

**Medina Valley Independent School District
Board of Trustees
Regular Meeting on Monday, January 26, 2026 at 6:00 PM
Medina Valley ISD Central Office Board Room**

A Regular Board Meeting of the MVISD Board of Trustees was held on Monday, January 26, 2026, beginning at 6:00 PM at/on Medina Valley ISD Central Office Board Room.

I. First Order of Business

- A Call Meeting to Order
- B Establish a Quorum
- C Pledge of Allegiance to the Flag followed by a Moment of Silence

II. Student/Staff Recognition

- A School Board Appreciation

III. Public Comment

At Regular Board Meetings the Board shall permit public comment on any topic. At all other Board Meetings public comments will be limited to items on the agenda posted with the notice of the meeting. Consistent with Board Policy BEC (Local), when necessary for meeting management, the following will apply: When 1 to 3 individuals sign up to address the Board, they will each be given 5 minutes. When 4 to 6 individuals sign up to address the Board, they will each be given 3 minutes. When 7 or more individuals sign up to address the Board, they will each be given 2 minutes.

IV. Announcements/Communications/Presentations

- A Board Committee Reports
 - Finance Committee
 - Construction Committee
 - Safety & Security Committee
 - Curriculum Committee
- B Construction Briefing 3
 - Creek View High School
 - Medina Valley High School Ag/JROTC Building
 - Medina Valley ISD Middle School #3
 - Medina Valley ISD Elementary #7
- C Financial Briefing 11
 - General Fund Financial Statement
 - Child Nutrition Financial Statement
 - Debt Service Fund Financial Statement
 - Bond 2023 Capital Projects Report
 - Bond 2024 Capital Projects Report
- D Superintendent Briefing 17
 - Student Achievements
 - Staff Achievements
 - District Enrollment Numbers

V. Discussion and Possible Action Items

- A Consider Approval of Consent Agenda Items 25
 - Minutes for Regular Board Meeting on December 18, 2025
 - TASB initiated Board Policy Update 126 affecting Local Policies BE, BED, CJ, CJA, CLE, CQB, CQD, CSA, CV, DBD, DEC, DFBB, DH, EEP, EFA, EHBAF, EIA, FA, FEF, FFAC, FFB, FFF, FFG, FO, and GKA
 - Laptops Purchase
 - Chromebooks Purchase
 - Interactive viewboards
 - ERate category 1 contract award
 - ERate category 2 contract award
- B Consider Approval of a Board Resolution adopting a period of prayer and reading of the Bible or other religious text on each school day and at every campus for students and employees pursuant to SB 11 154
- C Consider Approval of a 1 year extension to the contract with ABIP for Auditor Services 156
- D Consider Approval of a Medina Valley Independent School District Order Calling a Trustee Election for the 2 At-Large Positions and SMD #5, to be held in the May 2, 2026 General Election 165
- E Consider Approval for purchase of Police Department Vehicles 170
- F Consider Approval of the 2026-2027 Academic Flex Calendar 173
- G Consider Approval for purchase of Portable Buildings 175

VI. Closed Session

- A Consultation with Attorney (TX Govt. Code Section 551.071) 1

B Personnel Matters: Resignations, Retirements, Leaves of Absence, Reassignments, New Employment, New Personnel Position, Duties/Responsibilities of Employees (TX Govt. Code Section 551.074)

C Considering the deployment, specific occasions for, or implementation of, security personnel or devices (TX Govt. Code Section 551.076 and 551.089)

D Deliberation Regarding Real Property (TX Govt. Code Section 551.072)

VII. Continued Discussion and Possible Action Items

A Consideration of future meeting dates

VIII. Adjournment

(Items do not have to be taken in the same order as shown on the meeting agenda.)

Medina Valley ISD

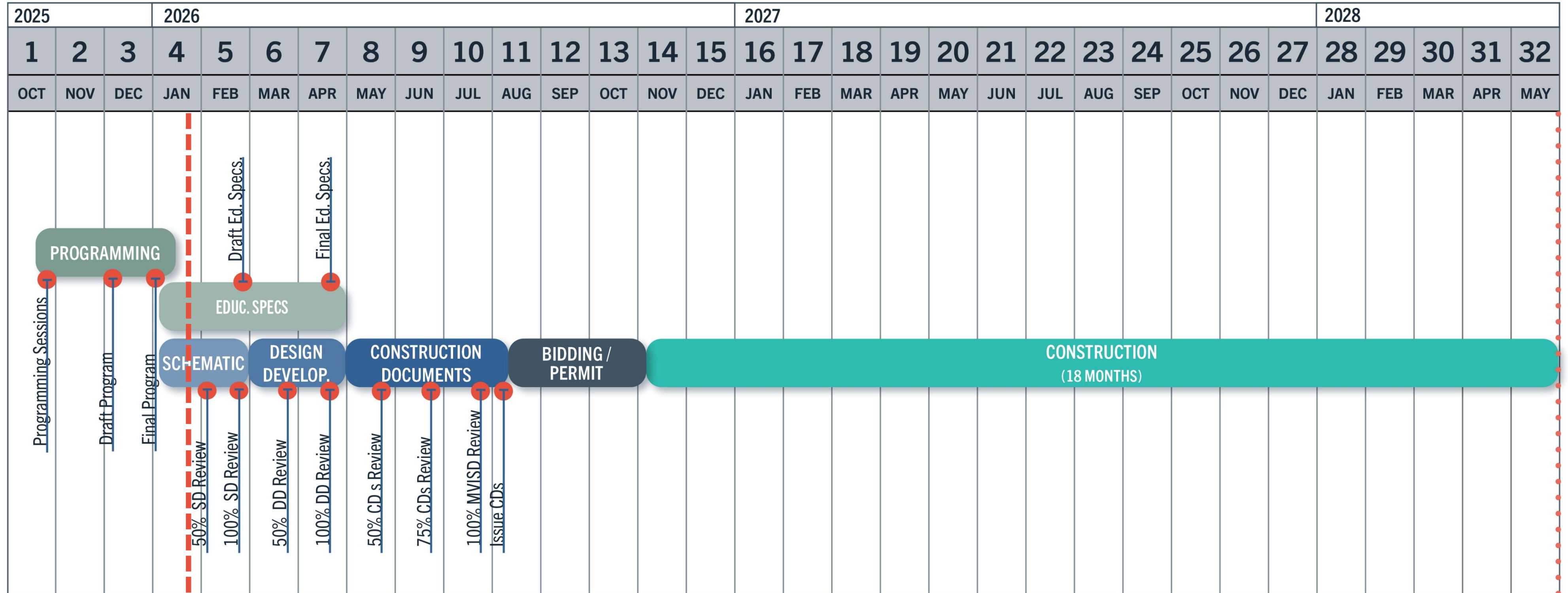
Elementary School #07

Project Update
January 26, 2026



OVERALL PROJECT SCHEDULE

You Are Here



PROGRAMMING PARTICIPANTS:

Medina Valley ISD

Dr. Scott Caloss
Crystal Hermesch
Brandi Hendrix
Rafael Barajas
Mark Suehs
Jason Migura
Doug Wozniak
Steve Conrad
Amy Millis
Tobie Kennedy
Brenda Estrella
Audrey White
Selena Viera

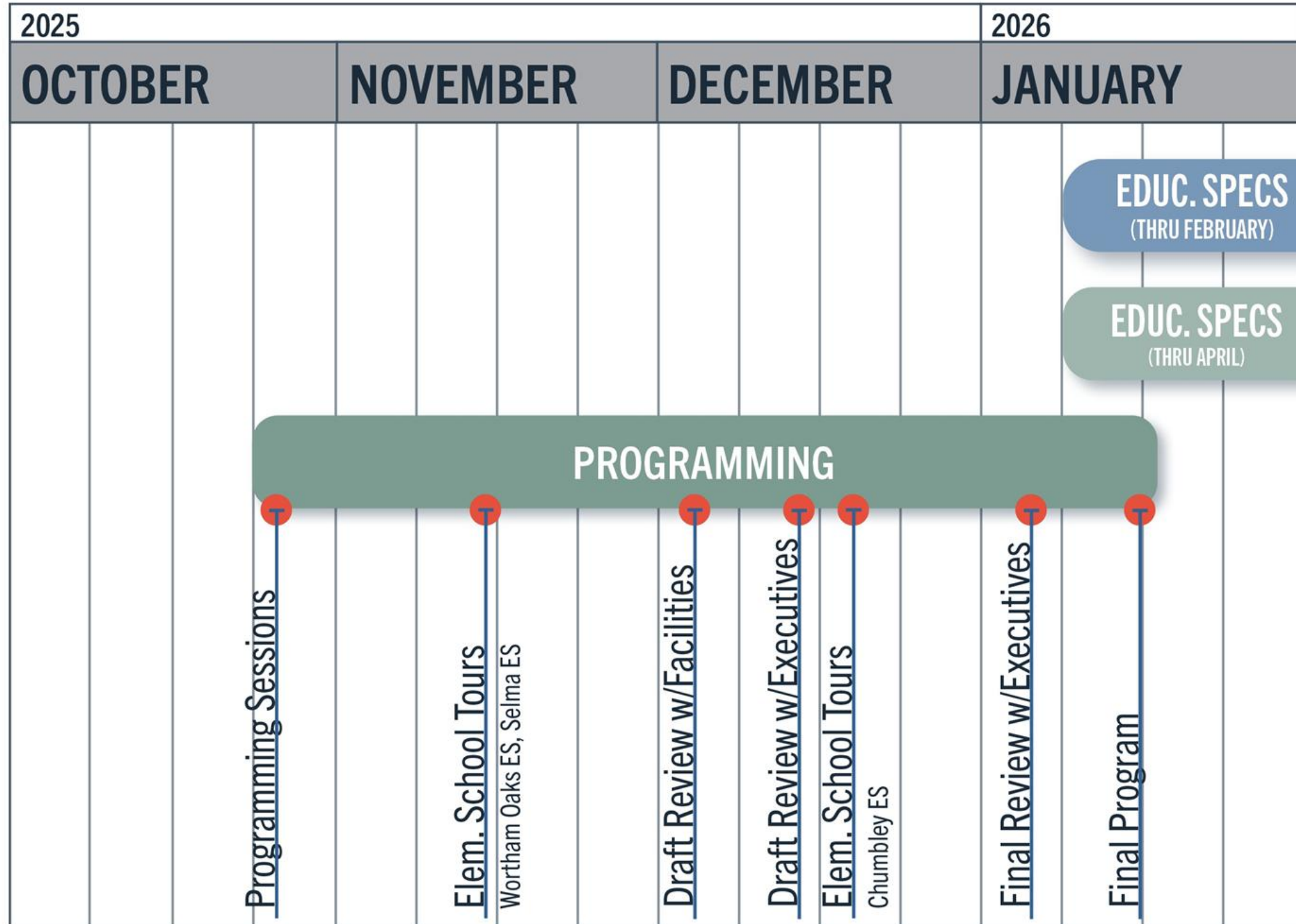
Alamo Architects

Jerry Lammers
Nicki Marrone
Lindsay Oppelt
Mark Morin

PROGRAMMING GOALS:

- 1. Determine best program for new elementary school using lessons learned from Silos Elementary*
- 2. Review other precedents for ideas*
- 3. Be judicious with program square footage to align with budget*
- 4. Plan for future growth and flexibility*

PROGRAMMING PHASE DETAIL



2025/10/23 - Programming Session #1

2025/10/24 - Programming Session #2

2025/10/27 - Programming Session #3

2025/11/14 - Tours: Selma Elementary, JISD
Wortham Oaks Elementary, JISD

2025/12/05 - Draft Programming Review with Facilities

2025/12/12 - Draft Programming Review with Executive Staff

2025/12/17 - Tour: Chumbley Elementary, NISD

2026/01/13 - Final Programming Review

FINAL PROGRAMMING DOCUMENT

MVISD ELEMENTARY SCHOOL #7

Medina Valley Independent School District

Alamo Architects

PROGRAM FINAL_2026-01-13

850 Students

ES#7: REVISED PROGRAM

DEPARTMENT	QUANTITY	AREA (Net SF)	TOTAL (Net SF)	PROGRAM NOTES
ADMINISTRATION				
Secure Vestibule	1	160	160	
Receptionist	1	220	220	
Lobby/Waiting	1	250	250	To be incorporated into Reception w/ controlled entry both from Secure Vestibule and into School
Principal	1	200	200	Prefer to connect principal to Conference for direct access
Vice Principal	2	200	400	
Admin Assistant	1	125	125	
Safety Officer	1	125	125	
PEIMS (Public Edu. Info. Mngmt. Sys.) & Attendance	1	200	200	
Counselor	2	200	400	
Social Worker Office	1	125	125	With Counselors/Admin
ISS	1	70	70	
Admin TRs	1	80	80	
Wellness (Mother's Room, Health)	1	60	60	
Nurse w/ TR	1	400	400	
ISO	2	100	200	
Conference Room	1	450	450	
Vault	1	125	125	
Admin. Workroom	1	125	125	
Admin. Storage (Main Corridor)	1	175	175	
Teachers Lounge	1	400	400	Two fridges
Teacher Workroom	1	400	400	
Teacher Workroom TRs	2	70	140	
Teacher Workroom	1	300	300	
ARD Conference (Admission, Review, Dismissal)	1	300	300	Campus Coordinator to Office within Room
Professional Learning Communities (PLC)	1	450	450	Teacher Planning & Collaborative space (12-15 people). Two Instructional Coaches to Office within Room
Net Administration SF			5880	
LIBRARY				
Library	1	3050	3050	Exterior library access would be beneficial; Provide sound separation; Hub for Maker Space with station for each Lower House and Upper House
Storytelling	1	300	300	
Office/Workroom Combined	1	250	250	3-D Printer
Media/Teacher Resource	1	200	200	AV activities like morning announcements plus teacher resource
Book Storage	1	260	260	
Net Library SF			4060	

DEPARTMENT	QUANTITY	AREA (Net SF)	TOTAL (Net SF)	PROGRAM NOTES
KITCHEN & CAFETERIA & PLATFORM				
Cafeteria	1	4500	4500	
Serving Lines	1	750	750	Would like direct access to courtyard for students and for parent/student lunches; Maximize student lunch service numbers
Custodial Closet (Serving & Cafeteria)	1	135	135	Open with folding grilles
Kitchen (Inc. Scullery)	1	1330	1330	
Dry Storage	1	300	300	
Refrigeration Storage	1	130	130	
Freezer	1	200	200	
Office	1	150	150	
Staff (Locker Room)	1	65	65	
Toilet Room in Locker Room	1	70	70	
Platform	1	890	890	
Platform Ramps (Caf./Platform/Music & Art)	1	330	330	
Storage	1	175	175	
After School Storage	1	65	65	
Student TRs	2			Included with Grossing
Custodial Closet	1			Included with Grossing
Net Kitchen/Cafeteria & Platform SF			9090	
GYMNASIUM				
Gymnasium	1	6200	6200	Reduce Court to 50'x74'; Bleachers to be FFE item
Office w/ TR (includes shower)	1	270	270	
Equipment Storage	1	325	325	
Restrooms	2	70	140	
Drinking Fountains (TR Vestibule)	1	100	100	
Net Gymnasium SF			7035	
GENERAL CLASSROOM AREAS				
Pre-K Classroom (Inc. TR w/in CR)	5	900	4500	Prefer PK/K/1st grade kids to be closer to the playground and farther from the doors
Kinder Classroom (Inc. TR w/in CR)	5	900	4500	
First Grade Classroom (Inc. TR w/in CR)	5	900	4500	
Second Grade Classroom	5	800	4000	
Third Grade Classrooms	5	800	4000	
Fourth Grade Classrooms	5	800	4000	
Fifth Grade Classroom	5	850	4250	
Storage - Lower House	1	225	225	
Storage - Upper House	1	225	225	
Extra Classroom	5	800	4000	
Net General Area SF	40		34200	

DEPARTMENT	QUANTITY	AREA (Net SF)	TOTAL (Net SF)	PROGRAM NOTES
SCIENCE				
TechApps	1	800	800	Typical CR Size
STEAM	1	900	900	Add wet wall and full cabinets (sim. to typ. science)
Cart Storage	1	300	300	Science Cart Storage
Net Science SF			2000	
FINE ARTS				
Art	1	800	800	
Art Storage	1	130	130	
Music	1	800	800	
Music Storage	1	250	250	Provide dehumidification
Net Fine Arts SF			1980	
SPECIAL EDUCATION				
Applied Learning Environment (ALE)	1	975	975	Self-contained. Needs low sound transmission into room.
ALE TR	1	150	150	
ALE Pantry	1	100	100	
Early Childhood Special Education (ECSE)	1	835	835	Self-contained.
ECSE TR	1	140	140	Changing Table with Lift
Behavior/SBS (School Based Services)	1	800	800	Self-contained. Needs low sound transmission into room and padding
Behavior/SBS TR	1	70	70	
Resource Inclusion	2	400	800	Separate Upper House and Lower House Rooms, shared resources
Speech (Small Instruction/Testing)	1	300	300	Speech specialist to Office within Room
Dyslexia (Small Instruction/Testing)	1	400	400	5-8 kids; Dyslexia specialist to Office within Room
LSSP Office (Licensed Specialist in School Psychology)	1	125	125	Could connect to ARD Conference Room/front office, near Spec. Ed.
Sensory Room/OT Office	1	400	400	Sensory Walls, Texture, Seating, to assist with deescalation. OT to Office within Sensory Room
Net Special Education SF			5095	
Net Building SQFT			69,340	
Gross Factor			42%	
(Circulation, General Student/Staff TRs, MEPT Systems, Envelope, Chases)				
Total Gross SQFT			98,463	

PROGRAMMING DOCUMENT HIGHLIGHTS

ES#7: PROGRAM HIGHLIGHTS

ADMINISTRATION:

No Parent Center
 No individual Instructional Coach Offices, Combined offices/spaces

LIBRARY:

Reduced to match Chumbley ES
 Combined offices/spaces

CAFETERIA:

300 SF larger than Silos Cafeteria

GYMNASIUM:

Decreased Gym for a 50'x74' basketball court

GENERAL CLASSROOM AREAS:

40 General Classrooms*
 No Collaborative Spaces

SCIENCE:

No Science Classrooms (2), Science Cart Storage Only
 STEAM and TechApps Classrooms

FINE ARTS:

Separate Art and Music Classrooms, Increased Storage in Music

SPECIAL EDUCATION:

One ALE Suite, ECSE and Behavior Classrooms
 Small Classrooms for Upper and Lower Resource Inclusion
 No Reading Lab or CMC
 Combined offices/teaching spaces

APPROVED TOTAL PROGRAM SQUARE FOOTAGE: 98,463 SF

Thank You

Medina Valley Independent School District

Monthly Financial Report

December 2025

Executive Summary

Financial Highlights: In the general fund, the district has collected 50% of budgeted revenues and spent 32% of budgeted expenses. In December 2025, the district collected 30% of actual revenue and spent 33% of actual expenses. The significant jump in revenue compared to last year is due to local collections being received and posted to the general ledger sooner. Therefore, the amount posted in January will be of a lower percentage than in the prior year. In the food service fund, the district has collected 35% of budgeted revenues and spent 28% of budgeted expenses. The debt service fund also shows an increase in revenue due to local collections. In December, the district also received the payment for additional state aid for homestead exemption (ASAHE). Debt payments are due in February and August of 2026.

Fund Balance

	General Fund	Food Service	Debt Service
Fund Balance as of August 31, 2025	\$ 35,958,901	\$ 2,797,461	\$ 6,471,898
Year-to-Date Revenue	\$ 55,784,826	\$ 2,585,746	\$ 22,062,203
Year-to-Date Expenditures	\$ (36,842,479)	\$ (2,314,581)	\$ (900)
Fund Balance as of December 30, 2025	\$ 54,901,248	\$ 3,068,626	\$ 28,533,201

Budget Amendments

	General Fund	Food Service	Debt Service
Revenue	\$ -	\$ -	\$ -
Expenditures	\$ 1,202,101	\$ -	\$ -

**DECEMBER 2025-2026
MEDINA VALLEY INDEPENDENT SCHOOL DISTRICT**

ESTIMATED REVENUES	CURRENT BUDGET	YTD ACTUAL	BALANCE
5700 - LOCAL REVENUES	\$40,765,553	\$19,359,384	\$21,406,169
5800 - STATE PROGRAM REVENUES	\$71,491,040	\$36,267,751	\$35,223,289
5900 - FEDERAL REVENUES	\$490,000	\$157,691	\$332,309
TOTAL REVENUES	\$112,746,593	\$55,784,826	\$56,961,767
PROPOSED APPROPRIATIONS			
11 - INSTRUCTION	\$64,946,958	\$21,678,384	\$43,268,574
12 - INST. RESOURCES & MEDIA SVCS	\$652,421	\$162,351	\$490,070
13 - CURRICULUM DEV.& INST.STF DEV	\$1,913,469	\$611,918	\$1,301,551
21 - INSTRUCTIONAL LEADERSHIP	\$2,116,332	\$705,043	\$1,411,289
23 - SCHOOL LEADERSHIP	\$5,813,717	\$1,853,240	\$3,960,476
31 - GUIDANCE & COUNSELING	\$4,171,514	\$1,378,971	\$2,792,544
32 - SOCIAL WORK SERVICES	\$630,985	\$206,098	\$424,887
33 - HEALTH SERVICES	\$1,372,834	\$439,124	\$933,710
34 - PUPIL TRANSPORTATION	\$7,409,798	\$1,900,031	\$5,509,768
35 - FOOD SERVICES	\$227,897	\$99,355	\$128,542
36 - COCURR./EXTRACURR.ACTIVITIES	\$3,064,243	\$1,119,118	\$1,945,125
41 - GENERAL ADMINISTRATION	\$3,297,982	\$1,153,871	\$2,144,111
51 - PLANT MAINTENANCE & OPERATIONS	\$11,027,059	\$3,380,692	\$7,646,367
52 - SECURITY & MONITORING SERVICES	\$2,174,453	\$628,537	\$1,545,916
53 - DATA PROCESSING SERVICES	\$2,449,266	\$1,134,964	\$1,314,302
61 - COMMUNITY SERVICES	\$1,000	\$0	\$1,000
81 - FACILITIES ACQ. & CONSTRUCTION	\$1,973,766	\$59,671	\$1,914,096
95 - PYMTS.TO JJAEP PROGRAMS	\$5,000	\$0	\$5,000
99 - OTHER INTERGOVERNMENTAL CHARGE	\$700,000	\$331,112	\$368,888
TOTAL APPROPRIATIONS	\$113,948,694	\$36,842,479	\$77,106,214

2025-2026 FUND BALANCE = \$ 35,958,901

3 MONTH OPERATING CASH FLOW = \$ 28,487,173.44

**DECEMBER 2025-2026
MEDINA VALLEY INDEPENDENT SCHOOL DISTRICT**

ESTIMATED REVENUES	CURRENT BUDGET	YTD ACTUAL	BALANCE
5700 - LOCAL REVENUES	\$2,244,200	\$790,035	\$1,454,165
5800 - STATE PROGRAM REVENUES	\$29,000	\$0	\$29,000
5900 - FEDERAL REVENUES	\$5,096,171	\$1,795,711	\$3,300,460
TOTAL REVENUES	\$7,369,371	\$2,585,746	\$4,783,625
PROPOSED APPROPRIATIONS			
35 - FOOD SERVICES	\$8,374,554	\$2,314,581	\$6,059,973
TOTAL APPROPRIATIONS	\$8,374,554	\$2,314,581	\$6,059,973

2025-2026 FUND BALANCE = \$ 2,797,461

3 MONTH OPERATING CASH FLOW = \$ 2,093,638.47

**DECEMBER 2025-2026
MEDINA VALLEY INDEPENDENT SCHOOL DISTRICT**

ESTIMATED REVENUES	CURRENT BUDGET	YTD ACTUAL	BALANCE
5700 - LOCAL REVENUES	\$30,092,357	\$14,358,057	\$15,734,300
5800 - STATE PROGRAM REVENUES	\$6,603,098	\$7,704,146	(\$1,101,048)
TOTAL REVENUES	\$36,695,455	\$22,062,203	\$14,633,252
PROPOSED APPROPRIATIONS			
71 - DEBT SERVICES	\$36,695,455	\$900	\$36,694,555
TOTAL APPROPRIATIONS	\$36,695,455	\$900	\$36,694,555

