Life through SA Benefits.

**CONTACT PERSON (S)**

Lorena Garcia, Deputy Superintendent for Support Services  
Rumalda Ruiz, Assistant Superintendent for Finance  
Sylvia Cruz, Director for Payroll, Employee Benefits & Risk Management  
Dora Garcia, Coordinator for Purchasing



August 4, 2021

Mrs. Sylvia Cruz, MBA, CSRM  
Director for Payroll, Employee Benefits & Risk Management  
Mission Consolidated Independent School District  
12 01 Bryce Dr.  
Mission, Texas 78572

RE: Medical and Pharmacy Stop Loss Insurance #455-22-0

Mrs. Cruz:

The District solicited proposals on June 24th, 2021, for medical and pharmacy stop loss insurance. Through this process, 22 stop loss insurance companies reviewed the stop loss insurance solicitation to determine their ability to provide competitive pricing for Mission CISD. The request for proposals included a detail analysis of four different specific deductible levels and contract terms.

After best and final negotiations were completed on August 3rd, we recommend that the District renew the current stop loss policy with ISU – Companion Life through SA Benefit Services with the current stop loss contract terms and deductibles. ISU – Companion Life through Sa Benefits provided a proposal that included a 3.8% increase in the stop loss premium and an estimated 18.94% increase on the overall aggregate deductible. This is a result of an increased claim volume from the District. The following tabulation provides further details on the stop loss insurance pricing.

Respectfully,

Zach Gingrich  
Insurance Consultant  
Carlisle Insurance





## Stop Loss Insurance Executive Summary & Tabulation

### Stop Loss Premium

**Review:** The total stop loss premium includes specific stop loss, aggregate stop loss and monthly accommodating. Stop loss premium is considered a fixed cost and only varies on enrollment counts, but will not fluctuate with monthly claim volume.

#### \$250,000 Specific Deductible

Rank	Carrier	Underwritten Network	Estimated Annual Premium	Variance from Current
Current	ISU / Companion Life - SA Benefits	Blue Cross Blue Shield	\$926,804.64	N / A
1st	ISU / Companion Life - SA Benefits	Blue Cross Blue Shield	\$962,035.56	3.80%
2nd	Granular Insurance Company	Blue Cross Blue Shield	\$1,178,821.44	27.19%

### Attachment Point - Aggregate Deductible

**Review:** Attachment point establishes the total liability for Mission CISD excluding stop loss claims over the specific deductible. The attachment point is looked at on a monthly and annual basis. If aggregate claim volume exceeds the monthly or annual attachment point, Mission CISD is eligible for stop loss reimbursement.

Rank	Carrier	Underwritten Network	Estimated Annual Attachment	Variance from Current
Current	ISU / Companion Life - SA Benefits	Blue Cross Blue Shield	\$14,817,559.20	N / A
1st	Granular Insurance Company	Blue Cross Blue Shield	\$17,565,313.80	18.54%
2nd	ISU / Companion Life - SA Benefits	Blue Cross Blue Shield	\$17,623,946.28	18.94%



**Mission CISD**  
**October 1, 2021 - September 30, 2022**  
**Group Medical Illustration**  
**\$250,000 Specific Deductible**

	(1)	(2)	(3)
	Current	Option 1	Option 2
<b>Medical Administrator</b>	Blue Cross Blue Shield	Blue Cross Blue Shield	Blue Cross Blue Shield
<b>Stop Loss Carrier</b>	<b>ISU / Companion Life</b>	<b>ISU / Companion Life</b>	<b>Granular Insurance Company</b>
<b>Contract Terms</b>	15 / 12	15 / 12	15 / 12
<b>Specific Deductible</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>
<b>Estimated Number of Employees</b>	2143	2143	2143
Spec. Stop Loss Premium PEPM	\$31.64	\$35.21	\$44.91
Aggregate Stop Loss Premium PEPM	\$2.06	\$2.20	\$0.93
Aggregate Accommodation PEPM	\$2.34	\$0.00	\$0.00
<b>Stop Loss Premium PEPM</b>	\$36.04	\$37.41	\$45.84
<b>Estimated Annual Stop Loss Premium</b>	\$926,804.64	\$962,035.56	\$1,178,821.44
<b>Variance From Current</b>		3.80%	27.19%
<b>Increase / Decrease From Current</b>		\$35,230.92	\$252,016.80
<b>Expected Claims Factor</b>	\$460.96	\$548.26	\$569.21
<b>Attached Claim Factor</b>	\$576.20	\$685.33	\$683.05
<b>Estimated Annual Aggregate Claim Factor</b>	\$14,817,559.20	\$17,623,946.28	\$17,565,313.80
<b>Variance From Current</b>		18.94%	18.54%
<b>Increase / Decrease From Current</b>		\$2,806,387.08	\$2,747,754.60
<b>Additional Laser Liability</b>		<b>\$250,000.00</b>	

63

\*\* These are illustrative figures. Please refer carrier full proposal for final pricing and conditions.

\*\* These figures are estimated on current enrollment of 2,143 and are subject to change with employee and dependent participation

\*\* PEPM = Per Employee Per Month

## Marketing List

Group Name:	<b>Mission CISD</b>
Effective Date:	<b>10/1/2021</b>

<u>Stop Loss Carriers</u>	<u>Response</u>	<u>Reason for decline</u>
Anthem	Decline	Uncompetitive
ATS	Decline	Uncompetitive
ISU	<b>Quoted - FIRM</b>	
Granula Insurance Company	<b>Quoted - FIRM</b>	
PartnerRE	Decline	Uncompetitive
Liberty	Decline	Uncompetitive
Vista	Decline	Uncompetitive
Pace	Decline	Unable to quote on inforce companion
UnityRe - Special Request	Decline	Uncompetitive
Voya	Decline	Uncompetitive
Berkley	Decline	Uncompetitive
CM Risk	Decline	Uncompetitive
Rockport	Decline	Uncompetitive
Sun Life	Decline	Uncompetitive
Evolution	Decline	Uncompetitive
ECU	Decline	Uncompetitive
MRM	Decline	Uncompetitive
HM Life	Decline	Uncompetitive
American Fidelity	Decline	Uncompetitive
Symetra	Decline	Uncompetitive
Liberty Mutual	Decline	Uncompetitive
Tokioa Marine	Decline	Uncompetitive

**SUBJECT:** Award Renewal Contracts for Reading Intervention Program and Math Intervention Programs #210-22-0

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

Students in Kinder through 8<sup>th</sup> grade use reading intervention and math intervention software programs to address gaps in instruction. In addition, students in 9<sup>th</sup>-12<sup>th</sup> grades taking a reading intervention and/or a math intervention course are in need of software programs to close instructional gaps. All students in Kinder through 8<sup>th</sup> grade benefit from these intervention programs, since they are personalized to meet individual needs. All 9<sup>th</sup>-12<sup>th</sup> grade students are provided access to the math intervention program, which also includes TSI, SAT, and ACT preparation.

In August 2019, the Board of Trustees Awarded Bid No. 20013 to Achieve 3000 for the Reading Intervention Program and Imagine Math for the Math Intervention Program. Achieve 3000 and Imagine Math have two one year renewals.

Administration recommends renewing Achieve 3000 and Imagine Math for the district’s reading intervention and math intervention programs.

**ADMINISTRATIVE CONSIDERATIONS**

In August 2019, 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 Funds:

<u>Cost:</u>	
Achieve 3000	\$ 415,233.00
Imagine Math Screener and Intervention	\$ 127,000.00
<b>Estimated Total</b>	<b>\$ 542,233.00</b>

**RECOMMENDATION**

Award Renewal Contracts for Reading Intervention Program and Math Intervention Programs

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Rumalda Ruiz, Assistant Superintendent for Finance  
Edilberto Flores, Executive Director for MHS Vertical Team  
Cynthia Wilson, Executive Director for VMHS Vertical Team  
Kim Risica, Executive Director for School Improvement and State/Federal Programs  
Dora Garcia, Coordinator for Purchasing  
Armando Sierra, Coordinator for Instructional Technology

FY2022 Term Contract:	Reading-Math Intervention Program #210-22-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Achieve3000</u> <ul style="list-style-type: none"> <li>• <u>Reading</u></li> </ul> </li> <li>2. <u>Imagine Learning</u> <ul style="list-style-type: none"> <li>• <u>Math</u></li> </ul> </li> </ol>
Term:	One Year
Term Period :	August 2021 – July 2022



**SUBJECT:** Renewal Contract for Fuel and Oil #750-22-0

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The intent of this contract is to provide a method to procure Fuel and Oil for the District.

**ADMINISTRATIVE CONSIDERATIONS**

On August 12, 2020, the Board of Trustees awarded Bid No. 750-20-0, for Fuel and Oil for a term of one year, with the option to renew for one additional year.

The Purchasing Department reviewed last year purchases.

The review process reached the following conclusions:

- (1) The District would benefit from renewing this contract.
- (2) All equipment, supplies and services are purchased on an as needed basis.

**FUNDING SOURCE AND AMOUNT**

General Fund Estimated Amount            \$233,126

**RECOMMENDATION**

Administration recommends renewing with all previously awarded vendors listed on tabulation sheet.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

FY2022 Term Contract:	Fuel and Oil #750-22-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Arquidegui Oil Co. II, LTD</u> <ul style="list-style-type: none"> <li>• Line item # 5, 8</li> </ul> </li> <li>2. <u>Hollon Oil Company</u> <ul style="list-style-type: none"> <li>• Line item # 3, 7</li> </ul> </li> <li>3. <u>Oil Patch Fuel and Supply</u> <ul style="list-style-type: none"> <li>• Line item # 1, 2, 4, 6, 9</li> </ul> </li> </ol>
Term:	One year
Term Period :	August 2021 – June 2022

Mission Consolidated Independent School District  
 Tabulation Form  
 Fuel and Oil 750-22-0

VENDOR NAME:			Arguindegui Oil Co. II, LTD		Hollon Oil Company		Oil Patch Fuel and Supply		Pinnacle Petroleum Inc		Petroleum Traders Corporation	
			Contact Name: Beto Lopez		Contact Name: Daniel Arriaga		Contact Name: Gloria Grez		Contact Name: Liz McKinley		Contact Name: Gayle Newton	
			email: beto.lopez@argpetro.com		email: darriaga@hollonoil.com		email: gloria@oiepatchfuelandsupply.com		email: lmckinley@pinnaclepetroleum.com		email: gnewton@petroleumtraders.com	
			Phone # (956) 722-5251 ext 46		Phone # 956-968-9583		Phone # 956-781-9047		Phone # (714) 841-8877		Phone # (888) 637-7661	
Item No.	UOM	Detailed Desc. - color, size, etc.	Note	Quoted Price	Note	Quoted Price	Note	Quoted Price	Note	Quoted Price	Note	Quoted Price
<b>FUEL</b>												
1	Gallon	Diesel fuel, (ULSD) ultra-low sulfur diesel with 15 PPM level, #2 grade, 48 Cetane/FG X API regional specs. An additive for low sulfur diesel fuel, necessary for lubrication, MUST be added. Diesel may be up to 5% biodiesel / 95% petro diesel blend. Cents per gross gallon over base price. NO OXINATED AND/OR ALCOHOL BASE COMPOUND MAY BE ADDED Diesel Additive MUST BE ADDED  Cents per gross gallon over base price		.0895				.0125		.2612	OPIS NO2ULS Harlingen OPIS NO2ULS Corpus Christi  N2B5UL N2B5UL (5% Bio) Harlingen N2B5UL (5% Bio) Corpus Christi	+0.0437 +0.1505  +0.0191 +0.1495
2	Gallon	Regular unleaded gasoline, supplied by a refiner listed in OPIS report. Minimum 87 octane, NO OXINATED AND/OR ALCOHOL BASE COMPOUND MAY BE ADDED. Detergent additives MUST be added. Additive MUST BE ADDED  Cents per gross gallon over base price		.0895				.0200		.2517		
<b>OIL</b>												
3	25 Pound Drum	Gear oil, SAE 85W-140, Specs: Rear Axle MIL-PRF 2105E API MT-1 GL-5		\$ 45.86	35 lb	\$44.98		\$ 64.00				
4	55 Pound Drum	Motor oil, SAE 5W-30, Pennzoil Synthetic or District approved equal.		\$ 1,825.73		\$398.00		\$ 353.10				
5	55 Pound Drum	Motor oil, SAE 10W-40, Chevron-Delo 400+ or District approved equal.		\$ 398.75								
6	55 Pound Drum	Motor oil, SAE 15W-40, Goldstar Fleetguard Premium Synthetic or District approved equal.		\$ 591.59				\$ 413.60				
7	GAL	Premium diesel engine oil, API CJ-4 Plus, CI-4, & CH-4 Approved, OEM Approvals; A) CAT ECF-3, B) CAT ECF-1, C) Detroit Diesel 93K218 Low Ash Oil, Product covered by warranty and purchased through an Authorized Shell Distributor, International OEM Approved Supplier, John Deere, JL Case, Mack, EOL, Caterpillar, Cummins, and Cummins NTC 400 & 2x 400 & L-10, Navistar. Should contain a frictional modifier. Successful bidder must supply District, at no cost, 1 bulk tank (250 gallon minimum), 1 air operated pump and 1 metering dispenser. If supplied in 55 gallon drum, successful bidder must supply District, at no cost, 1 air operated pump and 1 metering dispenser.  Price per gallon delivered in bulk, 150 gallons or more per order		\$ 7.40		\$5.68		\$ 6.29				
8	55 Pound Drum	Motor oil, SAE 5W-30, Pennzoil or District approved equal. Price per 55 gallons per month		\$ 329.24		\$398.00		\$ 353.10				
9	Gallon	Diesel exhaust fluid Air1 Brand or district approved equal Price per gallon delivered in bulk, 250 gallons per month		\$ 1.39		\$1.47		\$ 1.35				

**SUBJECT:** Contract Renewal with Workers' Compensation Solutions

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

On September 1, 2004 Mission CISD entered into an Interlocal Agreement with Workers' Compensation Solutions (WCS) to provide workers compensation benefits to its employees. The intent of the WCS program is to allow various participants to band together in order to share the risks of providing Workers Compensation Insurance. WCS provides member districts with a modified self-insurance workers' compensation program that allows schools to proactively manage long term costs associated with providing care and recovery for employees with on-the-job injuries. WCS helps achieve the lowest long-term cost for schools by providing comprehensive loss prevention program to eliminate physical and policy exposures, while providing expert claims analysis and stop-loss limits to manage claims expenses. WCS is composed of 43 Texas school districts. The duration of the Agreement will continue in existence for 30 years expiring August 31, 2031. MCISD can terminate the Agreement by giving a 30-day written notice to the Program.

On July 27, 2021, Worker' Compensation Solutions submitted a renewal for the second year of a three-year contract agreement. As previously agreed entering into a three-year contract with WCS would save the District \$30,429 by reducing the normal premium fixed cost rate to \$270,708 for the three years from \$280,851. A decrease of \$10,143 per year for the three years. They have also agreed to maintain the normal premium maximum loss fund rate for the 2021/2022 year at \$489,255. The exposure base of the fund is based on the following payroll amounts:

Bus Drivers	\$	2,969,750.37
Clerical	\$	8,136,134.26
Professional	\$	100,173,852.16
Other	\$	11,437,220.42
Total	\$	<u>122,716,957.21</u>

**ADMINISTRATIVE CONSIDERATIONS**

The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs. The purchase will be made using Workers' Compensation Solutions as an interlocal. Using an interlocal purchase complies with purchase

requirements of TEC 44.031a(5) and Board Policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

**FUNDING SOURCE:**

All Funds **\$319,634**

**RECOMMENDATION:**

Award Contract Renewal with Workers' Compensation Solutions

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Sylvia Cruz, Director for Payroll, Employee Benefits, and Risk Management  
Dora Garcia, Coordinator for Purchasing



# CARLISLE INSURANCE

— SINCE 1925 —

TAKE PRIDE



## 2021 Workers' Compensation Client Proposal

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Mission CISD

Chase Carlisle  
Carlisle Insurance Agency  
500 N. Water Street, Suite 900  
Corpus Christi, TX 78401-0234  
361.884.2775  
carlisleins.com



## Renewal Proposal Summary

### Mission CISD

**Current Rate Guarantee: 3 Years (2020-2023)**

**Effective Date:** 9.1.2021

### Current Payrolls

7380 – Bus Drivers	\$	2,969,750.37
8810 – Clerical	\$	8,136,134.26
8868 – Professional	\$	100,173,852.16
9101 – Other	\$	11,437,220.42
<b>Total</b>	\$	<b>122,716,957.21</b>

### Member Benefits

A+ Rated Specific & Aggregate Excess Insurance	Medical Bill Reviews
Texas-Based Claims Administrator	Bi-Lingual Claims Adjusters
On-Site Loss Prevention Services	Personal Protective Equipment
Safety Incentives	Wellness Program

### Coverage Provider                      Funding Summary                      2021 – 2022



Fixed Benefits Cost	\$	270,708.00
Claims Deposit (10% of MLF)	\$	48,925.50
9.1.2021 Initial Contribution	\$	319,633.50
<i>Maximum Loss Fund (MLF)</i>	\$	489,255.00

## Experience



Private and independent = more flexibility for you.

## Focus

- 100% of our time is devoted to serving public entities and providing access to the most competitive options
- Specialization nurtures expert assistance in the unique issues that schools face each day – active shooter, tort immunity, cyber liability, etc.



## Purchasing Power = More Choices for You

## More

- NAS is the largest insurance broker in Texas specializing in schools
- Represents more than 100 insurance markets worldwide; **plus**
- Proprietary access to programs not available to any other insurance broker in Texas – PCAT, WCS, CPAT and others

## Peace of Mind

---

Public entity risk managers are responsible for managing taxpayer's dollars in a manner that produces the best long-term result. We help clients navigate their options and produce a risk management strategy providing optimal safety, stability and the lowest long-term cost.

## Our Mission

---

Deliver the lowest long-term cost and the highest quality client experience. The cornerstones of our delivery are:

- Global Insurance Market Access
- Risk Management Resources & Training
- Comprehensive Claims Management & Recovery

## Core Values

---

### Integrity

Our reputation is one of honesty and integrity. We fulfill commitments and keep promises. Our decisions will be made based on the motto, "Do what is right."

### Attitude

Positive attitudes are contagious. We will have fun and enjoy our work — Laughing is required. 'Can-do' attitudes produce success, and we will celebrate our successes.

### Purpose

We sincerely care about our clients, colleagues and partners. Every job and function has purpose. We will continually strive for improvement. Therefore, we can be proud of our accomplishments.

## Partners

---

People are judged by the company they keep. North American Solutions partners with risk management and insurance associations to develop the expertise and resources that truly make a difference in the safety and operation of public entities.





## Mission

WCS | Workers' Compensation Solutions provides Member districts with a modified self-insurance workers' compensation program that allows schools to proactively manage long-term costs associated with providing care and recovery for employees with on-the-job injuries. WCS helps achieve the lowest long-term cost for schools by providing comprehensive loss prevention programs to eliminate physical and policy exposures, while providing expert claims analysis and stop-loss limits to manage claims expenses.

## Governance

WCS is a non-profit, Member owned-and-governed program. WCS Members elect a Board of Directors from their peer districts to ensure the program is continuously aligned with the needs of its Members.

## Loss Prevention

The best kinds of claims are the ones that never happen. Years of school accident analysis has enabled WCS to strategically invest in Member loss prevention training and materials designed specifically to improve safety by reducing risks in the school environment.

## Claims Analysis

Getting injured employees back to work in a healthy and expeditious manner is the goal of all schools. WCS medical professionals conduct evaluations to help ensure an appropriate and effective use of medical and therapeutic treatment to best bring the employee back into the workplace.

## Partnership

Effective workers' compensation management requires a long-term strategy. WCS provides multi-year agreements to provide rate stability. WCS also works directly with each school to develop specific loss prevention, claims analysis, and fund retention plans to ensure a healthy workforce, safe environments, and proper program fiscal management, year after year.

**SUBJECT:** Approval of Renewal for Property and Casualty Insurance with Property Casualty Alliance of Texas (PCAT) for the 2021-2022 School Year

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

### **BACKGROUND INFORMATION**

On August 26, 2013, MCISD entered into an Interlocal Agreement with the Property Casualty Alliance of Texas (PCAT) pursuant to the Interlocal Cooperation Act, Chapter 791, Title 7, of the Texas Government Code. The goal of the agreement is for MCISD and PCAT to collectively and cooperatively provide a plan to efficiently and effectively administer the District's property/casualty program.

MCISD's property and casualty insurance coverage renews September 1, 2021. Currently MCISD's property and casualty insurance includes coverage for property, equipment breakdown, cyber suite, general liability, educator's legal liability, crime, auto liability and auto physical damage.

PCAT has submitted the 2021-2022 school year renewal for Mission C.I.S.D. The renewal came at \$1,351,435. Premium increased by \$239,557 or 21.5% from the prior year (\$1,111,878). The increase is attributed to the continued deterioration of the property insurance market since the spring of 2019. The culmination of the 2017, 2018, 2019, and 2020 CAT losses have drastically affected the marketplace. As we are all aware, the 2020 Atlantic Hurricane Season saw a season that blew through the dedicated storm names and continued halfway through the Greek alphabet for only the second time in history. In addition to hurricane losses in 2020, the market saw an effect from COVID-19, California wildfires, and social unrest. The United States alone saw twenty-two (22) billion dollar plus weather related disaster events in 2020 which only further adjusted the market in 2021. The "hardened" market remains consistent this year with rate increases, changes in terms, conditions, and capacity across all property placements. In addition, MCISD sustained a triple digit loss from Hurricane Hanna.

This renewal marks the 1<sup>st</sup> year of a 3-year Local Interlocal Addendum to be executed by the District.

### **ADMINISTRATIVE CONSIDERATIONS**

Renewal came in at a reasonable premium and recommend approval of renewal for Property and Casualty Insurance with Property Casualty Alliance of Texas (PCAT) for the 2021-2022 School Year.

**FUNDING SOURCE:**

General Fund                      Amount:        \$1,351,435

**RECOMMENDATION:**

Approval of Renewal for Property and Casualty Insurance with Property Casualty Alliance of Texas (PCAT) for the 2021-2022 School Year

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Sylvia Cruz, Director of Payroll, Employee Benefits, & Risk Management  
Dora Garcia, Coordinator for Purchasing



## Mission CISD 2021-2022 Premium Summary

	2020-2021 9/1/20 to 9/1/21	2021-2022 9/1/21 to 9/1/22	2021-2022 9/1/21 to 9/1/22
Total Insured Values:	\$494,700,679	\$496,651,893	\$496,651,893
AOP Deductible	\$15,000	\$15,000	\$15,000
Wind/Hail Deductible	\$50,000	\$50,000	\$50,000
Named Storm Deductible	1% of TIV, Per Building or Structure, subject to a minimum of \$100,000 Per Occurrence and a Maximum of \$1,000,000 Per Occurrence	2% of TIV, Per Occurrence, per location, subject to a minimum of \$100,000 Per Occurrence and a Maximum of \$3,000,000 Per Occurrence	1% of TIV, Per Occurrence, per location, subject to a minimum of \$100,000 Per Occurrence and a Maximum of \$3,000,000 Per Occurrence
Flood Deductible	Maximum NFIP, whether purchased or not for locations in zones prefixed with A or V or within Zone B, X500 or X-shaded; Plus \$100,000 per occurrence	\$100,000 Per Occurrence Except Maximum NFIP per Building, whether purchased or not, for Locations in Zones Prefixed with A or V or Within Zone B, X500 Or Shaded X; Plus \$100,000 per Occ. The following deductible also applies as respects 1802 Cleo Dawson, Mission, TX 78572 and 810 W. Griffin Parkway, Mission, TX 78572: Maximum available NFIP per Building, whether purchased or not, Plus \$100,000 per occurrence	\$100,000 Per Occurrence Except Maximum NFIP per Building, whether purchased or not, for Locations in Zones Prefixed with A or V or Within Zone B, X500 Or Shaded X; Plus \$100,000 per Occ. The following deductible also applies as respects 1802 Cleo Dawson, Mission, TX 78572 and 810 W. Griffin Parkway, Mission, TX 78572: Maximum available NFIP per Building, whether purchased or not, Plus \$100,000 per occurrence
Property - All Other Perils Wind/Hail Flood	\$793,144	\$905,791	\$989,731
Crime		\$9,156	\$9,156
PCAT Casualty	\$318,734	\$323,694	\$323,694
<b>Total</b>	<b>\$1,111,878</b>	<b>\$1,238,641</b>	<b>\$1,322,581</b>

80

\* Per Building, per occurrence deductible option: Additional Premium: \$15,738.75

\* Flood - \$200,000 per occurrence deductible as respects 1802 Cleo Dawson and 810 W. Griffin Parkway: Additional Premium: \$13,115.63





# CARLISLE INSURANCE

— SINCE 1925 —

TAKE PRIDE



## Mission CISD 2021 Proposal

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### Equipment Breakdown & Casualty Coverage

Chase Carlisle  
Carlisle Insurance Agency  
500 N. Water Street, Suite 900  
Corpus Christi, TX 78401-0234  
361.884.2775  
Carlisleins.com

## 2021 Coverage Summary

### Mission CISD

PCAT 9.1.2021 - 9.1.2022

Coverage	Provider	Valuation	Limits	Deductible
Equipment Breakdown	PCAT	Per Accident	\$100,000,000	\$5,000
Cyber Suite Coverage	PCAT	Data Compromise Computer Attack/Extortion Network Security	\$1,000,000	\$10,000
General Liability	PCAT	Per Occurrence / General Aggregate	\$1,000,000	\$1,000 \$5,000 Law
Educator's Legal Liability	PCAT	Claims Made & Reported	\$1,000,000	\$25,000
Auto Liability	PCAT	Per Accident	\$1,000,000	\$1,000
Auto Physical Damage	PCAT	Actual Cash Value	See Schedule	\$1,000

## Equipment Breakdown

	Limits	Deductible
Equipment Breakdown Limit	\$ 100,000,000	\$ 5,000
Property Damage	Included	
Off Premises Property Damage	\$ 25,000	
Business Income/Extra Expense/Service Interruption	\$ 1,000,000	
Contingent Business Income	\$ 25,000	
Civil Authority	Included	
Perishable Goods	\$ 100,000	
Demolition	\$ 100,000	
Ordinance or Law	\$ 100,000	
Expediting Expenses	\$ 100,000	
Hazardous Substances	\$ 100,000	
Newly Acquired Locations	\$ 1,000,000	
Green	\$ 25,000	
Public Relations	\$ 5,000	

# Cyber Suite Coverage

Annual Aggregate  
Limit

Deductible

All Coverages Combined

\$1,000,000

\$10,000

## Data Compromise Response Expenses - Included in Annual Aggregate Limit

Notification to Affected Individuals

Services to Affected Individuals

### Per Occurrence Sublimits:

Forensic IT Review 50% of Cyber Suite Annual Limit

Legal Review 50% of Cyber Suite Annual Limit

Public Relations Services \$ 5,000

Regulatory Fines and Penalties 50% of Cyber Suite Annual Limit

PCI Fines and Penalties 50% of Cyber Suite Annual Limit

## Computer Attack & Cyber Extortion - Included in Annual Aggregate Limit

Data Restoration Costs

Data Recreation Costs

System Restoration Costs

### Per Occurrence Sublimits:

Loss of Business 50% of Cyber Suite Annual Limit

Extended Income Recovery Subject to loss of business sublimit

Public Relations Services \$ 5,000

Cyber Extortion \$ 25,000

Misdirected Payment Fraud \$ 25,000

Computer Fraud \$ 25,000

## Data Compromise Liability - Included in Annual Aggregate Limit

Defense & Liability

## Network Security Liability - Included in Annual Aggregate Limit

Defense & Liability

## Electronic Media Liability - Included in Annual Aggregate Limit

Defense & Liability

## General Liability

	Limits	Deductible
General Aggregate Limit	\$1,000,000	\$ 1,000
Each Occurrence Limit	\$ 1,000,000	\$ 1,000
Damage To Premises Rented To You Limit	\$ 500,000	\$ 1,000
Law Enforcement Liability Limit	\$ 1,000,000	\$ 5,000
Unmanned Aerial Vehicle Aggregate Limit	\$ 100,000	\$ 1,000
Personal and Advertising Injury Limit	\$ 1,000,000	\$ 1,000
Products/Completed Operations Aggregate Limit	\$1,000,000	\$ 1,000

## Employee Benefits Liability

	Limits	Deductible
Claims-Made & Reported Form	Retroactive Date: 9.1.2013	
Each Employee	\$1,000,000	\$ 1,000
Aggregate (Included in General Liability General Aggregate)		

## Educator's Legal Liability

	Limits	Deductible
Claims-Made & Reported Form	Retroactive Date: 9.1.2008	
Coverage A: Professional Educational Services		\$ 25,000
Each Professional Incident	\$1,000,000	
Professional Incident Aggregate	\$1,000,000	
Coverage B: Employment-Practices Liability		\$ 25,000
Each Employment Incident	Combined with Coverage A	
Employment Incident Aggregate	Combined with Coverage A	
Coverage C: Non-Pecuniary Defense		\$ 25,000
Defense Reimbursement	\$100,000	
Defense Reimbursement Aggregate	\$300,000	

## Auto Liability

	Limits	Deductible
Combined Single Limit	\$ 1,000,000	\$ 1,000
Non-Owned & Hired Liability	BI / PD Limit	

## Auto Physical Damage

	Limits	Deductible
Comprehensive & Collision Coverage Including Flood, except in Zones Prefixed A or V	ACV	\$ 1,000
Newly Acquired Vehicles	ACV	\$ 1,000
Garagekeepers Legal Liability	\$ 50,000	\$ 1,000
Hired Car Physical Damage	\$ 100,000	\$ 1,000

## Vehicle Coverage

Automobile Liability and/or Physical Damage coverage is provided for all vehicles shown on the attached schedule. If changes to your schedule need to be made, advise your PCAT Representative before the beginning of the Participation Period. Adjustments to the schedule will be made and an Amended Auto Coverage Form will be issued. **Any vehicle owned prior to the Participation Period but not on the schedule may not be covered.**

### Newly Acquired Vehicles

Vehicles obtained after the beginning of the Participation Period are automatically covered for the same limits and deductibles as other like-type vehicles. However, if the number of vehicles added exceed 5% of the total number of covered vehicles, then an additional Contribution as determined will be due for the pro-rated coverage period.

# Terms & Conditions

## General Terms

1. The proposed contributions and coverage include package discounts. Therefore, all proposed coverages must be accepted as a package.
2. This proposal is summary only. Please consult all applicable agreements and coverage documents for a complete explanation of the coverages, conditions and exclusions.
3. If this proposal is based upon an incomplete application, terms and pricing may change if the completed application reveals new underwriting concerns.
4. This proposal is based upon no deterioration in property losses prior to binding. If a Named Storm has entered the Gulf of Mexico, binding or increasing coverage is not allowed without written approval from North American Solutions.
5. This proposal is rescinded if a RFP is issued by the school district or college subsequent to the date that this proposal is offered.
6. Coverage begins at 12:01 am on the effective date and ends at 12:01 am on the expiration date.

## Multi-Year Coverage

1. This proposal includes multi-year coverage terms as specified in the PCAT Multi-Year Interlocal Addendum.

## Automobiles

1. Automobile Liability coverage does not extend to 15 Passenger Vans “while transporting students.”
2. A contracted school bus driver who is not a district employee is not considered a covered Member.

## Annual Adjustments

1. Contributions are adjusted annually based on updated exposures for Property and Contents, Automobiles and Average Daily Attendance.
2. Contributions may be adjusted annually per the PCAT Multi-Year Interlocal Addendum.

## Proposal Contingencies (the following must be received prior to binding)

1. Signed PCAT Multi-Year Interlocal Addendum.
2. Signed coverage applications.

## Cost Summary

	Exposures		Cost
Equipment Breakdown	TIV	\$ 496,796,729	\$ 22,347
Cyber Suite	ADA	15,104	\$ 12,819
	Employees	2,238	
General Liability & Employee Benefits Liability	ADA	15,104	\$ 8,882
	Employees	2,238	
Educator's Legal Liability	ADA	15,104	\$ 123,651
	Employees	2,238	
Automobile Liability	Power Units	224	\$ 75,499
	Trailers	45	
Auto Physical Damage	Cost New	\$11,634,676	\$ 80,746
	Units	254	
<b>Annual Cost</b>			<b>\$ 323,944</b>

## Value - Added Services

Driver Training	On-site Training Session + School Bus Driver DVD Training Program	Included
Employee Training	Online Liability Training for School	Included
SafeBus Community Bus Driver Monitoring	Yellow & White fleet safety monitoring program	Included

# PCAT Summary of Coverage Changes

September 1, 2021

As part of the continuous improvement process, periodic reviews of coverage documents are conducted to provide the best products to our Members. Property Casualty Alliance of Texas (PCAT) is implementing the following coverage changes for all renewals taking effect on or after September 1, 2021.

[This is a summary of changes only, please carefully review the coverage documents in their entirety](#)

## Building and Personal Property Coverage

- In Section III – Inland Marine Coverages, D. Fine Arts. Change clarifying that Inland Marine Coverage only applies to Fine Arts while the property is off premises and that coverage is limited to a total of \$25,000. (pp. 9)
- In Section IV – Property Not Covered, R. Fine Arts. Fine Arts are now excluded from property coverage unless specifically listed on the property schedule at an agreed stated value. The amount established on the property schedule must be supported by an appraisal and agreed by PCAT. (pp. 12)
- In Section Commercial Property Conditions, I. Loss Conditions, L. Valuation, i. Fine Arts. Market value has been changed to Stated Value Basis (based on appraisal accepted by PCAT underwriting. Fine Arts off premises is limited to a total of \$25,000. (pp. 27-28)

## Commercial General Liability

- In Section I – General Exclusions – Coverages A, B, and C, one exclusion was changed.
  20. Communicable Disease Outbreak  
This policy does not cover any actual or alleged loss, liability, damage, compensation, bodily injury, sickness, disease, death, medical expenses, defense expense, cost, expense or any other amount, directly or indirectly and regardless of any other cause contributing concurrently or in any sequence, originating from, caused by, arising out of, contributed to by, resulting from, or otherwise in connection with a Communicable Disease Outbreak or the fear or threat (whether actual or perceived) of a Communicable Disease Outbreak including, but not limited to any cost to clean-up, detoxify, remove, monitor or test for a Communicable Disease associated with a Communicable Disease Outbreak.  
This exclusion applies even if the Claim against any insured alleges negligence or other wrongdoing in the:
    - a. Supervising, hiring, employing, training or monitoring of others that may be infected with and spread a Communicable Disease associated with a Communicable Disease Outbreak;
    - b. Testing for a communicable disease associated with a Communicable Disease Outbreak;
    - c. Failure to prevent the spread of the Communicable Disease associated with a Communicable Disease Outbreak; or
    - d. Failure to report the Communicable Disease associated with a Communicable Disease Outbreak to authorities. (pp. 13)
- In Section V – Definitions, two Definitions were added:

5. Communicable Disease

Any infection or contagious disease which can be transmitted by means of any substance or agent from any organism to another organism where:

- a. The substance or agent includes, but is not limited to, a virus, bacterium, parasite or other organism or any variation thereof, whether deemed living or not, and
- b. Regardless of the method of transmission, whether direct or indirect, includes but is not limited to, airborne transmission, bodily fluid transmission, transmission from or to any surface or object, solid, liquid or gas or between humans, animals, or from any animal to any human or from any human to any animal, and
- c. The disease, substance or agent can cause or threaten bodily injury, illness, emotional distress, damage to human health, human welfare or tangible or intangible property damage. (pp. 19-20)

6. Communicable Disease Outbreak

A claim or occurrence for a Communicable Disease that is declared, or determined to be, a public health emergency, pandemic, outbreak, epidemic, disaster, or public emergency by the World Health Organization, or any agency or authority tasked with overseeing international or global public health, or by the United States government, including any federal, state or local agency. (pp. 20)

## **Business Automobile Coverage**

- In Section II – Liability Coverage, C. Limit of Coverage, 3. (a.)(b.)(c.) has been added. Coverage for **non-employees** is now limited to the maximum of \$100,000/\$300,000/\$100,000 to better align with governmental entity TTCA 101.023(b). (pp. 6 - 7)

## Experience



Private and independent = more flexibility for you.

## Focus

- 100% of our time is devoted to serving public entities and providing access to the most competitive options
- Specialization nurtures expert assistance in the unique issues that schools face each day – active shooter, tort immunity, cyber liability, etc.



## Purchasing Power = More Choices for You

## More

- NAS is the largest insurance broker in Texas specializing in schools
- Represents more than 100 insurance markets worldwide; **plus**
- Proprietary access to programs not available to any other insurance broker in Texas – PCAT, WCS, CPAT and others

## Peace of Mind

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Public entity risk managers are responsible for managing taxpayer's dollars in a manner that produces the best long-term result. We help clients navigate their options and produce a risk management strategy providing optimal safety, stability and the lowest long-term cost.

## Our Mission

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Deliver the lowest long-term cost and the highest quality client experience. The cornerstones of our delivery are:

- Global Insurance Market Access
- Risk Management Resources & Training
- Comprehensive Claims Management & Recovery

## Core Values

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### Integrity

Our reputation is one of honesty and integrity. We fulfill commitments and keep promises. Our decisions will be made based on the motto, "Do what is right."

### Attitude

Positive attitudes are contagious. We will have fun and enjoy our work — Laughing is required. 'Can-do' attitudes produce success, and we will celebrate our successes.

### Purpose

We sincerely care about our clients, colleagues and partners. Every job and function has purpose. We will continually strive for improvement. Therefore, we can be proud of our accomplishments.

## Partners

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People are judged by the company they keep. North American Solutions partners with risk management and insurance associations to develop the expertise and resources that truly make a difference in the safety and operation of public entities.



## Mission

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PCAT was created to provide Member districts with a strategy to achieve the lowest long-term cost for property and casualty coverage via multi-year membership, rate and coverage stability, proactive loss prevention, and cash dividends.

## Strength

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PCAT provides multi-year risk management solutions for over 175 Texas school districts. With over \$50 Million in annual Member contributions, PCAT is the largest school risk program in the country devoted exclusively to property and casualty exposures.

## Governance

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PCAT is a Member owned-and-governed program. Member districts elect a five-Member Board of their peers to provide program governance ensuring the program is consistently aligned with the best interests of Member districts.

## Non-Profit

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PCAT's non-profit status ensures that any program funds not necessary for program operations are dispersed to Members via cash dividends. Since 2009, PCAT has returned over \$11,000,000 in cash dividends to Texas classrooms.

