



**Regular Meeting Agenda  
Thursday, October 7, 2021  
LEO Conference Center  
300 S. West Dr.  
Leander, TX 78641  
6:15 PM**

During meetings of the Board of Trustees, we want to give our public access while providing a safe and secure environment. If you're planning to attend the meeting, please review the meeting protocols designed to help manage health, safety, decorum and citizen comments. The Board meeting protocols are available at <https://bit.ly/3zwlQ33>.

**Note, the district has instituted a clear bag policy for members of the public at all Board meetings (see the link above for details).**

Doors will open to the public at 5:30 PM.

Members of the public may access this meeting via live stream at <https://youtu.be/FPQInrKIsCk>. Please note, this link will not be active until approximately 5 minutes before the scheduled meeting time.

Citizens wishing to address the Board of Trustees may do so in-person at the meeting location noted on the agenda. In order to address the Board, individuals must sign up between 4:30 and 6:00 PM on the day of the meeting. Individuals are encouraged to sign up online at <https://bit.ly/3meGpMB>; however, hardcopy sign up forms will be available between 5:30 and 6:00 PM at the meeting location.

The notice for this meeting was posted in compliance with the Texas Open Meetings Act on October 1, 2021, at 4:30 PM.

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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. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- 1. CALL TO ORDER AND DECLARATION OF QUORUM**
- 2. OPENING CEREMONY**
  - A. Pledge of Allegiance
  - B. Moment of Silence
- 3. RECOGNITION**
  - A. Spotlight on Learning: Grandview Hills Elementary
- 4. CITIZEN COMMENTS**

*(See the notes at the top of the agenda for instructions on how to sign up and details regarding speaking.)*
- 5. BOARD VACANCY**
  - A. Consider Appointment to Board Vacancy 3
  - B. Oath of Office
- 6. COMMUNICATIONS / ANNOUNCEMENTS**
  - A. Superintendent Remarks
  - B. Board Member Remarks
    1. Committee Updates 4
    2. Board Learning Update
- 7. SUPERINTENDENT'S REPORT**
  - A. COVID Update 1
  - B. Enrollment and Attendance Update

C. Vision/Learning	
<b>8. DISCUSSION / ACTION ITEMS</b>	
A. STUDENT EXPERIENCE	
1. State Accountability Report 2020-2021	5
B. GOVERNANCE	
1. Board Self-Assessment Based on State Board of Education Framework for School Board Development	26
2. Consider Approval of the Board of Trustees Operating Procedures	52
C. OPERATIONS	
1. Report on Purchasing and Procurement: District Practices and Procedures	70
2. Report on School Naming Charter Process for Elementary #29	80
3. Review of Guaranteed Maximum Price #3 for Elementary #29	87
4. General Construction Update	89
<b>9. CLOSED SESSION</b>	
A. Texas Government Code 551.071: consultation with attorney regarding, pending or contemplated litigation, and/or attorney client privileged matter	
B. Texas Government Code 551.074: deliberation regarding resignations, terminations, employment, reassignments, duties, and evaluation of personnel and public officers	
C. Texas Government Code 551.0821: deliberation regarding matters whereby personally identifiable information regarding one or more students will be disclosed	
D. Texas Government Code 551.074: deliberation and consideration of employment of Elementary 29 Principal	
E. Texas Government Code 551.074: deliberation and consideration of employment of Area Superintendent	
<b>10. ACTION PURSUANT TO CLOSED SESSION</b>	
A. Consider Approval of Teacher and Administrator Contracts	
B. Consider Employment of Elementary 29 Principal	
C. Consider Employment of Area Superintendent	
<b>11. BOARD MEETING DEBRIEF</b>	
<b>12. ADJOURNMENT</b>	

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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 or Texas Government Code section 418.183(f). 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. [See BEC(LLEGAL)]

# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** Consider Appointment to Board Vacancy  
**Purpose (this meeting):**  Discussion Item/Report Only  Possible Action  
**Administrator Responsible:** N/A  
**Attachments:** N/A

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## **Background Information:**

At the September 30, 2021 Board meeting, the Board voted to fill the Place 5 vacancy by means of appointment. The Board will consider possible appointment at this meeting. The Board may discuss individuals in closed session under the personnel exception (Tex. Gov't Code 551.074).

If the Board votes in open session to appoint a specific individual at this meeting, the individual may be sworn in and take office following the appointment.

## **Administrative Recommendation:**

N/A

## **Sample Motion:**

I move to appoint \_\_\_\_\_ to file Place 5 on the Board of Trustees until the next Trustee Election in November 2022.

## Board Member Representation on Committees & Boards

LISD administrative committees on which Board Members currently serve:

- Board Operating Procedures Review Committee: Trish Bode and Anna Smith
- Community Based Accountability System Committee: Aaron Johnson, Christine Mauer and Anna Smith
- Community Curriculum Advisory Committee (CCAC): Gloria Gonzales-Dholakia and Elexis Grimes
- Equity and Diversity Advisory Committee: Gloria Gonzales-Dholakia and Christine Mauer
- Legislative Committee: Trish Bode, Elexis Grimes, Anna Smith
- Policy Review Committee: Aaron Johnson, Gloria Gonzales-Dholakia, Elexis Grimes
- School Health Advisory Committee (SHAC): Aaron Johnson
- School Safety and Security Committee (*Board President and one additional Board member required*): Board President Trish Bode and Elexis Grimes
- Strategic Planning Committee: Aaron Johnson, Anna Smith

Non-LISD committees/boards on which LISD Board members represent the District:

- City of Austin Regional Affordability Committee: Anna Smith
- City of Cedar Park Key 6: LISD Board President
- City of Leander Key 6: LISD Board President
- LEEF Board Ex-Officio Director: Elexis Grimes

Although not a committee, the Board's liaison to the Internal Auditor is Anna Smith.

# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** State Accountability Report 2020-2021  
**Purpose (this meeting):**  Discussion Item/Report Only  Action Requested  
**Administrator Responsible:** Brenda Cruz, Emily Gray  
**Attachments:** State Accountability Report 2021 Presentation

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**Background Information:**

The 2021 State Accountability report for the district and each campus was released in late August 2021. A summary of Leander ISD's district accountability report will be presented.

**Administrative Recommendation:**

N/A

**Sample Motion:**

N/A



# STATE ACCOUNTABILITY REPORT 2020-2021

OCTOBER 7, 2021

# The State Accountability System



## Why?

The Texas Education Agency (TEA) uses the accountability system to evaluate the academic performance (previous year) of Texas public schools and districts. Statutory authority for the accountability system is the Texas Education Code (TEC), Chapter 39, Public School System Accountability.

## Who?

Educators, school board members, business and community representatives, professional organizations, and legislative representatives from across the state have been instrumental in developing the current accountability system.

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## What?

Districts and campuses traditionally receive:

- An overall rating of A-F
- A-F ratings within 3 Domains: Student Achievement, School Progress, and Closing the Gaps
- Results based on students who were enrolled in district on the snapshot date in late October 2020 and who took STAAR in district.

*For 2021, all school districts and campuses received a rating of **Not Rated: Declared State of Disaster** overall and in each domain due to the impact of Covid 19. Data reports are available for all districts and campuses within Texas and may be viewed at [TXschools.gov](https://www.txschools.gov).*

# Leander ISD Accountability Summary

Texas Education Agency  
**2021 Accountability Ratings Overall Summary**  
 LEANDER ISD (246913)

Not Rated: Declared State of Disaster

## Accountability Data Summary

Student Achievement Raw Component Score	
STAAR Performance	55
College, Career and Military Readiness	85
Graduation Rate	100
School Progress Raw Component Score	
Academic Growth	N/A
Relative Performance (Eco Dis: 18.0%)	70
Closing the Gaps % of Indicators Met	
Academic Achievement Status	70%
Growth Status	N/A
Graduation Status	78%
English Language Proficiency Status	100%
Student Success Status	86%
School Quality Status	100%
% Participation (All Tests)	
2018-19	99%
2020-21	65%

**Domain 1: Student Achievement**

**Domain 2: School Progress**

**Domain 3: Closing the Gaps**

**2021:**

- Raw Scores only - no scale scores; no A-F ratings
- Participation % for LISD was lower by 35%

Texas Education Agency  
**2019 Accountability Ratings Overall Summary**  
 LEANDER ISD (246913)

## Accountability Rating Summary

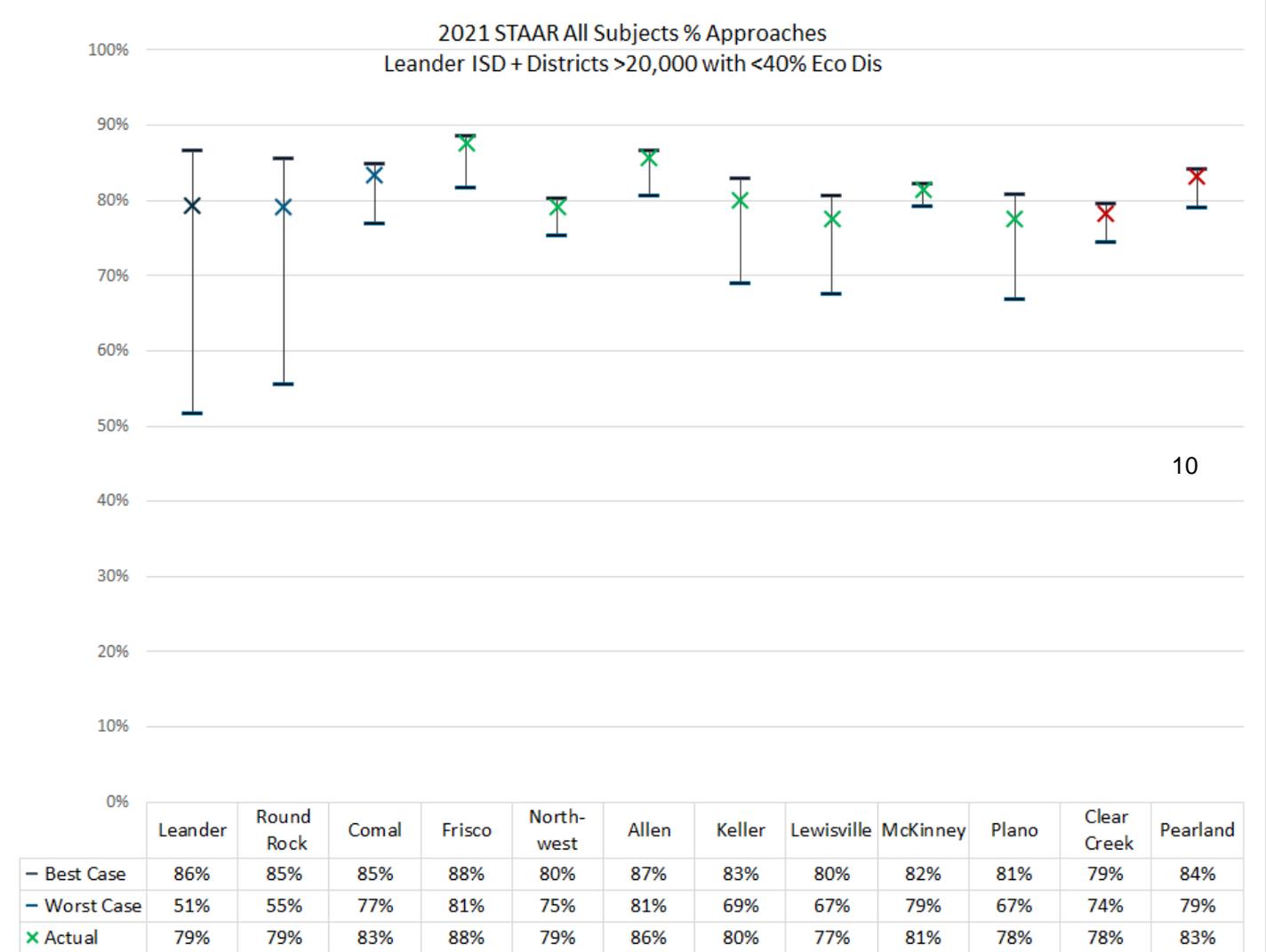
	Component Score	Scaled Score	Rating
<b>Overall</b>		<b>89</b>	<b>B</b>
<b>Student Achievement</b>		94	<b>A</b>
STAAR Performance	63	91	
College, Career and Military Readiness	86	98	
Graduation Rate	99.1	95	
<b>School Progress</b>		89	<b>B</b>
Academic Growth	74	87	<b>B</b>
Relative Performance (Eco Dis: 20.3%)	75	90	<b>A</b>
<b>Closing the Gaps</b>		97	<b>B</b>

# Comparison District Demographics and Participation

	Metro Area	Austin/San Antonio			Dallas/Fort Worth							Houston	
Districts >20,000 students & <40% Eco Dis	Leander	Round Rock	Comal	Frisco	Northwest	Allen	Keller	Lewisville	McKinney	Plano	Clear Creek	Pearland	
20-21 Demographics	Enrollment	41,277	50,748	25,011	62,571	24,950	21,813	35,167	52,085	24,457	52,405	42,234	21,670
	% Special Education	13%	10%	12%	10%	11%	12%	11%	14%	12%	12%	11%	10%
	% Economically Disadvantaged	18%	24%	31%	13%	22%	23%	28%	31%	33%	36%	28%	32%
	% English Learners	7%	11%	5%	7%	6%	8%	9%	19%	12%	18%	13%	9%
% Participation	2018-19	99%	100%	100%	100%	100%	100%	99%	100%	99%	100%	100%	100%
	2020-21	65%	70%	92%	93%	95%	94%	86%	87%	97%	86%	95%	95%

	Other Central Texas Districts							
	Austin	Pflugerville	Hays	Lake Travis	Lago Vista	Eanes	George-town	Liberty Hill
2020-21 Participation	62%	79%	80%	81%	82%	90%	90%	96%

What if all students had taken the applicable STAAR assessments?



# Performance by District

2021 Accountability Raw Scores		Austin/San Antonio			Dallas/Fort Worth							Houston	
		Leander	Round Rock	Comal	Frisco	Northwest	Allen	Keller	Lewisville	McKinney	Plano	Clear Creek	Pearland
Student Achievement	STAAR Performance	55	56	58	66	53	63	54	53	57	55	52	59
	College, Career, Military Readiness (Class of 2020)	85%	81%	65%	75%	69%	74%	64%	68%	67%	73%	63%	73%
	Grad Rate (Class of 2020)	100%	98%	98%	99%	97%	99%	98%	97%	99%	98%	98%	99%
School Progress	Relative Performance (STAAR/CCMR)	70	69	62	71	61	69	59	61	62	64	58	66 <sup>11</sup>
Closing the Gaps (% of Targets Met)	Academic Achievement	70%	64%	88%	96%	65%	100%	57%	67%	89%	77%	64%	100%
	Graduation	78%	56%	89%	78%	44%	78%	78%	89%	100%	89%	78%	100%
	English Language Proficiency	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
	Student Success	86%	79%	93%	100%	71%	100%	79%	57%	86%	71%	86%	100%
	School Quality	100%	100%	82%	100%	100%	100%	100%	100%	100%	92%	100%	100%
Participation	2020-21	65%	70%	92%	93%	95%	94%	86%	87%	97%	86%	95%	95%

# Domain 1: Student Achievement

Evaluates performance across all subjects for all students, on both general and alternate STAAR assessments.