2025-2026 FUND BALANCE = \$ 6,471,898

3 MONTH OPERATING CASH FLOW = \$ 9,173,863.75

Medina Valley ISD

Bond 2023 Summary

As of December 31, 2025

<i>2023 Bond Projects</i>	<i>Original Budget</i>	<i>Adjusted Budget</i>	<i>Cumulative Encumbrances</i>	<i>Cumulative Expenses</i>	<i>Balance</i>
High School #2	\$ 323,000,000	\$ 308,000,000	\$ 54,587,381	\$ 223,734,646	\$ 29,677,973
Traffic Improvements	\$ 4,000,000	\$ 4,000,000	\$ -	\$ 1,191,758	\$ 2,808,242
Agricultural & Jr. ROTC Facility	\$ 14,000,000	\$ 14,000,000	\$ 8,326,187	\$ 4,619,472	\$ 1,054,341
Safety & Security Projects	\$ 5,000,000	\$ 4,522,650	\$ 527,331	\$ 3,249,437	\$ 745,882
Land	\$ 30,000,000	\$ 30,000,000	\$ 64,408	\$ 23,947,795	\$ 5,987,797
Project Savings:	\$ -				
Middle School #3	\$ -	\$ 15,000,000	\$ 4,585,940	\$ 10,039,099	\$ 374,961
Police Department	\$ -	\$ 477,350	\$ 6,236	\$ 436,048	\$ 35,067
Total Projects	\$ 376,000,000	\$ 376,000,000	\$ 68,097,482	\$ 267,218,254	\$ 40,684,263
Fees Associated with Sale of Bond		\$ 830,037	\$ -	\$ 830,037	\$ -
Total Bond Package	\$ 376,000,000	\$ 376,830,037	\$ 68,097,482	\$ 268,048,292	\$ 40,684,263
Bond Interest		\$ 13,110,047	\$ -	\$ -	\$ 13,110,047
Debt Payment		\$ 11,698,450	\$ -	\$ 11,698,450	\$ -
Arbitrage		\$ 8,391,230	\$ -	\$ 3,000	\$ 8,388,230
Salaries	\$ -	\$ 949,201	\$ -	\$ 711,415	\$ 237,786
Total Interest Earnings	\$ -	\$ 34,148,928	\$ -	\$ 12,412,865	\$ 21,736,063

**Unaudited*

Medina Valley ISD

Bond 2024 Summary

As of December 31, 2025

<i>2024 Bond Projects</i>	<i>Original Budget</i>	<i>Adjusted Budget</i>	<i>Cumulative Encumbrances</i>	<i>Cumulative Expenses</i>	<i>Balance</i>
Middle School #3	\$ 102,000,000	\$ 83,380,000	\$ 58,000,000	\$ -	\$ 25,380,000
Elementary School #7	\$ 62,000,000	\$ 48,620,000	\$ 20,598	\$ 2,088	\$ 48,597,314
Elementary School #8	\$ 62,000,000	\$ -	\$ -	\$ -	\$ -
Safety & Security Projects	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -
PE Improvements	\$ 5,750,000	\$ -	\$ -	\$ -	\$ -
Land	\$ 14,900,000	\$ -	\$ -	\$ -	\$ -
MVHS Stadium Improvements	\$ 29,050,000	\$ -	\$ -	\$ -	\$ -
CVHS Stadium Improvements	\$ 11,800,000	\$ 11,200,000	\$ 6,996,656	\$ 2,650,776	\$ 1,552,568
Project Savings - Prop A	\$ -	\$ -	\$ -	\$ -	\$ -
Project Savings - Prop B	\$ -	\$ -	\$ -	\$ -	\$ -
Total Projects	\$ 290,000,000	\$ 143,200,000	\$ 65,017,254	\$ 2,652,864	\$ 75,529,882
Fees Associated with Sale of Bond		\$ 473,685	\$ -	\$ 473,685	\$ -
Total Bond Package	\$ 290,000,000	\$ 143,673,685	\$ 65,017,254	\$ 3,126,548	\$ 75,529,882
Bond Interest - Prop A		\$ 2,044,784	\$ -	\$ -	\$ 2,044,784
Bond Interest - Prop B		\$ 449,357	\$ -	\$ -	\$ 449,357
Arbitrage Liability		\$ 51,366	\$ -	\$ 1,500	\$ 49,866
Total Interest Earnings	\$ -	\$ 2,545,507	\$ -	\$ 1,500	\$ 2,544,007

**Unaudited*



MEDINA VALLEY ISD

EST. 1959

Superintendent Briefing

January 26, 2026

MVHS students shine at H-E-B ribbon cutting



We joined the ribbon cutting ceremony for the first H-E-B location in the Medina Valley ISD area, located at Culebra and 211. Our talented cheerleaders and choir took the stage helping kick off the event. We were also proud to have the Medina Valley Education Foundation in attendance to accept a generous \$15,000 donation from H-E-B, directly supporting our students, teachers, and schools.

Ladera Teacher wins KSAT 12 Educator of the Month



Congratulations to Linda Rodriguez, 4th grade teacher at Ladera Elementary for being named the KSAT 12 Educator of the Month! She also received a check from Firstmark Credit Union.

Medina Valley ISD recognized National Law Enforcement Appreciation Day



January 9 was Law Enforcement Appreciation Day, and Medina Valley ISD expressed our gratitude to our police officers, marshals, and local law enforcement agencies!

Madelynn Salazar earns Valero Alamo Bowl Scholarship



We are proud to congratulate MVHS student, Madelynn Salazar on being named a Valero Alamo Bowl Student-Athlete Scholarship Winner! Madelynn exemplifies excellence both on and off the court as both a varsity volleyball co-captain and golf athlete. She is also a dedicated National Honor Society member and proudly served as a student council representative.

MVISD Gold Card

- Anabel Trujillo
- Angelica Gaitan
- Annette James
- Ashleigh Weeaks
- Brandon Ralph
- Brenda Armendariz
- Brenda Young
- Brian Squires
- Charisse Frank
- Christina Beck
- Crystal Hermes
- Ellen Gay
- Elyssa Utz
- Gabriel Ramirez
- Hillani Potemra
- Jose Martinez
- Kathleen Pickering
- Kelly Galvan
- Kelly Marty-Lim
- Lauro Segura
- Lesli Solis
- Linda Salas
- Liz Madrigales
- Loma Alta Team
- Melissa Decock
- Oscar Vega
- Tiffany Eckenrod
- Timber Thompson
- Tracey Bryant
- Liz Madrigales
- Ashton Braly
- Linda Salas
- Vanessa Turner
- Vincent Martinez
- Melissa Gonzales
- Rolando Chavarria
- Emily Perez
- Megan Britt
- Kathleen Pickering
- Justin Stephens
- Amanda Stroup
- Rosanne Lopez

Employees of the Month - December 2025

Castroville

- Professional - Tommy Sisk
- Paraprofessional - Paula Seuferer

Potranco

- Professional - Grace Deleon
- Paraprofessional - Zenaida Amaro

LaCoste

- Professional - Coach Camacho
- Paraprofessional - Coach Jonas

Luckey Ranch

- Professional - Jose DeLosSantos
- Paraprofessional - Norma Olvera

Ladera

- Professional - Tanya Kniffen
- Paraprofessional - Nicole Kihorany

Silos

- Professional - Carla Siquina
- Paraprofessional - Jim Mechler

Loma Alta MS

- Professional - Ashlynn Bohmfalk
- Paraprofessional - Brenda Haegelin

Medina Valley MS

- Professional - Nurse Pedroza
- Paraprofessional - Ms. Martinez

Medina Valley HS

- Professional - Jorge Alfaro
- Paraprofessional - Keisha Vocke and Lauro Segura

Child Nutrition

- Maria Vega

Transportation

- Lisa Dickinson

Facilities & Maintenance

- Thomas Zamora

DISTRICT ENROLLMENT

<u>Campus</u>	5/23/25	1/16/26
Castroville Elementary	599	658
LaCoste Elementary	626	754
Ladera Elementary	853	945
Luckey Ranch Elementary	938	930
Potranco Elementary	899	916
Silos Elementary	1,037	1,004
Medina Valley Middle School	1,157	1,196
Loma Alta Middle School	1,086	1,263
Medina Valley High School	2,629	2,862
DISTRICT	9,824	10,528



Agenda Item Memorandum

To: MVISD Board of Trustees

Date: Regular Monthly Board Meeting

Agenda item: Consider approval of Consent Agenda Items

Background Information and Administrative Consideration

Consent agenda items are presented to the Board as a single bundled action, requiring only one motion for approval. These typically include budgeted purchases over \$50,000, annual contracts, and routine matters that require Board authorization. All consent items are thoroughly vetted by the administration and reviewed during Board Committee Meetings, and/or Board Updates.

Supporting Documents

Each item has attached supporting documents.

Recommendation

Administration recommends that the Board approves the Consent Agenda as presented.

Medina Valley Independent School District

Official Minutes

Regular Board Meeting

Thursday, December 18, 2025, 6:00 PM

Medina Valley ISD Central Office Board Room

A **Regular Board Meeting** of the Board of Trustees was held Thursday, December 18, 2025, beginning at 6:00 PM at the Medina Valley ISD Central Office Board Room.

I. **First Order of Business**

A Call Meeting to Order

Nathan Fillinger, Board President, called the Medina Valley ISD Regular Board Meeting to order at 6:02 pm on December 18, 2025.

B Establish a Quorum

A quorum of the Board Members were present Matt Castiglione, Joe Biediger, Ben Juarez, Suzanne Lee, Blane Nash, Nathan Fillinger and Jason Bonney.

C Pledge of Allegiance to the Flag followed by a moment of silence

Everyone joined in the Pledge of Allegiance to the American Flag and the Texas Flag, followed by a moment of silence.

II. **Student/Staff Recognition**

A "Star Students" - LaCoste Elementary

B "Outstanding PLC Team" - LaCoste Elementary

C Student Recognition - FFA Nationals and State

D VFW District #13, Medina Valley VFW Post 8134, LaCoste Texas Presents Voices of Democracy Winner: Conner Haby, 1st Place District Level

III. **Public Comment**

1. Crystal Woods, Topic: Transcribing Transfer student's GPA

IV. **Announcements/Communications/Presentations**

A Board Committee Reports

- Finance Committee presented by Blane Nash, Committee Chair
- Construction Committee presented by Joe Biediger, Committee Chair
- Safety & Security Committee presented by Ben Juarez, Committee Chair
- Curriculum & Instruction Committee presented by Suzanne Lee, Committee Chair

B Construction Briefing - presented by Mr. Barajas

- Creek View High School
- MVISD MS #3

Medina Valley Independent School District

Official Minutes

Regular Board Meeting

Thursday, December 18, 2025, 6:00 PM

Medina Valley ISD Central Office Board Room

- C Financial Briefing presented by - Ms. Hermesch
 - General Fund Financial Statement
 - Child Nutrition Financial Statement
 - Debt Service Fund Financial Statement
 - Bond 2023 Capital Projects Report

- D Superintendent Briefing - presented by Dr. Caloss
 - Student Achievements
 - Staff Achievements
 - Legislative Update
 - District Enrollment Numbers

- E Announcement of District Integrated Pest Management Coordinator (IPM)
Dr. Caloss announced that Ken Gallegos is the District's Integrated Pest Management Coordinator.

- F First Reading for Board Policy UPDATE 126 - presented by Dr. Caloss

- G Teacher Incentive Allotment Presentation - ESC 20

- H Student Handbook Presentation - presented by Mr. Lange

- V. Discussion and Possible Action Items
 - A Consider Approval of Consent Agenda Items
 - Minutes for Regular Board Meeting on November 20, 2025
 - Minutes for Special Board Meeting on November 20, 2025
 - Dell servers from ReDesign Group
 - Supplemental Civil Engineering and Surveying Services for Elementary #7
 - Resolution Authorizing Execution of an Advanced Funding Agreement with the Texas Department of Transportation
 - Creek View Purchases
 - Classroom Furniture
 - Cafeteria Furniture
 - Band Instruments

Matt Castiglione made a Motion, seconded by Joe Biediger, to approve the Consent Agenda Items as presented. All of the Board Members voted for and the Motion passed.

Medina Valley Independent School District

Official Minutes

Regular Board Meeting

Thursday, December 18, 2025, 6:00 PM

Medina Valley ISD Central Office Board Room

- B Consider Approval of the Independent Financial Audit Report for the Fiscal Year ending August 31, 2025

Matt Castiglione made a Motion, seconded by Ben Juarez, to approve the Independent Financial Audit Report for the Fiscal Year ending August 31, 2025 as presented. All of the Board Members voted for and the Motion passed.

- C Consider Approval of an Order Authorizing the Remarketing of the Variable Rate Portion of the District's Fixed and Variable Rate Unlimited Tax School Building Bonds, Series 2021 in the Maximum Amount of \$20,000,000.00; Delegating the Authority to Certain District Staff to Approve and Execute Certain Documents; And other Matters in Connection Therewith

Blane Nash made a Motion, seconded by Joe Biediger, to approve the District's Remarketing Order as presented. All of the Board Members voted for and the Motion passed.

- D Consider Approval of Budget Amendment

Jason Bonney made a Motion, seconded by Ben Juarez, to approve the Budget Amendment as presented. All of the Board Members voted for and the Motion passed.

- E Consider Approval of the 2026-2027 Academic Calendar

Matt Castiglione made a Motion, seconded by Joe Biediger, to approve the 2026-2027 Academic Calendar as presented. All of the Board Members voted for and the Motion passed.

VI. Closed Session

Nathan Fillinger, Board President announced at 7:46 pm that the Board of Trustees would convene in closed session as authorized by Section 551.071, 551.074, 551.076, 551.089, and 551.072 of the Texas Open Meetings Act to discuss agenda items VI - A, B, C and D. No action took place in closed session.

- A Consultation with Attorney (TX Govt. Code Section 551.071)
- B Personnel Matters: Resignations, Retirements, Leaves of Absence, Reassignments, New Employment, New Personnel Position, Duties/Responsibilities of Employees (TX Govt. Code Section 551.074)
 - Athletic Director
- C Considering the deployment, specific occasions for, or implementation of, security personnel or devices (TX Govt. Code Section 551.076 and 551.089)
- D Deliberation Regarding Real Property (TX Govt. Code Section 551.072)

Board President Nathan Fillinger announced that the Board would reconvene into Open Session on December 18, 2025 at 8:51 pm.

Medina Valley Independent School District

Official Minutes

Regular Board Meeting

Thursday, December 18, 2025, 6:00 PM

Medina Valley ISD Central Office Board Room

VII. Continued Discussion and Possible Action Items

- A Consider Approval of the Superintendent's Recommendation to Hire the MVISD Athletic Director

Blane Nash made a Motion, seconded by Matt Castiglione, to approve the Superintendent's Recommendation to hire Dustin Davisson as the MVISD Athletic Director. All of the Board Members voted for and the Motion passed.

- B Consideration of future meeting dates

The next Regular Board Meeting is scheduled for Monday, January 26, 2026 at 6 pm.

VIII. Adjournment

Matt Castiglione made a Motion, seconded by Joe Biediger, to adjourn the Regular Board Meeting at 8:52pm on December 18, 2025. All of the Board Members voted for and the Motion passed.

Nathan Fillinger, Board President

Joe Biediger, Board Secretary

Board Approved _____



Agenda Item Memorandum

Consent Agenda

To: MVIDS Board of Trustees

Date: January 26, 2026

Agenda item: Consider Approval of **UPDATE 126** affecting Local Policies BE, BED, CJ, CJA, CLE, CQB, CQD, CSA, CV, DBD, DEC, DFBB, DH, EEP, EFA, EHBAF, EIA, FA, FEF, FFAC, FFB, FFF, FFG, FO, and GKA

TASB Numbered Updates

Congress, the U.S. Department of Education, the Texas Legislature, the Texas Education Agency, and the courts are just a few of the entities whose decisions can impact your local policy manual.

TASB Policy Service and TASB Legal Services continually monitor changes in the legal landscape and prepare recommended revisions to your policy manual when changes are needed. New legal requirements and recommended revisions to local policies are provided to you in a numbered update two or three times a year, which may affect several policy codes, or focus on one code or one primary issue.

While revised legal policies are reviewed by the board but not adopted, local policy recommendations require attention and action. The district's policy consultant reviews TASB's record of the district's relevant local policies and prepares recommended revisions for the district's consideration to ensure alignment with new laws. These revisions require board approval before they are officially incorporated into your district's policy manual. The board may accept the revisions as provided or make amendments to the recommended policy language.

BOARD MEETINGS

BE
(LOCAL)

Meeting Place and Time

Board meetings shall be held during a time that is outside of typical work hours. [See FA(LEGAL)]

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

Regular Meetings

Regular meetings of the Board shall normally be held on the fourth Monday of each month at 6:00 p.m. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

Special or Emergency Meetings

The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.

The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

Agenda

Deadline

The deadline for submitting items for inclusion on the agenda is the ~~seventh business~~10th calendar day before regular meetings and the ~~third business~~10th calendar day before special meetings.

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. Any Board member may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Board member.

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.

Notice to Members

Members of the Board shall be given notice of regular and special meetings at least ~~72 hours~~three business days prior to the scheduled ~~time~~date of the meeting and at least one hour prior to the time of an emergency meeting.

Closed Meeting

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.

The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]

Order of Business

The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members.

Rules of Order

The Board shall observe the parliamentary procedures as found in *Robert's Rules of Order, Newly Revised*, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.

~~Voting Record Vote~~

Voting on any item shall be ~~by voice~~ a record vote ~~or by~~ show of hands or roll call, as directed by the Board President. Any member may abstain from voting on an item, and a member's vote or failure to vote shall be recorded ~~upon that member's request in the~~ minutes. [See BDAA(LOCAL) for the Board President's voting rights]

Consent Agenda

When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

Minutes

Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary.

~~The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours. [See CPC regarding retention of records.]~~

Discussions and Limitation

Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.

**Limit on
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

Public Comment

Public comment shall occur at the beginning of the meeting. [See FA]

Regular Meetings

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

Special Meetings

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Procedures

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board.

~~Public comment shall occur at the beginning of the meeting.~~

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed five minutes per meeting.

Meeting
Management

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may ~~make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting~~ adjust the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

**Complaints and
Concerns**

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual shall be referred to the appropriate policy to seek resolution:

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

Disruption

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.

**Employment
Assistance
Prohibited**

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

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

[See also DC for prohibitions relating to employees.]

**Prohibited
Classroom
Instruction or
Activities**

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

**Prohibition on
Diversity, Equity,
and Inclusion**

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

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

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

[See BT(LEGAL)]

CONTRACTED SERVICES

CRIMINAL HISTORY BACKGROUND CHECKS AND REQUIRED REPORTING

CJA
(LOCAL)

Emergencies

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

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

BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT
~~FLAGREQUIRED~~ DISPLAYS

CLE
(LOCAL)

The U.S. and Texas flags shall be prominently displayed in each classroom to which a student is assigned during the time that the pledges of allegiance to those flags are recited.

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

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

Training The Board delegates to the Superintendent the authority to:

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

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

**Security Breach and
Cybersecurity
Incident
Notifications**

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

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

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

Training

The Board delegates to the Superintendent the authority to:

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

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

Use in District

Employees and students shall be permitted to explore AI and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes and shall never take the place of teacher and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security.

A student shall only use AI tools with teacher permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work. Students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with the Student Code of Conduct and policy. [See EIA(LOCAL), FFH, FFI, and the FO series]

**Building Access
Control**

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

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

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

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

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

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

**Designation and Use
of Private Spaces**

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

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

FACILITIES CONSTRUCTION

CV
(LOCAL)

Compliance with Law

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

Construction Contracts

Prior to advertising, the Board shall determine the project delivery/contract award method to be used for each construction contract valued at or above ~~\$50,000~~ the competitive purchasing threshold established in law. To assist the Board, the Superintendent shall recommend the project delivery/contract award method that he or she determines provides the best value to the District. [See CV series generally and CBB(LEGAL) for requirements if federal funds are involved.]

For construction contracts valued at or above ~~\$50,000~~ \$50,000, the Superintendent shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent and consistent with law and policy. [See also CH and CBB(LEGAL)]

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

Change Orders

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

Project Administration

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

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

Final Payment

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

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CONFLICT OF INTEREST

DBD
(LOCAL)

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

~~Disclosure~~ —
~~General Disclosure~~ —
General Standard

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

Specific Disclosures
Substantial Interest

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

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

Interest in Property

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

Annual Financial
Management
Report

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

[See BBFA]

Gifts

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

Endorsements

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

Sales

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

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CONFLICT OF INTEREST

DBD
(LOCAL)

**Nonschool
Employment**

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

Private Tutoring

An employee shall disclose in writing to his or her immediate supervisor any private tutoring of District students for pay.

Personal Services
Performed by an
Administrator

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

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

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

Leave Administration

The Superintendent shall develop administrative regulations addressing employee leaves and absences to implement the provisions of this policy.

Definitions

The term "immediate family" is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee's household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term "family emergency" shall be limited to disasters and life-threatening situations involving the employee or a member of the employee's immediate family.

Leave Day

A "leave day" for purposes of earning, using, or recording leave shall mean the number of hours per day equivalent to the employee's usual assignment, whether full-time or part-time.

School Year

A "school year" for purposes of earning, using, or recording leave shall mean the term of the employee's annual employment as set by the District for the employee's usual assignment, whether full-time or part-time.

Daily Rate of Pay

The "daily rate" of a contract employee, including a teacher, school counselor, or librarian, shall be computed by dividing the employee's annual salary by the number of duty days in the employee's contract year.

Catastrophic Illness or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions

relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

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

Availability

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

State Leave Proration

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

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave the employee used beyond his or her pro rata entitlement for the school year.

Medical Certification

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than three consecutive work-days because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; or
3. The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.

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

State Personal Leave

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

Nondiscretionary Use

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

Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

Discretionary Use	<p>Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.</p>
<i>Request for Leave</i>	<p>In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.</p> <p>Discretionary use of state personal leave or local leave shall not exceed five consecutive workdays.</p>
Local Leave	<p>Each employee shall earn five, six, or seven paid local leave days per school year in accordance with administrative regulations.</p> <p>Local leave shall accumulate without limit.</p> <p>Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]</p>
Sick Leave Bank	<p>The District shall establish a sick leave bank that employees may join through contribution of local leave.</p> <p>Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may request leave from the bank if the employee experiences a catastrophic illness or injury and has exhausted all paid leave and any applicable compensatory time.</p> <p>The Superintendent shall develop regulations for the operation of the sick leave bank that address the following:</p> <ol style="list-style-type: none">1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;2. Procedures to request leave from the sick leave bank;3. The maximum number of days per school year a member employee may receive from the sick leave bank;4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and5. Other procedures deemed necessary for the operation of the sick leave bank.
Appeal	<p>An employee may appeal a decision regarding the sick leave bank in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.</p>

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

**Family and Medical
Leave**

Concurrent Use of
Paid Leave

Note: — See
DECA(LEGAL)
for provisions
addressing
Twelve-Month
Period

The District shall make FMLA leave available to employees in accordance with DECA(LEGAL) and the following provisions.

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable, except as provided below.

A teacher shall notify the appropriate administrator if they choose not to use paid leave concurrently with FMLA leave for an absence related to pregnancy or the birth or adoption of child.

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall begin on the first duty day of the school year.

Combined Leave for
Spouses

When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.

Intermittent or
Reduced Schedule
Leave

The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

Certification of
Leave

When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.

Fitness-for-Duty
Certification

In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.

Leave at the End of
Semester

When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.

**Temporary Disability
Leave**

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

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

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

**Workers'
Compensation**

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

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

No Paid Leave
Offset

The District shall not permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

**Payment for
Accumulated Leave
Upon Separation**

The following leave provisions shall apply to local leave accumulated beginning on the original effective date of this program.

An employee who separates from employment with the District shall be eligible for payment for accumulated local leave under the following conditions:

1. The employee's separation from employment is voluntary, i.e., the employee is retiring or resigning and is not being discharged or nonrenewed.
2. The employee provides advance written notice of intent to separate from employment. Contract employees must provide written notice at least 90 days before the last day of employment. Noncontract employees must provide written notice at least two weeks before the last day of employment.
3. The employee has at least ten years of service with the District.
4. The employee has at least 15 days of available local leave.

The employee shall receive payment for each day of accumulated local leave, to a maximum of \$5,000. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

Reasons

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

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

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

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

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

Recommendations
from Administration

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

Superintendent's
Recommendation

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

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

Notice of Proposed
Nonrenewal

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

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

Request for Hearing

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

When a timely request for a hearing on a proposed nonrenewal is received by the presiding officer, the Board shall notify the employee whether the hearing will be conducted by the Board [see Hearing by the Board, below] or an attorney designated by the Board [see Hearing by an Attorney Designated by the Board, below].