## Interlocal

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Formed under the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, the PCAT Interlocal Agreement enables Members to benefit from cost-saving multi-year agreements while meeting Texas Education Code section 44.031 Purchasing Contracts requirements.

## Disaster Recovery Assistance

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In the event of a major catastrophic event, procuring critical resources needed to get facilities up and running can be challenging. PCAT/Agility Recovery provides Member access to key disaster recovery assets such as generators, portable buildings, computers, satellite phone and Internet access.



## **Mission CISD Schedules**



Mission CISD

Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	YR Built	YR Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Member	Building Value	Contents Value	Total Value
Mission CISD	108-908	Record Storage Warehouse / Office	21A	1101 Dunlap	Mission	78572	JM	1	1950			3,482	\$ 88.30	20%		\$ 307,450	\$ 61,490	\$ 368,940
Mission CISD	108-908	Marcell Elementary School Main	7A	1101 N Holland	Mission	78572	MNC	1	2000		YES	74,514	\$ 138.05	16%		\$ 10,286,861	\$ 1,645,898	\$ 11,932,759
Mission CISD	108-908	Marcell Elementary School Gym	7B	1101 N Holland	Mission	78572	MNC	1	1990			6,396	\$ 115.80	12%		\$ 740,664	\$ 88,880	\$ 829,544
Mission CISD	108-908	Marcell Elementary School Pavilion - Open		1101 N Holland	Mission	78572	NC	1	2000			2,400	\$ 30.00			\$ 72,000	\$ -	\$ 72,000
Mission CISD	108-908	Portable LRSH Wood Marcell Elementary - 43425		1101 N Holland	Mission	78572	Frame	1	1978			380	\$ 50.00	25%	Member	\$ 19,000	\$ 4,750	\$ 23,750
Mission CISD	108-908	Portable-Wood / Storage Marcell		1101 N. Holland	Mission	78572	Frame	1	2007			160	\$ 25.00	25%	Member	\$ 4,000	\$ 1,000	\$ 5,000
Mission CISD	108-908	Kenneth White Junior High School Main Bldg	16A	1101 W. Griffin Parkway	Mission	78572	MNC	1	1988			137,934	\$ 136.89	18%		\$ 18,881,112	\$ 3,398,600	\$ 22,279,712
Mission CISD	108-908	K-White Jr High School Pavilion		1101 W. Griffin Parkway	Mission	78572	NC	1	1990			2,401	\$ 30.00			\$ 72,030	\$ -	\$ 72,030
Mission CISD	108-908	300 Radio Tower - Metal		1101 W. Griffin Parkway	Mission	78572										\$ 25,000	\$ -	\$ 25,000
Mission CISD	108-908	K-White Jr High School Scoreboard		1101 W. Griffin Parkway	Mission	78572										\$ 10,000	\$ -	\$ 10,000
Mission CISD	108-908	K-White Jr High School Bleachers (25' x 10 rows)		1101 W. Griffin Parkway	Mission	78572										\$ 16,250	\$ -	\$ 16,250
Mission CISD	108-908	K-White Jr High School Bleachers (25' x 5 rows)		1101 W. Griffin Parkway	Mission	78572										\$ 16,250	\$ -	\$ 16,250
Mission CISD	108-908	K-White Jr High School Stadium Restrooms		1101 W. Griffin Parkway	Mission	78572	JM	1				814	\$ 40.00			\$ 32,560	\$ -	\$ 32,560
Mission CISD	108-908	K-White Jr High School Stadium Ticket Booth (9x9)		1101 W. Griffin Parkway	Mission	78572	Frame	1				81	\$ 25.00			\$ 2,025	\$ -	\$ 2,025
Mission CISD	108-908	K-White Jr High School Tennis Courts x3		1101 W. Griffin Parkway	Mission	78572										\$ 170,000	\$ -	\$ 170,000
Mission CISD	108-908	K-White Jr High School Portable Metal - 43449 & 43450		1101 W. Griffin Parkway	Mission	78572	Frame	1	1991			1,536	\$ 50.00	18%		\$ 76,800	\$ 13,824	\$ 90,624
Mission CISD	108-908	Professional Development Center	1B	1103 Pamela	Mission	78572	MNC	1	1978			3,600	\$ 125.47	25%		\$ 451,675	\$ 112,919	\$ 564,594
Mission CISD	108-908	Bryan Elementary Main School Bldg	5A	1110 N. Bryan Road	Mission	78572	MNC	1	2001		YES	71,442	\$ 138.48	16%		\$ 9,893,033	\$ 1,582,885	\$ 11,475,918
Mission CISD	108-908	Bryan Elementary Gym	5B	1110 N. Bryan Road	Mission	78572	MNC	1	1990			6,396	\$ 115.80	12%		\$ 740,664	\$ 88,880	\$ 829,544
Mission CISD	108-908	Bryan Elementary School - Metal Storage Portable - 43463		1110 N. Bryan Road	Mission	78572	NC	1	1989			1,080	\$ 50.00	16%		\$ 54,000	\$ 8,640	\$ 62,640
Mission CISD	108-908	Bryan Elementary School - Wood Storage Portable - 43422		1110 N. Bryan Road	Mission	78572	Frame	1	1968			336	\$ 50.00	16%		\$ 16,800	\$ 2,688	\$ 19,488
Mission CISD	108-908	Bryan Elementary School - Wood Storage Portable - 43423		1110 N. Bryan Road	Mission	78572	Frame	1	1968			336	\$ 50.00	16%		\$ 16,800	\$ 2,688	\$ 19,488
Mission CISD	108-908	Main District Administration Office Bldg	1A	1201 Bryce Drive	Mission	78572	MNC	1	1953			41,072	\$ 121.86	25%		\$ 5,005,025	\$ 1,251,256	\$ 6,256,281
Mission CISD	108-908	Central Kitchen	19A	1201 W. Griffin Parkway	Mission	78572	MNC	1	1990		YES	36,521	\$ 132.53	35%		\$ 4,839,989	\$ 1,693,996	\$ 6,533,985
Mission CISD	108-908	CNP Warehouse Expansion		1201 W. Griffin Parkway	Mission	78572	MNC	1	2015	2015		11,488	\$ 153.18		Member	\$ 1,759,736	\$ 558,361	\$ 2,318,097
Mission CISD	108-908	Radio Room #1 (14 x 30)		1201 W. Griffin Parkway	Mission	78572										\$ 26,000	\$ -	\$ 26,000
Mission CISD	108-908	Radio Room #2 (14 x 20)		1201 W. Griffin Parkway	Mission	78572										\$ 21,000	\$ 45,000	\$ 66,000
Mission CISD	108-908	Ag Farm Pen A (62 x 78)		1201 W. Griffin Parkway	Mission	78572	NC	1				4,836	\$ 30.00			\$ 145,080	\$ -	\$ 145,080
Mission CISD	108-908	Ag Farm Pen B (35 x 50)		1201 W. Griffin Parkway	Mission	78572	NC	1				1,750	\$ 30.00			\$ 52,500	\$ -	\$ 52,500
Mission CISD	108-908	Ag Farm Pen C (45 x 100)		1201 W. Griffin Parkway	Mission	78572	NC	1				4,500	\$ 30.00			\$ 135,000	\$ -	\$ 135,000
Mission CISD	108-908	Ag Farm Storage 1 (10 x 15)		1201 W. Griffin Parkway	Mission	78572	Frame	1				150	\$ 25.00	10%		\$ 3,750	\$ 375	\$ 4,125
Mission CISD	108-908	Ag Farm Storage 2 (10 x 15)		1201 W. Griffin Parkway	Mission	78572	Frame	1				150	\$ 25.00	10%		\$ 3,750	\$ 375	\$ 4,125
Mission CISD	108-908	CNP Warehouse Expansion		1201 W. Griffin Parkway	Mission	78572						11,488			Member	\$ 1,759,736	\$ 558,361	\$ 2,318,097
Mission CISD	108-908	Jose "Joe" Correa Jr. Agriculture Science Lab		1205 W. Griffin Parkway	Mission	78572	NC	1	2016	2016	YES	28,218	\$ 87.33		Member	\$ 2,464,383	\$ 127,492	\$ 2,591,875
Mission CISD	108-908	Mission CISD Northside Pool		1500 N. Nicholson Avenue	Mission	78572			2018			13,000	\$ 93.84		Member	\$ 1,219,871	\$ -	\$ 1,219,871
Mission CISD	108-908	Mission High School Bldg A	2A	1802 Cleo Dawson	Mission	78572	MNC	1	1963			19,967	\$ 129.19	20%		\$ 2,579,511	\$ 515,902	\$ 3,095,413
Mission CISD	108-908	Mission HS Bldg B	2B	1802 Cleo Dawson	Mission	78572	MNC	1	1963			19,967	\$ 133.09	20%		\$ 2,657,441	\$ 531,488	\$ 3,188,929
Mission CISD	108-908	Mission HS Bldg M	2C	1802 Cleo Dawson	Mission	78572	MNC	1	1987			13,819	\$ 133.39	20%		\$ 1,843,381	\$ 368,676	\$ 2,212,057
Mission CISD	108-908	Mission HS Bldg N	2D	1802 Cleo Dawson	Mission	78572	MNC	1	1987			9,059	\$ 135.71	20%		\$ 1,229,428	\$ 245,886	\$ 1,475,314
Mission CISD	108-908	Mission HS Bldg J	2E	1802 Cleo Dawson	Mission	78572	MNC	1	1985			12,882	\$ 136.67	20%		\$ 1,760,647	\$ 352,129	\$ 2,112,776
Mission CISD	108-908	Mission HS Bldg D / Old Gym	2H	1802 Cleo Dawson	Mission	78572	MNC	1	1963			31,936	\$ 123.48	15%		\$ 3,943,329	\$ 591,499	\$ 4,534,828
Mission CISD	108-908	Mission HS Bldg Q	2F	1802 Cleo Dawson	Mission	78572	MNC	1	1971			34,247	\$ 156.82			\$ 5,370,588	\$ 1,074,118	\$ 6,444,706
Mission CISD	108-908	Mission HS Neuhaus Center / New Gym	2I	1802 Cleo Dawson	Mission	78572	MNC	1	1985		YES	33,742	\$ 147.70	12%		\$ 4,983,526	\$ 598,023	\$ 5,581,549
Mission CISD	108-908	Mission HS Fine Arts Bldg	2J	1802 Cleo Dawson	Mission	78572	MNC	1	2009		YES	18,955	\$ 295.56	30%		\$ 5,602,262	\$ 1,680,679	\$ 7,282,941
Mission CISD	108-908	Mission HS Bldg R - Science	2L	1802 Cleo Dawson	Mission	78572	MNC	1	2001			49,557	\$ 141.16	20%		\$ 6,995,477	\$ 1,399,095	\$ 8,394,572
Mission CISD	108-908	Mission HS Old Field House	2M	1802 Cleo Dawson	Mission	78572	MNC	1	1980			12,098	\$ 115.62	20%		\$ 1,398,769	\$ 279,754	\$ 1,678,523
Mission CISD	108-908	Mission HS FFA / Agriculture Bldg	2N	1802 Cleo Dawson	Mission	78572	NC	1	2004			11,680	\$ 73.20	25%		\$ 854,949	\$ 213,737	\$ 1,068,686
Mission CISD	108-908	Mission HS Field House (NEW)	2O	1802 Cleo Dawson	Mission	78572	MNC	1	2014		YES	15,942	\$ 215.96			\$ 3,292,559	\$ 688,568	\$ 3,981,127
Mission CISD	108-908	Mission High School - Cafeteria		1802 Cleo Dawson	Mission	78572	MNC		2018			28,700	\$ 154.76		Member	\$ 4,441,626	\$ 839,288	\$ 5,280,914
Mission CISD	108-908	Mission High School - AG Building		1802 Cleo Dawson	Mission	78572	MNC	1	2017			9,550	\$ 131.44		Member	\$ 1,255,239	\$ -	\$ 1,255,239
Mission CISD	108-908	Mission High School - Area A & B (classrooms)		1802 Cleo Dawson	Mission	78572	MNC	2	2018			58,900	\$ 156.06		Member	\$ 9,192,223	\$ 79,327	\$ 9,271,550



# CARLISLE INSURANCE

— SINCE 1925 —

TAKE PRIDE

## Equipment Breakdown Schedule

Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	YR Built	YR Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Member	Building Value	Contents Value	Total Value
Mission CISD	108-908	Mission High School - Area M (Administration)		1802 Cleo Dawson	Mission	78572	MNC	1	2018			14,000	\$ 123.96		Member	\$ 1,735,427	\$ 316,968	\$ 2,052,395
Mission CISD	108-908	Mission High School - Area N (JROTC)		1802 Cleo Dawson	Mission	78572	MNC	1	2017			9,000	\$ 159.71		Member	\$ 1,437,354	\$ -	\$ 1,437,354
Mission CISD	108-908	Mission High School - Central Plant (3Chillers) in D Bldg		1802 Cleo Dawson	Mission	78572			2018			4,742	\$ -		Member	\$ -	\$ 3,771,365	\$ 3,771,365
Mission CISD	108-908	Mission High School - Fine Arts Complex		1802 Cleo Dawson	Mission	78572		2	2018			16,195			Member	\$ 3,075,421	\$ -	\$ 3,075,421
Mission CISD	108-908	Mission High School - Building D		1802 Cleo Dawson	Mission	78572		1	2018						Member	\$ 1,288,860	\$ -	\$ 1,288,860
Mission CISD	108-908	Grounds Storage Bldg (45 x 17)		1802 Cleo Dawson	Mission	78572	NC	1	1980			765	\$ 30.00	20%		\$ 22,950	\$ 4,590	\$ 27,540
Mission CISD	108-908	Restrooms - Home & Visitors		1802 Cleo Dawson	Mission	78572	MNC	1	2016	2016		1,860			Member	\$ 407,502	\$ -	\$ 407,502
Mission CISD	108-908	Renovated Tom Landry Stadium		1802 Cleo Dawson	Mission	78572									Member	\$ 5,458,061	\$ -	\$ 5,458,061
Mission CISD	108-908	Football Field Restroom Bldg		1802 Cleo Dawson	Mission	78572	MNC	1	1980			1,136	\$ 60.00	10%		\$ 68,160	\$ 6,816	\$ 74,976
Mission CISD	108-908	Concession Stand 1 (Home Side)		1802 Cleo Dawson	Mission	78572	NC	1	1980			280	\$ 50.00	10%		\$ 14,000	\$ 1,400	\$ 15,400
Mission CISD	108-908	Concession Stand 2 (Home Side)		1802 Cleo Dawson	Mission	78572	NC	1	1980			308	\$ 50.00	10%		\$ 15,400	\$ 1,540	\$ 16,940
Mission CISD	108-908	Concession Stand 3 (Home Side)		1802 Cleo Dawson	Mission	78572	NC	1	1980			336	\$ 50.00	10%		\$ 16,800	\$ 1,680	\$ 18,480
Mission CISD	108-908	Concession Stand 4 (Home Side)		1802 Cleo Dawson	Mission	78572	NC	1	1980			280	\$ 50.00	10%		\$ 14,000	\$ 1,400	\$ 15,400
Mission CISD	108-908	Concession Stand 1 (Visitor Side)		1802 Cleo Dawson	Mission	78572	NC	1	1985			260	\$ 50.00	10%		\$ 13,000	\$ 1,300	\$ 14,300
Mission CISD	108-908	Concession Stand 2 (Visitor Side)		1802 Cleo Dawson	Mission	78572	NC	1	1985			260	\$ 50.00	10%		\$ 13,000	\$ 1,300	\$ 14,300
Mission CISD	108-908	Football Lights w / Metal Poles (4 Poles, 80 Lights)		1802 Cleo Dawson	Mission	78572										\$ 112,000	\$ -	\$ 112,000
Mission CISD	108-908	Scoreboard Metal on Metal Pole		1802 Cleo Dawson	Mission	78572										\$ 495,315	\$ -	\$ 495,315
Mission CISD	108-908	Stadium 8 Lane Synthetic Track		1802 Cleo Dawson	Mission	78572										\$ 150,000	\$ -	\$ 150,000
Mission CISD	108-908	Football Field Artificial Turf		1802 Cleo Dawson	Mission	78572										\$ 650,000	\$ -	\$ 650,000
Mission CISD	108-908	Baseball Press Box / Concession / Restroom		1802 Cleo Dawson	Mission	78572	JM	2	1998			1,948	\$ 40.00	20%		\$ 77,920	\$ 15,584	\$ 93,504
Mission CISD	108-908	Baseball Batting Practice Bldg		1802 Cleo Dawson	Mission	78572	MNC	1	1998			3,440	\$ 40.00	15%		\$ 137,600	\$ 20,640	\$ 158,240
Mission CISD	108-908	Baseball Dugout (1st Base Side)		1802 Cleo Dawson	Mission	78572	MNC	1	1998			616	\$ 40.00			\$ 24,640	\$ -	\$ 24,640
Mission CISD	108-908	Baseball Dugout (3rd Base Side)		1802 Cleo Dawson	Mission	78572	MNC	1	1998			616	\$ 40.00			\$ 24,640	\$ -	\$ 24,640
Mission CISD	108-908	Baseball Field Lights w / Metal Poles (8 poles, 94 lights)		1802 Cleo Dawson	Mission	78572										\$ 144,400	\$ -	\$ 144,400
Mission CISD	108-908	Baseball Bleachers (55' x 18 rows)		1802 Cleo Dawson	Mission	78572										\$ 66,000	\$ -	\$ 66,000
Mission CISD	108-908	Baseball Bleachers (55' x 18 rows)		1802 Cleo Dawson	Mission	78572										\$ 66,000	\$ -	\$ 66,000
Mission CISD	108-908	Baseball Bleachers (32' x 5 rows)		1802 Cleo Dawson	Mission	78572										\$ 10,667	\$ -	\$ 10,667
Mission CISD	108-908	Baseball Scoreboard		1802 Cleo Dawson	Mission	78572										\$ 8,000	\$ -	\$ 8,000
Mission CISD	108-908	Softball Pressbox / Restroom Bldg		1802 Cleo Dawson	Mission	78572	JM	1	1998			864	\$ 50.00	10%		\$ 43,200	\$ 4,320	\$ 47,520
Mission CISD	108-908	Softball Batting Bldg		1802 Cleo Dawson	Mission	78572	JM	1	1998			2,856	\$ 40.00	20%		\$ 114,240	\$ 22,848	\$ 137,088
Mission CISD	108-908	Softball Dugout (1st Base Side)		1802 Cleo Dawson	Mission	78572	JM	1	1998			365	\$ 40.00			\$ 14,600	\$ -	\$ 14,600
Mission CISD	108-908	Softball Dugout (3rd Base Side)		1802 Cleo Dawson	Mission	78572	JM	1	1998			365	\$ 40.00			\$ 14,600	\$ -	\$ 14,600
Mission CISD	108-908	Softball Lights / Poles (6 Poles, 30 Lights)		1802 Cleo Dawson	Mission	78572										\$ 84,000	\$ -	\$ 84,000
Mission CISD	108-908	Softball Bleachers (32' x 8 rows)		1802 Cleo Dawson	Mission	78572										\$ 17,067	\$ -	\$ 17,067
Mission CISD	108-908	Softball Bleachers (32' x 8 rows)		1802 Cleo Dawson	Mission	78572										\$ 17,067	\$ -	\$ 17,067
Mission CISD	108-908	Softball Bleachers (25' x 5 rows)		1802 Cleo Dawson	Mission	78572										\$ 8,333	\$ -	\$ 8,333
Mission CISD	108-908	Softball Bleachers (25' x 5 rows)		1802 Cleo Dawson	Mission	78572										\$ 8,333	\$ -	\$ 8,333
Mission CISD	108-908	Softball Scoreboard		1802 Cleo Dawson	Mission	78572										\$ 6,000	\$ -	\$ 6,000
Mission CISD	108-908	Tennis Courts		1802 Cleo Dawson	Mission	78572										\$ 300,000	\$ -	\$ 300,000
Mission CISD	108-908	Portable - Double Metal Football - 43420		1802 Cleo Dawson	Mission	78572	Frame	1	1979			1,536	\$ 50.00	20%		\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Portable - Double Metal Football - 43421		1802 Cleo Dawson	Mission	78572	Frame	1	1979			1,536	\$ 50.00	20%		\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Portable-Double Metal Softball Locker - 43432		1802 Cleo Dawson	Mission	78572	Frame	1	1979			1,536	\$ 50.00	20%		\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Portable-Single Metal ROTC - 43472		1802 Cleo Dawson	Mission	78572	Frame	1	1989			768	\$ 50.00	20%		\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	Portable-Single Metal ROTC - 43473		1802 Cleo Dawson	Mission	78572	Frame	1	1989			768	\$ 50.00	20%		\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	Portable-Double Wood ROTC - 43474		1802 Cleo Dawson	Mission	78572	Frame	1	1989			1,536	\$ 50.00	20%		\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Portable Single Metal ROTC - 43490		1802 Cleo Dawson	Mission	78572	Frame	1	1991			768	\$ 50.00	20%		\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	Mission High Portable-Metal (24 x 64) - 42557		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,280	\$ 50.00	20%	Member	\$ 64,000	\$ 12,800	\$ 76,800
Mission CISD	108-908	Portable-Double Wood Soccer Field - 40964		1802 Cleo Dawson	Mission	78572	Frame	1	1997			1,536	\$ 50.00	20%		\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Collegiate HS Portable Metal - 43478 (24 x 32)		1802 Cleo Dawson	Mission	78572	Frame	1	1999			768	\$ 253.13	20%	Member	\$ 194,400	\$ 38,880	\$ 233,280
Mission CISD	108-908	Collegiate HS Portable Double Wood - 40956		1802 Cleo Dawson	Mission	78572	Frame	1	1997			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	CHS Portable Double Wood Office/Conf. Room - 43406		1802 Cleo Dawson	Mission	78572	Frame	1	1996			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Collegiate HS Portable Double Wood Labs - 43459		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Collegiate HS Portable Double Wood - 40957		1802 Cleo Dawson	Mission	78572	Frame	1	1997			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160



**CARLISLE**  
INSURANCE

— SINCE 1925 —

TAKE PRIDE

Equipment Breakdown Schedule

Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	YR Built	YR Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Member	Building Value	Contents Value	Total Value
Mission CISD	108-908	Collegiate HS Portable Double Wood Classroom - 43407		1802 Cleo Dawson	Mission	78572	Frame	1	1997			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Collegiate HS Portable-Double Wood - 43404		1802 Cleo Dawson	Mission	78572	Frame	1	1996			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Collegiate HS Portable-Single Metal - 43418		1802 Cleo Dawson	Mission	78572	Frame	1	1991			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Mission HS Portable - 40955		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mission HS Portable - 40962		1802 Cleo Dawson	Mission	78572	Frame	1	1996			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mission HS Portable - 40963		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mission HS Portable - 43397		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	City of Alton Portable - 43395		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mission HS Portable - 43396		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mission HS Portable - 43400		1802 Cleo Dawson	Mission	78572	Frame	1	1999			768	\$ 50.00	16%	Member	\$ 38,400	\$ 6,144	\$ 44,544
Mission CISD	108-908	Mission HS Portable - 43403		1802 Cleo Dawson	Mission	78572	Frame	1	1999			768	\$ 50.00	16%	Member	\$ 38,400	\$ 6,144	\$ 44,544
Mission CISD	108-908	Mission HS Portable - 43415		1802 Cleo Dawson	Mission	78572	Frame	1	1979			768	\$ 50.00	16%	Member	\$ 38,400	\$ 6,144	\$ 44,544
Mission CISD	108-908	Mission HS Portable (Metal) - 43479		1802 Cleo Dawson	Mission	78572	Frame	1	1999			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mission HS Portable - 40959		1802 Cleo Dawson	Mission	78572	Frame	1	1989			1,536	\$ 50.00	18%	Member	\$ 76,800	\$ 13,824	\$ 90,624
Mission CISD	108-908	Mission HS Portable - 43427 & 43429		1802 Cleo Dawson	Mission	78572	Frame	1	1989			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mims Elementary School Main	11A	200 E. 2 Mile Line	Mission	78572	MNC	1	1985		YES	62,302	\$ 133.91	16%		\$ 8,343,159	\$ 1,334,905	\$ 9,678,064
Mission CISD	108-908	Mims Elementary School Gym	11B	200 E. 2 Mile Line	Mission	78572	MNC	1	1990			6,130	\$ 116.60	12%		\$ 714,773	\$ 85,773	\$ 800,546
Mission CISD	108-908	Mims Elementary School Pavilion - Open		200 E. 2 Mile Line	Mission	78572	NC	1				7,080	\$ 30.00			\$ 212,400	\$ -	\$ 212,400
Mission CISD	108-908	Portable Double Wood Mims - 40958		200 E. 2 Mile Line	Mission	78572	Frame	1	1996			1,536	\$ 50.00	16%		\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Castro Elementary School Main	6A	200 S. Mayberry	Mission	78572	MNC	1	1958		YES	74,648	\$ 139.17	16%		\$ 10,388,712	\$ 1,662,194	\$ 12,050,906
Mission CISD	108-908	Castro Elementary School Gym	6B	200 S. Mayberry	Mission	78572	MNC	1	1975			6,396	\$ 115.80	12%		\$ 740,664	\$ 88,880	\$ 829,544
Mission CISD	108-908	Castro Elementary School Textbook Warehouse	6C	200 S. Mayberry	Mission	78572	JM	1	1975			2,812	\$ 133.59			\$ 375,655	\$ 1,000,000	\$ 1,375,655
Mission CISD	108-908	Castro Elementary School Tech Shop	6D	200 S. Mayberry	Mission	78572	JM	1	1975			3,127	\$ 132.22	10%		\$ 413,457	\$ 41,346	\$ 454,803
Mission CISD	108-908	Castro Elementary School Storage Room		200 S. Mayberry	Mission	78572	Frame	1				120	\$ 50.00			\$ 6,000	\$ -	\$ 6,000
Mission CISD	108-908	Castro Skill Portable - 43457 & 43458		200 S. Mayberry	Mission	78572	Frame	1	1989			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Castro Headstart Portable Double Metal - 43498		200 S. Mayberry	Mission	78572	Frame	1	1968			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Castro Headstart Portable - 43475, (43476 MHS) , (43477 Transp N)		200 S. Mayberry	Mission	78572	Frame	1	1999			2,136	\$ 50.00	16%	Member	\$ 106,800	\$ 17,088	\$ 123,888
Mission CISD	108-908	Castro Headstart Portable Single Metal R.R. - 43480		200 S. Mayberry	Mission	78572	Frame	1	1979			768	\$ 50.00	20%	Member	\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	Castro Headstart Portable - 43486 Metal		200 S. Mayberry	Mission	78572	Frame	1	1989			768	\$ 50.00	20%	Member	\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	Castro Headstart Portable - 43488 Metal		200 S. Mayberry	Mission	78572	Frame	1	1989			768	\$ 50.00	20%	Member	\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	Pearson Elementary School Main	8A	315 S Holland	Mission	78572	MNC	1	2001		YES	74,499	\$ 135.92	16%		\$ 10,125,839	\$ 1,620,134	\$ 11,745,973
Mission CISD	108-908	Pearson Elementary School Gym	8B	315 S Holland	Mission	78572	MNC	1	2001			6,396	\$ 115.80	12%		\$ 740,664	\$ 88,880	\$ 829,544
Mission CISD	108-908	Pearson Elementary PE Storage (9x14)		315 S Holland	Mission	78572	MNC	1	2001			126	\$ 25.00	25%	Member	\$ 3,150	\$ 788	\$ 3,938
Mission CISD	108-908	Leal Elementary Office / LRC Bldg A	12A	318 S. Los Ebanos	Mission	78572	MNC	1	1984			5,494	\$ 136.65	16%		\$ 750,778	\$ 120,124	\$ 870,902
Mission CISD	108-908	Leal Elementary Clrm Bldg B / Cafeteria	12B	318 S. Los Ebanos	Mission	78572	MNC	1	1984		YES	7,517	\$ 137.83	20%		\$ 1,036,078	\$ 207,216	\$ 1,243,294
Mission CISD	108-908	Leal Elementary Clrm Bldg C	12C	318 S. Los Ebanos	Mission	78572	MNC	1	1984			8,944	\$ 129.32	16%		\$ 1,156,659	\$ 185,065	\$ 1,341,724
Mission CISD	108-908	Leal Elementary Clrm Bldg D	12D	318 S. Los Ebanos	Mission	78572	MNC	1	1984			8,944	\$ 129.32	16%		\$ 1,156,659	\$ 185,065	\$ 1,341,724
Mission CISD	108-908	Leal Elementary Clrm Bldg E	12E	318 S. Los Ebanos	Mission	78572	MNC	1	1986			16,444	\$ 121.48	16%		\$ 1,997,570	\$ 319,611	\$ 2,317,181
Mission CISD	108-908	Leal Elementary Clrm Bldg F	12F	318 S. Los Ebanos	Mission	78572	MNC	1	1999			9,319	\$ 128.31	16%		\$ 1,195,757	\$ 191,321	\$ 1,387,078
Mission CISD	108-908	Leal Elementary Clrm Bldg G	12G	318 S. Los Ebanos	Mission	78572	MNC	1	2008			9,722	\$ 127.89	16%		\$ 1,243,359	\$ 198,937	\$ 1,442,296
Mission CISD	108-908	Leal Elementary Gym	12H	318 S. Los Ebanos	Mission	78572	MNC	1	1990			6,704	\$ 114.80	12%		\$ 769,641	\$ 92,357	\$ 861,998
Mission CISD	108-908	Leal Elementary Storage Bldg		318 S. Los Ebanos	Mission	78572	JM	1	1990			600	\$ 75.00	10%		\$ 45,000	\$ 4,500	\$ 49,500
Mission CISD	108-908	Leal Elementary Covered Areas (campus wide)		318 S. Los Ebanos	Mission	78572	NC	1				11,077	\$ 30.00			\$ 332,310	\$ -	\$ 332,310
Mission CISD	108-908	Leal Elementary Marquee		318 S. Los Ebanos	Mission	78572			2017						Member	\$ 17,314	\$ -	\$ 17,314
Mission CISD	108-908	Escobar-Rios Elementary School Main	25A	3505 N. Trosper Rd	Mission	78572	MNC	1	2008		YES	69,142	\$ 161.63	16%		\$ 11,175,505	\$ 1,788,081	\$ 12,963,586
Mission CISD	108-908	Flashing Lights		3505 N. Trosper Rd	Mission	78572										\$ 11,000	\$ -	\$ 11,000
Mission CISD	108-908	Escobar-Rios Elementary Marquee		3505 N. Trosper Rd	Mission	78572			2017						Member	\$ 17,314	\$ -	\$ 17,314
Mission CISD	108-908	Roosevelt Alternative Center Main Office / Classrooms	9A	407 E. 3rd St	Mission	78572	MNC	1	1972			11,634	\$ 140.22	16%		\$ 1,631,346	\$ 261,015	\$ 1,892,361
Mission CISD	108-908	Roosevelt Alternative Center Classroom 21 & 23	9C	407 E. 3rd St	Mission	78572	JM	1	1936			1,564	\$ 147.13	16%		\$ 230,118	\$ 36,819	\$ 266,937
Mission CISD	108-908	Roosevelt Alternative Center Restroom	9D	407 E. 3rd St	Mission	78572	JM	1	2000			1,457	\$ 126.22	10%		\$ 183,904	\$ 18,390	\$ 202,294
Mission CISD	108-908	Roosevelt Portable - 43461 & 43464		407 E. 3rd St	Mission	78572	Frame	1	1989			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Portable LRSH Wood Alternative - 43453		407 E. 3rd St	Mission	78572	Frame	1	1968			320	\$ 50.00	16%		\$ 16,000	\$ 2,560	\$ 18,560
Mission CISD	108-908	Portable-Single Metal Classroom - 43459		407 E. 3rd St	Mission	78572	Frame	1	1989			768	\$ 50.00	16%		\$ 38,400	\$ 6,144	\$ 44,544

07



# CARLISLE INSURANCE

— SINCE 1925 —

TAKE PRIDE

## Equipment Breakdown Schedule

Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	YR Built	YR Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Member	Building Value	Contents Value	Total Value
Mission CISD	108-908	Portable Double Metal Classroom - 43471		407 E. 3rd St	Mission	78572	Frame	1	1982			1,536	\$ 50.00	16%		\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Portable LRSH R.R. - 43481		407 E. 3rd St	Mission	78572	Frame	1	1978			320	\$ 50.00	10%		\$ 16,000	\$ 1,600	\$ 17,600
Mission CISD	108-908	Roosevelt Alternative Center Gazebo		407 E. 3rd St	Mission	78572	NC	1				309	\$ 30.00			\$ 9,270	\$ -	\$ 9,270
Mission CISD	108-908	Options Academy Portable - 43405		407 E. 3rd St	Mission	78572	Frame	1	1997			1,536	\$ 50.00	16%		\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Options Academy Portable - 43466		407 E. 3rd St	Mission	78572	Frame	1	1997			1,536	\$ 50.00	16%		\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Options Academy Portable - 43468		407 E. 3rd St	Mission	78572	Frame	1	1997			1,536	\$ 50.00	16%		\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Mission Jr High Bldg A	3A	415 E. 14th	Mission	78572	MNC	1	1979			7,009	\$ 135.68	18%		\$ 951,002	\$ 171,180	\$ 1,122,182
Mission CISD	108-908	Mission Jr High Bldg B	3B	415 E. 14th	Mission	78572	MNC	1	1979			7,009	\$ 135.68	18%		\$ 951,002	\$ 171,180	\$ 1,122,182
Mission CISD	108-908	Mission Jr High "LRC" Bldg C	3C	415 E. 14th	Mission	78572	MNC	1	1979			7,009	\$ 133.68	18%		\$ 936,942	\$ 168,650	\$ 1,105,592
Mission CISD	108-908	Mission Jr High Bldg D	3D	415 E. 14th	Mission	78572	MNC	1	1979			7,009	\$ 135.68	18%		\$ 951,002	\$ 171,180	\$ 1,122,182
Mission CISD	108-908	Mission Jr High Computer / Clrm Bldg E	3E	415 E. 14th	Mission	78572	MNC	1	1975		YES	4,059	\$ 147.72	20%		\$ 599,582	\$ 119,916	\$ 719,498
Mission CISD	108-908	Mission Jr High Office / Clrm Bldg F	3F	415 E. 14th	Mission	78572	MNC	1	1979		YES	7,009	\$ 139.38	18%		\$ 976,912	\$ 175,844	\$ 1,152,756
Mission CISD	108-908	Mission Jr High Clrm Bldg G	3G	415 E. 14th	Mission	78572	MNC	1	1979			7,009	\$ 135.68	18%		\$ 951,002	\$ 171,180	\$ 1,122,182
Mission CISD	108-908	Mission Jr High Clrm Bldg H	3H	415 E. 14th	Mission	78572	MNC	1	1979			7,009	\$ 135.68	18%		\$ 951,002	\$ 171,180	\$ 1,122,182
Mission CISD	108-908	Mission Jr High Clrm Bldg I	3I	415 E. 14th	Mission	78572	MNC	1	1979			7,009	\$ 135.68	18%		\$ 951,002	\$ 171,180	\$ 1,122,182
Mission CISD	108-908	Mission Jr High Band / Choir / Shop Bldg J	3J	415 E. 14th	Mission	78572	MNC	1	1983		YES	10,814	\$ 147.43	20%		\$ 1,594,270	\$ 318,854	\$ 1,913,124
Mission CISD	108-908	Mission Jr High Bldg K / Gym	3K	415 E. 14th	Mission	78572	JM	1	1949		YES	13,525	\$ 143.11	12%		\$ 1,935,573	\$ 232,269	\$ 2,167,842
Mission CISD	108-908	Mission Jr High Bldg L / Athletics	3L	415 E. 14th	Mission	78572	MNC	1	2006		YES	17,092	\$ 142.64	20%		\$ 2,438,005	\$ 487,601	\$ 2,925,606
Mission CISD	108-908	Mission Jr High Science	3M	415 E. 14th	Mission	78572	MNC	1	1997			19,026	\$ 136.51	18%		\$ 2,597,321	\$ 467,518	\$ 3,064,839
Mission CISD	108-908	Mission Jr High Cafeteria - OLD	3N	415 E. 14th	Mission	78572	MNC	1	1994			7,304	\$ 135.31	20%		\$ 988,304	\$ 197,661	\$ 1,185,965
Mission CISD	108-908	Mission Jr High Girls Field House	3O	415 E. 14th	Mission	78572	MNC	1	1986			1,598	\$ 139.36	12%		\$ 222,702	\$ 26,724	\$ 249,426
Mission CISD	108-908	Mission Jr High Cafeteria		415 E. 14th	Mission	78572	MNC	2	2016			12,355	\$ 282.40		Member	\$ 3,489,000	\$ 631,917	\$ 4,120,917
Mission CISD	108-908	Mission Jr High Bleachers / Pressbox / Storage		415 E. 14th	Mission	78572	JM	1	1970							\$ 432,000	\$ -	\$ 432,000
Mission CISD	108-908	Mission Jr High Canopy (37 x 80)		415 E. 14th	Mission	78572	NC	1	1990			2,960	\$ 30.00			\$ 88,800	\$ -	\$ 88,800
Mission CISD	108-908	Mission Jr High Scoreboard		415 E. 14th	Mission	78572										\$ 10,000	\$ -	\$ 10,000
Mission CISD	108-908	Mission Jr High Tennis Courts		415 E. 14th	Mission	78572										\$ 171,000	\$ -	\$ 171,000
Mission CISD	108-908	Mission Jr High Tennis Storage (6 x 9)		415 E. 14th	Mission	78572	Frame	1				54	\$ 40.00	15%		\$ 2,160	\$ 324	\$ 2,484
Mission CISD	108-908	Mission Jr High Canopies		415 E. 14th	Mission	78572			2015			3,200			Member	\$ 247,797	\$ -	\$ 247,797
Mission CISD	108-908	Hurla M Midkiff Elementary School Main	23A	4201 N. Mayberry	Mission	78572	MNC	1	2003		YES	80,693	\$ 133.04	16%		\$ 10,735,684	\$ 1,717,709	\$ 12,453,393
Mission CISD	108-908	Hurla M Midkiff Elementary School Gym	23B	4201 N. Mayberry	Mission	78572	MNC	1	2003		YES	4,680	\$ 129.23	12%		\$ 604,781	\$ 72,574	\$ 677,355
Mission CISD	108-908	Rafael Cantu Junior High School Academic	26A	5101 N. Steward Rd	Palmhurst	78573	MNC	1	2008		YES	84,917	\$ 147.83	18%		\$ 12,553,185	\$ 2,259,573	\$ 14,812,758
Mission CISD	108-908	Rafael Cantu Junior High School Cafeteria & Band Hall	26B	5101 N. Steward Rd	Palmhurst	78573	MNC	1	2008		YES	24,118	\$ 178.09	18%		\$ 4,295,289	\$ 773,152	\$ 5,068,441
Mission CISD	108-908	Rafael Cantu Junior High School Gym	26C	5101 N. Steward Rd	Palmhurst	78573	MNC	1	2008			14,972	\$ 181.97	12%		\$ 2,724,520	\$ 326,942	\$ 3,051,462
Mission CISD	108-908	Rafael Cantu Junior High School Athletics Dressing	26D	5101 N. Steward Rd	Palmhurst	78573	MNC	1	2008			15,974	\$ 167.81	15%		\$ 2,680,524	\$ 402,079	\$ 3,082,603
Mission CISD	108-908	Chiller Housing		5101 N. Steward Rd	Palmhurst	78573	MNC	1	2008			800	\$ 40.00	30%		\$ 32,000	\$ 9,600	\$ 41,600
Mission CISD	108-908	Pavilion (50 x 50)		5101 N. Steward Rd	Palmhurst	78573	NC	1	2008			2,500	\$ 30.00			\$ 75,000	\$ -	\$ 75,000
Mission CISD	108-908	Vending Area		5101 N. Steward Rd	Palmhurst	78573			2008			144	\$ 126.18	20%		\$ 18,170	\$ 3,634	\$ 21,804
Mission CISD	108-908	Scoreboard		5101 N. Steward Rd	Palmhurst	78573										\$ 10,000	\$ -	\$ 10,000
Mission CISD	108-908	Bleachers (52' x 10 rows)		5101 N. Steward Rd	Palmhurst	78573										\$ 22,533	\$ -	\$ 22,533
Mission CISD	108-908	Tennis Courts		5101 N. Steward Rd	Palmhurst	78573										\$ 171,000	\$ -	\$ 171,000
Mission CISD	108-908	Rafael Cantu Junior High Schol Marquee		5101 N. Steward Rd	Palmhurst	78573									Member	\$ 17,314	\$ -	\$ 17,314
Mission CISD	108-908	Transportation North Portable - 43483		5101 N. Steward Rd	Palmhurst	78573	Frame	1	1991			768	\$ 50.00	16%	Member	\$ 38,400	\$ 6,144	\$ 44,544
Mission CISD	108-908	Transportation North Portable - 43489		5101 N. Steward Rd	Palmhurst	78573	Frame	1	1989			768	\$ 50.00	16%	Member	\$ 38,400	\$ 6,144	\$ 44,544
Mission CISD	108-908	Maintenance Offices / Shops	14A	520 S. Holland	Mission	78572	JM	1	1973			7,870	\$ 100.54	30%		\$ 791,270	\$ 237,381	\$ 1,028,651
Mission CISD	108-908	Welding / Mechanics Shop / Storage	14B	520 S. Holland	Mission	78572	JM	1	1974			7,320	\$ 46.43	30%		\$ 339,847	\$ 101,954	\$ 441,801
Mission CISD	108-908	Carpenter Shop / Storage	14C	520 S. Holland	Mission	78572	NC	1	1976			7,198	\$ 66.44	30%		\$ 478,231	\$ 143,469	\$ 621,700
Mission CISD	108-908	Storage Bldg	14D	520 S. Holland	Mission	78572	JM	1	1979			3,520	\$ 77.16	10%		\$ 271,602	\$ 27,160	\$ 298,762
Mission CISD	108-908	Maintenance Warehouse	14E	520 S. Holland	Mission	78572	JM	1	1976			2,400	\$ 89.27			\$ 214,254	\$ 250,000	\$ 464,254
Mission CISD	108-908	Small Engine Repair / Storage Bldg		520 S. Holland	Mission	78572	JM	1	1979			900	\$ 40.00	30%		\$ 36,000	\$ 10,800	\$ 46,800
Mission CISD	108-908	Alton Memorial Junior High School Main	24A	521 S. Los Ebanos Blvd	Mission	78572	MNC	1	2003		YES	152,699	\$ 143.42	18%		\$ 21,899,553	\$ 3,941,920	\$ 25,841,473
Mission CISD	108-908	BV Bldg / Clinic	24B	521 S. Los Ebanos Blvd	Mission	78572	JM	1				3,806	\$ 125.71			\$ 478,441	\$ -	\$ 478,441
Mission CISD	108-908	Warehouse / Office	24C	521 S. Los Ebanos Blvd	Mission	78572	NC	1				2,000	\$ 79.38			\$ 158,763	\$ 10,000	\$ 168,763
Mission CISD	108-908	Scoreboard		521 S. Los Ebanos Blvd	Mission	78572										\$ 10,000	\$ -	\$ 10,000



Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	YR Built	YR Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Member	Building Value	Contents Value	Total Value
Mission CISD	108-908	Bleachers (55' x 10 rows)		521 S. Los Ebanos Blvd	Mission	78572										\$ 23,833	\$ -	\$ 23,833
Mission CISD	108-908	Tennis Courts		521 S. Los Ebanos Blvd	Mission	78572										\$ 170,000	\$ -	\$ 170,000
Mission CISD	108-908	Portable-Double Wood AMJH - 42554		521 S. Los Ebanos Blvd	Mission	78572	Frame	1	1999			1,536	\$ 50.00	18%		\$ 76,800	\$ 13,824	\$ 90,624
Mission CISD	108-908	Portable-Double Wood - 43467		521 S. Los Ebanos Blvd	Mission	78572	Frame	1	1997			1,536	\$ 50.00	18%		\$ 76,800	\$ 13,824	\$ 90,624
Mission CISD	108-908	Portable-Single Metal 43465, 43487, 43491		521 S. Los Ebanos Blvd	Mission	78572	Frame	1	1989			2,304	\$ 50.00	18%		\$ 115,200	\$ 20,736	\$ 135,936
Mission CISD	108-908	Portable R / R Wood - 43402		521 S. Los Ebanos Blvd	Mission	78572	Frame	1	1999			768	\$ 50.00	5%		\$ 38,400	\$ 1,920	\$ 40,320
Mission CISD	108-908	Alton Memorial Junior High School Canopy		521 S. Los Ebanos Blvd	Mission	78572	Frame		2015			8,102	\$ 31.33		Member	\$ 253,827	\$ -	\$ 253,827
Mission CISD	108-908	Salinas Elementary School Main	20A	6 3/4 Miles N. Conway (State Hwy 107)	Mission	78572	MNC	1	1998		YES	72,275	\$ 148.58	16%		\$ 10,738,905	\$ 1,718,225	\$ 12,457,130
Mission CISD	108-908	Salinas Elementary School Gym	20B	6 3/4 Miles N. Conway (State Hwy 107)	Mission	78572	MNC	1	1998			6,516	\$ 127.84	12%		\$ 833,015	\$ 99,962	\$ 932,977
Mission CISD	108-908	Mission Collegiate High School	27A	605 S. Los Ebanos Blvd	Alton	78573	MNC	1	2015		YES	74,736	\$ 183.91	20%		\$ 13,744,906	\$ 2,748,981	\$ 16,493,887
Mission CISD	108-908	Mission Collegiate High School Marquee		605 S. Los Ebanos Blvd	Alton	78573			2017						Member	\$ 17,314	\$ -	\$ 17,314
Mission CISD	108-908	Alton Elementary Administration / Office	4A	6631 N. Chicago	Mission	78572	MNC	1	2011		YES	76,614	\$ 127.97	16%		\$ 9,804,202	\$ 1,568,672	\$ 11,372,874
Mission CISD	108-908	Alton Elementary Mini Gym	4B	6631 N. Chicago	Mission	78572	MNC	1	2000			6,396	\$ 120.50	12%		\$ 770,708	\$ 92,485	\$ 863,193
Mission CISD	108-908	Alton Elementary Storage Bldg		6631 N. Chicago	Mission	78572	NC	1				2,000	\$ 40.00	20%		\$ 80,000	\$ 16,000	\$ 96,000
Mission CISD	108-908	Veterans Memorial HS Clrm / Administration	17A	700 E. 2 Mile Road	Mission	78572	MNC	2	1995		YES	192,122	\$ 158.11	20%		\$ 30,375,710	\$ 6,075,142	\$ 36,450,852
Mission CISD	108-908	Veterans Memorial HS Gym / Band Hall / Cafeteria	17B	700 E. 2 Mile Road	Mission	78572	MNC	1	1995			90,647	\$ 152.17	20%		\$ 13,793,470	\$ 2,758,694	\$ 16,552,164
Mission CISD	108-908	Veterans Memorial HS Career & Technology Education	17C	700 E. 2 Mile Road	Mission	78572	MNC	1	1994			38,217	\$ 168.67	30%		\$ 6,446,146	\$ 1,933,844	\$ 8,379,990
Mission CISD	108-908	Veterans Memorial HS Fine Arts	17D	700 E. 2 Mile Road	Mission	78572	MNC	1	2009		YES	18,992	\$ 227.44	30%		\$ 4,319,596	\$ 1,295,879	\$ 5,615,475
Mission CISD	108-908	Veterans Memorial HS Agriculture	17E	700 E. 2 Mile Road	Mission	78572	MNC	1	2013		YES	9,610	\$ 198.73	25%		\$ 1,909,770	\$ 477,443	\$ 2,387,213
Mission CISD	108-908	Veterans Memorial HS Field House	17F	700 E. 2 Mile Road	Mission	78572	MNC	1	2013		YES	16,435	\$ 173.50			\$ 2,851,440	\$ -	\$ 2,851,440
Mission CISD	108-908	Baseball Restroom / Concession / Press Box		700 E. 2 Mile Road	Mission	78572	MNC	2				785	\$ 50.00	15%		\$ 39,250	\$ 5,888	\$ 45,138
Mission CISD	108-908	Baseball Dugouts (East)		700 E. 2 Mile Road	Mission	78572	MNC	1				336	\$ 45.00			\$ 15,120	\$ -	\$ 15,120
Mission CISD	108-908	Baseball Dugouts (West)		700 E. 2 Mile Road	Mission	78572	MNC	1				336	\$ 45.00			\$ 15,120	\$ -	\$ 15,120
Mission CISD	108-908	Batting Cage w / Storage		700 E. 2 Mile Road	Mission	78572	NC	1				4,368	\$ 40.00			\$ 174,720	\$ 5,000	\$ 179,720
Mission CISD	108-908	Baseball Lighting (8 Poles, 64 Lights)		700 E. 2 Mile Road	Mission	78572										\$ 104,400	\$ -	\$ 104,400
Mission CISD	108-908	Bleachers - Baseball (66' x 15 rows)		700 E. 2 Mile Road	Mission	78572										\$ 66,000	\$ -	\$ 66,000
Mission CISD	108-908	Bleachers - Baseball (66' x 15 rows)		700 E. 2 Mile Road	Mission	78572										\$ 66,000	\$ -	\$ 66,000
Mission CISD	108-908	Storage room-next to baseball field		700 E. 2 Mile Road	Mission	78572	Frame	1				768	\$ 50.00			\$ 38,400	\$ -	\$ 38,400
Mission CISD	108-908	Baseball Scoreboard		700 E. 2 Mile Road	Mission	78572										\$ 8,000	\$ -	\$ 8,000
Mission CISD	108-908	Softball Restroom / Concession / Press Box		700 E. 2 Mile Road	Mission	78572	MNC	2				646	\$ 50.00			\$ 32,300	\$ -	\$ 32,300
Mission CISD	108-908	Softball Bleachers (32' x 5 rows)		700 E. 2 Mile Road	Mission	78572										\$ 10,667	\$ -	\$ 10,667
Mission CISD	108-908	Softball Bleachers (32' x 5 rows)		700 E. 2 Mile Road	Mission	78572										\$ 10,667	\$ -	\$ 10,667
Mission CISD	108-908	Softball Batting Cages / Storage		700 E. 2 Mile Road	Mission	78572	MNC	1				3,780	\$ 40.00			\$ 151,200	\$ -	\$ 151,200
Mission CISD	108-908	Softball Lights / Poles (6 Poles, 35 Lights)		700 E. 2 Mile Road	Mission	78572										\$ 87,000	\$ -	\$ 87,000
Mission CISD	108-908	Softball Scoreboard		700 E. 2 Mile Road	Mission	78572										\$ 6,000	\$ -	\$ 6,000
Mission CISD	108-908	Football Practice Field Light Poles (4 Poles, 44 Lights)		700 E. 2 Mile Road	Mission	78572										\$ 86,800	\$ -	\$ 86,800
Mission CISD	108-908	Football Field Bleachers (48' x 15 rows)		700 E. 2 Mile Road	Mission	78572			2001							\$ 48,000	\$ -	\$ 48,000
Mission CISD	108-908	Football Field Press Box		700 E. 2 Mile Road	Mission	78572	Frame	1				168	\$ 25.00			\$ 4,200	\$ -	\$ 4,200
Mission CISD	108-908	Football Field East Side Bleachers (48' x 12 rows)		700 E. 2 Mile Road	Mission	78572										\$ 38,400	\$ -	\$ 38,400
Mission CISD	108-908	9 Lane Synthetic Track		700 E. 2 Mile Road	Mission	78572										\$ 170,000	\$ -	\$ 170,000
Mission CISD	108-908	Football Field Artificial Turf		700 E. 2 Mile Road	Mission	78572										\$ 650,000	\$ -	\$ 650,000
Mission CISD	108-908	Scoreboard - Football		700 E. 2 Mile Road	Mission	78572										\$ 40,000	\$ -	\$ 40,000
Mission CISD	108-908	Tennis Courts		700 E. 2 Mile Road	Mission	78572										\$ 300,000	\$ -	\$ 300,000
Mission CISD	108-908	Tennis Courts Additions		700 E. 2 Mile Road	Mission	78572						44,280			Member	\$ 221,051	\$ -	\$ 221,051
Mission CISD	108-908	Chiller Units (2)		700 E. 2 Mile Road	Mission	78572										\$ 150,000	\$ -	\$ 150,000
Mission CISD	108-908	Portable-Double Wood VMHS ROTC - 43399		700 E. 2 Mile Road	Mission	78572	Frame	1	1999			1,536	\$ 50.00	20%		\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Portable-Double Wood ROTC - 43398		700 E. 2 Mile Road	Mission	78572	Frame	1	1999			1,536	\$ 50.00	20%		\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	Portable-Single Metal Spanish - 43439		700 E. 2 Mile Road	Mission	78572	Frame	1	1968			768	\$ 50.00	20%		\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	Portable-Single Metal Art - 43484		700 E. 2 Mile Road	Mission	78572	Frame	1	1966			768	\$ 50.00	20%		\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	VMHS Portable - 43456		700 E. 2 Mile Road	Mission	78572	Frame	1	1968			768	\$ 50.00	20%	Member	\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	VMHS Portable - 43460		700 E. 2 Mile Road	Mission	78572	Frame	1	1968			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160
Mission CISD	108-908	VMHS Portable - 43462		700 E. 2 Mile Road	Mission	78572	Frame	1	1989			768	\$ 50.00	20%	Member	\$ 38,400	\$ 7,680	\$ 46,080
Mission CISD	108-908	VMHS Portable - 43469		700 E. 2 Mile Road	Mission	78572	Frame	1	1968			1,536	\$ 50.00	20%	Member	\$ 76,800	\$ 15,360	\$ 92,160



Equipment Breakdown Schedule

Member Name	Member Number	Building	Bldg #	Address	City	Zip Code	Const	# Story	YR Built	YR Roof Built	Sprinklered	Sq. Ft.	Cost/Sq. Ft.	%	Member	Building Value	Contents Value	Total Value
Mission CISD	108-908	Tennis Courts - Lights & Canopy (New)		700 E. 2 Mile Road	Mission	78572									Member	\$ 267,802	\$ -	\$ 267,802
Mission CISD	108-908	Transportation Main Office	13A	723 S. Holland Ave	Mission	78572	MNC	1	1980			2,500	\$ 133.97	30%		\$ 334,923	\$ 100,477	\$ 435,400
Mission CISD	108-908	Transportation Warehouse (new electric 2000)	13B	723 S. Holland Ave	Mission	78572	NC	1	1965		YES	14,764	\$ 70.40			\$ 1,039,332	\$ 1,000,000	\$ 2,039,332
Mission CISD	108-908	Transportation Shop	13C	723 S. Holland Ave	Mission	78572	NC	1	1974			3,000	\$ 77.25	30%		\$ 231,757	\$ 69,527	\$ 301,284
Mission CISD	108-908	Restrooms		723 S. Holland Ave	Mission	78572	JM	1	1980			253	\$ 50.00	10%		\$ 12,650	\$ 1,265	\$ 13,915
Mission CISD	108-908	Paint Shop		723 S. Holland Ave	Mission	78572	JM	1	1980			1,078	\$ 50.00	30%		\$ 53,900	\$ 16,170	\$ 70,070
Mission CISD	108-908	Pumps		723 S. Holland Ave	Mission	78572										\$ 1,250	\$ -	\$ 1,250
Mission CISD	108-908	Tanks		723 S. Holland Ave	Mission	78572										\$ 12,500	\$ -	\$ 12,500
Mission CISD	108-908	Canopy - Bus Parking		723 S. Holland Ave	Mission	78572						5,228	\$ 30.00			\$ 156,840	\$ -	\$ 156,840
Mission CISD	108-908	Portable Single Metal Transportation - 43497		723 S. Holland Ave	Mission	78572	Frame	1	1979			1,078	\$ 50.00	20%		\$ 53,900	\$ 10,780	\$ 64,680
Mission CISD	108-908	Transportation Portable - R / R Wood - 43401		723 S. Holland Ave	Mission	78572	Frame	1	1999			816	\$ 50.00	20%		\$ 40,800	\$ 8,160	\$ 48,960
Mission CISD	108-908	Portable Double Wood Transportation Bus Parts - 42555		723 S. Holland Ave	Mission	78572	Frame	1	1999			1,536	\$ 50.00	16%	Member	\$ 76,800	\$ 12,288	\$ 89,088
Mission CISD	108-908	Transportation South		723 S. Holland Ave	Mission	78572	Frame	1	1979			768	\$ 50.00	16%	Member	\$ 38,400	\$ 6,144	\$ 44,544
Mission CISD	108-908	Raquel Cavazos Elementary School Main	22A	803 S. Los Ebanos Rd.	Mission	78572	MNC	1	2003		YES	80,693	\$ 126.86	16%		\$ 10,236,945	\$ 1,637,911	\$ 11,874,856
Mission CISD	108-908	Raquel Cavazos Elementary School Gym	22B	803 S. Los Ebanos Rd.	Mission	78572	MNC	1	2003		YES	4,680	\$ 138.90	12%		\$ 650,050	\$ 78,006	\$ 728,056
Mission CISD	108-908	O'Grady Elementary School Main	15A	810 W. Griffin Parkway	Mission	78572	MNC	1	1987		TURE	60,528	\$ 139.34	16%		\$ 8,433,805	\$ 1,349,409	\$ 9,783,214
Mission CISD	108-908	O'Grady Elementary School Gym	15B	810 W. Griffin Parkway	Mission	78572	MNC	1	1990			6,396	\$ 123.97	12%		\$ 792,906	\$ 95,149	\$ 888,055
Mission CISD	108-908	O'Grady Elementary School Portable LRSH - 43482		810 W. Griffin Parkway	Mission	78572	Frame	1	1978			360	\$ 50.00	16%		\$ 18,000	\$ 2,880	\$ 20,880
Mission CISD	108-908	O'Grady Elementary School Portable Wood - 43500		810 W. Griffin Parkway	Mission	78572						144	\$ 50.00	16%	Member	\$ 7,200	\$ 1,152	\$ 8,352
Mission CISD	108-908	Waitz Elementary School Main	18A	843 W. St. Francis	Mission	78572	MNC	1	1992		YES	82,445	\$ 133.79	16%		\$ 11,030,712	\$ 1,764,914	\$ 12,795,626
Mission CISD	108-908	Irrigation Pump		843 W. St. Francis	Mission	78572	MNC	1	1992			64	\$ 60.00	50%		\$ 3,840	\$ 1,920	\$ 5,760
Mission CISD	108-908	Waitz Elementary School Gym	18B	843 W. St. Francis	Mission	78572	MNC	1	1992			6,732	\$ 137.26	12%		\$ 924,017	\$ 110,882	\$ 1,034,899
Mission CISD	108-908	Cantu Elementary School Main	10A	920 W Main Ave	Mission	78572	MNC	1	1982		YES	73,504	\$ 73.99	16%		\$ 5,438,698	\$ 870,192	\$ 6,308,890
Mission CISD	108-908	Cantu Elementary School Bldg J	10B	920 W Main Ave	Mission	78572	MNC	1	1999		YES	9,375	\$ 515.84	16%		\$ 4,836,017	\$ 773,763	\$ 5,609,780
Mission CISD	108-908	Cantu Elementary School Gym	10C	920 W Main Ave	Mission	78572	MNC	1	1990			9,375	\$ 126.90	12%		\$ 1,189,721	\$ 142,766	\$ 1,332,487
Mission CISD	108-908	Cantu Elementary School Canopy		920 W Main Ave	Mission	78572	NC	1	1982			2,400	\$ 30.00			\$ 72,000	\$ -	\$ 72,000
Mission CISD	108-908	Annex		925 E. Hwy 83	Mission	78572	JM	1	1977			30,734	\$ 97.77			\$ 3,004,993	\$ 224,836	\$ 3,229,829
<b>Totals</b>																<b>\$ 420,473,779</b>	<b>\$ 76,322,950</b>	<b>\$ 496,796,729</b>



Mission CISD

Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission CISD	108-908	1	2008	Chevrolet		1GBE5C1G78F416290	014990	\$ 42,145	\$ 1,000	\$ 1,000	CNP 13
Mission CISD	108-908	2	2008	Ford	Cargo Van	1FTNE24W08DB17244	014990	\$ 18,753	\$ 1,000	\$ 1,000	CNP - Tech
Mission CISD	108-908	3	2006	GMC	PU	1GDE5C1G86F432390	014990	\$ 37,056	\$ 1,000	\$ 1,000	CNP 9
Mission CISD	108-908	4	2006	Chevrolet	PU	1GBE5C1G76F418828	014990	\$ 37,432	\$ 1,000	\$ 1,000	W 16
Mission CISD	108-908	5	2006	Chevrolet	PU	1GBE5C1G76F418846	014990	\$ 37,432	\$ 1,000	\$ 1,000	M 8
Mission CISD	108-908	6	2006	Ford	PU	1FTNE24W96DA64315	014990	\$ 15,254	\$ 1,000	\$ 1,000	CNP - Tech
Mission CISD	108-908	7	2003	GMC	PU	1GDE5E1E13F513785	014990	\$ 39,069	\$ 1,000	\$ 1,000	W 15
Mission CISD	108-908	8	2003	GMC	PU	1GDE5E1E63F517234	014990	\$ 39,188	\$ 1,000	\$ 1,000	W 17
Mission CISD	108-908	9	2008	Ford Ranger	PU	1FTYR10U88PA64517	014990	\$ 10,122	\$ 1,000	\$ 1,000	M 53
Mission CISD	108-908	10	2008	Ford Ranger	PU	1FTYR10UX8PA64518	014990	\$ 10,122	\$ 1,000	\$ 1,000	M 52
Mission CISD	108-908	11	2008	Ford Ranger	PU	1FTYR10U18PA64519	014990	\$ 10,122	\$ 1,000	\$ 1,000	M 54
Mission CISD	108-908	12	2008	Ford Ranger	PU	1FTYR10U88PA64520	014990	\$ 10,122	\$ 1,000	\$ 1,000	M 55
Mission CISD	108-908	13	2006	Chevrolet 1500	PU	3GCEC14V36G179776	014990				M 44
Mission CISD	108-908	14	2006	Ford Cargo	VAN	1FTNE24W86HB27655	014990	\$ 14,250	\$ 1,000	\$ 1,000	M 27
Mission CISD	108-908	15	2006	Ford Cargo	VAN	1FTNE24W66HB27654	014990	\$ 14,250	\$ 1,000	\$ 1,000	M 28
Mission CISD	108-908	16	2006	Ford Cargo	VAN	1FTNE24WX6HB27656	014990	\$ 14,250	\$ 1,000	\$ 1,000	M 29
Mission CISD	108-908	17	2004	Ford	Dump Truck	3FRNF65J24V688172	014990	\$ 39,991	\$ 1,000	\$ 1,000	M 40
Mission CISD	108-908	18	2004	Chevrolet	PU	1GCHC24UX4E202257	014990	\$ 15,405	\$ 1,000	\$ 1,000	W 10
Mission CISD	108-908	19	2003	Ford F150	PU	1FTRF17W83NB06130	014990	\$ 14,672	\$ 1,000	\$ 1,000	M 1
Mission CISD	108-908	20	2003	Ford F350	PU	1FTWF32P73EC28427	014990	\$ 22,264	\$ 1,000	\$ 1,000	M 15
Mission CISD	108-908	21	2003	Ford F150	PU	1FTRT17WX3NA94921	014990	\$ 14,672	\$ 1,000	\$ 1,000	M 19
Mission CISD	108-908	22	2003	Chevrolet	Van	1GCFG25X231157938	014990	\$ 14,722	\$ 1,000	\$ 1,000	M 20
Mission CISD	108-908	23	2002	Ford	PU	1FTSW30L32EA36984	014990	\$ 21,278	\$ 1,000	\$ 1,000	M 24
Mission CISD	108-908	24	2000	GMC	PU	1GDHC34R7YF486735	014990	\$ 22,900	\$ 1,000	\$ 1,000	M 22
Mission CISD	108-908	25	1999	Ford	PU	1FDNF20L8XEB05646	014990	\$ 21,264	\$ 1,000	\$ 1,000	M 48
Mission CISD	108-908	26	1999	Ford	PU	1FDNF20LXXEB05650	014990	\$ 21,264	\$ 1,000	\$ 1,000	M 11
Mission CISD	108-908	27	1999	Ford	PU	1FDNF20L1XEB05648	014990	\$ 21,264	\$ 1,000	\$ 1,000	M 12
Mission CISD	108-908	28	1999	Ford	PU	1FDNF20L9XED92284	014990	\$ 22,263	\$ 1,000	\$ 1,000	M 16
Mission CISD	108-908	29	1999	Ford	PU	1FDNF20L0XED92285	014990	\$ 22,263	\$ 1,000	\$ 1,000	M 17
Mission CISD	108-908	30	1997	Ford	PU	1FTDF1723VKD29364	014990	\$ 14,168	\$ 1,000	\$ 1,000	M 2
Mission CISD	108-908	31	1997	Ford	PU	3FTHF25H2VMA46798	014990	\$ 20,900	\$ 1,000	\$ 1,000	M 9
Mission CISD	108-908	32	1987	International	Bucket Trk	1HTLCHXN8HHA12761	014990				M 50
Mission CISD	108-908	33	2013	Ford	F150 PU	1FTNF1CF0DKE72087	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 30
Mission CISD	108-908	34	2013	Ford	F150 PU	1FTNF1CF4DKE72092	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 37
Mission CISD	108-908	35	2013	Ford	F150 PU	1FTNF1CF7DKE72085	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 23

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Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission Cisd	108-908	36	2013	Ford	F150 PU	1FTNF1CF4DKE72089	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 31
Mission Cisd	108-908	37	2013	Ford	F150 PU	1FTNF1CF6DKE72093	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 46
Mission Cisd	108-908	38	2013	Ford	F150 PU	1FTNF1CF0DKE72090	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 45
Mission Cisd	108-908	39	2013	Ford	F150 PU	1FTNF1CF2DKE72088	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 38
Mission Cisd	108-908	40	2013	Ford	F150 PU	1FTNF1CF2DKE72091	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 18
Mission Cisd	108-908	41	2013	Ford	F250 PU	1FTBF2A64DEB09818	014990	\$ 18,564	\$ 1,000	\$ 1,000	M 41
Mission Cisd	108-908	42	2013	Ford	F350 PU	1FT8W3CT7DEB20072	014990	\$ 30,537	\$ 1,000	\$ 1,000	CATE VMHS
Mission Cisd	108-908	43	2013	Ford	F150 PU	1FTNF1CF8DKE72094	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 33
Mission Cisd	108-908	44	2013	Ford	F150 PU	1FTNF1CF9DKE72086	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 32
Mission Cisd	108-908	45	2013	Ford	Cargo Van	1FTNE1EW1DDA87593	014990	\$ 16,876	\$ 1,000	\$ 1,000	M 25
Mission Cisd	108-908	46	2013	Ford	F150 PU	1FTNF1CFXDK72095	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 47
Mission Cisd	108-908	47	2013	Ford	F150 PU	1FTNF1CF1DKE72096	014990	\$ 16,542	\$ 1,000	\$ 1,000	M 35
Mission Cisd	108-908	48	2013	Ford	F250 PU	1FT7W2A65DEB09820	014990	\$ 21,844	\$ 1,000	\$ 1,000	M 34
Mission Cisd	108-908	49	2005	Homemade	Utility Trlr	MCISD HMT	694900				M-TRL 1
Mission Cisd	108-908	50	1996	Homemade	Trlr	MCISD HMT	694900				M-TRL 3
Mission Cisd	108-908	51	2005	Big Tex	Utility Trlr	16VNX162952E75598	694900	\$ 3,200	\$ 1,000	\$ 1,000	M-TRL 4
Mission Cisd	108-908	52	1995	Prkr	Trlr	13ZLL1626S1010896	694900				M-TRL 5
Mission Cisd	108-908	53	1995	Prkr	Trlr	13ZLL1628S1010897	694900				M-TRL 6
Mission Cisd	108-908	54	1998	Camco	Utility Trlr	1C9SU1015VP474873	694900	\$ 1,645	\$ 1,000	\$ 1,000	M-TRL 7
Mission Cisd	108-908	55	1994	Homemade	Trlr	TR178417	694900	\$ 2,237	\$ 1,000	\$ 1,000	M-TRL 8
Mission Cisd	108-908	56	1989	Homemade	Trlr	MCISD HMT	694900				M-TRL 9
Mission Cisd	108-908	57	2003	Well	Utility Trlr	1W4200J2632048998	694900				M-TRL 10
Mission Cisd	108-908	58	1996	Haulmark	Utility Trlr	16HGB242XTH032564	694900	\$ 5,800	\$ 1,000	\$ 1,000	M-TRL 11
Mission Cisd	108-908	59	2002	Weng Trlr	Trlr	1W9SE28222M174011	694900				M-TRL 12
Mission Cisd	108-908	60	2008	Homemade	Trlr		694900				M-TRL 13
Mission Cisd	108-908	61	2011	Big Tex	Utility Trlr	16VNX1620B2E85240	694900	\$ 3,550	\$ 1,000	\$ 1,000	M-TRL 14
Mission Cisd	108-908	62	1984	Homemade	Trlr	MCISD HMT for welding un	694900				M-TRL 15
Mission Cisd	108-908	63	2003	Chevrolet	Van	1GCEG15X831202340	014990	\$ 15,613	\$ 1,000	\$ 1,000	SE 1
Mission Cisd	108-908	64	2000	Ford	Crown Victoria	2FAFP74W7YX213169	739800	\$ 22,455	\$ 1,000	\$ 1,000	M-51
Mission Cisd	108-908	65	2005	Chevrolet	Cargo Van	1GCGG25V951100092	014990	\$ 16,385	\$ 1,000	\$ 1,000	TECH 2 DLRC
Mission Cisd	108-908	66	2007	Ford	Van	1FTNE24L67DA70399	014990	\$ 22,972	\$ 1,000	\$ 1,000	TECH 1
Mission Cisd	108-908	67	2003	Ford - VMHS	F 350	1FTSW30PX3EBB33149	014990	\$ 26,244	\$ 1,000	\$ 1,000	M-42
Mission Cisd	108-908	68	2008	Ford - MHS	Crew Cab PU	1FTWW30RX8ED57502	014990	\$ 27,918	\$ 1,000	\$ 1,000	CATE MHS V
Mission Cisd	108-908	69	2002	Featherlite	Stock Trlr	4FGL024262C049459	694900	\$ 13,012	\$ 1,000	\$ 1,000	CATE VMHS
Mission Cisd	108-908	70	2006	Tall Aluminum w/Gate	Trlr	11WHS14256W292573	694900	\$ 6,650	\$ 1,000	\$ 1,000	CATE MHS
Mission Cisd	108-908	71	2007	Tall Aluminum w/Gate	Trlr	11WHS14237W293738	694900	\$ 6,650	\$ 1,000	\$ 1,000	CATE VMHS
Mission Cisd	108-908	72	2009	Wells Cargo	Trlr - Band	1WC200L2492063378	694900	\$ 8,973	\$ 1,000	\$ 1,000	FA VMHS

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Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission CISD	108-908	73	2010	Wells Cargo	Trlr - Band	1WC200L20A2065181	694900	\$ 8,995	\$ 1,000	\$ 1,000	FA MHS1
Mission CISD	108-908	74	2011	International	42 Pass Bus	4DRBUSKL5BB315640	618300	\$ 84,732	\$ 1,000	\$ 1,000	T 103
Mission CISD	108-908	75	2011	International	42 Pass Bus	4DRBUSKL7BB315641	618300	\$ 84,732	\$ 1,000	\$ 1,000	T 104
Mission CISD	108-908	76	2011	International	42 Pass Bus	4DRBUSKL9BB315642	618300	\$ 84,732	\$ 1,000	\$ 1,000	T 105
Mission CISD	108-908	77	2009	IC Of Oklahoma, LLC	42 Pass Bus	4DRBUSKLX9B668787	618300	\$ 84,300	\$ 1,000	\$ 1,000	T 102
Mission CISD	108-908	78	2009	IC Of Oklahoma, LLC	42 Pass Bus	4DRBUSKL69B668785	618300	\$ 84,300	\$ 1,000	\$ 1,000	T 101
Mission CISD	108-908	79	2007	International	Special Ed Bus	4DRBUAAL77A425887	618300	\$ 73,900	\$ 1,000	\$ 1,000	T 87
Mission CISD	108-908	80	2007	International	Special Ed Bus	4DRBUAAL97A425888	618300	\$ 73,900	\$ 1,000	\$ 1,000	T 88
Mission CISD	108-908	81	2006	IC Of Oklahoma, LLC	Special Ed Bus	4DRBUAAL96B237686	618300	\$ 73,143	\$ 1,000	\$ 1,000	T 80
Mission CISD	108-908	82	2004	International	21 Pass Bus	4DRBRAAL04B961166	618300	\$ 64,998	\$ 1,000	\$ 1,000	T 72
Mission CISD	108-908	83	2004	International	21 Pass Bus	4DRBRAAL54B963222	618300	\$ 64,998	\$ 1,000	\$ 1,000	T 73
Mission CISD	108-908	84	2004	IC Corporation	21 Pass Bus	4DRBRAAL64B971913	618300	\$ 67,961	\$ 1,000	\$ 1,000	T 74
Mission CISD	108-908	85	2004	IC Corporation	21 Pass Bus	4DRBRAAL84B971914	618300	\$ 67,961	\$ 1,000	\$ 1,000	T 75
Mission CISD	108-908	86	2013	IC	Bus	4DRBUAAN0DB161824	618400	\$ 96,879	\$ 1,000	\$ 1,000	T 109
Mission CISD	108-908	87	2013	IC	Bus	4DRBUAAN2DB161825	618400	\$ 96,879	\$ 1,000	\$ 1,000	T 110
Mission CISD	108-908	88	2013	IC	Bus	4DRBUAAN4DB161826	618400	\$ 96,879	\$ 1,000	\$ 1,000	T 111
Mission CISD	108-908	89	2013	IC	Bus	4DRBUAAN6DB161827	618400	\$ 96,879	\$ 1,000	\$ 1,000	T 112
Mission CISD	108-908	90	2013	IC	Bus	4DRBUAAN8DB161828	618400	\$ 96,879	\$ 1,000	\$ 1,000	T 113
Mission CISD	108-908	91	2013	IC	Bus	4DRBUAANXDB161829	618400	\$ 96,879	\$ 1,000	\$ 1,000	T 114
Mission CISD	108-908	92	2013	IC	Bus	4DRBWAAR8DB161647	618400	\$ 115,549	\$ 1,000	\$ 1,000	T 115
Mission CISD	108-908	93	2013	IC	Bus	4DRBWAARXDB161648	618400	\$ 115,549	\$ 1,000	\$ 1,000	T 116
Mission CISD	108-908	94	2013	IC	Bus	4DRBWAAR1DB161649	618400	\$ 115,549	\$ 1,000	\$ 1,000	T 117
Mission CISD	108-908	95	2013	IC	Bus	4DRBWAAR8DB161650	618400	\$ 115,549	\$ 1,000	\$ 1,000	T 118
Mission CISD	108-908	96	2009	IC	77 Pass Bus	4DRBUSKN69B055163	618400	\$ 83,548	\$ 1,000	\$ 1,000	T 100
Mission CISD	108-908	97	2009	IC	77 Pass Bus	4DRBUSKNX9A698752	618400	\$ 83,548	\$ 1,000	\$ 1,000	T 95
Mission CISD	108-908	98	2009	IC	77 Pass Bus	4DRBUSKN19A698753	618400	\$ 83,548	\$ 1,000	\$ 1,000	T 96
Mission CISD	108-908	99	2009	IC	77 Pass Bus	4DRBUSKN39A698754	618400	\$ 83,548	\$ 1,000	\$ 1,000	T 97
Mission CISD	108-908	100	2009	IC	77 Pass Bus	4DRBUSKN59A698755	618400	\$ 83,548	\$ 1,000	\$ 1,000	T 98
Mission CISD	108-908	101	2009	IC	77 Pass Bus	4DRBUSKN79A698756	618400	\$ 83,548	\$ 1,000	\$ 1,000	T 99
Mission CISD	108-908	102	2008	International	35 Pass Bus	4DRBUAAL18B548046	618400	\$ 78,166	\$ 1,000	\$ 1,000	T 93
Mission CISD	108-908	103	2008	International	35 Pass Bus	4DRBUAAL38B548047	618400	\$ 78,166	\$ 1,000	\$ 1,000	T 94
Mission CISD	108-908	104	2008	International	77 Pass Bus	4DRBUAAN98A492073	618400	\$ 77,697	\$ 1,000	\$ 1,000	T 90
Mission CISD	108-908	105	2008	International	77 Pass Bus	4DRBUAAN08A492074	618400	\$ 77,697	\$ 1,000	\$ 1,000	T 89
Mission CISD	108-908	106	2008	International	77 Pass Bus	4DRBUAANX8A492079	618400	\$ 77,697	\$ 1,000	\$ 1,000	T 91
Mission CISD	108-908	107	2008	International	77 Pass Bus	4DRBUAAN18A492066	618400	\$ 77,697	\$ 1,000	\$ 1,000	T 92
Mission CISD	108-908	108	2006	International	77 Pass Bus	4DRBUAAN06A258076	618400	\$ 70,000	\$ 1,000	\$ 1,000	T 85
Mission CISD	108-908	109	2006	International	77 Pass Bus	4DRBUAAN96A258075	618400	\$ 70,000	\$ 1,000	\$ 1,000	T 84

