



*Shemeka Millner-Williams
Interim Superintendent of Schools*

**Certified Notice of Posting and Agenda
of Lancaster ISD Board of Trustees**

*Lancaster ISD Administration Building, Board Auditorium
422 S. Centre Avenue
Lancaster, TX 75146
April 29, 2021 @ 7:00 PM*

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted in person or by video conference or telephone call. At least a quorum of the board will be participating in person or by video conference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor. An electronic copy of the agenda packet is attached to this online notice.

1. Zoom Video Conference or Call in

The public may access this meeting by Zoom video conference: **Join Zoom Meeting**, Meeting ID: **946 8334 8713**, Passcode: **885397**, by calling **1-346-248-7799** or by calling toll-free **1-833-302-1536**.

2. District Goals

- Goal 1 - (G1) Improve Student Performance
- Goal 2 - (G2) Fiscal Responsibility and Financial Transparency
- Goal 3 - (G3) Campus Safety
- Goal 4 - (G4) Improve Internal and External Communication

3. Call Meeting to Order

4. Pledge of Allegiance

5. Recognitions and Acknowledgements

6. Citizens Communication

Should you wish to address the Board during public comment please do one of the following:

1. **Virtual Citizens Communication:** Please submit your name, address, and the item you wish to address to info@lancasterisd.org by 12:00 p.m. on Thursday, April 29, 2021. Please put the following in the subject line of the email: "Public Comment for April 29, 2021 Board Meeting".
2. **In Person Citizens Communication:** Please arrive early to request and fill out a speaker card and submit it to superintendent's designee by the start of the meeting. No speaker cards will be accepted after the meeting starting time.

7. Adoption of Consent Agenda

A. Consider approval of the following Minutes: - BE(LEGAL and LOCAL)

1. March 19, 2021- Called Meeting

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Minutes of Called Meeting
The Board of Trustees Lancaster ISD
March 19, 2021 at time 6:00 p.m.

The Board of Trustees of Lancaster ISD met in a called meeting in the Administration Conference Room of the Lancaster ISD Administration Building located at 422 S. Centre Ave., Lancaster, TX 75146 on March 19, 2021 at 6:00 p.m. with a quorum present.

1. **Call Meeting to Order**

Board President Marion Hamilton called the meeting to order at **6:05 p.m.**

Trustees present: Marion Hamilton, Carolyn Morris, Ty. G. Jones, Kendall L. Smith

Trustees absent: Rhonda Davis, LaRhonda Mays, LaShonjia Harris

2. **Citizens Communication on Posted Agenda Items**

None presented

3. **Recess to Closed Session**

The Board went into executive session at **6:09 p.m.** as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code Section: §551.071(Legal Advice from School attorney); §551.074 (Personnel matters/ Legal advice from school attorney), and §551.076 (Deliberation regarding security devices or security audits).

A. Superintendent Interviews Round Two

4. **Reconvene in Open Session**

The Board reconvened into open session at **9:44 p.m.** to consider and take possible action on items discussed in closed session.

A. No action taken

5. **Adjournment:**

President Marion Hamilton adjourned the meeting at **9:45p.m.**

X

Marion Hamilton
School Board President

X

Ty G. Jones
School Board Secretary

Minutes of Called Meeting
The Board of Trustees Lancaster ISD
March 20, 2021 at time 8:00 a.m.

The Board of Trustees of Lancaster ISD met in a called meeting in the Administration Conference Room of the Lancaster ISD Administration Building located at 422 S. Centre Ave., Lancaster, TX 75146 on March 20, 2021 at 8:00 a.m. with a quorum present.

1. **Call Meeting to Order**

Board President Marion Hamilton called the meeting to order at **8:04 a.m.**, verified that notice of the meeting had been properly posted for the time and manner required by law, and stated a quorum was present.

Trustees present: Marion Hamilton, Carolyn Morris, Ty. G. Jones, Kendall L. Smith

Trustees absent: Rhonda Davis, LaRhonda Mays, LaShonjia Harris

2. **Citizens Communication on Posted Agenda Items**

None presented

3. **Recess to Closed Session**

The Board went into executive session at **8:04 a.m.** as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code Section: §551.071(Legal Advice from School attorney); §551.074 (Personnel matters/ Legal advice from school attorney), and §551.076 (Deliberation regarding security devices or security audits).

A. Superintendent Interviews Round Two

4. **Reconvene in Open Session**

The Board reconvened into open session at **1:06 p.m.** to consider and take possible action on items discussed in closed session.

A. No action taken

5. **Adjournment:**

President Marion Hamilton adjourned the meeting at **1:06 p.m.**

X

Marion Hamilton
School Board President

X

Ty G. Jones
School Board Secretary

Minutes of Called Meeting
The Board of Trustees Lancaster ISD
March 23, 2021 at time 6:00 p.m.

The Board of Trustees of Lancaster ISD met in a called meeting in the Board Auditorium of the Lancaster ISD Administration Building located at 422 S. Centre Ave., Lancaster, TX 75146 on March 23, 2021 at 6:00 p.m. with a quorum present

1. **Call Meeting to Order**

The Board of Trustees of Lancaster ISD met in a public meeting in the Board Room of the Lancaster ISD Administration Building located at 422 S. Centre Ave., Lancaster, TX 75146. Board President Marion Hamilton called the meeting to order at **6:47 p.m.**

Trustees present: Marion Hamilton, Carolyn Morris, Ty G. Jones, and Kendall

Trustees absent: Rhonda Davis, LaRhonda Mays, and LaShonjia Harris

2. **Citizens Communication on Posted Agenda Items**

None presented

3. **Recess to Closed Session**

The Board went into executive session at **6:48 p.m.** as authorized by the Texas Open Meetings Act, Texas Government Code: §551.071(Legal advice from school attorney), §551.072 (Deliberation regarding real property), §551.074 (Personnel matters/Legal advice from school attorney), and §551.076 (Deliberation regarding security devices or security audits).

A. Discussion of Lone Finalists for Superintendent of Schools

4. **Reconvene in Open Session**

The Board reconvened into open session at **6:53 p.m.** to consider and take possible action on items discussed in closed session.

A. Name Dr. A. Katrise Perera, Lone Finalist for Superintendent of Schools

Trustee Morris made a motion, seconded by Trustee Smith to Name the Lone Finalists for Superintendent of Schools

Motion carried 4-0

5. **Adjournment:**

President Marion Hamilton adjourned the meeting at **7:01 p.m.**

[March 23,2021 Board Meeting Video](#)

X

Marion Hamilton
School Board President

X

Ty G. Jones
School Board Secretary

Minutes of Regular Meeting
The Board of Trustees Lancaster ISD
March 25, 2021 at 6:30 p.m.

The Board of Trustees of Lancaster ISD met in a regular meeting in the Board Room Auditorium of the Lancaster ISD Administration Building located at 422 S. Centre Ave., Lancaster, TX 75146 on March 25, 2021

1. **Call Meeting to Order**

Board President Marion Hamilton called the meeting to order at **6:30 p.m.**

Trustees present: Marion Hamilton, Carolyn Morris, Ty G. Jones, and Kendall L. Smith

Trustees absent: LaRhonda Mays, Rhonda Davis, and LaShonjia Harris

2. **Recess to Closed Session at 6:32 p.m.**

The Board went into executive session at **6:32 p.m.** as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code Section 551.071 : Legal Advice from School Attorney; Tex. Gov't Code 551.072 : Deliberation Regarding Real Property; Tex Gov't Code 551.074 : Personnel Matters/Legal Advice from School Attorney; Tex Gov't Code 551.076 : Deliberation Regarding Security Devices or Security Audits

3. **Reconvene in Open Session**

The Board reconvened into open session at **7:49 p.m.** to consider and take possible action on items discussed in closed session.

4. **Board Acknowledgements and Recognitions**

Recognition of Students, Staff, Community Members, Donations, and Gifts

Presenter: Patonia Bell, Chief of Accountability

- Teacher of the Year – Elementary & Secondary
- 6th Round Virtual vs In Person Parent Survey
- National Elementary Honor Society inductees – 133 Elementary Students
- Southwest Dairy Farmers Mobile Classroom - Belt Line Elementary
- Student Health Advisory Committee – Josh Hairston from Belt Line Elementary supplied 240 Covid-19 and PPE nursing bags
- Regional Semi-Finals Champions – Congratulations to Coach Ferrin Douglas and Running Tigers

5. **Citizens Communication on Posted Agenda Items**

Presenter: Pamela Brown, Deputy Superintendent of Human Resources

Ellen Clark residing at 954 Nokomis Rd., Lancaster, TX 75146 (Action C) – Ms. Clark addressed the board regarding the negotiation of the voluntary settlement agreement between Lancaster ISD and Dr. Elijah Granger

Triveno Woodson at 747 Francis St., Lancaster, TX 75146 (Action D) – Mr. Woodson addressed the board concerning offering virtual learning for the fall semester, closing the district due to district's failure rate.

6. **Action Items**

- A. Discussion and possible approval of Budget Amendments- CH(LEGAL and LOCAL), CAA(LOCAL)-(G2)

No amendments

- B. Discussion and possible approval of the Hybrid Instruction During District-Scheduled Testing Days for K- 8th Grade Student Waiver- (G1)

Presenter: Pamela Brown, Deputy Superintendent of Human Resources

For students in Kindergarten through grade 8, districts may require students who are not scheduled to take an assessment to learn remotely on district-scheduled testing days in order to reduce the number of individuals on a campus at any one time and increase the number of remote students that come on campus to take the assessment. This waiver applies for district-scheduled testing days of STAAR, TELPAS online assessments, PSAT-8, and ACT Aspire. The STAAR, this waiver should be limited to 10 days across the April and May STAAR administrations. For all other assessments, this should be limited to a maximum of five days per administration.

Trustee Ty. G Jones made a motion, seconded by Trustee Kendall L. Smith approved the Hybrid Instruction During District-Scheduled Testing Days for K-8th Grade

Motion carried 4-0

- C. Discuss and take possible action to approve the Resolution Concerning Storm Emergency Declaration Authorization for Superintendent to Exercise Expanded Emergency Contracting Powers- CH (LEGAL AND LOCAL) - (G2)

Presenter: Pamela Brown, Deputy Superintendent of Human Resources

Trustee Ty G. Jones made a motion, seconded by Trustee Kendall L. Smith approved the Resolution Concerning Storm Emergency Declaration Authorization for Superintendent to Exercise Expanded Emergency Contracting Powers

Motion carried 4-0

- D. Discussion and possible approval of the 2021-2022 Academic School Calendar - EB (LEGAL and LOCAL)- (G1, G4)

Presenter: Dr. Dameon Gray, Director of Human Resources

President Hamilton called for a motion to approve action item D. Trustee Carolyn Morris made a motion, seconded by Kendall L. Smith approved the traditional calendar for the 2021-2022 Academic School Calendar

Motion carried 4-0

- E. Discussion and possible approval of accepting the \$80,000 Allstate Grant Award- CDC (LEGAL and LOCAL)- (G1, G2)

Presenter: Patonia Bell, Chief of Data & Accountability

The grant will support a Parent Blend Learning Academy focusing on Utilizing technology as an Academic tool, digital citizenship, internet safety.

President Hamilton called for a motion to approve action item E. Trustee Ty G. Jones made a motion, seconded by Trustee Carolyn Morris approved the \$80,000 Allstate Grant Award.

Motion carried 4-0

- F. Discussion and take possible action on Resolution of Censorship of Trustees LaShonjia Harris of District 2, Rhonda Davis of District 3, and LaRhonda Mays of District

President Hamilton called for a motion to approve action item F. Trustee Carolyn Morris made a motion, seconded by Trustee Kendall Smith, to approve the Censorship of Trustees Lashonjia Harris of District 2, Rhonda Davis of District 3, and LaRhonda Mays of District

Motion 4-0

- G. Discuss and take possible action on the settlement of the Voluntary Settlement Agreement and Release (VSA) between Lancaster ISD and Dr. Elijah Granger and consider the cost of litigation paid to the O'Hanlon, Demerath and Castillo law firm from November 2020 to March 25, 2021 and potential attorney's fees if future litigation is warranted.

No action

7. **Recess to Closed Session at 9:00 p.m.**

The Board went into executive session at **9:00 p.m.** as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code Section 551.071 : Legal Advice from School Attorney; Tex. Gov't Code 551.072 : Deliberation Regarding Real Property; Tex Gov't Code 551.074 : Personnel Matters/Legal Advice from School Attorney; Tex Gov't Code 551.076 : Deliberation Regarding Security Devices or Security Audits

- A. Discuss pending litigation against the District, Civil Action No. 3:20-cv-00687-C, pending in the United States District Court for the Northern District of Texas, including possible resolution.

8. **Reconvene in Open Session at 9:41 p.m.**

Consider and take Possible Action on Items Discussed in Closed Session:

- A. Consider and take possible action on Civil Action No. 3:20-cv-00687-C, pending in the United States District Court for the Northern District of Texas, including possible resolution.

No action

9. **Adjournment:**

President Marion Hamilton called a motion to adjourn. Trustee Jones made the motion, seconded by Trustee Smith, to adjourn meeting. Meeting adjourned at **9:41 p.m.**

[March 25, 2021 Board Meeting Video](#)

X

Marion Hamilton
School Board President

X

Ty G. Jones
School Board Secretary

DRAFT

Minutes of Called Meeting
The Board of Trustees Lancaster ISD
April 5, 2021 at time 6:00 p.m.

The Board of Trustees of Lancaster ISD met in a regular meeting in the Board Room Auditorium of the Lancaster ISD Administration Building located at 422 S. Centre Ave., Lancaster, TX 75146

1. **Call Meeting to Order**

Board President Marion Hamilton called the meeting to order at **6:02 p.m.**

Trustees present: Marion Hamilton, Carolyn Morris, Ty G. Jones, Kendall Smith, Rhonda Davis- (available via Zoom)

Trustees absent: LaRhonda Mays, LaShonjia Harris

2. **Citizens Communication on Posted Agenda Items**

None presented

3. **Recess to Closed Session at 6:04 p.m.**

The Board went into executive session at **6:04 p.m.** as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code Section 551.071 : Legal Advice from School Attorney; Tex. Gov't Code 551.072 : Deliberation Regarding Real Property; Tex Gov't Code 551.074 : Personnel Matters/Legal Advice from School Attorney; Tex Gov't Code 551.076 : Deliberation Regarding Security Devices or Security Audits

A. Discussion on matters related to Lone Finalist contract.

4. **Reconvene in Open Session**

The Board reconvened into open session at **8:31p.m.** to consider and take possible action on items discussed in closed session.

A. Discussion on matters related to Lone Finalist contract.

No Action

5. **Adjournment:**

President Marion Hamilton asked for motion to adjourn.

Trustee Carolyn Morris made a motion, seconded by Kendall Smith, to adjourn the meeting at **8:31 p.m.**

[April 5, 2021 Board Meeting Video](#)

X

Marion Hamilton
School Board President

X

Ty G. Jones
School Board Secretary

Minutes of Called Meeting
The Board of Trustees Lancaster ISD
April 12, 2021 at time 6:00 p.m.

The Board of Trustees of Lancaster ISD met in a public meeting in the Board Room of the Lancaster ISD Administration Building located at 422 S. Centre Av., Lancaster, TX 75146

1. **Call Meeting to Order**

Board President Marion Hamilton called the meeting to order at **6:08 p.m.** with a quorum present.

Trustees present: Marion Hamilton, Carolyn Morris, Ty G. Jones, Rhonda Davis

Trustees absent: Kendall Smith, LaRhonda Mays, LaShonjia Harris

Note: Ty G. Jones and Rhonda Davis available by zoom communication

2. **Citizens Communication on Posted Agenda Items**

None presented

3. **Recess to Closed Session**

The Board went into executive session at **6:11 p.m.** as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code Section 551.071 : Legal Advice from School Attorney; Tex. Gov't Code 551.072 : Deliberation Regarding Real Property; Tex Gov't Code 551.074 : Personnel Matters/Legal Advice from School Attorney; Tex Gov't Code 551.076 : Deliberation Regarding Security Devices or Security Audits

A. Discussion with legal counsel on matters related to Superintendent Contract.

4. **Reconvene in Open Session**

The Board reconvened into open session at **7:12 p.m.** to consider and take possible action on items discussed in closed session.

A. Discussion with legal counsel on matters related to Superintendent Contract.

No action

5. **Adjournment:**

President Marion Hamilton asked for a motion to adjourn the meeting.

Carolyn Morris made a motion, seconded by Marion Hamilton, to adjourn the meeting.

Motion carried 4-0. The meeting adjourned at **7:12 p.m.**

[April 12, 2021 Board Meeting Video](#)

X

Marion Hamilton
School Board President

X

Ty G. Jones
School Board Secretary

DRAFT

Minutes of Called Meeting
The Board of Trustees Lancaster ISD
April 13, 2021 at time 6:00 p.m.

The Board of Trustees of Lancaster ISD met in a public meeting in the Board Room of the Lancaster ISD Administration Building located at 422 S. Centre Ave., Lancaster, TX 75146

1. **Call Meeting to Order**

Board President Marion Hamilton called the meeting to order at **6:08 p.m.**

Trustees present: Marion Hamilton, Carolyn Morris, Ty G. Jones, Rhonda Davis, Kendall Smith

Trustees absent: LaRhonda Mays and Lashonjia Harris

Note: Rhonda Davis available by zoom communication

2. **Citizens Communication on Posted Agenda Items**

None presented

3. **Recess to Closed Session**

The Board went into executive session at **6:10 p.m.** as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code Section 551.071 : Legal Advice from School Attorney; Tex. Gov't Code 551.072 : Deliberation Regarding Real Property; Tex Gov't Code 551.074 : Personnel Matters/Legal Advice from School Attorney; Tex Gov't Code 551.076 : Deliberation Regarding Security Devices or Security Audits

A. A. Discussion with legal counsel on matters related to Superintendent Contract

4. **Reconvene in Open Session**

The Board reconvened into open session at **6:23 p.m.** to consider and take possible action on items discussed in closed session.

A. Discussion with legal counsel on matters related to Superintendent Contract

Trustee Carolyn Morris made a motion , seconded by Trustee Ty G. Jones , approval of Superintendent Contract

Welcome Dr. Katrise Perera as Lancaster Independent School District Superintendent of Schools.

Motion passed 5-0

5. **Adjournment:**

President Marion Hamilton asked for a motion to adjourn the meeting.

Trustee Ty G. Jones made a motion, seconded by Trustee Carolyn Morris, to adjourn the meeting.

Motion carried 4-0. The meeting adjourned at **7:04 p.m.**

[April 13, 2021 Board Meeting Video](#)

X

Marion Hamilton
School Board President

X

Ty G. Jones
School Board Secretary

DRAFT

B. Consider approval of the KICKSTART Kids Martial Arts Program for 2021-2022
Academic School Year - CH(LEGAL and LOCAL)-(G1, G2)

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Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 4/29/2021

Category: Consent Agenda

Item Name: Consider approval of the KICKSTART Kids Martial Arts Program for the 2021-2022 Academic School Year – CH(LEGAL and LOCAL) – G1

Related Goals (District and/or Strategic): Goal 1: Improve Student Performance

Currently Budgeted? Yes No No Budgetary Impact
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Shemeka Millner-Williams

Presenter and District Contact: Shemeka Millner-Williams

Explanation: The KICKSTART programs is offered to students at the middle school level.

Intended Audience: Stakeholders

Impact or Expected Outcome: The program will continue.

Recommendation: Approval

Fiscal Implications and Funding Source: This is budgeted annually.

Frequency Monitored: Ongoing

Projected Start Date: 2021-2022 School Year

Projected Completion Date: End of 2021-2022 School Year

TV



Kickstart Martial Arts Program

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Since 2008, Kickstart Kids has developed and delivered our in-school physical education program based on martial arts. Kickstart Kids is a popular elective option in Lancaster ISD that teaches responsibility and character development, while building self-esteem by engaging kids in school-based martial arts training activity.