In either case, the hearing shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay. The employee shall be given notice of the hearing date as soon as it is set.

Hearing by the Board

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

Hearing Procedures

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

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the administration's presentation, supported by such proof as it desires to offer.
3. The employee may cross-examine any witnesses for the administration.

4. The employee may then present such testimonial or documentary proof, as desired, to offer in rebuttal or general support of the contention that the contract be renewed.
5. The administration may cross-examine any witnesses for the employee and offer rebuttal to the testimony of the employee's witnesses.
6. Closing arguments may be made by each party.

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

Board Decision

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

**Hearing by an
Attorney Designated
by the Board**

The hearing must be private unless the employee requests in writing that the hearing be public, except that the attorney may close the hearing to maintain decorum. If the employee does not request a public hearing, only the attorney designated by the Board, the employee, the Superintendent, their representatives, and witnesses shall be permitted to be in attendance, and witnesses may be excluded from the hearing until called to present evidence. The employee and the administration may choose a representative. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

The conduct of the hearing shall be under the control of the attorney designated by the Board and shall generally follow the steps listed at Hearing by the Board.

Not later than the 15th day after the completion of the hearing, the attorney shall provide to the Board a record of the hearing and his or her recommendation on renewal.

Board Review

The Board shall consider the record of the hearing and the attorney's recommendation at the first Board meeting for which notice can be posted, unless the parties agree in writing to a different date. The Board shall notify the employee of the meeting date as soon as it is set. At the meeting, the Board shall allow each party an equal amount of time to present oral arguments. The Board

shall notify the employee in writing of the Board's decision on re-
newal not later than the 15th day after the date of the meeting.

No Hearing

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

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Violations of Standards of Conduct

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD, DCE, and DF series]

Weapons Prohibited

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

Exceptions

No violation of this policy occurs when:

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

Electronic Communication

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

<u>Prohibited Classroom Instruction or Activities</u>	<u>An employee is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB].</u>
<u>Prohibited Diversity, Equity, and Inclusion Duties</u>	<u>An employee shall be subject to disciplinary action, including termination of employment, if the employee, intentionally or knowingly:</u> <ul style="list-style-type: none"><u>Engages in diversity, equity, and inclusion (DEI) duties.</u><u>Assigns to another individual DEI duties.</u> <u>[See BT(LEGAL)]</u>
<u>Social Transitioning</u>	<u>An employee shall be prohibited from assisting a District student with social transitioning, as the term is defined in law. This prohibition includes providing any information to a District student about social transitioning or guidelines intended to assist a District student with social transitioning.</u>
Safety Requirements	Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.
Harassment or Abuse	An employee shall not engage in prohibited harassment, including sexual harassment, of: <ol style="list-style-type: none">Other employees. [See DIA]Students. [See FFH; see FFG regarding child abuse and neglect.] While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents. An employee shall report child abuse or neglect as required by law. [See FFG]
Relationships with Students	An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See FFH] As required by law, the District shall notify the parent of a student with whom an educator <u>District employee or person acting as a service provider for the District</u> is alleged to have engaged in certain misconduct. [See FFF] <u>[See FFF for parent notification requirements and DHB and DHC for reporting requirements.]</u>

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

**Tobacco and
Nicotine Products
and E-Cigarettes**

An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

**Alcohol and Drugs /
Notice of Drug-Free
Workplace**

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,
Convictions, and
Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Dress and Grooming An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

INSTRUCTIONAL ARRANGEMENTS
LESSON PLANS

EEP
(LOCAL)

**Instructional Plan
and Course Syllabus**

Prior to the beginning of each semester, each teacher shall provide a copy of the teacher's instructional plan or course syllabus for each class for which the teacher provides instruction.

The teacher shall provide this information to the District administration and the parent of each student enrolled in the teacher's class. Additional copies of the instructional plan or course syllabus shall be made available to a parent of a student enrolled upon that parent's request.

District Website

The Superintendent shall develop administrative procedures for the posting of the instructional plans and course syllabi for each class offered in the District on the District's website.

Note: For information related to the accounting of instructional materials, as this term is defined by state law and rule, see CMD.

For information related to the selection process of library materials, see EFB.

The District shall provide instructional materials designed to teach the Texas Essential Knowledge and Skills and further the District's educational mission. Although the Superintendent shall ensure that professional staff select instructional materials in accordance with District policy and administrative regulations, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.

Objectives

In this policy, "instructional materials" may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials are to implement, enrich, and support the District's educational program.

Selection

Instructional materials that are textbooks and related supplemental materials, which may include items from the list of resources adopted by the State Board of Education, shall be chosen in accordance with administrative regulations and the objectives above.

The Board shall rely on District professional staff to select and acquire instructional materials that:

1. Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.
2. Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.
3. Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.
4. Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also EMB regarding instruction about controversial issues.]
5. Promote literacy.

District professional staff may select additional instructional materials in accordance with administrative regulations and the criteria above.

Administrators, teachers, other District personnel, parents, and community members, as appropriate, may recommend instructional materials for selection. Gifts of instructional materials shall be evaluated according to these criteria and accepted or rejected in accordance with CDC(LOCAL).

Selection of instructional materials is an ongoing process that includes the removal of materials no longer appropriate and the periodic replacement or repair of materials that still have educational value.

Parent Request for Instructional Material Review

The Superintendent shall develop administrative regulations to ensure compliance with state law and rules that a parent or guardian of a District student may request an instructional materials review for a subject area in the grade level in which their student is enrolled on the basis of the following:

1. The material is not aligned with District-adopted materials: or
2. The material does not have the appropriate rigor for the grade level for the subject area in which the instructional material is used.

The regulations shall also address procedures for submitting a parent petition to review instructional materials, the appeal process if a petition for review is denied, criteria for reviewing any appeal, and timelines for each step in the process.

Reconsideration of Instructional Materials

A District employee or a parent or guardian of a District student may request reconsideration of instructional material used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.

Guiding Principles

The following principles shall guide the Board and staff in responding to a request for reconsideration of instructional materials:

1. A complainant may raise an objection to an instructional material used in a school's educational program, despite the fact that the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives for instructional materials set out in this policy.
2. A parent's ability to exercise control over instruction extends only to his or her own child as set forth in Education Code Chapter 26.

INSTRUCTIONAL RESOURCES
INSTRUCTIONAL MATERIALS

EFA
(LOCAL)

3. Access to a challenged material shall not be restricted during the reconsideration process, except the District may deny access to a child if requested by the child's parent.

The major criterion for the final decision on challenged instructional materials is the appropriateness of the material for its intended educational use. No challenged instructional material shall be removed solely because of the ideas expressed therein.

Informal
Reconsideration

When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional material. If appropriate, the administrator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged material.

If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the instructional material.

Formal Request for
Reconsideration

A complainant shall make any formal request to reconsider an instructional material on the form provided by the District and shall submit the completed and signed form to the principal. Upon receipt of the form, the principal shall appoint a reconsideration committee.

The reconsideration committee shall include at least one member of the instructional staff who has experience using the challenged material with students or is familiar with the challenged material's content. Other members of the committee may include District-level staff, secondary-level students, parents, and any other appropriate individuals.

All members of the committee shall review the challenged instructional material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged material conforms to the principles of selection set out in this policy and whether the challenged material will continue to be used in the educational program. The committee shall prepare a written report of its findings. The Superintendent, other appropriate administrators, and the complainant shall receive copies of the report.

*Frequency of
Review*

After an instructional material has been reviewed through formal reconsideration, it shall not be reviewed again until it is evaluated in the periodic local selection process.

Appeal

The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]

Note: Unless otherwise noted, the terms “video recording,” “video surveillance,” and “video monitoring” shall also include any associated audio recordings. In addition, the term “classroom” shall also include other special education settings subject to video and audio recording required by law.

To promote student safety, the District shall comply with requests for video and audio monitoring of certain ~~self-contained~~ special education classrooms as required by law. Regular or continual monitoring of video recordings shall be prohibited. Video recordings shall not be used for teacher evaluation or monitoring or for any purpose other than the promotion of student safety.

The ~~Superintendent~~Superintendent is responsible for coordinating the provision of equipment to campuses in compliance with the law.

The Superintendent shall ensure that administrative regulations are developed to implement this policy.

Requests

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a ~~self-contained~~special education classroom eligible for video surveillance may request in writing that a video camera be placed in the classroom by the end of the current school year or by the ~~tenth~~10th business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law.

For Current Year

Written requests from a parent, assistant principal, principal, staff member, or the Board shall be submitted and processed in accordance with the procedures in law.

Response

As required by law, the District shall provide a response to the requester not later than the seventh business day after receipt of the request.

Notice

Before a camera is activated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be conducted in the classroom.

Installation and Operation

The classroom subject to the request shall begin operation of video surveillance not later than the time frames required in law, except when the District is granted an extension of time.

When the District has installed video cameras in a classroom as required by law, the District shall operate the cameras during the instructional day at all times when one or more students are in the classroom. For purposes of this policy, the instructional day shall be defined as the portion of a school day during which instruction is taking place in the classroom.

For the school year in which a campus receives a request for video and audio surveillance, the campus shall continue to operate and maintain any video cameras placed in the classroom for as long as the classroom continues to satisfy the requirements in Education Code 29.022(a). However, the campus may discontinue operation of the video camera during the year if the requester withdraws the request in writing and no request is submitted to continue the surveillance. Before a camera is deactivated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be discontinued in the classroom and of the opportunity to request continued video and audio surveillance.

Video cameras must be capable of recording video and audio of all areas of the classroom, including a room attached to the classroom used for time out as defined by law. No visual monitoring, other than incidental coverage, shall be conducted of the inside of a bathroom or other area used for changing a student's clothes.

The District shall post notice at the entrance to a classroom in which video cameras are placed stating that video and audio surveillance is conducted in that classroom.

Retention of Recordings

Video recordings shall be retained for at least three months after the date of the recording but may be retained for a longer period in accordance with the District's records management program, or as required by law. [See CPC]

Confidentiality of Recordings

Video recordings made in accordance with this policy shall be confidential and shall only be released or viewed by the individuals and in the limited circumstances permitted by law. The following individuals shall have authority to view video recordings to the extent permitted by the Family Educational Rights and Privacy Act (FERPA):

1. A District employee or a parent of a student who is involved in an alleged incident documented by a recording and reported to the District;
2. Appropriate Department of Family and Protective Services (DFPS) personnel as part of an investigation of alleged abuse or neglect of a child;

3. A peace officer, school nurse, District administrator trained in de-escalation and restraint techniques, or human resource staff member in response to a report of an alleged incident or an investigation of an employee or a report of alleged abuse committed by a student; and
4. Appropriate Texas Education Agency or State Board for Educator Certification personnel or their agents as part of an investigation.

For purposes of this policy, the term “human resource staff member” shall include the Superintendent, a principal, an assistant principal or other campus administrator, and any supervisory position within the District’s human resources office. If an individual listed in items ~~2-42-4~~, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

Any person who suspects that child abuse or neglect has occurred shall report this suspicion as required by law and District policy. [See FFG]

Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within ~~48~~²⁴ hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. No later than ~~ten District business days~~^{10 District business days} after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

Complaints

Complaints related to video and audio recordings under this policy shall be filed in accordance with DGBA, FNG, or GF, as applicable. A complainant who is dissatisfied with the outcome of the District’s complaint process may appeal in writing to the commissioner of education in accordance with Education Code 7.057 and 19 Administrative Code 103.1303. A parent, staff member, or District administrator may request an expedited review in accordance with 19 Administrative Code 103.1303.

Relation to Essential Knowledge and Skills

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that each student's performance indicates the level of mastery of the designated District objectives.

Guidelines for Grading

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade.

Progress Reporting

The District shall issue grade reports/report cards every ~~six~~six weeks on a form approved by the Superintendent or designee. Performance shall be measured in accordance with this policy and the standards established in EIE.

Interim Reports

Interim progress reports shall be issued for all students after the ~~third~~third week of each grading period. Supplemental progress reports may be issued at the teacher's discretion.

Conferences

~~In addition to conferences scheduled on the campus calendar, Each year, the District shall provide at least two opportunities for in-person conferences between each parent and the student's teacher. Additional conferences may be requested by a teacher or parent as needed.~~

Academic Dishonesty

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, the use of artificial intelligence to complete an assignment in part or in whole unless approved by the classroom teacher [see CQD], and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or

information from students, or the use of an artificial intelligence de-
tection tool selected by the District.

PARENT RIGHTS AND RESPONSIBILITIES

FA
(LOCAL)

Parent Portal

The District shall establish a parent portal on the District's website through which parents may submit comments to campus administrators, District administrators, and the Board.

The Superintendent shall develop administrative regulations related to the portal, including placement on the District or campus websites and how campus or District administrators are to address comments received from parents through the portal.

Release from School

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

Exception for
Released Time
Course

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

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

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

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

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

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

No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy.

Medication Provided by Parent

The Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:

1. Prescription medication in accordance with legal requirements.
2. Nonprescription medication, ~~upon a parent's written request, when properly labeled and in the original container in accordance with legal requirements.~~
3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.

Medication Provided by District

Except as required by law and provided by this policy, the District shall not purchase medication to administer to a student.

Emergency Basis

The District shall purchase certain nonprescription medications to administer to students only on an emergency basis and in accordance with:

1. Protocols established by the District's medical adviser who must be licensed to practice medicine in the state of Texas; and
2. Parental consent given on the emergency treatment form.

The Superintendent shall designate the employees who are authorized to administer nonprescription medication under these protocols and permissions.

First-Aid

The District shall purchase certain topical nonprescription medications for use when administering first-aid to students in accordance with administrative regulations.

The Superintendent shall designate the employees who are authorized to administer nonprescription medication under this provision.

Athletic Program

The District shall purchase nonprescription medication that may be used to prevent or treat illness or injury in the District's athletic program. Only a licensed athletic trainer or a physician licensed to

practice medicine in the state of Texas may administer this medication and may do so only if:

1. The District has prior written consent for medication to be administered [see Medical Treatment, below]; and
2. The administration of a medication by an athletic trainer is in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.

Epinephrine | The District authorizes school personnel who have agreed in writing and been adequately trained to administer an unassigned epinephrine delivery system, such as an auto-injector or nasal spray, in accordance with law and this policy. Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.

On Campus | Authorized and trained individuals may administer an unassigned epinephrine auto-injector/delivery system at any time to a person experiencing anaphylaxis on a school campus.

The District shall ensure that at each campus a sufficient number of authorized individuals are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities.

Off Campus | Authorized and trained individuals may administer an unassigned epinephrine auto-injector/delivery system to a person experiencing anaphylaxis at an off-campus school event or while in transit to or from a school event when an unassigned epinephrine auto-injector/delivery system is available.

Maintenance, Availability, and Training | The Superintendent shall develop administrative regulations designating a coordinator to manage policy implementation and addressing annual training of authorized individuals in accordance with law; procedures for auto-injector/delivery system use; and acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine auto-injectors at each campus, at off-campus events, and while in transit to and from a school event.

Notice to Parents | In accordance with law, the District shall provide notice of the policy to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.

Opioid Antagonist | This provision shall be applicable to every campus.

WELLNESS AND HEALTH SERVICES
MEDICAL TREATMENT

FFAC
(LOCAL)

On Campus

The District authorizes school personnel who have been adequately trained to administer an opioid antagonist in accordance with law and this policy. Administration of an opioid antagonist shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing an opioid-related overdose.

Each applicable campus shall have at least one individual who is authorized and trained to administer an opioid antagonist present during regular school hours.

*Maintenance,
Availability,
Training, and
Reporting*

Each applicable campus shall have at least two unused, unexpired opioid antagonist doses available.

All opioid antagonists shall be stored in a secure location and shall be easily accessible by individuals who are authorized and trained to administer an opioid antagonist.

The Superintendent shall develop administrative regulations addressing acquisition, maintenance, expiration, and disposal of opioid antagonists in the District, as well as reporting, employee training, and emergency notification requirements.

Psychotropics

Except as permitted by law, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

Medical Treatment

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

The District shall seek appropriate emergency care for a student as required or deemed necessary.

**Threat Assessment
and Safe and
Supportive Team**

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

Training

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

Student Reports

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

Employee
Confidentiality

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

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

Notification to
Teaching Staff of
Threat

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

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

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

Imminent Threats or
Emergencies

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

Threat Assessment
Process

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

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

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

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

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

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

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

As appropriate, the team may refer a student:

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

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

STUDENT WELFARE
CRISIS INTERVENTION

FFB
(LOCAL)

- | | |
|---------------------------------|--|
| Guidance to School
Community | The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting. |
| Reports | The team shall provide reports to the Texas Education Agency as required by law. |

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

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

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

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

Notice of Suspected
Criminal Offense

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

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

**Program to Address
Child Sexual Abuse,
Trafficking, and
Maltreatment**

The District's program to address child sexual abuse, trafficking, and other maltreatment of children, as included in the District improvement plan and the student handbook, shall include:

1. Methods for increasing staff, student, and parent awareness regarding these issues, including prevention techniques and knowledge of likely warning signs indicating that a child may be a victim;
2. Age-appropriate, research-based antivictimization programs for students;
3. Actions that a child who is a victim should take to obtain assistance and intervention; and
4. Available counseling options for affected students.

Training

The District shall provide training to employees as required by law and District policy. Training shall address techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children, including children with significant cognitive disabilities. [See DMA]

[See BBD for Board member training requirements and BJCB for Superintendent continuing education requirements.]

**Reporting Child
Abuse and Neglect**

Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a legal responsibility, under state law, to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

The following individuals have an additional legal obligation to submit a written or oral report within 4824 hours of learning of the facts giving rise to the suspicion of abuse or neglect:

1. Any District employee, agent, or contractor who suspects a child's physical or mental health or welfare has been adversely affected by abuse or neglect.
2. A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child. A professional is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a

child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

[For parental notification requirements regarding an allegation of ~~educator~~ misconduct with a student, see FFF.]

Oral Reports

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

Restrictions on Reporting

In accordance with law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

Making a Report

Reports may be made to any of the following:

1. A ~~state or local~~ law enforcement agency, as defined in law;
2. The Child Protective Services (CPS) division of DFPS at 800-252-5400 or the [Texas Abuse Hotline website](#)¹;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility. As defined by law, a person responsible for the care, custody, or welfare of a child includes school personnel and volunteers and day-care workers. [See FFG(LEGAL)]

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus principal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee to first report his or her suspicion to a District or campus administrator.

In accordance with law, an individual must provide their name and telephone number when making a report. If the individual making the report is a school employee, agent, or contractor, they must also provide their business address and profession.

Confidentiality

The identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the law and the rules of the investigating agency.

Immunity

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

Failing to Report Suspected Child Abuse or Neglect

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report;
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment; and
4. May have his or her certification from the State Board for Educator Certification suspended, revoked, or canceled in accordance with 19 Administrative Code Chapter 249.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

Responsibilities Regarding Investigations

In accordance with law, District officials shall be prohibited from:

1. Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect;
2. Requiring that a parent or school employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

District personnel shall cooperate fully and without parental consent, if necessary, with an investigation of reported child abuse or neglect. [See GKA]

¹ Texas Abuse Hotline website: <http://www.txabusehotline.org>

STUDENT DISCIPLINE

FO
(LOCAL)

Student Code of Conduct

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

Revisions

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

Extracurricular Standards of Behavior

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

“Parent” Defined

Throughout the Student Code of Conduct and discipline policies, the term “parent” includes a parent, legal guardian, or other person having lawful control of the child.

General Discipline Guidelines

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student’s behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
 - a. The seriousness of the offense;
 - b. The student’s age;
 - c. The frequency of misconduct;
 - d. The student’s attitude;
 - e. The potential effect of the misconduct on the school environment;
 - f. Requirements of Chapter 37 of the Education Code; and
 - g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student’s parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Corporal Punishment

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

Physical Restraint

Note: A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

Within the scope of an employee’s duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.

STUDENT DISCIPLINE

FO
(LOCAL)

2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.

**Video and Audio
Monitoring**

Video and audio recording equipment ~~shall~~may be used for safety purposes to monitor student behavior on District property.

~~The~~When video and audio recording equipment is in use, the District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

Use of Recordings

The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

Access to
Recordings

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

COMMUNITY RELATIONS
CONDUCT ON SCHOOL PREMISES

GKA
(LOCAL)

Access to District Property

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

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

Ejection or Exclusion under Education Code 37.105

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

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

Off-Campus Activities

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

Prohibitions

Tobacco and
E-Cigarettes

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

Weapons

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

Exceptions

No violation of this policy occurs when:

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



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: 1-26-2026

Agenda item: Consider approval of purchase of 400 HP ProBooks from CDWG for staff

Background Information: The District solicited quotes from cooperative vendors for equipment from multiple resellers for staff laptops to replace end-of-life devices (250) and purchase new devices for Creek View High School (150).

Administrative Consideration: The total amount of this purchase is \$283,200, all within budget. The amount will be split between local funds (\$177,000) and bond (\$106,200)

Supporting Documents: Quote from CDWG

Recommendation: Approve the purchase of 400 HP ProBooks from CDWG through the Region 20 PACE cooperative contract P00185, as presented



Thank you for choosing CDW. We have received your quote.

QUOTE CONFIRMATION

SCOTT LALEMAN,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PSMW607	1/12/2026	HP WINDOWS	4249440	\$283,200.00

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
HP ProBook 4 G1a 16" Touchscreen Notebook - WUXGA - AMD Ryzen 5 230 - 16 GB Mfg. Part#: BM2S9UT#ABA **Pricing Valid Thru 1/31** Contract: PACE COOP P00185 Computer Hardware, Software, Serv (P00185)	400	8361978	\$655.00	\$262,000.00
CDW 3 Year Standard Product Protection-Laptop-Device Value \$400-\$699.99 Mfg. Part#: CDW700LAPSTESP36D Electronic distribution - NO MEDIA Contract: PACE COOP P00185 Computer Hardware, Software, Serv (P00185)	400	6027986	\$35.00	\$14,000.00
WINDOWS IMAGING WNI99 Mfg. Part#: WNI99 Electronic distribution - NO MEDIA Contract: PACE COOP P00185 Computer Hardware, Software, Serv (P00185)	400	8319496	\$18.00	\$7,200.00

SUBTOTAL	\$283,200.00
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$283,200.00

PURCHASER BILLING INFO	DELIVER TO
------------------------	------------

Billing Address:

MEDINA VALLEY ISD
ACCTS PAYABLE
8449 FM 471 S
CASTROVILLE, TX 78009-5313
Phone: (830) 931-2243

Payment Terms: NET 30 Days-Govt/Ed

Shipping Address:

MVISD CENTRAL ADMIN
8752 FM 471 S
LA COSTE, TX 78039-1904

Shipping Method: TForce Freight, Special Services

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515



Sales Contact Info

Mike Smith | (866) 691-7123 | mike.smith@cdw.com

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Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdw.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: 1-26-2026

Agenda item: Consider approval of purchase of 3000 Chromebooks from Intech Southwest

Background Information: The District solicited quotes from cooperative vendors for equipment from multiple resellers for Chromebooks to replace end-of-life devices at Castroville Elementary, LaCoste Elementary, and Potranco Elementary, as well as for new incoming freshmen at MVHS and Creek View HS.

Administrative Consideration: The total amount of this purchase is \$772,470, all within the current budget. The amount will be split between local funds (\$566,478) and bond (\$205, 992)

Supporting Documents: Quote from Intech Southwest

Recommendation: Approve the purchase of Chromebooks from Intech Southwest through the Texas DIR cooperative contract CPO-5850, as presented.



