

**Notice of Public Meeting  
The Board of Trustees  
Granbury ISD  
Monday, March 25, 2024  
5:00 PM**

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A Public Meeting of the Board of Trustees of Granbury ISD will be held Monday, March 25, 2024, beginning at 5:00 PM in the Granbury ISD Board Room, 217 N. Jones St., Granbury, Texas 76048.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. CALL TO ORDER
2. CONVENE IN CLOSED SESSION under the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq.
  - a. Section 551.074 - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.
    1. Staff Recommendations
  - b. Section 551.076. Deliberations Regarding Security Devices or Security Audits
    1. Granbury Middle School Intruder Audit
  - c. Section 551.071 Private consultation with the Board's Attorney
  - d. Section 551.072 - Purchase, Exchange, Lease or Value of Real Property
3. RECONVENE IN OPEN SESSION - 6:00 PM
4. INVOCATION
5. PLEDGES - U.S. Flag & Texas Flag
6. ACHIEVEMENT SPOTLIGHT
  - a. All-State Band students Ivan Perez and Layla Escatel
  - b. Swim Team State Qualifiers
  - c. Boys & Girls Basketball
  - d. Procurement Proclamation
  - e. Shottenkirk Senior of the Month: Kensington Loving
7. SUPERINTENDENT'S REPORT
8. PUBLIC COMMENTS  
Patrons who have duly registered per policy BED (LOCAL) may address the board regarding matters of concern/interest to the district. The board may not act upon any matter that is not listed under the action item portion of the agenda.
9. Consider ACTION on ITEMS DISCUSSED IN CLOSED SESSION
  - a. Staff Recommendations
  - b. Granbury Middle School Intruder Audit
10. CONSENT AGENDA ITEMS
  - a. Approve Previous Meeting Minutes 3
  - b. Approve Out of State Travel Request: GHS MCJROTC Rifle Team 4
  - c. Consider a MOU for the 2024-2025 Tarleton Today Program between Tarleton State University and GISD 6
  - d. Consider Textbook Adoptions for the 2024-2025 school year 28
  - e. Consider TEKS Certification submission 29
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  - g. Consider approval of the RFP General Merchandise 2023-22. 31
  - h. Consider approval of the RFP Facilities and Maintenance Contracted Services 2024-23. 34
  - i. Consider and approve Budget Amendments 37
11. DISCUSSION/ACTION
  - a. Consider approval of an MOU/Interlocal of Radio Purchases and licensing with the City of Granbury. 40
  - b. Consider a MOU with Harris Range for the purpose of training School Marshals. 49
  - c. Consider the 2024-2025 Teacher Hiring Schedule 51
  - d. Consider Capturing Kids Hearts professional development contract for all elementary schools 52
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c. Cash Flow and Investment Report for period ending February 29, 2024	64
13. ADJOURN	

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*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.*

**On this notice was faxed or mailed to the news media who have previously requested such notice, posted on the GISD web page at [www.granburyisd.org](http://www.granburyisd.org), and an original was posted on an outside door at 3:00 p.m. at the School District Administration Building at 217 N. Jones St., Granbury, Texas.**

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**Superintendent or Designee (For the Board of Trustees)**



OFFICE OF SUPERINTENDENT

For:	Board of Trustees
Date:	March 25, 2024
Action:	Consent

To:	Board of Trustees	From:	Dr. Jeremy Glenn
RE:	Previous Board Meetings Minutes for Approval		

**SUMMARY:**

Previous Board Meeting Minutes for the following meetings: 1.31.2024, 2.5.2024, 2.12.2024 and 2.26.2024.

**RECOMMENDATION:**

The recommendation is to approve as presented.

Respectfully submitted,

Dr. Jeremy Glenn  
Superintendent



For:	Board of Trustees
Date:	March 25, 2024
Action:	Approval

To:	Board of Trustees	From:	Jamie Robinson, GHS Principal
RE:	Consider an Out of State Travel Request		

**SUMMARY:**

Before you is one (1) Out of state travel request for GHS MCJROTC Rifle Team in April 2024.

**RECOMMENDATION:**

It is Recommended that the Board approve the request as presented.

Respectfully submitted,

Jamie Robinson  
GHS Principal



Granbury ISD  
Request for Out of State Travel

Name of group or organization: GHS MCJROTC Rifle Team

Date of request: 2/16/2024

Date of departure and return: 11-14 April 2024

Destination: Anniston Alabama

Purpose of trip, i.e., event to be attended, instructional value of the trip:  
Rifle Team to participate in CMP Regional Rifle Match. This is in support of MCJROTC terminal learning objectives and TEKS Per MCO 1533.6E

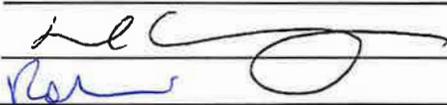
Estimation of total trip cost: \$5,000

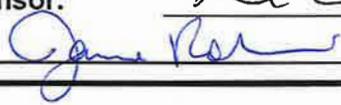
Estimation of district's cost of trip: 0

Estimation of organizations cost of trip: \$5,000

District employee sponsor and organization: 0

Number of students/employees participating: 12/3

Signature of district employee sponsor: 

Signature of campus principal: 

**For Office Use Only**

Approved

Denied

Reason, if denied:

\_\_\_\_\_

Board or Designee Signature: \_\_\_\_\_

Date: \_\_\_\_\_



OFFICE OF SUPERINTENDENT

For:	Board of Trustees
Date:	3.25.2024
Action:	Approval

To:	Board of Trustees	From:	Dr. Jeremy Glenn
RE:	MOU with Tarleton State University for the 2024-2025 Tarleton Today Program		

**SUMMARY:**

Tarleton and GISD will partner to offer eligible high school students the opportunity to enroll in college courses while attending high school and received simultaneous academic credits from Tarleton and their GISD high school (s). Students will be able to participate in a dual enrollment, distance education program called Tarleton Today.

**RECOMMENDATION:**

To approve the MOU with Tarleton State University for the 2024-2025 Tarleton Today Program.

Respectfully submitted,

Dr. Jeremy Glenn  
Superintendent

**Memorandum of Understanding  
Between  
Tarleton State University  
and  
GRANBURY ISD**

**FOR THE 2024-2025 TARLETON TODAY PROGRAM**

This Memorandum of Understanding (MOU) with an Effective Date of May 1, 2024, is entered by GRANBURY ISD (GISD) and TARLETON STATE UNIVERSITY, a member of The Texas A&M University System, an agency of the State of Texas, hereinafter referred to as “Tarleton”.

**Contracting Parties:**

Receiving Party (GISD)  
GRANBURY ISD  
217 N. JONES ST.  
GRANBURY, TEXAS 76048

Performing Party Tarleton State University  
1333 W. Washington St.  
Stephenville, TX 76402

**WHEREAS**, Tarleton and GISD are collaborating to offer eligible high school students the opportunity to enroll in college courses while attending high school and receive simultaneous academic credits from Tarleton and their GISD high school(s).

**WHEREAS**, eligible students will be able to participate in a dual enrollment, distance education program called Tarleton Today.

**NOW THEREFORE**, in consideration of the mutual promises herein contained, the Parties agree as follows:

**1. Nature of Tarleton Today**

Tarleton and GISD enter into this Agreement to implement Tarleton Today by offering distance college courses through a dual-enrollment model, as well as high school teacher training and professional learning. Tarleton Today offers high school students the opportunity to earn high school credits from GISD and college credits from Tarleton through a distance education course.

GISD and Tarleton will share the responsibility to implement the Tarleton Today program. By entering into this Agreement for the delivery of distance college courses, GISD becomes an active participant in ensuring the effectiveness and quality of the implementation of Tarleton Today at GISD.

**2. Fees and Payments**

#### Enrollment Fees:

If joining the Tarleton Today program on or after the Effective Date, the cost of the Tarleton Today course materials, technical support and course implementation support outlined in this Agreement for GISD will be defined on a per-student, per-course basis. Program costs will be evaluated annually.

Texas public ISDs will pay a subsidized rate of \$50 per student per semester credit hour during the 2024-2025 school year (3 credit courses = \$150; 4 credit courses = \$200). Pending Texas FAST Program funding reimbursement, GISD students with a free and reduced lunch status will receive a course fee credit equal to the course fee charge. Tarleton Today will be directly reimbursed for course fees through the FAST Program for these students after completion. Private, parochial, and out-of-state schools are not eligible for the subsidized rate and will be charged \$65 per semester credit hour.

The Tarleton Today course fee is assessed for each student registered in each Tarleton Today course on the designated enrollment date. The program fee covers access to course materials, technology tools, and credit eligibility evaluation. Refunds will not be given at the end of a course for any reason, including if a student is not eligible to earn college credit in the course or withdraws after the enrollment date.

#### Professional Learning Development (PLD) Fee:

The cost of Tarleton Today professional development will be assessed on a per-teacher basis at a rate of \$500 for all teachers, both new and returning to the program. This fee covers professional learning and development requirements during the entire term of this agreement, including summer professional development courses, virtual learning modules, and coaching sessions from Tarleton. If GISD or the GISD high school teacher joins after the conclusion of summer professional development, the total fee is still required based upon the status of the teacher at student enrollment date. For teachers that complete the Tarleton Today course with at least 60% of their students accepting college credit, Tarleton Today will provide them a \$500 end-of-year bonus.

Any professional development fees do not include lodging, transportation, or teacher substitute cost.

GISD is responsible for paying within 30 days of receipt of any undisputed invoice.

All checks should be made payable to Tarleton State University. Payments should be mailed and/or delivered to:

Tarleton State University  
Tarleton Today  
1333 W. Washington St.  
Stephenville, TX 76402

### **3. Scope of Work and Responsibilities**

Responsibilities to implement Tarleton Today distance college courses will be shared by GISD and Tarleton Today. GISD is an active participant in ensuring the effectiveness and quality of Tarleton Today implementation at its facilities. The Parties agree to provide the following, collectively referred to as the “Services.”

### **Responsibilities of Tarleton Today**

#### **Enrollment and Records**

- A. Register high school students for Tarleton Today courses (as listed in Exhibit A) through the Tarleton Today student information system.
- B. Maintain, as part of routine educational effectiveness evaluation at Tarleton, Tarleton Today student educational records, including registration, enrollment, orientation, and course evaluation data for purposes of administering, implementing, and improving the program and providing official reporting to Tarleton and GISD. Tarleton Today engages in additional data sharing with Tarleton departments as defined in the data sharing agreement between Parties, attached and incorporated herein.
- C. Record grades on Tarleton transcripts for students who are eligible for and accept college credit for the distance college course.
- D. Support documentation of distance college course credit, including enrollment and non-enrollment confirmation letters and assistance in securing official transcripts.

#### **Curriculum and Instruction**

- E. Provide Tarleton faculty and academic staff to develop and define college-level course materials and curriculum and assume primary responsibility for oversight of distance college courses.
- F. Deliver instructional materials via distance education. All college course-related materials will be available to the student through unique login in Canvas Learning Management System (Canvas LMS).
- G. Administer Tarleton Today distance college courses via a dual enrollment model. Tarleton faculty and academic course staff ensure comparability of distance college courses to campus-based courses and are approved by Tarleton Department Chairs and supported by Deans. All Tarleton Today students register for semester- or year-long courses. The college enrollment process differs between the two course types.
  - a. Semester-long and year-long course college enrollment information
    - i. Students must complete a series of required assignments and summative assessments as published in the college syllabus that are designed, designated, and evaluated by Tarleton faculty and college Instructors of Record to earn college credit.
    - ii. Students in year-long courses must earn a passing grade (D or above) on the designated portion of the course determined by the Tarleton Instructor of Record to be eligible to earn college credit in the Tarleton Today distance college course.
    - iii. Students who earn a passing grade (D or above) in the college course may accept their college credit or withdraw from the course.
    - iv. Students who accept college credit will have an official Tarleton transcript showing the letter grade earned in the course.