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Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission CISD	108-908	110	2006	International	77 Pass Bus	4DRBUAAN76A258074	618400	\$ 70,000	\$ 1,000	\$ 1,000	T 83
Mission CISD	108-908	111	2006	International	77 Pass Bus	4DRBUAAN56A258073	618400	\$ 70,000	\$ 1,000	\$ 1,000	T 82
Mission CISD	108-908	112	2006	International	77 Pass Bus	4DRBUAAN36A258072	618400	\$ 70,000	\$ 1,000	\$ 1,000	T 81
Mission CISD	108-908	113	2005	International	77 Pass Bus	4DRBUAAN45B986279	618400	\$ 66,386	\$ 1,000	\$ 1,000	T 79
Mission CISD	108-908	114	2005	International	77 Pass Bus	4DRBUAAN25B986278	618400	\$ 66,386	\$ 1,000	\$ 1,000	T 78
Mission CISD	108-908	115	2004	IC CORP	77 Pass Bus	4DRBRAANX4B971916	618400	\$ 66,172	\$ 1,000	\$ 1,000	CNPT 77
Mission CISD	108-908	116	2004	IC CORP	77 Pass Bus	4DRBRAAN84B971915	618400	\$ 66,172	\$ 1,000	\$ 1,000	CNPT 76
Mission CISD	108-908	117	2003	American	Bus	4DRBRABN73B953080	618400	\$ 32,950	\$ 1,000	\$ 1,000	T 106
Mission CISD	108-908	118	2003	American	Bus	4DRBRABN33B953089	618400	\$ 32,950	\$ 1,000	\$ 1,000	T 108
Mission CISD	108-908	119	2003	Ford	F250 PU	1FTNW20L23EC35629	014990	\$ 20,449	\$ 1,000	\$ 1,000	W 2
Mission CISD	108-908	120	2003	AMTR	77 Pass Bus	4DR5BRAAN83B949217	618400	\$ 58,999	\$ 1,000	\$ 1,000	T 70
Mission CISD	108-908	121	2003	AMTR	77 Pass Bus	4DR5BRAAN63B949216	618400	\$ 58,999	\$ 1,000	\$ 1,000	T 69
Mission CISD	108-908	122	2003	AMTR	77 Pass Bus	4DR5BRAAN43B949215	618400	\$ 58,999	\$ 1,000	\$ 1,000	T 68
Mission CISD	108-908	123	2003	AMTR	77 Pass Bus	4DR5BRAAN23B949214	618400	\$ 58,999	\$ 1,000	\$ 1,000	T 67
Mission CISD	108-908	124	2003	AMTR	77 Pass Bus	4DR5BRAAN03B949213	618400	\$ 58,999	\$ 1,000	\$ 1,000	T 66
Mission CISD	108-908	125	2002	Blue Bird	71 Pass Bus	1HVBBABN42H527796	618400	\$ 55,144	\$ 1,000	\$ 1,000	T 71
Mission CISD	108-908	126	2002	Thomas	83 Pass Bus	1T88T4B2X21112168	618400	\$ 67,090	\$ 1,000	\$ 1,000	CNP - T 63
Mission CISD	108-908	127	2002	THOMAS	83 Pass Bus	1T88T4B2121112169	618400	\$ 67,090	\$ 1,000	\$ 1,000	CNP - T 59
Mission CISD	108-908	128	2002	Blue Bird	71 Pass Bus	1HVBBABN52H527791	618400	\$ 55,144	\$ 1,000	\$ 1,000	T 3
Mission CISD	108-908	129	2002	Chevrolet	C1500 PU	2GCEC19T621394708	014990	\$ 21,668	\$ 1,000	\$ 1,000	Transp 4
Mission CISD	108-908	130	2002	Chevrolet	Suburban	3GNEC16752G324463	014990	\$ 29,357	\$ 1,000	\$ 1,000	Transp 3
Mission CISD	108-908	131	2002	Blue Bird	71 Pass Bus	1HVBBABN92H527793	618400	\$ 55,144	\$ 1,000	\$ 1,000	T 15
Mission CISD	108-908	132	2002	Blue Bird	71 Pass Bus	1HVBBABN72H527792	618400	\$ 55,144	\$ 1,000	\$ 1,000	T 14
Mission CISD	108-908	133	1997	Ford	PU	1FTHF26F9VEB80758	014990	\$ 22,132	\$ 1,000	\$ 1,000	Transp 7
Mission CISD	108-908	134	2008	Ford	E350 Van	1FDWE35LX8DA85073	014990	\$ 27,240	\$ 1,000	\$ 1,000	W 8
Mission CISD	108-908	135	2008	Ford	Ranger PU	1FTYT10U78PA92342	014990	\$ 11,667	\$ 1,000	\$ 1,000	TECH
Mission CISD	108-908	136	2008	Ford	E350 Van	1FDWE35LX8DB35163	014990	\$ 28,516	\$ 1,000	\$ 1,000	W 9
Mission CISD	108-908	137	2003	Chevrolet	Van	1GCFG25X331158614	014990	\$ 14,721	\$ 1,000	\$ 1,000	M 57
Mission CISD	108-908	138	1999	Ford	F350 PU	1FTWF32F5XED05888	014990	\$ 22,833	\$ 1,000	\$ 1,000	T-8
Mission CISD	108-908	139	1997	Ford	Crew Cab PU	1FTJW35FOVEB85582	014990	\$ 23,991	\$ 1,000	\$ 1,000	M3
Mission CISD	108-908	140	1994	Trailer	Trlr	48B500J2XR1010831	684990	\$ 4,200	\$ 1,000	\$ 1,000	WT-1
Mission CISD	108-908	141	2001	Trailer	Big T Utility trl	4X8NX162311D71260	684990				WT-3
Mission CISD	108-908	142	2004	Trailer	Trlr	1W4200G2542049682	684990	\$ 4,439	\$ 1,000	\$ 1,000	WT-2
Mission CISD	108-908	143	2014	International	77 Pass Bus	4DRBUAAN1EB776089	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 120
Mission CISD	108-908	144	2014	International	77 Pass Bus	4DRBUAAN8EB776090	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 121
Mission CISD	108-908	145	2014	International	77 Pass Bus	4DRBUAANXEB776091	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 122
Mission CISD	108-908	146	2014	International	77 Pass Bus	4DRBUAAN1EB776092	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 123

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Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission CISD	108-908	147	2014	International	77 Pass Bus	4DRBUAAN3EB776093	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 124
Mission CISD	108-908	148	2014	International	77 Pass Bus	4DRBUAAN5EB776094	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 125
Mission CISD	108-908	149	2014	International	77 Pass Bus	4DRBUAAN7EB776095	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 126
Mission CISD	108-908	150	2014	International	77 Pass Bus	4DRBUAAN9EB776096	618400	\$ 97,795	\$ 1,000	\$ 1,000	T 127
Mission CISD	108-908	151	2014	International	77 Pass Bus	4DRBUAAN0EB776097	618400	\$ 96,995	\$ 1,000	\$ 1,000	T 128
Mission CISD	108-908	152	2014	International	42 Pass Bus	4DRBUAAL0EB776194	618400	\$ 92,955	\$ 1,000	\$ 1,000	T 119
Mission CISD	108-908	153	2001	Air Compressor Trailer	Trlr	4FVCABAA01U320283	684990				M-TRLR 17
Mission CISD	108-908	154	2012	Gooseneck	Trlr	16GA5242XCBO66184	684990				CATE MHS
Mission CISD	108-908	155	1988	Ford -Transp	F350 PU	1FDKF37H5JKA11565	014990				T C9
Mission CISD	108-908	156	2014	Ford	Transit Van	NMOLS7E74E1145594	014990	\$ 21,219	\$ 1,000	\$ 1,000	W12
Mission CISD	108-908	157	1996	Kent	Trlr	1KKVE5023TL106201	684990	\$ 12,000	\$ 1,000	\$ 1,000	FA VMHS
Mission CISD	108-908	158	1990	Kentucky	FVCC Trlr	1KKVE5021LL088023	684990	\$ 11,000	\$ 1,000	\$ 1,000	FA MHS
Mission CISD	108-908	159	2006	Ford	Sterling Daycab	2FWJA3DE46AV97112	314990	\$ 13,950	\$ 1,000	\$ 1,000	FA VMHS
Mission CISD	108-908	160	2007	Ford	Sterling Daycab	2FWJA3DE17AX07230	314990	\$ 13,950	\$ 1,000	\$ 1,000	FA MHS
Mission CISD	108-908	161	2015	Carry On	6x12 Trailer	4YMCL1210FT001783	684990	\$ 2,895	\$ 1,000	\$ 1,000	Spec Ed
Mission CISD	108-908	162	2014	IC	Spec Ed Bus	4DRBUAAL7EB015386	618400	\$ 92,556	\$ 1,000	\$ 1,000	T 129
Mission CISD	108-908	163	2014	IC	Spec Ed Bus	4DRBUAAL9EB015387	618400	\$ 92,556	\$ 1,000	\$ 1,000	T 130
Mission CISD	108-908	164	2015	IC	77 Pass Bus	4DRBUC8N6GB732108	618400	\$ 92,829	\$ 1,000	\$ 1,000	T 131
Mission CISD	108-908	165	2015	IC	77 Pass Bus	4DRBUC8N8GB732109	618400	\$ 92,829	\$ 1,000	\$ 1,000	T 132
Mission CISD	108-908	166	2015	IC	77 Pass Bus	4DRBUC8N4GB732110	618400	\$ 92,829	\$ 1,000	\$ 1,000	T 133
Mission CISD	108-908	167	2015	IC	77 Pass Bus	4DRBUC8N6GB732111	618400	\$ 92,829	\$ 1,000	\$ 1,000	T 134
Mission CISD	108-908	168	2015	IC	77 Pass Bus	4DRBUC8N8GB732112	618400	\$ 92,829	\$ 1,000	\$ 1,000	T 135
Mission CISD	108-908	169	2015	Ford	F250 PU	1FT7X2ATXFEC26766	014990	\$ 30,171	\$ 1,000	\$ 1,000	W-13
Mission CISD	108-908	170	2015	Ford	Van	NMOLS7E79F1192797	014990	\$ 22,000	\$ 1,000	\$ 1,000	TECH
Mission CISD	108-908	171	2015	Ford	Van	NMOLS7E75F1192795	014990	\$ 20,083	\$ 1,000	\$ 1,000	TECH
Mission CISD	108-908	172	2016	Chevrolet	Suburban	1GNSCKECCXR136101	014990	\$ 40,145	\$ 1,000	\$ 1,000	ADM-001
Mission CISD	108-908	173	2016	Chevrolet	Suburban	1GNSCKECC7GR136850	014990	\$ 40,145	\$ 1,000	\$ 1,000	ADM-004
Mission CISD	108-908	174	2016	Chevrolet	Suburban	1GNSCKECC4GR136126	014990	\$ 40,145	\$ 1,000	\$ 1,000	ADM-003
Mission CISD	108-908	175	2016	Chevrolet	Suburban	1GNSCKECC1GR135452	014990	\$ 40,145	\$ 1,000	\$ 1,000	ADM-002
Mission CISD	108-908	176	2015	CM	82X16 Trailer	5VNBU1625FT146083	684990	\$ 3,398	\$ 1,000	\$ 1,000	M-TRL 16
Mission CISD	108-908	177	2016	Ford	550	1FDUF5GY3GEA92738	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 006
Mission CISD	108-908	178	2016	Ford	550	1FDUF5GY5GEA92739	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 003
Mission CISD	108-908	179	2016	Ford	550	1FDUF5GY1GEA92740	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 005
Mission CISD	108-908	180	2016	Ford	550	1FDUF5GY3GEA92741	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 001
Mission CISD	108-908	181	2016	Ford	550	1FDUF5GY5GEA92742	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 002
Mission CISD	108-908	182	2016	Ford	550	1FDUF5GY7GEA92743	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 004
Mission CISD	108-908	183	2016	Ford	550	1FDUF5GY9GEA92744	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 007



Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission CISD	108-908	184	2016	Ford	550	1FDUF5GY0GEA92745	314990	\$ 51,350	\$ 1,000	\$ 1,000	CNP 008
Mission CISD	108-908	185	2011	Carson	Trailer	4HXFB2027BC154420	684990	\$ 2,500	\$ 1,000	\$ 1,000	M TLR 18
Mission CISD	108-908	186	2000	International	4700	1HTSCABN71H342341	314990	\$ 20,000	\$ 1,000	\$ 1,000	M 4
Mission CISD	108-908	187	2005	International	71 Pass Bus	4DRBUAAN95B986343	618400	\$ 23,000	\$ 1,000	\$ 1,000	T-138
Mission CISD	108-908	188	2005	International	71 Pass Bus	4DRBUAAN05B986344	618400	\$ 23,000	\$ 1,000	\$ 1,000	T-142
Mission CISD	108-908	189	2005	International	71 Pass Bus	4DRBUAAN65B986347	618400	\$ 23,000	\$ 1,000	\$ 1,000	T-141
Mission CISD	108-908	190	2005	International	71 Pass Bus	4DRBUAAN65B986333	618400	\$ 23,000	\$ 1,000	\$ 1,000	T-136
Mission CISD	108-908	191	2005	International	71 Pass Bus	4DRBUAAN45B986346	618400	\$ 23,000	\$ 1,000	\$ 1,000	T-140
Mission CISD	108-908	192	2005	International	71 Pass Bus	4DRBUAAN25B986345	618400	\$ 23,000	\$ 1,000	\$ 1,000	T-139
Mission CISD	108-908	193	2005	International	71 Pass Bus	4DRBUAAN35B986337	618400	\$ 23,000	\$ 1,000	\$ 1,000	T-137
Mission CISD	108-908	194	2017	Exiss	Trailer	4LABS2423J5069095	684990	\$ 26,462	\$ 1,000	\$ 1,000	CATE MHS
Mission CISD	108-908	195	2017	Exiss	Trailer	4LABS2421J5069094	684990	\$ 26,462	\$ 1,000	\$ 1,000	CATE VMHS
Mission CISD	108-908	196	2017	Chevrolet	Express	1GCWGAFF9H1305414	014990	\$ 25,403	\$ 1,000	\$ 1,000	M-6 106
Mission CISD	108-908	197	2018	Chevrolet	Suburban	1GNSCKEC3JR102945	014990	\$ 40,176	\$ 1,000	\$ 1,000	CATE MHS
Mission CISD	108-908	198	2017	Ford	F350 PU	1FT8W3CT3HEE49471	014990	\$ 43,121	\$ 1,000	\$ 1,000	CATE MHS
Mission CISD	108-908	199	2018	Chevrolet	Suburban	1GNSCKEC3JR115756	739800	\$ 39,976	\$ 1,000	\$ 1,000	CATE-VHMS
Mission CISD	108-908	200	2018	Chevrolet	2500 PU	1GB0CUEG5JZ126988	014990	\$ 31,645	\$ 1,000	\$ 1,000	M-7
Mission CISD	108-908	201	2018	Thomas	16 PASS BUS	4UZABPFC3JCJS7359	618200	\$ 88,477	\$ 1,000	\$ 1,000	T-143
Mission CISD	108-908	202	2018	Thomas	77 Pass Bus	4UZABRFC8JCJT0108	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-144
Mission CISD	108-908	203	2018	Thomas	77 Pass Bus	4UZABRFC8JCJT0110	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-146
Mission CISD	108-908	204	2018	Thomas	77 Pass Bus	4UZABRFC1JCJT0109	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-145
Mission CISD	108-908	205	2018	FCCC	77 Pass Bus	4UZABRFC4JCJT0105	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-148
Mission CISD	108-908	206	2018	FCCC	77 Pass Bus	4UZABRFC1JCJT0112	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-147
Mission CISD	108-908	207	2018	Thomas	77 Pass Bus	4UZABRFC6JCJT0106	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-149
Mission CISD	108-908	208	2018	Thomas	77 Pass Bus	4UZABRFC8JCJT0107	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-150
Mission CISD	108-908	209	2018	Thomas	77 Pass Bus	4UZABRFC2JCJT0104	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-151
Mission CISD	108-908	210	2018	Thomas	77 Pass Bus	4UZABRFXJCJT0111	618400	\$ 91,828	\$ 1,000	\$ 1,000	T-152
Mission CISD	108-908	211	2018	Chevrolet	Tahoe	1GNSCAKC4JR174462	739800	\$ 39,978	\$ 1,000	\$ 1,000	SS RM-001
Mission CISD	108-908	212	2018	Ford	F250 PU	1FDBF2A65JEB23301	014990	\$ 29,693	\$ 1,000	\$ 1,000	M-21
Mission CISD	108-908	213	2018	Ford	F250 PU	1FDBF2A67JEB23302	014990	\$ 29,693	\$ 1,000	\$ 1,000	M-13
Mission CISD	108-908	214	2018	Big Tex	70PI Trailer	16VPX1624J2003387	694990	\$ 2,995	\$ 1,000	\$ 1,000	M TRL-20
Mission CISD	108-908	215	2018	Big Tex	14 FT Trailer	16VFX2029H2046756	694990	\$ 5,495	\$ 1,000	\$ 1,000	M TRL-19
Mission CISD	108-908	216	2018	Ford	Transit Van	1GMZK1YM5JKA32605	014990	\$ 27,459	\$ 1,000	\$ 1,000	CNP-009
Mission CISD	108-908	217	2017	Big Tex	Trailer	16VFX1621H2079431	694990	\$ 5,295	\$ 1,000	\$ 1,000	WT-4
Mission CISD	108-908	218	2018	Continental	Trailer	5NHULV224JY031143	684990	\$ 3,800	\$ 1,000	\$ 1,000	CATE
Mission CISD	108-908	219	2018	Continental	Trailer	5NHULV226JY031144	684990	\$ 3,800	\$ 1,000	\$ 1,000	CATE
Mission CISD	108-908	220	2017	Roadclipper	Trailer	46UFU1623H1190418	694990	\$ 2,600	\$ 1,000	\$ 1,000	CATE



Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission CISD	108-908	221	2017	Roadclipper	Trailer	46UFU1625H1190419	694990	\$ 2,600	\$ 1,000	\$ 1,000	CATE
Mission CISD	108-908	222	2017	Collins	14 Pass Bus	1GB3GRBG1H1224542	618200	\$ 61,574	\$ 1,000	\$ 1,000	T - 153
Mission CISD	108-908	223	2017	Collins	14 Pass Bus	1GB3GRBG9H1230704	618200	\$ 61,574	\$ 1,000	\$ 1,000	T - 154
Mission CISD	108-908	224	2018	Collins	14 Pass Bus	1GB3GRBG5J1260157	618200	\$ 62,030	\$ 1,000	\$ 1,000	T - 155
Mission CISD	108-908	225	2018	Collins	14 Pass Bus	1GB3GRBG9J1287488	618200	\$ 62,030	\$ 1,000	\$ 1,000	T - 156
Mission CISD	108-908	226	2018	Collins	14 Pass Bus	1GB3GRBG2J1287591	618200	\$ 62,030	\$ 1,000	\$ 1,000	T - 157
Mission CISD	108-908	227	2017	Collins	14 Pass Bus	1HA3GRBG1HN005855	618200	\$ 56,094	\$ 1,000	\$ 1,000	T - 158
Mission CISD	108-908	228	2017	Collins	14 Pass Bus	1HA3GRBG2HN005959	618200	\$ 56,094	\$ 1,000	\$ 1,000	T - 159
Mission CISD	108-908	229	2017	Collins	14 Pass Bus	1HA3GRBG2HN005993	618200	\$ 56,094	\$ 1,000	\$ 1,000	T - 160
Mission CISD	108-908	230	2017	Collins	14 Pass Bus	1HA3GRBG3HN005999	618200	\$ 56,094	\$ 1,000	\$ 1,000	T - 161
Mission CISD	108-908	231	2017	Collins	14 Pass Bus	1HA3GRBG5HN006071	618200	\$ 56,094	\$ 1,000	\$ 1,000	T - 162
Mission CISD	108-908	232	2019	Thomas - 77 Pass	BUS	4UZABRFCXKCKY5467	618400	\$ 98,574	\$ 1,000	\$ 1,000	T - 163
Mission CISD	108-908	233	2019	Thomas - 77 Pass	BUS	4UZABRFC1KCKY5468	618400	\$ 98,574	\$ 1,000	\$ 1,000	T - 164
Mission CISD	108-908	234	2019	Thomas - 77 Pass	BUS	4UZABRFC3KCKY5469	618400	\$ 98,574	\$ 1,000	\$ 1,000	T - 165
Mission CISD	108-908	235	2019	Ford F250	PU	1FT7W2AT0KED00497	014990	\$ 33,535	\$ 1,000	\$ 1,000	M-10
Mission CISD	108-908	236	2019	Ford F250	PU	1FT7W2AT2KED00498	014990	\$ 33,535	\$ 1,000	\$ 1,000	M-14
Mission CISD	108-908	237	2019	Ford F250	PU	1FTYR2XMOKKA40390	014990	\$ 37,708	\$ 1,000	\$ 1,000	W-6
Mission CISD	108-908	238	2012	Dodge Ram 1500	PU	1C6RD6KP3CS280814	014990	\$ 7,100	\$ 1,000	\$ 1,000	M-36
Mission CISD	108-908	239	2010	Ford F150	PU	1FTEX1EW4AFA06015	014990	\$ 6,600	\$ 1,000	\$ 1,000	M-39
Mission CISD	108-908	240	2011	Chevrolet Tahoe	SED	1GNLC2E0XBR326452	739800	\$ 4,900	\$ 1,000	\$ 1,000	ARO-06
Mission CISD	108-908	241	2011	Chevrolet Tahoe	SED	1GNLC2E03BR313641	739800	\$ 4,900	\$ 1,000	\$ 1,000	ARO-02
Mission CISD	108-908	242	2011	Chevrolet Tahoe	SED	1GNLC2E02BR323996	739800	\$ 5,800	\$ 1,000	\$ 1,000	ARO-03
Mission CISD	108-908	243	2011	Chevrolet Tahoe	SED	1GNLC2E07BR326506	739800	\$ 5,800	\$ 1,000	\$ 1,000	ARO-01
Mission CISD	108-908	244	2011	Chevrolet Tahoe	SED	1GNLC2E04BR327189	739800	\$ 5,800	\$ 1,000	\$ 1,000	ARO
Mission CISD	108-908	245	2012	Chevrolet Tahoe	SED	1GNLC2E00CR301304	739800	\$ 6,200	\$ 1,000	\$ 1,000	ARO-10
Mission CISD	108-908	246	2013	Chevrolet Tahoe	SED	1GNLC2E01DR343966	739800	\$ 7,300	\$ 1,000	\$ 1,000	ARO
Mission CISD	108-908	247	2013	Chevrolet Tahoe	SED	1GNLC2E05DR343145	739800	\$ 6,200	\$ 1,000	\$ 1,000	ARO-08
Mission CISD	108-908	248	2013	Chevrolet Tahoe	SED	1GNLC2E06DR339492	739800	\$ 6,200	\$ 1,000	\$ 1,000	ARO-11
Mission CISD	108-908	249	2013	Chevrolet Tahoe	SED	1GNCL2E05DR340648	739800	\$ 6,200	\$ 1,000	\$ 1,000	ARO
Mission CISD	108-908	250	2013	Chevrolet Tahoe	SED	1GNLC2E05DR340794	739800	\$ 7,300	\$ 1,000	\$ 1,000	ARO
Mission CISD	108-908	251	2010	Ford F350	PU	1FTWW3DR6AEB25768	014990	\$ 15,500	\$ 1,000	\$ 1,000	Transp
Mission CISD	108-908	252	2008	Ford F150	PU	1FTSW21R38ED51435	014990	\$ 12,500	\$ 1,000	\$ 1,000	Transp
Mission CISD	108-908	253	2020	Nissan NV Cargo	VAN	1N6AF0KY1LN802440	014990	\$ 34,430	\$ 1,000	\$ 1,000	CNP 010
Mission CISD	108-908	254	2020	International IC	BUS	4DRBUC8N6MB296078	618400	\$ 119,638	\$ 1,000	\$ 1,000	168
Mission CISD	108-908	255	2020	International IC	BUS	4DRBUC8NZMB296076	618400	\$ 119,638	\$ 1,000	\$ 1,000	166
Mission CISD	108-908	256	2020	International IC	BUS	4DRBUC8N4MB296077	618400	\$ 119,638	\$ 1,000	\$ 1,000	167
Mission CISD	108-908	257	2020	Freedom Trailer	TRLR	5WKBE2022L1065500	684990	\$ 58,975	\$ 1,000	\$ 1,000	T-01

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Member Name	Member Number	Vehicle Number	Year	Make	Model	Vin Number	Class	Cost New	Comp Deductible	Coll Deductible	District Unit Number
Mission CISD	108-908	258	2020	Freedom Trailer	TRLR	5WKBE202XL1065728	684990	\$ 58,975	\$ 1,000	\$ 1,000	T-02
Mission CISD	108-908	259	2020	Freedom Trailer	TRLR	5WKBE2029L1066854	684990	\$ 58,975	\$ 1,000	\$ 1,000	T-04
Mission CISD	108-908	260	2020	Freedom Trailer	TRLR	5WKBE2022L1066629	684990	\$ 58,975	\$ 1,000	\$ 1,000	T-03
Mission CISD	108-908	261	2020	Freedom Trailer	TRLR	5WKBE1828M1067625	684990	\$ 58,975	\$ 1,000	\$ 1,000	T-05
Mission CISD	108-908	262	2020	Freedom Trailer	TRLR	5WKBE2020L1066855	684990	\$ 58,975	\$ 1,000	\$ 1,000	T-06
Mission CISD	108-908	263	2020	Freedom Trailer	TRLR	5WKBE1828M1067624	684990	\$ 58,975	\$ 1,000	\$ 1,000	T-07
Mission CISD	108-908	264	2020	Chevrolet	BUS	1GB3GRBG7L1179129	618200	\$ 58,500	\$ 1,000	\$ 1,000	T-169
Mission CISD	108-908	265	2020	Chevrolet	BUS	1GB3GRBG5L1179484	618200	\$ 58,500	\$ 1,000	\$ 1,000	T-171
Mission CISD	108-908	266	2020	Chevrolet	BUS	1GB3GRBG2L1179944	618200	\$ 58,500	\$ 1,000	\$ 1,000	T-170
Mission CISD	108-908	267	2020	Chevrolet	BUS	1GB3G5BG9L1236910	618200	\$ 63,827	\$ 1,000	\$ 1,000	T-172
Mission CISD	108-908	268	2016	Chevrolet	PU	3GCUKNEC8GG248188	014990	\$ 20,437	\$ 1,000	\$ 1,000	113
Mission CISD	108-908	269	2016	Chevrolet	PU	3GCUKNEC2GG248185	014990	\$ 20,544	\$ 1,000	\$ 1,000	112



**Mission CISD**  
**Signature Documents**

## Mission CISD

1. PCAT and **Mission CISD** (Member) agree that Member will be a PCAT Member for the 2021-2022 through the 2023-2024 Participation Period. The rates in effect for each Participation Period will be applied to any changes in exposure during each Participation Period, and these rates will be the basis for determining the Contributions due PCAT for each period. Member agrees to an annual rate adjustment, up or down, beginning 9/1/2022 that will reflect the actual percentage change in total PCAT funding rates, defined as the change in rates to fund for reinsurance and pool retained losses. A certified document of these changes will be provided by PCAT to the Member. Wind and hail deductible may or may not change based strictly on reinsurance requirements.
2. This Interlocal Addendum along with the most recently signed Interlocal Agreement shall represent the entire agreement and may not be amended or altered without the written consent of both parties.
3. If Member terminates this Addendum prior to 8/31/2024, a short-term cancellation penalty of twenty percent (20%) of Annualized Contributions for the 2021-2022 Participation Period will be due from Member and payable to PCAT within 30 days after notice of termination is received.
4. **Member Opt-Out Clause:** If future reinsurance terms or catastrophic losses cause an unanticipated change in PCAT's funding model that result in a Member rate increase of more than 10%, then the Member will have the option to reject the renewal and be released from this Addendum with zero penalty cost.

**This Addendum must be signed by Member prior to September 1, 2021.**

The undersigned agrees to this Addendum.

\_\_\_\_\_  
**Mission CISD** Authorized Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**Non-Appropriations Clause:** This Addendum is subject to the appropriation of funds by Member in its budget adopted for any fiscal year for the specific purpose of making payments pursuant to this Addendum for that fiscal year. The obligation of Member pursuant to this Addendum in any fiscal year for which this Addendum is in effect shall constitute a current expense of Member for that fiscal year only, and shall not constitute an indebtedness of Member of any monies other than those lawfully appropriated in any fiscal year. In the event of non-appropriation of funds in any fiscal year to make payments pursuant to this Addendum, this Addendum may be terminated.

**SUBJECT:** Renewal for Dental Insurance with Humana for the 2021–2022 School Year

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

Mission CISD currently offers its Employees the option to enroll for dental insurance with Humana at their own expense. Through its two plans the high (100/80/50) and low plan (80/80/50), Humana offers the following benefits:

- Preventative services – routine oral examinations, bitewing x-rays, routine cleanings, fluoride treatments, sealants, space maintainers, and oral cancer screenings.
- Basic services – emergency care for pain relief, amalgam fillings, oral surgery, stainless steel crowns, periodontics, and endodontics.
- Major Services – crowns, inlays/on lays, bridges, dentures, and implants
- Orthodontia Services- plan pays 50% of the covered orthodontia services up to \$1000 lifetime maximum

On July 29, 2021 Humana submitted their renewal for Dental Insurance for the 2021- 2022 School Year. The rates came at an increase of 5%.

	2020-2021 Current	2021-2022 Renewal	5% Increase
<b>Low Plan</b>			
<i>(535 Employees)</i>			
Employee	\$ 15.29	\$ 16.05	\$ 0.76
Family	\$ 40.11	\$ 42.12	\$ 2.01
<b>High Plan</b>			
<i>(815 Employees)</i>			
Employee	\$ 25.37	\$ 26.64	\$ 1.27
Family	\$ 66.57	\$ 69.90	\$ 3.33

The increase was attributed to an increase in claims for the current year. Paid claims are \$485,485 and are projected to increase to \$513,165. The current claims trend is projected at 4% increase and their loss ratio is 87.3%.

**ADMINISTRATIVE CONSIDERATIONS:**

Administration is recommending to renew the Dental Insurance with Humana for the 2021 – 2022 School Year. Increase is reasonable due to the increased utilization and claims by District Employees. In addition, Humana is honoring their 5% increase cap as stated in the original proposal.

**FUNDING SOURCE AND AMOUNT:**

N/A

**CONTACT PERSON (S)**

Lorena Garcia, Deputy Superintendent for Support Services  
Rumalda Ruiz, Assistant Superintendent for Finance  
Sylvia Cruz, Director for Payroll, Employee Benefits and Risk Management  
Dora Garcia, Coordinator for Purchasing

# Dental fully-insured renewal summary

Mission CISD

Group 866729

Renewal date: October 1, 2021

## Your current and renewal dental rates

Plan description	Coverage type	Enrollment	Current rate	Monthly premium	Renewal rate	Monthly premium
<b>Plan 1</b> Traditional Plus U&C Non-Vol, 100/80/50; periodontics/endodontics in Basic, \$1000 annual maximum; \$50 deductible; deductible waived on preventive; child/adult orthodontia with \$1000 lifetime maximum	Employee	283	\$25.37	\$7,180	\$26.64	\$7,539
	Family	252	\$66.57	\$16,776	\$69.90	\$17,615
	<b>Total</b>	535		\$23,955		\$25,154
<b>Plan 2</b> Traditional Plus Non-Vol, INFS 80/80/50; periodontics/endodontics in Basic, \$1000 annual maximum; \$50 deductible; deductible waived on preventive; child/adult orthodontia with \$1000 lifetime maximum	Employee	418	\$15.29	\$6,391	\$16.05	\$6,709
	Family	397	\$40.11	\$15,924	\$42.12	\$16,722
	<b>Total</b>	815		\$22,315		\$23,431

\* Renewal rates guaranteed through: September 30, 2023

Humana is committed to addressing the link between oral and overall health through member education and targeted benefits.

You also receive:

**EyeMed Vision discount program**, where you and your employees can save money with more than 92,800 unique providers at 264,482 access points nationwide including optometrists, ophthalmologists, opticians.

**Access anytime** to dental benefits information through our automated information line (1-800-233-4013) and **Humana.com**.

Humana group dental plans are offered by Humana Insurance Company, HumanaDental Insurance Company, Humana Insurance Company of New York, The Dental Concern, Inc., Humana Medical Plan of Utah, CompBenefits Company, CompBenefits Dental, Inc., Humana Health Benefit Plan of Louisiana, Humana Employer's Health Plan of Georgia, or DentiCare, Inc. (d/b/a CompBenefits)



# Dental fully-insured renewal summary

Mission CISD

Group 866729

Renewal date: October 1, 2021

## Rate calculation

HumanaDental blends the current experience period, prior experience period(s), and manual projected premium change (based on a pool of other groups' experience) to calculate your renewal rates. Within those experience periods, HumanaDental looks at claims, expenses, and factors such as benefit design changes and trend.

## Your current dental plan(s):

Traditional Plus U&C Non-Vol, 100/80/50; periodontics/endodontics in Basic, \$1000 annual maximum; \$50 deductible; deductible waived on preventive; child/adult orthodontia with \$1000 lifetime maximum

Traditional Plus Non-Vol, INFS 80/80/50; periodontics/endodontics in Basic, \$1000 annual maximum; \$50 deductible; deductible waived on preventive; child/adult orthodontia with \$1000 lifetime maximum

	Current experience period Jul 1, 2020 - Jun 30, 2021	Prior experience period Jul 1, 2019 - Jun 30, 2020
Average subscribers	1379	1350
Current subscribers	1350	1350
Paid claims	\$485,485	\$495,066
Incurred claims <sup>1</sup>	\$489,417	\$499,076
Claims trend	4.00%	4.00%
Trend factor adjustment	1.0710	1.1139
Annualized projected claims	\$513,165	\$555,915
Expenses <sup>2</sup>	\$66,873	\$64,416
Annual required premium	\$578,872	\$620,316
Annual current premium	\$555,216	\$555,216
Rate change	5.00%	

<sup>1</sup> HumanaDental calculates incurred claims based on paid claims and claims not yet paid. Projected claims used to calculate annual required premium reflects enrollment changes and plan change adjustments during the experience period (if applicable).

<sup>2</sup> Expenses include general and administrative costs, commissions (if applicable), risk or margin, and premium tax.



# Dental renewal summary

Mission CISD

Group 866729

Renewal date: October 1, 2021

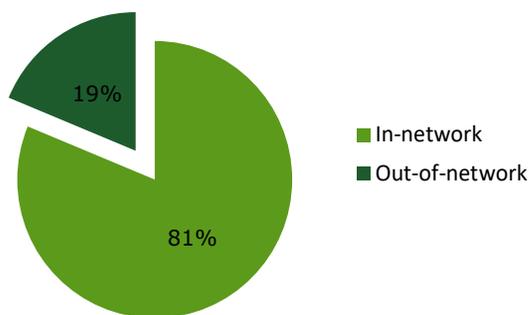
## Network savings

HumanaDental has a regularly expanding network of more than 100,000 dentist locations in our nationwide PPO network. Your employees can find or refer a network dentist on our Website, [Humana.com](http://Humana.com), or by calling 1-800-233-4013.

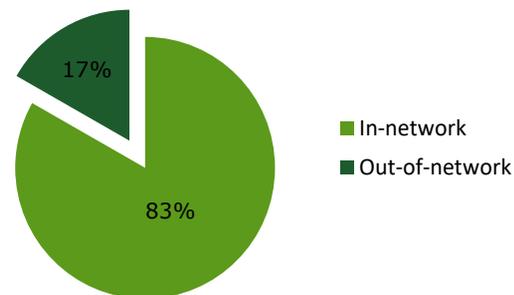
## Data from July 1, 2020 - June 30, 2021

	Number of procedures	Claim payments
In-network	10,029	\$394,496
Out-of-network	2,021	\$90,989
<b>Total</b>	<b>12,050</b>	<b>\$485,485</b>

Network usage by amount of claim payments



Network usage by number of procedures



## HumanaDental's network saves you money

	In-network	Out-of-network	Total
Claims percent	86.27%	13.73%	100.00%
Claims per member per month	\$10.61	\$2.45	\$13.06
Discount savings per member per month	\$7.59		\$7.59
Discount savings per subscriber per month	\$17.14		\$17.14
Discount savings percent	35.68%		28.10%

\*Data excludes dental HMO/Prepaid products.

**Total Network Savings**  
**\$282,060.59**



# Dental renewal summary

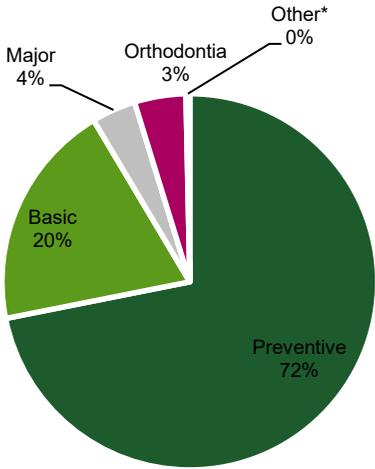
Mission CISD  
 Group 866729  
 Renewal date: October 1, 2021

## Claims by category

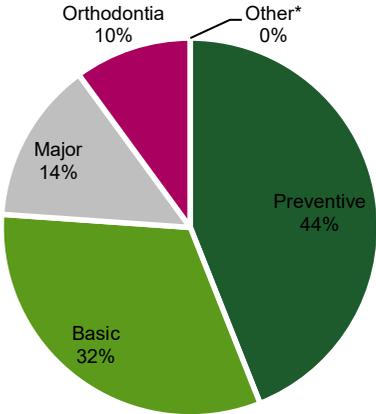
July 1, 2020 - June 30, 2021

	Preventive	Basic	Major	Orthodontia	Other*	Total
In-network number of procedures	7,374	1,887	390	344	34	10,029
Out-of-network number of procedures	1,287	471	68	189	6	2,021
<b>Total</b>	<b>8,661</b>	<b>2,358</b>	<b>458</b>	<b>533</b>	<b>40</b>	<b>12,050</b>
In-network claims amount	\$178,125	\$127,193	\$59,147	\$30,031	\$0	\$394,496
Out-of-network claims amount	\$35,425	\$28,744	\$8,063	\$18,757	\$0	\$90,989
<b>Total</b>	<b>\$213,550</b>	<b>\$155,937</b>	<b>\$67,210</b>	<b>\$48,788</b>	<b>\$0</b>	<b>\$485,485</b>

Number of procedures by category



Claims dollars by category



Data excludes dental HMO/Prepaid products.