Projected Budget

\$65,000



Questions





Character through Karate

KICKSTART KIDS is a 501(c)(3) organization, Tax ID No. 52-1706526

March 31, 2021

Dr. Elijah Granger
Superintendent of Schools
Lancaster Independent School District
422 S. Centre Ave
Lancaster, TX 75146

Dear Dr. Granger,

We are pleased to offer this agreement for the *KICKSTART KIDS Martial Arts and Character Development Program* being offered on your campus for the 2021-2022 academic year. The following guidelines promote an effective KICKSTART KIDS (KSK) program:

1) DEDICATED CLASSROOM

- a) A dedicated karate classroom is essential to the KSK program. The classroom becomes a “dojo” serving as a safe haven where respect can be demonstrated to students and the room itself.
- b) The room should not be adjacent to or within the immediate vicinity of an academic classroom as it can sometimes be loud. Classes will be conducted through the entire academic day as well as before and/or after school.
- c) The martial arts classroom should be able to accommodate a minimum of twenty-five students simultaneously. A hard floor in good condition is preferred.
- d) The room should be in good repair with working heat and air conditioning. In the event of a problem, the school agrees to correct it in a timely manner.

2) OPTIMAL CLASS SIZE

- a) It is our goal to enroll an optimum number of students in each school where the KSK program is offered. That optimum number is usually between 150 and 175 students. This number provides for the level of student and instructor interaction we believe is optimal for quality instruction.
- b) In the interest of effective instruction, student enrollment for the program is recommended not to exceed 200 students per campus. There are exceptions where programs are larger, but these are handled on a case by case basis depending on circumstances.
- c) We recognize that each campus is unique; however, in the event the number goes higher than 200 students, we will usually work with the school and recommend adding a second program on the same campus.

3) STUDENT PARTICIPATION

- a) All students are required to return a KSK registration form executed by parent(s) or legal guardian(s) providing consent to participate.

- b) The KSK Registration Form will be collected by the KSK instructor unless otherwise dictated by the school.
 - c) There will be a one-time annual fee of \$50.00 per student collected with this registration. All first-year students receive a karate uniform at no additional cost.
 - d) In the event students are unable to pay for participating in the program, KSK will review individual circumstances and may sponsor a minimal number of students and waive the registration fee. The KSK Registration Form will still need to be completed.
 - e) Student participation in KSK should be voluntary.
 - f) As a general rule, scheduling of first year students should be complete by October 1st of the academic year. The KSK instructor will work with campus personnel on individual cases where specific requests are made outside of this guideline.
 - g) Scheduling of KSK classes should follow the same format as your campus or district, for example: If your school follows a 90 minute block schedule, the KSK classes would be 90 minutes also.
 - h) Returning Students should be scheduled into appropriate classes consistent with their belt rank unless removed from the program by the KSK instructor, campus administrators or their parent(s)/legal guardian(s).
 - i) All students are welcome in the KSK program regardless of race, creed color, gender or physical ability. However, should an instructor believe a student poses a danger to him/herself, other students or our instructional staff, KSK reserves the right to ask for removal of that student from the KSK classroom until such time as suitable arrangements are made with the school to allow the student to safely participate in the program.
- 4) UNIFORMS
- a) All KSK students will be expected to wear a martial arts uniform in class.
 - b) All first-year students are supplied with a uniform at no charge through the KSK instructor.
 - c) Students will need an appropriate location to change into their uniform before class and change back into school clothes after class.
- 5) ROOM EQUIPMENT
- a) KSK supplies all training equipment needed for karate instruction and all materials for the values curriculum. This includes the puzzle mats for the floor, posters and other support materials.
 - b) Schools will provide instructor with a desk, computer, and filing cabinet.
 - c) Schools will provide (when requested) four tri-fold exercise mats. (*These are different from the karate puzzle mats that cover the entire floor.*)
- 6) ROOM MAINTENANCE
- a) KSK instructors are required to maintain an orderly room.
 - b) In the interest of student health and safety, the school is required to maintain overall sanitization of the training mats and routine custodial duties.
- 7) SECURITY
- a) KSK training equipment will need to be secured in a lockable closet or cabinet inside, or close to, the KSK room.
 - b) In addition, if the KSK instructor is collecting funds, it is KSK policy that these funds be held in the school safe and released to the instructor when a bank deposit can be made.
 - c) At no time are collected funds to be kept overnight in a classroom.

8) SUPPORT FOR TOURNAMENTS

- a) Students participate in up to four KSK tournaments each year.
- b) All tournaments are held in the local KSK region except for the final State Championships, held once a year in rotating locations throughout Texas.
- c) We request that schools provide transportation to KSK competitions.
- d) Tournaments are rotated through different schools in a region. We request that local school officials will assist in procurement of locations.
- e) In our continued effort to offset the cost of the program, during tournaments and special events, KSK will operate merchandise and concession booths. We request that KSK will be able to operate those booths in prime locations in relation to the event venue to maximize our fundraising efforts.

9) RESEARCH

- a) KSK has contracted the services of an independent evaluator for the purposes of conducting research on the KSK program.
- b) Periodically we may request permission to gather data specific to the KSK program in your school.
- c) A separate proposal will be sent to the district for their consideration and approval.
- d) Should you have questions, contact Greg Meyers, Chief Financial Officer, at gmeyers@kickstartkids.org or 713-868-6003, x102.

10) ANNUAL SPONSORSHIP DRIVE

- a) Each year, during the spring semester, KSK holds an annual two-week Sponsorship Drive to raise money to help offset the costs of the program on each campus.
- b) KSK will work with each campus to accommodate their schedules as needed and request that each campus will allow the Sponsorship Drive to occur.

11) GENERAL FUNDRAISING

- a) Occasionally, with the approval of the school and KSK management, KSK instructors may ask to raise funds for optional program related trips and other activities at your school.
- b) Monies raised are to be handled per #7 above.

12) USE OF GYMNASIUM OR AUDITORIUM

- a) KSK will require the use of the gymnasium or auditorium for Belt Ceremonies (twice a year), demonstration team competitions and/or exhibitions (occasionally).
- b) From time to time, the use of the gymnasium or auditorium will be needed for facilitation of tournaments which will host students from other KSK school districts.
- c) Use of these facilities will be requested through the proper school authority no less than 30 days prior to the event.
- d) Use of all necessary utilities and safety protocols will be requested through the proper school authority no less than 30 days prior to the event.
- e) These facilities will be provided by the school at no charge to the KSK program.
- f) KSK agrees to pay custodial staff at a rate of \$20 per hour for KSK events hosted by Lancaster ISD. The number of custodians, the hours and events they will work are to be mutually agreed upon in advance. This fee does not apply to standard duties required by Lancaster ISD as part of their daily custodial duties. At the mutually agreed-upon events,

custodians will be responsible for maintaining trash receptacles before, during and after the event, cleaning the facility after the event and securing premises once KSK students and staff have left the facility.

13) AFTER-SCHOOL AND SUMMER KARATE

- a) The school agrees to provide facilities for after-school training during the school year.
- b) The school agrees to provide facilities for a KSK summer karate program during the month of June.

14) BLACK BELT CLUB

- a) During the academic year and summer sessions, students who have “graduated” from the middle school/junior high program will be offered the opportunity to continue training in the KSK Black Belt Club with their KSK instructor. There is a Black Belt Club in every KSK school.
- b) Classes will be scheduled either before or after school hours.
- c) We request that the school will make the campus available to these students.

15) INTEGRATION INTO SCHOOL STAFF

- a) It is important that your KSK Instructor become integrated into your school community, including attending appropriate faculty meetings.
- b) The primary responsibility of KSK instructors are our KSK students. However, in the interest of integration and the spirit of cooperation, KSK instructors can be assigned campus duty under the following conditions:
 - i) Any required training for the particular duty station will be provided by the district to the KSK instructor in advance.
 - ii) Should assistance be needed with non-KSK students, our KSK instructor may perform additional duty provided a campus faculty or staff member is within visual range at all times to provide supervision and direction.
 - iii) KSK instructors cannot be requested or required to oversee or proctor any state-mandated testing. They can however handle duties such as answering phones, hall duty, delivering lunch or picking up attendance.
 - iv) The district agrees that KSK and its instructor shall be covered by the districts liability insurance in connection with any assigned campus duty.

16) FIELD TRIPS

- a) KSK occasionally hosts extra-curricular events (in addition to tournaments) in which all KSK students are invited to participate.
- b) It is our hope that each school will allot funding for transportation to these events.
- c) Any extra-curricular event requires the approval of school officials and KSK management.

17) INSTRUCTOR ABSENCE

- a) Instructors are required to notify KSK management as well as school officials whenever they will be absent.
- b) In the event of an instructor absence, KSK will make every effort to provide a qualified substitute karate instructor.
- c) If, for some reason, we are unable to provide a substitute, we will notify you and your school agrees to assume responsibility for providing temporary oversight for the students.

18) PROGRAM SUMMARY

- a) KSK provides a physical karate curriculum adapted to the skill level of students throughout the school day based on demand.
- b) Provides a values-based curriculum including in-class lessons and handouts.
- c) Provides a qualified black belt instructor for direct instruction.
- d) Provides, on a weekly basis during the academic year, after-school karate classes for existing participants. (The schedule for these classes will be arranged in cooperation between the KSK instructor and school administrative representative).
- e) Provides a four week summer karate program up to a maximum of three hours per day, Monday through Thursday (as agreed upon by the instructor and principal). Friday's during the summer are instructor development days.
- f) Provides belts for all belt ceremonies.
- g) Provides classroom safety equipment for students in all karate classes.
- h) Provides a representative to work with the school, school district and the community to help implement the program.
- i) Administers criminal background checks and drug tests on KSK employees as required.

19) THE AGREEMENT

- a) This agreement represents the intentions of both parties to offer the KSK program and curriculum to students at Elsie Robertson Middle School during the 2021-2022 academic year beginning in August 2021.
- b) KSK or the school district may cancel or withdraw from the agreement upon a 30-day written notice with or without cause.
- c) The school district agrees that, during the term of this agreement and for a period of one (1) year after the termination of this agreement, it shall not hire, employ or retain as an independent contractor any KSK instructor assigned to the school district during the term of this agreement.

20) PROGRAM AWARENESS

- a) KSK program and instructor information should be included on the school website.
- b) KSK events should be listed on the school calendar.

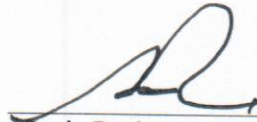
21) PROGRAM FUNDING

- a) The KSK program and curriculum fee is currently \$100,000 per program. This includes a full-time instructor (salary and benefits), room equipment, uniforms and belts, belt ceremonies, values curriculum, tournament expenses, after school and summer school program costs, special event costs and KSK staff support.
- b) Under this agreement, Lancaster ISD will pay \$65,000 per program for the *KICKSTART KIDS Martial Arts and Character Development Program*. This amount is due within thirty (30) days of initiation of your operating budget for the 2021-2022 academic year. Any exceptions must be requested through Greg Meyers, Chief Financial Officer, at gmeyers@kickstartkids.org or 713-868-6003, x102.
- c) The remainder of the fee for the 2021-2022 academic year will be the responsibility of the KSK Foundation.
- d) This signed Agreement must be received in our offices no later than May 21st in order to insure continuation of the program.

Without the appropriate administrative approval, your KSK program may be delayed. Please complete to assure no delay in service to you and your students.

We eagerly anticipate working with the students and staff of Lancaster ISD. Should you have any questions or concerns, please contact Susie Peake, Executive Director, at speake@kickstartkids.org or 713-868-6003, x102.

Sincerely,

 3.31.2020

Susie Peake
Executive Director
Kickstart Kids

Date

Elijah Granger
Superintendent of Schools
Lancaster ISD

Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/26/2021

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

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

PRODUCER Marsh Wortham, a division of Marsh USA, Inc 2929 Allen Parkway Houston, TX 77019 www.marsh.com	CONTACT NAME: Georgia Hudgins PHONE (A/C, No, Ext): 713-346-1412 E-MAIL ADDRESS: georgia.hudgins@marsh.com	FAX (A/C, No): 713.521.8412	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Kick Drugs Out of America Foundation dba Kickstart Kids 10222 Westheimer Rd Houston TX 77042	INSURER A: Philadelphia Indemnity Insurance Company		18058
	INSURER B: Texas Mutual Insurance Company		22945
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 59868982

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PHPK2225932	1/17/2021	1/17/2022	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ Excluded
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK2225932	1/17/2021	1/17/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB752997	1/17/2021	1/17/2022	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	0001140537	1/17/2021	1/17/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
A	Sexual/Physical Abuse - Deductible \$250			PHPK2225932	1/17/2021	1/17/2022	Occurrence Limit	1,000,000
							Aggregate Limit	2,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

Lancaster Independent School District
 422 S. Centra Ave.
 Lancaster TX 75146

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

33 Marsh Wortham, a division of Marsh USA, Inc.

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ACORD 25 (2016/03)

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C. Consider approval of the Region 10 Visually Impaired Agreement for 2021-2022
Academic School Year -CH(LEGAL and LOCAL)-(G1,G2)

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Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 4/29/21

Category: Consent Item

Item Name: Discussion and possible approval of Region 10 Contract for Visually Impaired and Orientation and Mobility Services

Related Goals (District and/or Strategic): Goal 1: Improve Student Performance

Currently Budgeted? Yes No
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Susan Keen

Presenter and District Contact: Susan Keen

Explanation: Region 10 contract for Visually Impaired and Orientation and Mobility Services is available for renewal for the 2021-2022 school year

Intended Audience: Students with visual impairments

Impact or Expected Outcome: Continuation of services to student with visual impairments to provide a Free Appropriate Public Education

Recommendation: Approval

Fiscal Implications and Funding Source: These services are paid for out of federal funds (224) and local/state funds (199). Projected amount for 20-21 school year: \$25,845

Frequency Monitored: Ongoing

Projected Start Date: August 16, 2021

Projected Completion Date: June 4, 2022



Region 10 Direct Services Contract Renewal



Visually Impaired Services

Supplementary Services for the Visually Impaired (SSVI) are provided in accordance with the comprehensive Regional Plan for Serving Students with Visual Impairments. Services are designed to support students with visual impairments so that they may receive an educational experience equal to their sighted peers, in order to gain academic excellence and, as a result, become successful in a variety of environments and contributing members of society.



Direct Services Contract



Region 10 provides a variety of Direct Services to students with disabilities in school districts on an as needed basis.



This is due to a severe shortage in the state of qualified people to provide these services.



Currently Lancaster ISD accesses services for a teacher of the Visually Impaired and Orientation and Mobility Services.

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LISD School Board is asked to approve renewal of the contract between Lancaster ISD and Region 10



Questions



Lancaster ISD

Direct Services Visually Impaired (2021-2022)

Education Service Center, Region 10: eSystem Contracts



Description

Region 10 ESC offers direct, consultation, and evaluation services for students with Visual Impairments (VI) in LEAs across the region.

Should you choose to contract with Region 10 ESC for VI services the following would be included:

- Direct and collaborative consultation services
- Evaluations
- Attendance at Low Vision Evaluation as schedule permits
- Assistance obtaining Low Vision Evaluation when requested
- Assistance with the development of goals and objectives
- Attendance at ARD meetings and staffings as requested and schedule permits
- Session notes
- Session documentation for LEA to upload into Medicaid billing system
- Progress notes
- SHARS documentation for Medicaid billing
- IEP related trainings
- Materials for instruction
- Administrative oversight and support services
- Housing/computer/network support
- Travel
- Loan adaptive equipment for trial

A conservative cost estimate for your LEA for next year can be found in the link located in the "Fees" section below. The cost **estimate** is based on your LEAs caseload at the end of January 2021 and combined with an estimate of evaluations to be completed based on historical data. After reviewing your estimated costs for 2021-2022, please indicate if your LEA will contract with Region 10 ESC for VI services for the 2021-2022 school year or if you will rely on local resources to provide VI services.

As budgetary constraints permit employment of only the staff necessary to accommodate service delivery, it is critical you either "accept" or "decline" this contract by **April 16, 2021**, so Region 10 ESC can plan for and retain personnel sufficient to meet student needs.

By **accepting** this contract, your LEA is committing to utilizing Region 10 ESC to provide VI services to your students.

By **declining** this contract, Region 10 ESC will not provide VI services in your LEA.

If you have questions or need additional information regarding the estimates you received, please contact Shelee Duke, Assistant Director at 972-348-1580.

ESC Contact(s)

Shelee Duke: shelee.duke@region10.org (mailto:shelee.duke@region10.org) - (9723481580)

Fees

Lancaster 21-22 Cost Estimate

(<https://docs.google.com/document/d/1ivRSTzB5KRSgzpv3k4jApdV1l12hSq7CCdRrqRuepic/edit?usp=sharing>)

PO Number

Service Duration

8/1/2021 - 7/31/2022

Additional Information

For additional information about Program Responsibilities for Service Delivery and Region 10 General Terms, follow link (https://docs.google.com/a/region10.org/document/d/1AI-DJZ7ijls_xX2H1illbFxm9SEkN1HonopXQxb_o/edit?usp=sharing).

Region 10 may utilize a software system housed by a contracted third party to log sessions.

LEA will provide Region 10 read-only/view-only access to their electronic ARD management system.

Region 10 has been approved by TEA for Non-Competitive Procurement (<https://docs.google.com/document/d/1014NzucrYnXgHRYHRrbQYRNFBewo1mIGBf7SSKcqcZo/edit?usp=sharing>).

District Contact (for this program only)

Contact Name: Susan Keen
Contact Phone: 9722181639
Contact Email: susankeen@lancasterisd.org

Approval Information

Direct Services Visually Impaired (2021-2022)

No action has been taken on this contract at this time.

Date: March 1, 2021
To: Susan Keen, Special Education Director
Lancaster ISD
From: Shelee Duke, Assistant Director
Special Populations
Re: Direct Services Cost Estimates for 2021-2022
Action Required

Below is the 2021-2022 Cost Estimate/Cost Structure which is a **conservative** projection based on your LEAs caseload as of 1/31/2021. After reviewing your estimated charges for 2021-2022, please work with your superintendent to either accept or decline the contractual agreement in eContracts by Friday, April 16, 2021.

There will be a daily minimum of \$400 per service area if travel is required. For example, if only one student is seen by a provider on a specific date, the minimum charge of \$400 will be used for that date.

Region 10 will only provide services to campuses within the Region 10 service area unless otherwise noted.

General information:

Region 10 utilizes eCareVaults, a software system, housed by a contracted third party to log sessions. Session notes will be exported from this system to you for progress reports and Medicaid session notes.

Region 10 has received approval from TEA for [Non-Competitive Procurement](#).

Available services not currently provided by Region 10:
Adapted PE Evaluations/Consultation
Occupational Therapy
Physical Therapy

Please contact Shelee Duke if you are interested in more information about one of the above services.

VISION TEACHER SERVICES

[VI Program Responsibilities for Region 10 and LEA/SSA Responsibilities](#)

VI Teacher Services	Charge per session/ hour	Needs Estimate 2021-2022	Estimated Service Cost 2021-2022
Direct/Consultation Services	\$285 per session	80	\$22,800
Annual ARD Preparation	\$150/hr in 5 minute increments	Estimate 1.25 hrs/ARD Prep Student Count 8	\$1,500
ARD Meetings	\$150/hr in 5 minute increments	Estimate 1.25 hrs/ARD Prep Student Count 8	\$1,500
Evaluations	\$800 per evaluation	4	\$3,200
Staffings, staff trainings, student-specific applications, VI registration, supporting evaluation*, or Parent Conferences	\$150/hr in 5 minute increments		

TOTAL ESTIMATED COST FOR Vision Teacher Services for 2021-2022: \$29,000

*Supporting Evaluation: AT evaluation, etc.