- b. Additional year-long course college enrollment information
  - i. A student who does not earn a passing grade (D or above) may be determined to be eligible if the student meets the Texas Success Initiative (TSI) exemption criteria for that course. Grade-based eligibility criteria and TSI exemption criteria are detailed in each college course syllabus for which TSI exemption may be used, as well as attached in Exhibit C.
  - ii. Eligible student enrollments are recorded with Tarleton in alignment with Tarleton Today and Tarleton processes.
- H. Provide technology and support services necessary for teaching and learning in Tarleton Today courses and program implementation:
  - a. Maintain servers operated by or hosted on Tarleton Today's web-based Canvas LMS.
  - b. Provide access and training on the Canvas LMS for every Tarleton Today student to access course content and instructional experiences.
  - c. Provide online and phone-based technical support for Tarleton Today teachers, students, and Tarleton faculty using the curriculum when that support is not provided through Canvas LMS.
  - d. Provide access to teleconference functions in Canvas LMS or other commensurate distance technology with consultants available to students for writing consultation related to distance college course writing assignments.
  - e. Provide a student orientation module in Canvas LMS for all Tarleton Today courses that detail program enrollment, student academic integrity, and FERPA rights.
  - f. Provide information in the Tarleton Today college courses and through Canvas notifications related to distance college course enrollment activities, including registration, eligibility, credit type selection, credit status, and official transcript requests.
  - g. Provide adequate procedures for submitting and resolving complaints, grade appeals, information requests, and other inquiries related to participation in Tarleton Today.

### **Professional Development and Support**

- I. Deliver professional learning to participating GISD teachers who teach a Tarleton Today course.
  - a. Summer professional development for participating GISD teachers will be delivered by Tarleton Today using distance education and virtual learning technologies, or in-person trainings at one of the Tarleton locations. Summer professional development is required for all Tarleton Today high school teachers.
  - b. Academic year Professional Learning: One-day Professional Learning for new and returning participating GISD teachers will be held at Tarleton or designated regional sites, or delivered virtually during the fall and spring semesters, at Tarleton's sole discretion. GISD teachers are **required** to participate in and fully complete the one-day workshop during each semester in which the teacher delivers a Tarleton Today course, regardless of whether the course will be offered in the subsequent year.

- c. Participating GISD teachers will be provided certificates of completion for the hours of documented attendance, which may count as continuing professional education hours with their district.
- J. Deliver professional learning and development opportunities specific to administrative and counselor roles and functions to GISD and its administration.
- K. Deliver in-person or virtual presentations and/or workshops to GISD staff and community members regarding the Tarleton Today program overview, implementation, and strategies for success.
- L. Tarleton Today will hire and assign a qualified course coordinator for each course offered. The coordinator will serve as the content expert and point of contact and support for the high school teacher.
- M. Provide ongoing, one-on-one feedback and guidance to the high school teacher.
- N. Provide virtual coaching to each Tarleton Today high school teacher to support course implementation and enhance their professional practice.

### **Institutional Effectiveness**

- O. Provide feedback regarding course implementation to Tarleton faculty and academic staff, as well as GISD high school teachers and administrators. To ensure Tarleton Today is implemented and facilitated with quality and fidelity, Tarleton Today staff will provide updates at the end of the fall and spring semesters and, as needed, throughout the year regarding the status of Tarleton Today implementation, based on communication with the Tarleton Today GISD high school teacher(s) and classroom observations.
  - a. Tarleton Today staff will alert GISD administration of any serious concerns regarding GISD or campus implementation of the Tarleton Today course pertaining to quality and fidelity. If GISD implementation of the Tarleton Today course is deemed unsatisfactory, Tarleton Today reserves the right to deny the opportunity to offer the Tarleton Today course in the future or to require a replacement high school teacher.
  - b. A GISD high school teacher deemed by Tarleton Today to be unsatisfactorily implementing the course will be given the opportunity to bring course implementation into alignment with Tarleton Today expectations and be provided coaching and support as available through the course staff, Tarleton Today Professional Learning, virtual coaching, and ongoing communication. Should the high school teacher's implementation of Tarleton Today continue to be unsatisfactory or without improvement in Tarleton Today's sole discretion, Tarleton Today will notify GISD, who will use its best efforts to identify an alternate high school teacher, and GISD will work with Tarleton Today to continue implementation of the course with the alternate high school teacher. Tarleton Today reserves the right to deny any unsatisfactorily performing teacher the opportunity to offer the course in the future.
  - c. Should Tarleton Today deem a Tarleton Today GISD high school teacher as not compatible with or not in the best interest of the program in Tarleton Today's sole discretion, Tarleton Today will notify GISD who will work with Tarleton Today to continue the course through an alternate teacher.
  - d. Any person performing Services under this Agreement on behalf of Tarleton Today must be actively employed or eligible for employment by Tarleton and

may not be on administrative or medical leave. Tarleton must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If Tarleton becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, a representative of the Tarleton Today program must inform the GISD district contact.

**Extended Student Absences [subject to GISD policies]**

- P. In a case where a student is removed from their home campus and assigned to an alternative campus due to disciplinary reasons, the GISD point of contact, campus principal and/or the high school teacher of the campus must notify the Tarleton Today Program Coordinator. Information needs to include the length of the placement to determine if the student will continue in the enrolled Tarleton Today course. If the alternative placement is longer than seven (7) school days, then the following will need to be done:
- a. The administrator, Tarleton Today GISD high school teacher, and Tarleton Today course staff will work together to determine if the student has the opportunity to continue the course at the alternative campus. If determined the student will not have the appropriate instruction and access to the course, the student will be dropped from the Tarleton Today course.
    - i. If this occurs prior to the identified course enrollment date, then the GISD will not be invoiced for this student.
    - ii. If the student is enrolled in a year-long Tarleton Today course, the student will be dropped from the Tarleton Today course, the Canvas LMS system, and a schedule change will be made for the student's high school schedule.
- Q. In a case where a student is hospitalized or removed from instruction or the school setting for longer periods due to illness, accident, or other circumstance, the GISD point of contact, campus principal and/or the high school instructor must notify the Tarleton Today Program Coordinator immediately to determine if eligibility for enrollment may continue, which decision will be made on Tarleton Today in its sole discretion.

**4. Responsibilities of GISD [subject to GISD policies and applicable law]**

- A. Implement one or more Tarleton Today courses.
- a. Assign a(n) GISD contact responsible for overseeing the implementation of Tarleton Today high school course(s) and participating in meetings designated for GISD administration with Tarleton Today staff.
    - i. This GISD contact will provide up-to-date contact information for GISD and its campus administration. In the event there is a change in administration at GISD or at its campuses, the GISD contact will update Tarleton Today.
  - b. Assign 1-2 campus administrators to attend the Tarleton Today train-the-trainer session(s) held online in a webinar-based format. The training will model the parent night presentation, resources, and retention strategies.
  - c. Assign a designated contact for ensuring websites, email addresses, and support for technology related requests. This person will also be responsible for

- uploading course rosters following a specific format via Secure File Transfer Protocol (SFTP) prior to the start of the school year.
- d. Tarleton Today courses do not replace Advanced Placement (AP) curriculum or prepare students for AP exams. Neither Tarleton Today syllabi nor course content may be used for submission to satisfy the requirements for third-party evaluation.
- B. Recruit high school teacher(s) with appropriate qualifications to teach the Tarleton Today course(s), all consistent with GISD policies.
- a. Minimum requirements for all Tarleton Today GISD high school teachers include:
    - i. Bachelor's degree in the discipline or a related field.
    - ii. One (1) or more years of teaching experience in the relevant course or a higher-level course (e.g. calculus for pre-calculus).
    - iii. Completed annual Tarleton Today teacher application.
    - iv. Obtain a Tarleton UID in order to access Canvas LMS and other systems required for implementation of the Tarleton Today program. Tarleton Today will provision the UID as high assurance and may suspend, terminate, or revoke access to its systems through the UID affiliation at Tarleton Today sole discretion. The UID affiliation with Tarleton Today will be revoked if this agreement is terminated or if a Tarleton Today GISD high school teacher can no longer complete the course.
    - v. Successful completion of required tasks before the start of summer professional development, including, but not limited to, completion of FERPA training module provided by Tarleton Today. Tasks will be determined and shared by the Tarleton Today professional learning and development staff in advance of summer professional development. GISD high school teachers approved on a conditional basis may be required to complete additional tasks. Any high school teacher who does not complete the required pre-professional development tasks may not be eligible to attend the summer professional development. The decision to admit or deny such teacher and any accompanying conditions will be determined by the Tarleton Faculty Lead and Program Coordinator at their discretion.
    - vi. Successful completion of summer professional development. New Tarleton Today GISD high school teachers must participate in the entire Summer professional development and complete all assigned work, both before and during the training.
    - vii. Attendance at and completion of all required virtual conferences or virtual learning modules, academic year trainings, and professional development assignments.
    - viii. Attendance at the Fall and Spring Professional Development
      1. GISD teachers are required to participate in and fully complete both academic year professional developments in which the teacher delivers a Tarleton Today course, regardless of whether the course will be offered in the subsequent year. Each Fall and Spring professional development will provide up to eight hours of continuing professional education hours.

- ix. Review communication from Tarleton Today course staff in weekly newsletters and respond accordingly to routine requests.
  - x. Adhere to guidelines regarding Tarleton Today course content intellectual property. GISD is responsible for informing teachers that they do not have a license to use any Tarleton Today provided materials outside of the scope of this agreement.
  - xi. Deliver Tarleton Today instructional materials through the Tarleton Today instance of Canvas LMS.
- b. Additional requirements for Tarleton Today returning GISD teachers include:
- i. Successful implementation of Tarleton Today course during the previous academic year according to requirements under section D below.
- C. Ensure Tarleton Today GISD high school teachers and students have the necessary resources to implement the program with fidelity, including, but not limited to:
- a. Access to Canvas LMS. Participating GISD campuses will work with the Tarleton Today support team to ensure their campus and students can fully access the Canvas LMS.
  - b. Access to computer, internet, and allow lists, as specified by Tarleton Today, and adhere to requirements outlined in the most recent Tarleton Today Technology Manual.
  - c. Scheduled access to technology that meets the specifications defined by Tarleton Today for each course. This includes regular in-class and out-of-class, one-to-one (1:1) access to computers and the internet to view materials and complete and submit assignments, quizzes, tests, and exams, and the following technology for specific course implementation (as applicable).
  - d. Graphing calculators for College Algebra and Precalculus.
  - e. Audio/visual projection and/or whiteboard.
  - f. Copy/scanning services to duplicate some course materials and distribute to students in the Tarleton Today course and upload assignments.
  - g. For Intro to Animal Science, students must have periodic access to at least two livestock species (cattle, horses, sheep, goats, pigs, and/or poultry).
  - h. For Music Appreciation, students must have access and ability to utilize headphones for assessment purposes. Twice during the year they will need to attend a concert which may or may not be outside the school.
- D. Ensure Tarleton Today GISD high school teachers implement the program with fidelity, including the following:
- a. Tarleton Today instructors are expected to adhere to Texas Administrative and Education Code, including the Educators' Code of Ethics (19 TAC Chapter 247).
  - b. Administer and facilitate Tarleton Today-required assignments and assessments without alteration through the Tarleton Today instance of Canvas LMS.
  - c. Have students create a TARLETON UID and register for Tarleton Today sections.
  - d. Use Canvas LMS to assign and grade high school work as specified by Tarleton Today course staff.
  - e. Participate in professional learning, including Summer professional development, one-day workshops, video conferences or virtual learning modules, virtual coaching, and ongoing opportunities during each semester in

which they teach the Tarleton Today course. To facilitate teacher participation in the one-day workshops, GISD agrees to pay the cost of substitute teachers for the days the teacher will attend the workshops.

- f. Maintain regular communication via email, phone, video web conferencing, etc. with Tarleton Today course coordinator and other staff regarding the success and challenges of implementation, responding in a timely manner to requests for information, including turning in any requested documentation to evaluate student progress or success by specified deadlines.
  - g. Notify Tarleton Today of GISD high school teacher absences that exceed four or more consecutive class days or of teacher resignations using the provided form in the case when the teacher cannot self-report.
- E. Recruit and approve students to participate in the Tarleton Today courses.
  - F. Ensure students enrolled in the Tarleton Today program meet the minimum academic requirements for each course as shown in Exhibit A.
  - G. Ensure students complete the Tarleton Today registration process within the first two weeks of school. The student and, if the student is under 18 years of age at the time of registration, the student's parent or guardian shall acknowledge and consent the student is enrolling in a college course with the opportunity to earn college credit. Consent forms must be submitted within one week of the GISD school start date.
  - H. Any person performing Services under this Agreement on behalf of GISD must be actively employed or eligible for employment by GISD and may not be on administrative leave. GISD must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If GISD becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, the district contact, who oversees the Tarleton Today program, must inform Tarleton Today within 24 business hours.