Intech Southwest
 4778 Research Drive
 San Antonio, Texas
 United States
<http://www.intechsouthwest.com>
 (P) 210-690-0000
 (F) 210-690-0200

Quotation (Open)	
Date	Jan 12, 2026 03:49 PM CST
Modified Date	Jan 12, 2026 04:08 PM CST
Quote #	443951 - rev 1 of 1
Description	3000 HP CHROMEBOOKS - FORTIS 11 G1M 8GB 64GB - GOOGLE LICENSE + WHITE GLOVE
SalesRep	Lopez, Sam (P) 210-690-0000
Customer Contact	Laleman, Scott scott.laleman@mvisd.org

Customer
 Medina Valley ISD (MED400)
 Laleman, Scott
 8449 FM 471 South
 Castroville, TX 78009
 United States
 (P) 830-931-2243 x 1104
 (F) 830-931-4050 x 1157

Bill To
 Medina Valley ISD
 Payable, Accounts
 8449 FM 471 South
 Castroville, TX 78009
 United States
 (P) 830-931-2514
 (F) 830-931-4050

Ship To
 Medina Valley ISD
 Payable, Accounts
 8449 FM 471 South
 Castroville, TX 78009
 United States
 (P) 830-931-2514
 (F) 830-931-4050

Customer PO:	Terms: Purchase Order (Net 30 Days)	Ship Via: UPS Ground
Special Instructions:		Carrier Account #:

#	Image	Description	Part #	Qty	Unit Price	Total
TEXAS DIR CONTRACT CPO-5850						
1		HP Fortis 11 G1m Chromebook Kompanio 520 up to 2.05 GHz - Chrome OS - Mali-G52 MP2 - 8 GB RAM - 64 GB eMMC - 11.6" SVA 1366 x 768 (HD) - Wi-Fi 6, Bluetooth - jet black - kbd: US	B5JK1UT#ABA	3000	\$222.50	\$667,500.00
2		Google Chrome OS Management Console License - academic	CROS-SW-DIS-EDU-NEW	3000	\$29.99	\$89,970.00
3		Intech Southwest Services - White Glove Enrollment and Asset Tagging	WHITE GLOVE/ASSET TAGGING	3000	\$5.00	\$15,000.00

Note: SOW
 WHITE GLOVE ENROLLMENT OF 3000 CHROMEBOOKS FOR MVISD INTO MVISD GOOGLE ACCOUNT
 CUSTOM ASSET TAGGING WITH GIVEN SEQUENCE BY MVISD
 WHITE GLOVE DELIVERY TO MVISD

This quote is valid for 30 days from the Quotation Date. Please contact your sales representative for updated pricing if your order is placed after that time period.

This quote is subject to change in the event of new or updated tariffs, levies or excise taxes from the federal government that are beyond the control of Intech Southwest.

Subtotal:	\$772,470.00
Product Subtotal:	\$772,470.00
Tax (.0000%):	\$0.00
Shipping:	\$0.00
Total:	\$772,470.00

RMA Policy: Defective merchandise must be returned within 15 days of receipt of product or manufacturer warranty applies for repair. Non-defective merchandise must be returned within 30 days of receipt. Non-defective product must be unopened and factory-sealed to be eligible for return. Intech Southwest offers a replacement only for unopened software returns. Returns will only be accepted if accompanied by a valid RMA number provided by Intech Southwest. Some special orders are non-returnable and the manufacturer must be contacted. Intech Southwest reserves the right to refuse the return of incomplete and opened products or charge a 15% restocking fee for returns that are accepted.



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: 1-26-2026

Agenda item: Consider approval of purchase of 250 14” Chromebooks from CDWG

Background Information: The District solicited quotes from cooperative vendors for equipment from multiple resellers for Chromebooks to replace stationary computer labs with 14” Chromebooks at all elementary campuses except Silos, which opened with 2 Chromebook labs.

Administrative Consideration: The total amount of this purchase is \$88,162.50, all within our current local budget.

Supporting Documents: Quote from CDWG

Recommendation: Approve the purchase of 14” Chromebooks from CDWG through the Region 20 PACE cooperative contract P00185, as presented



Thank you for choosing CDW. We have received your quote.

QUOTE CONFIRMATION

SCOTT LALEMAN,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PSPV671	1/15/2026	LENOVO 14"	4249440	\$88,162.50

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Lenovo 14e Chromebook Gen 3 - 14" - Intel N-series - N100 - 8 GB RAM - 64 G Mfg. Part#: 82W6003DUS Contract: PACE COOP P00185 Computer Hardware, Software, Serv (P00185)	250	8162007	\$315.00	\$78,750.00
Google Chrome Education Upgrade Mfg. Part#: CROS-SW-DIS-EDU-NEW Electronic distribution - NO MEDIA Contract: PACE COOP P00185 Computer Hardware, Software, Serv (P00185)	250	5988499	\$29.50	\$7,375.00
CDWG EDU White Glove Service for Chromebooks and Chrome OS Devices T1 Mfg. Part#: CDWCHROMEOS SVC1 UNSPSC: 43232401 Contract: PACE COOP P00185 Computer Hardware, Software, Serv (P00185)	250	3254461	\$8.15	\$2,037.50

SUBTOTAL	\$88,162.50
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$88,162.50

PURCHASER BILLING INFO	DELIVER TO
Billing Address: MEDINA VALLEY ISD ACCTS PAYABLE 8449 FM 471 S CASTROVILLE, TX 78009-5313 Phone: (830) 931-2243 Payment Terms: NET 30 Days-Govt/Ed	Shipping Address: MVISD CENTRAL ADMIN 8752 FM 471 S LA COSTE, TX 78039-1904 Shipping Method: Expeditors Deferred 3-5 Days

Please remit payments to:

CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515



Sales Contact Info

Mike Smith | (866) 691-7123 | mike.smith@cdw.com

Need Help?



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager.

© 2026 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: 1-26-2026

Agenda item: Consider approval of purchase of ViewSonic Viewboards from Intech Southwest

Background Information: A committee of staff and teachers met with interactive whiteboard manufacturers to see demonstrations of their products. After soliciting pricing from several cooperative resellers and taking feedback from the committee, it was decided to continue our relationship with ViewSonic for these purchases. Staff familiarity with the brand and software, combined with price, made this an obvious choice. We will be purchasing 115 75” Viewboards - 75 for Creek View and 40 for replacements and growth throughout the district. In addition, we’ll be purchasing 40 55” Viewboards that will go into collaboration rooms, conference rooms, and public spaces at Creek View.

Administrative Consideration: The total amount of this purchase is \$333,545, all within budget. The amount will be split between local funds (\$94,520) and bond (\$241,025). This cost includes unboxing, assembly, and removal of trash on site.

Supporting Documents: Quotes from Intech Southwest

Recommendation: Approve the purchase of ViewSonic Viewboards from Intech Southwest through the Region 20 PACE cooperative contract 20022, as presented.



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: 1-26-2026

Agenda item: Consider approval of RFP 2627 Category 1 E-Rate contract with Zayo to build Wide Area Network connection to Middle School #3

Background Information: Zayo was the winner of our RFP 2627 Category 1 E-Rate bid to construct a high speed wide area network. Construction costs pre-erate funding will be \$368,562. Additionally, this will commit the district to the \$300/mo pre- E-Rate cost for the Wide Area Network connection to the site. Post E-Rate funding, the district's portion will be \$78,712 for construction, and \$60/mo for the connection. E-Rate RFP bids are conducted through the district's e-rate consultants, Kellogg and Sovereign, who ensure compliance with all state and federal rules regarding e-rate bids.

Administrative Consideration: The District already has a contract for Wide Area Network to all other district locations.

Supporting Documents: E-Rate bid documents from Zayo

Recommendation: Approve the contract with Zayo for construction and maintenance of the Wide Area Network through the RFP 2627 Category 1 E-Rate bid, as presented.



EDUCATION



403+
SERVED MARKETS



18+ MILLION
FIBER MILES



145K
ROUTE MILES

Medina Valley Independent School District

Proposal response to MEDI 2026-C1 WAN

[zayo.com](https://www.zayo.com)

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Disclaimer

The information, illustrations, maps, and other images contained herein is representative of Zayo's networks in general terms and should not be relied on or treated as a substitute for specific information relevant to particular circumstances. Although we make reasonable efforts to update this information, we make no representations, warranties or guarantees, whether express or implied, that the content is accurate, complete or up-to-date. Any reliance you place on such material is strictly at your own risk.

Notwithstanding anything in this Bid or Response to Medina Valley ISD's Request for Proposal (RFP) to the contrary, and except as to pricing, any requirements to meet state and federal law, and governing law, if Zayo is selected to provide the services contained in this response, Medina Valley ISD and Zayo agree to negotiate the terms and conditions of an agreement governing the services awarded to Zayo. In the event that Zayo and Customer are unable to mutually agree and execute an Agreement, the services shall be governed by Zayo's standard form MSA and Service Schedule, copies of which are attached as "Master Customer Agreement", and "Ethernet & IP SLA".

Executive summary

As one of the fastest-growing school districts in Texas, Medina Valley Independent School District requires a wide area network that is not only reliable today, but intentionally designed to scale with continued enrollment growth, new facilities, and increasing digital learning demands. Building on the success of its existing private fiber network, Medina Valley ISD is seeking a solution that minimizes risk, controls cost, and integrates seamlessly into its current architecture.

Zayo is uniquely positioned to meet these objectives. Medina Valley ISD has already entrusted Zayo with the design and delivery of its private fiber ring, and this proposal represents a natural and highly efficient extension of that investment. The proposed new fiber build integrates directly into the existing ring topology, preserving resiliency while avoiding the complexity and limitations of point-to-point designs offered by other providers. This approach ensures consistent routing, fault isolation, and rapid restoration across the network.

From a financial standpoint, this project benefits significantly from prior infrastructure investments. Because the majority of backbone construction has already been completed, pricing is limited to only the incremental footage required to serve the new location. This allows Zayo to offer aggressive, highly competitive pricing while maintaining enterprise-grade performance. Additionally, the proposed solution utilizes 100G-capable equipment that is fully homogeneous with the district's existing network gear, eliminating operational silos and simplifying long-term support and upgrades.

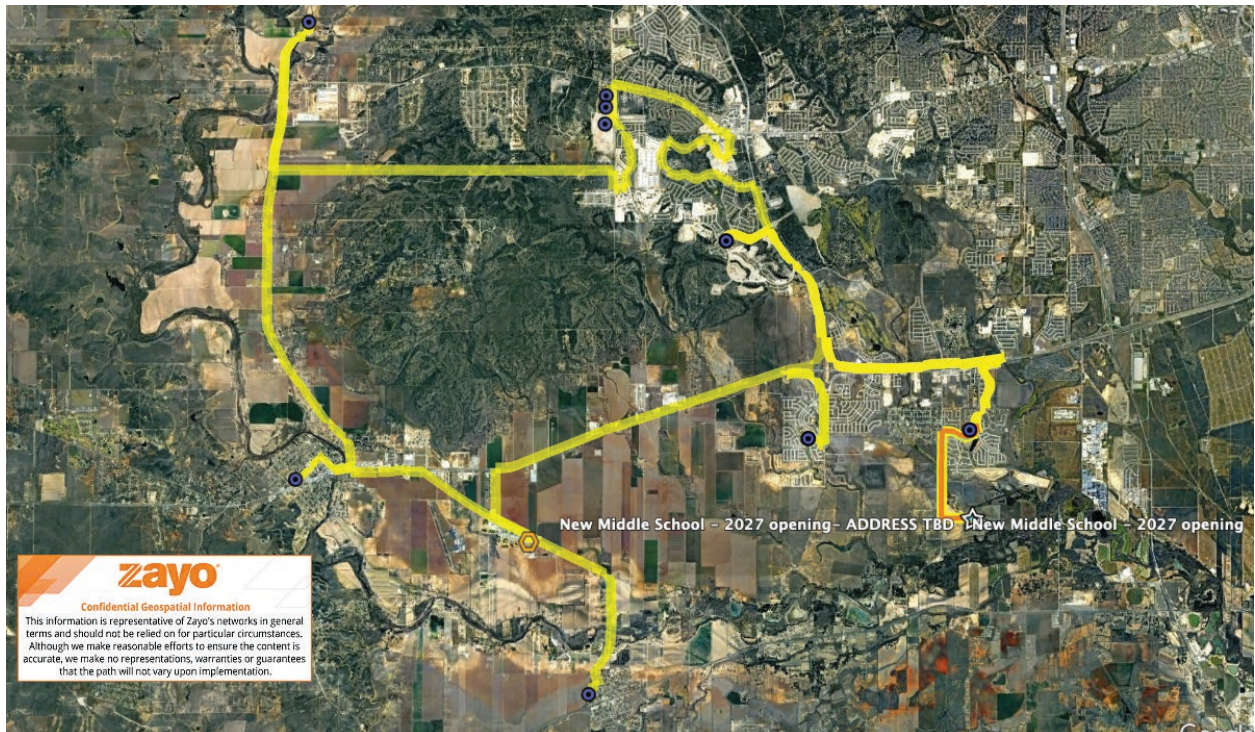
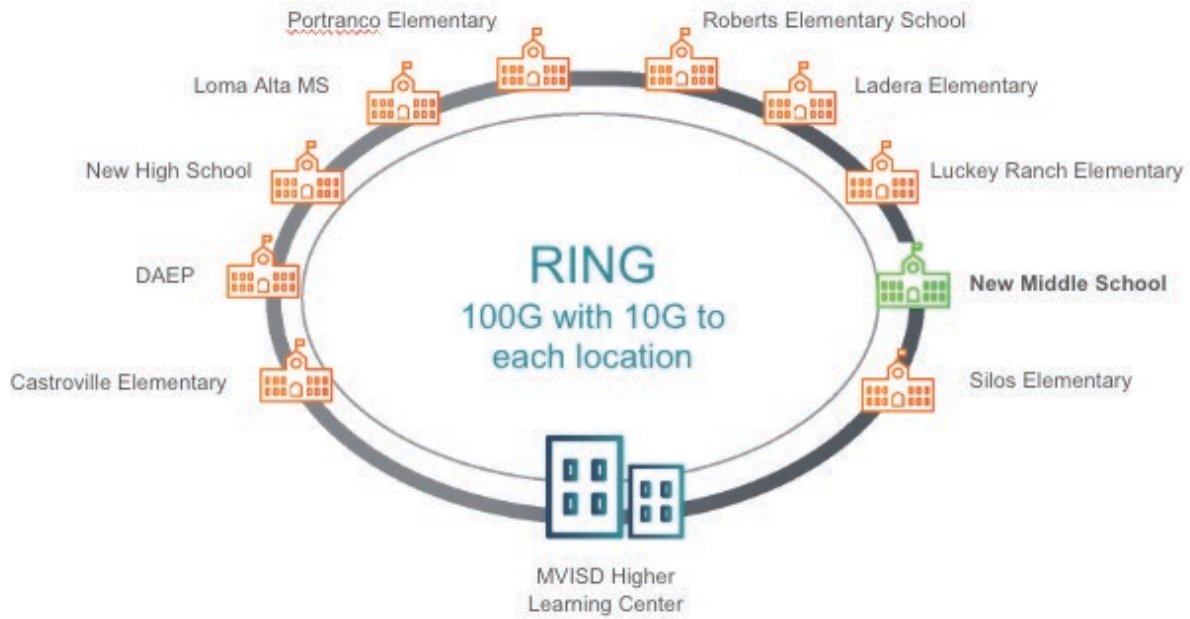
Operationally, Medina Valley ISD gains the advantage of working with a proven partner that understands the district's standards, expectations, and growth challenges. Zayo brings a single point of accountability—one provider responsible for design, construction, activation, and ongoing support. This "one throat to choke" model reduces coordination risk and accelerates issue resolution when problems arise. Zayo has also demonstrated its ability to navigate complex and evolving permitting environments, a critical capability in a region experiencing rapid development and infrastructure congestion.

Finally, because the required construction scope is limited, Zayo can deliver the fastest and least disruptive implementation timeline. With timely approval and authorization to proceed, a July 1, 2026 service delivery date is a realistic and achievable outcome. This shortened timeline reduces reliance on temporary or month-to-month services and ensures the district is operationally ready to support students and staff without interruption.

In summary, Zayo's proposal offers Medina Valley ISD the lowest risk, most cost-effective, and most scalable path forward—leveraging an existing private fiber ring, proven execution, and a long-term network architecture designed to grow alongside one of Texas's fastest-expanding school districts.

Description of Proposal

Zayo's proposed solution for Medina Valley ISD is to insert the new middle school into the ring between Luckey Ranch Elementary School and Ladera Elementary School. The fiber infrastructure will be 100% dedicated to Medina Valley ISD and so will the equipment.



Timeline for installation

Zayo’s timeline for installation is estimated at 180 days. This accounts for permitting. If permitting can be secured faster, Zayo can get started sooner. Also, if Medina Valley ISD is willing to assume liability for project costs in advance of E-rate funding, Zayo could start on the project.

180-Day Step-by-Step Implementation Timeline

Days 0–14 | Kickoff + Order Finalization

1. Contract / Service Order executed
 - » Final scope, term, bandwidth, demarc location, handoff type, and any E-Rate details confirmed
2. Kickoff call
 - » Roles, escalation path, success criteria, site access rules, and communications cadence
3. Data collection
 - » Site survey intake form, demarc/IDF/MDF details, building entry preferences, and power confirmation
4. Schedule initial site walk
 - » Confirm MPOE/building entry, pathway, space, and constraints

Milestone: Project kickoff complete; requirements baselined.

Days 15–45 | Engineering + Design

5. Route planning & feasibility
 - » Determine best path, existing assets to leverage, diversity needs (if applicable)
6. High-level design completed
 - » Circuit type, optics/hand-off, protection scheme (if any), and equipment requirements
7. Build package prepared
 - » Maps, construction drawings, materials list, splice plan, and restoration standards

Milestone: Final design package approved internally.

Days 46–90 | Permitting + Make-Ready

8. Permit applications submitted
 - » ROW, DOT, railroad (if needed), local jurisdiction permits
9. Utility coordination / locate requests
 - » 811 locates, conflict checks, and field validation
10. Pole attachment / make-ready (if aerial)
 - » Joint use application, engineering review, make-ready scheduling
11. Long-lead materials ordered
 - » Fiber, conduit, vaults/handholes, electronics/optics, enclosures

Milestone: All permits approved (or on track with committed dates); materials staged.

Days 91–135 | Construction + Splicing

12. Construction mobilization
 - » Traffic control plans, crew assignments, safety plan, site access confirmed
13. Outside plant construction
 - » Bore/trench/aerial lash, building entrance, conduit placement as needed
14. Fiber placement
 - » Pull/blow fiber, slack storage, labeling
15. Splicing
 - » Splice cases built, end-to-end splicing complete
16. As-builts updated
 - » Redlines captured daily; final as-built drafting begins

Milestone: Fiber path complete; splice complete; ready for test/turn-up.

Days 136–160 | Turn-Up + Testing

17. Electronics/optics installed
 - » Demarc equipment mounted, power verified, grounding, patching
18. Network integration
 - » VLAN/QoS/policies applied, routing/VRF as needed, security requirements verified
19. End-to-end testing
 - » OTDR, light levels, BER (if applicable), throughput tests, failover tests (if diverse)
20. Customer acceptance testing
 - » Joint test window; validation against acceptance checklist

Milestone: Circuit passes acceptance testing; service ready for production.

Days 161–180 | Cutover + Closeout

21. Cutover planning
 - » Final cut sheet, rollback plan, comms plan, maintenance window scheduled
22. Cutover execution
 - » Move traffic, validate apps/voice/testing, monitor stabilization
23. Burn-in / stabilization period
 - » 7–14 days heightened monitoring, ticket tuning, performance checks
24. Closeout package delivered
 - » As-builts, test results, inventory, demarc info, support contacts, SLA summary
25. Billing/go-live confirmation
 - » Billing start date confirmed, final documentation stored, project formally closed

Milestone: Fully operational circuit; documentation complete; project closed.

Monitoring and Maintenance

Zayo proactively monitors and maintains its networks through a dedicated, fully staffed 24x7x365 Network Control Center (NCC) that continuously oversees all network facilities, electronics, and customer circuits. The NCC uses real-time surveillance and a single-pane-of-glass fault management system to detect alarms, degradations, or anomalies as they occur—often before customers experience an impact. When an issue is detected, a ticket is automatically generated and Zayo engineers immediately begin remediation efforts, regardless of time of day or day of week, ensuring rapid response and minimized downtime.

Unlike providers that rely on outsourced or tiered support models, Zayo's networks are monitored and maintained by Zayo employees, not third-party contractors. NCC technicians are empowered with the authority and expertise to diagnose and repair issues end-to-end, including fiber, electronics, and routing components. Escalation paths are transparent and direct, with access to senior engineering leadership and executives when needed, enabling faster resolution and accountability. This "fix-it-fast" operating philosophy is designed to prevent small impairments from escalating into full outages.

Zayo also takes a proactive approach to event and risk management, particularly during large-scale or regional events such as hurricanes, winter storms, flooding, or other environmental threats. During these events, Zayo actively monitors network conditions, mobilizes additional resources, and communicates regularly with customers through status updates and outage bridges as needed. This ensures customers receive real-time visibility into network conditions and restoration progress while Zayo aggressively works to stabilize and restore services.

Planned maintenance activities are managed with the same rigor and transparency. Prior to any maintenance event, Zayo reviews network alarms to confirm stable conditions and minimize risk. Customers are notified in advance of any expected impact, and coordination bridges are established upon request. After maintenance is completed, Zayo confirms an "all clear" with both the NCC and affected customers before releasing field personnel. Together, these monitoring and maintenance practices ensure a highly reliable, resilient network that supports mission-critical operations without disruption.

Special Construction

Zayo will allow Medina Valley ISD to pay the applicant portion over four year installment plans. Zayo is very familiar with the special construction process. In fact, Zayo has been awarded more special construction projects than any other participant in the e-rate program. Zayo and Medina Valley have already successfully worked together in the past to get e-rate special construction funding.



Agenda Item Memorandum

To: MVISD Board of Trustees

Date: 1-26-2026

Agenda item: Consider approval of RFP 2627 Category 2 E-Rate contract with CDWG for networking equipment and battery backups for Middle School #3

Background Information: MVISD conducted an RFP 2627 Category 2 E-Rate bid for network switches, wireless access points, and battery backups for Middle School #3. CDWG has won that bid. E-rate RFP bids are conducted through the district's e-rate consultants, Kellogg and Sovereign, who ensure compliance with all state and federal rules regarding e-rate bids.

Administrative Consideration: This is only for the approval of the contract so that we can file for E-Rate. The actual purchases will come at a later date.

Supporting Documents: E-Rate quote from CDWG

Recommendation: Approve the RFP 2627 E-Rate contract with CDWG for networking equipment and battery backups for Middle School #3, as presented.



**Form 470#
260005751**

Medina Valley Indep. Sch. Dist.

**CDW Government LLC
230 N. Milwaukee Ave.
Vernon Hills, IL 60061**

**Deadline: January 08, 2026
Funding Year 2025-2026
Digital Copy**



January 08, 2026

Medina Valley Indep. Sch. Dist.
8449 FM 471 S
Castroville, TX, 78009

RE: CDW Government's Response to Medina Valley Indep. Sch. Dist.'s, 470# 260005751

Dear Scott Laleman,

Medina Valley Indep. Sch. Dist. is seeking to identify a reliable and experienced IT partner capable of managing your E-Rate initiative. Our response demonstrates CDW Government's unique ability to contribute to the overall success of this initiative.

CDW Government LLC (CDW•G) is a global systems integrator, impacting 75 million students across 34 countries. With over 30 years of experience, we are a trusted partner to more than 15,000 school districts nationwide. Benefits of partnering with us include:

- **History of Success:** CDW•G is the leading Value Added Reseller E-Rate provider, participating in the program since 1998. To date we have managed more than 20,816 E-Rate projects for schools and libraries nationwide.
- **Strong Partnerships:** We maintain strong relationships with more than 1,000 vendor partners (OEMs), including leading networking OEMs well-versed in Internal Connections, to provide you with the best products, services, and support.
- **E-Rate Expertise:** Our dedicated in-house technical experts and E-Rate specialists ensure contract compliance, expert handling of the program's specialized invoicing processes, and ongoing consultation.
- **Personalized Support:** Your highly trained and experienced account team includes **Mike Smith**, who serves as your primary point of contact, and is responsible for coordinating all your needs.

We thank you for the opportunity to participate in the 470-response process. Please contact your Executive Account Manager, **Mike Smith**, at **(866) 691-7123** or **miksmit@cdwg.com** with any questions.

Sincerely,

Justin Schwier

Justin Schwier
Manager, Proposals
CDW Government LLC

Bid Documents and Forms

REQUEST FOR PROPOSAL

ERATE FUNDING YEAR 2026-26

**FCC FORM 470 #260005751 (MEDI 2026-C2)
CATEGORY 2 NETWORK EQUIPMENT**

APPLICANT

Medina Valley Independent School District (BEN: 141465)
8449 Fm 471 S, Castroville, TX 78009

Submit Questions no later than: Friday, December 5, 2025

Questions must be submitted online no later than 2:00 pm Central Time on the due date listed above.

DUE DATE: Thursday, January 8, 2026

Proposals must be submitted online no later than 2:00 pm Central Time on the due date listed above.