Student Achievement Raw Component Score

STAAR Performance

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Data Table

	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Econ Disadv	EL (Current)	EL (Current & Monitored)	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled
<b>All Subjects</b>															12
<b>Percent of Tests</b>															
At Approaches GL Standard or Above	79%	64%	68%	83%	75%	91%	87%	95%	58%	56%	62%	47%	81%	81%	75%
At Meets GL Standard or Above	56%	38%	42%	60%	49%	75%	66%	87%	32%	26%	35%	27%	52%	58%	50%
At Masters GL Standard	29%	16%	19%	30%	23%	47%	30%	26%	12%	10%	15%	10%	23%	30%	25%
<b>Number of Tests</b>															
At Approaches GL Standard or Above	33,784	1,513	7,461	19,074	331	5,237	109	59	4,276	1,974	2,747	2,792	603	25,550	8,234
At Meets GL Standard or Above	23,975	913	4,637	13,797	216	4,276	82	54	2,349	930	1,544	1,584	385	18,461	5,514
At Masters GL Standard	12,177	372	2,028	6,916	99	2,708	38	16	865	360	678	598	173	9,444	2,733
Total Tests	42,671	2,373	10,943	22,989	440	5,739	125	62	7,330	3,547	4,405	5,920	741	31,622	11,049
<b>Participation</b>															
% participation 2018-19	99%	99%	99%	99%	99%	100%	98%	99%	99%	100%	100%	99%	99%	99%	99%
% participation 2020-21	65%	59%	64%	66%	66%	69%	63%	94%	63%	77%	74%	65%	62%	65%	67%

# 2021 Performance by Subject Area - All Students

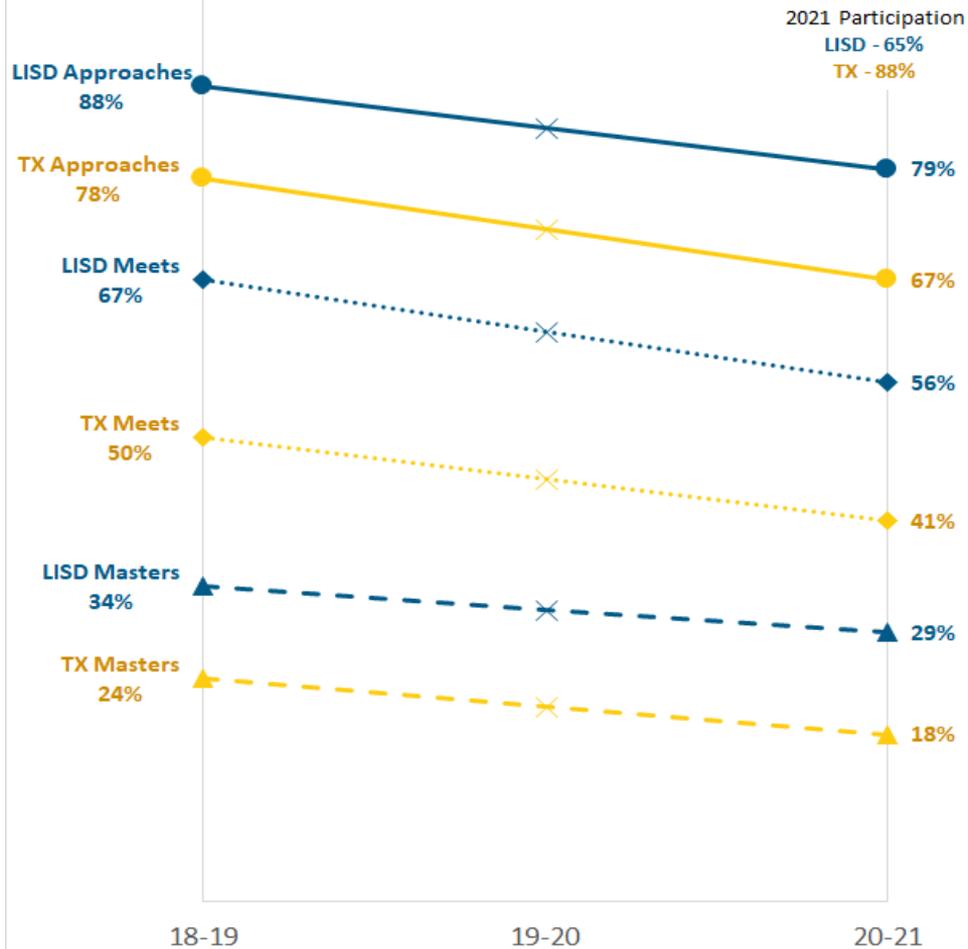
- 42, 671 total tests taken (65%)

<b>Leander ISD (Participation)</b>	<b>Reading</b> (14,932 tests taken = 64%)	<b>Math</b> (13,799 tests taken = 67%)	<b>Science</b> (6,422 tests taken = 67%)	<b>Soc St</b> (3,998 tests taken = 63%)	<b>Writing</b> (3,520 tests taken = 63%)
<b>Approaches</b>	<b>79%</b>	<b>77%</b>	<b>85%</b>	<b>89%</b>	<b>68%</b>
<b>Meets</b>	<b>58%</b>	<b>51%</b>	<b>61%</b>	<b>72%</b>	<b>40%</b>
<b>Masters</b>	<b>28%</b>	<b>25%</b>	<b>33%</b>	<b>47%</b>	<b>14%</b>

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[Performance by student groups within each subject area](#)  
[Raw Score Conversion Chart](#)

# Accountability STAAR Performance All Students, All Subjects



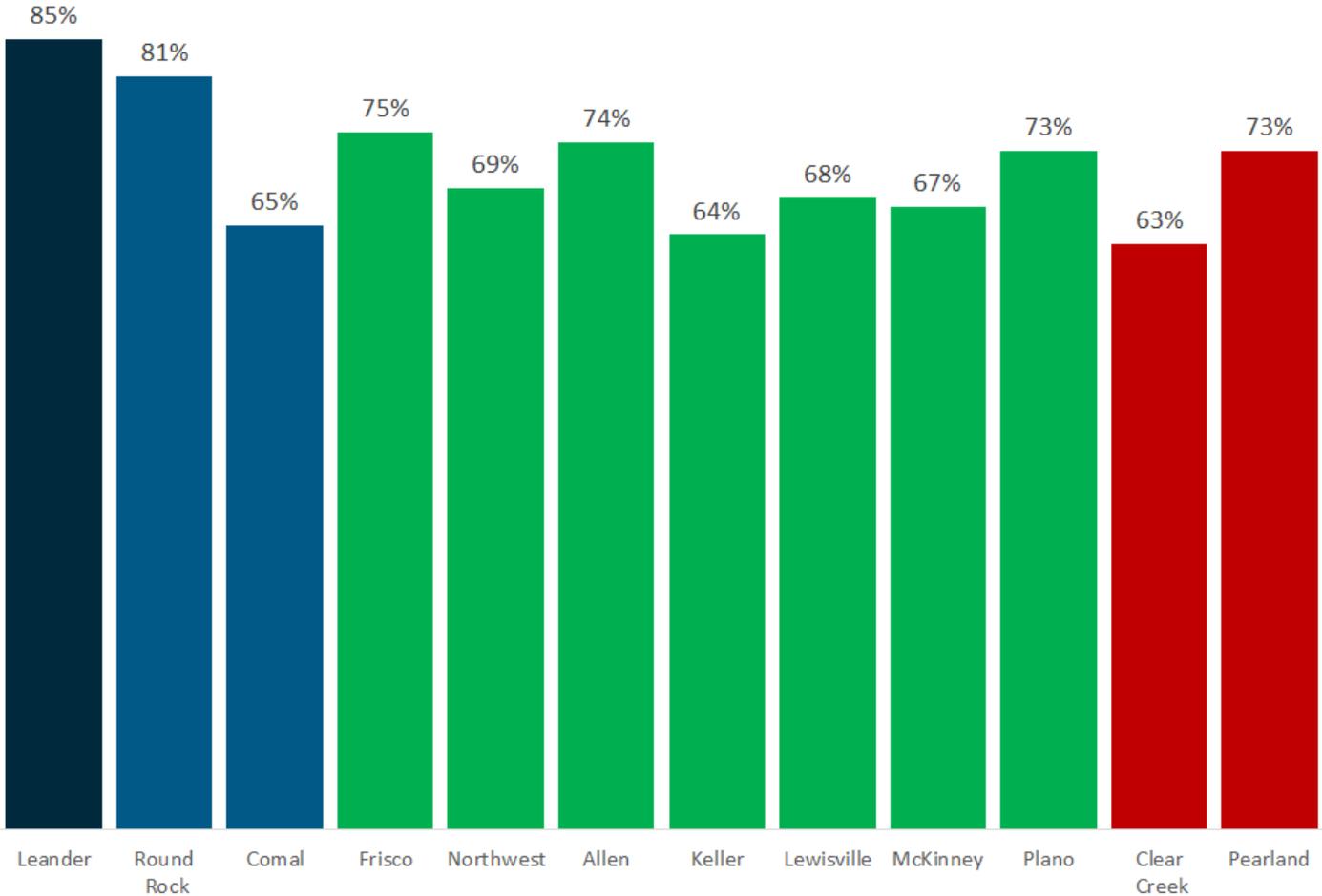
## College, Career and Military Readiness

<b>Leander ISD</b>	<b>Class of 2020</b>	<b>Class of 2019</b>	<b>Class of 2018</b>
Met TSI Criteria in both Math and ELA	74%	74%	72%
Met criterion score on an AP/IB exam in any subject	45%	46%	46%
Dual Course Credits: Earned credit for at least 3 hours in ELA or Mathematics or 9 hours in any subject	28%	29%	22%
Earned an industry-based certification from approved list*	16%	16%	4%
Graduate with Completed IEP and Workforce Readiness	4%	4%	4%
Special Ed with Advanced Degree Plan	4%	3%	4%
<b>Total % of Graduates Meeting CCMR</b>	<b>85%</b>	<b>88%</b>	<b>86%</b>

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\*Note: Numerous additional industry-based certifications were added to the state list in 2019.

College, Career, Military Readiness (Class of 2020)  
Leander ISD + Districts >20,000 with <40% Eco Dis



# Graduation Rate (Class of 2020)

Texas Education Agency  
2021 Graduation Rate  
LEANDER ISD (246913)

	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Econ Disadv	EL+	Special Ed
<b>4-Year Graduation Rate (Gr 9-12): Class of 2020</b>											
% Graduated	98.6%	97.8%	98.4%	98.8%	100.0%	100.0%	100.0%	96.3%	97.6%	97.8%	95.3%
# Graduated	2,922	131	720	1,743	8	210	6	104	449	88	222
Total in Class	2,963	134	732	1,765	8	210	6	108	460	90	233
<b>5-Year Extended Graduation Rate (Gr 9-12): Class of 2019</b>											
% Graduated	99.5%	99.3%	98.9%	99.7%	100.0%	100.0%	100.0%	100.0%	99.0%	98.8%	100.0%
# Graduated	2,893	134	710	1,729	5	194	8	113	480	85	206
Total in Class	2,907	135	718	1,734	5	194	8	113	485	86	206
<b>6-Year Extended Graduation Rate (Gr 9-12): Class of 2018</b>											
% Graduated	99.4%	99.2%	99.5%	99.3%	100.0%	100.0%	100.0%	97.8%	99.0%	100.0%	99.5%
# Graduated	2,681	122	643	1,638	5	176	6	91	489	68	199
Total in Class	2,698	123	646	1,649	5	176	6	93	494	68	200
<b>Annual Dropout Rate (Gr 9-12): SY 2019-20</b>											
% Dropped Out	0.1%	0.3%	0.2%	0.1%	0.0%	0.0%	0.0%	0.2%	0.4%	0.0%	0.4%
% Dropped Out - Conversion	99.0%										
# Dropped Out	20	2	6	11	0	0	0	1	9	0	7
# of Students	13,456	620	3,356	7,730	38	1,109	23	580	2,428	434	1,592

+ Ever HS ELs are included in the graduation rate. Annual Dropouts are current ELs only.

- Indicates there are no students in the group.

\* Indicates results are masked due to small numbers to protect student confidentiality.

\*\* When only one racial / ethnic group is masked, then the second smallest racial / ethnic group is masked regardless of size.

## Domain 2: School Progress



Measures district and campus outcomes in two areas:

- the number of students that grew at least one year academically (or are on track) as measured by STAAR results and
- the achievement of students relative to districts or campuses with similar economically disadvantaged percentages.

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### 2021 Change:

- the student growth component (a) is not available as students did not take the 2020 STAAR (waived)
- relative performance is only a raw score and not compared to similar districts

School Progress Raw Component Score	
Academic Growth	N/A
Relative Performance (Eco Dis: 18.0%)	70

Raw Score - not on a 100 pt scale

\*\*\* Students who did not take a STAAR assessment in 2021 may not have a growth score for next year, 2022, also impacting this domain in the future.

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## Domain 3: Closing the Gaps

- Uses disaggregated data to demonstrate differentials among racial/ethnic groups, socioeconomic backgrounds, and other factors
- The indicators included in this domain, as well as the domain's construction, align the state accountability system with the Every Student Succeeds Act (ESSA)
- Components include:
  - *Academic Achievement Status*
  - *Growth or Graduation Status*
  - *English Language Proficiency Status*
  - *Student Success or School Quality Status*



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## Closing the Gaps: Academic Achievement

STAAR Performance Status at the Meets Grade Level or above standard in English language arts (ELA)/reading and mathematics

- Results based on only students who took the reading and/or math STAAR assessments

Targets set in 2016-2017 based on state avg	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Econ Disadv	EL (Current & Monitored)+	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Total Met	Total Evaluated
Academic Achievement Status																
ELA/Reading Target	44%	32%	37%	60%	43%	74%	45%	56%	33%	29%	19%	36%	46%	42%		
Target Met	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes		
% at Meets GL Standard or Above	58%	42%	45%	63%	51%	74%	68%	*	34%	35%	27%	55%	60%	55%		
# at Meets GL Standard or Above	8,729	364	1,754	4,986	80	1,519	**	*	918	584	589	144	6,528	2,201		
Total Tests	14,932	863	3,908	7,921	157	2,044	**	*	2,740	1,673	2,159	264	10,894	4,038		
Mathematics Target	46%	31%	40%	59%	45%	82%	50%	54%	36%	40%	23%	44%	47%	45%		
Target Met	Yes	No	No	No	No	No	Yes	Yes	No	No	Yes	Yes	Yes	No		
% at Meets GL Standard or Above	51%	29%	36%	54%	41%	75%	58%	91%	27%	37%	24%	47%	53%	43%		
# at Meets GL Standard or Above	7,001	217	1,250	3,989	57	1,426	21	41	625	549	453	121	5,506	1,495		
Total Tests	13,799	750	3,487	7,440	139	1,902	36	45	2,325	1,465	1,907	258	10,324	3,475		
Total Indicators															19	27

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70% of indicators met

## Closing the Gaps: Graduation

The four-year federal graduation rate for high schools, K–12s, and districts with graduation rates is used. The 90% target for this component is not met if:

- the graduation rate for a student group drops from the previous year and
- is below the federal long-term target of 94%

	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Econ Disadv	EL (Current & Monitored)+	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Total Met	Total Evaluated
Graduation Rate Status																21
Target	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	90%	n/a	n/a	n/a		
Target Met	Yes (1)	Yes (1)	Yes (1)	Yes (1)		Yes (1)		No	Yes (1)	Yes (1)	No					
2019 % Graduated	96.9%	95.0%	96.4%	96.9%	-	99.5%	-	98.2%	95.2%	93.3%	79.9%					
2020 % Graduated	96.5%	95.6%	95.2%	96.9%	100.0%	98.6%	100.0%	93.7%	94.7%	94.6%	77.4%					
2020 # Graduated	2,923	131	720	1,744	8	210	6	104	449	88	222					
2020 Total in Class	3,030	137	756	1,799	8	213	6	111	474	93	287					
Total Indicators															7	9

78% of indicators met

## Closing the Gap: English Language Proficiency

Measures an English Language Learner's progress towards achieving English language proficiency. Current ELs are the only students evaluated in this component.

	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Econ Disadv	EL (Current & Monitored)+	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Total Met	Total Evaluated
English Language Proficiency Status																
Target										36%						
Target Met										Yes						
TELPAS Progress Rate										66%						22
TELPAS Progress										1,194						
TELPAS Total										1,811						
Total Indicators															1	1

100% met

- The English Language Proficiency component evaluates the TELPAS and TELPAS Alternate results for grades K–12.
- Current year TELPAS and TELPAS Alternate results are compared to the prior year results to determine if the students made progress. As the completion of TELPAS was optional in spring 2020 due to the impact of COVID-19, if a 2020 composite rating is not available, the composite rating from 2019 is used as the prior year result.

**Student Success** (STAAR Performance Calculation across all subjects from Domain 1 disaggregated by student group)

**School Quality** (Federal CCMR: includes annual graduates in 20-21 plus students identified as 12th graders in the last 6 weeks of the 20-21 school year who did not graduate in 20-21)

	All Students	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Econ Disadv	EL (Current & Monitored)+	Special Ed (Current)	Special Ed (Former)	Continuously Enrolled	Non-Continuously Enrolled	Total Met	Total Evaluated
<b>Student Success Status</b>																
Target	47	36	41	58	46	73	48	55	38	37	23	43	48	45		
Target Met	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes		
STAAR Component Score	55	39	43	58	49	71	61	69	34	37	28	52	56	50		
% at Approaches GL Standard or Above	79%	64%	68%	83%	75%	91%	87%	95%	58%	62%	47%	81%	81%	75%		
% at Meets GL Standard or Above	56%	38%	42%	60%	49%	75%	66%	87%	32%	35%	27%	52%	58%	50%		
% at Masters GL Standard	29%	16%	19%	30%	23%	47%	30%	26%	12%	15%	10%	23%	30%	25%		
Total Tests	42,671	2,373	10,943	22,989	440	5,739	125	62	7,330	4,405	5,920	741	31,622	11,049		
Total Indicators															12	14
<b>School Quality Status</b>																
Target	47%	31%	41%	58%	42%	76%	39%	53%	39%	30%	27%	43%	50%	31%		
Target Met	Yes	Yes	Yes	Yes		Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes		
% Students Meeting CCMR	83%	71%	76%	85%	78%	95%	57%	82%	65%	65%	69%	60%	85%	68%		
# Students Meeting CCMR	2,542	102	585	1,549	7	203	4	92	323	67	221	31	2,202	340		
Total Students	3,079	143	765	1,829	9	214	7	112	494	103	322	52	2,578	501		
Total Indicators															12	12

23

86% of indicators met

100% met

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**Access to the 2021 State Accountability  
Reports:**

**TEA**

**TXschools.gov**

**Accountability Manual**

# DISCUSSION

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# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** Board Self-Assessment Based on State Board of Education Framework for School Board Development

**Purpose (this meeting):**  Discussion Item/Report Only       Action Requested

**Administrator Responsible:** Board of Trustees

**Attachments:** Board Self-Assessment Survey Summary *(to be loaded to BoardBook prior to the meeting)*

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**Background Information:**

Board members completed a Board Self-Assessment survey which is based on the State Board of Education (SBOE) Framework for School Board Development. The Board will review a summary of the survey results. This will help the Board identify training needs for the December 10 & 11 Board Retreat.