## **5. Summer Professional Development, Teacher Registration, and Attendance**

1. GISD high school teachers are required to register for Summer Professional Development **two weeks prior** to the start of Summer Professional Development.
2. New Tarleton Today GISD high school teachers must participate in the entire Summer Professional Development and complete all assigned work, both pre- and during Professional Development. New Tarleton Today high school teachers are defined as those who are implementing a Tarleton Today course for the first time or for the first time after more than one year of absence.
  - a. The GISD teacher assigned to the course **must** successfully complete the New Teacher Summer Professional Development experience at least once, in its entirety, before implementing a Tarleton Today course for the first time. If the teacher continues to offer the course in subsequent years, they are required to attend the Returning Instructor Summer Professional Development for each subsequent year they implement that course. If a teacher is assigned to implement a new Tarleton Today course in addition to their current Tarleton Today course, the instructor must complete the New Teacher Summer Professional Development for the new course.
3. Cancellation policy:

- a. All high school teachers must cancel their registration in writing at least one week prior to any in-person Professional Development. GISD will be invoiced for all registered high school teachers three weeks prior to the event starting, and will pay such invoices within thirty (30) days.
  - b. If a high school teacher registers for Summer Professional Development and is unable to attend, the teacher must communicate this change to the Tarleton Today Professional Learning and Development team in writing at least one week prior to the start of Summer Professional Development. The district contact may coordinate with Tarleton Today to identify an appropriate replacement. Fees will be assessed based on teachers who complete Summer Professional Development.
  - c. In the event of an emergency about which Tarleton Today staff and the teacher's principal are notified, a teacher may arrange to make up as much as 20% of Summer Professional Development and still be eligible to teach the Tarleton Today course. Tarleton Today GISD high school teachers who miss more than 20% of Summer Professional Development, regardless of the reason, will be on probationary status and their approval to serve as a Tarleton Today high school teacher will be evaluated by Tarleton Today on a case-by-case basis.
4. If a high school teacher attends Summer Professional Development, and the course for which the teacher is trained is not offered for the school year, GISD will be:
    - a. Charged the full fee based on whether they are new or returning, for Summer Professional Development.
    - b. All materials provided to GISD for the course must be returned to Tarleton Today within 30 days.

## **6. Educational Records and Data Sharing**

- A. GISD and Tarleton Today create, maintain, and manage their own educational records for students and teachers. Tarleton Today maintains all educational records created as a result of the Tarleton Today program consistent with FERPA, as well as applicable Texas A&M University System (TAMUS) policy 16.01.02 and any applicable law. In order to provide the Tarleton Today program and related services to GISD and for GISD's accountability reporting purposes, Tarleton Today requires specific student information from GISD. All such records are provided the same security as those outlined in TAMUS Policy 16.01.02 and the Data Sharing Agreement, and will not be sold or shared with external sources except as allowed by law. See Exhibit B Data Sharing Agreement which sets terms and conditions for the exchange by the Parties of data needed to support the Tarleton Today program.
- B. Following Tarleton's Institutional Review Board standards and policy, as applicable, Tarleton Today may obtain and maintain data and/or feedback about student and teacher experiences with the program for the purpose of understanding outcomes and program improvements.
- C. For legitimate educational interests, Tarleton Today will facilitate the exchange of information among institutions, with the Texas Higher Education Coordinating Board, the Texas Education Agency, Tarleton Today high school teachers, Tarleton Today faculty and staff, and GISD contacts 1) pertaining to students' progress toward the opportunity to earn college credit; 2) to verify student's economic status related to state funding reimbursement, 3) to verify student accommodations under IDEA and/or Section 504; 4) to facilitate early intervention and support student success; 5) pertaining to

whether college credit is earned, accepted, and/or declined; 6) to facilitate accurate recordkeeping; and 7) to address academic integrity issues. If either party obtains access to GISD and/or Tarleton records or record systems protected under FERPA, each party agrees to adhere to the provisions of FERPA. While in possession of FERPA records and data, only persons authorized to access the student data related to the Tarleton Today program will be granted access consistent with FERPA.

#### **7. Insurance.**

GISD acknowledges that, because Tarleton is an agency of the state of Texas, liability for the tortious conduct of employees of Tarleton or for injuries caused by conditions or use of tangible state property is provided solely by the provisions of the Texas Tort Claims Act (Texas Civil Practice and Remedies Code Chapters 101 and 104); and that workers' compensation insurance coverage for employees of Tarleton is provided by the [A&M SYSTEM] as mandated by the provisions of Chapter 502, Texas Labor Code. Tarleton shall have the right, at its option, to (a) obtain liability insurance protecting Tarleton and its employees and property insurance protecting Tarleton's buildings and contents, to the extent authorized by Section 51.966, Texas Education Code, or other law, or (b) self-insure against any risk that may be incurred by Tarleton as a result of its operations under the Agreement.

#### **8. FERPA.**

For purposes of the Family Educational Rights and Privacy Act ("FERPA"), Tarleton hereby designates GISD as a school official with a legitimate educational interest in any education records (as defined in FERPA) that GISD is required to create, access, receive, or maintain in order to fulfill its obligations under this Agreement. GISD shall comply with FERPA as to any such education records and is prohibited from redisclosure of the education records except as provided for in this Agreement or otherwise authorized by FERPA or Tarleton in writing. GISD is only permitted to use the education records for the purpose of fulfilling its obligations under this Agreement and shall restrict disclosure of the education records solely to those employees, subcontractors or agents who have a need to access the education records for such purpose. GISD shall require any such subcontractors or agents to comply with the same restrictions and obligations imposed on GISD in this Section, including without limitation, the prohibition on redisclosure. GISD shall implement and maintain reasonable administrative, technical, and physical safeguards to secure the education records from unauthorized access, disclosure or use.

#### **9. Indemnification**

To the extent allowed by law and without waiving any immunities, GISD shall indemnify and hold harmless The Texas A&M University System, Tarleton, and their regents, employees and agents (collectively, the "A&M System Indemnitees") from and against any third-party claims, damages, liabilities, expense or loss asserted against A&M System Indemnitees arising out of any acts or omissions of GISD or its employees or agents pertaining to the activities and obligations under this Agreement, except to the extent such liability, loss or damage arises from an A&M System Indemnitee's gross negligence or willful misconduct.

#### **10. Term and Termination**

A. This Agreement shall commence on April 1, 2024 (the “Effective Date”) and continue through August 31, 2025 (the “Term”) unless earlier terminated as provided herein.

B. This Agreement may be terminated without cause by either Party upon 30 days’ written notice to the other Party.

#### **11. Loss of Funding.**

Performance by Tarleton under this Agreement may be dependent upon the appropriation and allotment of funds by the Texas State Legislature (the “Legislature”). If the Legislature fails to appropriate or allot the necessary funds, Tarleton will issue written notice to GISD and Tarleton may terminate this Agreement without further duty or obligation hereunder. GISD acknowledges that appropriation of funds is beyond the control of TARLETON. In the event of a termination or cancellation under this Section, Tarleton will not be liable to GISD for any damages that are caused or associated with such termination or cancellation.

#### **12. PAYMENT TERMS/PROMPT PAYMENT**

Tarleton’s payment shall be made in accordance with Chapter 2251, *Texas Government Code* (the “Texas Prompt Payment Act”), which shall govern remittance of payment and remedies for late payment and non-payment.

#### **13. Ownership of Created Works.**

GISD irrevocably assigns, transfers and conveys to Tarleton, for no additional consideration, all of GISD’s ownership, rights, title and interest in and to all works prepared by GISD under this Agreement (“Deliverables”), including, without limitation, all copyrights, patents, trademarks, trade secrets and other intellectual property rights and all other rights that may hereafter be vested relating to the Deliverables under law. GISD certifies that all Deliverables will be original, or that GISD will have obtained all rights necessary for the ownership and unrestricted use of the Deliverables by Tarleton. GISD shall secure for TARLETON all consents, releases, and contracts and perform other reasonable acts as TARLETON may deem necessary to secure and evidence Tarleton’s rights in any Deliverable.

#### **14. Independent Contractor**

Notwithstanding any provision of this Agreement to the contrary, the Parties hereto are independent contractors. No employer-employee, partnership, agency, or joint venture relationship is created by this Agreement or by GISD’s service to Tarleton. Except as specifically required under the terms of this Agreement, GISD (and its representatives, agents, employees and subcontractors) will not represent themselves to be an agent or representative of Tarleton or [A&M SYSTEM]. As an independent contractor, GISD is solely responsible for all taxes, withholdings, and other statutory or contractual obligations of any sort, including but not limited to workers’ compensation insurance. GISD and its employees shall observe and abide by all applicable Tarleton policies, regulations, rules and procedures, including those applicable to conduct on its premises.

**15. Dispute Resolution.**

To the extent that Chapter 2260, *Texas Government Code* is applicable to this Agreement, the dispute resolution process provided in Chapter 2260, and the related rules adopted by the Texas Attorney General pursuant to Chapter 2260, shall be used by Tarleton and GISD to attempt to resolve any claim for breach of contract made by GISD that cannot be resolved.

**16. Notice.**

Any notice required or permitted under this Agreement must be in writing, and shall be deemed given: (a) three (3) business days after it is deposited and post-marked with the United States Postal Service, postage prepaid, certified mail, return receipt requested, (b) the next business day after it is sent by overnight carrier, (c) on the date sent by email transmission with electronic confirmation of receipt by the party being notified, or (d) on the date of delivery if delivered personally. Tarleton and GISD can change their respective notice address by sending to the other Party a notice of the new address. Notices should be addressed as follows:

GISD at:

GRANBURY ISD  
217 N. JONES ST.  
GRANBURY, TEXAS 76048

Tarleton at:

Dr. Jolena Waddell  
Box T-0010  
1333 W. Washington St.  
Stephenville, TX 76402  
jwaddell@tarleton.edu

With a copy to:

Tarleton State University  
Attn: Contract Specialist  
Box T-0120  
Stephenville, TX 76402  
contracts@tarleton.edu

**17. Venue; Governing Law**

Pursuant to Section 85.18(b), *Texas Education Code*, mandatory venue for all legal proceedings against Tarleton is to be in the county in which the principal office of Tarleton’s governing officer is located. The validity of this Agreement and all matters pertaining to this Agreement, including but not limited to, matters of performance, non-performance, breach, remedies, procedures, rights, duties, and interpretation or construction, shall be governed and determined by the Constitution and the laws of the State of Texas.

**18. Entire Agreement**

This Agreement constitutes the entire and only agreement between the Parties hereto and supersedes any prior understanding, written or oral agreements between the Parties, or “side deals” which are not described in this Agreement. This Agreement may be amended only by a subsequent written agreement signed by authorized representatives of both parties.

#### **19. Non-Assignment**

GISD shall neither assign its rights nor delegate its duties under this Agreement without the prior written consent of Tarleton.

#### **20. Survival**

Any provision of this Agreement that may reasonably be interpreted as being intended by the Parties to survive the termination or expiration of this Agreement will survive the termination or expiration of this Agreement.

#### **21. Cybersecurity Training Program**

Pursuant to Section 2054.5192, *Texas Government Code*, GISD’s employees, officers, and subcontractors who have access to TARLETON’s computer system and/or database must complete a cybersecurity training program certified under Section 2054.519, *Texas Government Code*, and selected by Tarleton. The cybersecurity training program must be completed by GISD’s employees, officers, and subcontractors during the Term and any renewal period of this Agreement. GISD shall verify completion of the program in writing to Tarleton within the first thirty (30) calendar days of the Term and any renewal period of this Agreement. GISD acknowledges and agrees that its failure to comply with the requirements of this paragraph are grounds for Tarleton to terminate this Agreement for cause.

#### **22. Access by Individuals with Disabilities**

GISD represents and warrants that the electronic and information resources and all associated information, documentation, and support that it provides to Tarleton under this Agreement (collectively, the “EIRs”) comply with the applicable requirements set forth in Title 1, Chapter 213 of the *Texas Administrative Code* and Title 1, Chapter 206 of the *Texas Administrative Code* (as authorized by Chapter 2054, Subchapter M of the *Texas Government Code*) (the “EIR Accessibility Warranty”). If GISD becomes aware that the EIRs, or any portion thereof, do not comply with the EIR Accessibility Warranty, GISD shall, at no cost to Tarleton, either (1) perform all necessary remediation to make the EIRs satisfy the EIR Accessibility Warranty or (2) replace the EIRs with new EIRs that satisfy the EIR Accessibility Warranty. In the event that GISD fails or is unable to do so, Tarleton may immediately terminate this Agreement, and GISD will refund to Tarleton all amounts paid by Tarleton under this Agreement within thirty (30) days following the effective date of termination.

#### **23. Payment of Debt or Delinquency to the State**

Pursuant to Sections 2107.008 and 2252.903, *Texas Government Code*, GISD agrees that any payments owing to GISD under this Agreement may be applied directly toward certain debts or delinquencies that GISD owes the State of Texas or any agency of the State of Texas regardless of when they arise, until such debts or delinquencies are paid in full.