\* Other refers to claims with ADA codes that are not mapped to Preventive, Basic, Major, or Orthodontia



## Dental fully-insured renewal summary

Mission CISD

Group 866729

Renewal date: October 1, 2021

### Claims and enrollment history

July 1, 2020 - June 30, 2021

Month	Number of procedures	Paid claims	Premium	Total employees
July	1,302	\$51,160.14	\$46,250.90	1,430
August	1,137	\$44,628.24	\$46,187.42	1,427
September	654	\$26,483.40	\$44,578.90	1,377
October	826	\$36,581.65	\$46,513.03	1,353
November	829	\$30,276.18	\$46,588.93	1,357
December	943	\$37,260.07	\$46,670.80	1,363
January	1,402	\$49,895.95	\$46,661.26	1,361
February	926	\$36,713.43	\$46,826.08	1,367
March	1,121	\$41,771.67	\$46,501.92	1,359
April	869	\$42,598.38	\$46,608.60	1,361
May	919	\$41,906.63	\$46,375.83	1,354
June	1,123	\$46,208.96	\$46,230.13	1,350

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Average Loss Ratio (i.e. Claims divided by Premium)	87.3%
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\*Data excludes dental HMO/Prepaid products.



**SUBJECT:** Authorize Purchases from District Approved Purchasing Cooperatives

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

### **BACKGROUND INFORMATION**

In accordance with Board Policy CH Local, the Board delegates to the Superintendent the authority to make budgeted purchases valued at less than \$50,000. The Board may delegate to the Superintendent the authority to make other purchases.

The intent of this authorization is to provide a method to make routine purchases from approved District Purchasing Cooperatives. These routine purchases may exceed the threshold over a level requiring Board Approval in accordance with Board Policy. The authorization to make these purchases exceeding \$50,000 would expedite these routines needed purchases.

### **ADMINISTRATIVE CONSIDERATIONS**

Using Interlocal Purchasing Coops complies with purchase requirements TEC 44.031 and Local Board Policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

The District has approved the use of the most popular purchasing cooperatives in the State. The District is always looking at adding the use of other cooperatives that have contracts that the District deems advantageous. This is a current list of the purchasing cooperatives used:

- BuyBoard Purchasing Cooperative
- Texas Department of Information Resources DIR
- Region 1 Educational Service Center
- Houston Galveston Area Council (HGAC) Cooperative Purchasing
- US Communities Purchasing Coop
- The Interlocal Purchasing System (TIPS)/(TAPS)
- National Intergovernmental Purchasing Alliance (NIPA)
- Texas Multiple Award Schedule (TXMAS) Purchasing Cooperative
- The Purchasing Association of Cooperative Entities (PACE)
- 1Government Procurement Alliance Purchasing Cooperative (1GPA)

**FUNDING SOURCE AND AMOUNT**

All Funds

**RECOMMENDATION**

Administration recommends the Board of Trustees authorize administration to make purchases up to \$500,000 from each of the District approved purchasing cooperatives.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Dora Garcia, Coordinator for Purchasing

**SUBJECT:** Consideration and Approval of Region One Education Service Center Interlocal Agreement

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The District has a long standing participation with Region One Education Service Center services. The District participates in the Purchasing Cooperative specifically for the Library Services and Media Cooperative, the PEIMS Cooperative, and Child Nutrition Program – South Texas Cooperative. Computer Software Programs purchased through Region One include Eduphoria Premium Suite Edition, Learning Resources Integration Workshops, OnData Suite. The District is also a member of the Distance Learning Consortium.

The District also receives special service projects for the school year through a Local Assessment Fee in the following areas: Leadership Support such as Regional Advisory Council of Superintendents; Superintendent’s Leadership Academy; Instructional Leadership capacity building, guidance, technical assistance and training among others through Region One Curriculum Advisory Council, Finance Advisory Council, and Purchasing Advisory Council among others. Other service projects include Operations Support such as Human Resources meetings, PEIMS reviews and data desegregation reports. In the Technical Support area the District receives consulting services, staff development, and other region-wide special projects.

**ADMINISTRATIVE CONSIDERATIONS**

The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs.

**FUNDING SOURCE and AMOUNT**

General Fund and Federal Funds estimated at \$200,000

**RECOMMENDATION**

Approval of Region One Education Service Center Inter-local Agreement

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance

**SUBJECT:** Consideration and Approval of Interlocal Agreement with South Texas College for Tuition

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

The District offers college opportunities to our High School Students for dual credit programs which include Early College High School and the Academies Program as required by the Texas Higher Education Coordinating Board. The major initiative of these programs is to promote a college-going district and college graduation culture. The District also offers Career and Technology Education certification courses. The District recognizes South Texas College as its Higher Education partner.

In accordance with Texas Administrative Code Title:19 Chapter 4, Subchapter D, Rule 4.84 Section (a), for any dual credit partnership between a secondary school and a public college, an agreement must be approved by the governing boards or designated authorities (e.g., principal and chief academic officer) of both the public school district or private secondary school and the public college prior to the offering of such course. The partnership between Mission CISD and South Texas College has been in existence since the early 2000s.

**ADMINISTRATIVE CONSIDERATIONS**

The parties are authorized by the Interlocal Cooperation Act, Texas Government Code Chapter 791 to enter into cooperative agreements with other local government entities of the State of Texas for the purpose of fulfilling and implementing their respective public and governmental purposes, needs, objectives, and programs. According to this Code, an Interlocal contract must be authorized by the governing body.

This agreement is under legal review

**FUNDING SOURCE AND AMOUNT:**

General Fund using various State Fund Foundation Program Budgets: Special Education, College Career and Military Ready and Career Technology Education estimated at \$650,000

**RECOMMENDATION:**

Approval of Interlocal Agreement with South Texas College for Tuition.

**CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Sharon A. Roberts, Ed. D., Deputy Superintendent for Curriculum & Instruction  
Dora Garcia, Purchasing Coordinator

**SUBJECT:** Approval of Budget Amendment for the Month of August 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 CONSIDERATIONS**

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 \$4,372,016 increase in expenditures for purchase carry over from prior fiscal year including the Tom Landry Stadium renovations project, construction projects, Erate Projects, and other POs for supplies and equipment.

The amendment also includes a reallocation of function 11 to various functions to support the investment of new school buses, playground equipment for elementary schools, Indoor Air Quality projects, and Athletics baseball/softball field turfs and junior high school track updates.

Total General Fund expenditures budget \$185,234,859.

**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 August**  
**Fiscal Year 2021 - 2022**

Description	Original Budget	August Amendments	Amended Budget Aug 2021
<b>Unaudited Beginning Fund Balance</b>	<b>\$ 78,831,059</b>		<b>\$ 78,831,059</b>
Revenues:			
5700 - Local	\$ 27,728,439		27,728,439
5800 - State	130,446,452	-	130,446,452
5900 - Federal	22,687,952	-	22,687,952
<b>Total Revenues</b>	<b>\$ 180,862,843</b>	<b>\$ -</b>	<b>\$ 180,862,843</b>
Expenditures:			
11 Instruction	\$ 94,057,501	\$ (20,764,114)	\$ 73,293,387
12 Inst. Res. & Media Services	2,516,394	0	2,516,394
13 Curriculum Dev. & Inst. Staff Dev.	2,254,646	0	2,254,646
21 Inst. Leadership	2,898,225	32,506	2,930,731
23 School Leadership	9,693,932	0	9,693,932
31 Guid., Counseling & Eval. Ser.	6,190,714	0	6,190,714
32 Social Work Services	587,220	0	587,220
33 Health Services	1,973,169	0	1,973,169
34 Student (Pupil) Trans.	4,981,181	1,500,000	6,481,181
35 Food Services	14,046,270	91,086	14,137,356
36 Curricular/Extracurricular Act.	7,439,336	1,138,000	8,577,336
41 General Administration	5,899,249	0	5,899,249
51 Plant Maint. & Operations	19,574,382	14,048,635	33,623,017
52 Security and Monitoring Serv.	3,522,854	0	3,522,854
53 Data Processing Services	3,025,432	306,340	3,331,772
61 Community Services	399,873	0	399,873
71 Debt Service	1,036,320	0	1,036,320
81 Fac. Acquisition & Const.	450,065	8,019,563	8,469,628
95 Pmt. to Juv. Justice Alt. Ed. Prg.	20,000	0	20,000
99 Other Intergovernmental Charges	296,080	0	296,080
<b>Total Expenditures</b>	<b>\$ 180,862,843</b>	<b>\$ 4,372,016</b>	<b>\$ 185,234,859</b>
7900 - Other Sources	\$ 16,613,295		16,613,295
8900 - Other Uses	(16,613,295)		(16,613,295)
<b>Total Other Financing Sources &amp; (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Un-Audited Ending Fund Balance</b>	<b>\$ 78,831,059</b>	<b>\$ (4,372,016)</b>	<b>\$ 74,459,043</b>

**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 \$17,000.00. 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 July 2021

Date	Campus / Scholarship	Cash	Non-Cash	Donor	Purpose
05/21/21	Veterans Memorial HS	500.00		The Wonderful Company Foundation	Donation for Veterans Memorial HS Students
05/21/21	Veterans Memorial HS	500.00		The Wonderful Company Foundation	Donation for Veterans Memorial HS Teachers
05/31/21	Mission High School	500.00		The Wonderful Company Foundation	Donation for supplies to be used by the Track Club
06/14/21	Veterans Memorial HS	500.00		The Wonderful Company Foundation	Donation for Veterans Memorial HS Junior Class
06/22/21	Central Office - Public Relations	5,000.00		The Greater Mission Chamber of Commerce	Donation to be used for back to school bash
06/24/21	Central Office - Public Relations	10,000.00		Educational Foundation of Mission CISD	Donation to be used for back to school bash
	Total donations	\$ 17,000.00	\$ -		

**SUBJECT:** Approval of Resolution stating Annual Review of Investment Policy and Investment Strategies CDA (LOCAL)

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

### **BACKGROUND INFORMATION**

In accordance with the Public Funds Investment Act, Texas Government Code 2256, the Board of Trustees is required to:

1. Annually review the District's Investment Policy and Investment Strategies for each of the funds or group of funds under the Board's control.
2. Approve the independent sources for Investment Officer training
3. Approve the list of qualified brokers/dealers
4. Approve the Investment Officers

A written instrument shall be adopted stating that the Board has reviewed and approved:

1. The Investment Policy and Investment Strategies
2. The list of independent sources for Investment Officer training
3. The list of qualified brokers/dealers
4. The list of Investment Officers

### **ADMINISTRATIVE CONSIDERATIONS**

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures.

None of the District's investment officers own any financial interest in the entities offering to engage in investment transactions with the District.

### **FUNDING SOURCE AND AMOUNT**

N/A

### **RECOMMENDATION**

Approval of the Resolution Stating Review of Investment Policy and Investment Strategies

### **CONTACT PERSON (S)**

Rumalda Ruiz, Assistant Superintendent for Finance  
Anna Zuniga, CPA, Director for Finance  
Odon Garcia, Accountant<sup>125</sup>

**RESOLUTION STATING ANNUAL REVIEW OF INVESTMENT POLICY  
AND INVESTMENT STRATEGIES AND DESIGNATION OF INVESTMENT  
OFFICERS FOR MISSION CISD**

WHEREAS, Mission CISD has been legally created and operates pursuant to the general laws of the State of Texas applicable to Independent School Districts; and

WHEREAS, the Board of Trustees has convened on this date at a meeting open to the public and wishes to review the Investment Policy and strategies for the District, in the form attached hereto, pursuant to Chapter 2256, The Texas Government Code, as amended from time to time; Now, therefore,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF Mission CISD THAT:

Section 1: The Investment Policy, in the form attached hereto, and the investment strategies contained in such policy is hereby reviewed and approved at its annual review.

Section 2: The provisions of this Resolution shall be effective as of the date reviewed and shall remain in effect until modified by action of the Board of Trustees.

Section 3: The attached list of qualified brokers/dealers and the list of sources for investment training are hereby reviewed and approved at its annual review.

Section 4: That Rumalda Ruiz, Assistant Superintendent for Finance, Anna Zuniga, Director for Finance, Odon Garcia, Accountant, and Rosalinda Rodriguez, Accountant of the District are hereby named as Investment Officers of the District to be responsible for the investment of its funds consistent with the Investment Policy.

**PASSED AND APPROVED this 11<sup>th</sup> day of August, 2021.**

\_\_\_\_\_  
Minnie R. Rodgers  
President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Veronica R. Mendoza  
Secretary, Board of Trustees

List of investment brokers/dealers and investment consultants with whom the District may work with in investing District funds.

1. Hilltop Securities Inc.  
Mary Ann Dunda, Managing Director, TexSTAR Administrator  
1201 Elm Street, Suite 3500,  
Dallas, TX 75270
2. TASB First Public Lone Star Investment Pool  
Edward M. Contreras, Assistant Vice-President  
7620 Guadalupe  
Austin, Texas 78752
3. PTA Texas Class Investment Pool  
Danny King, Account Representative  
813 West 11<sup>th</sup>, Suite B  
Austin, Texas 78701
4. BBVA USA  
3900 North Tenth Street  
McAllen, Texas 78501
5. PFM Asset Management LLC  
Nathan Smith, Senior Managing Consultant  
111 Congress Avenue, Suite 2150  
Austin, Texas 78701
6. Lone Star National Bank  
520 E. Nolana  
McAllen, Texas 78704

The individuals listed above have been provided with a copy of MCISD's investment policies (legal and local). All investments will be made in accordance with MCISD's board policy regarding investment of public funds. Investments will be purchased from those providing the best package, adhering to Board Policy on investments.

Sources of investment training:

1. Texas Association of School Business Officials
2. PFM Asset Management LLC
3. Public Trust Advisors (PTA)
4. Hilltop Securities Inc.
5. First Public
6. Patterson & Associates

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

**Investment Authority**

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved  
Investment  
Instruments**

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

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

**Safety**

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

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

**Investment  
Management**

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

**Liquidity and  
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed three years from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

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

**Diversity**

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

**Monitoring Market  
Prices**

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

**Monitoring Rating  
Changes**

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

**Funds/Strategies**

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

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

protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

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

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

**Annual Review**

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

**Annual Audit**

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



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

**Definitions**

Bond Proceeds	"Bond proceeds" means the proceeds from the sale of bonds, notes, and other obligations issued by a district, and reserves and funds maintained by a district for debt service purposes.
Investment Pool	"Investment pool" means an entity created under the Texas Government Code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield.
Pooled Fund Group	"Pooled fund group" means an internally created fund of a district in which one or more institutional accounts of a district are invested.
Separately Invested Asset	"Separately invested asset" means an account or fund of a district that is not invested in a pooled fund group.  <i>Gov't Code 2256.002(1), (6), (9), (12)</i>
Pledged Revenue	"Pledged revenue" means money pledged to the payment of or as security for:  <ol style="list-style-type: none"><li>1. Bonds or other indebtedness issued by a district;</li><li>2. Obligations under a lease, installment sale, or other agreement of a district; or</li><li>3. Certificates of participation in a debt or obligation described by item 1 or 2.</li></ol> <i>Gov't Code 2256.0208(a)</i>
Repurchase Agreement	"Repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations, described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement. <i>Gov't Code 2256.011(b)</i>
Hedging	"Hedging" means acting to protect against economic loss due to price fluctuation of a commodity or related investment by entering

into an offsetting position or using a financial agreement or producer price agreement in a correlated security, index, or other commodity.

*Eligible Entity*

“Eligible entity” means a political subdivision that has:

1. A principal amount of at least \$250 million in outstanding long-term indebtedness, long-term indebtedness proposed to be issued, or a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued; and
2. Outstanding long-term indebtedness that is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities, without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation.

*Eligible Project*

“Eligible project” has the meaning assigned by Government Code 1371.001 (issuance of obligations for certain public improvements).

*Gov’t Code 2256.0207(a)*

Corporate Bond

“Corporate bond” means a senior secured debt obligation issued by a domestic business entity and rated not lower than “AA-” or the equivalent by a nationally recognized investment rating firm. The term does not include a debt obligation that, on conversion, would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov’t Code 2256.0204(a)*

**Written Policies**

The board shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the district’s funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the district;
3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;

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4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below].

*Gov't Code 2256.005(a), (b)*

Annual Review

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

Annual Audit

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

Investment  
Strategies

As an integral part of the investment policy, the board shall adopt a separate written investment strategy for each of the funds or group of funds under the board's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the district;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

*Gov't Code 2256.005(d)*

Investment Officer

A district shall designate by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees as investment officer(s) to be responsible for the investment of its funds consistent

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

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

Investment Training Investment training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act. *Gov't Code 2256.008(c)*

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

*Ongoing* The treasurer, or the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend an investment training session not less than once in a two-year period that begins on the first day of the district's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than eight hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the board or by a designated investment committee advising the investment officer. *Gov't Code 2256.008(a-1)*

Exception The ongoing training requirement does not apply to the treasurer, chief financial officer, or investment officer of a district if:

1. The district does not invest district funds or only deposits those funds in interest-bearing deposit accounts or certificates of deposit as authorized by Government Code 2256.010; and
2. The treasurer, chief financial officer, or investment officer annually submits to the agency a sworn affidavit identifying the applicable criteria under item 1 that apply to the district.

*Gov't Code 2256.008(g)*

Standard of Care

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

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

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

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

*Gov't Code 2256.006*

*Personal Interest*

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

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

*Gov't Code 2256.005(i)*

*Quarterly Reports*

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

1. Describe in detail the investment position of the district on the date of the report;
2. Be prepared jointly and signed by all district investment officers;
3. Contain a summary statement of each pooled fund group that states the:
  - a. Beginning market value for the reporting period;
  - b. Ending market value for the period; and
  - c. Fully accrued interest for the reporting period;
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
5. State the maturity date of each separately invested asset that has a maturity date;
6. State the account or fund or pooled group fund in the district for which each individual investment was acquired; and
7. State the compliance of the investment portfolio of the district as it relates to the investment strategy expressed in the district's investment policy and relevant provisions of the Public Funds Investment Act.

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

*Gov't Code 2256.023*

**Selection of Broker**

The board or the designated investment committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with a district.

*Gov't Code 2256.025*

**Bond Proceeds**

The investment officer of a district may invest bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act, in accordance with:

1. Statutory provisions governing the debt issuance or the agreement, as applicable; and
2. The district's investment policy regarding the debt issuance or the agreement, as applicable.

*Gov't Code 2256.0208(b)*

**Authorized Investments**

A board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. *Gov't Code 2256.003(a)*

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

The board may specify in its investment policy that any authorized investment is not suitable. *Gov't Code 2256.005(j)*

Obligations of  
Governmental  
Entities

The following are authorized investments:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;

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2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
6. Bonds issued, assumed, or guaranteed by the state of Israel;
7. Interest-bearing banking deposits that are guaranteed or insured by the FDIC or its successor, or the National Credit Union Share Insurance Fund or its successor; and
8. Interest-bearing banking deposits other than those described at item 7 above if:
  - a. The funds are invested through a broker with a main office or a branch office in this state that the district selects from a list the board or designated investment committee of the district adopts as required at Selection of Broker above or a depository institution with a main office or a branch office in this state and that the district selects;
  - b. The broker or depository institution selected as described above arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the district's account;
  - c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and
  - d. The district appoints as the district's custodian of the banking deposits issued for the district's account the de-

pository institution selected as described above, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating under Rule 15c3-3 (17 C.F.R. Section 240.15c3-3).

*Gov't Code 2256.009(a)*

*Unauthorized  
Obligations*

The following investments are not authorized:

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

*Gov't Code 2256.009(b)*

Certificates of  
Deposit and Share  
Certificates

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;
2. Secured by obligations described at Obligations of Governmental Entities, above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities described at Unauthorized Obligations, above; or
3. Secured in accordance with Government Code Chapter 2257 (Public Funds Collateral Act) or in any other manner and amount provided by law for the deposits of the district.

*Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment:

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

*Gov't Code 2256.010(b)*

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

Repurchase  
Agreements

A fully collateralized repurchase agreement is an authorized investment if it:

1. Has a defined termination date;
2. Is secured by a combination of cash and obligations described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds);
3. Requires the securities being purchased by the district or cash held by the district to be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or a third party selected and approved by the district; and
4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by a district under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a repurchase agreement by a district.

*Gov't Code 2256.011*

Securities Lending  
Program

A securities lending program is an authorized investment if:

1. The value of securities loaned is not less than 100 percent collateralized, including accrued income;
2. A loan allows for termination at any time;
3. A loan is secured by:
  - a. Pledged securities described at Obligations of Governmental Entities, above;
  - b. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state, and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
  - c. Cash invested in accordance with Government Code 2256.009 (obligations of governmental entities), 2256.013 (commercial paper), 2256.014 (mutual funds), or 2256.016 (investment pools);
4. The terms of a loan require that the securities being held as collateral be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or with a third party selected by or approved by the district; and
5. A loan is placed through a primary government securities dealer, as defined by 5 C.F.R. Section 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

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

*Gov't Code 2256.0115*

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Banker's  
Acceptances

A banker's acceptance is an authorized investment if it:

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;
3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and
4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least on nationally recognized credit rating agency.

*Gov't Code 2256.012*

Commercial Paper

Commercial paper is an authorized investment if it has a stated maturity of 365 days or fewer from the date of issuance; and is rated not less than A-1 or P-1 or an equivalent rating by at least:

1. Two nationally recognized credit rating agencies; or
2. One nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States law or any state.

*Gov't Code 2256.013*

Mutual Funds

A no-load money market mutual fund is an authorized investment if the mutual fund:

1. Is registered with and regulated by the Securities and Exchange Commission;
2. Provides the district with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.); and
3. Complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).

*Gov't Code 2256.014(a)*

In addition to the no-load money market mutual fund authorized above, a no-load mutual fund is an authorized investment if it:

1. Is registered with the Securities and Exchange Commission;
2. Has an average weighted maturity of less than two years; and
3. Either has a duration of:
  - a. One year or more and is invested exclusively in obligations approved by the Public Funds Investment Act, or
  - b. Less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

*Gov't Code 2256.014(b)*

*Limitations*

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in Government Code 2256.014(b);
2. Invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in Government Code 2256.014(b); or
3. Invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in Government Code 2256.014(a) or (b) in an amount that exceeds ten percent of the total assets of the mutual fund.

*Gov't Code 2256.014(c)*

Guaranteed  
Investment  
Contracts

A guaranteed investment contract is an authorized investment for bond proceeds if the guaranteed investment contract:

1. Has a defined termination date;
2. Is secured by obligations described at Obligations of Governmental Entities, above, excluding those obligations described at Unauthorized Obligations, in an amount at least equal to the amount of bond proceeds invested under the contract; and
3. Is pledged to the district and deposited with the district or with a third party selected and approved by the district.

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

To be eligible as an authorized investment:

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

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a guaranteed investment contract by a district.

*Gov't Code 2256.015*

Investment Pools

A district may invest its funds or funds under its control through an eligible investment pool if the board by rule, order, ordinance, or resolution, as appropriate, authorizes the investment in the particular pool. *Gov't Code 2256.016, .019*

To be eligible to receive funds from and invest funds on behalf of a district, an investment pool must furnish to the investment officer or other authorized representative of the district an offering circular or other similar disclosure instrument that contains the information specified in Government Code 2256.016(b). To maintain eligibility, an investment pool must furnish to the investment officer or other authorized representative investment transaction confirmations and a monthly report that contains the information specified in Government Code 2256.016(c). A district by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds. *Gov't Code 2256.016(b)-(d)*

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

Corporate Bonds

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

A district is not authorized to:

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

A district subject to these provisions may purchase, sell, and invest its funds and funds under its control in corporate bonds if the board:

1. Amends its investment policy to authorize corporate bonds as an eligible investment;
2. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds and liquidating the investment in corporate bonds; and
3. Identifies the funds eligible to be invested in corporate bonds.

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

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

*Gov't Code 2256.0204*

Hedging  
Transactions

The board of an eligible entity (as defined above) shall establish the entity's policy regarding hedging transactions. An eligible entity may enter into hedging transactions, including hedging contracts,

and related security, credit, and insurance agreements in connection with commodities used by an eligible entity in the entity's general operations, with the acquisition or construction of a capital project, or with an eligible project. A hedging transaction must comply with the regulations of the federal Commodity Futures Trading Commission and the federal Securities and Exchange Commission.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution by an eligible entity of a hedging contract and any related security, credit, or insurance agreement.

An eligible entity may:

1. Pledge as security for and to the payment of a hedging contract or a security, credit, or insurance agreement any general or special revenues or funds the entity is authorized by law to pledge to the payment of any other obligation.
2. Credit any amount the entity receives under a hedging contract against expenses associated with a commodity purchase.

An eligible entity's cost of or payment under a hedging contract or agreement may be considered an operation and maintenance expense, an acquisition expense, or construction expense of the eligible entity; or a project cost of an eligible project.

*Gov't Code 2256.0206*

Prohibited  
Investments

Except as provided by Government Code 2270 (prohibited investments), a district is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

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**Note:** As an "investing entity" under Government Code 2270.0001(7)(A), a district must comply with Chapter 2270, including reporting requirements, regarding prohibited investments in scrutinized companies listed by the comptroller in accordance with Government Code 2270.0201.

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Loss of Required  
Rating

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

**Sellers of  
Investments**

A written copy of the investment policy shall be presented to any business organization (as defined below) offering to engage in an investment transaction with a district. The qualified representative of the business organization offering to engage in an investment transaction with a district shall execute a written instrument in a form acceptable to the district and the business organization substantially to the effect that the business organization has:

1. Received and reviewed the district investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the district and the organization that are not authorized by the district's investment policy, except to the extent that this authorization:
  - a. Is dependent on an analysis of the makeup of the district's entire portfolio;
  - b. Requires an interpretation of subjective investment standards; or
  - c. Relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The investment officer of a district may not acquire or otherwise obtain any authorized investment described in the district's investment policy from a business organization that has not delivered to the district the instrument required above.

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

Nothing in this section relieves the district of the responsibility for monitoring investments made by the district to determine that they are in compliance with the investment policy.

Business  
Organization

For purposes of the provisions at Sellers of Investments above, "business organization" means an investment pool or investment management firm under contract with a district to invest or manage the district's investment portfolio that has accepted authority granted by the district under the contract to exercise investment discretion in regard to the district's funds.

*Gov't Code 2256.005(k)*

**Donations**

A gift, devise, or bequest made to a district to provide college scholarships for district graduates may be invested by the board as provided in Property Code 117.004 (Uniform Prudent Investor Act),

unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to a district for a particular purpose or under terms of use specified by the donor are not subject to the requirements of the Public Funds Investment Act. *Gov't Code 2256.004(b)*

**Electronic Funds  
Transfer**

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

**SUBJECT: Approval of the Optional Flexible School Day Program**

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

**BACKGROUND INFORMATION**

The Optional Flexible School Day Program (OFSDP) is an alternate method of attendance accounting, allowing flexible hours and days of attendance for students who have dropped out of school or are at-risk of dropping out of school. Since 2011-2012, Mission Options Academy has been using the OFSDP for highly at-risk high school students to complete state-testing requirements and/or credits for graduation. The regular Monday-Friday, 8:00 a.m. to 4:15 p.m. is not always conducive to the success of these highly at-risk students. Many of these students are not the “average” high school student; some of these students have children, some have family responsibilities, and some work; many have commitments and obligations that “average” high school students do not have.

In addition, the district is planning to use OFSDP for students in kinder through 12<sup>th</sup> grades who, as a result of attendance requirements under the TEC, §25.092, will be denied credit for one or more classes in which the student has been enrolled.

**ADMINISTRATIVE CONSIDERATIONS**

Administration is requesting approval of the Optional Flexible School Day Program for at-risk students attending Mission Options Academy and for students who may not receive credit or a grade due to attendance. The district will be eligible to receive funding by counting the actual number of contact hours the student receives, not to exceed 720 hours or 43,200 minutes per twelve-month period under OFSDP. The district will be required to submit progress reports based upon pre-determined criteria including demographic data and student graduation and progress.

**RECOMMENDATION**

**Approval of the Optional Flexible School Day Program**

**FUNDING SOURCE / AMOUNT**

n/a

**CONTACT PERSON(S)**

**Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Mr. Edilberto Flores, Executive Director for MHS Vertical Team  
Ms. Cynthia Wilson, Executive Director for VMH Vertical Team  
Mr. Eduardo Alaniz, Mission Options Academy/RAS Principal**

**SUBJECT:** Approval of the use of Innovative Courses eligible for State Elective Credit

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

**BACKGROUND INFORMATION**

Annually, the Texas Education Agency updates the TEA “List of Approved Innovative Courses”, which allows districts to offer state-approved innovative courses to enable students to master knowledge, skills, and competencies not included in the essential knowledge and skills of the required curriculum. Use of these courses must be approved by the local board of trustees. Administration is requesting approval to offer the attached innovative courses for the 2021-2022 school year.

**ADMINISTRATIVE CONSIDERATIONS**

Approval of the use of Innovative Courses eligible for State Elective Credit

**FUNDING SOURCE/AND AMOUNT**

N/A

**RECOMMENDATION**

Approval of the use of Innovative Courses eligible for State Elective Credit

**CONTACT PERSON(S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction  
Cynthia Wilson, Executive Director for VMHS Vertical Team  
Edilberto Flores, Executive Director for MHS Vertical Team  
Sandra Rodriguez, Mission High School Principal  
Fidel Garza, Jr., Veterans Memorial High School Principal  
Ana Lisa Flores, Mission Collegiate High School Principal  
Sergio Peña, Director for Career & Technical Education

**MCISD - INNOVATIVE COURSES  
2021-2022**

**COURSE PEIMS ID CREDITS**

**ELECTIVES**

Texas Pre-Freshmen Engineering Program I (TXPRENG I)	N1303752	1.0
Texas Pre-Freshmen Engineering Program II (TXPRENG II)	N1303753	1.0
Texas Pre-Freshmen Engineering Program III (TXPRENG III)	N1303754	1.0
Texas Pre-Freshmen Engineering Program IV (TXPRENG IV)	N1303752	1.0
Leadworthy The Course (Formerly Teen Leadership)	N1290012	0.5-1.0
College Transition	N1290050	0.5-1.0
Advancement via Individual Determination I (AVID I)	N1290001	1.0
Advancement via Individual Determination II (AVID II)	N1290002	1.0
Advancement via Individual Determination III (AVID III)	N1290030	1.0
Advancement via Individual Determination IV (AVID IV)	N1290033	1.0
Logic I	N1290100	0.5
Making Connections I	N1290332	0.5
Making Connections II	N1290333	0.5
Making Connections III	N1290334	0.5
Making Connections IV	N1290335	0.5
Methodology for Academic and Personal Success (MAPS)	N1130021	1.0

**CAREER AND TECHNOLOGY EDUCATION**

Engineering Design and Development (PLTW)	N1303749	1.0
Introduction to Engineering Design (PLTW)	N1303742	1.0
Aerospace Engineering (PLTW)	N1303745	1.0
General Employability Skills	N1270153	1.0
Nail Care, Enhancements and Spa Services	N1302531	2.0
Esthetics (Cosmetology Facialist Specialist)	N1302533	2.0
Barbering I	N1302534	3.0
Barbering II	N1302535	3.0

**MATH**

Strategic Learning for High School Math (STLNHSM)	N1110030	0.5-1.0
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**SCIENCE**

Organic Chemistry	N1120027	0.5-1.0
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**SOCIAL STUDIES**

Advanced Placement - Seminar	N1130026	1.0
Advanced Placement - Research	N1100014	1.0

**SUBJECT:** Approval of the Appointment of the 2021-2022 School Health Advisory Council (SHAC) Members, Chair, Co-Chair and Schedule

**PRESENTER:** Martina Carrillo, Health and Physical Education Coordinator

**BACKGROUND INFORMATION:**

The School Health Advisory Council was established as required by the mandates in SB19: Section 38.013 and 39.014 and Board Policy EHAA(LEGAL). In 2005, SB 1357 amended Section 38.013 by adding to the duties of the SHAC the responsibility to recommend strategies for integrating school health services, counseling and guidance services, a safe and healthy school environment, and school employee wellness into the school's health curriculum. Texas Education Code 28.002 and Board Policy BDF(LEGAL) require Board approval of all new members of the SHAC.

Effective September 1, 2009, S.B. 283 requires:

- The Board to appoint a District parent as the Chair and Co-Chair to the School Health Advisory Council;
- The SHAC to meet at least four (4) times each year;
- Board approval of members of the SHAC

**ADMINISTRATIVE CONSIDERATIONS:**

The MCISD Coordinated School Health Team (listed below) along with the SHAC members will, in a systematic approach, advance student academic performance by promoting, practicing and coordinating school health education and services for the benefit and well-being of students by establishing healthy behaviors designed to last their lifetime.

Coordinated School Health Team  
Child Nutrition  
Health Services  
Risk Management  
Counseling and Mental Health Services  
Parent and Community Involvement  
Physical Education / Health Education

**FUNDING SOURCE:**

N/A

**RECOMMENDATION:**

To approve the Appointment of the 2021-2022 School Health Advisory Council (SHAC) Chair, Co-Chair, Schedule and Members

**CONTACT PERSON(S):**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Martina Carrillo, Coordinator for Health and Physical Education



## School Health Advisory Council SHAC 2021-2022

### Council Members Representatives:

- 1. Mission CISD Central Office Administrator SHAC Representatives**
- 2. SHAC Chair & Co-Chair Representative**
  - \*Enequina Salinas, Chair, Salinas Elementary Parent
  - \*Catherine Pena, Co-Chair, KWhite JHS Parent
- 3. Community Representatives**
  - \*Monika Flores-Tropical Texas Behavioral Health Center
  - \*Monica Rodriguez-Tropical Texas Behavioral Health Center
  - \*Daniel Rodriguez-Behavioral Health Solutions of South Texas
  - \*Rick Venecia-Mission Boys & Girls Club
  - \*Noemi Munguia-City of Mission, Human Resource Director
  - \*Nereyda Pena-City of Mission, Human Resource Assistant Director
  - \*Ricardo Salinas-Hidalgo County, Community Health Educator
  - \*Javier Reyes-RN/School Director with Careers Unlimited, LLC
- 4. Parent Campus Representatives**
- 5. Mission CISD Secondary & Elementary Principal Representative**
- 6. Mission CISD Campus Wellness Committee Representatives**
- 7. High School Campus Student Representatives**
- 8. Mission CISD School Board Member Representative**



# Meeting Schedules 2021 - 2022

## School Health Advisory Council Meetings

**\*VIRTUAL TEAMS**

#1 September 29, 2021	4:00 pm - 5:00 pm
#2 November 17, 2021	4:00 pm - 5:00 pm
#3 January 26, 2022	4:00 pm - 5:00 pm
#4 March 2, 2022	4:00 pm - 5:00 pm

## District Coordinated School Health Team Meetings

Members include staff from the following departments: Curriculum & Instruction, Special Education, Child Nutrition, Counseling Services, Risk Management, Parental Involvement, Public Relations, Health Services & P.E./Health.

September 16, 2021	4:00 pm - 5:00 pm
November 4, 2021	4:00 pm - 5:00 pm
January 13, 2022	4:00 pm - 5:00 pm
February 17, 2022	4:00 pm - 5:00 pm

**\*VIRTUAL TEAMS**

## Martina Carrillo

Coordinator for Physical Education/Health  
1201 Bryce Drive - Mission, Texas 78572-4399  
Office (956) 323-5428  
E mail: mcarr165@mcisd.org



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

**We would like to invite a representative of your organization to be a member of the Mission CISD School Health Advisory Council. Input from our community regarding the education, health and wellbeing of our students is essential. Below is a brief description of what the School Health Advisory Council is. Our council meets four times a year and as needed. For the convenience of the parents and community members we will schedule the meetings on TEAMS. Information will be emailed on how to log on.**

### What is a SHAC?

A School Health Advisory Council (SHAC), sometimes called a “School Health Team” or “Wellness Council,” is a group of individuals who represent both the school and the community. This group acts collectively to provide advice on aspects of the school health policies and programs. SHACs can advise a local education agency (district) or an individual school site (elementary, middle, or high school). To meet the federal requirements, school districts must include the following stakeholders to be part of the process:

- Parents
- School board
- Students
- School administrators
- School food representatives
- Community Members

### What does a SHAC do?

A SHAC can have a variety of roles, depending on how it is used by the school or school district. Members of the SHAC work together to give advice and support to all parts of school health programs and policies. This includes addressing the eight components of coordinated school health that include:

- Health Education
- Health Services
- Staff Wellness
- Physical Education
- Nutrition Services
- Healthy & Safe Environment
- Mental Health & Social Services
- Family & Community Involvement

### How can I help to improve the health of Mission students?

As people become more aware of and concerned about the health problems of children and youth, they naturally turn to their schools for solutions. However, the most troubling problems cannot be solved by schools alone. Experience has shown that when schools involve parents and other partners from the community, the responsibility is shared and many difficult problems can be successfully addressed.

### Why is health important for Mission schools?

The academic success of Mission’s youth is strongly linked with their health. Active, happy, healthy and well-nourished youth are more likely to attend school, be engaged and ready to learn. Yet, an overwhelming number of students come to school with numerous health problems. Issues such as hunger, physical and emotional abuse, and chronic disease can lead to poor school performance. Health-risk behaviors such as substance use, violence, and physical inactivity are consistently linked to academic failure and often affect students’ school attendance, grades, test scores, and ability to pay attention in class. In turn, academic success is related to the overall wellbeing of youth and can impact their health as adults as well as impact the entire community.