VI Services include the following:

- Direct and collaborative consultation services
- Evaluations
- Attendance at Low Vision Evaluation as schedule permits
- Assistance obtaining Low Vision Evaluation when requested
- Assistance with the development of goals and objectives
- Attendance at ARD meetings and staffings as requested and schedule permits
- Session notes
- Session documentation for LEA to upload into Medicaid billing system
- Progress notes
- SHARS documentation for Medicaid billing
- IEP related trainings
- Materials for instruction
- Administrative oversight and support services
- Housing/computer/network support
- Travel
- Loan adaptive equipment for trial

ORIENTATION & MOBILITY SERVICES

[O&M Program Responsibilities for Region 10 and LEA/SSA Responsibilities](#)

O&M Services	Charge per session/ hour	Needs Estimate 2021-2022	Estimated Service Cost 2021-2022
Direct/Consultation Services	\$325 per session up to 1 hr, each additional hour \$175 an hour	36	\$11,700
Annual ARD Preparation	\$175/hr in 5 minute increments	1	\$175
ARD Meetings	\$175/hr in 5 minute increments	1	\$175
Evaluations	\$800 per evaluation	1	\$800
REED (outside of an ARD) typically for students who are VI, but not on O&M caseload	\$300 per REED	2	\$600
Staffings, staff trainings, student-specific applications, supporting evaluation*, or Parent Conferences	\$175/hr in 5 minute increments		

TOTAL ESTIMATED COST FOR Orientation and Mobility Services for 2021-2022: \$13,450

*Supporting Evaluation: AT evaluation, etc.

O&M Services include the following:

- Direct and collaborative consultation services
- Evaluations
- Assistance with the development of goals and objectives
- Attendance at ARD meetings and staffings as requested and schedule permits
- Session notes
- Progress notes
- Session documentation for LEA to upload into Medicaid billing system
- IEP related trainings
- Materials for instruction
- Administrative oversight and support services
- Housing/computer/network support
- Travel
- Loan adaptive equipment for trial



Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 04/29/2021

Category: Consent Agenda

Item Name: Approval of March 2021 Financial Report

Related Goals (District and/or Strategic): Goal 2: Fiscal Responsibility and Financial Transparency

Currently Budgeted? Yes No No Budgetary Impact
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Shemeka Millner- Williams

Presenter and District Contact: Shonna Pumphrey

Explanation: The following reports include the Bank Reconciliation, Revenue and Expenditure Fund Summary, General Fund Expenditure Budget Status Report, and Portfolio Investment Report as of and for the month ending March 31, 2021 and are presented as unaudited.

Intended Audience: All Stakeholders

Impact or Expected Outcome: Financial Transparency and Analysis

Recommendation: Administration recommends the approval of the attached Financial Reports as presented.

Fiscal Implications and Funding Source: None

Frequency Monitored: Ongoing

Projected Start Date: 02/1/2021

Projected Completion Date: 02/28/2021



Financial Reports

March 31, 2021

Investment Report



**LANCASTER INDEPENDENT SCHOOL DISTRICT
PORTFOLIO INVESTMENT REPORT
March 1, 2021 Through March 31, 2021**

<u>Fund/Description</u>	<u>Beginning Value 3/1/2021</u>	<u>Deposits/ Purchases</u>	<u>Withdrawals/ Maturities</u>	<u>Interest</u>	<u>Ending Value 3/31/2021</u>	<u>Balance per G/L</u>	<u>Variance</u>	<u>Market Value Qtr 2</u>
General Fund:								
Lone Star*	\$ 43,010,606.33	\$ 596,301.30	\$ (3,710,891.29)	\$ 469.51	\$ 39,896,485.85	\$ 39,896,485.85	\$ -	\$ 43,013,285.94
TexPool	\$ 374,853.41	\$ -	\$ -	\$ 5.95	\$ 374,859.36	\$ 374,859.36	\$ -	\$ 374,853.60
General Fund Totals	\$ 43,385,459.74	\$ 596,301.30	\$ (3,710,891.29)	\$ 475.46	\$ 40,271,345.21	\$ 40,271,345.21	\$ -	\$ 43,388,139.54
Debt Service Fund:								
Lone Star*	\$ 10,225,148.22	\$ 245,781.81	\$ -	\$ 118.48	\$ 10,471,048.51	\$ 10,471,048.51	\$ -	\$ 10,225,785.26
TexPool	-	-	-	-	-	-	\$ -	-
Debt Service Fund Totals	\$ 10,225,148.22	\$ 245,781.81	\$ -	\$ 118.48	\$ 10,471,048.51	\$ 10,471,048.51	\$ -	\$ 10,225,785.26
QZAB Project Fund:								
Lone Star	\$ 3,907.83	\$ -	\$ -	\$ 0.04	\$ 3,907.87	\$ 3,907.87	\$ -	\$ 3,908.07
Capital Projects Fund:								
Lone Star 2015	\$ 939,440.40	\$ -	\$ -	\$ 10.76	\$ 939,451.16	\$ 939,451.16	\$ -	\$ 939,498.93
Lone Star 2016	1.64	\$ -	\$ -	\$ -	1.64	1.64	\$ -	1.64
Lone Star 2017	3,423,992.64	\$ -	\$ -	\$ 39.22	\$ 3,424,031.86	\$ 3,424,031.86	\$ -	\$ 3,424,205.96
TexPool	104,050.41	\$ -	\$ -	\$ 1.62	\$ 104,052.03	\$ 104,052.03	\$ -	\$ 104,050.46
Capital Projects Funds	\$ 4,467,485.09	\$ -	\$ -	\$ 51.60	\$ 4,467,536.69	\$ 4,467,536.69	\$ -	\$ 4,467,756.99
Child Nutrition Fund:								
TexPool	\$ 102,000.26	\$ -	\$ -	\$ 1.59	\$ 102,001.85	\$ 102,001.85	\$ -	\$ 102,000.31
Investment Pool Totals:								
Lone Star	\$ 57,603,097.06	\$ 842,083.11	\$ (3,710,891.29)	\$ 638.01	\$ 54,734,926.89	\$ 54,734,926.89	\$ -	\$ 57,606,685.80
TexPool	\$ 580,904.08	\$ -	\$ -	\$ 9.16	\$ 580,913.24	\$ 580,913.24	\$ -	\$ 580,904.37
Portfolio Totals	\$ 58,184,001.14	\$ 842,083.11	\$ (3,710,891.29)	\$ 647.17	\$ 55,315,840.13	\$ 55,315,840.13	\$ -	\$ 58,187,590.17



General Fund Budget Status Report

Lancaster Independent School District Statement of Revenues, Expenditures and Changes in Fund Balance As Of Date 03-31-2021

	Budget	Encumbrance Outstanding	YTD Actuals	Balance	YTD %	Prior Year YTD%
General Fund Revenues						
Local Revenue	29,871,698	-	34,665,597	(4,793,899)	116.05%	99.60%
State Revenue	43,648,409	-	18,864,732	24,783,677	43.22%	44.47%
Federal Revenue	930,355	-	151,590	778,765	16.29%	28.19%
Total General Fund Revenue	74,450,462	-	53,681,919	20,768,543	72.10%	69.20%
General Fund Expenditures						
11 Classroom Instruction	39,057,936	515,853	23,056,426	15,485,657	60.35%	62.78%
12 Instructional Resources & Media Services	612,616	23,014	316,780	272,822	55.47%	57.66%
13 Curriculum/Instructional Staff Development	1,100,741	56,992	343,593	700,156	36.39%	74.82%
21 Instructional Leadership	1,075,350	6,810	512,320	556,220	48.28%	42.12%
23 School Leadership	4,256,239	16,460	2,286,906	1,952,873	54.12%	57.05%
31 Guidance & Counseling Services	2,486,743	688	1,369,134	1,116,921	55.08%	62.81%
32 Social Work Services	20,000	-	-	20,000	0.00%	0.00%
33 Health Services	774,692	4,870	370,780	399,042	48.49%	46.61%
34 Student (Pupil) Transportation	2,437,719	86,901	1,376,304	974,514	60.02%	58.57%
35 Child Nutrition	10,340	-	16	10,324	0.15%	0.00%
36 Cocurricular/Extracurricular Activities	1,913,592	33,545	1,141,854	738,193	61.42%	58.83%
41 General Administration	4,151,580	103,284	1,936,452	2,111,844	49.13%	50.72%
51 Plant Maintenance & Operations	9,456,640	462,661	4,086,834	4,907,145	48.11%	48.17%
52 Security & Monitoring Services	1,437,103	83,506	710,891	642,706	55.28%	51.38%
53 Data Processing Services	1,878,164	239,095	1,074,666	564,403	69.95%	66.89%
61 Community Services	51,996	-	22,128	29,868	42.56%	47.20%
71 Debt Services	713,300	-	696,318	16,982	97.62%	74.18%
95 Payments to JJAEP	23,000	20,000	3,000	-	100.00%	47.62%
99 Other Intergovernmental Charges (DCAD)	153,900	38,511	115,389	-	100.00%	74.96%
Total General Fund Expenditures	71,611,651	1,692,190	39,419,791	30,499,670	57.41%	59.15%
Excess of Revenues Over(Under) Expenditures	2,838,811	(1,692,190)	14,262,128	(9,731,127)		
Other Financing Sources	35,000	-	35,778	(778)		
NET CHANGE IN FUND BALANCES	2,873,811	(1,692,190)	14,297,906	(9,731,905)		

Revenue & Expenditure Fund Summary Report



Lancaster Independent School District
 Revenue and Expenditure Fund Summary Report (Unaudited)
 As of March 31, 2021

Fund Name	#	Revenue Budget	Revenue Received	Revenue Balance	Revenue % Received	Expenditure Budget	Expenditure Spent	Expenditure Balance	Expenditure % Spent
General Fund*	199	74,332,919	53,600,192	20,732,727	72.11%	71,406,632	39,289,306	32,117,326	55.02%
Head Start	163	70,000	52,363	17,637	74.80%	159,430	89,066	70,364	55.87%
Title IV	204	-	32,795	(32,795)	0.00%	132,098	30,700	101,398	23.24%
Texas Education For Homeless Children and Youth	206	-	-	-	0.00%	33,960	-	33,960	0.00%
	210	-	-	-	0.00%	-	-	-	0.00%
Title I	211	-	774,763	(774,763)	0.00%	1,754,263	812,607	941,656	46.32%
SPED IDEA B	224	-	494,669	(494,669)	0.00%	1,279,048	715,111	563,937	55.95%
SPED IDEA B	225	-	2,758	(2,758)	0.00%	19,157	9,800	9,357	51.16%
Child Nutrition	240	3,553,540	157,720	3,395,820	4.44%	3,300,000	441,801	2,858,199	13.39%
Summer Feeding	242	-	643,437	(643,437)	0.00%	-	211,906	(211,906)	0.00%
Child and Adult Care Food Program	243	-	117,408	(117,408)	0.00%	-	-	-	0.00%
Carl Perkins	244	-	42,904	(42,904)	0.00%	79,249	56,322	21,927	71.98%
Carl Perkins Reserve	245	-	-	-	0.00%	-	-	-	0.00%
Title II Part A	255	-	66,765	(66,765)	0.00%	259,638	91,296	168,342	35.16%
Title III LEP	263	-	10,926	(10,926)	0.00%	54,094	11,941	42,153	22.07%
Instructional Continuity Grant	276	-	5,394	(5,394)	0.00%	15,000	6,000	12,000	33.33%
Advanced Placement	397	-	-	-	0.00%	-	-	-	0.00%
Instructional	410	786,758	30,598	756,160	3.89%	786,758	30,598	756,160	3.89%
Prekindergarten	415	-	-	-	0.00%	-	-	-	0.00%
Read to Succeed	429	-	-	-	0.00%	-	-	-	0.00%
Campus Activity	451	-	1,965	(1,965)	0.00%	-	17,895	(17,895)	0.00%
Scholarship	462	-	573	(573)	0.00%	4,650	(385)	5,038	-8.34%
Foundation	463	-	6,000	(6,000)	0.00%	6,000	1,426	4,574	23.76%
I Rock Math	480	-	-	-	0.00%	-	-	-	0.00%
Greenspace Grant	481	-	-	-	0.00%	-	-	-	0.00%
Technology Lending Grant	492	-	43,069	(43,069)	0.00%	-	48,437	(48,437)	0.00%
Summer Career and Technical Education Grant	493	-	-	-	0.00%	-	-	-	0.00%
School Safety and Security Grant	494	-	-	-	0.00%	-	30,252	(30,252)	0.00%
Job and Education for Texans Program	495	-	150,171	(150,171)	0.00%	-	156,622	(156,622)	0.00%
CommuniSee Foundation of Texas	496	-	150,000	(150,000)	0.00%	300,000	-	300,000	0.00%
WIRED Grant (Working to Implement Regional Electrical (I)F/W)	497	-	-	-	0.00%	12,000	-	12,000	0.00%
Summer Career and Technical Education Grant	493	-	-	-	0.00%	-	-	-	0.00%
Debt Service	520	12,602,287	14,755,832	(2,153,545)	117.33%	13,644,781	9,749,428	4,095,353	70.42%
Capital Proj 2015	616	-	314	(314)	0.00%	-	-	-	0.00%
Capital Proj 2016	617	-	-	-	0.00%	-	-	-	0.00%
Capital Proj 2017	618	-	2,192	(2,192)	0.00%	2,329,366	988,207	1,341,160	42.42%
Construction	620	-	55	(55)	0.00%	-	-	-	0.00%
OZAB Fund	625	-	1	(1)	0.00%	-	-	-	0.00%
After School	711	-	-	-	0.00%	-	-	-	0.00%
Parent Teacher Resource Center	714	-	-	-	0.00%	-	-	-	0.00%
Concessions	715	30,769	25,004	5,765	81.26%	22,000	31,125	(9,125)	141.48%
Spirit Store	716	4,326	3,408	918	78.78%	11,000	6,560	4,440	59.64%
Rentals	717	12,448	952	11,497	7.64%	12,569	3,733	8,836	29.69%
Totals		91,353,947	71,212,828	20,141,119	77.95%	55,822,734	52,859,750	42,962,984	94.69%



Bank Reconciliation

Bank Reconciliations as of March 2021

	General Fund		Payroll		Activity Fund		Child Nutrition		Capital Projects 2015		Capital Projects 2016		Capital Projects 2017	
	Bank	Book	Bank	Book	Bank	Book	Bank	Book	Bank	Book	Bank	Book	Bank	Book
Balance	2,108,878.32	1,886,567.85	795,314.19	769,292.30	306,453.42	292,633.58	1,041,258.85	1,031,511.89	-	-	76,504.02	76,504.02	423,997.42	423,997.42
Reconciled items	(243,255.47)	55.00	(25,946.89)	75.00	(13,819.84)		(9,746.96)		-	-	-	-		
Adjusted Balance	<u>1,865,622.85</u>	<u>1,865,622.85</u>	<u>769,367.30</u>	<u>769,367.30</u>	<u>292,633.58</u>	<u>292,633.58</u>	<u>1,031,511.89</u>	<u>1,031,511.89</u>	<u>-</u>	<u>-</u>	<u>76,504.02</u>	<u>76,504.02</u>	<u>423,997.42</u>	<u>423,997.42</u>
Total Reconciled Cash as of March 31, 2021			<u>4,459,637.06</u>											

**Lancaster Independent School District Statement of Revenues, Expenditures and Changes in Fund Balance
As Of Date 03-31-2021**

	Budget	Encumbrance Outstanding	YTD Actuals	Balance	YTD %	Prior Year YTD%
General Fund Revenues						
Local Revenue	29,871,698	-	34,665,597	(4,793,899)	116.05%	99.60%
State Revenue	43,648,409	-	18,864,732	24,783,677	43.22%	44.47%
Federal Revenue	930,355	-	151,590	778,765	16.29%	28.19%
Total General Fund Revenue	74,450,462	-	53,681,919	20,768,543	72.10%	69.20%
General Fund Expenditures						
11 Classroom Instruction	39,057,936	515,853	23,056,426	15,485,657	60.35%	62.78%
12 Instructional Resources & Media Services	612,616	23,014	316,780	272,822	55.47%	57.66%
13 Curriculum/Instructional Staff Development	1,100,741	56,992	343,593	700,156	36.39%	74.82%
21 Instructional Leadership	1,075,350	6,810	512,320	556,220	48.28%	42.12%
23 School Leadership	4,256,239	16,460	2,286,906	1,952,873	54.12%	57.05%
31 Guidance & Counseling Services	2,486,743	688	1,369,134	1,116,921	55.08%	62.81%
32 Social Work Services	20,000	-	-	20,000	0.00%	0.00%
33 Health Services	774,692	4,870	370,780	399,042	48.49%	46.61%
34 Student (Pupil) Transportation	2,437,719	86,901	1,376,304	974,514	60.02%	58.57%
35 Child Nutrition	10,340	-	16	10,324	0.15%	0.00%
36 Cocurricular/Extracurricular Activities	1,913,592	33,545	1,141,854	738,193	61.42%	58.83%
41 General Administration	4,151,580	103,284	1,936,452	2,111,844	49.13%	50.72%
51 Plant Maintenance & Operations	9,456,640	462,661	4,086,834	4,907,145	48.11%	48.17%
52 Security & Monitoring Services	1,437,103	83,506	710,891	642,706	55.28%	51.38%
53 Data Processing Services	1,878,164	239,095	1,074,666	564,403	69.95%	66.89%
61 Community Services	51,996	-	22,128	29,868	42.56%	47.20%
71 Debt Services	713,300	-	696,318	16,982	97.62%	74.18%
95 Payments to JJAEP	23,000	20,000	3,000	-	100.00%	47.62%
99 Other Intergovernmental Charges (DCAD)	153,900	38,511	115,389	-	100.00%	74.96%
Total General Fund Expenditures	71,611,651	1,692,190	39,419,791	30,499,670	57.41%	59.15%
Excess of Revenues Over(Under) Expenditures	2,838,811	(1,692,190)	14,262,128	(9,731,127)		
Other Financing Sources	35,000	-	35,778	(778)		
NET CHANGE IN FUND BALANCES	2,873,811	(1,692,190)	14,297,906	(9,731,905)		

**LANCASTER INDEPENDENT SCHOOL DISTRICT
PORTFOLIO INVESTMENT REPORT
March 1, 2021 Through March 31, 2021**

<u>Fund/Description</u>	<u>Beginning Value</u> <u>3/1/2021</u>	<u>Deposits/</u> <u>Purchases</u>	<u>Withdrawals/</u> <u>Maturities</u>	<u>Interest</u>	<u>Ending Value</u> <u>3/31/2021</u>	<u>Balance per G/L</u>	<u>Variance</u>	<u>Market Value Qtr 2</u>
General Fund:								
Lone Star*	\$ 43,010,606.33	\$ 596,301.30	\$ (3,710,891.29)	\$ 469.51	\$ 39,896,485.85	\$ 39,896,485.85	\$ -	\$ 43,013,285.94
TexPool	\$ 374,853.41	\$ -	\$ -	\$ 5.95	\$ 374,859.36	\$ 374,859.36	\$ -	\$ 374,853.60
General Fund Totals	\$ 43,385,459.74	\$ 596,301.30	\$ (3,710,891.29)	\$ 475.46	\$ 40,271,345.21	\$ 40,271,345.21	\$ -	\$ 43,388,139.54
Debt Service Fund:								
Lone Star*	\$ 10,225,148.22	\$ 245,781.81	\$ -	\$ 118.48	\$ 10,471,048.51	\$ 10,471,048.51	\$ -	\$ 10,225,785.26
TexPool	-	-	-	-	-	-	\$ -	-
Debt Service Fund Totals	\$ 10,225,148.22	\$ 245,781.81	\$ -	\$ 118.48	\$ 10,471,048.51	\$ 10,471,048.51	\$ -	\$ 10,225,785.26
QZAB Project Fund:								
Lone Star	\$ 3,907.83	\$ -	\$ -	\$ 0.04	\$ 3,907.87	\$ 3,907.87	\$ -	\$ 3,908.07
Capital Projects Fund:								
Lone Star 2015	\$ 939,440.40	\$ -	\$ -	\$ 10.76	\$ 939,451.16	\$ 939,451.16	\$ -	\$ 939,498.93
Lone Star 2016	1.64	\$ -	\$ -	\$ -	1.64	1.64	\$ -	1.64
Lone Star 2017	3,423,992.64	\$ -	\$ -	\$ 39.22	3,424,031.86	3,424,031.86	\$ -	3,424,205.96
TexPool	104,050.41	\$ -	\$ -	\$ 1.62	104,052.03	104,052.03	\$ -	104,050.46
Capital Projects Funds	\$ 4,467,485.09	\$ -	\$ -	\$ 51.60	\$ 4,467,536.69	\$ 4,467,536.69	\$ -	\$ 4,467,756.99
Child Nutrition Fund:								
TexPool	\$ 102,000.26	\$ -	\$ -	\$ 1.59	\$ 102,001.85	\$ 102,001.85	\$ -	\$ 102,000.31
Investment Pool Totals:								
Lone Star	\$ 57,603,097.06	\$ 842,083.11	\$ (3,710,891.29)	\$ 638.01	\$ 54,734,926.89	\$ 54,734,926.89	\$ -	\$ 57,606,685.80
TexPool	\$ 580,904.08	\$ -	\$ -	\$ 9.16	\$ 580,913.24	\$ 580,913.24	\$ -	\$ 580,904.37
Portfolio Totals	\$ 58,184,001.14	\$ 842,083.11	\$ (3,710,891.29)	\$ 647.17	\$ 55,315,840.13	\$ 55,315,840.13	\$ -	\$ 58,187,590.17

This Portfolio Investment Report of the Lancaster Independent School District for the month ended March 31, 2021, is in full compliance with the District's investment policy and strategy as established by the District and the Public Funds Investment Act, Chapter 2256, of the Government Code.