**Administrative Recommendation:**

N/A

**Sample Motion:**

N/A

# REVISED October 2021 Survey Results Summary

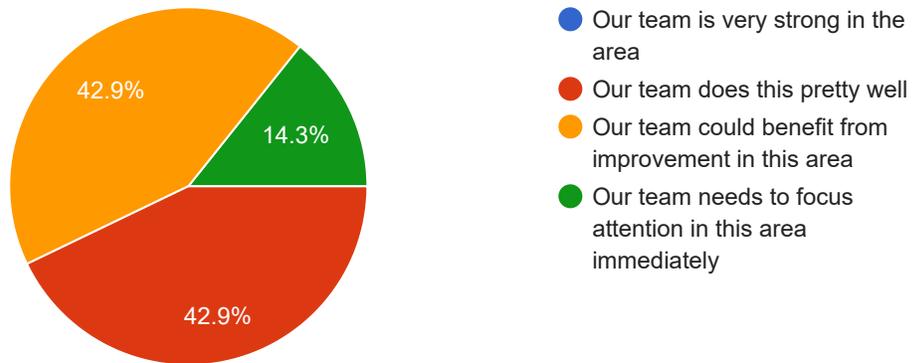
## Board Self-Assessment on SBOE Framework for School Board Development

7 responses

Vision: The board ensures creation of a shared vision and locally developed, measurable goals that improve student outcomes and provide support for opportunities and experiences.

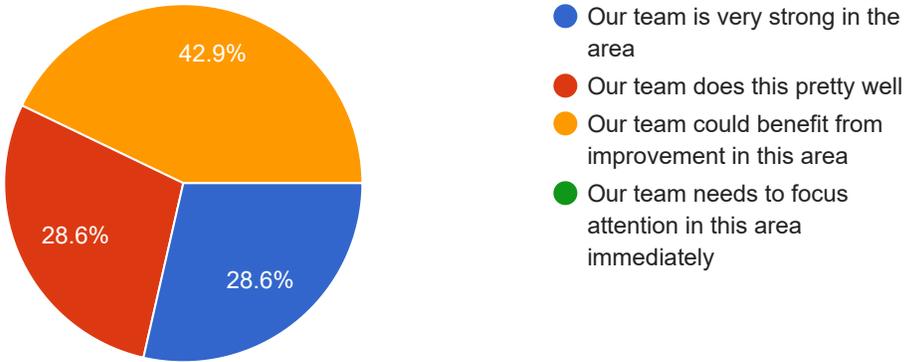
The board keeps the district focus on the well-being of all children

7 responses



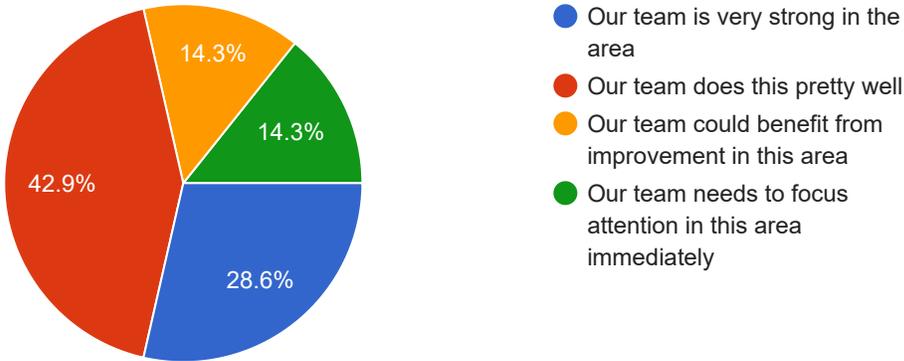
The board adopts a shared vision that incorporates input from the community to reflect local aspirations as well as present and future needs for all children

7 responses



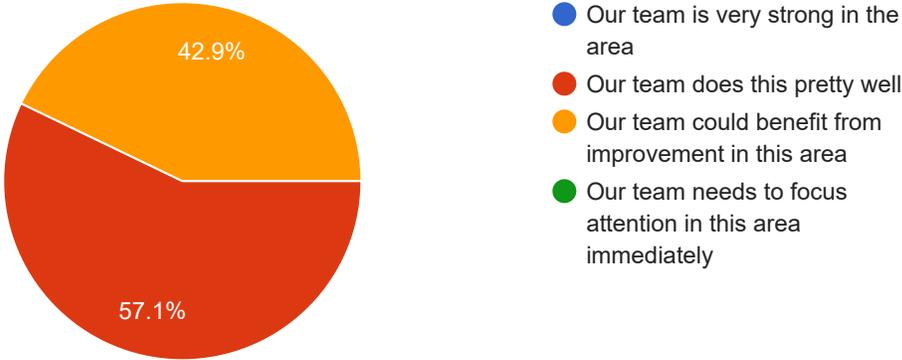
The board ensure that the vision aligns with the state’s mission, objectives, and goals for education established by law or rule

7 responses



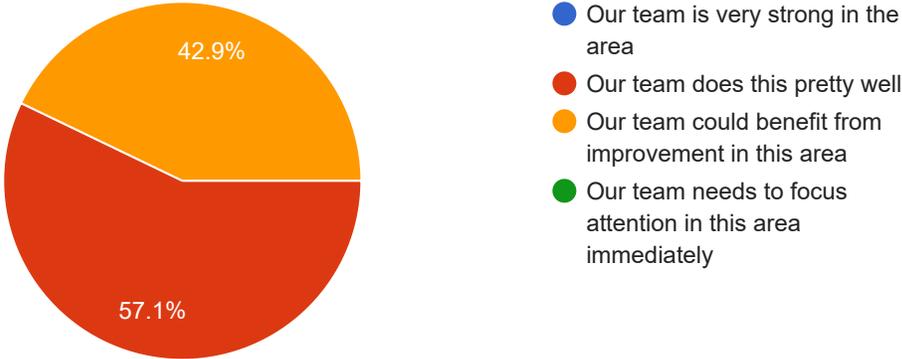
The board adopts a reasonable number of specific, quantifiable, research-based, and time-bound goals that align with state law, are developed with community input, and support the vision to improve student outcomes

7 responses



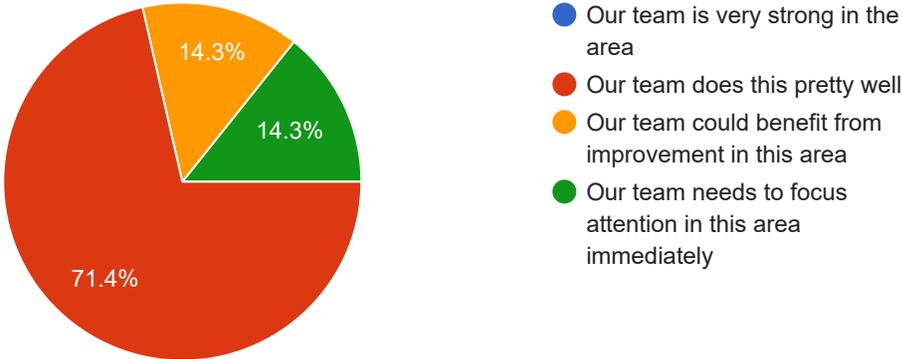
Embraces, supports and fulfills the vision that all students receive what they need to learn, thrive, and grow, including resources, opportunities and experiences

7 responses



Uses the vision and goals to drive all deliberations, decisions, and actions

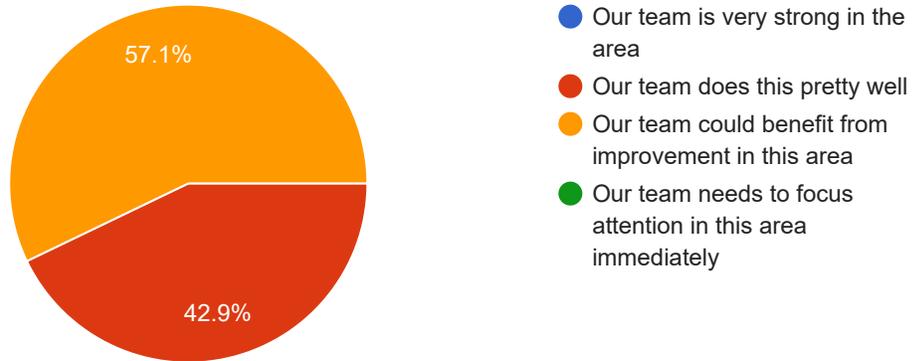
7 responses



Systems and Processes: The board ensures systems and process are in place to accomplish the vision and goals.

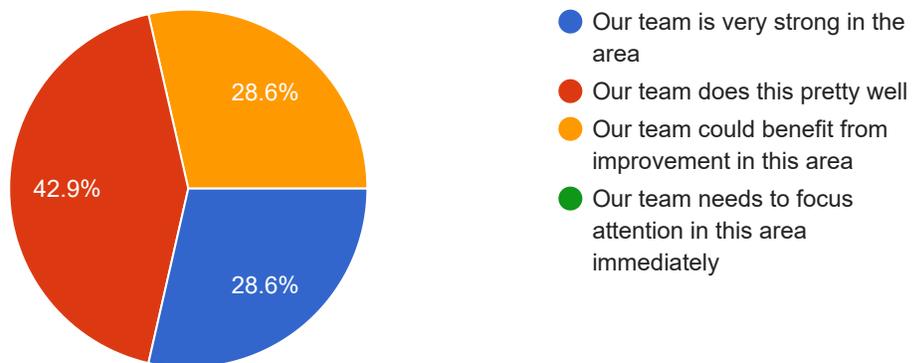
Regularly develops, reviews, and adopts board policies for effective support of the district's vision and goals

7 responses



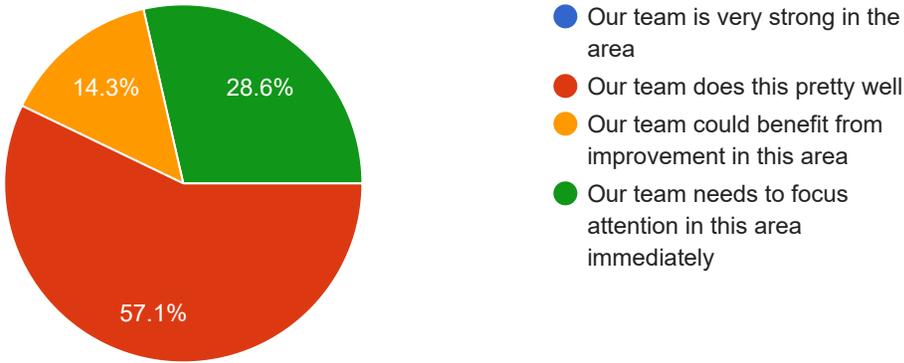
Approves a budget that aligns with and maximizes resources to fulfill the district's vision and goals

7 responses



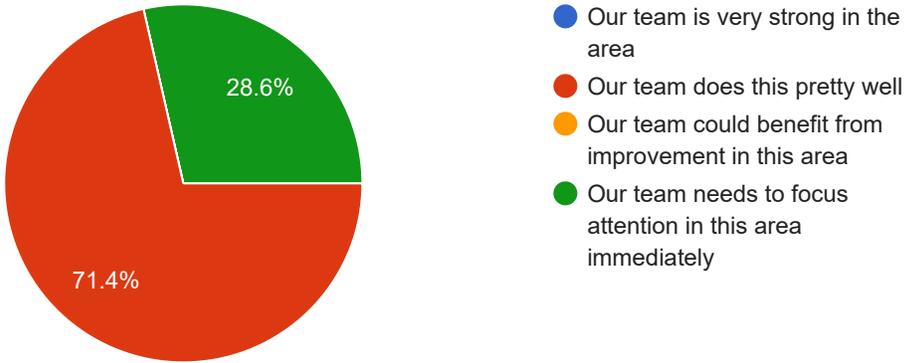
Monitors multiple, measurable elements of student progress and achievement throughout the year

7 responses



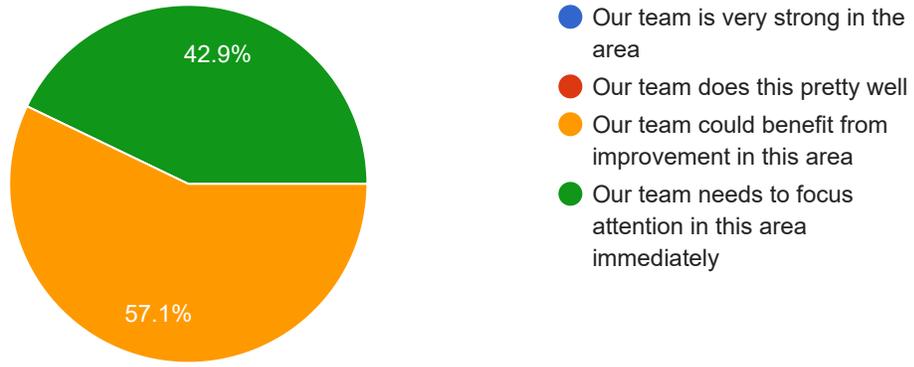
Incorporates equity when making decisions and evaluating systems and processes

7 responses



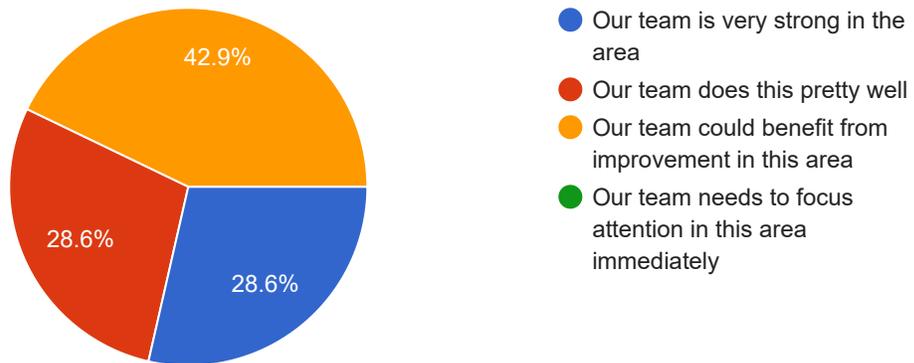
Focuses its actions on following board operating procedures while providing oversight of the superintendent, policymaking, planning and goal setting, progress monitoring, and evaluation, while avoiding involvement in daily operations and management

7 responses



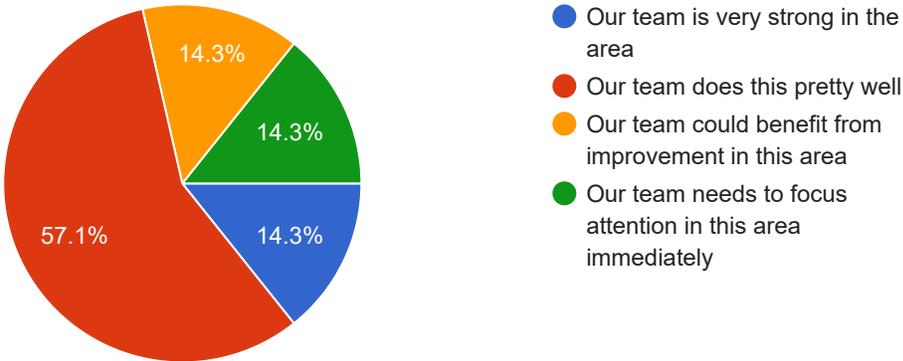
Approves goals, policies, and programs that ensure a safe and secure learning environment