#### **24. State Auditor’s Office**

GISD understands that acceptance of funds under this Agreement constitutes acceptance of the authority of the Texas State Auditor's Office, or any successor agency (collectively, "Auditor"), to conduct an audit or investigation in connection with those funds pursuant to Section 51.9335(c), Texas Education Code. GISD agrees to cooperate with the Auditor in the conduct of the audit or investigation, including without limitation, providing all records requested. GISD will include this provision in all contracts with permitted subcontractors.

#### **25. Severability**

In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof, and this Agreement shall be construed as if such invalid, illegal, and unenforceable provision had never been contained herein. The Parties agree that any alterations, additions, or deletions to the provisions of the Agreement that are required by changes in federal or state law or regulations are automatically incorporated into the Agreement without written amendment hereto and shall become effective on the date designated by such law or by regulation.

#### **26. Public Information.**

GISD acknowledges that TARLETON is obligated to strictly comply with the Public Information Act, Chapter 552, *Texas Government Code*, in responding to any request for public information pertaining to this Agreement, as well as any other disclosure of information required by applicable Texas law. Upon Tarleton's written request, GISD will promptly provide specified contracting information exchanged or created under this Agreement for or on behalf of Tarleton to Tarleton in a non-proprietary format acceptable to Tarleton that is accessible by the public. GISD acknowledges that Tarleton may be required to post a copy of the fully executed Agreement on its Internet website in compliance with Section 2261.253(a)(1), *Texas Government Code*. The requirements of Subchapter J, Chapter 552, *Texas Government Code*, may apply to this Agreement and GISD agrees that this Agreement can be terminated if GISD knowingly or intentionally fails to comply with a requirement of that subchapter.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as shown below.

Exhibit A  
2024-25 Tarleton Today Courses

<b>Tarleton Today Course Name</b>	<b>Tarleton Course Code</b>	<b>TCCNS Equivalency</b>	<b>Texas Core Code</b>	<b>High School Course</b>	<b>Required Prerequisites</b>
Intro to Agricultural Economics	AGEC 2317	AGRI 2317	080	Agribusiness Mgmt & Marketing	
General Animal Science	ANSC 1319 + 1119	AGRI 1419, AGRI 1319 + 1119	030	Advanced Animal Science	Biology & Chemistry or Integrated Physics & Chemistry (IPC); Algebra I & Geometry; and either Small Animal Management, Equine Science, or Livestock Production.
Personal Finance	BUSI 1307	BUSI 1307	080	Economics or Personal Financial Literacy	
Composition I	ENGL 1301	ENGL 1301	010	English III	Credit in English I and English II
American Literature	ENGL 2326	ENGL 2326	040	English III	Credit in English I and English II
United States History II	HIST 1302	HIST 1302	060	US History since 1877	
College Algebra	MATH 1314	MATH 1314	020	Algebra II or Independent Study in Math	Credit in Algebra I
Precalculus	MATH 2412	MATH 2412	020		Credit in Algebra II & Geometry
Music Appreciation	MUSI 1306	MUSI 1306	050	Music Studies-Music Appreciation I or II	
General Psychology	PSYC 2301	PSYC 2301	080	Psychology	
Intro to the Teaching Profession	EDUC 1301	EDUC 1301		Instructional Practices in Education and Training	
Horticulture	HORT 1301	HORT 1301		Horticultural Science	
Foundations of Leadership	LDRS 2301			Dual credit through Junior ROTC only	

Exhibit B  
Data Sharing Agreement

DATA SHARING AGREEMENT  
BY AND BETWEEN  
GRANBURY ISD  
AND  
TARLETON TODAY  
AT TARLETON STATE UNIVERSITY

Pursuant to this Data Sharing Agreement, GRANBURY ISD agrees to provide individual student-level data to Tarleton Today at Tarleton State University (Tarleton) for the purpose of implementing, billing, and evaluating the Tarleton Today dual enrollment program and informing Tarleton Today students of academic opportunities at Tarleton. GISD hereby appoints Tarleton Today as a legitimate educational official of GISD in accordance with the Family Educational Rights and Privacy Act (FERPA). Likewise, Tarleton Today hereby appoints GISD as a legitimate educational official of Tarleton Today in accordance with FERPA. Tarleton Today agrees to provide individual student-level data to GISD for the purpose of evaluation, accountability, and student record-keeping. The terms of this Data Sharing Agreement are in effect until August 31, 2025 unless terminated in writing by one or both Parties.

**1. Data type and exchange timeline**

GISD Designee for Student Data and Tarleton Today will coordinate data exchange for all Tarleton Today program participants for the 2024-2025 academic year, as follows:

Responsible Party	Time Period	Type of Data
Tarleton Today	August 2024 – July 2025	<p>Throughout the academic year Tarleton Today will provide information about student enrollments, including course rosters, college course eligibility status, and final grades. Access to the information will be limited to pre-identified campus and GISD personnel who must obtain a TARLETON Electronic Identification and password in order to access the information.</p> <p>The following enrollment and performance data is provided throughout the academic year, as information becomes available.</p> <ul style="list-style-type: none"> <li>• Course enrollments</li> <li>• Eligibility status</li> <li>• Eligibility letter grade</li> <li>• Final letter grade</li> <li>• Credit decision (credit accepted or declined)</li> <li>• University transcript grade</li> <li>• Student qualifying status for free/reduced lunch</li> </ul>

		<ul style="list-style-type: none"> <li>• Student qualifying status for accommodations under IDEA or Section 504</li> </ul>
GISD	<p>July 2024 (one month prior to student start date)</p> <p>October 2024 (for Spring only enrollments)</p>	<p>Student registration information will be provided by the district to Tarleton Today to enroll students in courses and create their Tarleton State University accounts. This data transfer will be via SFTP and will include the following information.</p> <ul style="list-style-type: none"> <li>• Student First Name</li> <li>• Student Middle Name</li> <li>• Student Last Name</li> <li>• Student Date of Birth</li> <li>• Student School Email Address</li> <li>• Student Projected High School Graduation Year</li> <li>• Student Gender</li> <li>• Student Ethnicity</li> <li>• Student Physical Address</li> <li>• Student Mailing Address (if different)</li> <li>• Student TSDS</li> <li>• Student School ID</li> <li>• Student Free/Reduced Lunch Status</li> <li>• Student Citizenship (Country)</li> <li>• Parent/Guardian Name</li> <li>• Parent/Guardian Email Address</li> <li>• Parent/Guardian Phone Number</li> </ul> <p>In order for Tarleton Today to identify students who qualify for the reduced course enrollment fee, Tarleton Today must obtain Student State IDs. Based on the Student State IDs, the Texas Education Agency (TEA) provides Tarleton Today with students' Economic Disadvantage Status.</p> <ul style="list-style-type: none"> <li>• TEA-assigned TX-UNIQUE-STUDENT-ID (Student Unique ID)</li> </ul>
GISD	May 2025 – July 2025	<p>In order for Tarleton Today to engage in ongoing learning about student experiences, high school grades are exchanged.</p> <ul style="list-style-type: none"> <li>• High school grade in Tarleton Today course, semester 1</li> <li>• High school grade in Tarleton Today course, semester 2</li> <li>• High school grade in Tarleton Today course, cumulative</li> </ul>

## **2. Data protection**

All data will be exchanged using secure systems and in an encrypted, password-protected electronic format by GISD and Tarleton Today.

Tarleton Today endeavors that in all reports, electronic or otherwise, derived from information made available under this Data Sharing Agreement, all data shall be aggregated in such a way that no individual will be identified directly or by deduction. Tarleton Today further endeavors that the data elements will not be released to a third party without written parental or student (as applicable) consent.

While in possession of this data, both Parties shall permit access only to employees and contractors authorized to assist in the implementation or evaluation of Tarleton Today or other Tarleton program to have access to the data. Both Parties agree to store the data in an encrypted format, in a secure area and to prevent unauthorized access.

## **3. Information shared with TEA and THECB**

- Share rosters of individual students, including student state ID, for all students enrolled in a Tarleton Today course at fall or spring enrollment to determine student eligibility for reduced course fee, AND
- Share rosters of individual students, including student state ID, for students who complete a Tarleton Today course for the purpose of calculating state accountability and other required state performance reporting and metrics.

## Exhibit C

### Math and English Course Eligibility

#### 1. MATH 1314 and MATH 2412 Eligibility

Students who meet certain criteria gain eligibility for the opportunity to earn college credit through the dual enrollment program. The different ways to gain eligibility are detailed below.

<b>Math Eligibility Pathway</b>	<b>Requirements</b>	
College Grade	If you meet the minimum eligibility grade of a D on college assignment and assessments complete during the first part of the course, you are determined eligible for the opportunity to earn college credit based on your grade.	
Texas Success Initiative (TSI)	Submit proof of scores on certain standardized assessments, as shown in the Requirements for Eligibility by TSI table.	
College Algebra	If you have previous credit for College Algebra while attempting Precalculus, it can be submitted to regain eligibility.	
<b>Requirements for Eligibility by TSI</b>		
<b>Assessment</b>	<b>Subject Area</b>	<b>Minimum Score</b>
TSI	MATH	350
TSIA 2.0	MATH	Math score of 950 or diagnostic level of 6
SAT	MATH	530
ACT (Prior to 2/15/2023)	Composite and MATH	23 (Composite) and 19 (MATH)
ACT (After 2/15/2023)	MATH	22

#### 2. English 1301 (Composition I) Eligibility

Students who meet certain criteria gain eligibility for the opportunity to earn college credit through the dual enrollment program. The different ways to gain eligibility are detailed below.

<b>ELAR Eligibility Pathway</b>	<b>Requirements</b>	
College Grade	If you meet the minimum eligibility grade of a D on college assignment and assessments complete during the first part of ENGL 1301, you are determined eligible for the opportunity to earn college credit based on your grade.	
Texas Success Initiative (TSI)	Submit proof of scores on certain standardized assessments, as shown in the Requirements for Eligibility by TSI table.	
<b>Requirements for Eligibility by TSI</b>		
<b>Assessment</b>	<b>Subject Area</b>	<b>Minimum Score</b>
TSI	READING	351
	WRITING	340 plus essay score 4-8, or diagnostic level 4-6 + essay score 5-8
TSIA 2.0	ELAR	Score of 945 + essay score 5-8, or diagnostic level of 5 or 6 + essay score 5-8.
SAT	Evidence Based	480
ACT	Composite and ENGL	23 (Composite) and 19 (ENGL)

Receiving Party  
GRANBURY ISD

Performing Party  
TARLETON STATE UNIVERSITY

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

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

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

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**Curriculum, Instruction and Assessment Department**

**TO:** Dr Jeremy Glenn, Superintendent  
GISD Board of Trustees

**FROM:** Karla Willmeth  
**DATE:** March 25, 2024  
**RE:** Textbook Adoption – Proclamation 2024

**SUMMARY:**

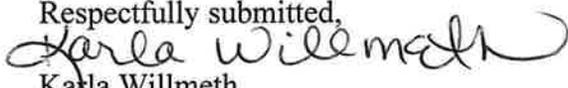
To select new resources for science, grades K–12; technology applications, grades K–8; Personal Financial Literacy and Economics; and several CTE courses, GISD Curriculum Coordinators formed committees of teachers to consider TEA approved resources and select textbooks and resources for the above listed subjects. During the selection process, teachers across the district were invited to view the presentations by the vendors and give feedback. The committees then made their selections. Following the selections, the programs were available on the GISD website for the community to review. In the 30 days the resources were posted/displayed, no comments were received.

The specific selections made are attached (pages 2 – 5 of memo).

**RECOMMENDATION:**

It is recommended that the board approve the suggested instructional materials.

Respectfully submitted,



Karla Willmeth

Assistant Director of Curriculum

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**Curriculum, Instruction and Assessment Department**

**TO:** Dr Jeremy Glenn, Superintendent  
GISD Board of Trustees

**FROM:** Stacie Brown  
**DATE:** March 25, 2024  
**RE:** TEKS Certification

**SUMMARY:**

In accordance with Texas Education Code (TEC), §31.1011, districts are required to certify annually to the State Board of Education and the Commissioner of Education that for each subject in the required curriculum students have access to the instructional materials that cover all of the Texas Essential Knowledge and Skills (TEKS).

A template was provided by the TEA for school districts to list their instructional materials. The GISD instructional materials form is attached. Upon board review and approval, the Curriculum Director will submit the information electronically to the TEA.

**RECOMMENDATION:**

It is recommended that the certification form be approved to allow the district to order resources via EMAT for the 2024-2025 school year.