Shemeka Millner-Williams, Interim Superintendent

Shonna Pumphrey, Chief Financial Officer

Dana Mosley, Sr. Executive Director

Lancaster Independent School District
Revenue and Expenditure Fund Summary Report (unaudited)
As of March 31, 2021

Fund Name	#	Revenue Budget	Revenue Received	Revenue Balance	Revenue % Received	Expenditure Budget	Expenditure Spent	Expenditure Balance	Expenditure % Spent
General Fund*	199	74,332,919	53,600,192	20,732,727	72.11%	71,406,632	39,289,306	32,117,326	55.02%
Head Start	163	70,000	52,363	17,637	74.80%	159,430	89,066	70,364	55.87%
Title IV	204	-	32,795	(32,795)	0.00%	132,098	30,700	101,398	23.24%
Texas Education For Homeless Children and Youth	206	-	-	-	0.00%	33,980	-	33,980	0.00%
	210	-	-	-	0.00%	-	-	-	0.00%
Title I	211	-	774,763	(774,763)	0.00%	1,754,263	812,607	941,656	46.32%
SPED IDEA B	224	-	494,669	(494,669)	0.00%	1,278,048	715,111	562,937	55.95%
SPED IDEA B	225	-	2,758	(2,758)	0.00%	19,157	9,800	9,357	51.16%
Child Nutrition	240	3,553,540	157,720	3,395,820	4.44%	3,300,000	441,801	2,858,199	13.39%
Summer Feeding	242	-	643,437	(643,437)	0.00%	-	211,906	(211,906)	0.00%
Child and Adult Care Food Program	243	-	117,408	(117,408)	0.00%	-	-	-	0.00%
Carl Perkins	244	-	42,504	(42,504)	0.00%	78,249	56,322	21,927	71.98%
Carl Perkins Reserve	245	-	-	-	0.00%	-	-	-	0.00%
Title II Part A	255	-	66,765	(66,765)	0.00%	259,638	91,296	168,342	35.16%
Title III LEP	263	-	10,926	(10,926)	0.00%	54,094	11,941	42,153	22.07%
Instructional Continuity Grant	276	-	6,394	(6,394)	0.00%	18,000	6,000	12,000	33.33%
Advanced Placement	397	-	-	-	0.00%	-	-	-	0.00%
Instructional	410	786,758	30,598	756,160	3.89%	786,758	30,598	756,160	3.89%
PreKindergarten	415	-	-	-	0.00%	-	-	-	0.00%
Read to Succeed	429	-	-	-	0.00%	-	-	-	0.00%
Campus Activity	461	-	1,965	(1,965)	0.00%	-	17,895	(17,895)	0.00%
Scholarship	462	-	573	(573)	0.00%	4,650	(388)	5,038	-8.34%
Foundation	463	-	6,000	(6,000)	0.00%	6,000	1,426	4,574	23.76%
I Rock Math	480	-	-	-	0.00%	-	-	-	0.00%
Greenspace Grant	481	-	-	-	0.00%	-	-	-	0.00%
Technology Lending Grant	492	-	43,069	(43,069)	0.00%	-	48,437	(48,437)	0.00%
Summer Career and Technical Education Grant	493	-	-	-	0.00%	-	-	-	0.00%
School Safety and Security Grant	494	-	-	-	0.00%	-	30,252	(30,252)	0.00%
Jobs and Education for Texans Program	495	-	160,171	(160,171)	0.00%	-	186,622	(186,622)	0.00%
Communities Foundation of Texas	496	-	150,000	(150,000)	0.00%	300,000	-	300,000	0.00%
WIRED Grant (Working to Implement Regional Electrical DFV)	497	-	-	-	0.00%	12,000	-	12,000	0.00%
Summer Career and Technical Education Grant	493	-	-	-	0.00%	-	-	-	0.00%
Debt Service	520	12,602,287	14,785,832	(2,183,545)	117.33%	13,844,781	9,749,428	4,095,353	70.42%
Capital Proj 2015	616	-	314	(314)	0.00%	-	-	-	0.00%
Capital Proj 2016	617	-	-	-	0.00%	-	-	-	0.00%
Capital Proj 2017	618	-	2,192	(2,192)	0.00%	2,329,366	988,207	1,341,160	42.42%
Construction	620	-	55	(55)	0.00%	-	-	-	0.00%
QZAB Fund	625	-	1	(1)	0.00%	-	-	-	0.00%
After School	711	-	-	-	0.00%	-	-	-	0.00%
Parent Teacher Resource Center	714	-	-	-	0.00%	-	-	-	0.00%
Concessions	715	30,769	25,004	5,765	81.26%	22,000	31,125	(9,125)	141.48%
Spirit Store	716	4,326	3,408	918	78.78%	11,000	6,560	4,440	59.64%
Rentals	717	12,448	952	11,497	7.64%	12,589	3,733	8,856	29.65%
Totals		91,393,047	71,212,828	20,180,219	77.92%	95,822,734	52,859,750	42,962,984	55.16%

Bank Reconciliations as of March 2021

	General Fund		Payroll		Activity Fund		Child Nutrition		Captial Projects 2015		Captial Projects 2016		Captial Projects 2017	
	Bank	Book	Bank	Book	Bank	Book	Bank	Book	Bank	Book	Bank	Book	Bank	Book
Balance	2,108,878.32	1,865,567.85	795,314.19	769,292.30	306,453.42	292,633.58	1,041,258.85	1,031,511.89	-	-	76,504.02	76,504.02	423,997.42	423,997.42
Reconciled items	(243,255.47)	55.00	(25,946.89)	75.00	(13,819.84)		(9,746.96)		-	-	-	-		
Adjusted Balance	<u>1,865,622.85</u>	<u>1,865,622.85</u>	<u>769,367.30</u>	<u>769,367.30</u>	<u>292,633.58</u>	<u>292,633.58</u>	<u>1,031,511.89</u>	<u>1,031,511.89</u>	<u>-</u>	<u>-</u>	<u>76,504.02</u>	<u>76,504.02</u>	<u>423,997.42</u>	<u>423,997.42</u>

Total Reconciled Cash as of March 31, 2021 4,459,637.06

E. Consider approval of the Disposal of Surplus Inventory - CI(LEGAL AND LOCAL)-
(G4)

61



Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: April 29, 2021

Category: Consent Item

Item Name:

Auction of Surplus Inventory Items.

Related Goals (District and/or Strategic): Goal 2: Fiscal Responsibility and Financial Transparency.

Currently Budgeted? Yes No No budgetary impact.
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Mrs. Shemeka Millner Williams

Presenter and District Contact: Dr. John Ellis Price

Explanation:

This recommendation is being made to dispose of surplus inventory items through auction in order to clear the warehouse for much needed storage space to create a Central Receiving, Shipping and Distribution Warehouse.

Intended Audience: All District Stakeholders

Impact or Expected Outcome:

Enhanced internal control of the district's inventory from using the warehouse as a centralized place for storing all of the district's inventory.

Recommendation:

The District respectfully request Board approval to dispose of surplus inventory through auction..

Fiscal Implications and Funding Source: Any proceeds received from the auction will be deposited to the district's general fund.

Budget Source: N/A

Frequency Monitored:

Projected Start Date: Upon Board Approval

Projected Completion Date: At the end of the Auction.



Auction of Surplus Inventory

Recommendation to the Board of Trustees

Lancaster Independent School District
April 29, 2021



Background/Rationale:

1. Board Policy CI (Local) requires board approval to dispose of surplus items with a value greater than \$1,000.
2. Board Policy CI (Local) permits the Superintendent to dispose of surplus item that have no value according to administrative discretion.
3. Disposal of surplus inventory through auction will establish the fair market value of the property. Any proceeds received through auction will be deposited to the General Fund.
4. Any surplus inventory not sold at auction will be sold for scrap.
5. Removal of this surplus inventory is needed to clear the warehouse for much needed storage space to create a Central Receiving, Shipping, and Distribution Warehouse to enhance the District's Internal Control over inventory.



Supporting Documentation:

1. List and pictures of Surplus Inventory Items by Lot.

Board Approval Requested:

The District respectfully request Board approval to dispose of surplus inventory through auction.



Questions





LEMONS AUCTIONEERS AND ONLINE PROS
DESCRIPTION WORKSHEET



Lot #	Lancaster ISD Surplus Inventory Items	Qty.	Brand	Model	Gas/Electric	Single/3 Phase	Volts	Hz	Amps	HP	Condition (Good, Fair, Poor, Unknown)	Additional Information
1	Six Foot Tables	5	Unknown								Fair	one leg missing a screw
2	4ft Computer Tables	6	Unknown								Good	
3	Sawing Machine Tables	12	Singer								Fair	
4	Computer Chairs	6	Unknown								Fair	
5	Student Desk	33	Unknown								Fair	
6	Blue Student Chairs	10	Unknown								Fair	
7	Small Podium	1	Unknown								Fair	
8	Glasses Safety Goggle Storage	2	Unknown								Fair	
9	Brown Teachers Desk	1	Unknown								Fair	Scratchis on top
10	3- Step Stands, 18- Sheet Music Holder	21	Unknown								Fair	
11	Black 5 Drawer File Cabinets	4	Unknown								Fair	
12	Black Glass Computer Table & Stool	1	Unknown								Fair	67
13	Tan Filing Cabinets	3	Unknown								Fair	
14	Black Filing Cabinets 5 Drawer	4	Unknown								Fair	
15	Filing Cabinets 4 Drawer	4	Unknown								Fair	
16	Filing Cabinets 4 Drawer	4	Unknown								Fair	
17	Filing Cabinets 4 Drawer	4	Unknown								Fair	
18	Filing Cabinets 4 Drawer	4	Unknown								Fair	
19	Filing Cabinets 4 Drawer	4	Unknown								Fair	
20	Filing Cabinets 4 Drawer	4	Unknown								Fair	
21	Filing Cabinets 4 Drawer	4	Unknown								Fair	
22	Filing Cabinets 4 Drawer	4	Unknown								Fair	
23	Filing Cabinets 4 Drawer	4	Unknown								Fair	
24	Filing Cabinets 4 Drawer	4	Unknown								Fair	
25	One Full Set up Aquaponic Technology	1	Clear Flow								Good	
26	Nurse Room Beds	2	Unknown								Fair	
27	Mail Cabinet	1	Unknown								Fair	
28	Teacher Desk	2	Unknown								Fair	
29	Class Lab Desk	7	Unknown								Fair	
30	Assorted Chairs	?	Unknown								Fair	
31	Lab Desk	14	Unknown								Fair	
32	Tables	4	Unknown								Fair	
33	Mobile Cart	1	Unknown								Fair	



































































F. Consider approval of the 2021-2022 Sodexo Contract - CH(LOCAL), COB(LEGAL)-
(G2)

102



Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 04/29/2021

Category: Consent

Item Name: Approval of the 2021-2022 Contract NO. 18-04-0180 Between Lancaster ISD, SFA, and Sodexo Services of Texas Limited Partnership FMC Second Amendment

Related Goals (District and/or Strategic): Goal 2: Fiscal Responsibility and Financial Transparency

Currently Budgeted? Yes No No Budgetary
Impact (If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Interim Superintendent Miller-Williams

Presenter and District Contact: Dr. Marlon Waites

Explanation: The third of (4) available one year Sodexo contract term renewals (7/1/2021-6/30/2022)

Intended Audience: All Stakeholders

Impact or Expected Outcome: Financial Transparency and Analysis

Recommendation: Administration recommends the approval of the 1 year contract extension.

Fiscal Implications and Funding Source: 240 - Child Nutrition Services

Frequency Monitored: Ongoing

Projected Start Date: 7/01/2021

Projected Completion Date: 6/30/2022



SODEXO CONTRACT RENEWAL



SODEXO CONTRACT

Third of (4) one year term renewal options

New contract term: July 1, 2021 - June 30, 2022

Minor increases in fees for the district: (*increases **do not** affect student prices*)

105

\$0.04 cent increase in breakfast fee (from \$1.73 to \$1.77)

\$0.08 cent increase in lunch fee (from \$3.29 to \$3.37)

\$0.03 cent increase in snack fee (from \$.94 to \$.97)

\$0.08 cent increase in meal equivalent fee (from \$3.29 to \$3.37)

\$0.08 cent increase in dinner fee (from \$3.31 to \$3.39)



Questions



**REQUEST FOR PROPOSAL AND CONTRACT NO. 18-04-0180 BETWEEN
Lancaster ISD, SFA, AND Sodexo Services of Texas Limited Partnership, FSMC
THIRD AMENDMENT**

This Contract Amendment (Amendment) is made in consideration of the mutual covenants and Agreements contained herein by and between **Lancaster ISD**, School Food Authority, (SFA), and **Sodexo Services of Texas Limited Partnership**, Food Service Management Company, (FSMC), to amend the Request for Proposal and Contract No. **18-04-0180** (Contract) that was executed by SFA and FSMC and effective on July 1, 2018.

The Contract is amended as follows:

1. Throughout the Contract, the terms “USDA commodities” are deleted and replaced with the current term for such commodities, which is “USDA Foods.”
2. Page 2 of the Contract and Exhibit G, “Schedule of Applicable Laws,” are amended by deleting the existing nondiscrimination statements and replacing them in their entirety with the following nondiscrimination statement:

“The program applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); all provisions required by the implementing regulations of the Department of Agriculture; Department of Justice Enforcement Guidelines, 28 CFR Part 42; and FNS directives and guidelines, to the effect that, no person shall, on the grounds of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the program applicant receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.

By accepting this assurance, the Program applicant agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of nondiscrimination laws and permit authorized USDA personnel during hours of program operation to review such records, books, and accounts as needed, to ascertain compliance with the nondiscrimination laws. If there are any violations of this assurance, the Department of Agriculture, FNS, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Program applicant, its successors, transferees, and assignees as long as it receives assistance or retains possession of any assistance from USDA. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Program applicant.”

3. Section II, A. “Legal Notice,” and Exhibit G, “Schedule of Applicable Laws,” are amended by adding the following statement encouraging the use of Historically Underutilized Businesses (HUBs):

“The SFA strongly encourages Historically Underutilized Businesses (HUB), Minority and Women Business Enterprises (MWBE), and labor surplus area vendors to compete for this RFP.”

4. Section II, C. “Procurement Method,” second bulleted paragraph, is amended by adding the following statement that price must be the primary factor for all proposal evaluations: “USDA policy requires price to be the primary evaluation factor.”
5. Section J.4 of the Contract, Financial Terms is amended to reflect that for the 2021-2022 school year the breakfast fee will change from \$1.7369 to \$1.7786, the lunch fee will change from \$3.2916 to \$3.3706, the snack fee will change from \$.9474 to \$.9701, the dinner fee will change from \$3.3158 to \$3.3954, and the Meal Equivalent fee will change from \$3.2916 to \$3.3706
6. Section III, A. “Definitions,” is amended by deleting the reference, if any, and definition for “Retroactive Incentive Fee” and replacing it with the following definition for “Incentive fee”:
 - “Incentive Fee” means an additional fee paid as an incentive to the FSMC to improve SFA’s food service participation, the amount of which depends on FSMC’s performance during the current school year and related to a benchmark number established by the SFA. Incentive Fees may only apply to meals served in the SFA’s food service operation during the current school year;” and
 - The option for and reference to a “Retroactive Incentive Fee” in Section III, B is hereby deleted.
7. Section III, B. “Scope and Purpose of this Contract,” is amended by adding the following to the Contract:
 - “The duration of the contract, unless terminated in accordance with Section III, Paragraph L, is valid for the 2021-2022 school year:”
 - “This contract and this Amendment is for a one-year period beginning July 1, 2021, and terminating on June 30, 2022;”
 - “This contract may be renewed as allowed by regulation provided the parties have not exhausted all renewals remaining under the contract for additional one-year terms upon mutual agreement between the SFA and FSMC and is subject to the fulfillment of all contract terms;” and
 - “The SFA is responsible for the establishment and maintenance of the free and reduced-price meal eligibility documentation.”
8. Section III, C. “Food Service of the Contract,” is amended by adding the following to the Contract:
 - “The FSMC will provide meals on days and times as requested by the SFA and in alignment with the SFA school calendar;”
 - “The FSMC will provide meals in compliance with the meal pattern as required by USDA and reflected in TDA guidance;” and,
 - “When an accommodation is made without a medical disability, the FSMC must provide the same special dietary accommodation for all students if a special dietary accommodation is made for one student.”

9. Section III, D. "Use of Advisory Group/Menus," and Exhibit G, "Schedule of Applicable Laws" of this contract are amended by adding the following statements at the end of those sections:

"There is no requirement for submission of a 21-day a la carte menu. All a la carte sales must be in compliance with the competitive foods requirements of this Contract and applicable federal regulations."