7 responses



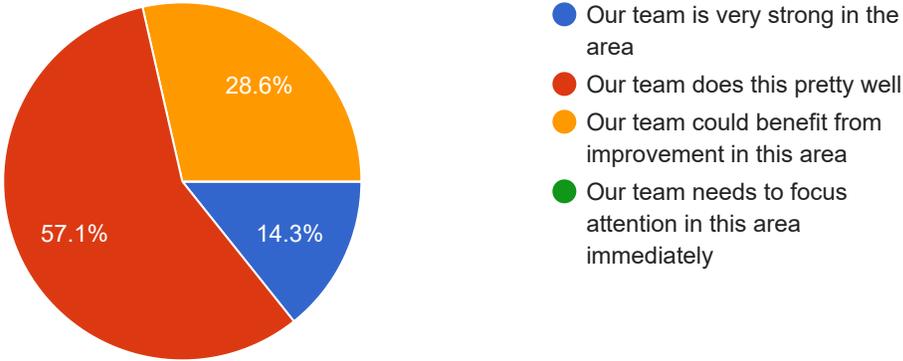
Ensures the equitable distribution of resources, opportunities, and experiences based on the diverse needs of students and schools

7 responses



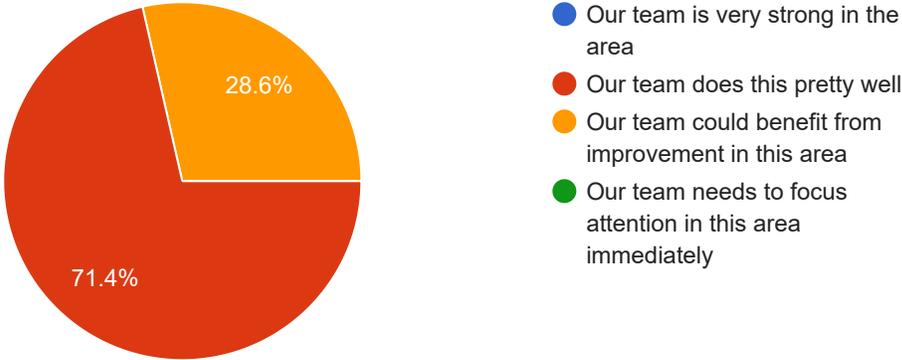
Adopts a planning calendar and engages in a decision-making process consistent with state law and rule to help achieve the district’s vision

7 responses



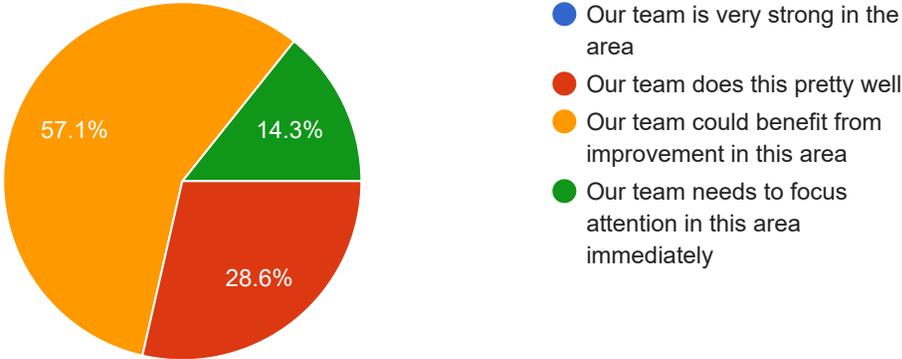
Ensures that the district’s planning and decision-making process enables all segments of the community, families, and staff to meaningfully contribute to achieving the district’s vision

7 responses



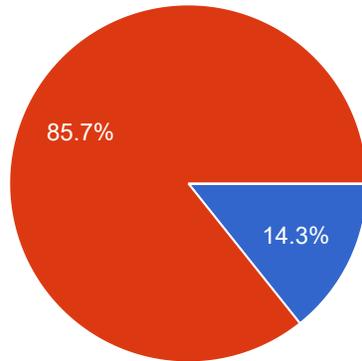
Welcomes and values all people and cultures as important stakeholders in the process for student success

7 responses



### Ensures the district has a system that monitors for sound business and fiscal practices

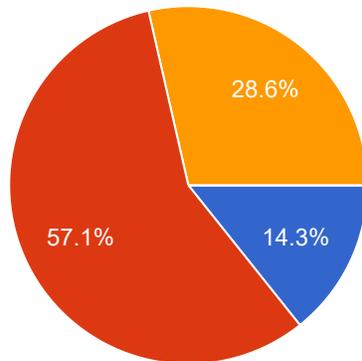
7 responses



- Our team is very strong in the area
- Our team does this pretty well
- Our team could benefit from improvement in this area
- Our team needs to focus attention in this area immediately

### Adopts policies regarding hiring, assigning, appraising, terminating, and compensating school district personnel in compliance with state laws and rules

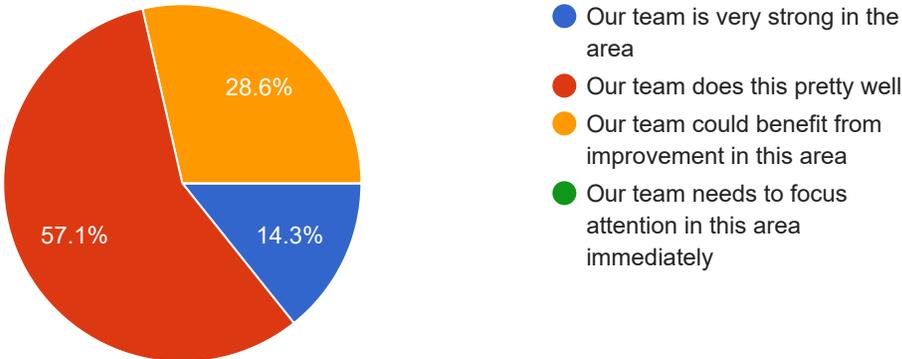
7 responses



- Our team is very strong in the area
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- Our team needs to focus attention in this area immediately

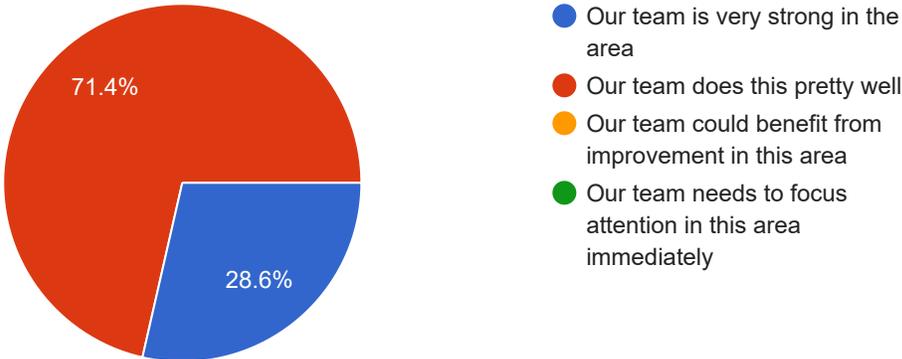
Ensures the district adopts a protocol regarding the recruitment, determination of professional development needs, building of leadership capacity, and retention rates for the district's teachers

7 responses



Fulfills the statutory duties of the local board of trustees and upholds all laws, rules, ethical procedures, and court orders pertaining to schools and school employees

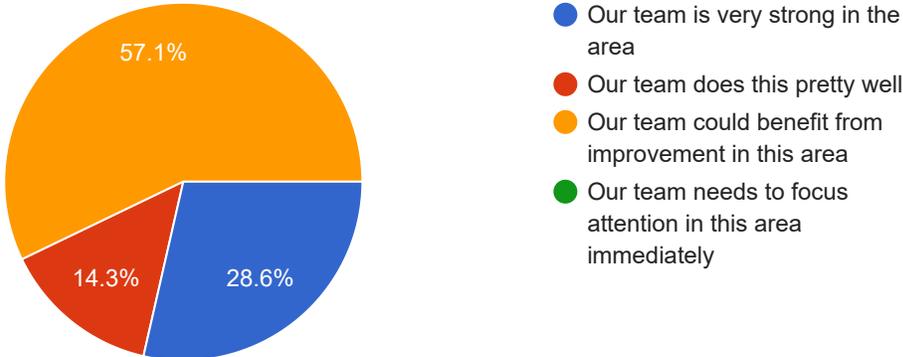
7 responses



Progress and Accountability: The board sets clear goals, provides resources and support, evaluates goal attainment, and engages in ongoing objective feedback on progress and commitments.

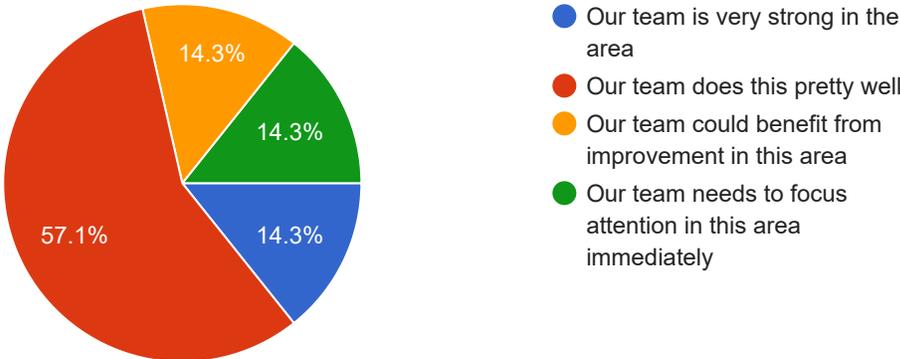
Holds itself accountable to its adopted vision, goals, commitments, and operating procedures

7 responses



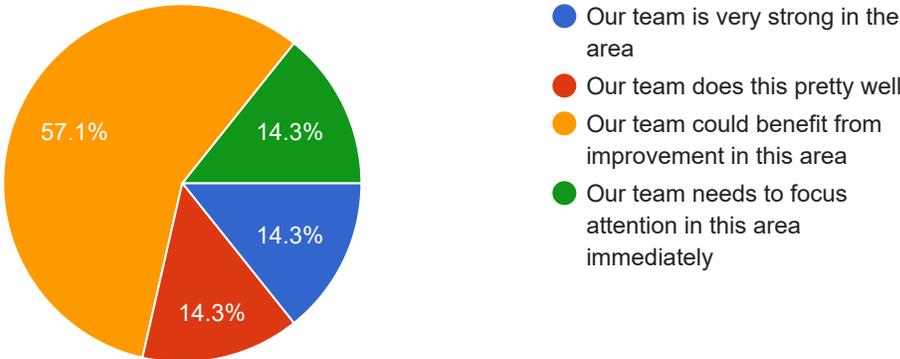
Ensures progress toward achievement of district goals through systematic, timely, and comprehensive reviews of relevant reports and student data that illustrate progress toward locally developed student outcome goals

7 responses



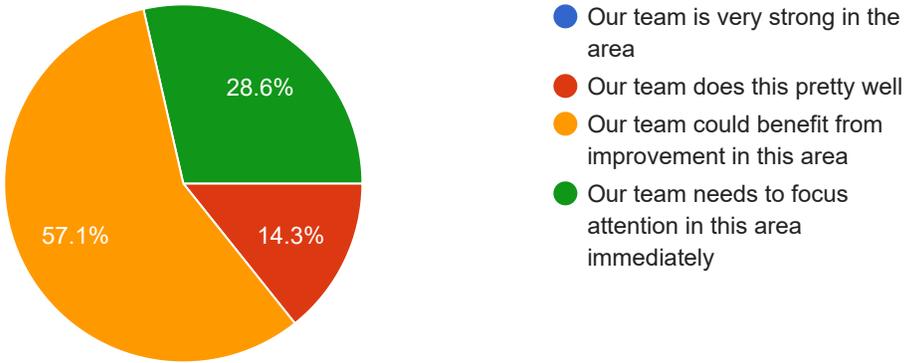
Ensures equity throughout the system by regularly identifying inequities, updating policies, and appropriately distributing resources

7 responses



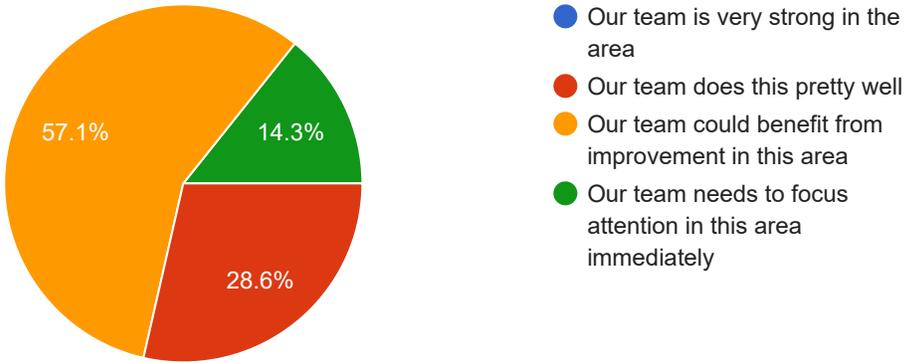
Differentiates among resources, intermediate measures, and outcomes, especially when focusing on student outcomes

7 responses



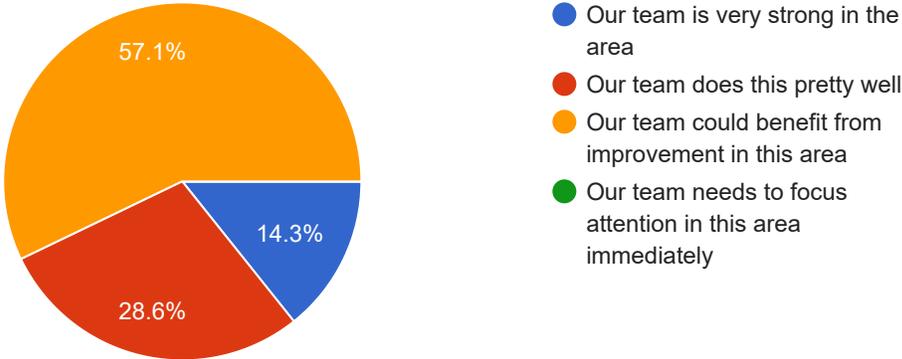
Monitors and evaluates the allocation of resources in support of the district's vision and goals and sustainability

7 responses



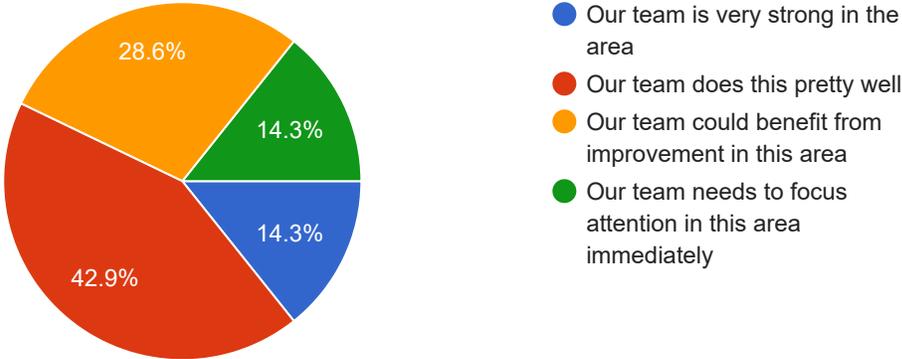
Reviews the efficiency and effectiveness of district operations and use of resources in supporting the district’s vision and goals

7 responses



Employs and annually evaluates the superintendent on the achievement of district goals, including locally developed academic goals, demonstration of educational leadership, and management of daily operations

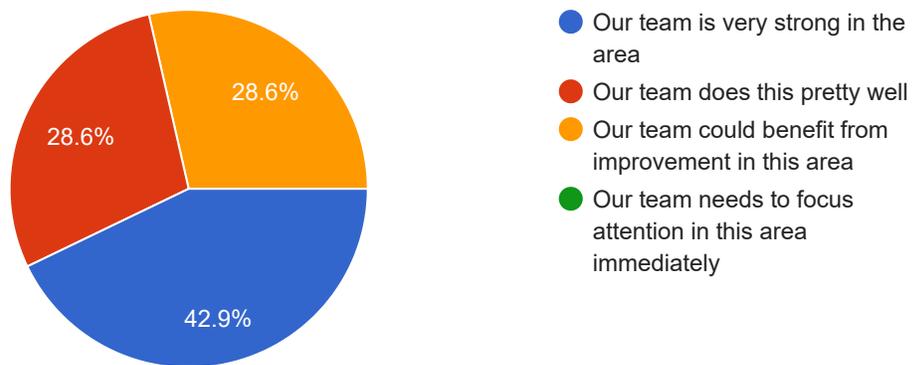
7 responses



Advocacy and Engagement: The board promotes the vision and engages the community in developing and fulfilling the vision. The board advocates on behalf of Texas public schoolchildren.