Respectfully,



Stacie Brown  
Director of Curriculum

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees  
Date: March 25, 2024  
For: Action

**TO:** Dr. Jeremy Glenn, Superintendent  
**FROM:** Emmett Whitefield  
**DATE:** March 19, 2024  
**RE:** Head Start Compensation  
Plan Revision

**SUMMARY:**

Board Policy DEA (Local) establishes that, *“The Superintendent shall recommend to the Board for approval compensation plans for all District employees. Compensation plans may include wage and salary structures, stipends, benefits, and incentives.”*

The Board approved the 2023-2024 Salary Schedules at the May 15, 2023 regular Board meeting and the Compensation Plan at the June 13, 2023 regular Board Meeting. At that time the district did not include the Upbring Head Start Retention Bonus.

The attached MOU amendment authorizes an additional retention bonus for the Head Start Teachers and Head Start Teacher Aides serving on the Emma Roberson Early Learning Academy campus in the amount of \$2,500 each to include all benefits.

The revision is being made under this compensation plan to be considered compensable and is the intent of the GISD Board of Trustees to provide approval of such payments for the teachers and teacher’s aides serving in the Head Start classrooms on the above mentioned campus.

The district plans to use Upbring Head Start funding to cover these expenses.

**RECOMMENDATION:**

That the Board approve the MOU Amendment for Upbring Head Start Program and approve the revision of the 2023-2024 Compensation Plan to include the retention bonus utilizing Upbring Head Start funding source.

Respectfully submitted,



Emmett Whitefield  
Chief Financial Officer

Staff Person Responsible: Dr. Jeremy Glenn  
Kellie Lambert  
Emmett Whitefield

Date Submitted: March 19, 2024

**GRANBURY INDEPENDENT SCHOOL DISTRICT  
INTEROFFICE MEMO  
FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees  
Date: March 25, 2024  
For: Approval

**TO:** Dr. Jeremy Glenn, Superintendent      **FROM:** Emmett Whitefield  
**DATE:** March 19, 2024  
**RE:** General Merchandise RFP 2023-22

**SUMMARY:**

A proposal was let to provide vendors for General Merchandise items for the entire school district on an as needed basis. Vendors were asked to provide discount off shelf pricing. The last proposal was done in 2019.

These responses were received and comply with the bid process:

<b>Responding Supplier</b>	<b>City</b>	<b>State</b>
BAKED! Bread & Pastry Co.	Granbury	TX
Spirit Monkey, LLC	San Antonio	TX
Southern Sign Services (B & S Southern Sign & Crane Services, LLC)	Granbury	TX
RUSSELL FEED & SUPPLY	Fort Worth	TX
Print One LLC (Print One)	Granbury	TX
Positive Promotions, Inc.	Hauppauge	NY
Northwest Engravers	Fort Worth	TX
Walmart	Granbury	TX
Martin's Office Supply, Inc.	Granbury	TX
Jabo's Ace Hardware (BRJ ENTERPRISES)	KELLER	TX
HEB Granbury	Granbury	TX
Fleet Ink LLC	Granbury	TX
Custom Sportswear, Inc.	Sewell	NJ
Coast To Coast Computer Products, Inc.	Simi Valley	CA
Champion Teamwear (It's Greek To Me)	Manhattan	KS
Kroger (Kroger Texas LP)	Coppell	TX
Western BRW	Carrollton	TX

Below is the recommendation of Houcine Chraibi, Purchasing Manager.

**RECOMMENDATION:**

It is recommended that the district award, for General Merchandise to the vendors listed below, they have completed the bidding process.

Respectfully submitted,



Staff Person Responsible: Houcine Chraibi  
Bradee Watson  
Date Submitted: March 19, 2024

# BOARD APPROVAL FORM

Board Meeting Date: March 25th, 2024

Proposal Number: 2023-22

1. Item, material, or service (specific or classification): **General Merchandise**
2. Brief description: **A proposal was let to provide vendors General Merchandise and retail stores in the area.**
3. Period of time bid covers: **Discount is to remain firm/fixed for the term of the contract, unless cost increases or escalations are specifically agreed to in advance in a writing signed by a duly authorized representative of the District. The term of this contract shall be one (1) year, it will auto - renew for four (4) additional one (1) year periods. Notwithstanding anything herein to the contrary, all contracts with all vendors shall expire and terminate on or before October 30, 2029.**
4. Person and title responsible for the expenditure: **Granbury ISD entire district**
5. Number of bid notification letters sent to vendors: **312**
6. Number of bids received from vendors: **17**
7. Explanation of other than low recommendations: **N/A**
8. Last bid date: **2019**
9. Percentage increase or decrease from last bid: **N/A.**

<b>Event Number</b>	2023-22	<b>Organization</b>	Granbury ISD
<b>Event Title</b>	General Merchandise	<b>Workgroup</b>	Purchasing
<b>Event Description</b>	Granbury Independent School District ("GISD")	<b>Event Owner</b>	Bradee Watson
<b>Event Type</b>	RFP	<b>Email</b>	bradee.watson@granburyisd.org
<b>Issue Date</b>	12/5/2023 02:03:48 PM (CT)	<b>Phone</b>	(817) 4084024
<b>Close Date</b>	2/15/2024 12:00:00 AM (CT)	<b>Fax</b>	Unit

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
BAKED! Bread & Pastry Co.	Granbury	TX	1/17/2024 11:31:07 AM (CT)	1	\$0.00
Spirit Monkey, LLC	San Antonio	TX	1/29/2024 11:30:49 AM (CT)	1	\$0.00
Southern Sign Services (B & S So	Granbury	TX	1/17/2024 12:04:20 PM (CT)	1	\$0.00
RUSSELL FEED & SUPPLY	Fort Worth	TX	2/7/2024 03:39:40 PM (CT)	1	\$0.00
Print One LLC (Print One)	Granbury	TX	1/24/2024 11:19:09 AM (CT)	1	\$0.00
Positive Promotions, Inc.	Hauppauge	NY	12/7/2023 07:51:01 AM (CT)	1	\$0.00
Northwest Engravers	Fort Worth	TX	12/11/2023 10:04:51 AM (CT)	1	\$0.00
walmart	Granbury	TX	1/24/2024 12:14:13 PM (CT)	0	\$0.00
Martin's Office Supply, Inc.	Granbury	TX	12/6/2023 01:44:07 PM (CT)	1	\$0.00
Jabo's Ace Hardware (BRJ ENTEF KELLER		TX	2/5/2024 03:24:07 PM (CT)	1	\$0.00
HEB Granbury	Granbury	TX	1/10/2024 09:58:01 AM (CT)	1	\$0.00
Fleet Ink LLC	Granbury	TX	2/8/2024 02:17:02 PM (CT)	1	\$0.00
Custom Sportswear, Inc.	Sewell	NJ	1/10/2024 08:40:56 AM (CT)	1	\$0.00
Coast To Coast Computer Produ	Simi Valley	CA	12/5/2023 03:42:23 PM (CT)	1	\$0.00
Champion Teamwear (It's Greek Manhattan		KS	2/11/2024 08:09:58 PM (CT)	1	\$0.00
Kroger (Kroger Texas LP)	Coppell	TX	2/1/2024 11:57:36 AM (CT)	1	\$0.00
Western BRW	Carrollton	TX	12/11/2023 04:38:21 PM (CT)	1	\$0.00

33

**Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.**

**GRANBURY INDEPENDENT SCHOOL DISTRICT  
INTEROFFICE MEMO  
FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees Date: March 25, 2024 For: Approval
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<b>TO:</b> Dr. Jeremy Glenn, Superintendent	<b>FROM:</b> Emmett Whitefield <b>DATE:</b> March 19, 2024 <b>RE:</b> Facilities and Maintenance RFP 2024-23
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**SUMMARY:**

A proposal was let to provide vendors for Facilities and Maintenance contracted services, as needed basis. Vendors were asked to provide hourly rate pricing.

A summation of the process and outcome is attached for your review.

Below is my recommendation for award.

**RECOMMENDATION:**

It is recommended that the district award, for Facilities and Maintenance contract services to the vendors listed below, they have completed the bidding process.

Name	City	State
CI Pavement (Alderink Enterprises, LLC)	Grand Prairie	TX
Granbury Door and Window	Granbury	TX
Southern Signs 9 B & S Southern Sign & Crane Services, LLC)	Granbury	TX
Ideal Fire & Security, LLC	Fort Worth	TX
Preferred Mechanical Group	Richardson	TX
SERVPRO of North Irving (MBW SERB Corporation)	Dallas	TX
Best Electric (Cardinal Point Enterprises)	Granbury	TX

Respectfully Submitted,



Staff Person Responsible: Houcine Chraibi  
Bradee Watson

Date Submitted: March 19, 2024

## BOARD APPROVAL FORM

**Board Meeting Date:** March 25, 2024

**Proposal Number:** 2024-23

1. **Item, material or service (specific or classification):** Services for facilities and maintenance
2. **Brief description:** A proposal was let to provide vendors for facilities and maintenance services in the area.
3. **Period of time bid covers:** hourly pricing is to remain fixed for the term of the contract, unless cost increases or escalations are specifically agreed to in advance in a writing signed by a duly authorized representative of the District. The term of this contract shall be one (1) year, it will auto-renew for four (4) additional one (1) year periods. Notwithstanding anything herein to the contrary, all contracts with all vendors shall expire and terminate on or before January 30, 2029.
4. **Person and title responsible for the expenditure:** Granbury ISD entire district
5. **Number of bid notification letters sent to vendors:** 278
6. **Number of bids received from vendors:** 7
7. **Listing of recommended vendors and total prices:**  

It is recommended that the district award for the facilities and maintenance services to the above 10 vendors. All the services are on as needed basis.  
Estimated annual expense is between \$50,000-\$100,000.
8. **Explanation of other than low recommendations:** N/A
9. **Last bid date:** 02/17/2020
10. **Percentage increase or decrease from last bid:** N/A.
11. **Budget information:**

<b>Event Number</b>	2024-23	<b>Organization</b>	Granbury ISD
<b>Event Title</b>	Facilities and Maintenance Contracted Serv	<b>Workgroup</b>	Purchasing
<b>Event Description</b>	Granbury Independent School District ("GIS	<b>Event Owner</b>	Bradee Watson
<b>Event Type</b>	RFP	<b>Email</b>	bradee.watson@granburyisd.org
<b>Issue Date</b>	1/19/2024 09:58:56 AM (CT)	<b>Phone</b>	(817) 4084024
<b>Close Date</b>	2/15/2024 12:00:00 AM (CT)	<b>Fax</b>	Unit

Responding Supplier	City	State	Response Submitted	Lines Responded	Response Total
Granbury Door and Window	Granbury	TX	1/25/2024 12:26:54 PM (CT)	0	\$0.00
CI Pavement (Alderink Enterpris	Grand Prairie	TX	1/22/2024 03:57:50 PM (CT)	1	\$1.00
SERVPRO of North Irving (MBW	Dallas	TX	1/22/2024 02:33:35 PM (CT)	1	\$75.90
Prefferred Mechancial Group	Richardson	TX	2/14/2024 01:56:34 PM (CT)	1	\$122.00
Ideal Fire & Security, LLC	Fort Worth	TX	1/24/2024 02:26:29 PM (CT)	1	\$150.00
Southern Sign Services (B & S So	Granbury	TX	1/23/2024 12:20:33 PM (CT)	1	\$165.00
Best Electric (Cardinal Point Ent	Granbury	TX	1/19/2024 11:58:08 AM (CT)	1	\$175.00

**Please note: Lines Responded and Response Total only includes responses to specification. No alternate response data is included.**

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees  
Date: March 25, 2024  
For: Approval

**TO:** Dr. Jeremy Glenn, Superintendent

**FROM:** Emmett Whitefield  
Chief Financial Officer

**DATE:** March 19, 2024

**RE:** Budget Amendments

**SUMMARY:**

Attached are the monthly general fund budget amendments for Board approval. The first page is the budget amendment for the current period and indicates any increases to revenue as well as increases/decreases to each function and the overall net effect of the amendment totals to the budget. For convenience, the budget amendments that will generate new revenue (i.e. campus book fairs, etc.) or are the result of donations made to GISD, have been highlighted in green so that the board may recognize these donations and efforts if they so choose. The second page is a summary and indicates how the current amendment will impact the overall general fund budgets as well as how any previous amendments have impacted these budgets.

Also, attached is a separate Child Nutrition budget amendment to amend funds necessary for additional costs in addition to equipment purchases.

**BUDGET IMPACT:** As indicated on the attached.

**RECOMMENDATION:**

I recommend the Board approve the amendments as presented.