All questions and proposals must be submitted via Bonfire/Euna.

Proposals received after the proposal deadline, spam, and/or automated responses via email will not be considered valid proposal responses and will be disqualified from consideration.

<https://kelloggllc.bonfirehub.com/portal>

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- Attachment C – Vendor Forms

Pricing Requirements

Excel Pricing **Required**

PDF Pricing Allowed (excel optional)

Offerors are required to identify:

Clearly list the cost of products and services to include the following:

1. Description of Services
2. Monthly (recurring) charges
3. One Time (non-recurring) charges
4. % Eligibility. If the product is fully eligible, show 100%. If not eligible, 0% eligible for E-Rate discount. This is NOT the applicant's E-Rate discount %.
5. Quantity
6. Unit of Measure (Each, Feet)
7. Bandwidth level, if applicable
8. Contract Term
9. Make, Model and part number, if applicable
10. Installation and Configuration
11. Shipping and Handling
12. Travel and Per Diem
13. Estimate of Surcharges and Fees
14. 25% Estimated Tariff for Manufacturer's Networking Equipment Manufactured Abroad

ATTENTION CATEGORY TWO BIDDERS: Pricing details in a spreadsheet format will be required for awarded category two products and services. Item 21.

PROPOSAL SPECIFICATIONS

**** PROPOSALS REQUESTED FOR MANUFACTURER AS LISTED OR EQUIVALENT ****

Applicant is seeking proposals for the items listed below and estimated quantities shown. The Applicant will work with the awarded offeror to specify items per site within the Applicant's E-Rate category two budget for E-Rate FY2026. The Applicant reserves the right to purchase some, all, or none of the products and services awarded under this contract for E-Rate FY2026 and subsequent E-Rate funding years covered by the agreement.

Any proposal submitted in response to this request must be compliant with the FCC's Order (FCC 19-121) prohibiting the sale, provision, maintenance, modification, or other support of equipment or services provided or manufactured by Huawei, ZTE, or any other covered company posing a national security threat to the integrity of communications networks or the communications supply chain. See <https://www.fcc.gov/supplychain/coveredlist> By submitting a response, vendors are certifying compliance with FCC 19-121.

- Offerors are requested to include all necessary installation and configuration (if applicable), cabling, licenses, connectors, components, shipping and handling, taxes and any other applicable fees.
- The applicant is requesting basic maintenance for new equipment including manufacturer maintenance support services (MSS) and bundled warranty only for equipment listed on this request.
- The applicant will consider proposals for managed internal broadband services (MIBS) for any remote management components necessary for a fully operational solution.
- Licensing may often be considered to include Basic Maintenance of Internal Connections (BMIC) or Managed Internal Broadband Service (MIBS) components. Licenses that include services such as software upgrades and patches, (including bug fixes and security patches), and online and telephone-based technical assistance and tools that are typically standard fixed priced offerings or manufacturer maintenance support services (MSS) are sometimes classified as Managed Internal Broadband (MIBS) or Basic Maintenance of Internal Connections (BMIC) by USAC. MIBS and BMIC have been included in the 470 for new equipment requests for this purpose.
- Partial/incomplete proposals will not be considered.

SPECIAL NOTE: The requestor expects that any respondent to this solicitation familiarizes themselves with the impact of current and potential tariff(s) imposed upon a particular manufacturer's products. Any such tariffs must be appropriately accounted for in the respondent's fee proposal. Presume a 25% tariff will be imposed on any manufacturer's networking equipment manufactured abroad and may be applicable at the time of purchase throughout the term of any agreement resulting from this solicitation (including any mutually agreed upon extensions). INCLUDE THIS 25% TARIFF AS A SEPARATE LINE ITEM WHEN COMPLETING THE PRICING ATTACHMENT AS PRESENTED. The requestor also expects that the presumed tariff should be LESS than 25% or not ultimately be imposed upon the manufacturer's product, the cost saving will be passed along to them and, in turn, the FCC's E-Rate program as well. It should also be presumed by respondents that should any tariff imposed upon a particular manufacturer's product be higher than 25% at the time of purchase, the requestor will appropriately compensate the service provider for the full cost incurred at the time of purchase without regard to E-Rate eligible invoicing.

LIST OF REQUESTED EQUIPMENT

Internal Connections Equipment (IC)

Medina Valley Independent School District is seeking proposals for category 2 equipment as detailed below. This project is focused on the New Middle School (#3). When applicable, please provide pricing for licenses for 1 year, 3 years and 5 years. The district will choose one license term and not all three. Installation and configuration costs must be provided separately from the equipment cost and will be selected at the District discretion.

Basic Maintenance of Internal Connections (BMIC) and MIBS for new equipment – Licenses that include services such as software upgrades and patches, (including bug fixes and security patches), and online and telephone-based technical assistance and tools that are typically standard fixed priced offerings or manufacturer maintenance support services (MSS) are sometimes classified as Managed Internal Broadband (MIBS) or Basic Maintenance of Internal Connections (BMIC) by USAC. MIBS and BMIC have been included in the 470 for new equipment requests for this purpose.

Type	Part Number	Make	Description/Line Notes	Quantity
Switch	C9500-48Y4C-EDU	Cisco or Equivalent	Cisco Catalyst 9500 Switch	1
Switch	C9K-PWR-650WACL-R/2	Cisco or Equivalent	Secondary power supply	1
Module	SFP-10G-SR=	Cisco or Equivalent	Multimode SFP	42
Module		Cisco or Equivalent	Single mode SFP	1
Switch	C9300-48UXM-EDU	Cisco or Equivalent	Cisco Catalyst 9300 Multi-gig Switch	7
Switch	C9300-48U-EDU	Cisco or Equivalent	Cisco Catalyst 9300 UPoE Switch	14
Module	C9300-NM-8X	Cisco or Equivalent	Cisco Catalyst 9300 series network expansion module	21
Switch	PWR-C1-1100WAC-P2	Cisco or Equivalent	Secondary power supply	21
Cabling	STACK-T1-50CM	Cisco or Equivalent	Stackwise stacking cables	21
Cabling	CAB-SPWR-30CM	Cisco or Equivalent	Stackpower cables	21
Access Points	C9130AXI-B	Cisco or Equivalent	Cisco Catalyst 9130AXI WAP	80
UPS	SUA5000RMT5U	APC or Equivalent	APC Smart UPS 4000 Watts/5000VA input 208V	1
UPS	SRT5KRMTF	APC or Equivalent	APC Step down transformer	1
UPS	APC SMT2200C	APC or Equivalent		6
Access Points		Cisco or Equivalent	Cisco Catalyst 9124 AXI WAP	5
Cabling	STACK-T!-1M	Cisco or Equivalent	Stackwise stacking cables	14
Cabling	CAB-SPWR-150CM	Cisco or Equivalent	Stackpower cables	14

RECIPIENTS OF SERVICE

Entity Name	BEN	Address	City	State	ZIP
Castroville Elementary Sch	90291	1000 Madrid St	Castroville	TX	78009
Higher Learning Center	17021454	153 Cr 483	Lacoste	TX	78039
Lacoste Elementary	90338	16069 Uvalde St	La Coste	TX	78039
Ladera Elementary School	17025523	14750 W Groesenbacher	San Antonio	TX	78245
Loma Alta Middle School	17011899	266 County Road 381	San Antonio	TX	78253
Luckey Ranch Elementary	17011900	12045 Luckey River	San Antonio	TX	78252
Medina Valley High School	90293	8395 Fm 471 S	Castroville	TX	78009
Medina Valley ISD Administration	17023565	8449 Fm 471 S	Castroville	TX	78009
Medina Valley Middle School	211247	8365 Fm 471 South	Castroville	TX	78009
Potranco Elementary	16026130	190 Cr 381 S	San Antonio	TX	78253
Silos Elementary	17035302	6909 Silos View	San Antonio	TX	78252
New High School	17035303	308 County Road 381	San Antonio	TX	78253
Medina Valley ISD Daep	HS Annex	284 Cr 373	Rio Medina	TX	78066
New Middle School (#3)	17050147	12082 Flacon River	San Antonio	TX	78252

PROPOSAL REQUIREMENTS (C2)

1. **E-Rate Compliance.** Service providers (offerors) must comply with E-Rate program rules as set forth by the Federal Communications Commission (FCC) and administered by the Universal Service Administrative Company (USAC).

Disqualification – FCC Form 498 ID Status. If the offeror is under FCC red light status or does not have an FCC Form 498 ID (service provider identification number), the offeror may be disqualified by the applicant school or library. If at any time during the contract period the service provider is red lighted, debarred, or otherwise no longer eligible to participate in the E-Rate program, the applicant reserves the right to terminate the contract.

2. **Kellogg & Sovereign® Consulting (K&S) authorized.**

The applicant has engaged the services of K&S to assist with the E-Rate filings for the applicant. The applicant has authorized K&S to act on its behalf regarding this procurement. K&S may request information directly from Proposer(s) as well as conduct the competitive bidding process on the e-procurement site, <https://kelloggllc.bonfirehub.com>.

3. **Equivalent products and services.** Proposals are requested for the specified manufacturer, part, model number OR EQUIVALENT.

4. **Mandatory Offerors' Conference or Walk Through.**

APPLIES TO THIS RFP

DOES NOT APPLY FOR THIS RFP

Disqualification – Mandatory Offerors' Conference. If the offeror does not attend a mandatory offerors' conference, walk through, or other mandatory meeting listed in the Offerors' Conference section, the offeror may be disqualified by the applicant school or library.

5. **Questions.** Questions must be submitted prior to the end of the question period. Questions must be submitted online: <https://kelloggllc.bonfirehub.com/portal> no later than the date and time listed above or the proposals will be disqualified.

6. **Proposal Acceptance.** The applicant school or library reserves the right to accept some, all or none of the items included in the proposal. Notification of proposal acceptance or proposal rejection will be provided at the discretion of the applicant school or library.

7. **Modification or Withdrawal of Proposal:** Vendors are advised to consult the Bonfire Vendor Help Center to obtain the most current guidance for submission, revision, and withdrawal of proposals. <https://vendorsupport.gobonfire.com/hc/en-us>

8. **Clarifying Questions –** The applicant may choose to ask clarifying questions or request additional information from the offerors. All communications within the proposal and evaluation stage will be within the bidding portal.

9. **Late Proposals.** Responses submitted after the due date and time noted in this RFP shall not be considered and will be disqualified. Responses must be submitted through the bidding portal. Proposal submitted through fax or email will not be accepted.

10. **Financial Responsibility.** Offeror shall pay all costs related to the preparation and submission of its Proposal.

11. **All Costs.** Pricing proposed by the offeror must include all costs associated with the requested products/services to the applicant but not limited to taxes, shipping, etc. Offerors must provide unit pricing for each item. Incomplete/partial proposals will not be considered. Price increases will not be allowed during the term quoted. Prices may be lowered based on market conditions.
12. **Cost Allocation.** Offerors must clearly separate E-Rate eligible costs from ineligible costs.
13. **Contracts.** Offerors for services other than tariff or month-to-month arrangements, must include a contract or legally binding agreement in response to this RFP with signature block for both service provider and applicant. The agreement should be provided in form only and will not be completed and executed until after proposals are awarded by applicant and negotiations completed as applicable. *Quotes are not considered a legally binding agreement.*
14. **Contract Terms.** Offerors must clearly define contract terms for all pricing submitted. The applicant school or library may consider multi-year contracts featuring voluntary renewals. Pricing remains firm for the period of April 1, 2026, through September 30, 2029. The district reserves the right to extend the intent to purchase for an additional annual term through September 30, 2031. The applicant will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E- Rate “program year” or an extended service end date for an E-Rate program year pursuant to a “service delivery deadline extension,” as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service Administrative Company (USAC).

The applicant will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E- Rate “program year”. The contract expiration for non-recurring services and software/license purchases that may be classified as recurring by USAC shall be automatically extended to align with SLD authorized extensions due to late funding and changes in products and/or services approved on or after March 1st or upon certification of a FCC Form 500 Service Delivery Deadline Extension Request as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service Administrative Company (USAC).
15. **Description of Proposal.** Offerors will provide a description of their proposal for all services and solutions. Description will include an overview of the proposal, any deviations from the requested architecture, design or requirements, assumptions made, and any other details that may be useful or necessary for proper evaluation of the proposal.
16. **Authorized Signatures** – Proposals must be signed by an individual or officer of the firm authorized to legally bind Vendor when submitting the proposal. Unsigned proposals will not be accepted.
17. **Addenda** – In the event revisions to this document become necessary, addendum will be provided by upload to the relevant Form 470 and the bidding portal.
18. **Required Notice to Proceed and Funding Availability.** The applicant will follow the purchasing policies of their governing board and requirements and procedures of the FCC’s E-Rate program as administered by USAC to be eligible for all available funding. The implementation of any associated contracts resulting from this competitive proposal process will be dependent on the applicant’s issuance of a written Notice to Proceed. E-Rate funding notification alone will not signify Notice to Proceed. The applicant will have the right to allow the contract to expire without implementation if appropriate funding does not become available.
19. **Proposals for Category Two products and services.**
 - Proposals for equipment should clearly list the location where the equipment will be installed if that has been specified in the proposal.

- Proposals should meet industry standards and comply with applicable local, state and federal codes and regulations. For example, network wiring/cabling should meet or exceed EIA/TIA standards and national Electrical code standards.
- Equipment should be properly configured, installed and tested.
- Include all items necessary for equipment to be fully operational including necessary cabling, connectors, components, installation, configuration, travel, per diem, and any other applicable fees.
- All installed equipment and cabling should be labeled.
- In addition to standard labeling (i.e. patch panels labeled with cable number), equipment should be labeled with E-Rate information as follows:

Funding Request Number (FRN)
 Form 471 Application Number
 Purchase Order Number
 Installation Date

- Proposals for ON-SITE maintenance services must include the quantity, make, and model number of all E-Rate eligible equipment to be maintained.
- Proposals for managed internal broadband services must specify whether or not the equipment is owned by the applicant or the provider
- Offerors must include a statement of work (SOW)
- Proposals for new equipment should include standard manufacturer’s warranty (up to three years)
- Proposals for firewall appliances or firewall services must clearly cost allocate the ineligible portion.
- The value of any free products and/or services must be deducted from the cost of the proposal.
- Proposals should include installation and configuration unless otherwise noted
- Proposals should clearly describe all costs including installation, configuration, shipping and handling charges on a per site basis unless otherwise noted.

20. Site and Service Substitution (Contract Modification).

The applicant hereby provides notice to all interested vendors that site and/or service substitutions may be necessary during the term of the contract. Any agreement signed as a result of this RFP should contemplate the possibility of the applicant changing products or services within the guidelines set forth by the FCC. All vendors are also hereby provided notice that the applicant may add new locations to its network during the life of the contract, and existing sites may move or close. The contract(s) entered into as a result of this RFP should allow for said site/service substitutions. Vendors are to describe their process for amending the contract to accommodate site/service substitutions during the contract term.

21. Category Two Budget Requirements.

During the E-Rate application process and prior to issuance of E-Rate funding, the applicant may need to make changes to the quantities and items selected in order to stay within their category two budgets. The applicant may contact the awarded offeror to adjust quantities in order to meet the Category 2 budget.

The selected service provider is expected to respond timely with revised proposals and contracts for the applicant to ensure that the selected products and services are at or below the applicant’s budget cap. The selected service provider will need to provide all information necessary regarding reduction in quantities and associated installation, configuration, shipping and handling charges.

22. Documentation and Audit Compliance.

- Service provider shall provide all warranty and product documentation related to products or services sold to the applicant.

- Service provider shall retain all documentation related to the purchase and payment, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of TEN years from the last date of service.
- If the applicant is audited by the Administrator of the program, the service provider shall fully cooperate with the applicant to provide any documentation related to the provision of discounted products and services as requested.
- The service provider and/or applicant is solely responsible for verifying the accuracy of information submitted to Kellogg & Sovereign® Consulting (K&S). K&S disclaims and makes no warranty, express or implied, nor assumes any legal liability or responsibility for the validity, accuracy, correctness, or completeness of any information that is provided by the service provider or applicant to K&S.
- By submitting proposals for K&S client schools & libraries, the service provider agrees and understands that K&S will forward the information to USAC, and the service provider is responsible for verifying the accuracy of information submitted to K&S.
- Kellogg & Sovereign® Consulting shall not be liable for any direct, indirect, incidental, consequential or exemplary damages, including but not limited to, damages for loss of profits, data or other intangible losses (even if K&S has been advised of the possibility of such damages), resulting from the service provider's non-response or incomplete response and/or the service provider's inaccurate, invalid, incorrect, or incomplete provision of information.

23. Service Provider Responsibilities

- The agreement herein is contingent upon the approval of funding from the Universal Service Fund's Schools and Library Program.
- The applicant requires that Service Providers make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program. <https://www.fcc.gov/consumers/guides/universal-service-program-schools-and-libraries-e-rate>
- Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP.
- Service Providers are responsible for proving a valid Service Provider Identification Number (SPIN) at the time the RFP is submitted. <https://www.usac.org/e-rate/service-providers/step-1-obtain-a-spin/>
- Service Providers are responsible for providing a valid Federal Communications Commissions (FCC) Registration Number at the time the RFP is submitted. https://apps.fcc.gov/cores/html/Register_New_FRN.htm
<https://apps.fcc.gov/cores/userLogin.do>
- Service Providers are responsible for providing evidence of FCC Green Light Status at the time the proposal is submitted. Any potential offeror found to be in Red Light Status must provide an explanation of the steps it is undertaking to be removed to Red Light Status and the expected timeframe for resolution. A Service Provider's sustained Red Light Status may be grounds for contract termination as it could prohibit the Service Provider from providing E-Rate discounts in a timely manner which would cause harm to the Applicant. <https://www.fcc.gov/general/red-light-frequently-asked-questions>

- Products and services must be delivered before billing can commence. At no time shall the Service Provider invoice before July 1, 2026.
- Prices must be held firm for the duration of the associated E-Rate Funding Year(s) or until all work associated with the project is complete (including any contracts and USAC approved extensions)
- The default method of invoicing for all Funding Requests (FRN) created as a result of this RFP will be the Form 474 Service Provider invoice (SPI) unless the applicant explicitly requests Form 472 Billed Entity Applicant Reimbursement method.
 - The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider invoice (SPI). The maximum percentage the applicant will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Funding Commitment Decision Letter (FCDL) and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision letter from the SLD and submission, certification and USAC approval of Form 486, the applicant shall pay only the discounted amount beginning with the billing cycle immediately following said approval.
 - All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the Applicant will only be responsible for paying its non-discounted share. Service Providers shall retain all documentation related to the purchase, payment, delivery and/or installation, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of 10 years from the last date of service.
- Within one (1) week of award, the awarded Service Provider will provide the Applicant with a bill of materials suitable for the Form 471 item 21 attachment. Approval for any deviation from the item 21 attachment must be obtained from the Applicant. Subsequent schedules of values and invoices for each site must match Item 21 attachment or subsequent service substitutions. https://www.usac.org/wp-content/uploads/e-rate/documents/Forms/471i_fy05.pdf
- In the event of questions during an E-Rate pre-commitment review, post commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within three (3) days to questions associated with its proposal.
- No change in the products and/or services specified in this document orders will be allowed without prior written approval from the Applicant and a USAC service substitution approval with the exception of a Global Service Substitution.
- The Service Provider acknowledges that all pricing and technology infrastructure information in its proposal shall be considered as public and non-confidential pursuant to 47 CFR §54.504 (2) (i) (ii)
- The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to §54.511 (b). Should it not be the lowest corresponding price, the Service Provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.

- This offer is in full compliance with USAC’s Free Services Advisory. There are no free services that would predict an artificial discount and preclude the applicant from paying its proportionate non- discounted share of costs. The Service Provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it. <https://www.usac.org/e-rate/applicant-process/competitive-bidding/free-services-advisory/>
-
- The awarded Service Provider is required to send copies of all forms and invoices to the Applicant prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the Applicant placing the vendor on an “Invoice Check” with the USAC. <https://www.usac.org/e-rate/service-providers/step-5-invoicing/>
- The contract must provide cancellation of services without financial penalties if a school is closed. Applicant may cancel services to a school without penalties after a 30-day notice to Service Provider.
- Goods and services provided shall be clearly designated as “E-Rate Eligible”. Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be “cost allocated” to show the percentage of eligible costs per SLD guidelines.
- **Within one (1) week of award, the awarded Service Provider must provide the Applicant a bill of materials using the most currently available “Bulk Upload Template” located at <https://www.usac.org/e-rate/applicant-process/applying-for-discounts/fcc-form-471-filing/>. Subsequent schedules of values and invoices for must match the Bulk Upload Template or subsequent service substitutions.**

VENDOR REGISTRATION

The **Vendor Registration** can be found at <https://kelloggllc.bonfirehub.com/login>

Bonfire Vendor Help Center: <https://vendorsupport.gobonfire.com/hc/en-us>

Registration steps:

Enter your organization name, email and password to create your account.

Once an account is created you will need to provide:

- Contact information
- SPIN – Form 498 ID. <https://slweb.usac.org/Spin/Search>
- FCCRN – FCC registration number. <https://apps.fcc.gov/cores/userLogin.do>
- OUSF-Certified Service Provider for Oklahoma (CCN) – indicate Yes/No/Pending (*Enter “No” if you are not submitting proposals on Oklahoma RFPs*)

COMMODITY CODES:

K&S will be using the following UNSPSC Codes (classifications) for RHC or E-Rate eligible services. Note that when you are entering UNSPSC Codes, Bonfire leaves off the zeroes. For example, 83112200 is 831122. Additionally, the higher-level code is used in some cases instead of listing all the individual codes. For example, 4322 is the commodity code used instead of the code specifically for routers, antennas or network switches.

INTERNET ACCESS

81112101-Internet Service Providers (ISP – all modes of Internet delivery)

TELECOMMUNICATIONS SERVICES

831122-Enhanced Telecommunication Services (non-fiber broadband data connections including T1, DS3, SMDS, DSL and cable modem)

831123-Fiber Telecommunication Services (Lit Fiber broadband data connections)

83112301-Dark Fiber (dark fiber broadband data connections)

26121616-Telecommunications Cable (self-provisioned broadband networks)

NETWORK EQUIPMENT, MAINTENANCE, MANAGED SERVICES:

2612-Electrical wire & cable & harness (network cabling)

39121011-Uninterruptible Power Supplies (UPS equipment)

4322-Network Equipment (network switches, routers, antennas)

43222607-Cache Engine Equipment or Service (Caching equipment or caching service)

43223108-Wireless access network equipment and components (access points, controllers)

43222501-Firewall Network Security (Firewall appliance or firewall service)

4323-Operating Software (operating software)

43231512-License Software (software license required for operation of eligible equipment)

43223306-Network System cabinet or enclosure

43223308-Network system equipment rack

811118-Computer Services (Erate Managed Internal Broadband Services, RHC network monitoring)

81111803-Local Area Network LAN maintenance or support

EVALUATION CRITERIA

Applicants will select the most cost-effective proposals with price of the E-Rate eligible products and services being the primary factor (most heavily weighted).

Factor	Possible Points	Description
Price-E-Rate eligible items	30	Price of E-Rate eligible products & services (primary factor)
Price-Other Costs	5	Other costs (items not eligible for E-Rate discount)
Reputation	15	The value of the identifiable characteristics of the vendor that affect the overall value of the service or product. This may include an evaluation of responses from other customers who have engaged the vendor in the past, data from an entity such as the BBB, and/or other such factors. The reputation of the vendor indicates the likelihood that the scorer trusts the vendor to provide a partnering relationship with the applicant and to stand by the service or product. Reputation may be influenced by the scorer's personal knowledge of the vendor or his/her perceived understanding of the vendor and its services and products.
Quality of Service	15	Quality of Service is evaluated based on the perceived value of the service or product. This criterion is based solely on data provided within the response or information obtained by direct inquiry to the vendor regarding their response. Quality of service includes but is not limited to: proposed service level agreements, perceived quality of the materials or services included within the proposal, perceived quality of the response in general especially as it pertains to providing a complete response, and perceived reliability of the service or product.
Meet Applicant Needs	10	The Meet Applicant Needs criterion evaluates the perceived ability of the proposed service or good to meet the requirements of the RFP. Only those requirements as specified within the RFP may be evaluated for this criterion.
Past Relationships	10	Value of the scorer's past involvement with the vendor. Past relationship is similar to Reputation but is not influenced by information from any other source other than that of the scorer.
Underutilized Business	5	Depending upon the nature of the service or good, the Underutilized Business criteria may be required locally or to meet compliance with state or federal guidelines. The Underutilized Business criteria is an evaluation of the vendor's status as a HUB, minority owned, or local business.
Long Term Cost	10	Long Term Cost evaluates the cost to the customer to do business with the vendor, given the provided response. The long term cost should be an evaluation of the full term contract cost (as opposed to the purchase price) of the service or good, including: depreciation, replacement requirements, loss of opportunity to procure other services or goods as a result of doing business with the vendor, and any costs which the customer would incur as a result of doing business with the vendor, such as service transition costs, public relations costs, etc.