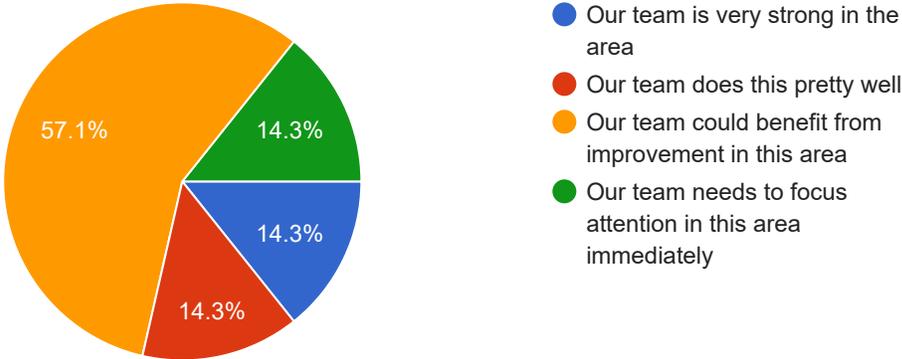
Demonstrates its commitment to, and advocates on behalf of, the shared vision and goals by clearly communicating them to the superintendent, staff, and community

7 responses



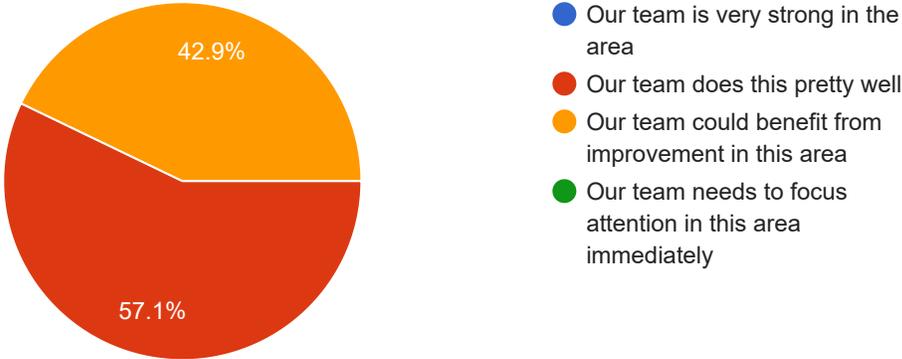
Regularly reports district progress to families and the community, which could include an online dashboard for the community

7 responses



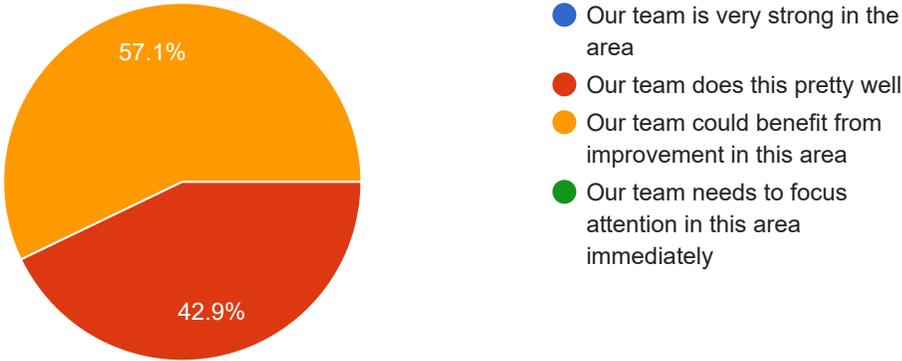
Ensures multiple forms of two-way communication will be used to engage, empower, and connect students, families, staff, media, and community with the district

7 responses



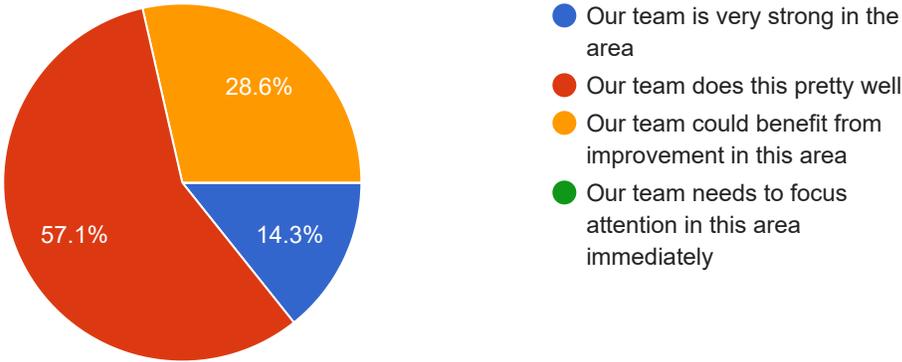
Builds collaborative relationships and partnerships with families and community, business, nonprofit, higher-education, education support organizations, and governmental leaders to influence and expand educational opportunities and experiences to meet the needs of students

7 responses



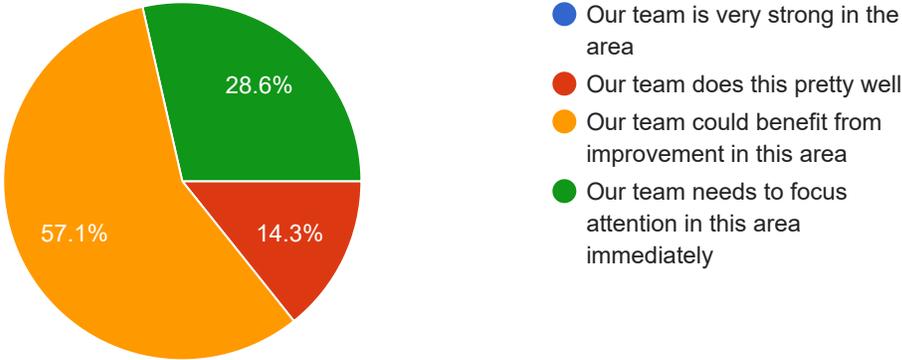
Recognizes the respective roles of and provides input and feedback to the legislature, State Board of Education, and the Texas Education Agency to ensure maximum effectiveness and benefit to Texas schoolchildren

7 responses



Promotes school board service by educating the community about the role of a school board and encouraging leadership opportunities within the community

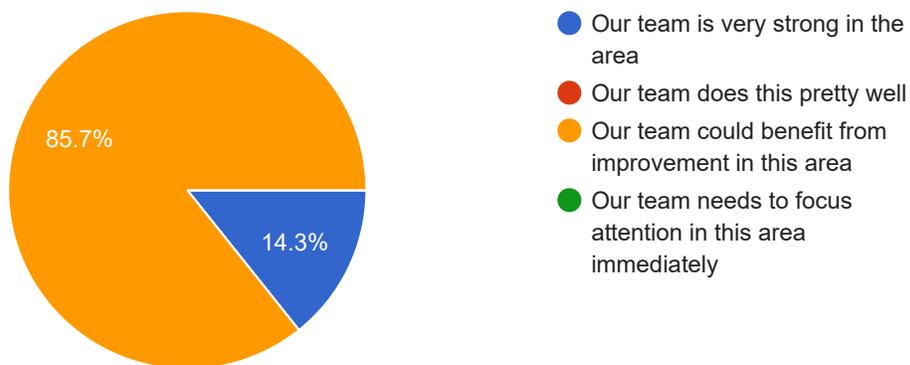
7 responses



Synergy and Teamwork: The board's duties are distinct, and the board works effectively as a collaborative unit and as a team with the superintendent to lead the district in fulfilling the vision and goals.

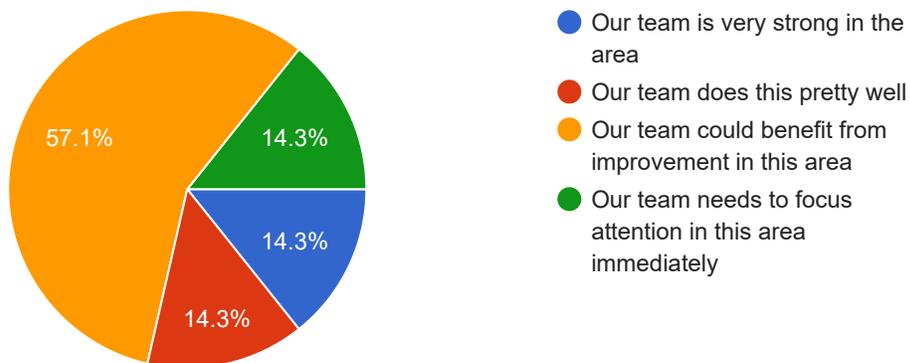
Recognizes its distinct role in establishing the vision and the goals, adopting policies that guide the district, setting priorities, establishing governance protocols to oversee management of the district, adopting and overseeing the annual budget, and hiring and evaluating the superintendent

7 responses



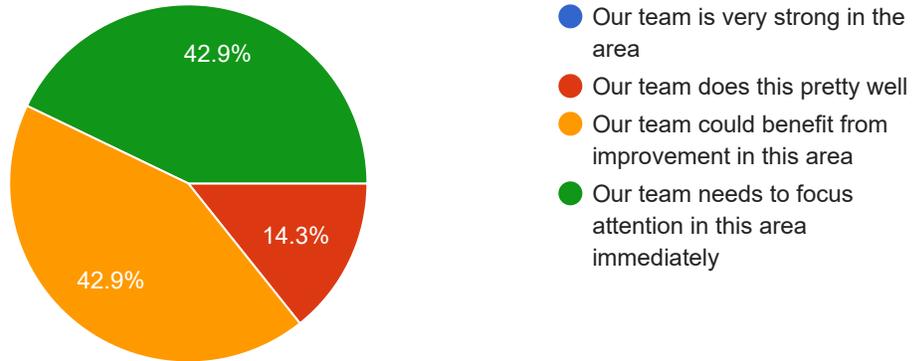
Recognizes each individual trustee's duty as a trustee and fiduciary for the entire district

7 responses



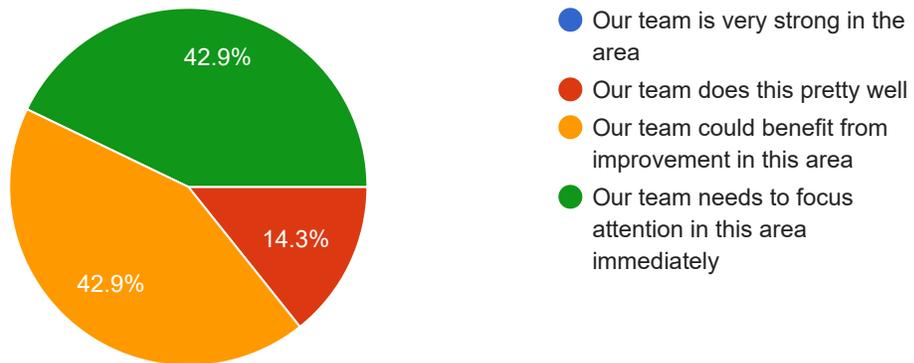
Remains focused on its goals and priorities, as opposed to individual agendas separate and apart from the shared vision

7 responses



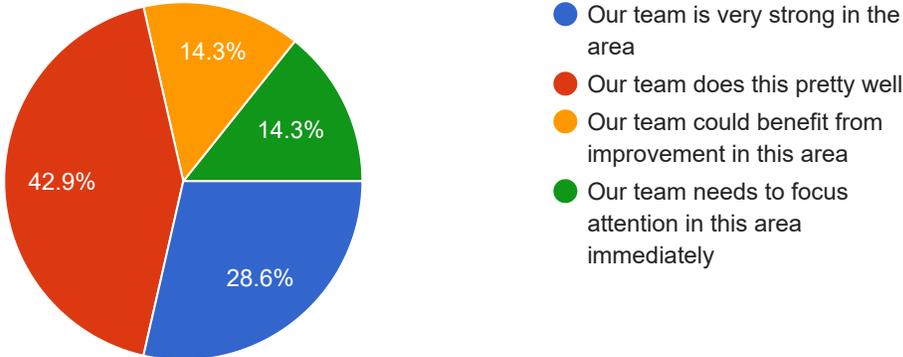
Annually evaluates its performance as a team, with attention given to the district's vision and goals; fulfilling the board's duties, responsibilities, and commitments; and the board's working relationship with the superintendent

7 responses



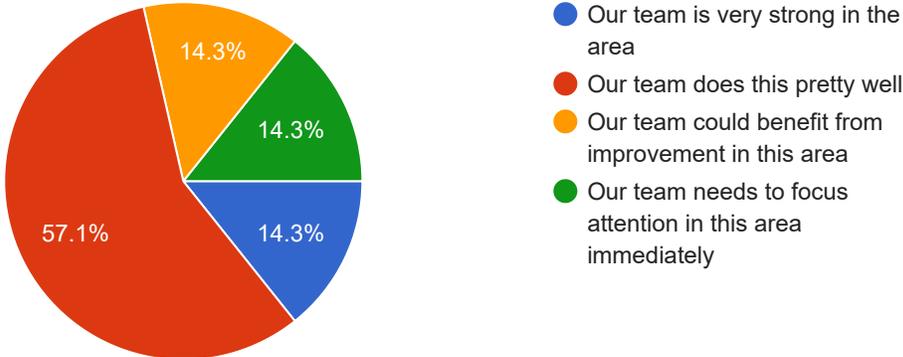
Makes decisions as a whole only at properly called meetings and recognizes that individual members have no authority to take individual action in policy or district and campus administrative matters

7 responses



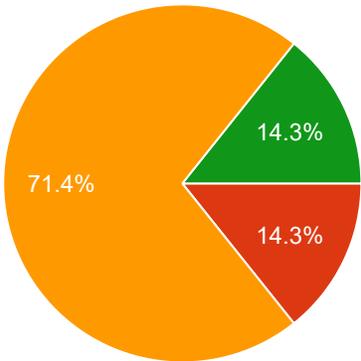
Respects the right of individual members to express their viewpoints and vote their convictions and honors the decisions of the majority

7 responses



Develops teamwork, problem-solving, and decision-making skills as a team with its superintendent

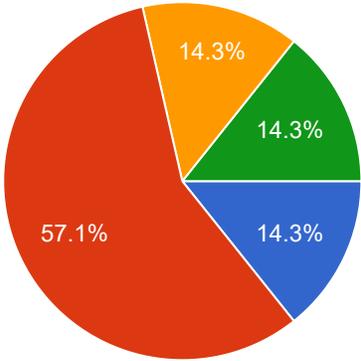
7 responses



- Our team is very strong in the area
- Our team does this pretty well
- Our team could benefit from improvement in this area
- Our team needs to focus attention in this area immediately

Understands and adheres to laws and local policies and respects the superintendent’s responsibility to manage the school district and to direct employees in district and campus matters

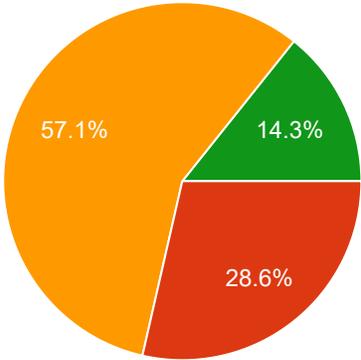
7 responses



- Our team is very strong in the area
- Our team does this pretty well
- Our team could benefit from improvement in this area
- Our team needs to focus attention in this area immediately

Adopts and adheres to established policies and procedures for welcoming and addressing ideas and concerns from students, families, staff, and the community

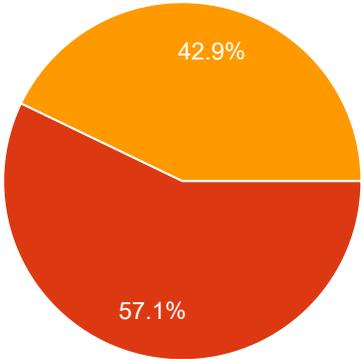
7 responses



- Our team is very strong in the area
- Our team does this pretty well
- Our team could benefit from improvement in this area
- Our team needs to focus attention in this area immediately

Establishes and follows local policies, procedures, and ethical standards governing the conduct and operations of the board

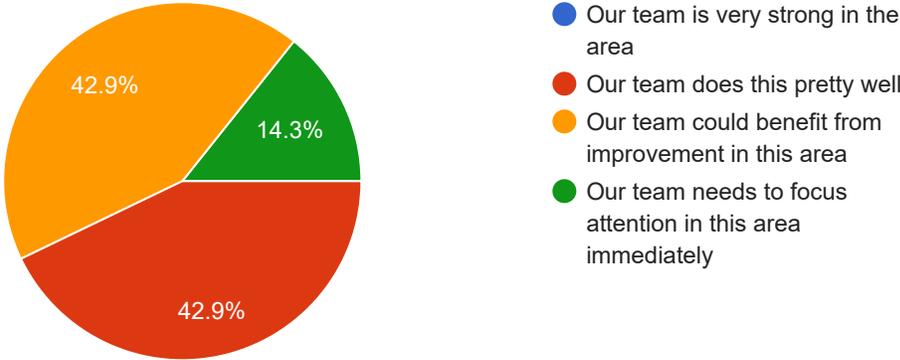
7 responses



- Our team is very strong in the area
- Our team does this pretty well
- Our team could benefit from improvement in this area
- Our team needs to focus attention in this area immediately

Understands the leadership role of the board president and adheres to local policies and procedures about the duties and responsibilities of the board officers

7 responses



# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** Consider Approval of the Board of Trustees Operating Procedures  
**Purpose (this meeting):**  Discussion Item/Report Only  Action Requested  
**Administrator Responsible:** Trish Bode, Anna Smith, Holly Wardell (Eichelbaum Wardell Hansen Powell & Muñoz, P.C.)  
**Attachments:** Draft Board of Trustees Operating Procedures

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## **Background Information:**

The Board of Trustees Operating Procedures manual was last updated on February 25, 2021. Trish Bode and Anna Smith worked with Holly Wardell, on possible revisions. The Board discussed possible revisions with Holly Wardell during the September 9, 2021 Regular Board meeting. Based on that discussion, a proposed draft is attached.