Respectfully submitted,



Emmett Whitefield  
Chief Financial Officer

Staff Person Responsible: Emmett Whitefield

Date Submitted: March 19, 2024

2023-2024  
Budget Amendment #7  
General Operating

March 25, 2024 Meeting Proposed Budget Amendment #7		Increase	Decrease	Net Effect
<b>Object</b>	<b>Revenue</b>			
5700	Revenue Generated	0	0	
5800		0	0	
5900		0	0	
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Function</b>	<b>Expenses</b>			
11	GMS - Amend funds for nursing clinic supplies	0	200	
	AMS - Amend funds for end of year consolidation	0	129	
	SPED - Amend funds for the purchase of health supplies	0	1,200	
	Finance - Amend funds for the liquidation of Band uniforms	0	178,114	
	<b>Overall effect on Function 11</b>	<b>0</b>	<b>179,643</b>	<b>(179,643)</b>
12	<b>Overall effect on Function 12</b>	<b>0</b>	<b>0</b>	<b>0</b>
13	GHS - Amend funds for summer professional development	2,140	0	
	BTC - Amend funds for the purchase of radios	0	1,400	
	GMS - Amend funds for end of year consolidation	0	1,879	
	AMS - Amend funds for end of year consolidation	566	0	
	<b>Overall effect on Function 13</b>	<b>2,706</b>	<b>3,279</b>	<b>(573)</b>
21	<b>Overall effect on Function 21</b>	<b>0</b>	<b>0</b>	<b>0</b>
23	GMS - Amend funds for end of year consolidation	3,740	0	
	<b>Overall effect on Function 23</b>	<b>3,740</b>	<b>0</b>	<b>3,740</b>
31	GMS - Amend funds for end of year consolidation	0	1,200	
	<b>Overall effect on Function 31</b>	<b>0</b>	<b>1,200</b>	<b>(1,200)</b>
32	<b>Overall effect on Function 32</b>	<b>0</b>	<b>0</b>	<b>0</b>
33	GMS - Amend funds for nursing clinic supplies	200	0	
	SPED - Amend funds for the purchase of health supplies	1,200	0	
	<b>Overall effect on Function 33</b>	<b>1,400</b>	<b>0</b>	<b>1,400</b>
34	<b>Overall effect on Function 34</b>	<b>0</b>	<b>0</b>	<b>0</b>
36	GHS - Amend funds for summer professional development	0	2,140	
	AMS - Amend funds for end of year consolidation	0	437	
	Finance - Amend funds for the liquidation of Band uniforms	178,114	0	
	<b>Overall effect on Function 36</b>	<b>178,114</b>	<b>2,577</b>	<b>175,537</b>
41	<b>Overall effect on Function 41</b>	<b>0</b>	<b>0</b>	<b>0</b>
51	<b>Overall effect on Function 51</b>	<b>0</b>	<b>0</b>	<b>0</b>
52	BTC - Amend funds for the purchase of radios	1,400	0	
	GMS - Amend funds for end of year consolidation	0	661	
	Technology - Amend funds for the purchase of new devices	0	15,292	
	<b>Overall effect on Function 52</b>	<b>1,400</b>	<b>15,953</b>	<b>(14,553)</b>
53	Technology - Amend funds for the purchase of new devices	15,292	0	
	<b>Overall effect on Function 53</b>	<b>15,292</b>	<b>0</b>	<b>15,292</b>
61	<b>Overall effect on Function 61</b>	<b>0</b>	<b>0</b>	<b>0</b>
71	<b>Overall effect on Function 71</b>	<b>0</b>	<b>0</b>	<b>0</b>
81	<b>Overall effect on Function 81</b>	<b>0</b>	<b>0</b>	<b>0</b>
91	<b>Overall effect on Function 91</b>	<b>0</b>	<b>0</b>	<b>0</b>
93	<b>Overall effect on Function 93</b>	<b>0</b>	<b>0</b>	<b>0</b>
99	<b>Overall effect on Function 99</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total</b>	<b>202,652</b>	<b>202,652</b>	<b>0</b>

Other Donations from Community:

Donation from the Oakwoods PTO to the Oakwoods campus of a laminator	2,526.49
Donation from the Brawner PTO to the campus activity fund to supplement the cost of travel to Austin	4,000.00
Donation from A+ Roofing and Construction to the STEAM Academy campus activity fund for car pick up tags	5,000.00
Donation from HEB to the STEAM Academy for STAAR BBQ	500.00
Donation from First United Methodist Church to the Baccus campus activity fund for the purchase of Saturday School meals	500.00
Donation from the Granbury Optimist Club to the GHS Band student activity account to supplement travel	102.13
Donation from the GHS Lady Pirate Soccer Booster Club to the GHS Girls Soccer to supplement travel	1,125.00
Donation from the GHS Boys Golf Booster Club to the GHS Boys Golf team to supplement travel	2,500.00
Donation from the GHS Lady Pirate Basketball Booster Club to the GHS Lady Pirate basketball team to supplement travel	3,000.00
Donation from the GHS Pirate Softball Booster Club to the GHS softball team to supplement travel	1,568.14
<b>Total Donations from Community</b>	<b>20,821.76</b>

2023-2024  
Budget Amendment #1  
Child Nutrition

		March 25, 2024		
		Proposed Budget Amendment Child Nutrition #1	Increase	Decrease
Object	Revenue			Net Effect
5700	Revenue Generated	0		
5800		200,000		
5900		0		
<b>Total</b>		<b>200,000</b>		<b>0</b>
				<b>200,000</b>
Function	Expenses			
11	Overall effect on Function 11	0	0	0
12	Overall effect on Function 12	0	0	0
13	Overall effect on Function 13	0	0	0
21	Overall effect on Function 21	0	0	0
23	Overall effect on Function 23	0	0	0
31	Overall effect on Function 31	0	0	0
32	Overall effect on Function 32	0	0	0
33	Overall effect on Function 33	0	0	0
34	Overall effect on Function 34	0	0	0
35	Amend Child Nutrition for additional costs and equipment purchases	602,000		
	Overall effect on Function 35	602,000	0	602,000
36	Overall effect on Function 36	0	0	0
41	Overall effect on Function 41	0	0	0
51	Overall effect on Function 51	0	0	0
52	Overall effect on Function 52	0	0	0
53	Overall effect on Function 53	0	0	0
61	Overall effect on Function 61	0	0	0
71	Overall effect on Function 71	0	0	0
81	Overall effect on Function 81	0	0	0
91	Overall effect on Function 91	0	0	0
93	Overall effect on Function 93	0	0	0
99	Overall effect on Function 99	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>602,000</b>

**GRANBURY INDEPENDENT SCHOOL DISTRICT  
INTEROFFICE MEMO  
FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees  
Date: March 25 2024  
For: Action

**TO:** Dr. Jeremy Glenn

**FROM:** Emmett Whitefield

**DATE:** March 19, 2024

**RE:** Interlocal/ MOU Purchase & Licensing

**SUMMARY:**

District Policy CH (LEGAL) and Texas Education Code 44.031 authorize the use of an interlocal contract for purchasing. Texas Interlocal Cooperation Act, Chapter 791 Texas Government Code grants the legal authority to form and participate in purchasing agreements.

To increase efficiency in procurement, Granbury Independent School District has the option to enter into an agreement with the City of Granbury. The intent of the agreement is to cover supplies or services, on an as needed basis, that each entity may provide. This agreement will be most beneficial to the district's Security and School Marshall department. It will afford the district the opportunity to purchase L3Harris Radios directly with the manufacturer at competitive pricing and immediate access to the Granbury Police Department Radio network. The vendor has agreed to extend the terms and conditions under the networks contract Granbury ISD.

There are no membership fees or administrative fees to be paid by the district except as per the Memorandum of Understanding (MOU). The MOU lists the fees and terms of the licensing of the devices to be able to be part of the Granbury Regional Radio Network. The quote for the radios along with the agreement and the MOU are attached and will be in effect from the date of execution by both parties until terminated by either party to the agreement with a thirty (30) day written notice to terminate. Each entity shall follow their procurement procedures related to any purchase made under this agreement.

**RECOMMENDATION:**

It is recommended the Board of Trustees execute the interlocal agreement for participation and MOU between the City of Granbury and Granbury Independent School District. It is also recommended for the board to approve the purchase of the radios from L3Harris at the price of \$89,454.75

Respectfully submitted,



Emmett Whitefield  
Chief Financial Officer

Staff Person Responsible: Houcine Chraibi  
Wade Clark

Date Submitted: March 19, 2024

# Granbury, Texas



## Memorandum of Understanding Law Enforcement/Fire Dept./Granbury ISD With the City of Granbury

This agreement is made and entered into and executed by the City of Granbury ("CITY") and Granbury Independent School District ("USER").

### WITNESSETH

**WHEREAS**, the CITY had a P25 Digital 700/800-Megahertz Trunked Radio System, hereby referred to and known as the Granbury Regional Radio Network ("GRANBURY RRN"). The CITY is duly licensed by the Federal Communications Commission ("FCC") for the operation of the same;

**WHEREAS**, the USER desires to utilize the GRANBURY RRN for public safety interoperability emergency purposes;

**WHEREAS**, the CITY desire to accommodate additional radio units on their GRANBURY RRN and to effectuate the usage of the system for public safety interoperability and emergency purposes of both the CITY and USER;

**NOW, THEREFORE**, in consideration of the mutual covenants, agreements, and benefits to all parties, it is agreed as follows:

### I. DEFINITIONS

- a. Primary Dispatch System: The primary communications system upon which the USER or its agents rely on to provide radio communications or radio transmissions among its radio units.
- b. Priority Access: An assigned level of system access that determines the choice of the radio system between two or more radio units seeing use simultaneously.
- c. Public Safety Agency: Governmental and public entities or those non-governmental, private organizations which are properly authorized by the appropriate governmental authority whose primary mission is providing public safety services.
- d. Radio System: A trunked, Multi-Site P25 Phase 2/L3Harris 700/800-Megahertz public safety radio system owned by the CITY and licensed by the FCC and that enables the engagement of radio communications via radio units in accordance with technical specifications.

- e. Dispatch Terminal: Office or agency which has its own dispatch center to communicate with USERS. A dispatch terminal is a specialized dispatch computer workstation normally operated by a dispatcher. Dispatch terminals provide voice and data communications and may have advanced capabilities depending on configuration.
- f. Radio Unit: Mobile, stationary, or portable radio communications devices communicating among themselves at certain airwave frequencies.
- g. System Code Identification Number: An identification number that allows radio units to gain access to the radio system thereby enabling the radio units to communicate among themselves at certain airwave frequencies.
- h. BeOn: Electronic application for use on smart devices. BeOn license will be treated as a radio unit administratively. GRANBURY RRN system recognizes a BeOn device just like a radio unit. BeOn will use the same connection that the given smart device's connection over cellular, Wi-Fi and other methods. BeOn may also reside in a radio device, which is licensed separately at the time of radio purchase and is not considered a standalone BeOn device for purposes of this MOU.
- i. Pager: One way communication device to receive emergency calls, tones, or messages.

## II. CITY Obligations

**The CITY agrees that during the term of this agreement, the CITY shall:**

- a. Allow USER access to GRANBURY RRN for the sole purpose of public safety emergency communications and interoperability among radio units.
- b. Provide the USERS with programming services to program a systems code identification number to provide access to the GRANBURY RRN users that have L3/Harris Radios, after USER coordinates with City of Granbury Police Department, thereby providing scheduling availability.
- c. Observe and abide by all applicable statutes, laws, rules and regulations, including but not limited to, those enforced by the FCC, as well as those applicable to administrative rules of CITY that are not in effect or that may become effective during the term of this agreement. Further, the USER acknowledges that, should any of these statutes, rules, regulations, or administrative rules change during the term of this agreement and if this change necessitates a modification of the agreement, the modification may be effectuated by the other party without incurring any liability for such modification. Should any change in the applicable statutes, rules, regulations, or administrative rules necessitate modification of this agreement, the CITY shall notify the USER of any such change within 30 days of such date that the CITY becomes aware of the change.
- d. Upon being notified that one or more of the USER's radio units has been lost or stolen, the CITY will take all reasonable actions to prevent any of the USER's lost or stolen radio units from gaining access to the GRANBURY RRN, including attempting to disable to the lost or stolen radio unit.
- e. Provide the same level of priority access to the GRANBURY RRN for USER as that afforded the owner of the GRANBURY RRN.