In order for applicants to properly evaluate your proposal, please provide details specific to the evaluation criteria areas along with your proposal.

REQUIRED FORMS

BID REQUIREMENTS:

1. FCC Form 498 ID (Service Provider Identification Number)
2. FCC registration Number (FCC RN)
3. Service Providers must comply with local, state, and federal requirements including agreement to fully cooperate with audit and ten-year document retention requirements.
4. Proposal submitted online <https://kelloggllc.bonfirehub.com/portal> in compliance with instructions
5. Supporting detail and documentation may be submitted online.
6. Contracts or legally binding agreement for all products and services must be submitted with the proposal. (Exception for tariffed or month to month service.) *Agreements will be completed AFTER proposal award and final negotiations are completed. Quotations are not acceptable.*
7. Must attend mandatory offerors' conferences IF applicable to this RFP
8. Must complete Attachment A - Pricing
9. Must complete Attachment B – Certifications, Experience and References
10. Must complete Attachment C – Vendor Forms
- 11. Proposals submitted after the proposal close date/time or outside of the bidding portal will be rejected/disqualified.**

ATTACHMENT A

Pricing Authorizations

Name of Company: CDW Government LLC

Name of Applicant: Justin Schwier

Form 470# 260005751

Pricing submitted by: Mike Smith

TOTAL AMOUNT PROPOSED \$ 335,092.29

Signature acknowledges review of the e-bidding program for the issuance of any related addenda and further acknowledges the signatory is authorized to provide this pricing:

Signature: *Justin Schwier*

Title: Manager, Proposals

Date: 1/6/2026

Combine this completed cover page with your proposal along with Attachments , B and C (if required) as one .pdf file, then upload to Bonfire.

ATTACHMENT B

Certifications, Experience & References

Name of Company: CDW Government LLC

Address of principal location: 230 N. Milwaukee Ave, Vernon Hills, IL 60061

Phone: (866) 691-7123 Fax: (312) 705-7616

FCC Form 498 ID (SPIN)¹: 143005588

FCC Registration Number²: 0012123287

Responsible contact personnel:

Name	Phone	Email
Mike Smith	(866) 691-7123	miksmit@cdwg.com

How many years has your company been in business in its current capacity? 25+

How many years has your organization been in business under its present name? 15+

Under what other or former names has your company operated? _____

"CDW Government, Inc." (May 28, 1998 to December 31, 2009)

During the last five (5) years, has the Vendor been barred, suspended or otherwise prohibited from participating in the Federal Communication Commission E-Rate (Schools & Libraries) or Rural Health Care Programs?

Yes: _____ No:

Does the Vendor's FCC Registration Number have RED light status? Yes: _____ No:

Attach a printout of your FCC Registration Number red or green light status from the FCC's Red Light Display System (RLDS)³

During the last five (5) years, has the Vendor been a party to a lawsuit involving any existing or prior contracts as it relates to services performed or not performed?

Yes: _____ No:

¹<https://slweb.usac.org/Spin/Search>

²<https://apps.fcc.gov/coresWeb/publicHome.do>

³ iproposal

If the Vendor responds yes to any of the prior three questions, please provide information concerning the investigation/lawsuit/government action as an attachment to this form.

If the Vendor responded yes to the last question, please provide information pertaining to any monetary damages or exchange of property or services and the state in which the lawsuit was filed.

Experience:

Vendor shall provide a list of three (3) projects of similar type, size and complexity. State project (customer) name, description of work, dollar value, public entity, yes or no, and date using the format below. Projects listed must have been performed within the last five (5) years. Please include additional information with proposal if available.

Project Name	Description of Work	Dollar Value	Public Entity Yes or No	Date
Northside ISD	Technology Hardware, Software, & Services	\$2.1m	Yes	School Year 2025
San Antonio ISD	Technology Hardware, Software, & Services	\$1.8m	Yes	School Year 2025
Southwest ISD	Technology Hardware, Software, & Services	\$1.2m	Yes	School Year 2025

References:

Proposal shall provide three (3) references from company owners or management personnel from projects listed above. There must be at least one (1) reference for each project listed.

REFERENCE #1	
Company Name	Northside ISD
Project Name	School Year 2025
Contact Person Name	Adam Jackson
Title	Director of Technology Acquisitions & Project Management
Email	adam.jackson@nisd.net
Phone	210.397.7813
REFERENCE #2	
Company Name	San Antonio ISD
Project Name	School Year 2025
Contact Person Name	Stephen Haskin

Title	Director of Technology Acquisitions & Project Management
Email	shaskin1@saisd.net
Phone	210.244.2900
REFERENCE #3	
Company Name	Southwest ISD
Project Name	School Year 2025
Contact Person Name	Jeff Powell
Title	Director of Technology
Email	jpowell@swisd.net
Phone	210.622.4703

Certifications:

Employees' certifications pertaining to work are to be included in submittal.

AUTHORIZED BY:

Justin Schwier

1/6/2026

Signature

Date

Justin Schwier

Manager, Proposals

Printed Name

Title

ATTACHMENT C

VENDOR FORMS

1. **Conflict of Interest Questionnaire.** <https://www.ethics.state.tx.us/filinginfo/1295/>
Complete and include the signed Conflict of Interest Questionnaire with your bid response.
2. **Form W-9.** Download the current revision from the IRS web site: <https://www.irs.gov/forms-pubs/about-form-w-9>. Complete and include signed Form W-9 with your bid response.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

CDW Government LLC

2 Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information in this section is being disclosed.

None - N/A

Name of Officer

This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?

N/A Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

N/A Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more?

N/A Yes No

D. Describe each employment or business and family relationship with the local government officer named in this section.

None exists

*By signing this proposal, CDW•G certifies that there are no known parties of interest or conflicts of interest, however, as a publicly-traded company, CDW•G is unable to confirm the identity of all shareholders, and any potential relationships they may have with Medina Valley ISD.

4

Justin Schwier *
Justin Schwier, Manager, Proposals
Signature of vendor doing business with the governmental entity

1/5/2026

Date

129



75 Tri-State International
Lincolnshire, IL 60069

CDW.com

January 01, 2025

To CDW Government LLC Customers:

CDW Government LLC is your supplier/vendor. CDW Government LLC's FEIN is 36-4230110. This is the number displayed on our invoices.

CDW Government LLC is treated as a disregarded entity for federal income tax purposes. The Internal Revenue Service requires the W-9 to be completed by an entity that is not a disregarded entity for federal tax purposes. For CDW Government LLC, that entity is the parent corporation, CDW LLC, FEIN 36-3310735. Consequently, CDW Government LLC's W-9 lists CDW LLC as the "Name (as shown on the income tax return)" and the "Business name" as CDW Government LLC.

The address on our W-9, (230 N. Milwaukee Ave. Vernon Hills, IL 60061), is our mailing address registered with the IRS. CDW Government LLC requests your payments to be mailed to another address, (75 Remittance Dr, Suite 1515, Chicago, IL 60675). This is merely for payment processing and is not a CDW Government LLC physical location.

We apologize for any confusion our organizational structure may cause you; however, we have completed the W-9 as required by the Internal Revenue Service.

Please feel free to contact us at taxteam@cdw.com should you have any questions or require additional documentation.

Thank you,

CDW Tax Department

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)</p> <p>CDW LLC</p> <p>2 Business name/disregarded entity name, if different from above.</p> <p>CDW Government LLC, CDW Government</p> <p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)..... C</p> <p>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions)</p> <p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/></p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) 5</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) N/A</p> <p><i>(Applies to accounts maintained outside the United States.)</i></p>
	<p>5 Address (number, street, and apt. or suite no.). See instructions.</p> <p>200 N MILWAUKEE AVE</p> <p>6 City, state, and ZIP code</p> <p>VERNON HILLS, IL 60061</p> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
or									
Employer identification number									
3	6	-	3	3	1	0	7	3	5

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	<p>Signature of U.S. person <i>Lenore Vidal</i></p>	<p>Date 01/01/2025</p>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

REQUEST FOR PROPOSAL - ADDENDUM 1
Question & Answer

Applicant	Medina Valley Independent School District
BEN	140465
Form 470 #	260005751
470 Description	MEDI 2026-C2
Addendum #	1
Date Posted	12/08/2025
e-Bidding Link	https://kelloggllc.bonfirehub.com/portal

Questions and Answers

Question:

For the 7 multi-gig switches, what devices and how many will be connected into these M-gig ports?

Answer: We will be connecting access points, a video server, and possibly other local servers. The number of devices connected will vary depending on the location of the switch (IDF/MDF, how many rooms are supported by that IDF/MDF). Generally, we place one mgig switch in each IDF/MDF unless more are warranted.

Pricing Offer and E-Rate Purchase Agreement

Upon award, to facilitate contract execution with our countersignature, please sign the enclosed E-Rate agreement and send to miksmit@cdwg.com and 470award@cdwg.com.

This E-Rate Customer Purchase Agreement (this “Agreement”) is entered into the date the contract is signed, and effective on April 1, 2026 (“Effective Date”) and is made by and between CDW Government LLC an Illinois limited liability corporation with an office at 230 N. Milwaukee Ave., Vernon Hills, Illinois 60061 (“Seller”), and Medina Valley Indep. Sch. Dist. a non-profit school or library eligible for Universal Service funding, as defined below.

E-Rate Contract Number	155730	Spin #	143005588
E-Rate Funding Year	2026	FCC Registration #	0012123287
Customer	Medina Valley Indep. Sch. Dist. 8449 FM 471 S Castroville, TX, 78009	Seller	CDW Government LLC 230 N. Milwaukee Avenue Vernon Hills, IL 60061
Effective Date	April 1, 2026	Quoted Items (see Exhibit I)	470# 260005751

1. TERMS AND CONDITIONS

All orders submitted to Seller by Customer for Products under this Agreement are subject to the terms and conditions on Seller’s website at <https://www.cdwg.com/content/cdwg/en/terms-conditions/sales-and-service-projects.html> (the “Sales and Service Projects”), unless otherwise stated herein.

2. NON-ASSIGNABILITY AGREEMENT

Customer shall not assign or otherwise transfer its rights or delegate its obligations under this Agreement without Seller’s advance written consent. Any attempted assignment, transfer or delegation without such consent shall be void.

The term of this Agreement shall commence on April 1, 2026 (“Effective Date”) and be valid through the later of the Funding Year 2026 or 9/30/2027.

- i. Seller may terminate this Agreement at any time for any reason upon thirty (30) days prior written notice to the Customer.
- ii. Customer may terminate this Agreement or withdraw an order upon written notice to Seller if: (a) funds are not appropriated to Customer under this program, or (b) Customer’s School Board rejects this Agreement (“Termination Notice”). In the event that Customer terminates this Agreement due to non-appropriation of funds, or termination for convenience, then Seller may immediately cease performance. However, the Customer shall remain liable for any Products that have shipped or services, already provided, or have been subscribed or purchased prior to Seller’s receipt of the Termination Notice. Customer shall also be responsible for any of Seller’s out-of-pocket costs arising as a result of any such termination.
- iii. In the event Customer receives an extension of funding from SLP, Customer will notify Seller in writing and the parties may agree to execute an amendment to extend this Agreement.

3. GOVERNING LAW

This Agreement will be governed by the laws of TX, without regard to conflicts of law rules. Any litigation will be brought exclusively in a federal or state court located in the state or commonwealth where Customer’s location identified above, and the parties consent to the jurisdiction of the federal and state courts located therein, submit to the jurisdiction thereof. The parties further consent to the exercise of personal jurisdiction.

4. PURCHASE AUTHORIZATIONS

A. E-Rate Status

- i. Customer represents and warrants that it qualifies as eligible under the SLP to receive E-Rate funding.
- ii. CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT THIS AGREEMENT, WHEN EXECUTED, CONSTITUTES A CONTRACT AS REQUIRED BY FCC.

B. E-Rate Purchases

- i. Customer represents and warrants that all purchases made under this Agreement shall be for its own use and that it is eligible to receive E-Rate funding as specified by USAC.
- ii. IN ACCORDANCE WITH FCC REQUIREMENTS, THE CUSTOMER SHALL SUBMIT A COMPLETED AND SIGNED FCC FORM 486 TO USAC The Form 486 shall be approved by USAC prior to order placement with Seller. See Payment Terms for details.

5. ORDERING AND ASSISTANCE**A. Ordering**

Purchase orders shall be submitted through electronic means (email, electronic data interchange (EDI), etc.) directly to Customer's dedicated account manager. Alternatively, if a copy must be sent via mail, common courier, etc., please reach out to your account manager for the appropriate mailing address.

B. Other Requirements

- i. All purchase orders shall include 1) a contact name; 2) phone number; 3) purchase order number; 4) CDW Part Number and OEM Part Number; 5) Product description; 6) original and discounted Product price 7) percentage Customer owes and percentage SLP owes (if applicable) 8) ship to location; 9) bill to location; 10) BEAR or SPI Order; and 11) FCC Form 471 and Funding Request Number (FRN) number for each part number. SEPARATE PURCHASE ORDERS SHALL BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS SHALL BE SUBJECT TO ACCEPTANCE BY SELLER.
- ii. If the Customer is unable to commit the full purchase order amount, any balance remaining that was not funded or approved for payment by USAC will be the responsibility of the Customer. The Customer must add the following language to its purchase order:

"The total cost of this purchase order is \$_____. The E-Rate portion is \$_____, and is committed by USAC. If there is any reduction or denial of payment with the E-Rate portion, Medina Valley Indep. Sch. Dist. accepts full responsibility for the cost of this purchase, \$_____."
- iii. Should Customer choose to add Product or make substitutions to the Products originally sought, following USAC's funding decision, Customer agrees it will be responsible for the amounts owed for the added or substituted Products in excess of its committed funding from USAC.
- iv. Customer must complete installation of Products ordered pursuant to this Agreement within thirty (30) days of delivery. In the event Customer, or a third party hired by Customer to complete the installation, fails to install the Products within the timeframe provided herein, the Parties acknowledge and agree that Customer will begin to accrue interest on the amounts owed for such Products in an amount of one and one-half percent (1.5%) per month, or the maximum rate permitted by applicable law.

C. Assistance with Order

- i. Customer may call 1-800-328-4239 to get assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are inconsistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall not be valid, are considered null and void and shall not be applicable to or binding on Seller.

- ii. FOR PRODUCTS WHICH ARE DISCONTINUED AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BY SELLER BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO OFFER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE, IF AVAILABLE, UPON SLP'S APPROVAL OF THE PRODUCT SUBSTITUTION. ANY INCREASE IN PRICE THAT CANNOT BE ABSORBED BY THE SELLER WILL BE THE RESPONSIBILITY OF Medina Valley Indep. Sch. Dist..

6. PRICE AND PAYMENT TERMS

- i. Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.
- ii. Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable laws and regulations.

A. Price

The Price shall be as set forth on the Customer's quote from Seller and which is in the form attached hereto as Exhibit I, and as amended from time to time. All prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer.

Payment Terms

- i. All payments, regardless of method, shall be submitted to "Accounts Receivable," please contact your account manager for payment method options.
- ii. CUSTOMER MAY EITHER WAIT TO PLACE AN ORDER PRIOR TO OR AFTER RECEIPT OF ITS FCDL. IN THE EVENT THAT CUSTOMER PLACES AN ORDER PRIOR TO RECEIPT OF THE FCDL, CUSTOMER SHALL BE RESPONSIBLE FOR PAYMENT OF THE ENTIRE PURCHASE PRICE WITHOUT REGARD TO SLP FUNDING.
- iii. Customer must choose one of the following payment methods. However, Customers that choose to order Products prior to receiving their FCDL must follow the BEAR payment method.



Form 474 Service Provider Invoice (SPI) Method

Seller will invoice the Customer for the Product price, as set forth on the Product quote, net of the FCDL amount. Customer shall be responsible for making payment within thirty (30) days from date of invoice. There must be an approved FCC Form 486 prior to placing the SPI order.



Form 472 Billed Entity Applicant Reimbursement (BEAR) Method

Seller will invoice Customer, upon Product shipment, for the total purchase price without regard to any SLP funding applied to that purchase price for the Products. Customer shall pay the invoiced amount within thirty (30) days from the date of invoice.

- iv. Seller accepts BEAR orders beginning April 1 before the beginning of the Funding Year. Seller accepts SPI orders beginning July 1 of the Funding Year when Customer has received its FCDL and completed the FCC Form 486, Seller DOES NOT accept SPI orders before July 1 of the Funding Year, or prior to the Form 486 approval by USAC.

7. NOTICES

All notices and other communications required or permitted under this Agreement shall be served in person or sent by U.S. mail, Federal Express, or equivalent carrier to the party's address listed above

8. GENERAL

If any term or provision herein is determined to be illegal or unenforceable, the validity or enforceability of the remainder of the terms or provisions herein will remain in full force and effect.

9. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between Seller and Customer and supersedes and replaces any and all previous and contemporaneous communications, representations or agreements between the parties, whether oral or written, regarding transactions hereunder. No provision of this Agreement may be waived or modified except by an amendment signed by an authorized representative of each party.

10. DOCUMENT RETENTION

All documents related to this Agreement will be kept on file by both parties for a period of ten (10) years after the project completion in accordance with the rules of the SLP.

11. DEFINITIONS

As used in the Agreement, the following terms shall have the meanings set forth below:

- A. "Universal Service Administrative Co." or "USAC" – The not-for-profit organization designated by the U.S. Federal Communications Commission ("FCC") to administer and ensure compliance with the Universal Services Fund.
- B. "SLP" - The Schools and Libraries Program of the Universal Service Fund, which includes the E-Rate Program and that is administered by USAC under the direction of the FCC.
- C. "E-Rate" – The education rate funding program that is a part of SLP that provides discounts to keep students and library patrons connected to broadband and voice services and which is one of the programs that form the Universal Service Program.
- D. "Funding Commitment Decision Letter" or "FCDL" – A letter that a Customer receives from USAC which indicates the applicable discount amount for a specific funding year.
- E. "Products" – E-Rate eligible products or services that include computer related hardware but are not limited to caching servers, routers, switches, wireless access points, installation, and warranty maintenance and other items which are eligible for E-Rate discounts in accordance with the rules issued by USAC.
- F. "Funding Year" – The specific calendar period, as defined by the SLP, during which the Customer is approved for funding or discounts on Products. FY 2026 is in reference to the program year.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CDW Government LLC

Medina Valley Indep. Sch. Dist.

(Authorized Signature)

(Authorized Signature)

Printed Name

Printed Name

Title: _____

Title: _____

Date: _____

Date: _____

**** Upon award, to facilitate contract execution with our countersignature, please sign the enclosed E-Rate agreement and send to miksmit@cdwg.com and 470award@cdwg.com**

Exhibit I – Pricing Offer

Please note: USAC and the FCC makes the final determination on the eligibility of products. Final eligibility of any component (and the E-Rate service category in which discounts should be requested) will be determined by technical configuration (use), installation location, user population served, cost-effectiveness, and other E-Rate regulatory requirements.

Part Number or Equivalent	Description or Equivalent	Service Duration (Months)	Qty	Eligible	In-Eligible	Eligible	In-Eligible
				Unit Cost	Unit Cost	Extended Equipment Cost	Extended Equipment Cost
C9500-48Y4C-EDU	Catalyst 9500 48-port x 1/10/25G and 4-port 40/100G , EDU		1	10,956.19	0.00	10,956.19	0
C9500-DNA-A-3Y	Cisco Catalyst 9500 DNA Advantage 3 Year License	36	1	5,295.78	0.00	5,295.78	0
C9K-PWR-650WAC-R/2	650W AC Config 4 Power Supply front to back cooling		1	1,018.91	0.00	1,018.91	0
SFP10GSRSSST	10GBASE-SR SFP Module, Enterprise-Class		42	30.00	0.00	1,260.00	0
SFP10GLRSST	10GBASE-LR SFP Module, Enterprise-Class		1	260.00	0.00	260.00	0
C9300-48UXM-EDU	Catalyst 9300 48-port(12 mGig&36 2.5Gbps), K12		7	5,946.48	0.00	41,625.36	0
C9300-DNA-E-48-3Y	C9300 DNA Essentials, 48-port - 3 Year Term License	36	7	490.19	0.00	3,431.33	0
PWR-C1-1100WAC-P/2	1100W AC 80+ platinum Config 1 Secondary Power Supply		7	859.84	0.00	6,018.88	0
STACK-T1-50CM	50CM Type 1 Stacking Cable		7	45.25	0.00	316.75	0
CAB-SPWR-30CM	Catalyst Stack Power Cable 30 CM		7	42.99	0.00	300.93	0
C9300-NM-8X	Catalyst 9300 8 x 10GE Network Module		7	1,154.00	0.00	8,078.00	0
C9300-48U-EDU	Catalyst 9300 48-port UPOE, K12		14	5,008.45	0.00	70,118.30	0
C9300-DNA-E-48-3Y	C9300 DNA Essentials, 48-port - 3 Year Term License	36	14	490.19	0.00	6,862.66	0
PWR-C1-1100WAC-P/2	1100W AC 80+ platinum Config 1 Secondary Power Supply		14	859.84	0.00	12,037.76	0
STACK-T1-50CM	50CM Type 1 Stacking Cable		14	45.25	0.00	633.50	0
CAB-SPWR-30CM	Catalyst Stack Power Cable 30 CM		14	42.99	0.00	601.86	0
C9300-NM-8X	Catalyst 9300 8 x 10GE Network Module		14	1,154.00	0.00	16,156.00	0
C9130AXI-B-EDU	Cisco Catalyst 9130AX Series - EDU		80	1,022.76	0.00	81,820.80	0
EDU-DNA-E-3Y	Wireless Cisco DNA On-Prem Essential,3Y Term, EDU Lic	36	80	98.48	0.00	7,878.40	0
C9124AXI-B-EDU	Cisco Catalyst 9124AX Series - EDU		5	1,038.60	0.00	5,193.00	0
EDU-DNA-E-3Y	Wireless Cisco DNA On-Prem Essential,3Y Term, EDU Lic	36	5	98.48	0.00	492.40	0
STACK-T1-1M=	1M Type 1 Stacking Cable		14	114.94	0.00	1,609.16	0
CAB-SPWR-150CM=	Catalyst Stack Power Cable 150 CM Spare		14	102.38	0.00	1,433.32	0
SMT2200C	APC Smart-UPS 2200VA LCD 120V with SmartConnect		6	1,053.00	0.00	6,318.00	0
SUA5000RMT5U	APC Smart-UPS 5000VA 208V Rackmount/Tower		1	4,600.00	0.00	4,600.00	0
SRT5KRMTF	APC Smart-UPS 5kVA 2U RM Step-Down Transformer		1	775.00	0.00	775.00	0
CDW-SERVICES	Full Turnkey Installation & Configuration		1	40,000.00	0.00	40,000.00	0
TOTAL EQUIPMENT COST						295,092.29	0
TOTAL TAX COST (0%)						0	0
TOTAL PROFESSIONAL SERVICES COST						40,000.00	0
TOTAL SHIPPING COST						0	0

Attachment "A"

Medina Valley Independent School District

Part Number or Equivalent	Description or Equivalent	Service Duration (Months)	Qty	Unit Cost	Unit Cost	Extended Equipment Cost	Extended Equipment Cost
TOTAL BASE BID AMOUNT						335,092.29	0

CDW Government Overview

Quick Facts

Vernon Hills, IL
U.S. Headquarters

\$21B
2024 Annual Net Sales

15,100
Coworkers

250,000+
Customers

205
Fortune 500 Ranking

#5
CRN's Solution Provider 500 List

CDW Government LLC (CDW•G) is the wholly owned subsidiary of CDW LLC, a leading multi-brand technology solutions provider to corporate and public sector customers in the U.S., U.K., and Canada.

Founded in 1984, CDW currently employs 15,100 coworkers worldwide. Our broad array of offerings ranges from discrete hardware and software products to integrated IT solutions. Our sales and service delivery teams are organized by segment and geographic regions. We have an expansive network of offices near major cities and a large team of customer-facing coworkers - including field sellers, technology specialists, and advanced delivery engineers - across the country.