10. Section III, E. "Purchases" of the Contract is amended by deleting the existing option choices related to procurement and adding the following statements and provisions to that section:

- "The FSMC must disclose all credits, discounts, rebates, allowances, and incentives received by the FSMC on invoices submitted for payment;"
- "The FSMC must credit the SFA's monthly bill/invoice for the market value of all credits, discounts, and rebates for purchases made on behalf of the SFA and provide documentation which allows the SFA to audit the accuracy of credits, discounts, and rebates for purchases made on behalf of the SFA;"
- "The SFA must ensure there is no conflict of interest between the SFA's contracted FSMC and any third-party purchasing agent, including, but not limited to, ensuring that there are no duplicative fees for products or services provided by both the FSMC and any third-party purchasing agent;"
- "If the FSMC is acting as the purchasing agent on behalf of the SFA that the FSMC purchases must be in compliance with all applicable local, state, and federal regulations;"
- The following options related to procurement are added to the contract and provide three options to the SFA: "(1) SFA performs all purchasing for the food service operation; (2) FSMC performs all purchasing for the food service operation, including, but not limited to, USDA Foods processing; or (3) FSMC performs all purchasing for the food service operation, excluding USDA Foods processing."
- The options related to geographic preference in procurement are hereby updated as follows:
 - "SFA requires the FSMC to work with the SFA to establish a process for incorporating geographic preferences in the procurement of food and food products; OR The SFA does not require the FSMC to work with SFA to establish a process for incorporating geographic preference;" and
 - "The FSMC must use the SFA's USDA Foods allocation for the benefit of the SFA. Fulfillment of the contract provisions related to USDA Foods is a requirement that must be met before renewal of the Contract can be approved."

11. Section III, F. "USDA Foods" of the Contract is amended by adding the following statements:

- "The SFA must ensure that the full value of USDA Foods is used in the meal service each year;"

- “The SFA must maintain final responsibility for management and oversight for procuring processing agreements and general management of USDA Foods;”
 - “The FSMC must credit the SFA for the full value of USDA Foods contained in end products at the processing agreement value as described in the Contract;” and
 - “The method used to determine the value of USDA Foods cannot be established through a post-award negotiation or by any other method that may directly or indirectly alter the terms and conditions of the procurement contract.”
12. Section III, K. “Books and Records of the Contract,” is amended by adding the following statements to that section as necessary:
- “The SFA must conduct an internal audit of food, labor, and other expense for cost-reimbursable contracts;” and
 - “For purposes of this Contract, “paid adult meals” constitute nonprogram revenue.”
13. Section III, O. “Optional Requirements to Be Included,” of the Contract is amended by adding the following provision at the end of that section:
- “The reimbursement of Contractor for duplicative costs is prohibited if SFA owns or purchases the Point of Service or Point of Sale system (POS) and FSMC as Contractor is merely operating or using such SFA POS system.”
14. Exhibit C, “Food Service Budget-Continued,” of the Contract is amended by adding a line item entitled: “IT System.”
15. Exhibit I is deleted in its entirety and replaced with Exhibit I attached hereto.
16. Exhibit M, “Purchase Discounts, Rebates, Credits, and Value of USDA Foods” of the Contract is amended by stating as follows:
- “The SFA shall verify the accuracy of credits, discounts, rebates, and the full value of USDA Foods;” and
 - “The FSMC shall be required to submit documentation to the SFA which will allow the SFA to verify the accuracy of credits, discounts, rebates and the full value of USDA Foods.”
17. All other terms of this Contract executed by SFA and FSMC shall remain the same.
18. This Amendment is only valid for the 2021-2022 school year. This Amendment shall terminate on June 30, 2022. This Amendment is executed by the Parties in their capacities, as stated below. All parties represent and warrant that the persons signing this Amendment are authorized to bind the respective parties.

(THIS SPACE INTENTIONALLY LEFT BLANK)

AGREEMENT

FSMC certifies that the FSMC shall operate in accordance with all applicable state and federal regulations.

FSMC certifies that all terms and conditions within the Proposal shall be considered a part of this Contract as if incorporated therein.

This Amendment to the Contract shall be in effect for one year and may be renewed by mutual agreement with another Amendment if provided in the Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed by their duly authorized representatives.

ATTEST: |

SCHOOL FOOD AUTHORITY:

Lancaster ISD
Signature of Authorized Representative

Dr. Marlon Waites
Typed Name of Authorized Representative

Executive Principal / Director of Student Services
Title

Date Signed

ATTEST: |
COMPANY:

FOOD SERVICE MANAGEMENT

Sodexo Services of Texas Limited Partnership
By: Sodexo Management, Inc., its General Partner
Signature of Authorized Representative

Allan J. Collins
Typed Name of Authorized Representative

Vice President
Title

Date Signed

EXHIBIT I

FSMC shall guarantee that Lancaster ISD budget surplus at a minimum be in excess of \$350,000

FINANCIAL PROPOSAL ASSUMPTIONS

Financial Guarantee – If, at the end of the 2021 –2022 school year, Lancaster ISD’s foodservice program does not meet or exceed the agreed-upon financial guarantee surplus of \$700,000 under Option 1, Sodexo will reimburse any difference up to a maximum reimbursement of \$700,000.

Fixed Price Contract – As required by U.S. Department of Agriculture regulations, Sodexo will credit back the market value of all U.S. Department of Agriculture commodities and bonus commodities received during the contract year.

RFP Data - Since the RFP data lacked specific school site detail, our financial guarantee is contingent upon satisfactory receipt and confirmation of meal claim and participation data, enrollment, and hourly labor that corresponds with our financial modeling assumptions.

Budget for Annual Financial Projection – Our revenue projection for the contract year is based on current sales being experienced by Lancaster ISD, with continued sales increases for Sodexo programs.

Meal Equivalents – Derived from all other revenue, excluding federal/state reimbursements, student snack/breakfast/lunch reimbursable sales and childcare program meals. The meal equivalency rate shall be equal to \$3.5086, as stated in the RFP

District Costs – Our projections do not include any direct or indirect district costs such as district labor or other district expenses (e.g., large equipment, kitchen renovation, etc.).

Serving Days – Based on 169 full breakfast service days and four early release days at elementary school(s), middle school(s) and high school(s) and 169 full breakfast service days and four early release days at elementary school(s), middle school(s) and high school(s).

District Enrollment – Average Daily Attendance (ADA) is projected as 95% of projected enrollment provided in the RFP.

Annual Price Adjustment – Sodexo’s fixed price may be increased on an annual basis by the yearly percentage change in the Consumer Price Index for all urban customers, as published by the United States Department of Labor, Bureau of Labor Statistics, Food Eaten Away from Home, South- Size Class B/C.

Monthly Invoice – Sodexo’s invoice will be provided monthly, including fixed price per meal cost and credit for commodities received per the contract agreement.

Proposed Agreement – Sodexo proposes an agreement commencing on July 1, 2021 and continuing through June 30, 2022 with options for two one-year renewals, as provided under federal and state guidelines and regulations. The agreement will conform to all regulations as set forth by your state department and the United States Department of Agriculture.

Termination – Either party may terminate this agreement by giving a 60-day notice of intent and a specific date to terminate the agreement

Notwithstanding anything to the contrary set forth in this Agreement, with respect to property damage, for which the parties maintain a system of coverage on their respective property, each party hereto waives its rights, and the rights of its subsidiaries and affiliates, to recover from the other party hereto and its subsidiaries and affiliates for loss or damage to such party's building, equipment, improvements and other property of every kind and description resulting from fire, explosion or other cause normally covered in special causes of loss form and builders risk property insurance policies. This clause shall survive termination of this Agreement.

In no event shall either party be liable for consequential, indirect or incidental damages (including punitive damages and lost profits), even if such party has been advised of the possibility of such damages in advance.

8. **Action Items**

A. Discussion and possible approval of Budget Amendments - CE (LEGAL and LOCAL),
CAA(LOCAL)-(G2)

B. Discussion and possible approval of the NWEA Map Assessment for the 2021- 2022
School Year- CH(LEGAL and LOCAL) - (G1)

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Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 4/29/2021

Category: Action Item

Item Name: Discussion and possible approval of the NWEA Map Assessment for the 2021-2022 School Year- CH(LEGAL and LOCAL) – G1

Related Goals (District and/or Strategic): Goal 1: Improve Student Performance

Currently Budgeted? Yes No No Budgetary Impact
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Shemeka Millner-Williams

Presenter and District Contact: Shemeka Millner-Williams

Explanation: The NWEA Map Assessment provide data on K-12 Math and Reading student performance.

Intended Audience: Stakeholders

Impact or Expected Outcome: The district will use the assessment at the beginning of year, middle of year, and end of year and will get data on student performance/growth.

Recommendation: Approval

Fiscal Implications and Funding Source: Funds exist in current budget

Frequency Monitored: Ongoing

Projected Start Date: 2021-2022 School Year

Projected Completion Date: To be determined

TV



NWEA Measurement of Academic Progress (MAP)¹¹⁷



Why MAP?



The Measures of Academic Progress are computer administered and scored achievement tests designed to measure growth in student learning for individual students, classrooms, schools. Tests for mathematics, reading and science are available for grades K-12. These tests yield a national percentile score as well as a growth scale score (RIT). LISD will administer the MAP in the fall (BOY), winter (MOY), and spring (EOY).



Empowering administrators

- Screening
- Measuring growth
- Projecting proficiency
- Assessing skills mastery
- Creating effective intervention programs



Empowering teachers

- Planning instruction
- Differentiating instruction
- Tracking skills mastery
- Monitoring progress
- Applying formative assessment practices





Through the Year Assessment

With through-year assessment, districts and states can measure fall-to-spring growth as well as annual changes in summative performance. Plus, teachers receive both on- and off-grade level information in the fall, winter, and spring to inform teaching and learning.

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A more accurate view of school performance

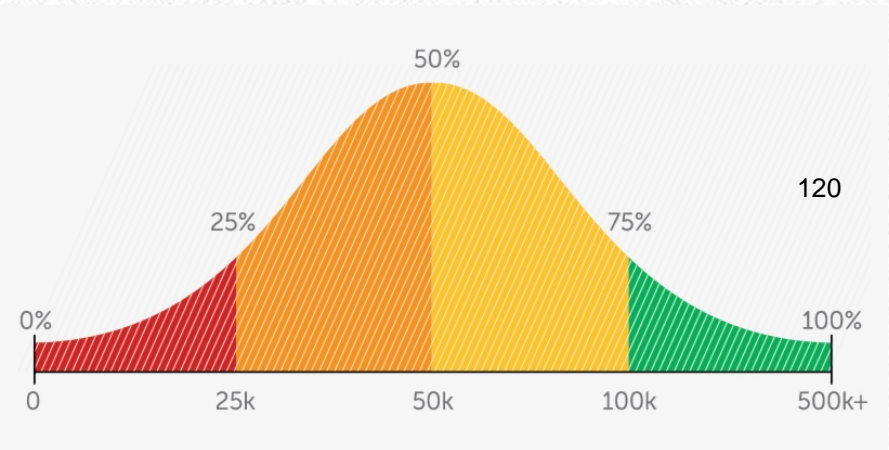
Most summative assessments (like STAAR) only show what students know each spring. Through-year assessment also reveals how students grew from fall to spring, regardless of achievement level, to provide a more comprehensive view of school performance.

Professional Development, Data Coaching and Consulting

NWEA offers data coaching and consulting services to help you scale your data expertise across the district and drive systemic change.



The MAP assessment is nationally normed every 3 or 4 years (most recently in 2015). This allows for comparison of student scores to the "average" scores of other students in the same grade from a wide variety of schools across the country. This will help serve as a starting point for teachers to review data and gain a better understanding of a child's current instructional level.





Implementation of MAP Testing will also provide data support for Lancaster ISD's participation in the Teacher Incentive Allotment as our measure of student growth.

\$137,375.00







Schedule A

SALES ORDER

Company Address: 121 NW Everett Street
Portland, OR 97209
License Start Date: 08/01/2021
License End Date: 07/31/2022

Created Date: 03/14/2021
Quote Number: 00036675
Partner ID:

Prepared By: Raquel Hamons
Phone:
Email: raquel.hamons@nwea.org

Contact Name: Shemeka Millner
Phone: (469) 877-4146
Email: shemekamillner@lancasterisd.org

Bill To Name: Lancaster ISD
Bill To Address: 422 S Central Ave
Lancaster, TX 75146

Ship To Name: Lancaster ISD
Ship To Address: 422 S Central Ave
Lancaster, TX 75146

Table with 6 columns: Product, List Price, Sales Price, Quantity, Total Price, Item Discount. Rows include MAP Growth K-12, MAP Growth Science (Add-On), Online MAP Growth Basics, MAP Growth Basics Workshop + Applying Reports Workshop, Custom Professional Learning Workshop, Focusing on Growth Workshop, Growth Report +1hr Virtual Consulting, MAP Reading Fluency Add-on for Bundle price, Online MAP Reading Fluency Basics, and MAP Reading Fluency Workshop.

Quote Discount -\$19,250.00
Quote Subtotal \$137,375.00
Estimated Tax \$0.00
Grand Total \$137,375.00

Notes

Education Purchasing Cooperative of North Texas (EPCNT) member pricing. Licensing for MAP Growth Math (K-12), Reading (K-12), Language (2-12) and Science (2-8; biology) plus 6 days of professional learning; MAP Reading Fluency (PK-5) and 2 professional learning days

Terms and Conditions

This Schedule A is subject to NWEA's terms and conditions located at: https://legal.nwea.org/. By signing this Schedule A you agree you have read and understood the terms and agree to them.

If this schedule includes virtually delivered professional learning or workshops, then cancellation is subject to the Virtual Workshop Cancellation Policy: at http://legal.nwea.org/supplementalterms.html.

Information about NWEA's collection, use, and disclosure of Student Information can be found here: https://legal.nwea.org/nwea-privacy-and-security-for-pii.html

NWEA's W9 can be found at: https://legal.nwea.org/nwea-w-9.html

Until this Schedule A is signed, the terms identified here are valid for 90 days from the date above. Please confirm the billing address, or specify changes to your account manager.



Signature

Signature: _____

Printed Name: _____

Date: _____

Title _____

C. Discussion and possible approval of the Board Room Upgrade - CH(LEGAL and LOCAL)- (G1)

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Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: April 29, 2021

Category: Action Item

Item Name:

Discussion and Possible Approval of Board Room Upgrade.

Related Goals (District and/or Strategic): Goal 2: Fiscal Responsibility and Financial Transparency.

Currently Budgeted? Yes No No budgetary impact.
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Mrs. Shemeka Millner Williams

Presenter and District Contact: Dr. John Ellis Price

Explanation:

This recommendation is being made for a much needed upgrade of the audio and visual components of the Board Room for the Lancaster ISD Board of Trustees. The upgrade will enhance the district's compliance with the Texas Open Meetings Law as well as improving the district's transparency to our constituents in conducting the business of the District.

Intended Audience: All District Stakeholders

Impact or Expected Outcome:

Enhanced compliance with the Texas Open Meetings Law and transparency in conducting the business of the District.

Recommendation:

The District respectfully request Board approval to complete the board room upgrade at a one-time cost not to exceed \$226,000 and an annual cost of \$39,382.00.

LISD Board of Trustees Meeting

Fiscal Implications and Funding Source: An investment of up to \$226,000 in one-time cost and an annual cost of \$39,387.00 to enhance district compliance with the Texas Open Meeting Law as well as improve the district's transparency in conducting the business of the District.

Budget Source: General Fund

Frequency Monitored:

Projected Start Date: June 1, 2021 if recommendation approved by the Board.

Projected Completion Date: June 30, 2021.



Swagit Productions, LLC

12801 N. Central Expressway
Suite 900
Dallas, TX 75243
214-432-5905
swagit.com

Lancaster ISD **Proposal**

For

Hands Free Broadcasting and A/V System Upgrade

April 5, 2021



Swagit Productions, LLC
12801 N. Central Expressway, Suite 900
Dallas, TX 75243

April

Lancaster ISD
Attn: Dr. John Price
422 S Centre Ave
Lancaster, Texas 75146
O: (972) 218-1400

Swagit Productions, LLC would like to thank you for your time and the opportunity to earn Lancaster ISD's business. In an overpriced, complicated and hands-on video industry, Swagit has created an affordable, simple and **hands-free** solution that offers the most current advancements in video streaming technology.

Swagit provides an easy solution for improved transparency to your constituents — without the additional workload. Initially specializing in turnaround streams for television stations and newspapers, Swagit has grown significantly to a diverse client list that includes cities, counties, states, school districts, newspapers, television stations, specialty districts, and health providers.

Swagit proposes to provide hardware and monthly services for your meeting video streaming and archiving needs, using our proprietary Extensible Automated Streaming Engine (EASE™) solution. EASE™ is a hands-free tool that eliminates the need for your staff members to index, edit, or time-stamp your video content. Each EASE™ package includes On-Demand Archiving, a 24/7 LIVE Stream via both internet and PEG, streaming to mobile devices, and up to 120 hours of additional specialty content each year.

The unique advantages of Swagit's sole-source **EASE™** solution include:

- Completely **hands-free** recording, uploading, and archiving
- **Hands-free** indexing, time-stamping and cross-linking
- An open API, which allows for seamless integration with any agenda management software
- Agenda integration with video player
- Latest software upgrades, no upgrade fees
- High Definition (HD)
- 99.99% uptime
- No training needed
- Unlimited storage
- On-demand video search by metadata text and Sound Search™
- Captioning options for live and on-demand
- 24/7 support and customer service

Some of the distinctive advantages of Swagit's sole-source **Avior™** HD solution are:

- Fully automated
- 3+ HD camera solution
- Hands-free broadcast system
- Video graphics/titles overlay
- Real-time captioning support
- Free software updates
- Free 24/7 support and customer service
- Integrates and works with existing A/V equipment
- Small footprint — equipment is self-contained on its own rack

Swagit would be happy to meet in-person should we be shortlisted for consideration.

Sincerely,

Vin Nguyen
Account Manager
Swagit Productions, LLC
214-432-5905
vnguyen@swagit.com
www.Swagit.com

EXECUTIVE SUMMARY

Company History and Information

Swagit Productions, LLC, founded in 2003, is a privately held company headquartered in Dallas, Texas. Swagit is a progressive company that is pioneering the broadband multimedia communication service industry by providing clients a **hands-free** approach to always being connected to end-users' information needs. In combining Swagit's EASE™ and Avior™ HD solutions, clients are offered the most comprehensive **hands-free** experience possible.

Swagit specializes in providing streaming media solutions to cities, counties, school districts, and health providers. In addition, Swagit is a complete video production entity, providing services such as post-production, studio and booth sessions.

Swagit began with a mission to supply clients an affordable solution to their own content in an overpriced, complicated, hands-on video industry. beginnings as a company specializing in turnaround streams for cities, states and school districts, Swagit has grown significantly and provides an which allows for integrations with all major Agenda/Document Management Voting Solutions. This lets our clients choose the best Agenda/Voting for their unique needs.

With Swagit's EASE™ streaming video solution, clients are able to stream public content live and on-demand through the jurisdiction's website. HTML5 compatibility makes getting to the content even easier and more convenient as viewers are able to access all of the video content via their computers, smart phones or tablets. Archived meetings are indexed and broken up into clips by agenda item for a superior end-user experience.

Avior™ HD is Swagit's hands-free broadcast solution is a complete package of 3+ HD cameras, professional video switching equipment, and associated components that allows either Swagit's video department to remotely control the cameras or on-site camera control by government staff. When bundled with Swagit's hands-free EASE™ video streaming system, Avior™ HD can offer a full end-to-end hands-free broadcast solution that requires no client staff involvement for operation of cameras and streaming of an event or meeting.

The Swagit network stretches across North America, guaranteeing that you and your constituents are always connected. Swagit's network insures fast connect times from the closest point-of-presence (POP) to an end-user's location. In addition, Swagit's network is fully redundant, giving clients the peace of mind of redundancy and keeping with the Swagit motto of "Always Connected."

Points of Difference

- Swagit's EASE™ solution is completely **hands-free** and requires no staff time or resources
- Sound Search™ allows residents to search for the spoken word in a meeting which is synced to video
- Swagit's open API allows integrations with agenda management solutions
- Swagit is the only government streaming provider that has developed its own content delivery network, ensuring quick and reliable connections for your constituents
- Unlimited storage for Specialty Content and Meetings
- Swagit's unique **hands-free** solutions typically qualify as a sole-source purchase, allowing for quick deployments



states,
recording
stream
From its
counties,
open API
and
Solution
their

OVERVIEW OF PROPOSED SOLUTION

Paperless Agenda and Voting

Swagit's **Agenda Management** offerings are web-based agenda software applications designed to simplify the agenda management process from start to finish. The simple, intuitive design makes creating agenda items fast and easy. Clerks and Agenda Managers are able to create, finalize and web publish their agendas within a single, affordable, easy-to-understand application. Council members, Board members and Commissioners can quickly and easily navigate the system to view agendas and supporting documentation – anywhere, anytime, with any device.