“Schools by themselves cannot solve the nation’s most serious health and social problems. However, schools have a critical role to play in partnership with community agencies and organizations to improve the health and wellbeing of young people. ... [A School Health Advisory Council] brings together school administrators, teachers, other staff, students, families, and community members to assess health needs; set priorities; and plan, implement, and evaluate school health activities.” – *Centers for Disease Control and Prevention*

## **\*2021-2022 SHAC SCHEDULE \*VIRTUAL TEAMS \*4:00-5:00 PM**

**#1 SEPTEMBER 29, 2021 #2 NOVEMBER 17, 2021 #3 JANUARY 26, 2022 #4 MARCH 2, 2022**

*Our Vision: Mission CISD will prepare and inspire all students to be equipped to excel in the college and career of their choice, dominate 21st century skills in leadership, knowledge, language, and technology to compete in a global economy and serve as successful citizens in their community.*

*Declaración de la Visión: Mission CISD preparará e inspirará a todos los estudiantes a estar preparados para sobresalir en la universidad y la carrera de su elección, dominar habilidades del siglo 21 en liderazgo, conocimiento, lenguaje y tecnología para competir en una economía global y servir como ciudadanos exitosos en su comunidad.*

**SUBJECT:** Pre-Approval of Out-of-State Trips for Special Invitation, Recognition, or National Competition for CTE students

**PRESENTER:** Sergio Pena, CTE Director

### **BACKGROUND INFORMATION**

Mission High School, Veterans Memorial High School and Mission Collegiate High School will have CTE students competing in the following clubs/organizations:

DECA (Distributive Education Careers of America)  
BPA (Business Professionals of America)  
HOSA (Health Occupation Students of America)  
FBLA (Future Business Leaders of America)  
Skills USA (VICA)  
FFA (Ag Science Organization)  
TAFE (Texas Association of Future Educators)  
Robotics (STEM; FRC and FTC)

These clubs/organizations will receive special invitation, be recognized or compete in regional/state/national competition during the months of September 2021 through June 2022.

Advancement from State to National competition in some instances occurs very quickly with limited turn around time for our CTE department to make the necessary travel arrangements for our students since the Out-of-State travel requires board approval.

Since many of the National conferences/competitions are being held Out-Of-State, we are requesting our board pre-approve these travels so that we may secure needed registration and hotel payments for qualifying students from our various clubs/organizations as soon as we know who will be advancing. Some clubs/organizations require payment as much as a month in advance which will place our students at-risk of not competing should the deadline arrive before we can secure board approval.

Securing pre-travel board approval will ensure that we can make the necessary travel arrangements for students that will receive Special Invitation, Recognition or be advancing to National Competition and submit needed registration/hotel payments by the determined deadlines.

As per Mission CISD FMG (LOCAL) policy: With prior approval of the Board as recommended by the principal and the superintendent, students may be permitted to take school-sponsored out-of-state trips.

### **ADMINISTRATIVE CONSIDERATIONS**

These trips will provide students with academic experiences, personal growth and leadership opportunities that will be of utmost value for them in the future.

**FUNDING SOURCE:**

State and Federal CTE Funds

**RECOMMENDATION:**

Pre-approve Out-of-State travels as presented for CTE students

**CONTACT PERSON (S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction  
Edilberto Flores, Executive Director for MHS K-12 Feeder Schools  
Cynthia Wilson, Executive Director for VMHS K-12 Feeder Schools  
Sergio Pena, Director for Career & Technical Education  
Sandra Rodriguez, MHS Principal  
Fidel Garza, VMHS Principal  
Ana Lisa, MCHS Principal

**SUBJECT:** Approval to Dispose of Surplus Printed Instructional Materials

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

### **BACKGROUND INFORMATION**

In accordance with Board Policy CMD (LEGAL), the Board may dispose of printed instructional material before the date the instructional material is discontinued for use in the public schools by the State Board of Education if the Board determines that the instructional material is not needed by the district and the board does not reasonably expect that the instructional material will be needed.

### **ADMINISTRATIVE CONSIDERATION**

Updated printed instructional materials are provided by the publishers every year. Previous year material is out of date, and will not be used with the new consumables provided by the publishers. The new consumables are included as per adoption agreements with vendors.

### **FUNDING SOURCE / AMOUNT**

Not Applicable.

### **RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends approval to dispose of surplus printed instructional materials.

### **CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Ana Vely Uresti, Coordinator for Fixed Assets/Warehouse/Textbooks & Records

**SUBJECT:** Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Lee Field House Roofing Project

**PRESENTER:** Ricardo Rivera  
Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Tom Landry Stadium was constructed and the Eagles played their first football game in 1977. The field house was constructed a few years later. In December of 2014 the new field house was completed, however, the new fieldhouse did not have adequate space and facilities to incorporate all the sports grade level teams. Due to this, Lee Field continues to be used for other MHS sports teams, however, much building renovations and improvements are needed primarily a new roof, new showers, new restroom facilities, new lockers and benches along with meeting rooms and may not be all inclusive. Lee Fieldhouse is also used for visiting teams and game officials along with being the fieldhouse for VMHS when they play home games.

Due to Hurricane Hanna on or about July 24, 2021 the roof structure was completely torn off causing extensive damage in the interior and exterior and the need for a new roof structure.

At the Regular Board of Trustees Meeting, held on May 12, 2021, the Board approved Raba Kistner's submission of schematic and final designs and submitted these for Administration and the Board of Trustees to review. Administration presented Consideration and Approval of Schematic and Final Roof Design for the Lee Field House Project.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

**ADMINISTRATIVE CONSIDERATIONS**

Advertisements in the local newspapers were posted on May 19, 2021 and May 26, 2021. A pre-proposal meeting was held on Thursday, May 27, 2021 with proposals publicly and remotely scheduled to be opened on June 3, 2021 at 2:00 p.m.. There were no proposals submitted and Administration extended the solicitation for an additional two weeks. A second pre-proposal meeting was held Thursday, June 17, 2021 and proposals were opened on Thursday, June 24, 2021 at 2:00 p.m.. Pre-ranking of the proposals were conducted by Ms. Dora Garcia, Mr. Joel Garcia, Mr. Adrian Hernandez and Ms. Daisy Cuevas on Wednesday, July 21, 2021 at 8:30 a.m..

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 Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Lee Field House Project.

Two proposals were submitted for this project.

Company, Base bid, Number of days, Total Points and Alternates

Rio Roofing - \$444,400.00 – 180 days	Total Points	98.0
Alt.#1 \$409,500.00		98.0
Alt.#2 \$416,000.00		98.0
Alt.#2a \$410,500.00		98.0
Alt.#3 \$11,000.00 – 30 days		98.0
Rain Seal - \$535,000.00 – 150 days	Total Points	81.1
Alt.#1a \$470,000.00		82.5
Alt.#2 \$484,000.00		82.1
Alt.#2a \$440,000.00		84.7
Alt.#3 \$45,000.00 – 30 days		60.6

**FUNDING SOURCE**

Local Funds

Estimated Budget \$300,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval to Accept Administrations Rankings and Enter Into Negotiations in the Order of Ranking for the Lee Field House Roofing Project.

**EXHIBIT**

Ranking Sheet

**CONTACT PERSONS**

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

Mission Consolidated Independent School District  
Lee Field House Reroofing and Main Field House Storm Repairs Project CSP # 520-21-3  
Bid Ranking - June 21, 2021

Contractors		Rio Roofing Base	Rio Roofing Alternate 1A	Rio Roofing Alternate 2	Rio Roofing Alternate 2A	Rio Roofing Alternate 3	Rain Seal Base	Rain Seal Alternate 1A	Rain Seal Alternate 2	Rain Seal Alternate 2A	Rain Seal Alternate 3	
<b>Proposal Submission</b>												
	Complete Proposal	x	x	x	x	x	x	x	x	x	x	
	Bid Bond - 00410	x	x	x	x	x	x	x	x	x	x	
<b>CRITERIA</b>		<b>Max Points</b>										
<b>Monetary Value - 35 points</b>												
1	Base Proposal and/or Alternate(s) selected by Owner. Based on proposals submitted, including any alternates and/or pricing differential.	35	35.0	35.0	35.0	35.0	35.0	29.1	30.5	30.1	32.7	8.6
	Total Base Bid		\$444,400.00	\$ 409,500.00	\$ 416,000.00	\$ 410,500.00	\$ 11,000.00	\$ 535,000.00	\$ 470,000.00	\$ 484,000.00	\$ 440,000.00	\$ 45,000.00
	Days of Completion		180	180	180	180	30	150	140	150	120	30
<b>Qualifications and Reputation - 20 points</b>												
2	Contractor's length of time in the construction business.	7	7	7	7	7	7	7	7	7	7	7
3	Contractor's past relationship with other clients on similar projects. Provide three (3) letters of reference from Owners identified in the lists of projects completed within the past five (5) years of similar scope and size.	5	5	5	5	5	5	5	5	5	5	5
4	Address history and procedure for assuring timely payment to sub-contractors and suppliers. Provide three (3) letters of reference from major suppliers and sub-contractors which specifically address the proposer's history of paying sub-contractors and material providers on time.	2	2	2	2	2	2	1	1	1	1	1
5	Prior experience with architectural and/or engineering firms. Provide a letter of reference from an Architectural or Engineering firm addressing the contractor's history of providing detailed documentation and a fair assessment of change order pricing.	2	2	2	2	2	2	2	2	2	2	2
6	List all claims, judgments, arbitration proceedings or suits pending or outstanding <b>against your company for its officers</b> . If any, please summarize the nature of these claims.	2	0	0	0	0	0	2	2	2	2	2
7	List all claims, judgments, arbitration proceedings or suits that your company or its officers has filed <b>against a school district</b> within the past ten (10) years?. If so, please summarize the nature of these claims.	2	2	2	2	2	2	2	2	2	2	2
<b>Experience with Similar Projects - 15 points</b>												
8	Contractor's experience with <b>school district</b> projects of similar size, type and complexity. List school district projects completed within the past five (5) years of similar scope and size.	10	10	10	10	10	10	10	10	10	10	10
9	Contractor's experience with projects of similar size, type and complexity. List all other projects completed within the past five (5) years of similar scope and size <b>other than the ones listed above</b> .	5	5	5	5	5	5	5	5	5	5	5
<b>Key Personnel and Workforce - 8 points</b>												
10	Qualifications and availability of contractor's personnel. Provide the names and a brief summary of experience or resume of key supervisory personnel to be assigned to the project. Provide history of maintaining assigned personnel for the duration of project.	5	5	5	5	5	5	5	5	5	5	5
11	Contractor's proposed sub-contractors. Provide a list of the sub-contractors that will be assigned to this project.	3	3	3	3	3	3	3	3	3	3	3
<b>Past Performance with District - Quality of Work and Adherence to Contract Terms - 10 points</b>												
12	List projects completed or in progress for Mission CISD.	10	10	10	10	10	10	0	0	0	0	0
<b>HUB Certification - 0.5 points</b>												
13	Provide documentation to assist compliance with laws and rules relating to Historically Underutilized Businesses.	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5

Mission Consolidated Independent School District  
Lee Field House Reroofing and Main Field House Storm Repairs Project CSP # 520-21-3  
Bid Ranking - June 21, 2021

Contractors		Rio Roofing Base	Rio Roofing Alternate 1A	Rio Roofing Alternate 2	Rio Roofing Alternate 2A	Rio Roofing Alternate 3	Rain Seal Base	Rain Seal Alternate 1A	Rain Seal Alternate 2	Rain Seal Alternate 2A	Rain Seal Alternate 3
<b>Proposed Schedule for Construction - 5 points</b>											
14	Contractor's ability to adhere to construction schedule. Provide proposed schedule of construction from commencement through substantial and final completion.	5	5	5	5	5	3	3	3	3	3
<b>Financial Strength of Company - 2 points</b>											
15	Provide a letter from your bonding company addressing the points listed in the item 15 of the Contractor's Information Statement Form.	1	1	1	1	1	1	1	1	1	1
16	Provide a bank letter of reference with regards to the company's financial	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
17	Provide a statement attesting if the company or company's principals under other company names ever filed for bankruptcy.	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
<b>Thoroughness of Bid Submission and Quality of Presentation - 4.5 points</b>											
18	Provide the Contractor's Checklist, including the documents required and the copies in the order requested. Contractor must submit everything required in project specifications including Contractor's Information Statement.	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Total Points		<b>100</b>	<b>98.0</b>	<b>98.0</b>	<b>98.0</b>	<b>98.0</b>	<b>81.1</b>	<b>82.5</b>	<b>82.1</b>	<b>84.7</b>	<b>60.6</b>
Rank (1 is Highest)			1	1	1	1	2	2	2	2	2

**Committee Members:**

Joel Garcia, Executive Director for Technology, Information Systems, and Facilities Operations  
Adrian Hernandez, Coordinator for Project and Energy Management  
Dora Garcia, Purchasing Coordinator  
Daisy Cuevas, Purchasing Specialist

**SUBJECT:** Approval of Change Order#1 for Twenty-eight (28) Delay Days for the Child Nutrition Program (CNP) Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

### **BACKGROUND INFORMATION**

Due to reaching the equipment's maximum life expectancy and efficiency, the CNP Department is requesting the chillers at CNP to be replaced. This contract is for the material and labor needed to install the chillers that are provided by Mission CISD.

The purchase will be made a Purchasing Cooperative. Using an inter-local purchase co-op complies with purchase requirements of TEC 44.031a(5) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or more.

Pricing has been compared to recent prior similar purchases and recommends approval of purchase.

DBR Engineering is the on-call HVAC Engineering services for year 2018-2019.

At the Regular Board of meeting held January 22, 2020, the Board approved competitive-sealed proposals as a method of delivery for awarding the contract for relocation of chillers #500-20-0.

Advertisements in the local newspapers were posted on October 21, 2020 and October 28, 2020. Proposals were publicly opened January 27, 2021. Pre-ranking of the proposals were conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma, Ms. Rumalda 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 Request for Proposals (RFP) was submitted. In prior years the Evaluation and Selection Committee conducted the formal evaluation. The pre-ranking of proposals was then unofficial. The Request for Proposal (RFP) package includes document CSP – 00350 Evaluation and Selection Criteria for Competitive Sealed Proposals which defines this portion of the procurement process. The District Evaluation and Selection Committee is comprised of three (3) Board of Trustees Facilities Committee Members and one (1) appointed Administration Staff. The Evaluation and Selection Committee will evaluate, rank and publish all proposals. The Evaluation and Selection criteria has been approved by the Mission C. I. S. D.'s Board. Once the M. C. I. S. D. Board of Trustees approves the ranking, the District Evaluation and Selection Committee then authorized Administration to negotiate a contract with the highest-ranking Proposer.

However, since the district <sup>165</sup> 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 CNP Chiller Project.

Four proposals were submitted for this project and were ranked by the Administration Committee. The Board must now consider the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

<u>Company</u>	<u>Base Proposal</u>	<u>Days</u>	<u>Total Points</u>
Johnson Controls	\$116,196.44	90	89.0
Central Air & Heating	\$156,775.00	120	77.4
Quantum Mechanical	\$172,068.00	60	63.4
Refco	\$170,000.00	150	40.8

At the Regular Board Meeting February 10, 2021, the Board approved to negotiate with the top rank vendor, Johnson Controls.

Initial project negotiations were held on February 25, 2021, with Mr. Adalberto Cavazos, Johnson Controls, Mr. Carlos Lerma and myself. During the negotiations Johnson Controls Offers as their Best and Final Offer \$116,196.44 with no decrease in their initial proposal. However, they do request and additional 20 days for installation.

Administration is to present Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the CNP Office Chiller Project and believes that the additional days is a reasonable request.

The Board of Trustees has the option to accept this BAFO, the initial base proposal, to decline the offer and direct Administration to enter into negotiations with the next contractor or to reject all offers and re-advertise for the project using the same specifications and design or direct the engineer to re-design the project to meet the approved budget.

<u>Company</u>	<u>Base Proposal</u>	<u>Days</u>
Johnson Controls	\$116,196.44	120

Original Price: \$116,196.44

BAFO: \$116,196.44

At the Special Board Meeting held on March 03, 2021, the Board approved Johnson Controls as the awarded vendor. Notice to Proceed was issued on April 07, 2021, with 110 days substantial completion to be achieved on July 26, 2021.

**ADMINISTRATIVE CONSIDERATION**

DBR and Johnson Controls Inc, are requesting time extension on the project due to factory delay of chiller delivery. Thus, we present, Approval of Change Order #1 for Twenty-eight (28) Delay Days for the Child Nutrition Program (CNP) Project. If approved the new substantial completion will be August 11, 2021.

**FUNDING SOURCE / AMOUNT**

CNP Funds

Total Budget: \$116,196.44

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Change Order #1 for Twenty-eight (28) Delay Days for the Child Nutrition Program (CNP) Project.

**EXHIBIT**

Change Order #1

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Adrian Hernandez, Coordinator for Project & Energy Management

## CHANGE ORDER TO CONTRACT

PROJECT NO. 208016.000

PROJECT: Child Nutrition Program Chiller

DATE: July 19, 2021

CHANGE ORDER NO. 1

Owner	Engineer	Contractor
Mission Consolidated Independent School District 1201 Bryce Dr. Mission, Tx 78572	DBR Engineering Consultants 200 S. 10 <sup>th</sup> St, Suite 901 McAllen, Texas 78501	Johnson Controls, Inc. 2209 N. Padre Island Drive, Suite F Corpus Christi, Tx 78408

Original Contract Date:

Contractor is hereby directed to make the following changes to the Contract

Time Extension for Factory Delay of Chiller Delivery

The original contract sum was:	<u>\$116,196.44</u>
Net amount of previous change orders:	<u>\$0.00</u>
Total original contract amount plus or minus net change orders:	<u>\$116,196.44</u>
Total amount of this change order:	<u>\$0.00</u>
The new contract amount including this change order will be:	<u>\$116,196.44</u>
The contract time will be changed by the following number of days:	<u>28</u> DAYS
The date of completion as of the date of this change order is:	<u>August 23, 2021</u>

Contractor	<u>Derrick Escobedo</u>		<u>07-19-21</u>
	Printed Name	Signature	Date
Engineer-In-Charge	<u>Hugo H. Avila</u>		<u>7-19-21</u>
	Printed Name	Signature	Date
Owner	_____	_____	_____
	Printed Name	Signature	Date

## Avila, Hugo

---

**From:** Derrick A Escobedo <Derrick.Escobedo@jci.com>  
**Sent:** Wednesday, July 7, 2021 9:05 AM  
**To:** Avila, Hugo; Joel Garcia; Linda Ortiz; Marla Caceres; Martin Castaneda; Nelda Gandaria; Ricardo Rivera  
**Cc:** Raymond Moses Jr.; Woodrum, Maria D; Meave, Roberto; Ruiz, Rumalda  
**Subject:** RE: MCISD Central Kitchen and Central Office Chiller Replacement Update

Good Morning Mr. Avila,

I regret to inform you that due to manufacturing delays on the Mission CISD orders the current expected unit completion dates have been pushed out to the following dates:

MCISD Child Nutrition Chiller Replacement Update:

The factory has indicated Chiller Shipping Week of 07/23/21 – **UPDATE 08/02/21**

Install during week of 08/02/21- **UPDATE 08/16/21**

MCISD Central Administration Chiller Replacement Update:

The factory has indicated Chiller Shipping Week of 07/30/21: **UPDATE 08/09/21**

Install during week of 08/09/21- **UPDATE 08/23/21**

We understand that time is of the essence on this installation and we will continue to work with our manufacturing teams to see if these completion dates can be improved upon. As additional information becomes available, we will continue to notify the appropriate stakeholders with any updates we receive.

Sincerely,

**Derrick Escobedo**

Market Director, Corpus Christi | Rio Grande Valley  
Building Solutions, NA  
Johnson Controls

+1 361 290 3547 cell  
[derrick.escobedo@jci.com](mailto:derrick.escobedo@jci.com)  
[www.johnsoncontrols.com](http://www.johnsoncontrols.com)

The power behind **your mission**

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**From:** Avila, Hugo [mailto:havila@dbrinc.com]  
**Sent:** Friday, June 18, 2021 1:35 PM  
**To:** Joel Garcia <joel.garcia@mcisd.org>; Linda Ortiz <lcorte30@mcisd.org>; Marla Caceres <mbcace40@mcisd.org>; Martin Castaneda <mvcast59@mcisd.org>; Nelda Gandaria <ngandari@mcisd.org>; Ricardo Rivera <rriver49@mcisd.org>  
**Cc:** Raymond Moses Jr. <raymond.moses@jci.com>; Derrick A Escobedo <Derrick.Escobedo@jci.com>; Woodrum, Maria D <rwoodrum@mcisd.org>; Meave, Roberto <RMeave91@mcisd.org>; Ruiz, Rumalda <rumaldaruiz@mcisd.org>  
**Subject:** MCISD Central Kitchen and Central Office Chiller Replacement Update

Mr. Garcia,

I have received the update from JCI on where the project stands right now.

As we had mentioned before, currently we are in the waiting portion of the project with the pending arrival of the chillers for both projects. Until then no other invasive work will take place.

**MCISD Child Nutrition Chiller Replacement Update:**

The factory has indicated Chiller Shipping Week of 07/23/21

Install during week of 08/02/21

This project substantial completion date is slated for July 26. Given the ship date that milestone will not be met. We can issue a Change Order to move the date by two weeks to allow for the arrival of the equipment.

**MCISD Central Administration Chiller Replacement Update:**

The factory has indicated Chiller Shipping Week of 07/30/21

Install during week of 08/09/21

This project substantial completion date is slated for July 26. Given the ship date that milestone will not be met. We can issue a Change Order to move the date by two weeks to allow for the arrival of the equipment.

If you need other clarifications, please let me know.



**HUGO H. AVILA** PE

Project Manager

O: 956.683.1640 | C: 956.225.6520

**WWW.DBRINC.COM**



**SUBJECT:** Approval of Change Order #1 for Thirty-five (35) Delay Days for the Central Office Chiller Replacement Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The chiller at the Central Office building continues to be utilized at above maximum capacity with having no redundancy. The current backup chiller is approximately 30 years old and has served its maximum life expectancy and efficiency. Continuous issues have arisen with the unit burning motors, controls, wiring with continual leaks. Frequent and recent electrical storms have made an impact on this old unit. Service continuously has to be conducted on this building A/C chiller which affects the operations of our district, especially during the hot and warm months of the year. In July of 2018, a 70 ton chiller was installed to replace the main chiller which had also met its life expectancy.

At the Regular Board of Trustee meeting held on October 09, 2019 the Board approved the Project and Proposed Budget for the Central Office Second Chiller Backup Project.

The purchase will be using the Buyboard inter-local purchase coop.

Using an inter-local purchase co-op complies with the purchase requirement of TEC 44.031a(5) requiring and approval purchasing method for contracts valued \$50,000 or more. Responses will be reviewed and analyzed to select a qualified vendor(s) whose proposal best met the specifications and provided the “Best Value”.

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 MEP engineers that have worked with MCISD are listed below, the Board of Trustees may select from one of these engineers on the basis of demonstrated competence and qualifications or may direct

Administration to seek for Request for Qualifications (RFQ's) on an engineer or architect.

PBK Architects (LEAF MEP)  
DBR MEP  
Trinity MEP  
MEP Solutions  
Halff Associates

The Board approved for Request for Qualification (RFQ's) for an engineer or architect for this project.

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 DBR 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 DBR Engineering.

Advertisements in the local newspapers were posted on October 21, 2020 and October 28, 2020. Proposals were publicly opened January 27, 2021. Pre-ranking of the proposals were conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Carlos Lerma Ms. Rumalda 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 Request for Proposals (RFP) was submitted. In prior years the Evaluation and Selection Committee conducted the formal evaluation. The pre-ranking of proposals was then unofficial. The Request for Proposal (RFP) package includes document CSP – 00350 Evaluation and Selection Criteria for Competitive Sealed Proposals which defines this portion of the procurement process. The District Evaluation and Selection Committee is comprised of three (3) Board of Trustees Facilities Committee Members and one (1) appointed Administration Staff. The Evaluation and Selection Committee will evaluate, rank and publish all proposals. The Evaluation and Selection criteria has been approved by the Mission C. I. S. D.'s Board. Once the M. C. I. S. D. Board of Trustees approves the ranking, the District Evaluation and Selection Committee then authorized Administration to negotiate a contract with the highest-ranking Proposer.

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 Central Office Chiller Project.

Three proposals were submitted for this project and were ranked by the Administration Committee. The Board must now consider the rankings and approve to enter into negotiations with the top ranked firms in the order selected. Rankings listed below:

<u>Company</u>	<u>Base Proposal</u>	<u>Days</u>	<u>Total Points</u>
Johnson Controls	\$113,555.10	90	89.0
Central Air & Heating	\$160,025.00	120	76.9
Quantum Mechanical	\$177,104.00	60	61.9

At the Regular Board Meeting February 10, 2021, the Board approved to negotiate with the top rank vendor, Johnson Controls.

Initial project negotiations were held on February 25, 2021, with Mr. Adalberto Cavazos, Johnson Controls Mr. Carlos Lerma and myself. During the negotiations Johnson Controls Offers as their Best and Final Offer (BAFO) \$113,555.10 with no decrease in their initial proposal. However, they do request and additional 20 days for installation.

Administration is to present Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into Contract for the Central Office Chiller Project and believes that the additional days is a reasonable request.

The Board of Trustees has the option to accept this BAFO, the initial base proposal, to decline the offer and direct Administration to enter into negotiations with the next contractor or to reject all offers and re-advertise for the project using the same specifications and design or direct the engineer to re-design the project to meet the approved budget.

<u>Company</u>	<u>Base Proposal</u>	<u>Days</u>
Johnson Controls	\$113,555.10	120

Original Price: \$113,555.10  
 BAFO: \$113,555.10

At the Special Board Meeting held on March 03, 2021, the Board approved Johnson Controls as the awarded vendor. Notice to Proceed was issued on April 07, 2021, with 110 days substantial completion to be achieved on July 26, 2021.

**ADMINISTRATIVE CONSIDERATIONS**

DBR and Johnson Controls Inc, are requesting time extension on the project due to factory delay of chiller delivery. Thus, we present, Approval of Change Order #1 for Thirty-five (35) Delay Days for the Central Office Chiller Replacement Project. If approved the new substantial completion will be August 18, 2021.

**FUNDING SOURCE**

Local Fund

Preliminary/Approximate Total Budget:

Central Office:	70 tons	=	\$86,000.00
Contingency 20%:			\$17,200.00
Approximate Soft Costs:			<u>\$25,000.00</u>

Est. Project Total: \$128,200.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Change Order #1 for Thirty-five (35) Delay Days for the Central Office Chiller Replacement Project

**EXHIBIT**

Change Order #1

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Adrian Hernandez, Coordinator for Project & Energy Management



200 South 10th Street  
 Suite 901  
 McAllen, TX 78501  
 v 956.683.1640

## CHANGE ORDER TO CONTRACT

PROJECT NO. 208009.000

PROJECT: Central Office Chiller Replacement

DATE: July 19, 2021

CHANGE ORDER NO. 1

Owner	Engineer	Contractor
Mission Consolidated Independent School District 1201 Bryce Dr. Mission, Tx 78572	DBR Engineering Consultants 200 S. 10 <sup>th</sup> St, Suite 901 McAllen, Texas 78501	Johnson Controls, Inc. 2209 N. Padre Island Drive, Suite F Corpus Christi, Tx 78408

Original Contract Date:

Contractor is hereby directed to make the following changes to the Contract

Time Extension for Factory Delay of Chiller Delivery

The original contract sum was:	<u>\$113,555.10</u>
Net amount of previous change orders:	<u>\$0.00</u>
Total original contract amount plus or minus net change orders:	<u>\$113,555.10</u>
Total amount of this change order:	<u>\$0.00</u>
The new contract amount including this change order will be:	<u>\$113,555.10</u>
The contract time will be changed by the following number of days:	<u>35</u> DAYS
The date of completion as of the date of this change order is:	<u>August 30, 2021</u>

Contractor	<u>Derrick Escobedo</u>		<u>07-19-21</u>
	Printed Name	Signature	Date
Engineer-In-Charge	<u>Hugo H. Avila</u>		<u>7-19-21</u>
	Printed Name	Signature	Date
Owner	_____	_____	_____
	Printed Name	Signature	Date

## Avila, Hugo

---

**From:** Derrick A Escobedo <Derrick.Escobedo@jci.com>  
**Sent:** Wednesday, July 7, 2021 9:05 AM  
**To:** Avila, Hugo; Joel Garcia; Linda Ortiz; Marla Caceres; Martin Castaneda; Nelda Gandaria; Ricardo Rivera  
**Cc:** Raymond Moses Jr.; Woodrum, Maria D; Meave, Roberto; Ruiz, Rumalda  
**Subject:** RE: MCISD Central Kitchen and Central Office Chiller Replacement Update

Good Morning Mr. Avila,

I regret to inform you that due to manufacturing delays on the Mission CISD orders the current expected unit completion dates have been pushed out to the following dates:

MCISD Child Nutrition Chiller Replacement Update:

The factory has indicated Chiller Shipping Week of 07/23/21 – **UPDATE 08/02/21**

Install during week of 08/02/21- **UPDATE 08/16/21**

MCISD Central Administration Chiller Replacement Update:

The factory has indicated Chiller Shipping Week of 07/30/21: **UPDATE 08/09/21**

Install during week of 08/09/21- **UPDATE 08/23/21**

We understand that time is of the essence on this installation and we will continue to work with our manufacturing teams to see if these completion dates can be improved upon. As additional information becomes available, we will continue to notify the appropriate stakeholders with any updates we receive.

Sincerely,

**Derrick Escobedo**

Market Director, Corpus Christi | Rio Grande Valley  
Building Solutions, NA  
Johnson Controls

+1 361 290 3547 cell  
[derrick.escobedo@jci.com](mailto:derrick.escobedo@jci.com)  
[www.johnsoncontrols.com](http://www.johnsoncontrols.com)

The power behind **your mission**

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**From:** Avila, Hugo [mailto:havila@dbrinc.com]  
**Sent:** Friday, June 18, 2021 1:35 PM  
**To:** Joel Garcia <joel.garcia@mcisd.org>; Linda Ortiz <lcorte30@mcisd.org>; Marla Caceres <mbcace40@mcisd.org>; Martin Castaneda <mvcast59@mcisd.org>; Nelda Gandaria <ngandari@mcisd.org>; Ricardo Rivera <rriver49@mcisd.org>  
**Cc:** Raymond Moses Jr. <raymond.moses@jci.com>; Derrick A Escobedo <Derrick.Escobedo@jci.com>; Woodrum, Maria D <rwoodrum@mcisd.org>; Meave, Roberto <RMeave91@mcisd.org>; Ruiz, Rumalda <rumaldarui@mcisd.org>  
**Subject:** MCISD Central Kitchen and Central Office Chiller Replacement Update

Mr. Garcia,

I have received the update from JCI on where the project stands right now.

As we had mentioned before, currently we are in the waiting portion of the project with the pending arrival of the chillers for both projects. Until then no other invasive work will take place.

**MCISD Child Nutrition Chiller Replacement Update:**

The factory has indicated Chiller Shipping Week of 07/23/21

Install during week of 08/02/21

This project substantial completion date is slated for July 26. Given the ship date that milestone will not be met. We can issue a Change Order to move the date by two weeks to allow for the arrival of the equipment.

**MCISD Central Administration Chiller Replacement Update:**

The factory has indicated Chiller Shipping Week of 07/30/21

Install during week of 08/09/21

This project substantial completion date is slated for July 26. Given the ship date that milestone will not be met. We can issue a Change Order to move the date by two weeks to allow for the arrival of the equipment.

If you need other clarifications, please let me know.



**HUGO H. AVILA** PE

Project Manager

O: 956.683.1640 | C: 956.225.6520

**WWW.DBRINC.COM**



**SUBJECT:** Approval of Project and Proposed Budget for the Child Nutrition Program Freezer Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Child Nutrition Program is needing to repair the existing refrigeration system that feeds the bulk storage freezer with a newer system that can possibly add additional capacity. An assessment was done back in December 18, 2019 from DBR Engineering. DBR Engineering assessed that the refrigeration circuits are separate, they are connected to a single condensing unit. The current unit has a circuit which is not operational. It is the desire of the Child Nutrition Program (CNP) to replace the system with a new system which utilizes one refrigeration condensing unit with a matching evaporator, this allows for a greater reliability to the system and an increased capacity to the system for future growth.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. DBR MEP Engineering's estimated project cost is \$100,000.00.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$100,000.00
Project Contingency 20%:	\$ 20,000.00
Est. Professional Services 12%:	<u>\$ 12,000.00</u>
Est. Total Project Cost:	\$132,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Project and Proposed Budget for the Child Nutrition Program Freezer Project.

**EXHIBIT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Child Nutrition Program Freezer Project – DBR MEP Engineering

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Child Nutrition Program is needing to repair the existing refrigeration system that feeds the bulk storage freezer with a newer system that can possibly add additional capacity. An assessment was done back in December 18, 2019 from DBR Engineering. DBR Engineering assessed that the refrigeration circuits are separate, they are connected to a single condensing unit. The current unit has a circuit which is not operational. It is the desire of the Child Nutrition Program (CNP) to replace the system with a new system which utilizes one refrigeration condensing unit with a matching evaporator, this allows for a greater reliability to the system and an increased capacity to the system for future growth.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. DBR MEP Engineering's estimated project cost is \$100,000.00.

Administration recommends Approval of Utilizing the On-call Professional Services for the Child Nutrition Program Freezer Project – DBR MEP Engineering.

**FUNDING SOURCE**

General Fund

Est. Project Budget:	\$100,000.00
Project Contingency 20%:	\$ 20,000.00
Est. Professional Services 12%:	<u>\$ 12,000.00</u>
Est. Total Project Cost:	\$132,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Utilizing the On-call Professional Services for the Child Nutrition Program Freezer Project - DBR MEP Engineering

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for the Child Nutrition Program Walk-in Freezer at Bryan, Salinas & Marcell Elementary Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The Child Nutrition Program (CNP) is in need to add three stand-alone walk-in freezers at Bryan Elementary, Marcell Elementary and Salinas Elementary near the campus cafeteria area. The three walk-in freezers are required to be placed/installed on concrete slabs and electrical work is required for the connection.

An on-call structural engineer will be the prime engineer and may require an electrical, mechanical, and plumbing engineer (MEP) as a consultant. Professional services are needed to over-see the project due to design weight and electrical connections requirements.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Chanin Structural Engineering's estimated project cost is \$90,000.00.

**FUNDING SOURCE**

Federal Funds/Local Funds

Est. Project Budget:	\$90,000.00
Project Contingency 20%:	\$18,000.00
Est. Professional Services 12%:	<u>\$10,800.00</u>
Est. Total Project Cost:	\$118,800.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Project and Proposed Budget for the Child Nutrition Program Walk-in Freezer at Bryan, Salinas & Marcell Elementary Project.

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Child Nutrition Program Walk-in Freezer at Bryan, Salinas & Marcell Elementary Project – Chanin Structural Engineering

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The Child Nutrition Program (CNP) is in need to add three stand-alone walk-in freezers at Bryan Elementary, Marcell Elementary and Salinas Elementary near the campus cafeteria area. The three walk-in freezers are required to be placed/installed on concrete slabs and electrical work is required for the connection.

An on-call structural engineer will be the prime engineer and may require an electrical, mechanical, and plumbing engineer (MEP) as a consultant. Professional services are needed to over-see the project due to design weight and electrical connections requirements.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Chanin Structural Engineering's estimated project cost is \$90,000.00.

Administration recommends Approval of Utilizing the On-call Professional Services for the Child Nutrition Program Walk-in Freezer at Bryan, Salinas & Marcell Elementary Project – Chanin Structural Engineering.

**FUNDING SOURCE**

Federal Funds/Local Funds

Est. Project Budget:	\$90,000.00
Project Contingency 20%:	\$18,000.00
Est. Professional Services 12%:	<u>\$10,800.00</u>
Est. Total Project Cost:	\$118,800.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Utilizing the On-call Professional Services for the Child Nutrition Program Walk-in Freezer at Bryan, Salinas & Marcell Elementary Project – Chanin Structural Engineering

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for Demolition of Old Agricultural Science Barns Project

**PRESENTER:** Rick Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

In May of 2008, a successful construction bond election was concluded for a total amount of \$59,000,000.00. In August of 2008, the Texas Education Agency (TEA) approved the District's application for the Instructional Facilities Allotment (IFA) program.

During the district-wide needs assessment for the 2006 and the 2008 bond construction and renovation projects were identified and subsequently ranked by priority. The projects selected by this process were funded and completed. There continued to be a need district-wide for improvements that were not funded by either the 2006 or 2008 bonds.

On Saturday, March 24, 2012, a Facilities Committee Bond Workshop was held to consider projects utilizing the remaining funds from the proposed new elementary school, which no longer was to be built.

At the Facilities Committee meeting held on April 11, 2012, one of the projects discussed for possible Board recommendation was the renovation and construction of the Agricultural Science Facility.

At the Regular Board of Trustees meeting held on Wednesday, April 18, 2012, the Board approved PBK Architects for administrative construction services for the renovations at the Agricultural Science Facility. At this same meeting, the Board approved a total budget of \$700,000.00 for the renovations.

The new facility will provide additional holding pens for goats, sheep, pigs, hogs and steers with wash racks, sand pits, lighting and a parking area. If the budget allows a possible show arena, classroom, office, concession area, etc. may be built. The Agricultural Science Facility would be utilized by the districts agricultural and FFA programs.

At the Facilities Committee meeting held on Wednesday, December 05, 2012, PBK presented preliminary drawings of potential renovations and additions to the site along with preliminary drawings of a new MCISD driveway and parking area. Discussed at the meeting were possible budget constraints, particularly what the Agricultural instructors at both high schools are initially recommending. Possibly, only a driveway and parking area may be able to be constructed with the current budget.

At the Regular Board of Trustees meeting held on Wednesday, January 23, 2013 the Board considered and approved for PBK Architects for a master plan design assessment for the agricultural science facilities renovation project. At this same Board of Trustees meeting, the Board decided to proceed to only fund the driveway and parking area at this time.

At the Facilities Committee meeting held on May 07, 2014, Committee Members reviewed two options for a master plan for the Agricultural Science Facility. After

numerous design meetings with the Agricultural Instructors from both MHS and VMHS, PBK Architects presented a master plan. The master plan incorporated those recommended suggestions into two designs. One design is to construct one large facility to be shared by both schools. The second design is for individual facilities. The plan consists of individual hog, pig, goat, lamb and steer pens, with storage rooms, classrooms, concession stand, wash racks, arena, loading shoots and parking lots. In order to proceed with the project, the Board of Trustees must approve the construction project, approve an estimated total construction budget, approve the procurement method and select an architect for the full design, development and administration. The Facilities Committee tabled this project due to the probability that the master plan would be over budget.

Administration continued to meet with MHS and VMHS Agricultural Instructors along with PBK Architects on the master plan and have agreed to a conceptual preliminary design that will be suitable to both instructors and campuses. The next phase of this project is requesting consideration and approval for the construction of a new Agricultural Science Facility and a proposed budget.

At the Special Board of Trustees Meeting held on Wednesday, October 01, 2014, the Board approved the construction of a new Ag Facility and Budget.

At the Regular Board of Trustees Meeting held on Wednesday, March 11, 2015, the Board approved "Final" designs. PBK Architects will proceed to complete construction documents. The construction of the driveway and parking lot is under a separate budget and contract. Mr. Javier Hinojosa Civil Engineering is under contract for this portion of the work

At the Special Board of Trustees meeting held on Wednesday, August 26, 2015, the Board approved to enter into contract with D. Wilson Construction.