## **Administrative Recommendation:**

N/A

## **Sample Motion:**

*Option 1:* I move the Board approve the revised Board of Trustees Operating Procedures as presented.

*Option 2:* I move the Board approve section V.I. of the Board of Trustees Operation Procedures, which pertains to Citizen Comments/Public Participation.

*Option 3:* I move the Board approve the following sections: \_\_\_\_\_.



## **Board of Trustees Operating Procedures**

**2021**

[Draft 10-1-2021]

# **Leander Independent School District Board Operating Procedures**

The Board Operating Procedures serve as standard operating procedures that supplement the local policies of the school district and provide guidance to the Board of Trustees, as a body corporate, as they: ensure creation of a shared vision that promotes enhanced student achievement; provide guidance and direction for accomplishing the vision; measure and communicate how well the vision is being accomplished; promote the vision; works with the Superintendent to lead the District toward the vision as specified and further detailed in Board Policy ([BBD – EXHIBIT](#)).

## **I. Effective Governance**

The Board will rely on its adopted core beliefs, vision, and mission as they deliberate. Deliberations will also be conducted with a system of communications and interaction that builds upon mutual respect and trust between Board Members and between Board Members and the Superintendent. Accordingly, they will:

1. Exercise courteous honesty in all written and interpersonal interaction, avoid misleading information;
2. Demonstrate respect for the opinions and comments of each other;
3. Focus on issues rather than on personalities;
4. Maintain focus on common goals;
5. Communicate with each other in a timely manner to avoid surprises;
6. Criticize privately, praise publicly;
7. Maintain appropriate confidentiality;
8. Openly share concerns, information, knowledge, and agendas;
9. Make every reasonable effort to protect the integrity and promote the positive image of the district and each other;
10. Respond in a timely manner to requests and inquiries from each other.

## **II. Election of Board Members**

- A. The Board is composed of seven members, all of whom are elected at large. Board elections are held in alignment with November uniform election dates, in even numbered years, as established by the legislature.
- B. A meeting will be held not earlier than the 8th day and not later than the 11th day after the election to canvass returns and for new members to file the Statement of an Elected Officer. See Board PolicyBBBB (LEGAL).
- C. The new Board will meet at the next regularly scheduled meeting after the results are canvassed to review the selection of the following Board officers: President, Vice-president, and Secretary. See Board Policy BDAA(LEGAL). The LISD Board typically reorganizes in June following November elections.
  1. Board Officers shall serve for a term of one year or until the next called officer election. Officers may succeed themselves in office.
  2. Any Board Member who seeks to be elected to an office will make his/her intentions known to the Board in closed meeting prior to the first board meeting in June. A Board

## **Leander Independent School District Board Operating Procedures**

Member may choose to withdraw his/her name from consideration for an office by notifying the Board Secretary, who will then notify all Board Members, at any time up until the election is conducted.

3. At any meeting at which the Board will take action on Board Officers, the agenda shall include a provision for a closed session deliberation to discuss reconstituting the officers of the Board. During the closed meeting, the Board will deliberate the duties and qualifications of public officers. The current Board President will ask for nominations.
  4. When reconvened in open meeting, in compliance with the Texas Open Meetings Act, the current Board President will preside over the election of the Board Officers. The current Board President will entertain nominations. Board members will not self-nominate from the dais. A nomination requires a second. If additional nominations are made, then each office will be voted on separately by the Board according to Robert's Rules of Order. The Board will vote for each office in turn, beginning with the Board President. If there is more than one nominee for a position, candidates will be voted on in the order of their nomination.
  5. Newly elected officers will assume responsibility for their office immediately upon election to the Board Office.
  6. In the event of a vacancy in an Officer's position, the Board may by a majority action of the Board at any duly called meeting fill the vacancy.
  7. The immediate past President and the newly elected President shall meet with the Superintendent within one week of election of officers to review all matters pending, to ensure the newly elected President has all the information required of the office, and to be sure all operating procedures are completed in a timely manner.
- D. The Board will offer orientation and training to new members in the Board's governance process.
1. New Board Members will have a meeting with staff for their name badge and other generic, logistical information before their first board meeting.
  2. As a supplement to the information provided in relation to his/her candidacy, a district orientation for a new Board Member will be scheduled by the first board meeting a new Board Member takes the Oath of Office.
  3. At a minimum, the Superintendent and Board President will participate in the orientation. Additional administrative staff also may be included to provide specific information about the district.
  4. The orientation should include, but will not be limited to the following:
    - a. Board Operating Procedures and Board Policies
    - b. Superintendent's overview of district administrative organization
    - c. Training to access district electronic communications
    - d. District budget overview
    - e. District goals overview
    - f. Board annual calendar and briefing of upcoming events

## **Leander Independent School District Board Operating Procedures**

E. For specific policies related to Board Member Elections, see Board Policy BBB.

### **III. Roles and Official Duties of the Board Officers**

A. The **President of the Board** ensures the integrity of the Board's processes and serves as the Board's official spokesperson. Accordingly, the President has the following authority and duties:

1. Monitor Board behavior to ensure that it is consistent with its own rules and policies and those legally imposed upon it from outside the organization.
  - a. Conduct and monitor Board meeting deliberations to ensure that only Board issues are discussed;
  - b. Ensure that the Board meeting deliberations are fair, open, and thorough, but also efficient, timely, orderly, and to the point;
  - c. Chair Board meetings with all the commonly accepted power of that position as described in Robert's Rules of Order, and with voting rights;
  - d. Conduct periodic self-assessments to ensure process improvement.
  - e. Facilitate communication between Board members;
  - f. Facilitate agenda planning (including consent agenda items), development, and ordering of agenda items during meetings;
  - g. Act as the Board's spokesperson to the media.
2. Compile and facilitate the summative evaluation of the Superintendent.
3. Represent the Board to outside parties in announcing Board-stated positions and in stating decisions and interpretations with the areas assigned to the President, delegating this authority to other Board members when appropriate, but remaining accountable for its use.
4. Sign contracts, resolutions, and legal documents authorized by the Board.

**B. Board Vice President:**

1. Act in the capacity and perform the duties of the President of the Board in the event of the absence, disability, or resignation of the President.
2. Become President only upon being elected to the position by the Board.

**C. Board Secretary:**

1. Ensure that accurate records of Board meetings are kept.
2. Act in the capacity and perform the duties of the President of the Board in the event of the absence, disability, or resignation of the President and Vice President.
3. Sign contracts, resolutions, and legal documents authorized by the Board.

D. For specific policies related to Duties and Requirements of Board Officers, see Board Policy BDAA.

# **Leander Independent School District Board Operating Procedures**

## **IV. Developing Board Meeting Agendas**

- A. To accomplish its stated objectives, the Board develops and follows an Annual Agenda Planning Calendar that includes a schedule for significant aspects of the Board's upcoming work, including monitoring of District performance, matters related to the District budget, bond and facility work, contracts, policies, personnel, evaluation of the Superintendent, and other items pertaining to major business of the Board.
- B. Not later than June 30 of each year, the Board President, in cooperation and consultation with the Superintendent, will develop a draft of the Board's Annual Planning Calendar of Board Meetings. The Annual Planning Calendar will serve as a template for agenda and activity planning purposes. The Board's Annual Planning Calendar provides a general planning guideline and can, at a minimum, include the following items:
  - 1. Items legally required annually but not at specific times;
  - 2. Items required by Board Policy;
  - 3. Desired Board Reports;
  - 4. Student Performance Reports;
  - 5. Program Evaluation;
  - 6. Instructional Programs and District Initiatives to review in the upcoming year;
  - 7. Activities not related to Board Meetings, to include District activities/events, major campus events, meetings of district-related organizations/committees, Board training opportunities/workshops/conventions, business meetings of local governmental entities, and advisory group meetings.
- C. Board Member Remarks: Board Member Remarks is a standing item on the agenda and notice of regular Board Meetings. This item allows Board members to highlight: announcements of or attendance at school and community events; visits to campuses; recognitions of outstanding performance by district staff and students; and recognition of new programs and special activities; and committee updates. This agenda item is not an opportunity for trustees to make statement, general or otherwise, about their positions on issues or conditions in the district/community or to provide commentary on a topic.
- D. Placing Items on the Agenda
  - 1. To accomplish its stated objectives, the Board develops and follows an Annual Agenda Planning Calendar that includes a schedule for significant aspects of the Board's upcoming work, including monitoring of District performance, matters related to the District budget, bond and facility work, contracts, policies, personnel evaluation of the Superintendent, and other items pertaining to major business of the Board.
  - 2. Items on the agenda shall be added in the format of identifying the District goal that is addressed. An item is not in order to be placed on the agenda again if it has already been added and discussed in the current quarter and is not on the upcoming calendar for discussion.
  - 3. The Board President and Superintendent shall prepare the agenda for each Board meeting in accordance with the Annual Agenda Planning Calendar. Agenda items may

## **Leander Independent School District Board Operating Procedures**

be added by the Superintendent through appropriate consultation with the Board President.

4. Any Board member may propose a subject for consideration by the Board. Ideally, such requests ~~shall~~ be made before the Board at a Board meeting or proposed in writing to the Board President no later than **7 calendar days** before the meeting is posted. If two Board members (the Board President may be one of the two members) agree to have an item placed on the agenda, the Board President shall place the item on the agenda of the next regular board meeting or a subsequent meeting. **Notwithstanding, the Board President may refuse to place an item on the agenda if it is not time to discuss the subject per the Board's Annual Planning Calendar and the item has already been discussed on two or more agendas within the preceding quarter.** In accordance with the Texas Open Meetings Act, no member can place an item on the agenda less than 72 hours in advance of a meeting, except in an emergency as per Texas law.
5. Board agendas will be electronically delivered to board members **6 calendar days** prior to the regular Board meeting.
6. The Superintendent's office is responsible for the posting of the agenda, no later than **72 hours** before the meeting in accordance with Chapter 551 (Open Meetings Act) of the Texas Government Code.
7. The order in which posted agenda items are taken may be changed by the presiding officer at any meeting.
8. Should a member wish to remove an item from the consent agenda, that item will be discussed as a separate action item. See Board Policy BE(LOCAL).
9. Board members are encouraged to advise the Board President, Superintendent, or Superintendent's designee of questions or concerns on agenda items before the Board meeting.
10. For more information about agenda preparation, see Board Policy BE(LOCAL).

### **V. Board Meetings**

- A. The Leander ISD Board of Trustees typically will meet on the second and fourth Thursdays of each month with meetings normally beginning at 6:15 p.m., but times may vary. The Board President may call a special or emergency meeting at the request of two or more Board members and/or by the Superintendent as provided in Chapter 551 (Open Meetings Act) of the Texas Government Code.
- B. Four members present constitute a quorum for a meeting.
- C. The Board will hold itself accountable for governing with excellence. This self-discipline of excellence applies to attendance, beginning meetings on time, preparation for meetings, adherence to policymaking principles, respect of roles, active participation in the monitoring process, and ensuring effective governance capability into the future.
- D. The Board solemnizes its proceedings by beginning regular monthly board meetings with a recitation of the pledge of allegiance to the United States, the pledge of allegiance to the

## Leander Independent School District Board Operating Procedures

state flag, and a moment of silence.

- E. Board Members shall refrain from electioneering and political advertising from the dais. See BBBB(LEGAL).
- F. The Board shall observe the parliamentary procedures as outlined in *Robert's Rules of Order Newly Revised*, except as otherwise provided in Board procedural rules or by law.
  - 1. All discussion shall be directed solely to the business currently under deliberation.
  - 2. The presiding officer has the responsibility to keep the discussion to the motion at hand and shall halt discussion that is not germane to the business before the Board.
  - 3. The presiding officer shall recognize a Board member wishing to comment. Board Members shall be respectful of time to allow other trustees an opportunity to ask questions or make comments.
  - 4. Questions and comments must be germane to the current agenda item.
  - 5. Encourage board members to be thoughtful in questioning and allow others to engage and participate – not monopolize the discussion
  - 6. Only Board Members who are counted as present may participate in discussion, debate, or voting.
  - 7. All Board Members are expected to conduct themselves with professionalism, respect, and integrity.
  - 8. The Board President may vote on all action items.
  - 9. In case of a tie vote, a motion fails.
  - 10. Dissenting and abstaining votes shall be recorded in the minutes of the Board Meeting.
  - 11. Once a majority decision has been reached, individual Board Members will publicly support the vote.
- G. For the most updated information on meetings, visit the [LISD Board of Trustees website](#) and click on the Board Meetings & Live Stream drop down box.
- H. For specific policies related to Board Meetings, see Board Policy BE.
- I. Citizen Comments/Public Participation
  - 1. The Board encourages citizens to make their comments, concerns and ideas known to the Board during the Citizen Comments segment of the meeting. Persons may address the Board on agenda or non-agenda items at regular board meetings. At specially called meetings, the public may comment only on items on the agenda.
  - 2. Citizen Comments will normally be held after the call to order, Pledge of Allegiance, and recognitions. A person wishing to address the Board shall sign up prior to the beginning of the meeting. **For meetings that start at the usual time of 6:15 PM, on the day of the meeting, the sign-up sheets for Citizen Comments will be available at the LISD Administration Building meeting and online from 8:00 a.m. – 12:00 p.m. The deadline for signing up to speak will be 12:00 p.m. preceding the Board Meeting. For meeting with a different start time, the sign-up window will be specified at the top of the meeting agenda.** Each citizen should sign up personally. The LISD Board seeks to

## **Leander Independent School District Board Operating Procedures**

conduct its meetings in a polite, professional manner, and would appreciate Citizen Comments being shared in a similar fashion.

3. Each speaker will be **given up to 2 minutes**. The presiding officer may modify this time at his/her discretion based on the number of citizens who signed up to speak. For example, if more than forty-five (45) speakers sign up, the presiding officer may reduce the time allotted for each speaker to one (1) minute, unless additional time is needed for translation in accordance with BED(LEGAL). Speakers may not “donate” their time to other speakers.
4. The Board does not allow the use of video, slide, or other electronic presentations. Speakers must address the Board from a speakers’ podium/table. No speaker may approach the dais without permission of the presiding officer.
5. If citizens bring a written statement or support materials, they should provide enough copies for the seven Board members and the Superintendent.
6. Specific complaints about individual district personnel shall be processed through the District's grievance policies DGBA (Employee), FNG (Parent/Student), and GF (Public) (LOCAL). See [Leander ISD Complaint Form \(FNG Exhibit\)](#) for sample parent/student grievance form.
7. The Board requests that citizens not refer to individual students or employees by name during Citizen Comments.
8. The Board will not engage in dialogue with the speaker during the Board meeting. However, the Board or Superintendent may provide specific factual information or recite existing policy to clarify some inquiries or issues.
9. The Board shall not deliberate or make decisions regarding any subject that is not on the posted agenda. The presiding officer shall recognize Board members prior to any member asking clarifying questions or making statements to the Board. Board members may direct the Superintendent to investigate item(s) and report back to the Board as appropriate.
10. The Board President shall maintain decorum, so that the Board may conduct the business of the District. Outbursts and demonstrations that disrupt with a Board Meeting are prohibited. The Board shall not tolerate disruption of the Board meeting by members of the public. If, after one warning from the presiding officer, any person continues to disrupt the meeting by words or actions, the person shall be removed from the meeting. All individuals attending meetings are expected to comply with applicable guidelines from the District regarding emergency procedures and/or in accordance with executive orders issued by duly authorized local, state, and/or federal authorities. A single outburst or incident may be so disruptive that an individual may be removed without an initial warning.
11. Signs or placards brought to a Board meeting shall not block the vision of those attending the meeting.
12. For specific legal policies related to public participation at Board meetings, see Board Policy BED.