Swagit's EASE™ solution also integrates with all major non-Swagit Document/Agenda Management and Voting solutions.

EASE™ Hands-Free Streaming

Swagit's **Extensible Automated Streaming Engine (EASE™)** solution meets all current and future needs for government without creating additional work for staff. EASE™ is a hands-free tool that eliminates the need for client staff members to index, edit, or time-stamp their video content. Each EASE™ package includes on-demand archiving, a 24/7 live stream via internet and PEG, streaming to mobile devices, and up to 120 hours of additional generic specialty content each year. If live streaming is not applicable, clients can upload media via FTP.

Swagit's EASE™ streaming appliances offer broadcasters and other administrators the ability to stream live events to cable television providers (i.e. AT&T U-verse®), over the internet through a high-speed connection, or to mobile devices. In addition, EASE™ appliances can record and archive all media for on-demand viewing.

Avior™ HD Broadcast System

Swagit's **Avior™ HD Broadcast System** is a complete package of high-definition PTZ (Pan, Tilt, and Zoom) cameras, professional video-switching equipment, and associated components, that enables any client to fully outsource the operation and production of a multi-camera broadcast for public meetings. Avior™ also offers video graphics/titles overlay and Real Time Captioning support.

GoMobile Streaming Appliances

Swagit's **GoMobile** line of mobile streaming appliances adds the ability to stream and record off-site meetings and events.

Playback365

Swagit's **Playback365** is a mini-mobile playout device that uses the BrightScript language and application to help create and publish presentations to a media player. Content can be fully automated and may utilize undertone audio, live video, RSS, MRSS, and Twitter feeds.

Social Media eXstream **Social Media eXstream** connects meetings and events with live social platforms such as Facebook Live and YouTube Live. Jurisdictions can instantly live-stream local events to followers and engage with viewers in real time with Swagit’s Social Media eXstream Package.

Sound Search™ **Sound Search™** is an innovative product which improves the search for specific content in archived videos. A positive search hit for a spoken word or phrase will take the viewer to the exact location that it was spoken within a meeting video. Also, searchable and downloadable transcripts are available.

Captioning Services **CaptionLive** is Human Assisted Real-time Transcription (HART); captions are created as an event takes place, utilizing a live transcriber. (A specific captioning appliance is required for this service.)

CaptionPM is human assisted post-meeting captioning for video on demand, completed and aligned with event video within 4 business days of broadcast.

Speech-to-Text Document is a basic text file created from spoken words in a meeting audio. It is not a word-for-word legal transcript, and does not include non-audio information such as speaker identification or graphic presentations.

With **SwagitSync**, your 3rd-party live captioning transcript is synchronized with event video for on-demand viewing; completed within 4 business days of broadcast.

Non-package captioning rates are calculated in full hours only; they are based on total length of meeting or event, which includes breaks, closed sessions, and other non-captioned events during that length of time. Specific captioning appliances are required for some services. Swagit meets FCC-mandated ADA requirements for closed captioning.

Content Integration/ Migration Archived video content can be transferred to Swagit servers for on-demand viewing.

Swagit’s Community / ISD / PEG Portal & App Your customizable Community / ISD / PEG Portal, hosted by Swagit, serves as a central hub for all your content. A Portal allows you to maintain a single online media presence without ever needing to redirect traffic away to other media websites such as YouTube and can host all of your streaming video and audio, as well as bulletin boards, social media widgets and more – all crystal-clear high definition (16:9 HD frame). Swagit also offers a Mobile App solution to expand your media reach and open an entirely new distribution channel for your original programming.

Swagit's PEG PSAs

PEG PSAs from Swagit are evergreen generic or custom multimedia projects composed of video clips, photographs, animations, music and/or professional voice-over narrations. The finished media allows PEG and/or media operators to update their local community with events happening around town, informs residents of municipal meetings and schedules, as well as potentially alert the area with information about emergencies.

**AT&T U-verse™
Integration**

Swagit's EASE™ streaming appliance is capable of creating a live U-verse®-compatible stream and can also simultaneously encode a video stream for internet distribution.

EASE™ Streaming Appliance

Video Capture, Encoding, and Streaming

The Extensible Automated Streaming Engine (EASE™) is a software framework consisting of foundation and extension modules that work together to automate many otherwise manually intensive tasks. This completely hands-off solution meets the current and future needs of your entity without creating any additional work for your clerks or webmasters.

▪ **Video Capture and Encoding**

EASE™ Streaming Appliance records content according to your broadcast schedule and transfers the recorded audio/video to the Swagit Content Network via a secure Virtual Private Network (VPN) connection, making it available for live and/or on-demand streaming.

▪ **Indexing and Cross Linking**

Using your published meeting agendas as a guide, Swagit's Managed Service Division (SMSD) indexes the meetings without any work from the city. SMSD will annotate your content by adding jump-to points with specific item headings, giving users the greatest flexibility to find the specific content they need. With these jump-to points, users can step through video by searching for or clicking specific items.

▪ **Agenda Management Integration**

If meeting packets or other related information is available online, SMSD will link them directly to the video player for easy access.

Swagit's EASE™ solution integrates with all major Document/Agenda Management solutions.

▪ **Archiving**

Client audio/video can be stored securely on the Swagit Content Network indefinitely. Fault tolerance and high availability is assured through replication of audio/video content to multiple, geographically redundant, Storage Area Networks (SAN). Our packages offer unlimited storage.

▪ **Presentation**

By navigating through the video library, users can view a list of meetings chronologically and once in a selected meeting you can unleash the power of the jump-to markers to search for specific points within individual audio/video clips.

▪ **Delivery**

In order to deliver on-demand content to end users in a format that is compatible with their computer's operating system, Swagit can deliver content in all major streaming video formats: Flash, Windows Media, QuickTime, Real, and HTML5. Swagit is proud to support Flash as its default format, which has proven itself as the format of choice from such vendors as YouTube, Google Video, ABC and NBC/Universal. With HTML5 streaming, Swagit provides content to mobile devices including iPhones, iPads and Android devices.

Currently, Flash has a 99% ubiquity rate amongst all the platforms. Swagit can provide Windows Media format (70% ubiquity); however, using Windows Media format may exclude iOS & Android users.

■ **Monitoring**

Swagit is monitoring all aspects of the Swagit Content Network to ensure its health and availability. This monitoring extends to cover remote Swagit EASE™ streaming appliances that are deployed on client premises. In the rare event of trouble our engineers are promptly notified so that they may dispatch a swift response in accordance with our support procedures.

■ **Statistics**

Swagit collates log files from our streaming servers monthly and processes them with the industry recognized Google Analytics. Google Analytics generates reports ranging from high-level, executive overviews to in depth quality of service statistics. These reports help to highlight growth trends and identify popular content.

■ **Support**

Beyond our proactive monitoring and response, Swagit offers ongoing, 24/7 technical support for any issues our clients may encounter. While our choice of quality hardware vendors and a thorough pre-installation testing phase go a long way toward ensuring trouble-free operation of our EASE™ streaming appliances, we do recognize that occasionally unforeseen issues arise. In the event that our engineers detect a fault, they will work to diagnose the issue. If necessary, next business day replacement of parts will be completed. Swagit offers continual software updates and feature enhancements to our services and products for the life of your managed services contract.



CaptionPrime Streaming Appliance **plus Advanced Caption Encoder/Decoder**

Video Capture, Encoding, Streaming, and Captioning Support

Swagit's **CaptionPrime Streaming Appliance** plus **Advanced Caption Encoder/Decoder** offers the ability to provide both Live and On-Demand captioning.

▪ **CaptionPrime Streaming Appliance**

- HD/SD Baseband or IP Encode/Transcode single-channel license
- Enables encoding/transcoding of a single HD/SD channel
- Web based Caption GUI
- Multi-encoder management
- Closed captioning support for video on demand
- Includes Swagit's EASE™ Remote Video Indexing Kit (with Scheduler).

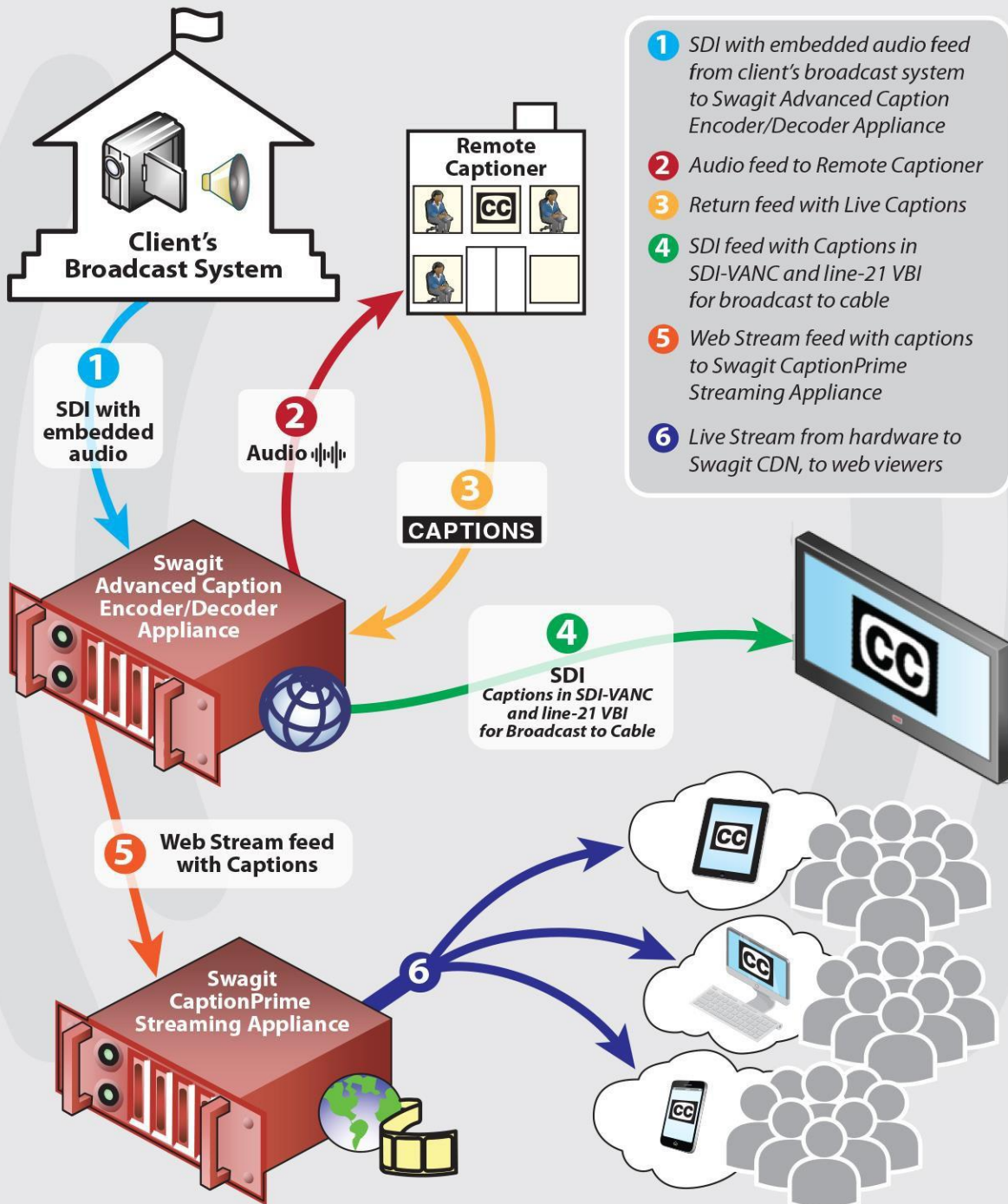
▪ **Advanced Caption Encoder/Decoder**

- Audio and captions over IP, eliminating the need for outdated telephone lines
- Ideal for security conscious environments, firewall friendly with no inbound port forwards needed
- Supports automated speech recognition service
- Capable of delivering over 90% accuracy
- Required for Live (Real Time) Captioning implementation

** Price and hardware model are subject to change after 60 days without prior notice.*

Captioning Signal Flow Diagram

swagit is Live Captioning



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0804

Avior™ Hands-Free Broadcast System

HD Video Capture, Encoding, Broadcast, and Streaming System

Built on years of industry experience and developed to address growing transparency needs of government, Swagit's Avior™ HD Broadcast System is a complete package of HD PTZ (Pan, Tilt, and Zoom) cameras, and components, that enable any client to fully outsource the operation and production of a multi-camera broadcast for public meetings.

Avior™ HD cameras are installed by Swagit personnel in one or positions within a meeting room. As a meeting is being recorded, video department controls the Avior™ system from their Dallas, headquarters — switching between cameras (for views of the presentation slides, and dais), while also directing and controlling cameras through selective panning, close-ups, and wide shots. Avior™ HD broadcast-quality robotic cameras are able to tilt and

Avior™ enables detailed direct camera positioning (pan, tilt, zoom, focus, and more), preset-positions, and video settings (white balance, backlight, brightness) for the robotic cameras. Additionally, Avior™ communicates with the switcher to allow direct operation of the 'wipe' function from the camera control GUI. With this powerful package you or Swagit can control all your cameras individually and switch video sources on a video switcher locally or remotely. Avior™ is an invaluable integration of camera-control with switcher operations for use with live production setups like city chambers, churches, meeting rooms, and more.

Avior™ includes 3+ robotic (computer-controllable pan/tilt/zoom) cameras. These popular robotic cameras have excellent video quality and performance, with the ability for panning through wide angles of motion, tilting through large ranges with superb optical zoom, and dual video output of Y/C and composite. They also support both RS232 and RS422 (long distance over 1000 meters) control signals. In addition, the cameras can be mounted either “up” or “hanging upside down” for your convenience (they have built-in reversal of the picture and left/right/up/down motion controls).

Avior™ HD is a remotely operated one-of-a-kind hands-free transparency suite that will save your jurisdiction time and money. When bundled with Swagit's hands-free EASE™ video streaming system, Avior™ can offer a full end-to-end hands-free broadcast solution that requires no client staff involvement for operation of cameras and/or streaming of an event or meeting.

- Fully automated
- 3+ HD camera solution
- Hands-free broadcast system
- Video graphics/titles overlay
- Real-time captioning support
- Free software updates
- Free 24/7 support and customer service
- Integrates and works with all existing A/V equipment
- Small footprint — equipment is self-contained on its own rack



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Avior™ Broadcast System Diagram



SERVICE DESCRIPTIONS

Captioning for Compliance

Streaming Video Enhancement



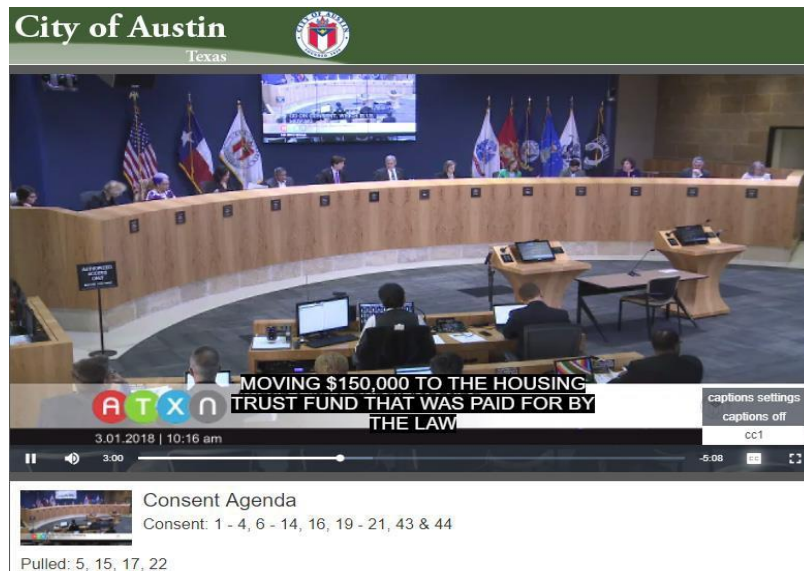
Captioning for streaming media is the method of displaying a text version overlay for the spoken words within a video. It helps viewers who may be deaf or who have reduced hearing.

Federal agencies, contractors and employers should be acutely aware that their live streaming and broadcast events must now be captioned for accessibility, as mandated by recent updates to Section 508 of the Rehabilitation Act, plus changes to state laws that now require accessibility for federally-funded organizations such as colleges, universities, and research facilities. Even when Section 508 doesn't apply, many non-federal websites and their video content must still be accessible under other laws such as Section 504 of the Rehabilitation Act of 1973.

Swagit can help meet your accessibility obligations with captioning for live streaming and broadcast events. Whether for your one-off events or longer-term fixed placements, Swagit can provide hands-free support with compliant turnkey live video services.

FEATURES

- Meets FCC mandated ADA requirements for closed captioning
- Hands-free captioning service
- Live and/or on-demand
- Multiple captioning options
- Visible on mobile devices
- Captioning for TV broadcast
- Captioning of archival video
- Dedicated staff to exceed expectations



Captioning Services

Streaming Video Enhancement



Real-Time (Live) Captioning

Swagit can provide real-time captioning for live programming, as well as sync those captions for on-demand usage after the event has come to its completion. Captioning through Swagit can be distributed to both TV and the Web simultaneously, if needed.

- **CaptionLive**

Human Assisted Real-time Transcription (HART); captions are created as an event takes place, utilizing a live transcriber. (Specific captioning appliance required for this service.)

Post-Event (On Demand) Captioning

- **CaptionPM**

Human assisted post-meeting captioning for video on demand, completed and aligned with event video within 4 business days of broadcast.

Additional Captioning Services

- **Speech-to-Text Document**

A basic text file created from spoken words in a meeting audio; does not include non-audio information such as speaker identification or graphic presentations. It is not a word-for-word legal transcript.

- **SwagitSync**

Swagit synchronizes your 3rd-party live captioning transcript with event video for on-demand viewing; completed within 4 business days of broadcast.

Captioning rates are calculated in full hours only, and are based on total length of meeting or event, which includes breaks, closed sessions, and other non-captioned events during that length of time.

Swagit meets FCC mandated ADA requirements for closed captioning.

Specific captioning appliance may be required for these packages and services.