CDW’s sustainable growth and continued financial stability – growing from \$4 billion net sales in 2001, to \$21 billion in 2024 - serve to assure Medina Valley Indep. Sch. Dist. that we are here to stay and can support you through the life of this contract and beyond.

We are a trusted partner to more than 15,000 school districts.

K-12 Education Expertise

For more than 30 years, CDW Government has helped schools leverage technology to achieve great educational outcomes. With more than **200 government and education contracts**, we are one of the nation’s largest direct-response providers of multi-brand technology products and services. We closely monitor emerging technologies to stay at the forefront of innovation and proactively expand our offerings and certifications to support your evolving needs.

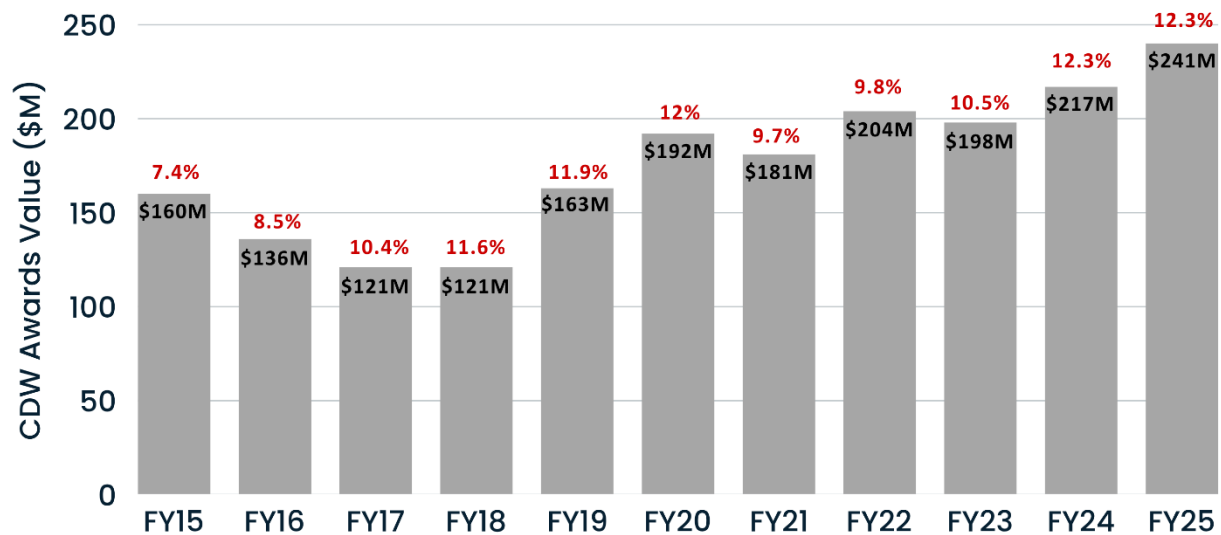
Products and Partnerships	Total E-Rate Solutions
<p>More than 100,000 products from more than 1,000 vendors including leading networking OEMs such as: APC, Cisco, Cradlepoint, Extreme Networks, Fortinet, HPE, Aruba, Juniper, Kajeet, Leibert, Palo Alto, Ruckus, Starlink, and more.</p>	<ul style="list-style-type: none"> ▪ Category One <ul style="list-style-type: none"> ▪ C1 Network Equipment ▪ Wireless Hot Spots and Bus WiFi ▪ Category Two <ul style="list-style-type: none"> ▪ Internal Connections ▪ Basic Maintenance of Internal Connections ▪ Managed Internal Broadband Services ▪ Pilot Program: Cybersecurity

A Powerful E-Rate Partner

We have nearly 30 years of experience delivering successful outcomes for E-Rate funded projects. CDW Government has been participating in the E-Rate program since 1998. We are the largest Category 2 provider nationwide, delivering two-times the amount of Category 2 E-Rate projects than our next closest competitor. Since the E-Rate Modernization in 2015, we have been awarded **over 20,816 E-Rate projects totalling over \$1.9B** in equipment delivered to eligible entities throughout the United States.



CDW E-RATE AWARDS % = CDW's Market Share of E-Rate Awards



Proven Management Approach

Due to our streamlined and best-practice system of checks and balances, **we have never lost funding for a school**, as substantiated by numerous audits and PIA reviews. Our dedicated internal K-12 and E-Rate resources help ensure accurate invoicing and contract compliance, as well as provide knowledgeable resources and guidance as you navigate your E-Rate journey.

- **E-Rate Program Management Team** offers knowledge, assistance, and advisement, as well as ensures contract compliance.
- **E-Rate Funding Team** ensures expert handling of both BEAR and SPI E-Rate invoicing by accounts receivable specialists.
- **K-12 Education Strategists** focus on helping you implement solutions attuned to your needs, with realistic budget constraints in mind.

Support Resources for Medina Valley Indep. Sch. Dist.

When you work with CDW•G, you grow your IT team. Your **dedicated account management resources** work to become trusted members of your team, tailoring a piece of equipment or an entire network to deliver effective and sustainable results.

Account Management Resources	
<p>Mike Smith Executive Account Manager (866) 691-7123 miksmi@cdwg.com</p>	<p>Sia Pettaras Sales Manager (866) 443-0263 siapett@cdwg.com</p>

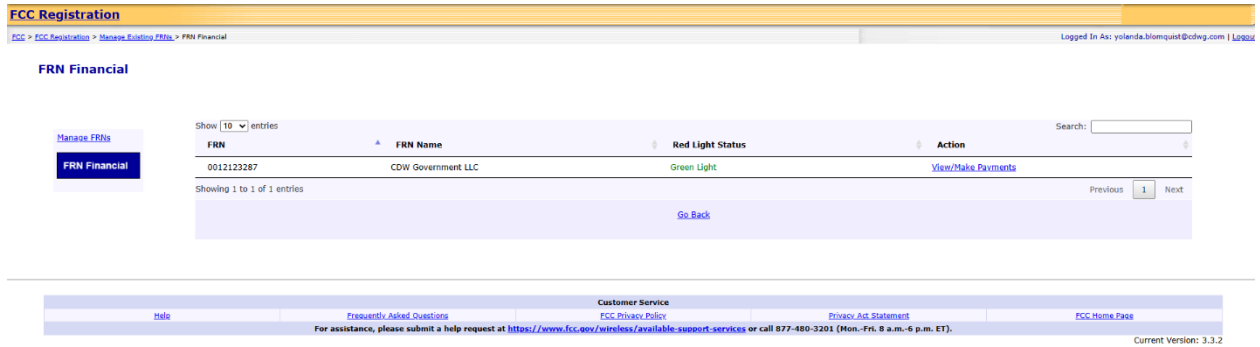
Our **E-Rate Program Management** team offers eligible entities their knowledge, assistance, and advisement on E-Rate matters, including program compliance. The team prepares contract deliverable reports and makes modifications, as necessary, including price reductions, additions, discontinued products, replacements, and version changes. They ensure that price and supply agreements are in place from award through completion and that the E-Rate bidding, ordering, invoicing, and funding are all seamless and easy for you to complete.

Our **Funding Solutions** team can help E-Rate applicants understand compliance with rules and regulations. They advise on the appropriate engagement after Form 470 filings and work with our operations teams to ensure E-Rate ordering, invoicing, and delivery are compliant. Our E-Rate Team assists applicants with PIA reviews, preparation of Bulk Upload Attachments, and product eligibility reviews as part of the Form 471 process.

Primary E-Rate Resources	
<p>Mandi Maricque Manager, Program Management – K12 224.315.2047 amanda.maricque@cdwg.com</p>	
<p>Countersignature / Post Award Inbox: 470Award@cdwg.com</p>	
Additional E-Rate Resources	
<p>Dave LeNard Business Development Manager, E-Rate</p>	<p>Amy Passow Senior Manager, Education Funding Solutions</p>
<p>Deb Orts Contract Analyst</p>	<p>Kim Lowry Account Receivable E-Rate Invoicing Consultant</p>

FCC FRN E-Rate Display System Status

The below screen shot is from July 22nd, 2025. CDW•G remains in **Green Light Status**.



Upon request, CDW•G can provide an updated screenshot.

- Spin #143005588
- FCC Registration #0012123287

Helpful Hints for Preparing Form 471

Things to consider when preparing your funding request (Form 471):

- Enter only one manufacturer part number per line item (do not bundle part numbers)
- All software should be requested under IC, Software
- Even when bundled with warranty support from manufacturer for purchase, as long as warranty cannot be purchased on its own
- If you live in a state that has applicable taxes, such as AR, NC, CA, AZ, WA, make sure to include those taxes on your FCC Form 471.
- If warranty can be purchased separately, then it should be separated for funding request, and warranty funding requested under Basic Maintenance
- Warranty only part numbers should be requested under Basic Maintenance
- List months of service, should only be for coverage July 1 – June 30 (Funding Year)
- List hardware supported part number
- List site where hardware sits
- CDW•G can complete Bulk Submission Forms if chosen as the service provider for your funding request. Please email E-Rate@cdw.com for assistance.

Additionally, **please note** - upon award, to facilitate contract execution with our countersignature, please sign the enclosed E-Rate agreement and send to miksmit@cdwg.com and 470award@cdwg.com. Please see **E-Rate Order Process** information on the following page for further details.

E-Rate Order Process

Ordering

Purchase orders shall be submitted through electronic means (email, EDI, etc.) directly to Customer's dedicated account manager. Alternatively, if a copy must be sent via mail, common courier, etc., please reach out to your account manager for the appropriate mailing address.

Required Information

All orders must include:

- Contact name, Phone number
- Purchase order number
- Part number, Product description
- Pre-discount and discounted product price
- Percentage Customer owes and percentage SLD owes (SPI – Form 474 Method)
- Ship to location, Bill to location
- FCC Form 471 Number (also known as Application Number)
- FRN for each part number
- Billing method (BEAR – Form 472 or SPI – Form 474)
- "Net 30 Terms"

SEPARATE PURCHASE ORDERS SHOULD BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS ARE SUBJECT TO ACCEPTANCE BY SELLER. PO TOTAL SHOULD REFLECT FULL PURCHASE PRICE OF ORDER.

Assistance With Order

Customer may call 1-800-328-4239 for assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are not consistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall be null and void and shall not be applicable hereto or binding on Seller.

IN THE CASE OF CHANGES TO PRODUCTS AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO MAKE AVAILABLE TO THE CUSTOMER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE WHEN OR IF AVAILABLE, UPON APPROVAL FROM SLD ON PRODUCT SUBSTITUTION.

Price

Price shall be as stated in the quotation attached hereto as Exhibit I by CDW-G account manager. Prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer. Any taxes will be listed separately on the invoice.

Payment Terms (Customer must choose one)

- a. **Form 474 Service Provider Invoice (SPI) Method:** Seller will invoice Customer for their portion of the Products upon shipment of Product and Customer shall

pay the invoiced amount (non-discounted amount owed by Customer) within thirty (30) days from date of invoice

- b. **Form 472 BEAR Method:** Seller will invoice Customer for pre-discount amount of the Products upon shipment of Product and Customer shall pay the invoiced amount (full amount owed by Customer) within thirty (30) days from the date of invoice.

Payment Method

In adherence to Federal E-Rate compliance regulations, CDW-G's quoted price is all-inclusive of any and all discounts, if applicable. No further discounts will be applied during time of invoice. All payments for both methods shall be submitted to the address presented below WHERE APPLICABLE:

ACH PAYMENT INFORMATION:	CHECK PAYMENT INFORMATION:
E-mail Remittance To: gachremittance@cdw.com	CDW Government
THE NORTHERN TRUST	75 Remittance Drive Suite 1515
50 SOUTH LASALLE STREET	Chicago, IL 60675-1515
CHICAGO, IL 60675	
ROUTING NO.: 071000152	
ACCOUNT NAME: CDW GOVERNMENT	
ACCOUNT NO.: 91057	

1. Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.
2. Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable regulations.

NOTWITHSTANDING ANYTHING TO THE CONTRARY, CUSTOMER IS RESPONSIBLE FOR PAYMENT OF 100% THE PRICE OF PRODUCTS IN THE CASE WHERE CUSTOMER PLACES ORDER FOR PRODUCTS SLD DISALLOWS CUSTOMER'S REQUEST FOR DISCOUNT AND REFUSES PAYMENT TO SELLER OF THE DISCOUNT AMOUNT FOR PRODUCTS. IF SLD DISALLOWS CUSTOMER'S REQUEST FOR DISCOUNT CUSTOMER IS IN NO WAY REQUIRED TO PLACE ORDER FOR PRODUCTS.

Appendix

Implementation Plan

Tasks for First Two Weeks (Sample Version)

Upon award, your Account Management Team will remain in constant contact with key employee(s) at each location to implement the contract and ensure total satisfaction. CDW•G will make this process as seamless as possible and will follow the work plan that has been developed. In addition, if requested, CDW•G will facilitate any necessary meetings via teleconference, videoconference, or in person, pending appointment, at your location or ours, to ensure that the process meets your expectations.

While there can be challenges to implementing a project of any scale, CDW•G tries to minimize potential problems upfront. We will need Medina Valley Indep. Sch. Dist. to provide the following in a timely manner in order to facilitate the implementation process:

- Updated contact information for all key personnel
- Information regarding product forecasts
- Standardized product list
- List of authorized users and restrictions
- Imaging specifications
- Specific reporting requirements
- Permission for CDW•G to be listed on manufacturer agreements.

During the implementation process, any problems or concerns should be directed to your account manager for immediate resolution. The following implementation plan demonstrates how CDWG will work with you to successfully implement this project.

Task	Week 1	Week 2
Account Management Set Up		
<ul style="list-style-type: none"> • Introduce key customer contacts to CDW•G Account Team • Introductory letter/phone contact/ site visit 	X	
<ul style="list-style-type: none"> • Gather/confirm general customer information • Contacts: phone, email, fax • Medina Valley Indep. Sch. Dist.'s locations and addresses 	X	
<ul style="list-style-type: none"> • Outline customer's procedures and requirements, i.e. <ul style="list-style-type: none"> ○ Frequency of contact/schedule ○ Turnaround expectations (quotes) ○ Reporting 	X	

• Conduct walkthrough or webinar: Account Center		X
CDW•G Capabilities and Support		
• Make contact with Account Specialists, as needed		X
• Review technical support options	X	
• Review customer service processes (i.e., returns)	X	
Customer Financial Arrangements		
• Complete forms for credit approval	X	
• Complete financing application		X
Product Specific Needs and Services		
• Arrange conference call(s) with manufacturer(s)	X	
• Develop product forecasts	X	
• Process and test image(s)		X
• Customize asset tag/schedule asset tagging		X
• Input customer installation/configuration specifications		X
Procurement and Management Systems		
• Standardize products through your Account Center		X
• Create bundles		X
• Set up purchase authorizations and controls		X
• Establish account linking		X
• Set up software license tracking system		X
• Implement asset tracking system		X
• Investigate or link with e-procurement programs and third parties		X
• Utilize EDI for invoicing and/or ordering functions		X
Pricing		
• Have CDW•G listed on all manufacturer contracts		X
• Enter pricing information into contract management system		X
Optional Systems/Services		
• Finalize staging agreement		X
• Finalize minority/disabled small business partnership		X
• Arrange for onsite services		X
• Select appropriate training programs		X
• Set up Employee Purchase Program		X

K-12 Funding and Other Resources

We know your need for vendor support does not stop at deployment completion. Maintaining technology program innovativeness and alignment with your education goals is a continuous and daunting task. In fact, in a year, your program will look very different. You need a vendor that does more than meet your RFP's technology requirements; you need a vendor partner that shares a passion for education and continued development. Our teams, and our partners, are dedicated to supporting the full scope of Medina Valley Indep. Sch. Dist.'s technology and all your program goals. Following are highlights of the value-adds we offer our education customers.

Get Ed Funding Overview

CDW•G sponsors [GetEdFunding.com](https://www.getedfunding.com), a free grant-finding resource, providing access to billions of dollars' worth of educational funding opportunities. Through sponsoring this resource, CDW•G's mission is to help educators and institutions discover the funds they need to supplement tight budgets to achieve your goals and take learning to the next level.

Monitored daily, [GetEdFunding.com](https://www.getedfunding.com) can reduce the energy your teachers are spending to search for programs and money. You can finetune your search based on key concepts and 21st century skills and themes. Once you are registered on the site, you can save the grants of greatest interest to return to later. The funding opportunities listed are already available and applicable to standard learning paths. For example, there are more than 60 STEM specific programs currently available for application. Please reach out to your account manager for more information.





Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: January 26, 2026

Agenda item: Consider Approval of a Board Resolution adopting a period of prayer and reading of the Bible or other religious text on each school day and at every campus for students and employees pursuant to SB 11

Background Information:

Under Senate Bill 11 (SB 11), passed by the 89th Texas Legislature, a school district may adopt a policy requiring every campus of the district to provide students and employees with an opportunity to participate in a period of prayer and reading of the Bible or other religious text on each school day. Each board of trustees of a school district shall take a record vote between September 1, 2025 and March 1, 2026 on whether to approve the Board Resolution regarding Senate Bill 11.

Supporting Documents:

- Memorandum
- Board Resolution regarding Senate Bill 11

Administrative Consideration and Recommendation:

Administration recommends the board does not move forward with the implementation of SB 11. We believe in the value of religious instruction. We also understand that the responsibility for religious instruction lies with students, their families, and their local faith communities—not with public schools and not organized or directed by the state. If SB 11's prayer policy is approved, schools will be required to track consent forms, designate non-instructional time for prayer, identify private prayer spaces, and ensure non-participating students are not coerced to pray.



Medina Valley Independent School District
Board Resolution Regarding Senate Bill 11
Period of Prayer and Reading of the Bible or Other Religious Text

WHEREAS, under Senate Bill 11 (SB 11), passed by the 89th Texas Legislature, a school district may adopt a policy requiring every campus of the district to provide students and employees with an opportunity to participate in a period of prayer and reading of the Bible or other religious text on each school day.

WHEREAS, under SB 11 each board of trustees of a school district shall take a record vote between September 1, 2025 and March 1, 2026, on whether to adopt a policy requiring every campus of the district to provide a period of prayer and reading of the Bible or other religious text on each school day.

WHEREAS, the Medina Valley Independent School District shall adopt a policy requiring every campus of Medina Valley Independent School District to provide a period of prayer and reading of the Bible or other religious text as provided by Section 25.0823, Education Code

Adopted this _____ day of January 2026 by the Medina Valley Independent School District Board of Trustees.

Board President's Signature

Board Secretary's Signature



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: January 26, 2026

Agenda item: Consider approval to extend (1st 1-year extension) Audit Agreement for the year ended August 31, 2026

Background Information

The district selected ABIP through a request for qualification (RFQ) to provide the annual financial report and single audit. The original RFQ stipulated an annual agreement with the option for two additional renewals. If approved, this would be year three of three.

Administrative Consideration

The anticipated cost of services is \$54,700 plus out-of-pocket costs.

Supporting Documents

- Engagement Letter

Recommendation

The administration recommends that the Board approve ABIP to perform the annual audit report and single audit for the year ended August 31, 2026 as stipulated in the engagement letter for an amount not to exceed \$57,000.

January 26, 2026

To the Board of Trustees
Medina Valley Independent School District
8449 FM 47 South
Castroville, Texas 78009

We are pleased to confirm our understanding of the services we are to provide for Medina Valley Independent School District for the year ended August 31, 2026.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Medina Valley Independent School District as of and for the year ended August 31, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Medina Valley Independent School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Medina Valley Independent School District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budget and Actual – General Fund
- 3) Schedule of District's Proportionate Share of the Net Pension Liability and Net OPEB Liability
- 4) Schedule of District Contributions – Pension and OPEB

We have also been engaged to report on supplementary information other than RSI that accompanies Medina Valley Independent School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

- 1) Schedule of expenditures of federal awards
- 2) Combining and other statements
- 3) Required Texas Education Agency Schedules

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Schedule of Required Responses to Selected School First Indicators
- 2) Schedule of Compensatory and Bilingual Education Programs

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to

detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

According to GAAS, significant risks include management override of controls, and GAAS presumes that revenue recognition is a significant risk. Accordingly, we have considered these as significant risks. We have not identified any other significant risk of misstatement as of the date of this letter. If we identify any significant risks of misstatement, we will notify you at that time.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests

will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Medina Valley Independent School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Medina Valley Independent School District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Medina Valley Independent School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us; for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships¹⁶⁰

and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan, if applicable.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Medina Valley Independent School District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Medina Valley Independent School District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of ABIP, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Department of Education, the Texas Education Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of ABIP personnel. Furthermore, upon request, we may provide copies of selected audit documentation¹⁶²

to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Department of Education or the Texas Education Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Janet Pitman is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit in October 2026 and to issue our reports for presentation at the December 2026 Board meeting.

Our fee for these services will be \$54,700 plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.). This fee includes the financial audit and up to two major federal programs for the single audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

The above fee estimate is for the service of conduction a financial audit of Medina Valley Independent School District (see **Auditor’s Responsibilities for the Audit of the Financial Statements and Single** of the engagement letter) for the year ended August 31, 2026. The audit service does not include time and effort necessary to adjust or correct Medina Valley Independent School District’s financial accounting records in order to present and report in accordance with generally accepted accounting principles. Any noted deviations or missing information we identify through our audit procedures will be brought to Medina Valley Independent School District’s attention for correction. If Medina Valley Independent School District requires our assistance to perform services to correct the financial records the District will be billed for these non-audit services at our standard hourly rates, which are as follows:

Partner	\$505/hour
Manager	\$390/hour
Supervisor	\$315/hour
Staff	\$240/hour

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Trustees of Medina Valley Independent School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government* 163

Auditing Standards in considering the entity’s internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to Medina Valley Independent School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



San Antonio, Texas

RESPONSE:

This letter correctly sets forth the understanding of Medina Valley Independent School District.

Management signature

Title _____

Date _____

Governance (Board) signature

Title _____

Date _____



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: January 26, 2026

Agenda item: Consider approval of Order Calling a Trustee Election for the 2 At-Large positions and SMD #5

Background Information

The election cycle for each Board Member is three years, the terms for the 2 At-Large positions and SMD #5 end this year. The period to file for a place on the ballot of the May 2, 2025 General Election for the 2 At-Large positions and SMD #5 opened on January 14, 2026 and will close on February 13, 2026.

The last day to Order the Election is February 13, 2026.

Supporting Documents

Order to Call an Election for the 2 At-Large positions and SMD #5

Recommendation

Administration recommends that the Board approve the Order Calling the Trustee Election for the 2 At-Large positions and SMD #5 to be held in the May 2, 2026 General Election.

Order of General Election May 2, 2026

BE IT ORDERED by the Board of Trustees for Medina Valley Independent School District of Medina County, Texas and Bexar County, Texas:

That a General Election be held in said School District on May 2, 2026 for the purpose of electing two At-Large Trustees and one Single Member District #5 Trustee to the Medina Valley Independent School District Board. The term of office for such trustees shall be a term of three years.

That the manner of holding said election shall be governed by the applicable sections of the Texas Election Code and the Texas Education Code. All necessary ballots and other election supplies for said election will be furnished in both English and Spanish.

That the election shall be held jointly with Medina County, Bexar County, and other political subdivisions as required under Texas Education Code Section 11.0581. The Medina County Election Administrator will determine the early voting and election day polling locations for the Medina County Residents, and Bexar County Election Administrator will determine the early voting and election day polling locations for the Bexar County residents of said election. The Board hereby appoints election officers, consisting of a Presiding Judge and Alternate Presiding Judge, to be those election officers selected by the Medina County Election Administrator for Medina Residents and the Bexar County Election Administrator for Bexar County Residents.

The Board authorizes each Administrator to utilize a Central Counting Station (the *Stations*) as provided by the Code. The Administrators, or designees thereof, are hereby appointed as the Manager of their respective Stations who will establish a written plan for the orderly operation of the Stations according to the Code. The Board authorizes the Administrators, or the designees thereof, to appoint the Presiding Judges, the Tabulation Supervisors, and the Programmers of their respective Stations and may appoint Station clerks as needed or desirable. The Administrators will publish (or cause to be published) notice and conduct testing on the automatic tabulation equipment relating to the Station and conduct instruction for the officials and clerks for their respective Stations according to the Code.