## **Leander Independent School District Board Operating Procedures**

### **VI. Closed Meetings**

- A. The Board must convene in open session with proper posting prior to the presiding officer announcing a recess into closed meeting. The reason/exception for a closed session must be read aloud indicating the items to be discussed in closed session under Chapter 551 (Open Meetings) of the Texas Government Code. During a closed meeting, the Board can deliberate properly posted items but may not take any actions related to those items. All Board actions, including voting, must occur in open session.
- B. Discussions and information shared during closed session shall remain confidential. Board Members must always be mindful of their fiduciary duty to the District and protect information provided to them in trust during closed meeting. Trustees who reveal matters discussed in close meeting are subject to censure in accordance with these procedures. If a Board Member has questions about the confidentiality of information shared in closed meeting, they are encouraged to confer with the Board's Counsel.
- C. The Board shall keep a certified agenda of the proceedings of each closed session. Only members of the Board (whether present at the closed session or not) can review the minutes of a closed session without a court order. A Board member wishing to review the certified agenda of a closed session should contact the Superintendent's office. A copy may not be made. Certified agendas are to be sealed, kept confidential, and stored in a locked place in accordance with retention schedules and Board policy.
- D. For more information on closed meetings, see Board Policy BEC.

### **VII. Voting**

- A. No item shall be acted upon by the Board unless the item is posted in the public notice for the meeting.
- B. When an item for action on the agenda is reached, the following procedure will apply:
  - 1. The Presiding officer shall announce the item for action.
  - 2. The Superintendent or appropriate staff member may make a comment, statement, recommendation, or presentation regarding the item.
  - 3. The Board may discuss the item and raise questions.
  - 4. Action is taken by means of a motion and a second, followed by a hand vote of Board members present. The Board also has the option of not taking action on an item.
- C. For more information about voting, see Board Policies BDAA(LOCAL) and BE(LOCAL).

### **VIII. Evaluation of the Superintendent**

- A. The Superintendent evaluation will be conducted on an annual basis.
- B. The evaluation will be conducted in closed meeting.
- C. The individual Board member evaluation of the Superintendent and the final Board evaluation of the Superintendent will be presented to the Superintendent by the Board in closed meeting.

## **Leander Independent School District Board Operating Procedures**

D. For more information on superintendent evaluations, see Board Policy BJCD(LOCAL).

### **IX. Evaluation of the Board**

- A. The Board shall perform a self-review or evaluation in closed meeting.
- B. The Board review shall take place annually.
- C. The Board Operating Procedures and Board Member Code of Ethics shall be included in the review or evaluation. For information about Board Member ethics, see BBF(LOCAL).
- D. For more information about board self-evaluations, see Board Policy BG(LEGAL).

### **X. Communications**

- A. Board/Superintendent Communication: In order to build and maintain productive and effective relationships between the Board and the Superintendent, both the Board and the Superintendent will maintain a system of communication and interaction that builds upon mutual respect and trust.
- B. With respect to providing information and counsel to the Board, the Superintendent shall not fail to give the Board as much information as necessary to allow Board members to be adequately informed.
- C. The Superintendent will communicate information in a timely fashion to all Board members through:
  - 1. Board meetings and executive sessions;
  - 2. Board correspondence;
  - 3. Telephone calls;
  - 4. One-on-one meetings.
- D. Board members will keep the Superintendent informed via telephone calls, voice mails, e-mails, personal visits, dialogue meetings, and requests for executive session or open meeting discussions.
- E. Correspondence related to formal complaints or grievances, as described in Board Policies DGBA, FNG, and GF (LEGAL and LOCAL) will not be forwarded to Board members in order that they may maintain their objectivity pertaining to matters that may require Board action in the future. The sender will be notified with an explanation of the decision not to forward the communication.
- F. Board Response to Contacts/Correspondence
  - 1. Individual Board members may communicate with members of the community as they deem appropriate. However, Board Members should not try to solve complaints or grievances individually or outside established procedures for complaints or grievances. While Board members strive to be responsive to stakeholders, it is not possible for them to respond to every inquiry due to the volume of correspondence. When responding to members of the community via email or letter, Board Members

## **Leander Independent School District Board Operating Procedures**

are encouraged to cc the Board President or Vice President.

2. Letters and faxes addressed to individual Board Members and received in the Superintendent's office are delivered to that Board Member at the next Board meeting. If an item is urgent or time sensitive, the Board Member is contacted by email or telephone before the meeting.
3. Citizens may contact the Board of Trustees by email at: [governance.team@leanderisd.org](mailto:governance.team@leanderisd.org). The Superintendent's office will acknowledge receipt of the email and inform the sender that the message has been forwarded to individual Board members and to the appropriate administrator(s). The administration will ensure that an appropriate response is provided on behalf of the Board of Trustees.
4. If a Board member responds to an inquiry in writing, he or she will copy the Superintendent's office who will determine whether information needs to be added to the Superintendent's weekly memo to the Board.
5. The Board of Trustees encourages input, and the confidentiality of reports will be maintained when possible and requested. Anonymous calls or letters will not receive a response and will not result in directives to the administration.

### G. Administration Response to Contacts/Correspondence

1. All correspondence addressed to the Superintendent or administration will be routed to the appropriate staff members.
2. The appropriate staff members will investigate the issues raised in the correspondence and will respond in a reasonable and appropriate manner. It is the goal of the administration to respond to correspondence within ten working days.
3. The LISD administration encourages input. Anonymous calls or letters, however, will not receive a reply from the administration. If requested, confidentiality of the person writing the correspondence will be maintained when possible.

### H. Board Communication

- I. Board members are encouraged to share information about noteworthy meetings and events with other Board members at properly posted Board meetings. Board members should notify the Superintendent's office to allow for calendar additions and postings as needed.

### J. Social Media

1. The Board recognizes that social media can be a positive tool for fostering community engagement with the school district; however, Board Members must operate within appropriate guidelines when they are communicating online about school district business.
2. In using social media to communicate about school district business, the Board Member shall:
  - a. Clarify that he/she is communicating as an individual member of the Board and not as an official district spokesperson;
  - b. Avoid deliberating school district business with a quorum of the Board;
  - c. Direct complaints or concerns presented online to the appropriate administrator;

## **Leander Independent School District Board Operating Procedures**

- d. Avoid posting content that indicates that the Board Member has already formed an opinion on pending matters or matters that may come before the Board;
- e. Not solicit input from the community by polling or surveying friends or connections and not allow social media to direct decisions as a trustee;
- f. Post only content that the District has already released to the public;
- g. When attempting to restate what happened at a Board Meeting, clarify that the posting is not an official record of the Board Meeting and share information only from the open portions of the meeting;
- h. Conduct oneself online in a manner that reflects well on the District; avoid posting information that has not been verified and made public by the District; and never post anonymously about school business or repeat rumors;
- i. Immediately report suspected illegal activities and harassing or defamatory communications that involve school officials, staff, students, or District business to the Superintendent;
- j. Realize that by using a personal account to conduct official school district business the account may become a public forum under the First Amendment;
- k. Retain electronic records—including the Board Member’s posts and content others post to the account—when required to do so by the District’s records retention schedule; and
- l. Comply with the District’s acceptable use policy when using district-issued devices or technology resources and immediately report to the District any potential security breach if control or possession of confidential District records are lost.
- m. Understand that a Board Member’s failure to comply with these communication requirements will be addressed in the manner described below in Addressing Board Member Violations.

### **XI. Individual Board Member Requests for Information or Reports**

- A. An individual Board member, acting in his or her official capacity, has the right to seek information pertaining to District fiscal affairs, business transactions, governance, school operations, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code. Written responses to information requests from the Board will be distributed to all Board members in a timely manner.
- B. Individual members shall not have access to confidential student records unless the member is acting in his or her official capacity and has a legitimate educational interest in the records. In such cases, individual members shall seek access to the records from the Superintendent. At the time access to the records is provided, the Board member shall be advised of his or her responsibility to comply with confidentiality requirements.
- C. Individual Board members shall not issue formal written or oral requests for information directly to campus principals or other administrators not designated as Board contacts. Board members may e- mail or call the Superintendent to ask questions or request information.

## **Leander Independent School District Board Operating Procedures**

- D. For more information about Board members' access to information, see Board Policy BBE(LEGAL).

### **XII. Citizen or Employee Request/Complaint to Individual Board Member**

- A. If parents, students, or other members of the public bring concerns or complaints to an individual Trustee, the Board member should listen to the complaint to better understand the critical issues, unless it relates to a formal complaint or grievance already filed under Board Policies DGBA, FNG, or GF and upon which the Board may be requested to take action. The Board member should take the following steps:
  - 1. Refer the parent, student, employee, citizen to the administrator who is in the best position to assist in addressing the concern or complaint.
  - 2. Make the citizen aware of the District policies and procedures in place to address citizen concerns or complaints and remind them that Board members must remain impartial in case the matter requires Board action in the future.
  - 3. Notify the Superintendent's office if the situation warrants.
- B. For more information about access to the LISD's grievance procedures, see Board Policies DGBA(Employee), FNG (Parent/Student), and GF (Public).

### **XIII. Media Inquiries to the Board**

- A. The Board President generally serves as the official spokesperson for the Board. However, under special circumstances, the Board may elect to appoint a different spokesperson for the Board.
- B. A Board member who receives calls from the media should notify the Superintendent and the Chief Communications Officer.
- C. Individual Board members who are asked for individual comments or opinions by the media are to qualify those statements as being the opinion of the individual Board member and not representative of the Board as a whole or the school district. Board Members must be mindful that comments to the media or on social media in their individual capacity may be perceived as statements on behalf of the District. See BBF(LOCAL). [
- D. For more information about LISD's Centralized Communication Functions, see Board Policy GBB(LOCAL).

### **XIV. Board Member Visits to a School Campus**

- A. Board members may be invited to attend public events, receptions, groundbreakings, dedications, ribbon cuttings, and other campus events. In such cases, notifying the Superintendent is not necessary; however, Board members must be cognizant of whether a quorum attends the event and Open Meeting Act requirements.
- B. Board members who wish to visit a campus to view a program or activity in their official capacity shall notify the Superintendent and coordinate the visit with the principal. At no time will Board members visit campuses or other school programs in an attempt to

## **Leander Independent School District Board Operating Procedures**

evaluate personnel.

- C. These guidelines do not pertain to visits as a parent or as a spectator to school events. Board members with children enrolled in the school district are entitled to the same rights, privileges, and courtesies as all other parents or guardians. However, when engaging in conferences or interactions with school personnel as a parent, a Board member shall not let his/her official position interfere or dictate decisions that should be fair and impartial.
- D. Board members who wish to visit a campus in any capacity other than their official capacity shall do so in accordance with Board Policy GKC (LOCAL).

### **XV. Board Training Requirements**

- A. The Board must meet minimum annual requirements for training from November to November of the following year.
- B. At the last regular October board meeting, the Board President must announce the name of each board member who has completed/exceeded/or is deficient in the required continuing education as required by 19 Tex. Admin Code 61.1 (j).
- C. All Board members may attend the annual state TASA/TASB Convention, and the Board's TASB representative(s) may attend appropriate TASB meetings in accordance with LISD's representation on the TASB board of directors.
- D. Pending any necessary budget considerations, all Board members may attend NSBA Convention.
- E. The Board's representative(s) are encouraged to attend the Central Texas School Board Association meetings (Region XIII).
- F. All Board members may attend the Region XIII Education Service Center Board training sessions and/or meetings.
- G. The Board's representative(s) may attend the legislative sessions and/or meetings of the State Board of Education as appropriate.
- H. Additional training or educational seminars may be requested by individual Board members and approved by a majority of the Board through Board action.
- I. Board members may attend regional or state UIL activities representing the District, with a maximum of one over-night lodging expense per event.
- J. Board members may attend local breakfast, lunch, or dinner meetings that are education-related or related to Board and/or District business.
- K. Exceptions to the above must be approved by a majority of the Board members.
- L. For specific legal policies related to Board Member training, see Board Policy BBD (LEGAL).

### **XVI. Travel Reimbursement**

- A. Reimbursement to Board members for reasonable travel expenses\* for attendance at regional, state, or national conventions, conferences, and workshops shall be made by the

## Leander Independent School District Board Operating Procedures

District when attendance is authorized and deemed by the Board to be necessary to conducting the business of schools.

- B. Recognizing that Board members serve the Leander Independent School District without compensation for their service as trustees while also maintaining separate employment, Board members are permitted to engage in limited work on private or personal matters while travelling on school business, so long as the work or personal/private matter does not interfere with the Board member's ability to attend to the business of LISD.
- C. The District may not pay the travel expenses of spouses and other persons who have no responsibilities or duties to perform for the Board when they accompany a Board member to Board-related activities.
- D. For specific policies related to Board Member Travel Reimbursement, see Board Policy BBG. <http://pol.tasb.org/Policy/Code/1248?filter=BBG>

\* **Reasonable expenses** are defined to mean:

- 1. **Hotel:** Not to exceed the standard negotiated rate available through the conference sponsor. If no standard negotiated rate has been established, the reimbursement rate shall not exceed the rate for key officials as stated by the Texas Comptroller for the current fiscal year.
- 2. **Meals:** Without receipts, for overnight travel, Board members may claim per diem in the same manner and at the same rates as specified for employees in the Leander ISD Business Operating Guidelines. With receipts, meals for overnight and non-overnight travel may be reimbursed up to the rate for key officials as stated by the Texas Comptroller for the current fiscal year.
- 3. **Parking:** Hotel self-parking is highly recommended in the hotel in which the Board member is a guest, unless no self-parking is available or if it is not safe.
- 4. **Mileage:** Not to exceed the allowable IRS rates (or the district approved rate if lower) for use of a personal car or the actual cost of the lowest fare for commercial transportation plus parking.

No reimbursement will be made for:

- 1. Non-district facsimiles or phone calls
- 2. Entertainment or in-room movies
- 3. Alcohol
- 4. Souvenirs
- 5. Spouse/family expenses

Cancellation of conference registration, hotel, travel accommodations, etc. must be completed within the allowable "cancellation" timeline established by the vendor or sponsoring entity. Every attempt must be made by the Board Member to notify the Superintendent's Administrative Assistant of such cancellation plans as soon as plans need to be changed. For cancellations not completed within the designated timeline, the loss of reimbursement eligibility and/or monetary commitment of the District shall be borne by the individual Board Member responsible for the cancellation, unless the

## **Leander Independent School District Board Operating Procedures**

cancellation is the result of personal illness or a family emergency or natural disaster.

Accounting records shall accurately reflect that no state or federal funds were used to reimburse travel expenses beyond those authorized for state employees.

A statement shall be submitted for all authorized expenses incurred, including receipts to the extent feasible, documenting actual expenses and in accordance with procedures applicable to employee expense reimbursement.

### **XVII. Conflicts of Interest**

A. Board Members are expected to avoid conflicts of interest involving any matter pending before the Board. A conflict of interest is deemed to exist when a member is confronted with an issue in which the member has a personal or pecuniary interest or an issue or circumstances that could render the member unable to devote complete loyalty and singleness of purpose to the public interest. Accordingly:

1. If a Board Member has a substantial personal or private interest in any matter pending before the Board, the member shall disclose such interest to the Board and shall not vote on the matter.
2. A member of the Board shall not also be an employee of the district, nor shall a member receive any compensation for services rendered to the district. This provision shall not prohibit members from receiving reimbursement for authorized expenses incurred during the performance of Board duties.
3. The Board shall not enter into any contract with any of its members or with a firm in which a member has a financial interest unless one or more of the following conditions apply:
  - a. The contract is awarded to the lowest responsible bidder based upon established competitive bidding procedures; or
  - b. The Board Member is the highest bidder for merchandise sold at a public auction.
4. A Board Member is expected to avoid conflict of interest in the exercise of the member's fiduciary responsibility. Accordingly, a Board member may not:
  - a. Disclose or use confidential information acquired during the performance of official duties as a means to further the Board member's own personal financial interests or the interests of a member of the Board member's immediate family;
  - b. Accept a gift of substantial value or economic benefit which would tend to improperly influence a reasonable person, or which the Board member knows or should know is primarily for the purpose of a reward for official action;
  - c. Engage in a substantial financial transaction for private business purposes with a person whom the Board member directly or indirectly supervises;
  - d. Perform an official act, which directly confers an economic benefit on a business in which the Board member has a substantial financial interest or is engaged as a counsel, consultant, representative or agent.

B. Board Members are encouraged to file an affidavit disclosing a substantial interest in a

## **Leander Independent School District Board Operating Procedures**

business entity or real property to identify potential conflicts of interest to the public and vendors. See Board Policy BBFA (EXHIBIT).

- C. For specific policies related to Board Member Ethics and Conflicts of Interest, see Board Policies BBFA (LEGAL and LOCAL).

### **XVIII. Addressing Board Member Violations**

- A. The Board and each of its members are committed to faithful compliance with the provisions of the Board's policies and these procedures. In the event of a member's willful violation of policy, the Board will seek remedy by the following sequential process:
  - 1. Private conversation between the offending member and the Board president or other Trustee;
  - 2. Discussion in executive session between the offending member and the full Board; and
  - 3. Upon an affirmative vote of a simple majority, public censure of the offending member of the Board.
- B. For specific policies related to Board Member Removal from Office see BBC (LEGAL).

### **XIX. Reviewing the Board Operating Procedures**

- A. Board of Trustees Governance Policies and Operating Procedures will be reviewed and updated each year and will be part of Board training.

# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** Report on Purchasing and Procurement: District Practices and Procedures  
**Purpose (this meeting):**  Discussion Item/Report Only  Action Requested  
**Administrator Responsible:** Elaine Cogburn, Jamie Spiegel  
**Attachments:** N/A

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## **Background Information:**

Jamie Spiegel, Sr Director of Business Process Improvement, will present the Board an overview of district policy, procedures, and practices for purchasing and procurement in the district. Topics to be covered include the awarded vendor process, managing growth requests, and determining best value when procuring goods and services.

The presentation is for informational purposes only to update the Board on these processes due to questions received over the last few months.

## **Administrative Recommendation:**

N/A

## **Sample Motion:**

N/A



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## Purchasing & Procurement: District Practices and Procedures

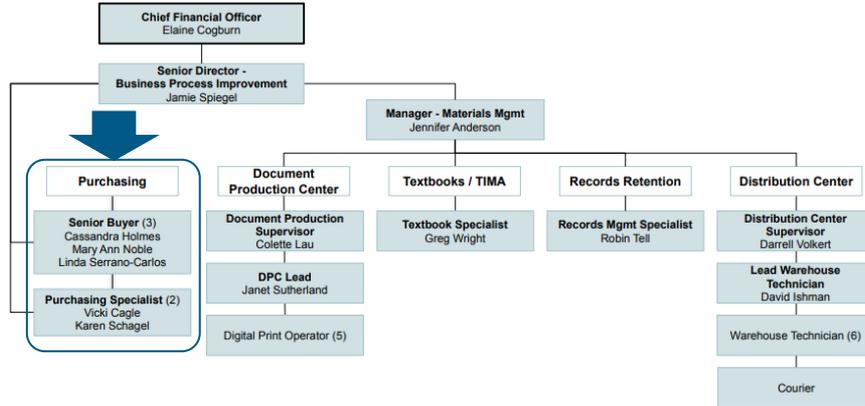
October 7, 2021

# Our Organization

## Traditional Organization Chart

### Leander ISD - Business Services

Purchasing, Distribution Center, Document Production, Textbooks/TIMA, and Records Retention



## The Collaborative Cycle



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# Compliance / Customer Centric

Use the tools available to ensure the District is compliant and the needs of the District are met efficiently and effectively

## Compliance

- Policies and Procedures
- Analysis of purchasing trends
- Contract agreement review

## Sourcing

- Solicitations
- Alliance development
- Vendor sourcing
- Vendor relations

## Project Management

- Bond Programs
- Growth

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# Compliance Focused

- Focus on the state and federal requirements
- Update policies to meet the requirements and guide the District procurement needs
- Establish procedures that guide but not hinder
- Ensure contractual obligations are in the District's best interest
- Provide guidance to the Sourcing team on what must be competed

# Awarded Vendor Process - Sourcing

- Meeting the competitive requirements of state, federal and local procurement processes
- District awards from District issued solicitations
- Utilizing cooperatives and alliances strategically
- Identify possible tools to convey the needed award information to the customers/end users
- Work with the vendor community to ensure their understanding of our needs and partnership

# Managing Growth - Project Management

- Meeting the needs of the bond programs
- Staying in touch with growth and meeting the needs as they develop
- Making sure the student and teacher needs are met
- Working with the District support departments to provide what they need to meet the students' needs

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# Our Ultimate Role

## A True Procurement Partner:

- Is strategic, not a processor
- Does not focus on keeping up, but strives to get in front
- Is at the table from the start, not after the fact
- Offers to find solutions, not be complacent with the current processes

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# Our Ultimate View

## Changes and Challenges:

- Taking processes that require “fixing” based on external changes or out-of-date procedures, are best tackled in small pieces
- Process improvement happens with the little wins
- Over time the small wins become effective changes on a grander scale and District-wide
- Balancing best value vs. best interest of the District

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# Discussion

# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** Report on School Naming Charter Process for Elementary #29  
**Purpose (this meeting):**  Discussion Item/Report Only  Action Requested  
**Action Requested (future meeting):** Thursday, October 21, 2021  
**Administrator Responsible:** Corey Ryan  
**Attachments:** School Naming Process Report

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## **Background Information:**

We will need to start the process for naming Elementary School #29, set to open in August 2022 in Leander's Bryson subdivision. Based on policy CW (Local), the authority for naming schools lies with the Board of Trustees.

In order to capture community voice and bring a recommendation to the Board of Trustees, we would like to utilize the following process:

1. Establish a charter for the naming process with the Board of Trustees to include the names of a school naming committee made up of representatives in the ES #29 community.
2. Collect nominations from the entire community through a digital form.
3. Work with the committee to review nominations and make a recommendation for the Board of Trustees to consider (we think it is important to allow the committee some flexibility in how they make their recommendation.)
4. Present to the Board an action item for final naming.

The administration will create a Charter for this project for the October 21 Board of Trustees meeting. We will start working to collect and review nominations to bring a recommendation to a December Board meeting

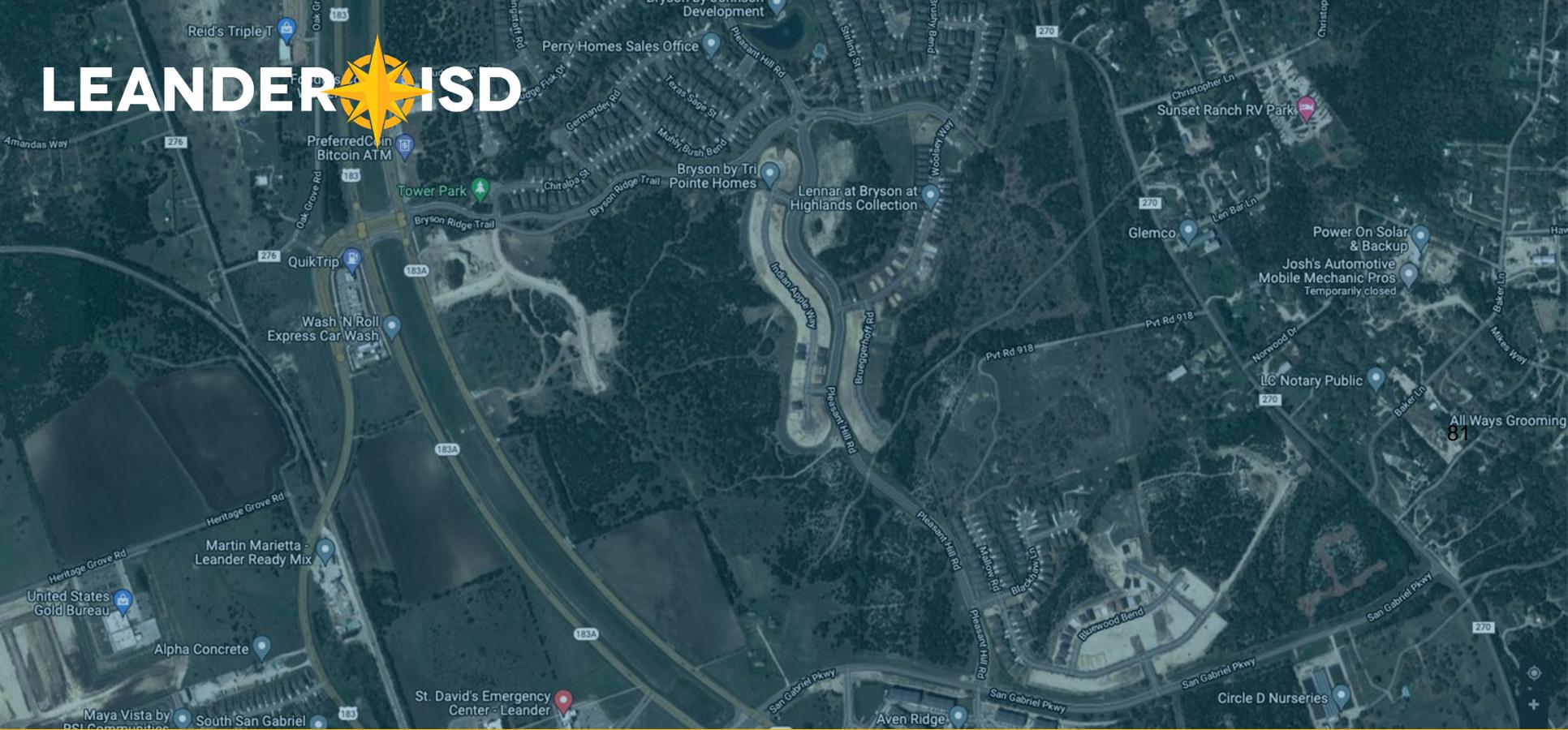
## **Administrative Recommendation:**

Administration recommends the Board approve a charter process for naming Elementary School #29.

## **Sample Motion:**

I move the Board approve the charter process for naming Elementary School #29 as outlined by administration.

# LEANDER ISD



**School Naming Process for Elementary School #29**  
October 7, 2021 | Board of Trustees Meeting

# Purpose

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To outline a process and parameters for a project charter<sup>82</sup> to name Elementary School #29, opening in August 2022 in the city of Leander's Bryson subdivision.

**Note: Board Approved School Attendance Zones in February 2021.**

# CW (Local)

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## Overview

- **Authority with the Board**
- **Community nominations**

**A new building shall be named for one of the following:**

- Historical or geographical site or community;
- Deceased, significant individual;
- Local, state, or national historical event or place;
- Significant state or national figure; or
- A person who has made a significant contribution to education in the District.

# Process

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1. Establish a charter for the naming process with the Board of Trustees to include the names of a school naming committee made up of representatives in the ES #29 community.
2. Collect nominations from the entire community through a digital form.
3. Work with the committee to review nominations and make a recommendation for the Board of Trustees to consider (we think it is important to allow the committee some flexibility in how they make their recommendation.)
4. Present to the Board an action item for final naming.

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# Next Steps

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1. Complete the project charter for possible Board action on Oct. 21.
  - Include committee member names.
  - Outline any direction from the Board regarding the five naming conventions outlined in CW (Local).
2. Solicit naming suggestions from committee.
  - Create and share a digital form to collect options.

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# Discussion

# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** Review of Guaranteed Maximum Price #3 for Elementary #29  
**Purpose (this meeting):**  Discussion Item/Report Only  Action Requested  
**Administrator Responsible:** Jimmy Disler  
**Attachments:** Guaranteed Maximum Price #3

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## **Background Information:**

At the April 22, 2021 meeting, the Board approved GMP #1 for Elementary #29. GMP #1, in the amount of \$10,146,000 funded long lead procurement items and early project startup needs. At the June 17, 2021 meeting, the Board approved GMP #2 for Elementary #29. GMP #2, in the amount of \$24,311,981 is for the construction phase of the project. GMP #3 for Elementary #29 in the amount of \$500,000 is for expediting the construction of Elementary #29.

This GMP is funded by the 2017 Bond Authorization.

Please let Jimmy Disler know if you have any questions.

## **Administrative Recommendation:**

Administration recommends that the Board approve GMP #3 in the amount of \$500,000 for Elementary #29.

## **Sample Motion:**

I move that the Board approve GMP #3 in the amount of \$500,000 for Elementary #29.

**American Constructors**

Elementary 29

GMP-3

24-Sep-21

<b>Div</b>	<b>Description</b>	<b>GMP-3</b>
<b>51</b>	<b>Allowances</b>	
	<b>Expediting Fees</b>	<b>500,000</b>
	<b>TOTAL</b>	<b>500,000</b>

**GMP Schedule/Summary**

GMP-1 - April 2021	10,146,000
GMP-2 - June 2021	24,311,981
GMP-3 - September 2021	500,000
<b>GMP Total</b>	<b>34,957,981</b>

# Leander ISD Board Meeting Agenda Item Information

Meeting Date: Thursday, October 7, 2021

**Agenda Item:** General Construction Update  
**Purpose (this meeting):**  Discussion Item/Report Only  Action Requested  
**Administrator Responsible:** Jimmy Disler  
**Attachments:** General Construction Update Presentation

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**Background Information:**

Jimmy Disler will present information regarding the status of current or ongoing construction projects.

**Administrative Recommendation:**

N/A

**Sample Motion:**

N/A



# General Construction Update

October 7, 2021

# Elementary School #29

*New Construction*

## **Work happening in November**

- Complete foundation concrete pour
- Continue tiltwall framing and pouring
- Begin tiltwall erection in appropriate areas
- Complete site utility installation
- Complete geothermal loopwell drilling
- Begin site paving and retaining wall installation

### GMP Summary

	<u>Approval Date</u>	<u>Amount</u>
GMP 1	April 22, 2021	\$10,146,000
GMP 2	June 17, 2021	\$24,311,981
	<b>GMP Total</b>	<b>\$34,457,981</b>



# Vista Ridge HS Additions

*JROTC Building Additions and Renovations, Incubator Renovations and Security Upgrades*

## ***Work happening in the future***

- Complete final access control hardware install and programming

<b>GMP Summary</b>		
	<u>Approval Date</u>	<u>Amount</u>
GMP 1	February 18, 2019	\$1,853,007
GMP 2	January 23, 2020	\$494,699
<b>GMP Total</b>		<b>\$2,347,706</b>

CAMPUS	PROJECT DESCRIPTION	TOTAL APPROVED BOND BUDGET	PROJECT & GMP STATUS (Legend Below)	SCHEDULED PROJECT YEAR OPENING
Cedar Park HS	Additions and Renovation, Softball Complex Improvements	\$ 11,150,507	Complete	18/19 - 19/20
Cedar Park MS	HVAC Update	\$ 15,240,743	Complete	19/20 - 21/22
Larkspur ES (ES 27)	New construction	\$ 37,779,628	Complete	19/20
Giddens ES	HVAC Update and District Standard Traffic Gates	\$ 9,005,975	Complete	18/19 - 19/20
Glenn HS	Ag Facility	\$ 3,163,960	Complete	19/20
Leander HS	CTE Classrooms and Black Box Renovations, Additions and Renovations to Existing Ag Barn, Softball Complex Improvements	\$ 4,947,836	Complete	18/19 - 20/21
Leander MS	HVAC Update, Classroom Addition	\$ 21,516,101	Complete	18/19 - 20/21
Mason ES	Play Area Renovation and District Standard Traffic Gates	\$ 603,560	Complete	18/19
Danielson MS (MS 9)	New construction	\$ 63,410,011	Complete	20/21
Monroe/CPHS	Monroe Stadium Expansion and Cedar Park HS Grandstand Replacement	\$ 1,758,284	Complete	18/19
Vandegrift HS	Ag Facility	\$ 3,768,160	Complete	20/21
Vandegrift HS	Classroom Additions, Incubator Renovation	\$ 31,245,385	Complete	18/19 - 20/21
Vandegrift HS	Secondary Access Road	\$ 3,000,000	Pre-Design/Evaluating	Ongoing
Various	District Standard Traffic Gates - Bagdad ES, Block House ES, Cox ES, Cypress ES, Faubion ES, Knowles ES, Naumann ES and Whitestone ES	\$ 245,700	Complete	18/19
Vista Ridge HS	JROTC Building Additions and Renovations, Incubator Renovations, Disaster Recovery Site	\$ 2,665,503	In Progress GMP 1 - 4/18/19 GMP 2 - 1/23/20	19/20
Plant Services	Replacement Maintenance/Grounds Vans and Trucks	\$ 893,000	In Progress	Ongoing
Technology	Device, Hardware and Infrastructure Replacement	\$ 38,730,000	In Progress	Ongoing
Transportation	88 Replacement Buses; A/C Retrofit	\$ 10,200,000	In Progress	Ongoing
Transportation	North Satellite Transportation Center	\$ 17,800,000	Complete	19/20
Tarvin ES (ES 28)	New construction	\$ 40,862,445	Complete	21/22
ES 29	New construction	\$ 42,496,943	In Progress GMP 1 - 4/22/21 GMP 1 - 6/17/21	22/23
ES 30	New construction (Design Only)	\$ 2,181,032	Not Available	23/24
HS 7	New construction (Design Only)	\$ 10,073,645	Not Available	21/22
Steiner ES	HVAC Update	\$ 8,857,136	Complete	20/21 - 21/22
Secondary	Campus Security Upgrades	\$ 10,875,060	Complete	20/21
Land	Future ES (34, 35, 36, 37, 38, 39, 40), Future MS (11), Future HS (8)	\$ 61,934,386	Not Available	Ongoing
<b>TOTALS</b>		<b>\$ 454,405,000</b>		

**Not Available** - Project or construction has not yet started (not in pre-design/evaluating phase or land not under contract).

**Pre-Design/Evaluating** - Internal planning with key stakeholders. Architectural/Engineering design has not yet begun and actual construction has not started.

**In Design** - Architectural/Engineering design has begun or is ongoing, actual construction has not started.

**In Progress** - Project or construction has begun or is ongoing.

**Complete** - Project or construction has reached 100% completion.

# Discussion