Sound Search™

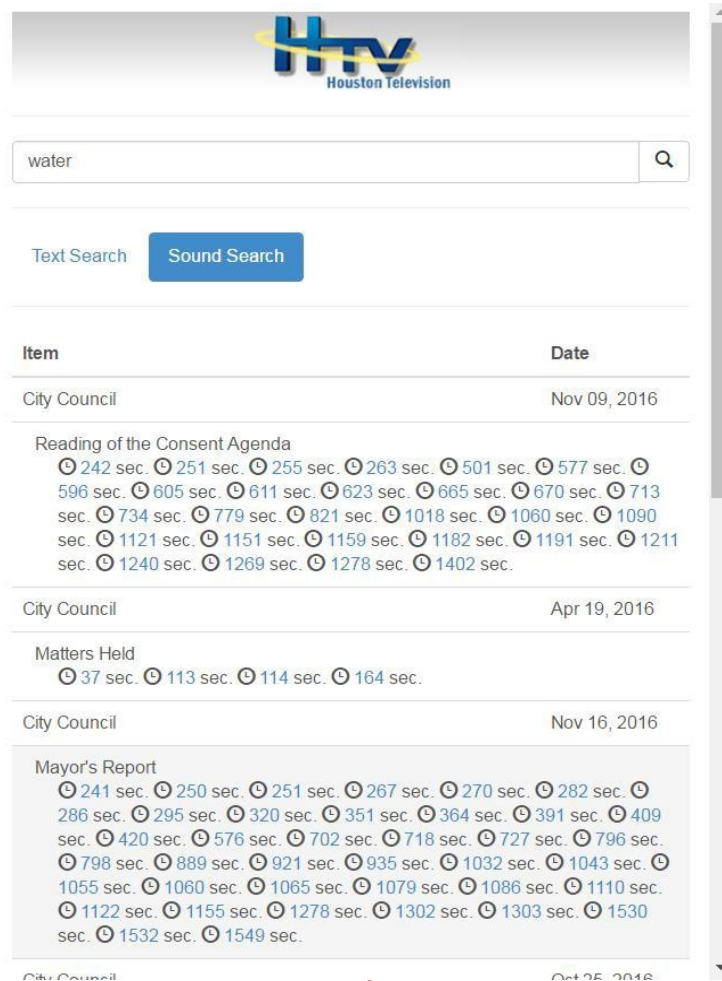
On-Demand Streaming Video Search Enhancement

Swagit’s innovative Sound Search™ dramatically improves the search for specific content in archived videos. A positive search hit for a specific spoken word will take the viewer to the exact location within any meeting that the word or phrase was spoken.

Sound Search™ results are displayed by the date and second mark, and provide a direct “jump-to” link for each instance a searched word or phrase was spoken during meetings. When a search result is selected, the audio/video clip will begin playing several seconds prior to the search result, giving greater context to the result.

Swagit’s focus is on emerging technology and pioneering features like Sound Search™ that enable increased resident engagement.

-  Search results are date- and second-marked
-  Direct “jump-to” link by spoken word
-  Increased resident engagement



Social Media eXstream

Social Live Video Streaming

Instantly stream live your jurisdiction's local events to followers and engage with viewers in real time with Swagit's Social Media eXstream Package. Live streaming is the future growth of social media and has become a part of culture that government can easily use to reach more residents online. Users can watch live broadcasts, whether on PC or mobile device, in a matter of seconds. Social Media eXstream connects your meetings and events with live social platforms such as Facebook Live and YouTube Live.

- Live multi-destination streaming
- Multi-bitrates
- Affordable and simple
- Additional resident accessibility to meetings and events
- Expanded reach and audience growth
- Increased distribution channels

Streaming to social media live platforms can immediately expand your audience and increase distribution channels. For example, Facebook engages your viewers by sending a notification alert to your followers before the stream begins. Residents can then easily connect, interact and follow your event in real time.



REFERENCES

Swagit's government clients throughout the continental United States and Canada include cities, counties, states, school districts, departments, agencies, and councils.

City of Lancaster, Texas

211 North Henry Street, Lancaster, TX 75146

Phone: (972) 218-1300

Live Site: <http://www.lancaster-tx.com/324/Watch-Meetings>

Grand Prairie ISD

2602 S Belt Line Rd, Grand Prairie, TX 75052

Phone: (214) 979-1111

Live Site: <https://www.gpsid.org/domain/4782>

Mansfield ISD

605 East Broad Street, Mansfield, TX 76063

Phone: (817) 239-6300

Live Site: <https://www.mansfieldisd.org/news-events/misdtv-productions>

Desoto ISD

200 E. Beltline Road, Desoto, Texas 75115

Phone: (972) 223-6666

Live Site: http://www.desotoisd.org/board_of_trustees/live_and_archived_video

City of Desoto

211 E Pleasant Run Road, Desoto, Texas 75115

Phone: 404-463-7364

Live Site: <https://www.ci.desoto.tx.us/1517/Archived-Meetings-and-Videos>

Board Room Audio Visual System Upgrade Design Functionality Space Overview:

The project consists of following solutions for the Boardroom upgrade:

Project Overview: Project upgrades the audio and video components within the boardroom's chambers, as well as the control system/control interfaces for the overall project. Content inputs for the room are: 1 HDMI cable-whip at the center-of-dais seat, and 1 HDMI cable-whip at each side table, 1 HDMI for cable-whip at the podium, and 1 HDMI input for an OFE PC. Room's primary video outputs comprised of 2 OFE 75" LED/LCD display mounted behind the dais, 2 OFE 42" LED/LCD displays mounted on columns near the rear of the gallery, and 1 OFE 42" cantilever-mounted display. Each dais and side-table participant receives an OFE tabletop-mounted ~22" display, which also receive the primary video feed or secondary video selection from the control system. Video output also mirrored to the SWAGIT recording and streaming system; the camera feed from SWAGIT's system is also delivered to the rack-mounted OFE PC for client-based video conferencing. Audio pickup occurs through upgraded desktop gooseneck microphones with system-integrated mute status LEDs at the 8 dais locations, 6 side table locations, and a podium-mounted gooseneck microphone. Microphones will be set to push-to-talk. 2 Shure wireless handheld/lavalier combo microphone kit provides an audience or presenter mic, with additional built-in charging features listed below. DSP also include Voice over IP integration, so that SIP telephony, via the ISD's telephone system, can be integrated with the overall audio delivery of the room. Audio integration of the wireless microphone, content audio, and council chambers microphones seamlessly mixed via a digital signal processor that delivers audio to the video production system as well as the array of OFE ceiling-mounted speakers within the council chambers, atop the OFE dais speakers. An additional audio zone for the control room will be integrated through the existing amplifier stack. Recording of 3 separate audio feeds, all audio, VOIP telephone call audio, and video teleconference call audio is also provided; recordings are delivered to solid-state SD cards, as well as can be preset to automatically send to an OFE FTP location that the ISD designates as a delivery point. The control room, center-of-dais chairperson station, and meeting administrator station receive a 10-inch tabletop mounted touch panel system control such as room on/off, display, and content input control and selection; also, audio controls which integrate with the mute-status integration on the tabletop microphones. Project expected to take 5 days of installation with and an overlapping 2 days to commission.

Content Video System: System revolves around an all-in-one digital media presentation and control system, and this integrated solution provides a multitude of both audio and video inputs, matrix routing, and audio signal processing. Solution relies on current industry-standard HD inputs and outputs, while providing backwards-compatible VGA and older video inputs, atop new vendor-format neutral HD-BaseT inputs and outputs. These capabilities deliver the functions of 4 separate systems in one solution which also future-proofs the room from major upgrades to this critical component, as only the satellite input transmitters or receivers would require an upgrade should industry standards change in the future. 1 HDMI cable-whip at the center-of-dais seat, and 1 HDMI cable-whip at each side table, 1 HDMI for cable-whip at the podium, and 1 HDMI input for an OFE PC. Of note, the HDMI cable-whip input cables include an attached universal digital input adapter ring, allowing virtually any device brought into room to connect to system, converters included on ring are: Mini Display Port (newer Dells and all Mac laptops), Micro HDMI, Mini HDMI, DVI, Display Port, and USB-C; ensuring that nearly any digital input used as of 2019 may be connected to the system.

Room Video Outputs: For gallery viewing, content outputs to 5 displays. 2 OFE 75" LED/LCD display mounted behind the dais, 2 OFE 42" LED/LCD displays mounted on columns near the rear of the gallery, and 1 OFE 42" cantilever-mounted display. Also, content also delivered to the OFE 22" tabletop mounted displays at each dais/side-table locations, on a separate output so that dais display selections are separate from the gallery selections, when desired. System also sends a mirrored content output to the SWAGIT recording and streaming system. Camera feed, from the SWAGIT system is sent to the OFE rack-mounted PC via and HDMI-to-USB av-bridging device, allowing camera feed to the OFE PC's client-based video teleconferencing software.

Audio System: Audio pickup occurs via table-top mounted gooseneck microphones/1 podium-mounted gooseneck microphone, system integrated to reflect mute status (green unmuted, red muted), and to allow for administrator control of muting/function of microphones from control panel. This allows microphone administration and control from the control touchpanel (which will be reflected by the LED status indicator), as well as from the gooseneck's desktop mount switch which will be set in push-to-talk mode. Two Shure SM58 wireless handheld/lavalier combination kits microphones provide additional audio input for the room, and include a recharging base and battery kit to eliminate the need to worry about batteries before meetings. Within the council chambers, audio outputs in zones; 1 feed is integrated to the OFE ceiling-mounted speakers in the control rooms, a second feed will be integrated to the OFE ceiling-mounted speakers within the gallery, and an additional feed will be sent to the OFE dais audio speakers. Audio output mirrored to the SWAGIT recording and streaming system, as well as AV-bridged to the OFE PC for client-based video teleconferencing, atop being SIP-integrated for VOIP telephony calling. Recording of 3 separate audio feeds, all audio, VOIP telephone call audio, and video teleconference call audio is also provided; recordings are delivered to solid-state SD cards, as well as can be preset to automatically send to an OFE FTP location that the ISD designates as a delivery point. All audio functions/tuning/feedback suppression all controlled via an integrated digital signal processor stack, with commissioning including pinking, tuning, balancing, and feedback suppression of room to ensure pristine audio that "just works".

Control System: Control achieved through the previously mentioned 10" touchscreens placed at the control booth, meeting administrator's seat, and chairperson station. Each touch panel will operate independently, but will provide a simple, intuitive easy-to-use interface that provides room control via fully automated system on/off macros, content selection inputs and control, as well as individual display control. System on features places the room in a known-good startup configuration with all inputs, microphones, and audio reset to a pre-arranged standard so that the system "just works" when turned-on. Secondary pages on the touch panel provide the microphone administration with the system's integration providing the tabletop and podium microphones reflection of the mute status chosen from control system via the microphone's built-in LED status indicator (red = muted microphone, green=open microphone). Also, content audio control and mute, room audio control and mute, and production feed audio and mute are all present on this touch panel, along with audio recording features for the 3 separate recording streams. Additionally, the dais chairperson station's touch panel will have mute-all and mute-podium buttons for rapid control of all non-chairperson stations on the primary page.

A/V Rack and Cable Management: Equipment stored in the existing ~40RU rack in control room, with all cable to/from the dais extended over existing conduit and runs.

Additional Features Included in Total:

Parliamentary Microphone Management System: Control system upgraded to provide the ability to toggle the dais microphones between a request-to-speak (RTT) and the standard push-to-unmute (PTT) feature, with the mic LED ring reflecting the status of the microphone's mute status, as well as the local 5" touch panel providing mute/unmute and request functions to the end-users. This system is operated via 5" touch panels, on a tabletop mount, at each of the dais seats and controlled from a 7" touch panel at the mayor's station, and the two existing 10" control touch panels. This interface allows the seat's user to request to speak, cancel the request to speak, as well as delivers visual indication of whether the mic is open or muted. This feature-rich microphone/speaker management system module allows administrators to name each seat with a user-friendly descriptive name, and change when need-be, through a sub-page within the control system. Main control interactive control panels feature an additional control interface page which includes a visual representation of each seat, which can be muted/unmuted without request, as well as a bubble-list of incoming requests (listed as the descriptive text for each named seat), which the mayor or meeting administrator may change the order of, reject the request, or promote to an open-mic status. To mute a current speaker, the Judge or Clerk may cancel the open mic slot, which therefore mutes the seat, or promoting another speaker to the open mic slot automatically removes the current speaker, placing that seat into a muted state. At the council table seats, the 5" show buttons named "Request to Speak", "Cancel Request", "Mute/Unmute", "Mic Open", and "Mic Closed". Also, the Shure gooseneck microphone bases will no longer be able to toggle their mute status from the built-in buttons when in request-to-speak mode. By default, the "Request to Speak" button will be illuminated, and the "Mic Closed" button will be illuminated, (with the other three buttons dark) reflecting the standard state of the seat, which is muted, with the ability to request to speak. Also, the tabletop microphone's LED indicator will be red to reflect that it's muted. Upon pressing "Request to Speak", the pressed button changes color to green to reflect an active request being sent to the queue, and the "Cancel Request" button illuminates red. If the user presses the "Cancel Request" button, their place in the queue's list is removed, the "Cancel Request" button goes dark, and the "Request to Speak" button returns to white. Upon the promotion of the seat to an open-microphone status OR if the mayor directly unmutes the seat, the "Request to Speak" button goes dark, "Cancel Request" remains red, the "Mute/Unmute" button turns green, while the "Mic Open" button turns green to provide further indication that the microphone is unmuted. While the seat has speaking privileges, the user may mute their mic at the touchpad by pressing the illuminated "Mute/Unmute" button, which toggles green and red to indicate its status (the microphone's built-in LED also changes color to reflect mute status); pressing mute at this stage does not relinquish assignment of the mic, but provides the ability for privacy should the need arise. Pressing "Mute/Unmute" afterwards will unmute the mic, and return the button's status to green. Upon the mayor promoting another speaker to the active microphone status, or manually muting that seat's mic, the control pad and microphone's LEDs will return to the default stat listed above.

Voting System: The same 5” touch panels described in the request-to-speak system above, also deliver voting functions to each dais set. To vote, when the main control stations at the mayor’s seat or other two 10” touch panel locations activate a vote, a voting page appears on each of the 5” touch panels, where voting members of the council can choose, Yes, No, Abstain, and Record Vote (which finalizes the vote choice into the system). When ready, the person administering the vote then chooses “End Vote” on the main touch panel, which will record each seat’s response, and tally the Yes, No, Abstain, and No Vote/Absent responses. The results are then sent to a graphics-generated output for view on the room’s displays, as well as the SWAGIT video production feed, until “End Display of Results” is pressed on the main touch panel. Upon vote completion, the 5” touch panels return to their normal mic-control request-to-speak display.

Approach:

Installation: Turnkey installation provided for project, with a professional project manager guiding pre-installation tasks, installation tasks, commissioning tasks, and handover to the service team. All cabling and system mounts included in pricing, with directly requested hardware, software, and licenses also delivered during installation. Visionality will place a lead technician onsite during the project, who along with Visionality’s project manager, will manage communication, project progress, and issues. Project expected to take 4 days of installation with and an overlapping 2 days to commission.

COST SUMMARY

Hardware and Setup – TIPS Cooperative Purchasing No. 190703

Hardware & Setup for Avior™ Hands Free Directing Broadcast System		
Item & Description	Product No.	Up-Front Cost
Avior™ PRO Remote Broadcast Camera System – Four-Camera Solution	A-104	\$ 44,768.75
AVIOR Pre-Assembly & Install	APAI-101	\$ 4,037.50
Total One Time Cost:		\$ 48,806.25

Swagit Annual Managed Services			
Item & Description	Unit Cost	Qty	Annual Cost
Avior™ + EASE™ 15 Hands-Free Services <ul style="list-style-type: none"> Up to 15 hands free remote directed meetings annually Includes Live Stream and Archiving Includes EASE™ 50 meeting hands free indexing Includes Zoom/Webex/Teams integration 	\$ 1,325.25	12 mos.	\$ 15,903.00
Total Annual Service:			\$15,903.00

Live Captions Equipment and Setup		
Item & Description	Product No.	Up-Front Cost
CaptionPrime™ Streaming Appliance	E-104	\$ 15,665.50
Advanced Caption Encoder/Decoder	E-105	\$ 11,105.50
EASE™ Setup and Deployment	SE-101	\$ 1,337.60
Total One Time Cost:		\$ 28,108.60

Swagit Annual Live Captioning Services			
Item & Description	Unit Cost	Qty	Annual Cost
CaptionLive 15 Annual Service <ul style="list-style-type: none"> Up to 15 live caption meetings by human transcription annually Based on 4-hr meeting duration (60 live caption hours annually) Includes downloadable and searchable transcripts 	\$ 912.00	12 mos.	\$ 10,944.00
Total Annual Service:			\$10,944.00

STREAMING SERVICES AND CAPTIONING

Item & Description	Unit Cost	Qty	Yearly Cost
CaptionPrime Streaming Appliance	\$ 15,665.50	1	\$ 15,665.50
Standard Caption Encoder/Decoder	\$ 6,450.50	1	\$ 6,450.50

STREAMING SERVICES AND CAPTIONING

Item & Description	Unit Cost	Qty	Yearly Cost
CaptionLive 15 Captioning-Spanish <ul style="list-style-type: none"> • Up to 15 captioned meetings for Video on Demand • 4-hour meeting duration • Available 2-4 days after live meeting ends 	\$ 1,045.00	12 mos	\$ 12,540.00

Swagit Package Overages and Add-On Features

Item & Description	Cost
Additional Indexed Meetings	\$ 182.40 / meeting
Additional Remote Switched Meetings	\$ 313.50 / meeting
Additional Closed-Captioned Meetings	\$ 182.40 /event hr.
Sound Search™- Search based on the spoken word	\$ 2,565.00 / year
Social Media eXstream – Facebook Live and/or YouTube Live support	\$ 1,591.25 / year
Extended Warranty Coverage for Encoders/Streaming Appliance (Max 2 years)	\$ 2,810.00 / year

LANCASTER ISD BOARD CHAMBERS AV UPGRADE

Visonality Audio/Visual Equipment & Installation

Item & Description	Qty.	Up-Front Cost
A/V Equipment and Video Conference Equipment <ul style="list-style-type: none"> • Includes Microphones, Displays, Speakers, Switchers, Touch Panels, and etc. 	1	\$ 55,446.32
Room Cabling and Materials	1	\$ 4,892.04
Project Professional Services and Programming	1	\$ 11,430.00
Installation, Integration, and Commissioning Service	1	\$ 23,049.25
Total One Time Cost:		\$ 94,817.61

Visionality Integrated Voting System and RTS for Board Members		
<i>Item & Description</i>	<i>Qty.</i>	<i>Up-Front Cost</i>
Visionality Integrated Voting System Includes: <ul style="list-style-type: none"> • 8 x 5" Tabletop Mounted Touch Screens for RTS (Request to Speak) and Voting • 1 x 7" Tabletop Mounted Touchscreen for Chairperson Control of Mics and Voting Programming for Voting System 	1	\$ 27,660.00
Total One Time Cost:		\$ 27,660.00

Visionality Integrated Voting System and Request to Speak for Board Members		
<i>Item & Description</i>	<i>Qty.</i>	<i>Up-Front Cost</i>
Silver Level Coverage <ul style="list-style-type: none"> • Provides Coverage needed to fulfill customer's basic service requirement 	1	\$ 3,873.51
Total One Time Cost:		\$ 3,873.51



Investment- Streaming Video/Captioning

QTY	Item Description
4	HD PTZ Camera
4	Camera Power Connectors
4	Camera Mounts
4	Sony- EVI DS-Cable- to daisy chain cameras
1	EASE-C
1	BM Studio HD Live Production Switcher with Multi-View Monitor
1	BM HyperDeck Studio Mini with SD cards
1	Mini Converter SDI Distribution and Bi-Directional HDMI
1	Avior Control Software
1	PDU Remote Power Switch and Management including Battery Backup
1	Control Monitors
1	Presentation Converter/Scaler
1	CG for Video Graphics/Titles Overlay
1	Cables, Connectors, Converters, 16U Rack and Hardware necessary for installation
2	Swagit CaptionPrime Streaming Appliance
1	Advanced SDI CC Encoding Hardware
1	Standard Caption Encoder
1	Visionality Audio Video Equipment
1	Visionality RTS Voting System

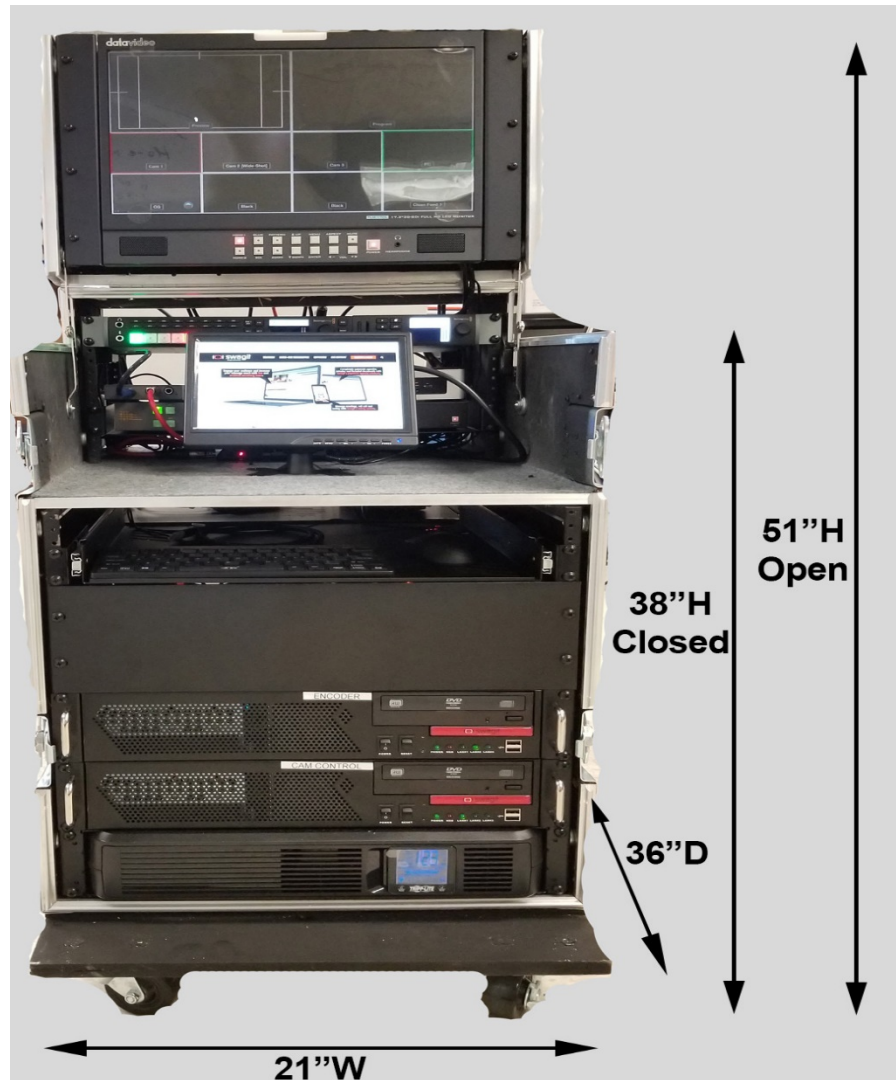
Package Overages and Add-On Features

Item & Description	Cost
Additional Indexed Meetings	\$ 182.40 / meeting
Additional Remote Switched Meetings	\$ 313.50 / meeting
Additional Closed-Captioned Meetings English	\$182.50 / event hr.
Additional Closed-Captioned Meetings Spanish	\$209.00 / event hr.