### III. USER Obligations

**During the term of this agreement, the USER agrees to:**

- a. Assume all cost and responsibility for providing radio units that will have access to the GRANBURY RRN to include the following required feature sets:
  - i. Selective inhibit.
  - ii. Valid site registration IDs.
  - iii. System access using Push-To-Talk identification.
  - iv. Required programming of the State Mutual Aid and Regional Mutual Aid talk groups within all the public safety radio units on the network.
  - v. Required programming of conventional mutual aid channels.
  - vi. A valid unique authorized System Code Identification Number programmed into each authorized radio unit (no duplicate IDs).
  - vii. Radios must be P25 CAP Phase II Certified radios (Compliance Assessment Program) compliant to be allowed on the GRANBURY RRN.
- b. Upon execution of this agreement USER will provide the CITY with a complete listing of all radio units covered by the agreement. Radio unit information provided shall include the radio unit Fixed Asset or ID number, model number and serial number.
- c. Users will be responsible for coordinating with the CITY for programming services to program a systems code identification number to gain access to the GRANBURY RRN, thereby providing interagency interoperability for emergency public safety communications.
- d. Provide the CITY with at least ten (10) days prior written notice of its intent to increase, decrease or otherwise change the number of radio units that have access to the GRANBURY RRN.
- e. Notify the CITY by phone and email that one or more of its radio units have been lost or stolen immediately upon knowing or having reasons to know that the radio units have been lost or stolen.
- f. Use the System Code Identification Number described in this agreement to access the GRANBURY RRN to engage in radio communications for the sole purpose of public safety emergency communications and interoperability among radio units.
- g. Observe and abide by all applicable statutes, laws, rules and regulations, including but not limited to, those enforced by the FCC, as well as those applicable to administrative rules of the CITY that are now in effect or that may become effective during the term of this agreement. Further, the USER acknowledges that, should any of these statutes, rules, regulations, or administrative rules change during the term of this agreement and if this change necessitates a modification of the agreement, the modification may be effectuated by the other party without incurring any liability for such modification. Should any change in the applicable statutes, rules, regulations, or administrative rules necessitate modification to this agreement, the CITY shall notify the USER of any such change within 60 days of such date that the CITY becomes aware of the change.

### IV. Consideration

- a. It is expressly understood and agreed that in consideration for the mutual benefits derived from this agreement between the CITY and USER, within the City of Granbury, no fee will be assessed for programming the "State Mutual Aid" and "Regional Mutual Aid" talk groups in USER's radio units. All mobile and portable radios added to the GRANBURY RRN by a USER will be assessed a fee of \$13.00 per month per unit.
- b. All control station radios (i.e. fixed-location desktop radios) will be assessed a fee of \$20 per month per unit.
- c. Users of a BeOn license will be assessed a one-time licensing fee of \$160.00 per license for non-radio devices that are to be used in continuous operation. There will be a monthly fee of

\$10.00 per month per license thereafter. For special events or circumstances, the fee for any additional TEMPORARY BeOn use will be \$10 per month for the period of use.

- d. Dispatch Terminals USERS which are using the GRANBURY RRN as their dispatch network will be assessed a fee of \$450.00 per month per terminal. The dispatch terminal fee shall be assessed to the jurisdiction providing the terminal device regardless of the physical location of the terminal. Terminal fees may also be waived or adjusted, at the discretion of the City, provided there is evidence of a terminal usage agreement that may be utilized pursuant to a separate agreement that is acceptable to the City and made part of this User agreement.
- e. Users connecting to the GRANBURY RRN will be assessed a Core Access Fee of \$2500.00 per month.
- f. The fees listed herein are intended fund ongoing maintenance, software, upgrades, and security of the GRANBURY RRN. If additional agencies join the GRANBURY RRN, fees will be recalculated yearly to account for the sharing of cost by larger number of member agencies.

## **V. Term**

The term of this agreement shall be one (1) year from the date this agreement is executed by the parties hereto. This agreement will automatically renew for another one (1) year term unless terminated by any of the parties providing written notice to the CITY or USER of its intent to terminate. Notice of termination by one party shall be given to another party not less than sixty (60) days prior to the expiration of the term of this agreement in effect at the time the notice of termination is given. Notwithstanding the preceding provisions, this agreement shall terminate:

- a. Immediately if all or substantially all of the authorizations held by the City of Granbury, the owner of the GRANBURY RRN or the USER are revoked by the FCC or its successor agency or;
- b. Upon any party giving the other parties sixty (60) days prior written notice of its intent to terminate.
- c. Immediately upon the USER failing to make payment to the CITY for agreed upon fees.

## **VI. Default**

- a. If USER is found by CITY to be in default of the terms of this agreement, including nonpayment of fees, the CITY would have the right to immediately terminate service and/or access to the GRANBURY RRN.
- b. If CITY fails to perform as provided under the terms of this agreement, the USER's sole remedy shall be to terminate this agreement.

## **VII. Disclaimer**

It is expressly understood and agree that one hundred percent (100%) coverage of any area at all times is improbable. There may be adverse transmission conditions such as short term, unpredictable meteorological effects and sky wave interferences from distant stations that can interrupt the radio system at times. Likewise, there are other causes beyond the reasonable control of the CITY, including but not limited to, motor ignition and other electrical noise that may be minimized by corrective devices at the USER's expense. Any surveys, studies, research or

other measures taken to ensure the adequacy of coverage provided to the USER by this agreement shall be the sole responsibility and expense of the USER.

**VIII. Notice**

**IX. Assignment**

The USER agrees to not assign this agreement unless it receives the prior written consent from the City of Granbury.

**X. Venue**

This agreement is governed and construed according to the laws of the State of Texas. The venue for any action or claim arising out of this agreement is the City of Granbury, Texas. **XI. Entire Agreement**

**Agreement**

This instrument contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any modifications concerning this agreement shall be of no force and effect unless in writing and executed by all parties hereto, except for those modifications effectuated to the provisions of paragraphs II(c) and III(e), above.

IN WITNESS WHEREOF, this agreement is hereby executed as follows:

FOR THE CITY OF GRANBURY:

BY: \_\_\_\_\_

Date: \_\_\_\_\_

Chris Coffman, City Manager

FOR Granbury ISD:

BY: \_\_\_\_\_

Date: \_\_\_\_\_

President- School Board of Trustees

**INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF GRANBURY AND GRANBURY INDEPENDENT SCHOOL  
DISTRICT**

This agreement is made this 25th day of March 2024, between the City of Granbury, Hood County, Texas, hereafter "Granbury", and Granbury Independent School District, Granbury, Hood County, Texas, hereafter "GISD".

Pursuant to the authority granted by the Texas interlocal Cooperation Act, Chapter 791 Texas Government Code providing for the cooperation between Granbury and GISD, in consideration of the premises and mutual promises contained herein, agree as follows:

**WHEREAS**, THE CONTRACT IS MADE UNDER THE AUTHORITY OF Section 791.001 of the Texas Government Code; and

**WHEREAS**, the respective governing bodies of Granbury and GISD find that the subject of this contract is necessary for the benefit of the public and that each party has the legal authority to perform under this agreement and to provide the governmental function or service which is the subject matter of this contract; and

**WHEREAS**, the governing bodies find that the performance of this contract is in the common interest of both parties.

**NOW THEREFORE**, in consideration of the foregoing and the mutual promises, covenants and obligations as set forth herein, Granbury and GISD agree as follows:

1. Both Granbury and GISD will work cooperatively to provide a program for the purchase of various goods and services commonly utilized by the participants ("Cooperative Purchasing Program"), and under such program may purchase goods and services from vendors under contracts let by Granbury and GISD
2. Granbury and GISD will enter into individual contracts with vendors under the Cooperative Purchasing Program provided for under this Agreement. Each participant shall be individually responsible for payment directly to the vendor and for the vendor's compliance with all conditions of delivery and quality of purchased items under such individual contracts.
3. GISD will purchase mobile radios capable of functioning on the Granbury Regional Radio Network(GRRN). The GRRN is a trunked, Multi-Site P25 Phase 2/L3Harris 700/800-Megahertz public safety radio system owned by the CITY and licensed by the FCC that enables the engagement of radio communications for first responders operating in Hood County and beyond.

4. Should services be provided by Granbury or GISD, the costs related to those services shall be mutually agreed upon at the time of need. A quote for services will be provided by the entity to provide the services. Each entity will follow their procurement procedures. All services will be billed by itemized invoice by the entity providing the services.
5. The Authorized Representative of Granbury and the Authorized Representative of GISD, are hereby designated to act in all matters relating to this agreement.
6. This Agreement shall take effect upon execution by both signatories. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.
7. This Agreement shall be in effect from the date of execution until terminated by either party to the Agreement with a thirty (30) day written notice to terminate.
8. Pursuant to Texas Government Code 791.011(d)(3), "each party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party."
9. Each participant is responsible for all of its own claims and agrees not to seek indemnification against the other participant hereto for compensation for any loss, damage, personal injury or death occurring as a consequence of the performance of this Agreement.
10. Each participant agrees that if legal action is brought under this Agreement exclusive venue shall lie in Hood County, Texas.
11. All notices under this Agreement shall be addressed to the participants as follows:

City of Granbury City	Granbury Independent School District.
Manager 116 W. Bridge	Barbara Townsend, Board of Trustees
Granbury, Texas 76048	217 N. Jones St.
	Granbury, Texas 76048
12. If any portion of this Agreement shall be declared illegal or unenforceable for any reason, the remaining portions shall continue in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this agreement to be executed by their authorized officers the day and year shown below.

**CITY OF GRANBURY**

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

# Granbury Independent School District

Safety and Security



For:	Board of Trustees
Date:	March 25, 2024
Action:	Action

To:	Board of Trustees
From:	Wade Clark
Date:	March 25, 2024
RE:	Consider MOU for Firing Range Use

**Summary:**

Granbury Independent School District, specifically its Texas School Marshals, desire to use the firing range at 1260 Archer Ct., Granbury, Texas for the purpose of the qualifications and training of its Texas School Marshal/Guardian team. This MOU meets the requirements of the governing body of law enforcement, the Texas Commission On Law Enforcement (TCOLE)

**RECOMMENDATION:**

It is recommended that the Board approve this MOU between Granbury ISD and the Harris Range

Respectfully,

Wade Clark  
Chief of Security  
Granbury ISD

# Granbury Independent School District

Safety and Security, 217 N Jones St. Granbury TX 76048  
(817) 408-4000



**February 26, 2024**

**TO:** Mike Harris  
1260 Archer Ct.  
Granbury, TX

**Subject:** Memorandum Of Understanding - Firing Range Use

Granbury Independent School District, specifically its Texas School Marshals, desires to use **the firing range at 1260 Archer Ct., Granbury, Texas** for the purpose of qualifications and training of its Texas School Marshal/Guardian team.

This MOU meets the requirements of the governing body of law enforcement, the **Texas Commission On Law Enforcement**, which mandates an MOU with the entity whose firing range is used for the qualification and requalification of department personnel.

Granbury ISD believes the firing range at 1260 Archer Ct., Granbury, Texas, is suitable for the course of fire required for the qualification of department personnel. Prior to performing the act of qualification, the GISD School Marshal range master(s) and/or safety officer(s) shall conduct a safety briefing on range use.

Safety rules will be clearly posted at the range. The parties agree that the rules may need to be modified from time to time.

GISD shall provide secure storage for its firearms and ammunition while its personnel are using the range.

First aid equipment will be provided by the GISD School Marshal team to be used at the range if necessary.

The GISD School Marshal team is responsible for the safety of their personnel during the qualification and training activities.

Granbury ISD agrees to and will release, defend, protect, indemnify, and hold harmless Mike Harris, the Mike Harris Range, and all its affiliates and employees from and against any and all claims, losses, expenses, attorneys' fees, damages, demands, judgments, causes of action, suits, and liability in tort, contract, or any other basis and of every kind and character whatsoever (hereinafter collectively referred to as "claims") arising out of or incident to or related in any way to, directly or indirectly, this agreement or GISD or its personnel's use of the range. If you agree, please sign below in the place provided.