That the office of Medina County Election Administrator, Lupe Torres, at 1202 14th St., Hondo, TX 78861, is the early voting clerk's mailing address to which Medina County ballot applications and ballots by mail shall be sent. The office of Bexar County Election Administrator, Michele Carew at 1103 S. Frio, San Antonio, Texas, 78207, is the early voting clerk's mailing address to which Bexar County ballot applications and ballots by mail shall be sent. Email for Bexar County ABBM's is votebymail@bexar.org. Email for Bexar County FCPA's is FPCA@bexar.org. The last day for the early voting clerk to receive applications for a ballot to be voted by mail is Monday, April 20, 2026.

That one or more District election precincts are hereby established for the purpose of holding the Election, and one or more polling places are hereby designated for holding the Election in the District election precincts as identified in Exhibit A to this Order (which is incorporated herein by reference for all purposes). In compliance with the Code, the County Election Administrator will appoint Presiding Judges, Alternate Presiding Judges, Election Clerks, and all other election officials for the Election. The District's Superintendent of Schools, the President of the Board of Trustees, or their designees can correct, modify, or change the Exhibits to this Order based upon the final locations and times agreed upon by the District, the Administrator, and the Participants,

if any and as applicable, to the extent permitted by applicable law.

1. To the extent required by the Code or other applicable law, the appointment of election officials at polling locations must include a person fluent in the Spanish language.

2. On Election Day, the polls shall be open as designated on Exhibit A.

3. The main early voting location is designated in Exhibit B to this Order (which is incorporated herein by reference for all purposes). The individual named as the Early Voting Clerk as designated in Exhibit B is hereby appointed as the Early Voting Clerk to conduct such early voting in the Election. The Early Voting Clerk shall appoint the Deputy Early Voting Clerks. The main early voting location shall remain open to permit early voting on the days and at the times as stated in Exhibit B. Early voting shall commence as provided on Exhibit B and continue through the date set forth on Exhibit B, all as provided by the Code.

Additionally, permanent and/or temporary branch offices for early voting by personal appearance may be established and maintained according to the Code. In the event such permanent and/or temporary branch locations are established, information regarding the locations, dates, and hours of operation for early voting at these offices will be identified in Exhibit B hereto.

Each Administrator is authorized to establish an Early Voting Ballot Board for their respective counties and to designate the Presiding Judge of such Early Voting Ballot Board. The Presiding Judges of the Early Voting Ballot Board shall appoint two or more additional members to constitute their respective Early Voting Ballot Board members and, if needed, the Signature Verification Committee members required to efficiently process the early voting ballots.

Medina and Bexar Counties participate in the Countywide Polling Place program under Section 43.007, as amended, Texas Election Code. Registered voters will be able to cast their Election Day ballots at any of the Vote Centers identified on their County's website.

Medina County - <https://www.medinacountytexas.org/page/medina>

Bexar County - <https://www.bexar.org/2177/Voting-in-Bexar-County>

Medina Valley Independent School District ELECTION ORDER APPROVED January 26, 2026.

(District Seal)

Nathan Fillinger, MVISD Board President

Medina County Election Department
1300 Ave. M, Room 108
Hondo, Texas 78861
830-741-6009

Bexar County Elections Department
1103 S. Frio
San Antonio, Texas, 78207
210-335-8683

Orden de Elección General 2 de mayo de 2026

ORDENE la Junta Directiva del Distrito Escolar Independiente de Medina Valley del Condado de Medina, Texas y el Condado de Bexar, Texas:

Que se celebren elecciones generales en dicho Distrito Escolar el 2 de mayo de 2026 con el propósito de elegir a dos miembros del Consejo Directivo del Distrito Escolar Independiente de Medina Valley, elegidos por votación general, y a un miembro del Consejo Directivo del Distrito Electoral n.º 5. El mandato de dichos miembros será de tres años.

Que la forma de llevar a cabo dicha elección se regirá por las secciones aplicables del Código Electoral de Texas y el Código de Educación de Texas. Todas las boletas electorales necesarias y otros suministros electorales para dicha elección se proporcionarán tanto en inglés como en español.

Que la elección se llevará a cabo conjuntamente con el condado de Medina, el condado de Bexar y otras subdivisiones políticas según lo exige la Sección 11.0581 del Código de Educación de Texas. El Administrador de Elecciones del Condado de Medina determinará los lugares de votación anticipada y el día de las elecciones para los residentes del Condado de Medina, y el Administrador de Elecciones del Condado de Bexar determinará los lugares de votación anticipada y el día de las elecciones para los residentes del Condado de Bexar de dicha elección. Por la presente, la Junta designa funcionarios electorales, que consisten en un juez presidente y un juez presidente suplente, para que sean los funcionarios electorales seleccionados por el administrador electoral del condado de Medina para los residentes de Medina y el administrador electoral del condado de Bexar para los residentes del condado de Bexar.

La Junta autoriza a cada Administrador a utilizar una Estación Central de Conteo (las Estaciones) según lo dispone el Código. Los Administradores, o las personas designadas por ellos, quedan designados como Gerentes de sus respectivas Estaciones, quienes establecerán un plan por escrito para la operación ordenada de las Estaciones de acuerdo con el Código. La Junta autoriza a los Administradores, o las personas designadas por ellos, a nombrar a los Jueces Presidentes, los Supervisores de Tabulación y los Programadores de sus respectivas Estaciones y puede designar secretarios de Estaciones según sea necesario o deseable. Los Administradores publicarán (o harán que se publique) un aviso y realizarán pruebas en el equipo de tabulación automática relacionado con la Estación y realizarán instrucciones para los oficiales y empleados de sus respectivas Estaciones de acuerdo con el Código.

La oficina de la administradora de elecciones del condado de Medina, Lupe Torres, ubicada en 1202 14th St., Hondo, TX 78861, es la dirección postal de la secretaria de votación anticipada a la que se deben enviar las solicitudes de boletas y las boletas por correo del condado de Medina. La oficina de la administradora de elecciones del condado de Bexar, Michele Carew, ubicada en 1103 S. Frio, San Antonio, Texas, 78207, es la dirección postal de la secretaria de votación anticipada a la que se deben enviar las solicitudes de boletas y las boletas por correo del condado de Bexar. La dirección de correo electrónico para las solicitudes de voto por correo del condado de Bexar es votebymail@bexar.org. La dirección de correo electrónico para las solicitudes de voto en ausencia del condado de Bexar es FPCA@bexar.org. El último día para que la secretaria de votación anticipada reciba las solicitudes de boletas para votar por correo es el lunes 20 de abril de 2026.

Que por el presente se establecen uno o más precintos electorales de Distrito con el fin de llevar a cabo la Elección, y por la presente se designan uno o más lugares de votación para llevar a cabo la

Elección en los precintos electorales de Distrito identificados en el Anexo A de esta Orden (que se incorpora al presente mediante referencia a todos los efectos). De conformidad con el Código, el Administrador de Elecciones del Condado nombrará a los Jueces Presidentes, Jueces Presidentes Suplentes, Secretarios Electorales y todos los demás funcionarios electorales para la Elección. El Superintendente de Escuelas del Distrito, el Presidente de la Junta Directiva o sus designados pueden corregir, modificar o cambiar los Anexos de esta Orden en función de las ubicaciones y horas finales acordadas por el Distrito, el Administrador y los Participantes en su caso y según corresponda, en la medida permitida por la ley aplicable.

1. En la medida en que lo requiera el Código u otra ley aplicable, la designación de funcionarios electorales en los lugares de votación debe incluir una persona que domine el idioma español.
2. El día de las elecciones, las urnas estarán abiertas como se indica en el Anexo A.
3. El lugar principal de votación anticipada se designa en el Anexo B de esta Orden (que se incorpora aquí por referencia para todos los propósitos). La persona nombrada como Oficial de Votación Anticipada como se designa en el Anexo B es designada por el presente como Oficial de Votación Anticipada para llevar a cabo dicha votación anticipada en la Elección. El Secretario de Votación Anticipada nombrará a los Secretarios Adjuntos de Votación Anticipada. El lugar principal de votación anticipada permanecerá abierto para permitir la votación anticipada en los días y horarios establecidos en el Anexo B. La votación anticipada comenzará según lo dispuesto en el Anexo B y continuará hasta la fecha establecida en el Anexo B, todo según lo dispuesto por el Código.

Además, de acuerdo con el Código, se podrán establecer y mantener sucursales permanentes y/o temporales para la votación anticipada en persona. En el caso de que se establezcan dichas sucursales permanentes y/o temporales, la información sobre las ubicaciones, fechas y horas de operación para la votación anticipada en estas oficinas se identificará en el Anexo B del presente.

Cada Administrador está autorizado a establecer una Junta de Boletas de Votación Anticipada para sus respectivos condados ya designar al Juez Presidente de dicha Junta de Boletas de Votación Anticipada. Los Jueces Presidentes de la Junta de Boletas de Votación Anticipada nombrarán dos o más miembros adicionales para constituir sus respectivos miembros de la Junta de Boletas de Votación Anticipada y, de ser necesario, los miembros del Comité de Verificación de Firmas necesarios para procesar eficientemente las boletas de votación anticipada.

Los condados de Medina y Bexar participan en el programa Countywide Polling Place bajo la Sección 43.007, según enmendada, del Código Electoral de Texas. Los votantes registrados podrán emitir sus votos el día de las elecciones en cualquiera de los centros de votación identificados en el sitio web de su condado.

Condado de Medina - <https://www.medinacountytexas.org/page/medina> Condado de Bexar - <https://www.bexar.org/2177/Voting-in-Bexar-County>

Orden de elecciones del Distrito Escolar Independiente de Medina Valley aprobada el 26 de enero de 2026.

(Sello del Distrito)

Nathan Fillinger, presidenta de la junta de MVISD

Departamento Electoral del Condado de Medina
1300 Ave. M, Sala 108
Hondo, Texas 78861 830-741-6009

Departamento de Elecciones del Condado de Bexar
1103 S. Frio
San Antonio, Texas, 78207 210-335-8683



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: January 26, 2026

Agenda item: Consider approval of the Purchase of Police Vehicles

Background Information

In December 2025, the board approved the addition of four police officers. This item is to equip the newly allocated officers with vehicles.

Administrative Consideration

Pricing was competitively procured through the TIPS Purchasing Cooperative utilizing contract number 210907. The administration received quotes back from Lake Country Chevrolet for four 2026 Silverado 1500 Crew Cab trucks. These vehicles are outfitted for police department use.

Funding Source:

Bond 2023 Safety and Security Funds

Recommendation:

It is recommended the Board approve the purchase of police vehicles from Lake Country Chevrolet in the amount of \$233,898.60 as presented.



PRODUCT PRICING SUMMARY
TIPS USA 210907 TRANSPORTATION VEHICLES
VENDOR- 5426 LAKE COUNTRY CHEVROLET, 2152 N. WHEELER STREET JASPER, TX 75951

End User: MEDINA VALLEY ISD Prepared by: RICK BROWN
 Contact: ELLIS POWELL Phone: 409.659.1555
 Email: WILLIAM.POWELL@MVISD.ORG Email: RBROWN.SILSBEEFLEET@GMAIL
 Product Description: SILVERADO 1500 CC Date: January 6, 2026

A. Bid Item: CC10543 A. Base Price: \$ **41,907.00**

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
	2026 SILVERADO 1500 CREW 2WD			EXTERIOR - WHITE	\$ -
L3B	2.7L TURBO 4CYL	\$ -		INTERIOR - BLACK VINYL	\$ -
MFC	8 SPD AUTOMATIC	\$ -			
PEB	WT VALUE PACKAGE	\$ 1,190.00		TRAILER TOW PACKAGE	\$ -
	PRIVACY GLASS	\$ -		17" STEEL WHEELS	\$ -
	REAR WINDOW DEFOGGER	\$ -			
	CRUISE CONTROL	\$ -			
	POWER MIRRORS	\$ -			

Total of B. Published Options: \$ **1,190.00**

Published Option Discount (5%) \$ **(79.25)**

C.

Description	Bid Price	Options	Bid Price
WINDOW TINT	\$ 149.00	RADIO PREWIRE	\$ 149.00
WHELEN LEGACY OVERHEAD LB PKG	\$ 3,295.00	GRAPHICS	\$ 1,550.00
inc. LIGHTBAR, SIREN, SPEAKER	\$ -	BLACK GRILL GUARD	\$ 985.00
EQUIPMENT CONSOLE	\$ 753.00	BACKFLIP BED COVER	\$ 1,295.00
2 GRILL LEDS	\$ 244.00	UNDER SEAT GUN VAULT	\$ 2,272.80
REAR LICENSE PLATE LEDS X2	\$ 244.00		
RUNNING BOARDS	\$ 429.00		
RUNNING BOARD LEDS X2 PER SIDE	\$ 488.00		
EQ SERVICES	\$ 2,700.00		

Total of C. Unpublished Options: \$ **14,553.80**

D. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ -

E. Lot Insurance (for in-stock and/or equipped vehicles): \$ -

F. Contract Price Adjustment: _____

G. Additional Delivery Charge: 324 miles \$ **648.00**

H. Subtotal: \$ **58,219.55**

I. Quantity Ordered 3 \$ **174,658.65**

J. Trade in: _____ \$ -

K. \$ -

L. Total Purchase Price \$ **174,658.65**



PRODUCT PRICING SUMMARY

TIPS USA 210907 TRANSPORTATION VEHICLES

VENDOR- 5426 LAKE COUNTRY CHEVROLET, 2152 N. WHEELER STREET JASPER, TX 75951

End User: MEDINA VALLEY ISD

Prepared by: RICK BROWN

Contact: ELLIS POWELL

Phone: 409.659.1555

Email: WILLIAM.POWELL@MVISD.ORG

Email: RBROWN.SILSBEEFLEET@GMAIL

Product Description: SILVERADO 1500 CC

Date: January 6, 2026

A. Bid Item: CC10543

A. Base Price: \$ **41,907.00**

B. Factory Options

Code	Description	Bid Price	Code	Description	Bid Price
	2026 SILVERADO 1500 CREW 2WD			EXTERIOR - WHITE	\$ -
L3B	2.7L TURBO 4CYL	\$ -		INTERIOR - BLACK VINYL	\$ -
MFC	8 SPD AUTOMATIC	\$ -			
PEB	WT VALUE PACKAGE	\$ 1,190.00		TRAILER TOW PACKAGE	\$ -
	PRIVACY GLASS	\$ -		17" STEEL WHEELS	\$ -
	REAR WINDOW DEFOGGER	\$ -			
	CRUISE CONTROL	\$ -			
	POWER MIRRORS	\$ -			

Total of B. Published Options: \$ **1,190.00**

Published Option Discount (5%) \$ **(79.25)**

C.

Description	Bid Price	Options	Bid Price
WINDOW TINT	\$ 149.00	RADIO PREWIRE	\$ 149.00
WHELEN LEGACY OVERHEAD LB PKG	\$ 3,295.00	GRAPHICS	\$ 1,550.00
inc. LIGHTBAR, SIREN, SPEAKER	\$ -	BLACK GRILL GUARD	\$ 985.00
EQUIPMENT CONSOLE	\$ 753.00	BACKFLIP BED COVER	\$ 1,295.00
2 GRILL LEDS	\$ 244.00	UNDER SEAT GUN VAULT	\$ 2,272.80
REAR LICENSE PLATE LEDS X2	\$ 244.00	PARTITION	\$ 820.40
RUNNING BOARDS	\$ 429.00		
RUNNING BOARD LEDS X2 PER SIDE	\$ 488.00		
EQ SERVICES	\$ 2,900.00		

Total of C. Unpublished Options: \$ **15,574.20**

D. Floor Plan Interest (for in-stock and/or equipped vehicles):

\$ -

E. Lot Insurance (for in-stock and/or equipped vehicles):

\$ -

F. Contract Price Adjustment:

G. Additional Delivery Charge: 324 miles

\$ **648.00**

H. Subtotal:

\$ **59,239.95**

I. Quantity Ordered 1

\$ **59,239.95**

J. Trade in:

\$ -

K.

\$ -

L. Total Purchase Price

\$ **59,239.95**



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: January 26, 2026

Agenda item: Consider approval the 2026-2027 Academic Flex Calendar

Background Information

The Optional Flexible Year Program (OFYP) allows Districts or open-enrollment charter schools to modify their instructional calendar to provide a flexible year program to meet the educational needs of its students

Supporting Documents

Draft Flex Day Calendar

Recommendation

District Administration recommends the Board approve the 2026-2027 Academic Flex Calendar as presented.

Draft Academic Flex Calendar

July 2026							January 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	(7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30	31		24/31	25	26	27	28	29	30
August 2026							February 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	[23	24	25	26	27
23	24	25	26	27	28	29	28						
30	31												
September 2026							March 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1		1	2	3	4	5	6
6	7	8	9	10	11	12	7	8	9	10	11	12	13
13	14	15	16	17	18	19	14	15	16	17	18	19	20
20	[21	22	23	24	25	26	21	22	23	24	25	26	27
27	28	29	30				28	29	30	31			
October 2026							April 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3					1	2	3
4	5	6	7	8	9	10	4	5	6	7	8	9	10
11	12	13	14	15	16	17	11	[12	13	14	15	16	17
18	19	20	21	22	23	24	18	19	20	21	22	23	24
25	26	27	28	29	30	31	25	26	27	28	29	30	
November 2026							May 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30						23	24	25	26	27	28	29
December 2026							June 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	31			27	28	29	30			

Month	Start	End	Description
August	3-11		Teacher Professional Development (7 Total Days- 2 Work Days and 5 PD Days)
	12		First Day of School
September	7		Student/Teacher Holiday
	18		End of 1st 6 Weeks (27 days)
October	12-13		Student Break/Teacher Trade Days
	14-16		Student/Teacher Break
	30		End of 2nd 6 Weeks (25 Days)
November	9		Student Break/ Teacher PD
	23-27		Thanksgiving Break
December	18		End of 3rd 6 Weeks (29 Days)
	18		End of 1st Semester (81 Days)
	21-31		Student/Teacher Winter Break
January	1		Student/Teacher Winter Break
	4		Student Break/Teacher Trade Days
	5		Student Break/Teacher Workday
	6		Student Break/Teacher PD
	18		Student/Teacher Holiday
	29		Student Break/Teacher Compliance Day
February	15		Bad Weather Make-up Day
	19		End of 4th 6 Weeks (29 Days)
	22		Student Break/ Teacher PD
March	8-12		Student/Teacher Break
	26		Student/Teacher Holiday
	29		Student Break/ Teacher PD
April	9		End of 5th 6 Weeks (27 Days)
	23		Bad Weather Make-up Day
May	27		End of 6th 6 weeks (33 days)
			End of 2nd Semester (89 days)
	28		Teacher Workday
			Flex Days

		Total Min	Extra Min	Extra Days
Elem- 7:30-3:00	450 min x 170 (81+89)	76500	900	2.0
MS- 8:00-3:41	461 min x 170 (81+89)	78370	2770	6.0
HS- 8:40-4:25	465 min x 170 (81+89)	79050	3450	7.4
HS Flex Days	465 min x 164	76260	660	1.4
Students	75600 minimum			
Teachers	187 days= 91+96			
HS- 8:40-4:24	465 min x 170 (81+89)	78880	3280	7.1



Agenda Item Memorandum

To: MVIDS Board of Trustees

Date: January 26, 2026

Agenda item: Consider approval of the Purchase Portables

Background Information

The district is anticipating the addition of more than 500 new students in 2026-2027 particularly in the areas along FM 211. To ensure all classrooms are ready for learning on August 1 the district will need to consider purchasing portable classrooms.

Administrative Consideration

Based on demographic projections the district anticipates needing a minimum of 2 portable buildings at Ladera Elementary. Additionally, administration is recommending a portable building at DAEP to accommodate additional student placements as well as one at the Creek View High School site to serve as a transportation hub. This hub will allow the district to operate more efficiently and assist in the recruitment of drivers from the northern part of the district.

Administration is also watching the growth at Potranco Elementary and Loma Alta Middle School. Should additional needs be identified, administration would likely access the potential to relocate portable buildings from Medina Valley High School after the completion of the Ag and JROTC building. Substantial completion of this project is anticipated for September 2026.

Pricing was competitively procured through the BuyBoard Purchasing Cooperative utilizing contract number 732-24. The administration received a proposal back from Ramtech Building Systems for the purchase of four portable buildings equipped with restrooms at a cost of \$123,210 per building.

Funding Source:

General Fund (199) - Capital Project Funds

Recommendation:

It is recommended the Board approve the purchase of portable buildings from Ramtech Building Systems in the amount of \$492,840 as presented.



December 19, 2023

Via e-mail: Rafael.barajas@mvisd.org

Mr. Rafael Barajas
Director of Construction
Medina Valley ISD
8752 FM 471 South
LaCoste, TX 78039

Re: Proposal Portable Classroom & Office Buildings – MVISD Specification

Mr. Barajas:

Ramtech appreciates your continued interest and the opportunity to provide Medina Valley ISD with an updated pricing proposal for portable classroom buildings. The BuyBoard pricing (Contract #732-24) is based on new, state-approved, commercial-grade buildings constructed to Medina Valley ISD specifications. In accordance with current code requirements, the classroom buildings do not include an interior communication door.

Purchase 24x64 double classrooms buildings with restrooms: \$123,210.00 per bldg.

Purchase open building with restrooms and kitchenette: \$145,800.00 per bldg.

Note: Complete assembly is based on maximum 30" finish floor elevation above grade.

Pricing Includes:

- Delivery & Installation – LaCoste, TX
- C.M.U. block pad on grade foundation
- Metal exterior and roof
- Lay-in acoustical ceiling
- Anchor type tie-downs (additional cost will be incurred for buildings set on concrete or asphalt due to anchoring requirements)
- Skirting to grade on all sides
- Gutters
- Interior walls to be vinyl covered gypsum panels
- Vct flooring
- Exterior wall hung HVAC – ducted
- Exterior emergency egress light above each exterior door shall be remote head wired into exit light
- Main Distribution Panel; 1 phase, indoor flush mount with 200 AMP main breaker
- Service to be 208/120
- 2 each future data outlet boxes n wall with double gang box 18" AFF with 3/4" conduit to above ceiling

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Price Includes:

- 1 each future thermostat outlet box in wall with single gang box 48" AFF with 1/2" conduit to above ceiling
- 1 each future fire alarm pull outlet box in wall with single gang box 48" AFF with 1/2" conduit to above ceiling
- 1 each future intercom outlet box in wall with single gang box 48" AFF with 1/2" conduit to above ceiling
- 2x2 ceiling tiles
- Door closers all exterior doors
- Insulated windows
- Interior lights will be 2x4 lay-in LED fixtures - dual switched
- Marker - tack board each classroom
- State approved engineered drawings

Pricing does not include:

- Site preparation (including grading, compaction or demolition, landscaping, or irrigation)
- Building permits (Any fees charged by the city or county agencies for the movement of mobile office or modular buildings over local roads are considered as part of the local building permit cost.)
- Furniture, window coverings, window security film, electric hand dryers
- Interior communication door
- Canopies
- Entry assemblies (Quoted as an additional cost)
- Fire alarm/sprinkler system
- Performance and payment bond
- Permanent foundation
- Plumbing manifold
- Poured concrete
- Ramtech's Builders Risk Insurance excludes flood coverage in Flood Zones A, V, or D as defined by FEMA
- Taxes (if applicable)
- Utility extension/connections
- Waxing or sealing of vct
- Wind certification (may be required in designated catastrophe coastal areas)
- The scope of this design does not include accessibility elements required for the site. It is the owner's responsibility to have these designs developed and to make submittal as required by the Texas Architectural Barriers Act, through their design professional. This submittal should be made to: Texas Department of Licensing and Regulations, Architectural Barriers Section, P.O. Box 12157, Austin, TX 78711.



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I will contact you to discuss any questions you might have or please feel free to contact me via email at squeen@ramtechgroup.com or by calling 800-568-9376 ext. 138.

Sincerely,
Sabrina Queen
Business Development

Note: Given the volatility of material prices and supply chain challenges, Ramtech's price is valid for 14 days. Please contact Ramtech prior to issuance of a p.o. or award to verify pricing as well as open production availability.

Pricing is based on a level, accessible site.

Freight, setup, and other finish-out scopes are priced based on Ramtech's ability to manufacture the building, deliver and complete the project in a timely manner thereafter. Should any unforeseen delay occur in the permitting or site work process, or due to any other cause outside of Ramtech's control, these scopes may need to be repriced and a Change Order executed prior to building delivery.

Typical payment terms are 25% upon issuance of a p.o. or execution of a contract, 70% prior to delivery and installation of the building(s) and 5% on completion and acceptance.