Additional indexed and directed meetings over 15 per year with English and Spanish Captions with a duration of 4 hours – \$2,061.90 per meeting.

Investment- Streaming Video/Captioning

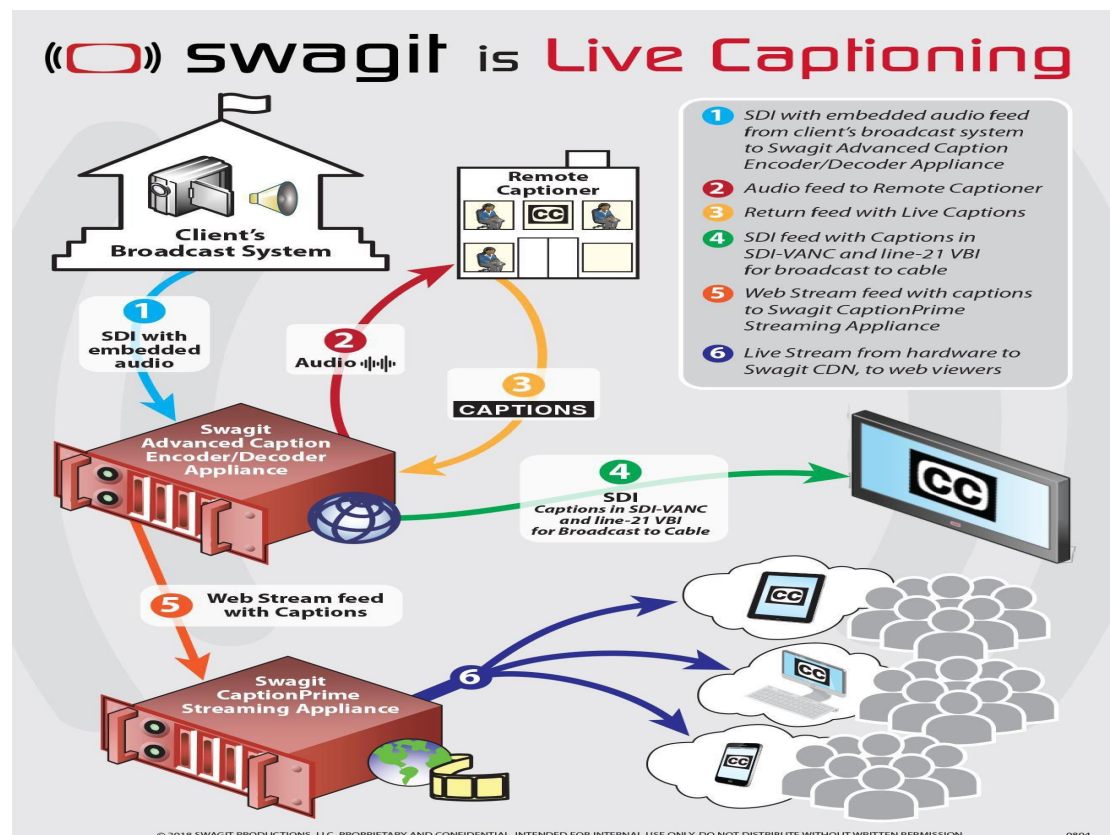
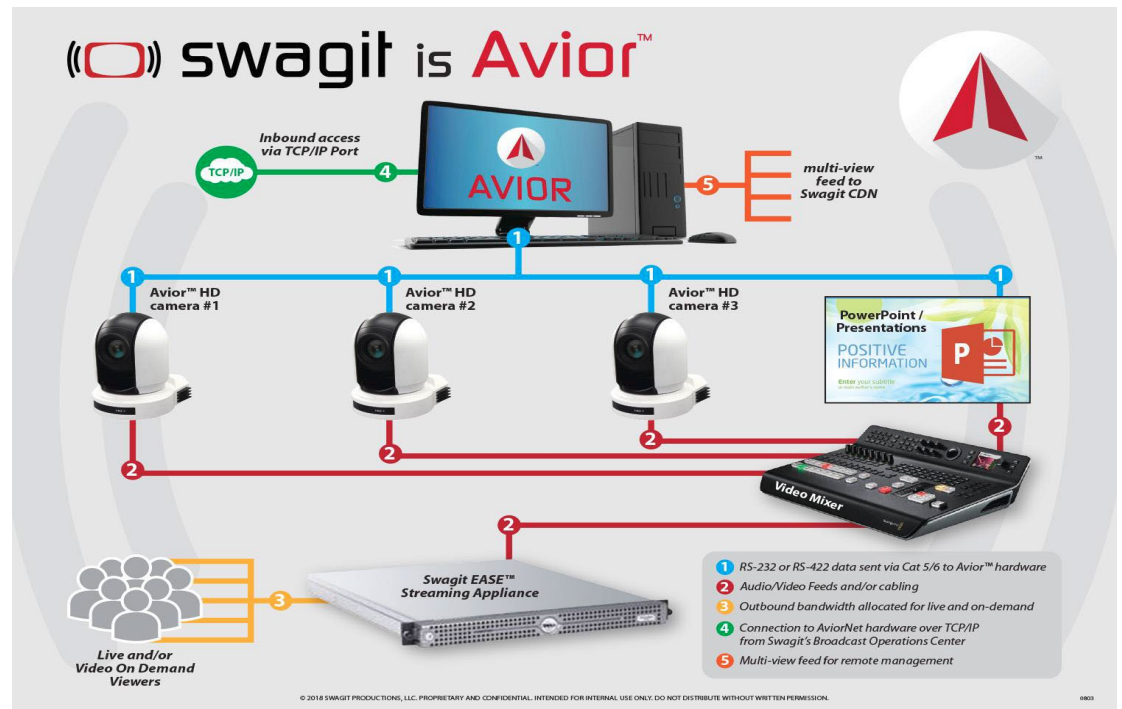
Broadcast System- Avior Broadcast System (Below)



4 Cameras Installed in Board Room



Investment- Streaming Video/Captioning



Investment- Audio Visual Equipment and Voting

Video Conference Equipment



3 Control Panels

- Meeting Administrator
- Center Dais Seat
- Control Room

1 x 10" Control Touch panel, Side Table Meeting Administrator Seat

1 x 10" Control Touch panel, Dais Center Seat

1 x 10" Control Touch panel, Control Room

Audio System

Multichannel Digital Signal Processor 1 x Multichannel Digital Signal Processor with VOIP Integration



15 Total Wired Microphones, 2 Wireless Mics

1 x Microphone Control Integration Kit

Audio Inputs

Dais Microphones - 8 x Wired Desktop 15" Gooseneck Microphones with System Integrated LEDs

Side Table Microphones- 6 x Wired Desktop 15" Gooseneck Microphones with System Integrated LEDs

Podium Microphone- 1 x Wired Mounted 15" Gooseneck Microphones with System Integrated LEDs

2 x Shure QLXD Handheld Wireless/Lavalier Combination Kits

1 x Rechargeable Kit for QLXD Series Mics

Investment- Audio Visual Equipment and Voting

Voting Panels (9 Total)

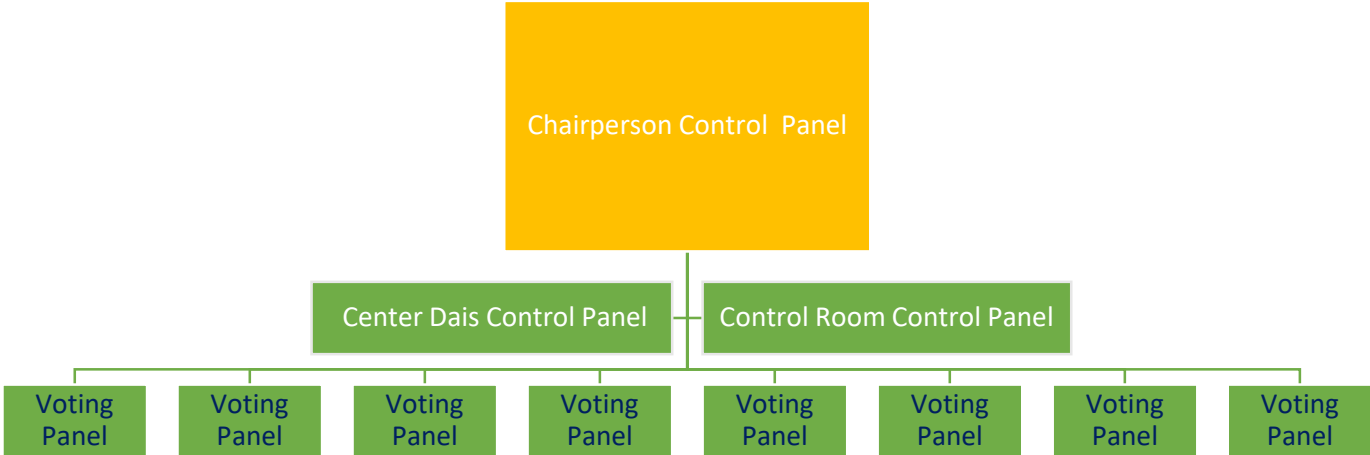


Integrated Voting System and Request to Speak for Board Members

- 8 x 5" Tabletop Mounted Touchscreens for RTS and Voting
- 1 x 7" Tabletop Mounted Touchscreen for Chairperson Control of Mics and Voting Programming for Voting System

Service Warranty

1 VS-SLS-1 Silver level provides the coverage needed to fulfill a customer’s basic service requirement.



D. Discuss and take possible action on the settlement of the Voluntary Settlement Agreement and Release (VSA), dated November 9, 2020, between Lancaster ISD and Dr. Elijah Granger and consider the cost of litigation paid to the O'Hanlon, Demerath and Castillo law firm from November 2020 to April 25, 2021 and potential attorney's fees if future litigation is warranted.

E. Discussion and possible approval of a resolution in reference to ESSER Funds being retained by the State of Texas - (G4)

161



Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 4/29/2021

Category: Action Item

Item Name: Discussion and possible approval of a resolution in reference to ESSER Funds being retained by the State of Texas - (G4)

Related Goals (District and/or Strategic): Goal 4: Improve Internal and External Communication

Currently Budgeted? Yes No No Budgetary Impact
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Board of Trustees

Presenter and District Contact: Board of Trustees

Explanation: This resolution is asking the state to release the ESSER funds to the district.

Intended Audience: Stakeholders

Impact or Expected Outcome: The state will eventually release ESSER funds to the district.

Recommendation: Approval

Fiscal Implications and Funding Source: The hope is that the district will eventually receive the funds.

Frequency Monitored: Ongoing

Projected Start Date: TBD depending on when funds are released

Projected Completion Date: TBD

TV



Resolution Regarding ESSER Funds Allocated to LISD



The district is asking that ESSER funds be released to Lancaster ISD.



Questions





**BOARD RESOLUTION REGARDING ESSER FUNDS ALLOCATED TO
LANCASTER INDEPENDENT SCHOOL DISTRICT**

WHEREAS, the Federal Government has allocated CARES Act Elementary and Secondary School Emergency Relief (ESSER II and III) funds to Texas under Section 18003 of the Cares Act;

WHEREAS, the State of Texas has received these funding allocation amounts that are intended to supplement the needs of Texas school districts as they support the unfinished learning and social-emotional needs of the students we serve;

WHEREAS, local education agencies in other states have already received their allocations and planning amounts and Texas has yet to allocate these funds to local education agencies to allow for planning and budgeting to address unfinished learning for the children of Texas;

WHEREAS, Lancaster ISD has purchased Personal Protective Equipment and supplies to ensure social distancing; allocated resources to provide equitable instruction to both in person and virtual students; provided additional professional learning to support teachers as they accelerate and personalize instruction to all students; and extended leave days to accommodate staff affected by COVID-19;

WHEREAS, the needs of Texas' schools and its children are of paramount concern to both the people of Texas and the long-term economic and cultural aspects of both the future of our State and our Nation;

WHEREAS, the People of the United States of America have proven their exceptionalism time and time again to the world and the People of Texas have continually proven their exceptionalism both to the world and to all of the other States in the Union who continue to look to Texas for bravery, integrity and leadership;

WHEREAS, the Great State of Texas will only continue to maintain its greatness, exceptionalism, cultural uniqueness, and economic edge with a high-quality workforce and educated citizenry through a continued statewide commitment to quality public education for all;

WHEREAS, each State shall make allocations to local educational agencies in an expedited and timely manner and, to the extent practicable, not later than 60 days after the receipt of such funds;

WHEREAS, there has been a delay of the allocation of these funds and the initial discussions indicating these funds will supplant funds already designated for districts rather than supplementing the funds local education agencies should already receive and are entitled to for the purpose of addressing unfinished learning;



WHEREAS, there is discussion about how the Texas Education Agency may add additional requirements above and beyond the Federal guidelines related to allowable partners and technical assistance providers with which local education agencies can utilize these funds;

WHEREAS, local government is more efficient, effective, and responsive to its citizens than state government or regulators from Austin, yet state government and regulators continue to erode the traditional local control of Texas public school districts to the detriment of Texas students, teachers, administrators, parents, taxpayers, board members and local school districts statewide;

BE IT RESOLVED that the Board of Trustees of the Ector County Independent School District respectfully asks, and recommends, that Governor Greg Abbott, the Texas Legislature, and the Texas Education Agency ensure all supplemental funds allocated from the Federal Government flow directly to local education agencies without additional restrictions beyond what the Federal Government has stipulated:

- The Texas Education Agency utilize these funds to supplement funding to school districts;
- The Texas Education Agency does not supplant and provide these funds in place of funds already due to districts through the Foundation School Program and Available School Fund; and
- The Texas Education Agency does not attach additional restrictions and extend their control in place of local control on how these funds can best be utilized in districts across the state with such diversity.

Approved unanimously by the Board of Trustees of the Lancaster County Independent School District on Thursday, April 29, 2021.

Marion Hamilton, Board President

ATTEST

Ty G. Jones, Board Secretary

9. Recess to Closed Session

As authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551 Tex. Gov't Code: §551.071 (Legal advice with school attorney), §551.072 (Deliberation regarding real property), §551.074 (Personnel matters), and §551.076 (Deliberation regarding security devices or security audits).

A. Discussion of Employment Contracts for the 2021-2022 School Year - DCA(LEGAL and LOCAL), DCB(LEGAL and LOCAL), DCE(LEGAL and LOCAL)-(G1) 168



Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 4/29/2021

Category: Closed Meeting

Item Name: Possible approval of the Employment Contracts for the 2021-202 School Year.

Related Goals (District and/or Strategic): Goal 1: Improve Student Performance

Currently Budgeted? Yes No No Budgetary Impact
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Pamela Brown

Presenter and District Contact: Shemeka Millner-Williams

Explanation: The board is being presented with the employment contracts for next school year.

Intended Audience: Stakeholders

Impact or Expected Outcome: District employees will have employment contracts for next school year.

Recommendation: Approval

Fiscal Implications and Funding Source: Funds exist in current budget

Frequency Monitored: Ongoing

Projected Start Date: 2021-2022 School Year

Projected Completion Date: End of 2021-2022 School Year

TV

B. Discussion of the Superintendent's recommendation for Assistant Director of Athletics/Head Football Coach - DC(LEGAL and LOCAL) - (G1)

170



Lancaster ISD Board Agenda

Meeting Type: Regular

Meeting Date: 4/29/2021

Category: Closed Meeting

Item Name: Possible approval of the Assistant Director of Athletics/Head Football Coach

Related Goals (District and/or Strategic): Goal 1: Improve Student Performance

Currently Budgeted? Yes No No Budgetary Impact
(If Yes, description provided under Fiscal Implications.)

Attachments: Yes No

Primary Contact Person: Pamela Brown/Beverly Humphrey

Presenter and District Contact: Shemeka Millner-Williams

Explanation: A recommendation has been made for the Head Football Coach/ Asst. Director of Athletics.

Intended Audience: Stakeholders

Impact or Expected Outcome: The district will fill this position upon board approval.

Recommendation: Approval

Fiscal Implications and Funding Source: Funds exist in current budget

Frequency Monitored: Ongoing

Projected Start Date: As soon as possible

Projected Completion Date: N/A

TV

10. **Reconvene in Open Session**

Consider and take possible action on Items Discussed in Closed Session:

A. Possible action on the approval of Employment Contracts for the 2021-2022 School Year - DCA(LEGAL and LOCAL), DCB(LEGAL and LOCAL), DCE(LEGAL and LOCAL)-(G1)

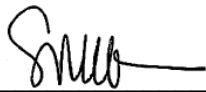
B. Possible action on the approval of the Superintendent's recommendation for Assistant Director of Athletics/Head Football Coach - DC(LEGAL and LOCAL) - (G1)

11. **Board Report**

A. Announcement of Board Members Continuing Education Credits- BBD(LEGAL)-(G4)

12. **Adjournment**

This notice was posted in compliance with the Texas Open Meetings Act on Monday, April 26, 2021 at 6:00 p.m.



**Shemeka Millner-Williams,
Interim Superintendent of Schools**



**Marion F. Hamilton, MBA-MHA
Board President**