AGREED AND ACCEPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2024:

Dr. Jeremy Glenn, Superintendent of Schools, GISD

Mike Harris, Harris Range 1260 Archer Ct. Granbury Tx

**Director of Human Resources**

<b>For:</b>	<b>Board of Trustees</b>
<b>Date:</b>	<b>March 19, 2024</b>
<b>Action:</b>	<b>Discussion/Action</b>

<b>To: Dr. Jeremy Glenn, Superintendent</b>	<b>From: Wes Jones</b>
	<b>Date: March 25, 2024</b>
	<b>RE: Teacher Pay Scales</b>

**SUMMARY:**

**Remain competitive with surrounding district teacher pay scales.**

**RECOMMENDATION:**

**Increase the teacher pay salaries for the 2024-2025 school year as presented.**

**Respectfully submitted,**

**Wes Jones  
Director of Human Resources**

**Staff Responsible: Dr. Jeremy Glenn  
Emmett Whitefield  
Wes Jones**

**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**Curriculum, Instruction and Assessment Department**

**TO:** Dr Jeremy Glenn, Superintendent  
GISD Board of Trustees

**FROM:** Stacie Brown  
**DATE:** March 25, 2024  
**RE:** -Elementary-Capturing Kids Hearts  
Professional Development & Supports  
Service Agreement  
-Secondary Capturing Kids Hearts Renewal  
Service Agreement

**SUMMARY:**

This purchase represents a District wide continuation of implementation of Capturing Kids Hearts or CKH that was rolled out at all secondary schools beginning in the 23-24 school year. The attached contracts represent the renewal of the secondary campuses and the addition of initial training for new staff and all elementary staff. CKH trains teachers, staff, and administrators on skills to use and model in their classrooms, schools, and districts, including:

- How to build meaningful, productive relationships with students and colleagues
- How to use the Capturing Kids' Hearts® EXCEL Model™ to create a safe, effective environment for learning
- How to develop self-managing, high-performing classrooms using team-building skills and a Social Contract
- High payoff techniques for dealing with conflict, negative behavior, and issues with disrespect

**OVERALL COST : \$331,450**

Initial implementation for elementary service agreement: \$276,750  
Renewal for secondary service agreement: \$54,700

**BUDGETS USED:**

ESSER III: The intent and purpose of the ARP Act of 2021, ESSER III funding is to help safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on students. Specifically:

- a. Evidence-based interventions, such as summer learning, extended day and comprehensive after-school programs, or extended school year programs; and
- b. Ensure interventions respond to students' academic, social, and emotional needs and address disproportionate impact of coronavirus on students' populations as defined in ESEA Title I, Part A, students experiencing homelessness, and youth in foster care.

(Line-item pricing-See attached District by Design and renewal quotes are attached)

*Board Policy CH (LOCAL) requires board approval on purchases exceeding \$50,000. The policy states, "The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs \$50,000 or more shall require Board approval before a transaction may take place unless the purchase falls into function 35 in a categorical exemption."*

*GISD's interlocal agreement with the Central Texas Purchasing Association (CTPA) allows purchases to be made from these awarded vendors without GISD having to go through the formal bid process. GISD has an interlocal with CTPA therefore, we will be using the ESC Region 19 contract, which has an EDGAR solicitation and provides the best value to the Granbury ISD. Attached is the ESC Region 19 tabulation.*

**RECOMMENDATION:**

It is my recommendation that the Board approve the Capturing Kids Hearts: District by Design contract for all elementary staff and the secondary campus renewal contract as presented. This professional development and support solutions will be funded using the federal budgets listed above. These funds are funds and will be returned to the federal government if unused in the capacity outlined in the grant.

Respectfully submitted,



Stacie Brown  
Director of Curriculum



# Capturing Kids' Hearts®

Powered by Flippen Group



## CAPTURING KIDS' HEARTS ► SERVICE AGREEMENT

CAPTURE *Hearts*. IMPACT *Culture*. SEE *Change*.

**Created by:**

Megan Haisten  
Capturing Kids' Hearts  
RFP# 2021-18

**Prepared for:**

Stacie Brown  
Granbury Independent School District

Date: March 6, 2024

# SERVICE AGREEMENT



Granbury Independent School District ("Client" or "you")  
600 West Pearl Street  
Granbury, Texas 76048

Thank you for selecting The Flippen Group, LLC, dba Capturing Kids' Hearts ("CKH" or "we") to serve your organization. Our goal is to provide you with products and services that will both motivate and empower your organization to advance to a new level of success. Please take a moment to review the information below, and then sign and return this form to confirm this Master Services Agreement ("**Agreement**"). We look forward to serving you.

## Section 1: Our Commitment

The Agreement itself is between CKH and you, the above-identified Client, although most of the benefits of this Agreement are available to many of your representatives/participants as well. Once accepted by you, this Agreement governs our relationship with regard to all of the "**Products and Services**" as defined in this Agreement, or that may later be mutually agreed upon between the parties with reference to this Agreement; many if not all of which involve training events to be conducted by CKH's representatives ("**Consultants**" or "**Strategists**"). In addition, this Agreement together with the Terms of Use associated with our "**Websites**" governs our relationship over the numerous resources and products that are and will be made available to you during the "**Term**" of this Agreement (collectively, "**Resources**"). Once your acceptance of this Agreement is confirmed, the pricing applicable to you for all such Products and Services and for your access to many of the Resources ("**Access**") become enforceable.

# SERVICE AGREEMENT



## Section 2: Products and Services

Leadership Solutions	Proposed Timeline	Quantity	Solutions Price	Solutions Subtotal
<p><b>Capturing Kids' Hearts® 1 Training</b> Two consecutive-day training sessions for up to 50 participants Includes:</p> <ul style="list-style-type: none"> <li>• Access to the course training manual</li> <li>• Limited collection of foundational videos and resources on CKH.org</li> </ul>	<p>August 1-2, 2024</p>	<p>9</p>	<p>\$22,900.00</p>	<p>\$206,100.00</p>
<p><b>Capturing Kids' Hearts® Process Champions Implementation Visit</b> A two consecutive-day package Includes:</p> <ul style="list-style-type: none"> <li>• One day customized to fit your needs (either an additional one-day instructional session for a separate group or a one-day Campus Traction Visit).</li> <li>• One-day instructional session for up to 30 participants</li> </ul> <p>*Prerequisite: Capturing Kids' Hearts® 1 Training, with at least 70% Capturing Kids' Hearts® implementation on campus.</p>		<p>1</p>	<p>\$16,900.00</p>	<p>\$16,900.00</p>

# SERVICE AGREEMENT



<p><b>Campus Traction Visit (1/2 day per campus)</b> Three-day campus visit involving group and one-on-one sessions with campus administrators and/or Process Champions Team.</p>		1	\$11,250.00	\$11,250.00
<p><b>Campus Traction Visit (1/2 day per campus)</b> Three-day campus visit involving group and one-on-one sessions with campus administrators and/or Process Champions Team.</p>		1	\$11,250.00	\$11,250.00
<p><b>CKH Campus Premium</b> A campus-specific subscription that provides comprehensive ongoing support to leaders and staff who have completed Capturing Kids' Hearts® 1 Training</p>		6	\$4,000.00	\$24,000.00
<p><b>CKH District Premium</b> Equips a district leadership team with the support to implement the Capturing Kids' Hearts® Process with great fidelity across the district  Includes access to a strategist, district-wide reporting, recurring leadership team huddles, <b>one-day district traction visit</b>, and great resources to support implementation</p>		1	\$7,250.00	\$7,250.00

**Grand Total \$276,750.00**



# Capturing Kids' Hearts<sup>®</sup>

Powered by Flippen Group



## CAPTURING KIDS' HEARTS ► SERVICE AGREEMENT

*CAPTURE Hearts. IMPACT Culture. SEE Change.*

**Created by:**

Megan Haisten  
Capturing Kids' Hearts  
RFP# 2021-18

**Prepared for:**

Stacie Brown  
Granbury Independent School District  
Date: March 6, 2024

# SERVICE AGREEMENT



Granbury Independent School District ("Client" or "you")  
600 West Pearl Street  
Granbury, Texas 76048

Thank you for selecting The Flippen Group, LLC, dba Capturing Kids' Hearts ("**CKH**" or "**we**") to serve your organization. Our goal is to provide you with products and services that will both motivate and empower your organization to advance to a new level of success. Please take a moment to review the information below, and then sign and return this form to confirm this Master Services Agreement ("**Agreement**"). We look forward to serving you.

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The Agreement itself is between CKH and you, the above-identified Client, although most of the benefits of this Agreement are available to many of your representatives/participants as well. Once accepted by you, this Agreement governs our relationship with regard to all of the "**Products and Services**" as defined in this Agreement, or that may later be mutually agreed upon between the parties with reference to this Agreement; many if not all of which involve training events to be conducted by CKH's representatives ("**Consultants**" or "**Strategists**"). In addition, this Agreement together with the Terms of Use associated with our "**Websites**" governs our relationship over the numerous resources and products that are and will be made available to you during the "**Term**" of this Agreement (collectively, "**Resources**"). Once your acceptance of this Agreement is confirmed, the pricing applicable to you for all such Products and Services and for your access to many of the Resources ("**Access**") become enforceable.

# SERVICE AGREEMENT



## Section 2: Products and Services

Leadership Solutions	Proposed Timeline	Quantity	Solutions Price	Solutions Subtotal
<b>Capturing Kids' Hearts® 1 Training</b> Two consecutive-day training sessions for up to 50 participants Includes: <ul style="list-style-type: none"> <li>• Access to the course training manual</li> <li>• Limited collection of foundational videos and resources on CKH.org</li> </ul>	August 1-2, 2024	1	\$22,900.00	\$22,900.00
<b>Campus Traction Visit (1/2 day per campus)</b> Two-day campus visit involving group and one-on-one sessions with campus administrators and/or Process Champions Team.		1	\$7,900.00	\$7,900.00
<b>Campus Traction Visit (1/2 day per campus)</b> Two-day campus visit involving group and one-on-one sessions with campus administrators and/or Process Champions Team.		1	\$7,900.00	\$7,900.00
<b>CKH Campus Premium</b> A campus-specific subscription that provides comprehensive ongoing support to leaders and staff who have completed Capturing Kids' Hearts® 1 Training		4	\$4,000.00	\$16,000.00

**Grand Total \$54,700.00**

# SERVICE AGREEMENT



**GRANBURY INDEPENDENT SCHOOL DISTRICT**

**INTEROFFICE MEMO**

**Curriculum, Instruction and Assessment Department**

**TO:** Dr Jeremy Glenn, Superintendent  
GISD Board of Trustees

**FROM:** Stacie Brown  
**DATE:** March 25, 2024  
**RE:** Dual Language Program Expansion

**SUMMARY:**

Over the course of the 23-24 school year, our elementary Dual Language Program has grown significantly. Grades K-5 dual language classes alone have increased by 76 students bringing our total numbers of dual language students to 324 students. In order to provide the space needed to accommodate the outstanding growth, we will be expanding the program to be offered at Baccus Elementary as well as Brawner Elementary. Beginning in the 24-25 school year, dual language students that are zoned to Baccus Elementary and Oakwoods will be attending the dual language program at Baccus Elementary.

Following this meeting we will be implementing our transition plan regarding staffing and communication with families about the change. This expansion will maximize the best possible usage of our elementary facilities and provide balance district wide of all K-5 enrollment. Resulting in the beginning of the 24-25 school year, all elementary campuses will be at or above their functional capacity.

Respectfully submitted,

Stacie Brown  
Director of Curriculum

**GRANBURY INDEPENDENT SCHOOL DISTRICT**  
**INTEROFFICE MEMO**  
**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees  
Date: March 25, 2024  
For: Information

**TO:** Dr. Jeremy Glenn, Superintendent  
**FROM:** Emmett Whitefield  
**DATE:** March 19, 2024  
**RE:** February 29, 2024  
Financial Statement

**SUMMARY:**

Attached are the financial statements for the period ended February 29, 2024 for the general operating fund.

The statement includes only those transactions that occurred between the period of September 1, 2023, and February 29, 2024. Revenue collected to date equals 79.85% of the budgeted amount compared to 86.43% in 2022-23. Expenditures to date represent 47.78% of the budget compared to 52.25% in 2022-23.

**BUDGET IMPACT:** None

Respectfully submitted,



Emmett Whitefield  
Chief Financial Officer

Staff Persons Responsible: Emmett Whitefield  
Kathy Butler

Date Submitted: March 19, 2024

**GRANBURY INDEPENDENT SCHOOL DISTRICT**  
**INTEROFFICE MEMO**  
**FINANCE AND BUSINESS AFFAIRS**

To: Board of Trustees  
Date: March 25, 2024  
For: Information

**TO:** Dr. Jeremy Glenn, Superintendent  
**FROM:** Emmett Whitefield  
**DATE:** March 19, 2024  
**RE:** Cash Flow and Investment Report  
as of February 29, 2024

**SUMMARY:**

Attached is the Cash Flow and Investment Report for the period ending February 29, 2024.

**BUDGET IMPACT:** None

Respectfully submitted,



Emmett Whitefield RSTBA  
Chief Financial Officer

Staff Person Responsible: Emmett Whitefield

Date Submitted: March 19, 2024