#### General Funds

Construction Budget: \$2,750,000.00

Total Construction Budget: \$3,500,000.00

Wilson Const. BAFO: \$2,607,000.00

Project final completion: 08/20/2016

At the Regular Board of Trustees Meeting held on November 11, 2020, the Board was informed that discussions with the previous Administration were held concerning what to do with the old agricultural farm. Discussions centered on that the old farm was in bad shape structurally and aesthetically and needed to be torn down since we now had built a new facility for both campuses. Discussions then were held on trying to keep some of the structure, pour concrete flooring, install tables and make this into a picnic area. This did not occur and was not a priority project.

Recently, parents and students continue to use these old facilities. Upon inspecting the conditions and makeshift electrical and power installations we declared that this area was not safe and the maintenance department proceeded to disconnect all electrical power to these buildings due to a potential fire and electrical hazard.

The question has now been asked what are we to do with these old structures, thus this presentation to the Board of Trustees. Current pictures are attached to show the conditions of the buildings. A consideration is that the center structure be demolished due to its poor condition. With work and funding possibly the west and east structure may be salvaged for a temporary holding pen(s) during livestock shows at the new facility. The other structure may possibly be converted into a picnic area. Work that would need to be done is: (not all inclusive)

- Demolition of at least one structure
- Removal of old electrical, plumbing and camera devices
- Sandblasting of the structures
- Preparing and painting of the structures
- Concrete flooring
- New installation of electrical, plumbing and camera/security systems
- Possible repairs of pens
- Civil work
- Does not include any roofing work

**ADMINISTRATIVE CONSIDERATIONS**

After reviewing the condition of the old Agricultural Science Barn, the Maintenance department and Administration has deemed that they are both a structural and electrical hazard and that these structures are not safe for students, families or animal projects. Administration, C & I and the CTE Department have discussed and have made the decision to have these structures removed in the best interest of safety. Due to the nature of the project structural engineering will be required.

Administration will use competitive sealed proposals (CSP’s) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Chanin Structural Engineering’s estimated project cost is \$50,000.00.

**FUNDING SOURCE AND AMOUNT**

Local Fund

Est. Project Budget:	\$50,000.00
Project Contingency 20%:	\$10,000.00
Est. Professional Services 12%:	<u>\$ 6,000.00</u>
Est. Total Project Cost:	\$66,000.00

## **RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Project and Proposed Budget for the Demolition of Old Agricultural Science Barns Project.

## **EXHIBIT**

N/A

## **CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Demolition of Old Agricultural Science Barns Project – Chanin Structural Engineering

**PRESENTER:** Rick Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

In May of 2008, a successful construction bond election was concluded for a total amount of \$59,000,000.00. In August of 2008, the Texas Education Agency (TEA) approved the District’s application for the Instructional Facilities Allotment (IFA) program.

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**ADMINISTRATIVE CONSIDERATIONS**

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Administration used the on-call professional services agreement for the project assessment. Chanin Structural Engineering's estimated project cost is \$50,000.00.

Administration recommends Approval of Utilizing the On-call Professional Services for the Demolition of Old Agricultural Science Barns Project – Chanin Structural Engineering.

**FUNDING SOURCE AND AMOUNT**

**General Funds**

Est. Project Budget:	\$50,000.00
Project Contingency 20%:	\$10,000.00
Est. Professional Services 12%:	<u>\$ 6,000.00</u>
Est. Total Project Cost:	\$66,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Utilizing the On-call Professional Services for the Demolition of Old Agricultural Science Barns Project – Chanin Structural Engineering

**EXHIBIT**

N/A

**CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for the Demolition of Roosevelt Alternative Auditorium Project

**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 45<sup>th</sup> 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.

At the Regular Board of Trustees meeting held on April 14, 2021, a presentation from Hinojosa Structural Engineering on their visual structural condition assessment of the Roosevelt Auditorium building was presented. 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.

After discussion the Board voted for option #1 and to proceed filing the required documentation with the Texas Historical Commission. Structural engineering services will be required.

**ADMINISTRATIVE CONSIDERATIONS**

Submission of mandatory documents to the Commission require that an engineer be on file for the possible approval of Option #1.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Chanin Structural Engineering's estimated project cost is \$175,000.00.

**FUNDING SOURCE AND AMOUNT**

Local Funds

Est. Project Budget:	\$175,000.00
Project Contingency 20%:	\$ 35,000.00
Est. Professional Services 12%:	<u>\$ 21,000.00</u>
Est. Total Project Cost:	\$231,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Project and Proposed Budget for the Demolition of Roosevelt Alternative Auditorium Project.

**EXHIBIT**

N/A

**CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Demolition of Roosevelt Alternative Auditorium Project – Chanin Structural Engineering

**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 45<sup>th</sup> 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.

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At the Regular Board of Trustees meeting held on April 14, 2021, a presentation from Hinojosa Structural Engineering on their visual structural condition assessment of the Roosevelt Auditorium building was presented. 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.

After discussion the Board voted for option #1 and to proceed filing the required documentation with the Texas Historical Commission. Structural engineering services will be required.

**ADMINISTRATIVE CONSIDERATIONS**

Submission of mandatory documents to the Commission require that an engineer be on file for the possible approval of Option #1.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Chanin Structural Engineering's estimated project cost is \$175,000.00.

Administration recommends Approval of Utilizing the On-call Professional Services for the Demolition of Roosevelt Alternative Auditorium Project – Chanin Structural Engineering.

**FUNDING SOURCE AND AMOUNT**

Local Funds

Est. Project Budget:	\$175,000.00
Project Contingency 20%:	\$ 35,000.00
Est. Professional Services 12%:	<u>\$ 21,000.00</u>
Est. Total Project Cost:	\$231,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Utilizing the On-call Professional Services for the Demolition of Roosevelt Alternative Auditorium Project – Chanin Structural Engineering

**EXHIBIT**

N/A

**CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Removal of the Technology /Radio Tower Structural Assessment Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The existing radio tower has been at this same location for many years, on a recent evaluation by an outside firm it was noted that the tower has endured weather damages over time. Concerns expressed is that any future storm or hurricane could damage the exiting tower, disrupting the radio communication for the bus fleet and other district vehicles. The firm also noted that the tower is deemed to be unsafe for climbing to do repairs.

In December of 2016 Chanin Structural Engineering was contracted to conduct a structural assessment at the technology/radio tower located behind CNP. Findings showed tower rust and deteriorations and a report with photographs was provided. Cost of the assessment was \$7,500.00. The tower was then leased to an outside entity and as per contract they were to maintain the structure. This entity no longer exists, thus MCISD is responsible and liable for any issues pertaining to the tower. Reception issues have arisen due to the tower swaying and will require maintenance of possible tightening of the guide wires. Due to the past report we recommend that another assessment be conducted to re-assess if further deterioration has occurred. A structural engineer will be required for this project.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for project administration and assigned this project to Chanin Structural Engineering. It will be the responsibility of the design/engineer professional to provide an estimated project budget.

Upon meeting with Mr. Miguel Chanin he advised us that conducting another structural assessment would be a mute service since nothing had changed since his original assessment of 2016 and possibly the structure only deteriorated more. He advised us that his original report recommendations were still valid.

**FUNDING SOURCE**

Local Fund

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Removal of the Technology /Radio Tower Structural Assessment Project.

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Removal of the Technology /Radio Tower Structural Assessment Project – Chanin Structural Engineering

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The existing radio tower has been at this same location for many years, on a recent evaluation by an outside firm it was noted that the tower has endured weather damages over time. Concerns expressed is that any future storm or hurricane could damage the existing tower, disrupting the radio communication for the bus fleet and other district vehicles. The firm also noted that the tower is deemed to be unsafe for climbing to do repairs.

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**ADMINISTRATIVE CONSIDERATIONS**

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Administration used the on-call professional services agreement for project administration and assigned this project to Chanin Structural Engineering. It will be the responsibility of the design/engineer professional to provide an estimated project budget.

Upon meeting with Mr. Miguel Chanin he advised us that conducting another structural assessment would be a mute service since nothing had changed since his original assessment of 2016 and possibly the structure only deteriorated more. He advised us that his original report recommendations were still valid.

Administration presents Approval of Utilizing the On-call Professional Services for the Removal of the Technology /Radio Tower Structural Assessment Project – Chanin Structural Engineering. It will be the responsibility of the engineer to provide cost estimates for this project.

**FUNDING SOURCE**

Local Fund

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Utilizing the On-call Professional Services for the Removal of the Technology /Radio Tower Structural Assessment Project – Chanin Structural Engineering

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for the Waitz Elementary Sidewalks Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Waitz Elementary requires sidewalks for the Special Needs Program from the main building to the playground area, currently there are no walkways and thus not being safe and in non-compliance. A civil engineer is required for building specifications and ADA compliance.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Javier Hinojosa Civil Engineering's estimated project cost is \$6,341.00.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$6,341.00
Project Contingency 20%:	\$1,268.20
Est. Professional Services 12%:	<u>\$ 760.92</u>
Est. Total Project Cost:	\$8,370.12

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Project and Proposed Budget for the Waitz Elementary Sidewalks Project.

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Waitz Elementary Sidewalks Project – Javier Hinojosa Civil Engineering

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Waitz Elementary requires sidewalks for the Special Needs Program from the main building to the playground area, currently there are no walkways and thus not being safe and in non-compliance. A civil engineer is required for building specifications and ADA compliance.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Javier Hinojosa Civil Engineering's estimated project cost is \$6,341.00.

Administration presents Approval of Utilizing the On-call Professional Services for the Waitz Elementary Sidewalks Project – Javier Hinojosa Civil Engineering.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$6,341.00
Project Contingency 20%:	\$1,268.20
Est. Professional Services 12%:	<u>\$ 760.92</u>
Est. Total Project Cost:	\$8,370.12

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Utilizing the On-call Professional Services for the Waitz Elementary Sidewalks Project – Javier Hinojosa Civil Engineering

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for the Field Events for the Middle School Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

### **BACKGROUND INFORMATION**

The Athletic Department and Administration is requesting track and field long jump and triple jump runways at all four of our middle schools. These runways will benefit our Jr. High athletes the opportunity for very much needed practice runs. When traveling to our High Schools for practice to utilize those runways it significantly limits both our HS and JH jumpers practice run-throughs. Civil engineering will be required for this project. Depending on the recommended locations additional civil engineering services may be required for drainage purposes.

### **ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Javier Hinojosa Civil Engineering's estimated project cost is \$269,168.

### **FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$269,168.00
Project Contingency 20%:	\$ 53,833.60
Est. Professional Services 12%:	<u>\$ 32,300.16</u>
Est. Total Project Cost:	\$355,301.76

### **RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Project and Proposed Budget for the Field Events for the Middle School Project.

### **EXHIBIT**

N/A

### **CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Field Events for the Middle School Project – Javier Hinojosa Civil Engineering

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The Athletic Department and Administration is requesting track and field long jump and triple jump runways at all four of our middle schools. These runways will benefit our Jr. High athletes the opportunity for very much needed practice runs. When traveling to our High Schools for practice to utilize those runways it significantly limits both our HS and JH jumpers practice run-throughs. Civil engineering will be required for this project. Depending on the recommended locations additional civil engineering services may be required for drainage purposes.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP’s) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. Javier Hinojosa Civil Engineering’s estimated project cost is \$269,168.

Administration recommends Approval of Utilizing the On-call Professional Services for the Field Events for the Middle School Project – Javier Hinojosa Civil Engineering.

**FUNDING SOURCE**

General Funds/Athletic Fund

Est. Project Budget:	\$269,168.00
Project Contingency 20%:	\$ 53,833.60
Est. Professional Services 12%:	<u>\$ 32,300.16</u>
Est. Total Project Cost:	\$355,301.76

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Utilizing the On-call Professional Services for the Field Events for the Middle School Project – Javier Hinojosa Civil Engineering.

**EXHIBIT**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for the Culinary Arts Laboratory at Mission High School Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The CTE program and Mission High School are establishing a culinary arts lab at MHS similar to one currently at VMHS. Due to the size of the project, the fire code requirements for fire suppression systems due to cooking equipment, mill-work, electrical and plumbing requirements design/engineering professional services will be required.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. PBK Architects estimated project cost is \$250,000.00.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$250,000.00
Project Contingency 20%:	\$ 50,000.00
Est. Professional Services 12%:	<u>\$ 30,000.00</u>
Est. Total Project Cost:	\$330,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Project and Proposed Budget for the Culinary Arts Laboratory at Mission High School Project.

**EXHIBIT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for the Culinary Arts Laboratory at Veterans Memorial High School Project

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The CTE program and Veterans Memorial High School currently have a culinary arts lab. As per a field inspection at VMHS the culinary lab is requiring possible renovations to be in code compliance. Areas of note are the current vent/hood suppression systems.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. PBK Architects estimated project cost is \$10,000.00.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$10,000.00
Project Contingency 20%:	\$ 2,000.00
Est. Professional Services 12%:	<u>\$ 1,200.00</u>
Est. Total Project Cost:	\$13,200.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Project and Proposed Budget for the Culinary Arts Laboratory at Veterans Memorial High School Project.

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Project and Proposed Budget for Construction of Additional Animal Pens for the Agricultural Science Barns Project

**PRESENTER:** Rick Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

In May of 2008, a successful construction bond election was concluded for a total amount of \$59,000,000.00. In August of 2008, the Texas Education Agency (TEA) approved the District's application for the Instructional Facilities Allotment (IFA) program.

During the district-wide needs assessment for the 2006 and the 2008 bond construction and renovation projects were identified and subsequently ranked by priority. The projects selected by this process were funded and completed. There continued to be a need district-wide for improvements that were not funded by either the 2006 or 2008 bonds.

On Saturday, March 24, 2012, a Facilities Committee Bond Workshop was held to consider projects utilizing the remaining funds from the proposed new elementary school, which no longer was to be built.

At the Facilities Committee meeting held on April 11, 2012, one of the projects discussed for possible Board recommendation was the renovation and construction of the Agricultural Science Facility.

At the Regular Board of Trustees meeting held on Wednesday, April 18, 2012, the Board approved PBK Architects for administrative construction services for the renovations at the Agricultural Science Facility. At this same meeting, the Board approved a total budget of \$700,000.00 for the renovations.

The new facility will provide additional holding pens for goats, sheep, pigs, hogs and steers with wash racks, sand pits, lighting and a parking area. If the budget allows a possible show arena, classroom, office, concession area, etc. may be built. The Agricultural Science Facility would be utilized by the districts agricultural and FFA programs.

At the Facilities Committee meeting held on Wednesday, December 05, 2012, PBK presented preliminary drawings of potential renovations and additions to the site along with preliminary drawings of a new MCISD driveway and parking area. Discussed at the meeting were possible budget constraints, particularly what the Agricultural instructors at both high schools are initially recommending. Possibly, only a driveway and parking area may be able to be constructed with the current budget.

At the Regular Board of Trustees meeting held on Wednesday, January 23, 2013 the Board considered and approved for PBK Architects for a master plan design assessment for the agricultural science facilities renovation project. At this same Board of Trustees meeting, the Board decided to proceed to only fund the driveway and parking area at this time.

At the Facilities Committee meeting held on May 07, 2014, Committee Members reviewed two options for a master plan for the Agricultural Science Facility. After

numerous design meetings with the Agricultural Instructors from both MHS and VMHS, PBK Architects presented a master plan. The master plan incorporated those recommended suggestions into two designs. One design is to construct one large facility to be shared by both schools. The second design is for individual facilities. The plan consists of individual hog, pig, goat, lamb and steer pens, with storage rooms, classrooms, concession stand, wash racks, arena, loading shoots and parking lots. In order to proceed with the project, the Board of Trustees must approve the construction project, approve an estimated total construction budget, approve the procurement method and select an architect for the full design, development and administration. The Facilities Committee tabled this project due to the probability that the master plan would be over budget.

Administration continued to meet with MHS and VMHS Agricultural Instructors along with PBK Architects on the master plan and have agreed to a conceptual preliminary design that will be suitable to both instructors and campuses. The next phase of this project is requesting consideration and approval for the construction of a new Agricultural Science Facility and a proposed budget.

At the Special Board of Trustees Meeting held on Wednesday, October 01, 2014, the Board approved the construction of a new Ag Facility and Budget.

At the Regular Board of Trustees Meeting held on Wednesday, March 11, 2015, the Board approved "Final" designs. PBK Architects will proceed to complete construction documents. The construction of the driveway and parking lot is under a separate budget and contract. Mr. Javier Hinojosa Civil Engineering is under contract for this portion of the work

At the Special Board of Trustees meeting held on Wednesday, August 26, 2015, the Board approved to enter into contract with D. Wilson Construction.

#### General Funds

Construction Budget: \$2,750,000.00

Total Construction Budget: \$3,500,000.00

Wilson Const. BAFO: \$2,607,000.00

Project final completion: 08/20/2016

At the Regular Board of Trustees Meeting held on November 11, 2020, the Board was informed that discussions with the previous Administration were held concerning what to do with the old agricultural farm. Discussions centered on that the old farm was in bad shape structurally and aesthetically and needed to be torn down since we now had built a new facility for both campuses. Discussions then were held on trying to keep some of the structure, pour concrete flooring, install tables and make this into a picnic area. This did not occur and was not a priority project.

Recently, parents and students continue to use these old facilities. Upon inspecting the conditions and makeshift electrical and power installations we declared that this area was not safe and the maintenance department proceeded to disconnect all electrical power to these buildings due to a potential fire and electrical hazard.

The question has now been asked what are we to do with these old structures, thus this presentation to the Board of Trustees. Current pictures are attached to show the conditions of the buildings. A consideration is that the center structure be demolished due to its poor condition. With work and funding possibly the west and east structure may be salvaged for a temporary holding pen(s) during livestock shows at the new facility. The other structure may possibly be converted into a picnic area. Work that would need to be done is: (not all inclusive)

- Demolition of at least one structure
- Removal of old electrical, plumbing and camera devices
- Sandblasting of the structures
- Preparing and painting of the structures
- Concrete flooring
- New installation of electrical, plumbing and camera/security systems
- Possible repairs of pens
- Civil work
- Does not include any roofing work

Pending: Administration recommends Consideration and Approval of Project and Proposed Budget for the Demolition of Old Agricultural Science Barns Project.

**ADMINISTRATIVE CONSIDERATIONS**

Due to the increasing number of animal science projects for both Mission High School and Veterans Memorial High School, the CTE department is requesting to increase the number of animal pens at the current facility. The plan is for current hog and goat/lamb pens to be split into two pens allowing additional project animals. This project will be a turn-key construction project to include the additional electrical outlets and water troughs needed. Due to the nature of the project design engineering will be required. PBK Architects was the original design team for the Agricultural Science Barn.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. PBK Architects estimated project cost is \$50,000.00.

**FUNDING SOURCE AND AMOUNT**

Local Funds/CTE

Est. Project Budget:	\$50,000.00
Project Contingency 20%:	\$10,000.00
Est. Professional Services 12%:	<u>\$ 6,000.00</u>
Est. Total Project Cost:	\$66,000.00

## **RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration presents Approval of Project and Proposed Budget for Construction of Additional Animal Pens for the Agricultural Science Barns Project

## **EXHIBIT**

N/A

## **CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Construction of Additional Animal Pens for the Agricultural Science Barns Project – PBK Architects

**PRESENTER:** Rick Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

In May of 2008, a successful construction bond election was concluded for a total amount of \$59,000,000.00. In August of 2008, the Texas Education Agency (TEA) approved the District’s application for the Instructional Facilities Allotment (IFA) program.

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Wilson Const. BAFO: \$2,607,000.00

Project final completion: 08/20/2016

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- Sandblasting of the structures
- Preparing and painting of the structures
- Concrete flooring
- New installation of electrical, plumbing and camera/security systems
- Possible repairs of pens
- Civil work
- Does not include any roofing work

Pending: Administration recommends Consideration and Approval of Project and Proposed Budget for the Demolition of Old Agricultural Science Barns Project.

**ADMINISTRATIVE CONSIDERATIONS**

Due to the increasing number of animal science projects for both Mission High School and Veterans Memorial High School, the CTE department is requesting to increase the number of animal pens at the current facility. The plan is for current hog and goat/lamb pens to be split into two pens allowing additional project animals. This project will be a turn-key construction project to include the additional electrical outlets and water troughs needed. Due to the nature of the project design engineering will be required. PBK Architects was the original design team for the Agricultural Science Barn.

Administration used the on-call professional services agreement for the project assessment. PBK Architects estimated project cost is \$50,000.00.

Administration presents Approval of Utilizing the On-call Professional Services for the Construction of Additional Animal Pens for the Agricultural Science Barns Project – PBK Architects.

**FUNDING SOURCE AND AMOUNT**

Local Funds/CTE

Est. Project Budget:	\$50,000.00
Project Contingency 20%:	\$10,000.00
Est. Professional Services 12%:	<u>\$ 6,000.00</u>
Est. Total Project Cost:	\$66,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration recommends Approval of Utilizing the On-call Professional Services for the Construction of Additional Animal Pens for the Agricultural Science Barns Project – PBK Architects

**EXHIBIT**

N/A

**CONTACT PERSONS**

Rick Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Mission High School Project – PBK Architects

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The CTE program and Mission High School are establishing a culinary arts lab at MHS similar to one currently at VMHS. Due to the size of the project, the fire code requirements for fire suppression systems due to cooking equipment, mill-work, electrical and plumbing requirements design/engineering professional services will be required.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP’s) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. PBK Architects estimated project cost is \$250,000.00.

Administration presents Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Mission High School Project – PBK Architects.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$250,000.00
Project Contingency 20%:	\$ 50,000.00
Est. Professional Services 12%:	<u>\$ 30,000.00</u>
Est. Total Project Cost:	\$330,000.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Mission High School Project – PBK Architects.

**EXHIBIT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Veterans High School Project – PBK Architects

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

The CTE program and Veterans Memorial High School currently have a culinary arts lab. As per a field inspection at VMHS the culinary lab is requiring possible renovations to be in code compliance. Areas of note are the current vent/hood suppression systems.

**ADMINISTRATIVE CONSIDERATIONS**

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

Administration used the on-call professional services agreement for the project assessment. PBK Architects estimated project cost is \$10,000.00.

Administration presents Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Veterans High School Project – PBK Architects.

**FUNDING SOURCE**

Local Fund

Est. Project Budget:	\$10,000.00
Project Contingency 20%:	\$ 2,000.00
Est. Professional Services 12%:	<u>\$ 1,200.00</u>
Est. Total Project Cost:	\$13,200.00

**RECOMMENDATION**

This agenda item was presented and discussed at the Board of Trustees Workshop on Wednesday, August 4, 2021.

Administration is requesting Approval of Utilizing the On-call Professional Services for the Culinary Arts Laboratory at Veterans High School Project – PBK Architects.

**EXHIBT:**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

**SUBJECT:** Annual Internal Audit Plan for 2021-2022

**PRESENTER:** Rebecca Magee, CPA, Internal Auditor

**BACKGROUND INFORMATION**

The Internal Audit department conducts independent and objective reviews of the District's operations and procedures and reports findings and recommendations to management, the Superintendent, and the Board of Trustees. An Annual Internal Audit Plan is developed to provide a schedule of audit activities for the year prioritized based on potential risk and liability to the District.

**ADMINISTRATIVE CONSIDERATIONS**

Informational report.

**FUNDING SOURCE**

Not Applicable

**RECOMMENDATION:**

Not Applicable

**CONTACT PERSON(S)**

Carol G. Perez, Ed.D., Superintendent of Schools  
Rebecca Magee, CPA, Internal Auditor

**Rebecca Magee, CPA**

**Internal Auditor**

**Mission Consolidated Independent School District**

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To: Board of Trustees

From: Rebecca Magee, CPA - Internal Auditor

Date: August 4, 2021

Re: 2021-2022 Annual Internal Audit Plan

The development of the annual internal audit plan is an integral part of the internal audit function of the District. The objective of the audit plan is to provide a schedule of audit activities for the year to help minimize internal and external distractions. The audit plan has been developed with the awareness of the limitations of resources in personnel and dollars, and therefore, audits are prioritized based on potential risk and liability to the District.

### **Campus and Student Activity Funds**

Prior to the 2020 fiscal year, over \$1.9 million in receipts and disbursements would typically flow through the District's Activity Funds annually. Due to the on-going pandemic and uncertainty of the future, it is difficult to estimate the amount of transactions for the upcoming school year. The potential risk in the area of Activity Funds is greater than other areas because the majority of the revenues are received in the form of actual cash, the number of individuals (employees and students) handling collections, and the perception of the community. Also, risk will potentially increase this year due to the elimination of elementary activity clerk positions. However, there are some factors that minimize the potential risk. First, the District uses centralized accounting versus non-centralized, therefore, one bank account is used and all expenditures are processed through the Business Office. Also, the District has a detailed Activity Funds Manual which provides well-defined responsibilities and procedures. The manual is updated every year and training sessions are provided for principals, secretaries, activity clerks and secondary campus sponsors at least annually.

During the year, I will review all Fundraising Applications and Fundraiser Reports as they are submitted. Each month I will review the monthly income statement reports prepared by the Finance Department. I will also continue to assist with generating the reports necessary to prepare the monthly income statement reports. Additionally, throughout the year I will review interdepartmental charges and journal entries related to Activity Funds.

Depending on the volume of activity, internal audits may be performed for the activity funds of the following campuses: Mission Collegiate High School, Veterans Memorial High School, Alton Memorial Jr. High School, R. Cantu Jr. High School, Waitz Elementary, Cantu Elementary, Castro Elementary, Marcell Elementary, Mims Elementary, and Pearson Elementary. Unscheduled safe audits or cash counts may be performed at other campuses not listed.

I will also assist in the continued evaluation of Student Activity Funds to determine proper accounting and financial reporting under GASB Statement No. 84, *Fiduciary Activities*. This governmental accounting standard establishes criteria for identifying fiduciary activities. Student Activity Fund accounts not meeting the criteria may need to be reported as special revenue funds.

### **External Audit / Comprehensive Annual Financial Report**

Each school district in the State of Texas is required to have an annual financial statement audit and submit the audited financial statements to TEA within 150 days after the fiscal year-end. I will facilitate the audit process by reviewing schedules prepared by the finance department and requesting information from the various departments for the auditors. I will also prepare the annual financial statements and related notes to the financial statements for review by the external auditors. I will also assist in the review of the Data Collection Form, which reports federal expenditures, and the PEIMS reports, which include the audited financial data.

The District will also be submitting their annual financial report to the Government Finance Officers Association (GFOA) for consideration for the Certificate of Achievement for Excellence in Financial Reporting Program. Major changes to the annual financial report required by this award program will be the addition of the following: a transmittal letter, combining statements by fund type that will include individual funds, and numerous statistical schedules that include historical information. I will assist with preparing the statistical schedules and ensuring that the report meets all other the requirements.

### **SAS 99 – Fraud Hotline**

*Statement of Auditing Standards No. 99, Consideration of Fraud in a Financial Statement Audit* applies to all entities that are audited by an independent auditor. The purpose of this standard is to prompt entities to take proactive steps to diminish the risk of fraud. SAS 99 recommends that entities have an anonymous reporting process for employees to report suspected or actual fraud. The District has established a 24 hours a day, 7 days a week telephone hotline administered by an outside company. Time spent evaluating and providing assistance as requested in investigating the reports received through the hotline will vary depending on the number of reports.

### **Other**

In addition to year-end inventory testing in conjunction with the external audit, my audit plan also includes testing of the Warehouse, Child Nutrition Program, Transportation and Maintenance Department inventories during the year. Other internal audits or reviews included in my plan are: athletic receipts (varsity football), the afterschool child care programs, Fixed Assets and Payroll/Purchasing/Finance Departments as time allows.

Attached is a schedule of the internal audits, activities and tasks that are planned to be completed during the school year. However, due to the uncertainties resulting from the on-going pandemic, there may be changes in dates and types or number of internal audits conducted. This schedule is also subject to change as needed to accommodate special reviews or investigations.

Cc: Carol G. Perez, Ed.D., Superintendent of Schools

**2021-2022 Annual Audit Plan**

<b>Internal Audit / Activity / Task</b>	<b>Time Frame</b>
Campus & Student Activity Funds – review of fundraiser applications, fundraiser reports, income statement reports, and related journal entries	Throughout the year
Training Sessions on Activity Funds for Principals, Activity Clerks, Campus Secretaries and Secondary Campus Sponsors	August 2021
External Audit / Comprehensive Annual Financial Report – facilitate, review audit schedules, prepare annual financial statements/notes/schedules	August thru November 2021 and June 2022 (next year’s audit)
Student Activity Funds – GASB 84 evaluation	November / December 2021
Athletic Receipts Internal Audit – Football	January/February 2022
Training on Activity Funds for Clerks/Secretaries	February 2022
After School Child Care Program Internal Audits	February/March 2022
Department Inventory Testing	February 2022
Payroll/Purchasing/Finance Reviews	March/April 2022
Fixed Asset Testing	March/April 2022
Activity Fund Internal Audits	March through June 2022
Year-end Inventory Testing – Maintenance, Transportation, Warehouse, and Child Nutrition	June 2022
Update Activity Funds Manual, Guidelines for Parent Organizations & training presentations	July 2022
SAS 99 – Fraud Telephone Hotline	Throughout the year
Board Reports	Quarterly
Special Reviews / Investigations	As needed

**SUBJECT:** Quarterly Investment Report

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

In accordance with Board Policy CDA (LEGAL), all investments made by a district shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules or regulations. *Gov't Code 2256.026*

Not less than quarterly, an investment officer shall prepare and submit to a board a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented to a board and a superintendent, not less than quarterly, within a reasonable time after the end of the reporting period.

**ADMINISTRATIVE CONSIDERATIONS**

Mission CISD's investment portfolio totaled \$91,088,832.06 at the end of the 4th quarter ending on June 30, 2021. Interest earned in the 4th quarter was \$13,463.31.

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION**

Information item only; no recommendation is required.

**CONTACT PERSON (S)**

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

**INVESTMENT REPORT SUMMARY  
 QUARTER ENDING JUNE 30, 2021**

<b>FUND</b>	<b>CERTIFICATES OF DEPOSIT</b>	<b>INVESTMENT POOLS</b>	<b>CASH</b>	<b>ENDING BALANCE</b>	<b>INTEREST EARNED 4TH QTR</b>
Local Maintenance		\$ 67,051,868.94	\$ -	\$ 67,051,868.94	\$ 12,028.28
Debt Service		\$ 4,675,817.26	\$ 76,568.73	\$ 4,752,385.99	\$ 858.09
Non-Expendable Trust Fund	\$ 27,266.87			\$ 27,266.87	\$ 17.07
Payroll			\$ 1,537,571.15	\$ 1,537,571.15	\$ 157.92
General Finance			\$ 17,719,739.11	\$ 17,719,739.11	\$ 401.95
<b>TOTAL</b>	<b>\$ 27,266.87</b>	<b>\$ 71,727,686.20</b>	<b>\$ 19,333,878.99</b>	<b>\$91,088,832.06</b>	<b>\$13,463.31</b>
<b>portfolio composition</b>	<b>0.03%</b>	<b>78.74%</b>	<b>21.23%</b>	<b>100.00%</b>	

We, the approved Investment Officers of Mission CISD, hereby certify that the following Investment Report represents the investment position of the District as of June 30, 2021 in compliance with the Board approved Investment Policy, the the Public Funds Investment Act (Texas Government Code 2256), and Generally Accepted Accounting Principles (GAAP).

**Signature on file**

\_\_\_\_\_  
 Odon Garcia, Accountant

**Signature on file**

\_\_\_\_\_  
 Anna Zuniga, CPA, Director for Finance

**Signature on file**

\_\_\_\_\_  
 Rumalda Ruiz, Assistant Superintendent for Finance

Investment #	Type	Original Purchase Date	Fund	Last Renewal Date	Maturity Date	Rate @ 6/30/2021 *Qtr.avg	Beg. Bal. Market/Book Value 04/01/21	Purchased increase	Sold decrease	End. Bal. Market/Book Value 06/30/21	Qtr. Interest Received	4TH QTR INTEREST EARNED	Int. Earned 7/1/2020 - 6/30/2021
<b>LOCAL MAINTENANCE</b>													
10827-3859-000	TxStar-04		199	n/a	n/a	0.01% *	10,444,259.71	271.63	0.00	10,444,531.34	271.63	271.63	8,060.32
907155492	LoneStar-02		199	n/a	n/a	0.08% *	25,777,026.06	5,254.08	0.00	25,782,280.14	5,254.08	5,254.08	39,212.30
TX010061002	TX CLASS		199	n/a	n/a	0.07% *	41,442,184.00	14,165,612.64	31,000,000.00	24,607,796.64	5,874.48	5,874.48	45,019.93
1200-03	TEXAS TERM	10/3/2018	199	n/a	n/a	0.04% *	6,216,632.73	628.09	0.00	6,217,260.82	628.09	628.09	5,790.59
<b>Total Local Maintenance</b>							<b>83,880,102.50</b>	<b>14,171,766.44</b>	<b>31,000,000.00</b>	<b>67,051,868.94</b>	<b>12,028.28</b>	<b>12,028.28</b>	<b>98,083.14</b>
<b>DEBT SERVICE</b>													
2515278470	Cash (bank bal.)		599	n/a	n/a	0.02% *	8,349.39	229,952.66	161,733.32	76,568.73	11.44	2.42	420.10
TX0100610001	TX CLASS	11/1/2018	599	n/a	n/a	0.07% *	4,517,778.27	158,038.99		4,675,817.26	855.67	855.67	7,878.95
<b>Total Interest &amp; Sinking</b>							<b>4,526,127.66</b>	<b>387,991.65</b>	<b>161,733.32</b>	<b>4,752,385.99</b>	<b>867.11</b>	<b>858.09</b>	<b>8,299.05</b>
<b>NON-EXPENDABLE TRUST</b>													
5595909564/6720608225/67271													
01975/6755190045	CD	5/9/1985	836	06/30/20	06/30/21	0.25%	10,461.07	26.19		10,487.26	26.19	6.55	26.19
5595909610/6720607792/67271													
00189/6727100189	CD	2/11/1986	836	06/30/20	06/30/21	0.25%	5,230.53	13.09		5,243.62	13.09	3.29	13.09
5595909726/6720605021/67271													
01525/6755190886	CD	5/28/1986	836	06/30/20	06/30/21	0.25%	11,507.19	28.80		11,535.99	28.80	7.23	28.80
<b>Total Non-Expendable Trust</b>							<b>27,198.79</b>	<b>68.08</b>	<b>0.00</b>	<b>27,266.87</b>	<b>68.08</b>	<b>17.07</b>	<b>68.08</b>
<b>PAYROLL</b>													
2515278454	Cash (bank bal.)		063	n/a	n/a	0.02% *	1,990,768.51	34,792,234.40	35,245,431.76	1,537,571.15	293.85	157.92	2,620.21
<b>Total Payroll</b>							<b>1,990,768.51</b>	<b>34,792,234.40</b>	<b>35,245,431.76</b>	<b>1,537,571.15</b>	<b>293.85</b>	<b>157.92</b>	<b>2,620.21</b>
<b>GENERAL FINANCE</b>													
2515282931	Cash (bank bal.)		064	n/a	n/a	0.02% *	7,702,287.57	75,544,085.28	65,526,633.74	17,719,739.11	898.58	401.95	18,331.52
<b>Total General Finance</b>							<b>7,702,287.57</b>	<b>75,544,085.28</b>	<b>65,526,633.74</b>	<b>17,719,739.11</b>	<b>898.58</b>	<b>401.95</b>	<b>18,331.52</b>
<b>TOTAL INVESTMENTS</b>							<b>\$98,126,485.03</b>	<b>\$124,896,145.85</b>	<b>\$131,933,798.82</b>	<b>\$91,088,832.06</b>	<b>\$14,155.90</b>	<b>\$13,463.31</b>	<b>\$127,402.00</b>

Investment #	Type	Maturity Date	End. Bal. Market/Book Value 06/30/21	DAYS TO MATURITY	BOOK VALUE X DAYS TO MATURITY	WEIGHTED AVERAGE MATURITY*
10827-3859-000	TxStar-04*	n/a	10,444,531.34	0	-	
907155492	LoneStar-02	n/a	25,782,280.14	0	-	
TX010061002	TX CLASS	n/a	24,607,796.64	0	-	
2515278470	Cash (bank bal.)	n/a	76,568.73	0	-	
5595909564/6720608225/ 6727101975/6755190045	CD	06/30/21	10,487.26	0	-	
5595909610/6720607792/ 6727100189/6727100189	CD	06/30/21	5,243.62	0	-	
5595909726/6720605021/ 6727101525/6755190886	CD	06/30/21	11,535.99	0	-	
2515278454	Cash (bank bal.)	n/a	1,537,571.15		-	
2515282931	Cash (bank bal.)	n/a	17,719,739.11		-	
1200-03	TEXAS TERM	n/a	6,217,260.82	0	-	
TX0100610001	TX CLASS	n/a	4,675,817.26	0	-	
			\$91,088,832.06		-	

<b>0</b> <b>DAYS WAM</b>
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**SUBJECT:** Tax Levy Adjustments for the Month of June 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 \$11,032.06. 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 \$436,208.10. The monthly fee for this service is \$6,271.00.

Attached is the June 2021 Tax Collection Report

**FUNDING SOURCE AND AMOUNT**

Local Maintenance Levy Modification \$(12,634.18)  
Debt Service Levy Modification \$(1,479.14)  
Rollbacks \$3,081.26

**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:  
JUNE 2021

**COMPARATIVE RATE OF COLLECTIONS**

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
2020 TAX ROLL	28,040,951.26	26,490,414.02		(50,879.03)	1,499,658.21	94.64%	93.50%
2019 & PRIOR YRS ROLLBACK	4,957,234.99	1,635,421.13	(24,143.03)	(200,277.77)	3,097,393.06	34.55%	28.96%
	-	26,727.46	-	34,826.77	8,099.31	76.74%	100.00%
<b>TOTALS</b>	<b>32,998,186.25</b>	<b>28,152,562.61</b>	<b>(24,143.03)</b>	<b>(216,330.03)</b>	<b>4,605,150.58</b>		

**BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF JUNE 2021**

	MISSION C.I.S.D.	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	239,008.15	(1,577.16) CURRENT
CURRENT YEAR-P&I	34,067.30	
PRIOR YEARS-BASE TAX	92,670.69	(12,536.16) PRIOR
PRIOR YEARS-P&I	38,179.01	
ROLLBACK	11,552.46	3,081.26 ROLLBACK
ROLLBACK P&I	-	
ATTORNEY FEES	20,730.49	- PURGED
TOTAL COLLECTIONS	436,208.10	(11,032.06)
LESS TRANSFERRED	277,112.73	
LESS IN TRANSIT	152,782.23	
LESS DUE TO HCAD COMM FEES	42.14	
LESS DUE TO CO TREASURER	6,271.00	
BALANCE	0.00	

\*\*\*\*\*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 JUNE IS CORRECT.

*Pablo (Paul) Villarreal Jr. JE*  
\_\_\_\_\_  
ASSESSOR-COLLECTOR OF TAXES FOR MISSION C.I.S.D., TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 9TH DAY OF JULY 2021 A.D.

*Jose E Jaramillo*  
\_\_\_\_\_  
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**HIDALGO COUNTY TAX OFFICE  
MISSION CISD**

**MODIFICATIONS FOR THE MONTH OF JUNE 2021**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	1.19930	1.02800	85.72%	(1,577.16)	(1,351.89)	0.1713	14.28%	(225.27)
2019	1.23955	1.06835	86.19%	(1,183.41)	(1,019.96)	0.1712	13.81%	(163.45)
2018	1.3398	1.1700	87.33%	(592.26)	(517.20)	0.1698	12.67%	(75.06)
2017	1.3502	1.1700	86.65%	(783.28)	(678.74)	0.1802	13.35%	(104.54)
2016	1.3582	1.1700	86.14%	(566.95)	(488.39)	0.1882	13.86%	(78.56)
2015	1.3672	1.1700	85.58%	(391.43)	(334.97)	0.1972	14.42%	(56.46)
2014	1.3300	1.1700	87.97%	(348.22)	(306.33)	0.1600	12.03%	(41.89)
2013	1.3000	1.1700	90.00%	(340.37)	(306.33)	0.1300	10.00%	(34.04)
2012	1.3000	1.1700	90.00%	(318.44)	(286.60)	0.1300	10.00%	(31.84)
2011	1.3000	1.1700	90.00%	(318.44)	(286.60)	0.1300	10.00%	(31.84)
2010	1.3000	1.0400	80.00%	(378.26)	(302.61)	0.2600	20.00%	(75.65)
2009	1.2800	1.0400	81.25%	(372.45)	(302.62)	0.2400	18.75%	(69.83)
2008	1.2400	1.0400	83.87%	(360.80)	(302.61)	0.2000	16.13%	(58.19)
2007	1.1800	1.0400	88.14%	(343.35)	(302.61)	0.1400	11.86%	(40.74)
2006	1.4574	1.3374	91.77%	(411.76)	(377.86)	0.1200	8.23%	(33.90)
2005	1.5632	1.4632	93.60%	(347.97)	(325.71)	0.1000	6.40%	(22.26)
2004	1.5691	1.4632	93.25%	(368.76)	(343.87)	0.1059	6.75%	(24.89)
2003	1.5841	1.4632	92.37%	(291.62)	(269.36)	0.1209	7.63%	(22.26)
2002	1.5841	1.4500	91.53%	(291.62)	(266.93)	0.1341	8.47%	(24.69)
2001	1.5341	1.4394	93.83%	(282.41)	(264.98)	0.0947	6.17%	(17.43)
2000	1.5341	1.4000	91.26%	(282.41)	(257.72)	0.1341	8.74%	(24.69)
1999	1.5050	1.4208	94.41%	(3,961.95)	(3,740.29)	0.0842	5.59%	(221.66)
<b>TOTAL</b>				<b>(14,113.32)</b>	<b>(12,634.18)</b>			<b>(1,479.14)</b>
				<b>M&amp;O</b>				<b>I&amp;S</b>
2020				(1,577.16)	(1,351.89)			(225.27)
2019 & PRIOR				(12,536.16)	(11,282.29)			(1,253.87)
<b>TOTAL</b>				<b>(14,113.32)</b>	<b>(12,634.18)</b>			<b>(1,479.14)</b>

**ROLLBACK MODIFICATIONS FOR THE MONTH OF JUNE 2021**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2020	1.1993	1.0280	85.72%	-	0.00	0.1713	14.28%	0.00
2019	1.2396	1.0684	86.19%	1,473.36	1,269.87	0.1712	13.81%	203.49
2018	1.3398	1.1700	87.33%	1,607.90	1,404.12	0.1698	12.67%	203.78
2017	1.3502	1.1700	86.65%	-	0.00	0.1802	13.35%	0.00
<b>TOTAL</b>				<b>3,081.26</b>	<b>2,673.99</b>			<b>407.27</b>
				<b>M&amp;O</b>				<b>I&amp;S</b>
CURRENT				-	-			-
DELINQUENT				3,081.26	2,673.99			407.27
<b>TOTAL</b>				<b>3,081.26</b>	<b>2,673.99</b>			<b>407.27</b>

07/06/2021 11:15:42 3783059  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL  
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 06/01/2021 THRU 06/30/2021  
 JURISDICTION: 0048 MISSION CISD

PAGE: 74  
 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	204,869.89	.00	29,201.25	.00	234,071.14	2,127.83	.00	.00	236,198.97
	I & S	.171300	34,138.26	.00	4,866.05	.00	39,004.31	.00	.00	.00	39,004.31
	TOTAL	1.199300	239,008.15	.00	34,067.30	.00	273,075.45	2,127.83	.00	.00	275,203.28
2019	M & O	1.068350	45,494.07	.00	12,150.49	.00	57,644.56	9,401.13	.00	.00	67,045.69
	I & S	.171200	7,290.27	.00	1,946.98	.00	9,237.25	.00	.00	.00	9,237.25
	TOTAL	1.239550	52,784.34	.00	14,097.47	.00	66,881.81	9,401.13	.00	.00	76,282.94
2018	M & O	1.170000	20,009.41	.00	6,716.49	.00	26,725.90	3,937.29	.00	.00	30,663.19
	I & S	.169800	2,903.94	.00	974.78	.00	3,878.72	.00	.00	.00	3,878.72
	TOTAL	1.339800	22,913.35	.00	7,691.27	.00	30,604.62	3,937.29	.00	.00	34,541.91
2017	M & O	1.170000	13,805.71	.00	5,390.51	.00	19,196.22	2,693.00	.00	.00	21,889.22
	I & S	.180200	2,126.27	.00	830.21	.00	2,956.48	.00	.00	.00	2,956.48
	TOTAL	1.350200	15,931.98	.00	6,220.72	.00	22,152.70	2,693.00	.00	.00	24,845.70
2016	M & O	1.170000	3,749.57	.00	2,211.33	.00	5,960.90	923.25	.00	.00	6,884.15
	I & S	.188200	603.14	.00	355.67	.00	958.81	.00	.00	.00	958.81
	TOTAL	1.358200	4,352.71	.00	2,567.00	.00	6,919.71	923.25	.00	.00	7,842.96
2015	M & O	1.170000	1,180.27	.00	767.40	.00	1,947.67	267.30	.00	.00	2,214.97
	I & S	.197200	198.92	.00	129.37	.00	328.29	.00	.00	.00	328.29
	TOTAL	1.367200	1,379.19	.00	896.77	.00	2,275.96	267.30	.00	.00	2,543.26
2014	M & O	1.170000	2,013.89	.00	1,278.52	.00	3,292.41	293.19	.00	.00	3,585.60
	I & S	.160000	275.40	.00	174.84	.00	450.24	.00	.00	.00	450.24
	TOTAL	1.330000	2,289.29	.00	1,453.36	.00	3,742.65	293.19	.00	.00	4,035.84
2013	M & O	1.170000	1,277.45	.00	866.56	.00	2,144.01	157.40	.00	.00	2,301.41
	I & S	.130000	141.96	.00	96.31	.00	238.27	.00	.00	.00	238.27
	TOTAL	1.300000	1,419.41	.00	962.87	.00	2,382.28	157.40	.00	.00	2,539.68
2012	M & O	1.170000	393.66	.00	332.41	.00	726.07	54.74	.00	.00	780.81
	I & S	.130000	43.74	.00	36.95	.00	80.69	.00	.00	.00	80.69
	TOTAL	1.300000	437.40	.00	369.36	.00	806.76	54.74	.00	.00	861.50
2011	M & O	1.170000	737.88	.00	816.97	.00	1,554.85	211.02	.00	.00	1,765.87
	I & S	.130000	81.99	.00	90.78	.00	172.77	.00	.00	.00	172.77
	TOTAL	1.300000	819.87	.00	907.75	.00	1,727.62	211.02	.00	.00	1,938.64
2010	M & O	1.040000	426.96	.00	562.00	.00	988.96	174.32	.00	.00	1,163.28
	I & S	.260000	106.74	.00	140.50	.00	247.24	.00	.00	.00	247.24
	TOTAL	1.300000	533.70	.00	702.50	.00	1,236.20	174.32	.00	.00	1,410.52
2009	M & O	1.040000	384.27	.00	572.57	.00	956.84	176.64	.00	.00	1,133.48
	I & S	.240000	88.68	.00	132.13	.00	220.81	.00	.00	.00	220.81
	TOTAL	1.280000	472.95	.00	704.70	.00	1,177.65	176.64	.00	.00	1,354.29

07/06/2021 11:15:42 3783059  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL  
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 06/01/2021 THRU 06/30/2021  
 JURISDICTION: 0048 MISSION CISD

PAGE: 75  
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2008	M & O	1.040000	71.27	.00	78.28	.00	149.55	.00	.00	.00	149.55
	I & S	.200000	13.70	.00	15.05	.00	28.75	.00	.00	.00	28.75
	TOTAL	1.240000	84.97	.00	93.33	.00	178.30	.00	.00	.00	178.30
2007	M & O	1.040000	223.06	.00	329.20	.00	552.26	80.51	.00	.00	632.77
	I & S	.140000	30.03	.00	44.32	.00	74.35	.00	.00	.00	74.35
	TOTAL	1.180000	253.09	.00	373.52	.00	626.61	80.51	.00	.00	707.12
2004	M & O	1.463200	295.27	.00	615.48	.00	910.75	146.09	.00	.00	1,056.84
	I & S	.105900	21.37	.00	44.54	.00	65.91	.00	.00	.00	65.91
	TOTAL	1.569100	316.64	.00	660.02	.00	976.66	146.09	.00	.00	1,122.75
2003	M & O	1.463200	58.45	.00	92.88	.00	151.33	15.77	.00	.00	167.10
	I & S	.120900	4.83	.00	7.67	.00	12.50	.00	.00	.00	12.50
	TOTAL	1.584100	63.28	.00	100.55	.00	163.83	15.77	.00	.00	179.60
2002	M & O	1.450000	41.06	.00	69.18	.00	110.24	11.50	.00	.00	121.74
	I & S	.134100	3.80	.00	6.40	.00	10.20	.00	.00	.00	10.20
	TOTAL	1.584100	44.86	.00	75.58	.00	120.44	11.50	.00	.00	131.94
2001	M & O	1.439400	76.42	.00	187.25	.00	263.67	42.16	.00	.00	305.83
	I & S	.094700	5.03	.00	12.32	.00	17.35	.00	.00	.00	17.35
	TOTAL	1.534100	81.45	.00	199.57	.00	281.02	42.16	.00	.00	323.18
1998	M & O	1.231000	36.54	.00	83.98	.00	120.52	17.35	.00	.00	137.87
	I & S	.274000	8.13	.00	18.69	.00	26.82	.00	.00	.00	26.82
	TOTAL	1.505000	44.67	.00	102.67	.00	147.34	17.35	.00	.00	164.69
ALL	M & O		295,145.10	.00	62,322.75	.00	357,467.85	20,730.49	.00	.00	378,198.34
ALL	I & S		48,086.20	.00	9,923.56	.00	58,009.76	.00	.00	.00	58,009.76
ALL	TOTAL		343,231.30	.00	72,246.31	.00	415,477.61	20,730.49	.00	.00	436,208.10
DLQ	M & O		90,275.21	.00	33,121.50	.00	123,396.71	18,602.66	.00	.00	141,999.37
DLQ	I & S		13,947.94	.00	5,057.51	.00	19,005.45	.00	.00	.00	19,005.45
DLQ	TOTAL		104,223.15	.00	38,179.01	.00	142,402.16	18,602.66	.00	.00	161,004.82
CURR	M & O		204,869.89	.00	29,201.25	.00	234,071.14	2,127.83	.00	.00	236,198.97
CURR	I & S		34,138.26	.00	4,866.05	.00	39,004.31	.00	.00	.00	39,004.31
CURR	TOTAL		239,008.15	.00	34,067.30	.00	273,075.45	2,127.83	.00	.00	275,203.28

**SUBJECT:** Disbursements for the Month of June 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 June totaled \$14,900,515.12 as follows:

<b>Disbursement Type</b>	<b>Amount</b>
Accounts Payable Vendor Checks	\$ 3,636,256.64
District Purchasing Cards	\$ 1,013,663.09
ACH	\$ 2,604,324.56
Wire Transfers	\$ 376,422.63
Payroll	\$ 7,269,848.20
<b>TOTAL</b>	<b>\$ 14,900,515.12</b>

**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

**SUBJECT:** Schools Financial Integrity Rating System of Texas (FIRST) Fiscal Year 2019-2020

**PRESENTER:** Rumalda Ruiz, Assistant Superintendent for Finance

**BACKGROUND INFORMATION**

Senate Bill 218 of the 77<sup>th</sup> Legislature (2001) authorized the implementation of a financial accountability rating system referred to as Schools FIRST. Schools FIRST was developed in consultation with the Comptroller of Public Accounts and from comments received from school district and regional education service center personnel. The District’s FIRST rating is based upon an analysis of staff and student data reported for the 2019-2020 school year, and budgetary and audited financial data for the June 30, 2020 fiscal year.

The purpose of the Financial Accountability Rating System is to ensure that school districts are held accountable for the quality of their financial management practices and achieve improved performance in the management of their financial resources. The rating discloses the quality of local management and decision-making processes that impact the allocation of financial resources in Texas public schools. This rating system was designed to encourage Texas public schools to better manage their financial resources in order to provide the maximum allocation for direct instructional purposes.

**ADMINISTRATIVE CONSIDERATIONS**

The District must announce and hold a public meeting to distribute a financial management report that explains the District’s rating and its performance under each of the indicators for the current and prior fiscal year. The report also must provide the financial information with respect to disclosures by the Superintendent and Board Members as described in 19 TAC §109.1005(b)(2).

The District has received a rating of “Superior” under the new Texas’ school finance accountability rating system, the highest rating for the 19<sup>th</sup> consecutive year.

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION:**

Information Item.

**CONTACT PERSONS**

Rumalda Ruiz, Assistant Superintendent for Finance

User: RUMALDA RUIZ  
 User Role: District

RATING YEAR  DISTRICT NUMBER



Financial Integrity Rating System of Texas

## 2020-2021 RATINGS BASED ON SCHOOL YEAR 2019-2020 DATA - DISTRICT STATUS DETAIL

<b>Name:</b> MISSION CISD(108908)	<b>Publication Level 1:</b> 8/4/2021 2:00:38 PM
<b>Status:</b> Passed	<b>Publication Level 2:</b> None
<b>Rating:</b> A = Superior Achievement	<b>Last Updated:</b> 8/4/2021 2:00:38 PM
<b>District Score:</b> 100	<b>Passing Score:</b> 70

#	Indicator Description	Updated	Score
1	<a href="#">Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively?</a>	6/8/2021 3:39:37 PM	Yes
2	<a href="#">Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)</a>	6/8/2021 3:39:37 PM	Yes
3	<a href="#">Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)</a>	6/8/2021 3:39:37 PM	Yes
4	<a href="#">Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies? (If the school district received a warrant hold and the warrant hold was not cleared within 30 days from the date the warrant hold was issued, the school district is considered to not have made timely payments and will fail critical indicator 4. If the school district was issued a warrant hold, the maximum points and highest rating that the school district may receive is 95 points, A = Superior Achievement, even if the issue surrounding the initial warrant hold was resolved and cleared within 30 days.)</a>	7/1/2021 9:05:53 AM	Yes Ceiling Passed
5	This indicator is not being scored.		
			1 Multiplier Sum
6	<a href="#">Was the average change in (assigned and unassigned) fund balances over 3 years less than a 25 percent decrease or did the current year's assigned and unassigned fund balances exceed 75 days</a>	6/28/2021 11:09:07 AM	Ceiling Passed

	<u>of operational expenditures? (If the school district fails indicator 6, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>		
7	<u>Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)? See ranges below in the Determination of Points section.</u>	6/8/2021 3:39:38 PM	10
8	<u>Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt? See ranges below in the Determination of Points section.</u>	6/8/2021 3:39:38 PM	10
9	<u>Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not, was the school district's number of days of cash on hand greater than or equal to 60 days? See ranges below in the Determination of Points section.</u>	6/8/2021 3:39:38 PM	10
10	<u>Did the school district average less than a 10 percent variance (90% to 110%) when comparing budgeted revenues to actual revenues for the last 3 fiscal years?</u>	7/2/2021 1:29:13 PM	10
11	<u>Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? If the school district's increase of students in membership over 5 years was 7 percent or more, then the school district automatically passes this indicator. See ranges below in the Determination of Points section.</u>	6/8/2021 3:39:40 PM	10
12	<u>Was the debt per \$100 of assessed property value ratio sufficient to support future debt repayments? See ranges below in the Determination of Points section.</u>	6/8/2021 3:39:40 PM	10
13	<u>Was the school district's administrative cost ratio equal to or less than the threshold ratio? See ranges below in the Determination of Points section.</u>	6/8/2021 3:39:40 PM	10
14	<u>Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? If the student enrollment did not decrease, the school district will automatically pass this indicator.</u>	6/8/2021 3:39:40 PM	10
15	<u>Was the school district's ADA within the allotted range of the district's biennial pupil projection(s) submitted to TEA? If the district did not submit pupil projections to TEA, did it certify TEA's projections? See ranges below in the Determination of Points section.</u>	6/8/2021 3:39:40 PM	5
16	<u>Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function? (If the school district fails indicator 16, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	6/8/2021 3:39:41 PM	Ceiling Passed
17	<u>Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.) (If the school district fails indicator 17, the maximum points and highest rating that the school district may receive is 79 points, C = Meets Standard Achievement.)</u>	6/8/2021 3:39:41 PM	Ceiling Passed
18	<u>Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)</u>	6/8/2021 3:39:41 PM	10
19	<u>Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?</u>	6/8/2021 3:39:41 PM	5
20	<u>Did the school board members discuss the district's property values at a board meeting within 120 days before the district adopted its budget? (If the school district fails indicator 20 the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	6/8/2021 3:39:41 PM	Ceiling Passed

		100 Weighted Sum
		1 Multiplier Sum
		(100 Ceiling)
		100 Score

### DETERMINATION OF RATING

<b>A.</b>	Did the school district fail any of the critical indicators 1, 2, 3, or 4? If so, the school district's rating is <b>F for Substandard Achievement</b> regardless of points earned.	
<b>B.</b>	Determine the rating by the applicable number of points.	
	<b>A = Superior Achievement</b>	90-100
	<b>B = Above Standard Achievement</b>	80-89
	<b>C = Meets Standard Achievement</b>	70-79
	<b>F = Substandard Achievement</b>	<70
<p><b>No Rating = A school district receiving territory that annexes with a school district ordered by the commissioner under TEC 13.054, or consolidation under Subchapter H, Chapter 41. No rating will be issued for the school district receiving territory until the third year after the annexation/consolidation.</b></p> <p>The school district receives an <b>F</b> if it scores below the minimum passing score, if it failed any critical indicator 1, 2, 3, or 4, if the AFR or the data were not both complete, or if either the AFR or the data were not submitted on time for FIRST analysis.</p>		

### CEILING INDICATORS

Did the school district meet the criteria for any of the following **ceiling indicators** 4, 6, 16, 17, or 20? If so, the school district's applicable maximum points and rating are disclosed below. Please note, an F = Substandard Achievement Rating supersedes any rating earned as the result of the school district meeting the criteria of a ceiling indicator.

Determination of rating based on meeting ceiling criteria.	Maximum Points	Maximum Rating
<b>Indicator 4</b> (Timely Payments) - School district was issued a warrant hold.	95	A = Superior Achievement
<b>Indicator 6</b> (Average Change in Fund Balance) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
<b>Indicator 16</b> (PEIMS to AFR) - Response to indicator is <i>No</i> .	89	B = Above Standard Achievement
<b>Indicator 17</b> (Material Weaknesses) - Response to indicator is <i>No</i> <sup>233</sup>	79	C = Meets Standard Achievement

Indicator 20 (Property Values and Tax Discussion) - Response to indicator is <i>No.</i>	89	B = Above Standard Achievement
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THE **TEXAS EDUCATION AGENCY**  
1701 NORTH CONGRESS AVENUE · AUSTIN, TEXAS, 78701 · (512) 463-9734

FIRST 5.11.6.0

*Mission*  
Consolidated Independent  
School District





# ESSER III Funding Recap

The ESSER III Application was submitted to the Texas Education Agency on July 25, 2021, for the initial 2/3 of the total entitlement. Breakdown is as follows:

**2/3 of Total Allocation      \$45,897,788**

Payroll costs	\$37,170,440	(tutors, team teachers, interventionists, at-risk counselors, LPCs, Social Workers, LVNs, custodians, retention stipends)
Contracted Services	\$ 660,000	(Capturing Kids Hearts Training and on-going support)
Supplies and Materials	\$ 2,034,348	(Intervention Curriculum, Social Emotional Learning resources, calming rooms materials, air purification units, Fine Arts equipment)
Other Operating Costs	\$ 33,000	(travel costs)
<u>Indirect Cost</u>	<u>\$ 6,000,000</u>	<u>(administrative costs)</u>
	<b>\$45,897,788</b>	





*House Bill 1468 was not approved by the Texas Legislature. The bill would have provided state funds for school districts to continue with remote learning.*

## **Face-to-Face Instruction**

- Teachers and students will be working on campus five days a week.
- Teacher is on campus and assigned full classes/courses of face-to-face students.
- All instruction is delivered in a traditional classroom setting with safety protocols in place.
- Students receive 100% real-time instruction following regular class schedule.



**Remote Instruction is not available for 21-22 school year**

Students will be required to attend classes from Monday-Friday from 7:45-3:15 (elementary); from 8:00-4:00 (middle school); from 8:15-4:15 (high school).<sup>238</sup>



## THE FIRST LINE OF DEFENSE BEGINS AT HOME.

**TWO THINGS YOU CAN DO TO HELP STOP  
THE SPREAD OF COVID-19 IN SCHOOL**

# 1

### SCREEN FOR FEVER & OTHER SYMPTOMS

We ask that parents screen students **daily** for fever and other symptoms of COVID-19 before leaving home.

#### Symptoms:

- Congestion or Runny Nose
- Nausea or Vomiting
- New loss of taste or smell
- Shortness of breath/ Difficulty breathing
- Temperature of 100 F or higher
- Cough
- Sore Throat
- Fever or Chills
- Diarrhea
- Muscle or Body Aches
- Fatigue

# 2

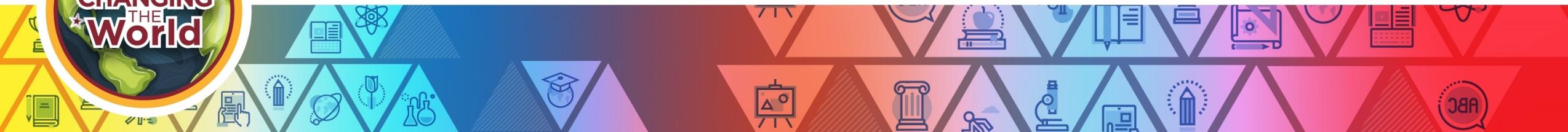
### KEEP THEM HOME IF NOT FEELING WELL

If your child is not feeling well, or has symptoms or a temperature, we ask that you keep your child home and see your doctor.

# Screening Protocols

- Teachers will monitor students and refer to the nurse if symptoms are present.
- Campus staff may screen students for COVID-19 as well. Screening is accomplished by asking questions by phone, questionnaires or other electronic methods and/or in person.
  - Nurses will collect questionnaire at the beginning of the school year where parents agree to follow COVID-19 Safety Protocols.

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# COVID-19 GUIDELINES

## MISSION CISD 2021-2022

### Our Commitment to You

#### FOR THE START OF SCHOOL, YOU CAN COUNT ON US TO:

- Conduct daily temperature checks of all students, staff, visitors
- Provide daily disinfecting e-misting and sanitizing of facilities
- Continuous clean high touch surfaces
- Strongly encourage use of face masks (offer to students as needed)
- Provide student and staff face shields (we will offer them as needed)
- Provide hand sanitizer stations in every classroom and throughout common areas
- Encourage frequent handwashing
- Make sure desk shields are available
- Provide as much distancing as possible
- Make sure desk shields for cafeteria use are available
- Have touch-free water bottle fillers and water fountains in every school
- Have an isolation room for students showing symptoms of COVID-19 after arriving at school
- Notify you if your child is a close contact of a person confirmed with COVID-19
- Clean and sanitize school buses between routes
- Conduct a daily disinfecting e-misting of buses
- Provide a hand sanitizer station on each school bus
- Provide highest level of HVAC filters
- Provide an air purification unit for each classroom

#### TO HELP US MAINTAIN A SAFE ENVIRONMENT, WE ASK YOUR HELP TO:

- Self-screen your child for COVID-19 symptoms each day before they leave for school
- Keep your child home if sick or if they have a fever
- Encourage your child to wear a face mask
- Have your child bring a refillable water bottle each day, if possible
- Let your campus/teacher know if you want your child to have a face shield provided

You can count on us, and we will continue to count on you. Together, we will continue to make our schools as safe and healthy as possible.





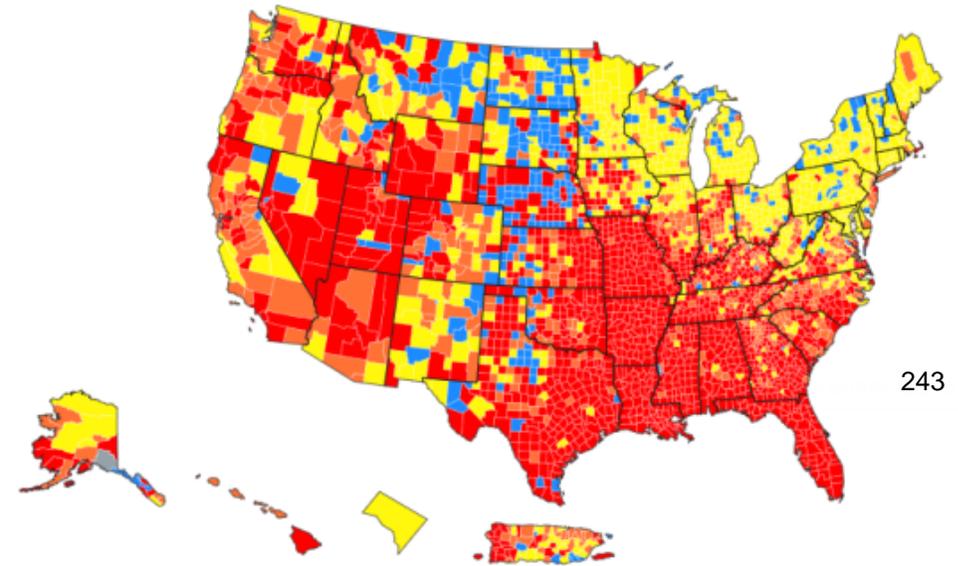
# Masks and Face Coverings

- On May 18, 2021, Governor Abbott issued Executive Order No, GA-36, relating to the prohibition of governmental entities and officials from mandating face coverings or restricting activities in response to the COVID-19 disaster.
- On June 5, 2021, the Texas Education Agency issued the Public Health Guidance for school districts.
  - Per GA-36, school systems cannot require students or staff to wear a mask.
  - GA-36 addresses government-mandated face coverings in response to the COVID-19 pandemic.
  - Other authority to require protective equipment, including masks, in an employment setting is not necessarily affected by GA-36.
  - School systems must allow individuals to wear a mask if they choose to do so.
- To comply with the Governor’s Executive Order and with the TEA guidance, Mission CISD is strongly recommending the wearing of masks.



# Updated CDC Guidance

- To maximize protection from the Delta variant and prevent possibly spreading it to others, fully vaccinated people should wear a mask indoors in public if they are in an area of **substantial** or **high transmission**.
- Wearing a mask is most important if you have a weakened immune system or if, because of your age or an underlying medical condition, you are at increased risk for severe disease, or if someone in your household has a weakened immune system, is at increased risk for severe disease, or is unvaccinated.



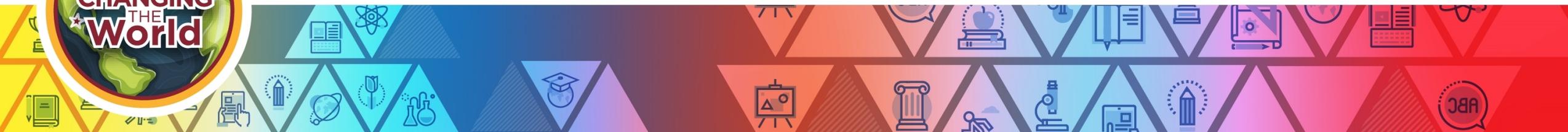
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# Individuals Displaying Symptoms

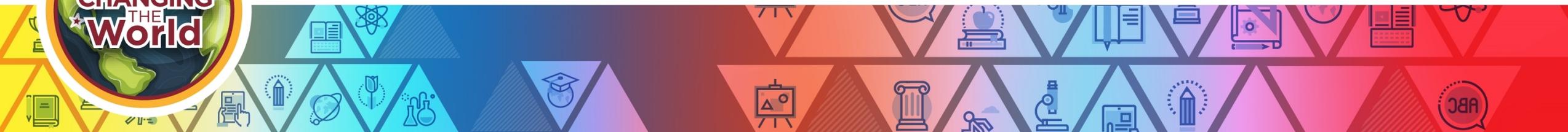
- When a student has displayed symptoms of COVID-19, the school nurse will provide a clinical assessment to determine whether the symptoms are consistent with COVID-19.
- Students and staff who have tested positive for COVID-19, or displayed symptoms consistent with COVID-19, will be required to quarantine.
- In the case of an individual who is symptomatic and is diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
  - at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
  - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
  - at least ten days have passed since symptoms first appeared.
- In the case of an individual that is asymptomatic but has received a positive COVID-19 test result, the individual may not return to the campus until ten days have passed since a positive test.

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# Notices of Positive Cases on Campus

- In an effort to continue to be transparent and to continually improve the safety of all students, employees, and families Mission CISD will continue to send notices to parents and staff regarding positive cases on campus.
- This same information is reported to TEA and Hidalgo County on a weekly basis.



## Goodside Health Telemedicine for Students

- Mission CISD has partnered with Goodside Health to bring on-demand telehealth services to our campuses.
- Through our partnership, students can be tested and treated for Strep, Flu, and COVID-19 as well as sore throat, headache, skin rash, pink eye, upset stomach, and the common cold.
- The medical providers can treat all students regardless of residency or insurance status with most visits delivered at little to no cost to families and translation services are available.
- Parents can also be included in the telehealth visit without having to leave work.



**Goodside Health**

**SchoolMed telehealth services now available!**

Through our partnership, your child can be tested and treated for Strep, Flu, and COVID-19 as well as sore throat, headache, skin rash, pink eye, upset stomach and the common cold. Our Whole-Child approach even allows children to receive age appropriate mental health screenings with parental consent. We have translation services available and our providers can treat all students and staff regardless of residency or insurance status with most visits delivered at **little to no cost to families**. Parents can also be included in the telehealth visit without having to leave work!

**Step 1 Complete the Consent Form**

**Step 2 Receive Care Immediately at School**

**Step 3 Feel Better Faster!**

Learn more and register at <https://goodsidehealth.com/register>

Goodside Health is closing the gap in children's healthcare

GOODSIDEHEALTH.COM

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# COVID-19 Testing at No Cost to You!

Quick & easy shallow nasal PCR test  
Results within 24-48 hours  
Walk-ups welcome!

**Mission CISD Kiosk**  
925 E. Ninth St, Mission, TX

**Mission CISD Mobile Van Route**  
Monday - Friday | 8 am - 6 pm

Schedule an appointment at [curative.com](https://www.curative.com)

Walk-ups welcome!



curative\*

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## Free COVID-19 Testing - Curative

- Mission CISD has partnered with Curative to provide employees, students and community members with free testing services.
- Curative patients will have the expanded flexibility to have their sample tested for (and differentiated between) SARS-CoV-2, Flu A, Flu B, and Respiratory Syncytial Virus (RSV) infections.



## The Center for Primary Care and Wellness

2120 E. Highway Business 83

Suite B

Mission, TX 78572

Phone: (956)410-1000

Fax: (956)410-1021

[www.centerpcw.com](http://www.centerpcw.com)

### Free COVID-19 Testing – PCW

- Mission CISD has partnered with Primary Care and Wellness for free COVID-19 PCR testing. (No co-pay)
- Results are available in 15 minutes and no appointment is necessary.
- Testing is available Monday through Friday, from 8 AM to 7 PM.



# COVID-19 Vaccine Clinics

- Over 21,650 COVID-19 vaccine administrations.
- 18 1st dose clinics and 15 2nd dose clinics.
- Vaccine Clinics will continue throughout the 21-22 school year.



# Facilities Maintenance

- Schools, district facilities and school buses will continue to be sanitized using electrostatic disinfection on a daily basis.
- In addition to the e-misting of the school before students and staff return, other cleaning steps are taken to disinfect workplace surfaces, chairs, tables, etc. to protect students and employees to reduce the risk of spread of infection.

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# New Touchless Water Fountains

**Unit Dimensions:**  
Height: 23 inches  
Width: 14.5 inches x 14.5 inches  
Weight: 47 pounds

**Filter Dimensions:**  
Height: 14 inches  
Diameter: 13.5 inches  
Weight: 22 pounds

**Power Requirements:**  
1.2 amps, 120 volts, 60 hz  
147 watt power (high setting)

**Warranty:**  
Mechanical – 5 years from the date of purchase  
Filter – Pro-Rated 5 years from the date of purchase

In addition to providing maximum protection against airborne viruses, the HealthMate will provide many health benefits to users including:

- Strengthened immune system
- Reduced viral load to minimize risk of infection or severity of disease
- Lessened allergies and asthma attacks
- Eased coughing, wheezing and sneezing
- Sounder sleep



## FILTER SPECIFICATIONS

**STAGE 1** – Large Particle Pre-filter. Removes particles easily seen by the naked eye (e.g. dust, hair and pet dander)

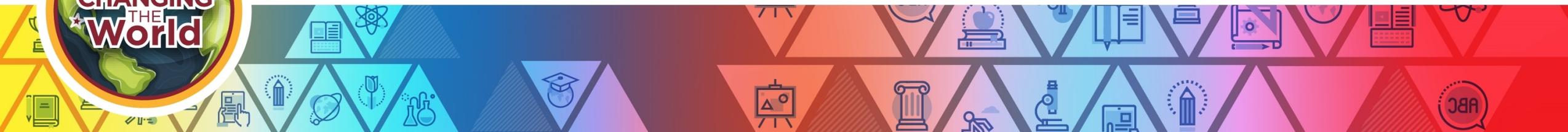
**STAGE 2** – Medium Particle Pre-filter. Removes small to medium size particles (e.g. molds, spores and pollen)

**STAGE 3** – Over 780 cubic inches of Activated Carbon and Zeolite. Removes chemicals, gases and odors.

**STAGE 4** – 60 sq. ft. of True Medical Grade HEPA. Certified to remove 99.97% of all particles larger than 0.3 microns and 95% of all particles larger than 0.1 microns.

# Child Nutrition

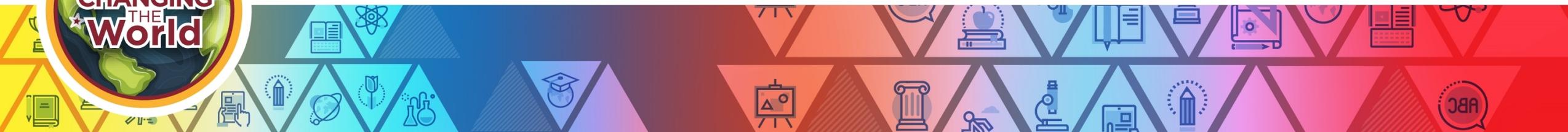
- School meals will be provided through a mix of delivery services including the cafeterias, classrooms, and multi-purpose rooms.
- Physical distancing, to the extent possible, will be observed.
- Desk shields are available for use during the lunch hours as well.
- No sharing tables or food sharing will be allowed to limit exposure.
- **Outside food deliveries will not be allowed for students.**





# Extracurricular Activities

- Mission CISD will conduct extracurricular activities during the 2021-2022 school year.
- Safety guidelines are aligned with Mission CISD, the University Interscholastic League, the Texas Education Agency and the Centers for Disease Control.
- A Plan of Action is available for Athletics and Fine Arts. This plan provides detailed information regarding:
  - General Operational Guidelines, COVID-19 Information, Procedures at Practice & Competition Venue, Spectator, Fan, Media Guidelines, and Concession Stand Procedures.



# Quarantine Procedures for Fully Vaccinated Individuals

- As per CDC, fully vaccinated individuals that have a close contact exposure will not be quarantined if they do not have any COVID-19 symptoms.
  - Fully vaccinated people should be PCR tested 3-5 days following a known exposure to someone with suspected or confirmed COVID-19.
  - Mask use in public and indoor settings is strongly recommended for 14 days or until they receive a negative PCR test result.
  - Fully vaccinated people should monitor for symptoms of COVID-19 for 14 days following an exposure.
- Although the risk that fully vaccinated people could become infected with COVID-19 is low, any fully vaccinated person who experiences symptoms consistent with COVID-19 should isolate themselves from others, be clinically evaluated for COVID-19, and tested.



# Work from Home Limited Options

- Human Resources will make the determination whether or not to allow an employee to work from home if the employee has been quarantined by the district COVID-19 Task Force because they have had close contact **AT WORK** with an individual who is test-confirmed with COVID-19.
- The employee must be healthy enough to work from home.
- The employee must be able to perform their essential work duties from home.

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# COVID-19 Hardship Leave Days

- Families First Coronavirus Response Act (FFCRA) expired December 31, 2020.
- For any employee who tests positive for COVID-19 **and has exhausted** all available leave, the District will award up to 10 additional days of paid leave, depending on whether leave under the FFCRA or this amendment to the policy previously has been taken during the 20-21 or 21-22 school year.
- Any leave previously taken under the FFCRA or this amendment to the policy will count against the 10 days. For example, an employee who already has taken five days worth of leave under the FFCRA, will be eligible for only five more additional days after they have exhausted all available leave.
- In order to be granted these additional days, documentation must be provided to the Human Resources Department in a timely manner.

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