

Garland Independent School District

Board of Trustees

Regular Meeting

Tuesday, September 24, 2024

Agenda

5:00 PM

- I. Call to Order and Determination of a Quorum
- II. Pledges of Allegiance - **Kyndall Childress, Bussey Middle School** 4
- III. Public Forum: Members of the public who wish to make comments may complete a Public Comment Participation Request in person at Harris Hill Administration Building prior to the start of the meeting indicated in the posting notice. Complaints about student discipline, specific student issues or personnel must be addressed through appropriate administrative channels, in accordance with the Texas Open Meetings Act and Board policy. For more information about public comment procedures, please review the Board Policy for Public Comment accessible at the following link: <https://pol.tasb.org/Policy/Code/364?filter=BED>.
- IV. Information Items
 - A. Going the Extra Mile (GEMs)
 - 1. Recognize Going the Extra Mile (GEM) Recipient Bruno Ruiz - **Jason Wheeler** 5
 - B. Receive Intruder Detection Audit Report - **Mark Quinn** 6
- V. Discussion Items
 - A. Trustees' Report 7
 - 1. Trustee attendance at recent district and community events
 - 2. Announcement of upcoming district and community events
 - 3. Recognition of outstanding performance by district staff and students
 - 4. Recognition of new programs and special activities
 - 5. Message from Board President
 - B. Superintendent's Report 14
 - C. Future Agenda Items 15
- VI. Consent Agenda - Consider approval of
 - A. Human Resources Report - **Dr. Gradyne Brown** 16
 - B. Consider Approval of Proposed 2025-26 Choice of School Calendar – **Dr. Babetta Hemphill** 22
 - C. Consider Approval of Resolution for Event at the Curtis Culwell Center – **Dr. Ramona Morin** 34

D. Consider Approval of Budget Transfers and Amendments to the 2024-25 General Fund – Elisa Cordova-Long	36
E. Consider Approval of City of Rowlett School Resource Officers Interlocal Agreement – Dr. Shelley Garrett	44
F. Consider Approval of Donations from Watson MST PTA – Gina Makidon	54
G. New Bids	
1. Contract#14-24-02 - Consider Approval of Purchase of Advertising Services – Mark Booker and Jason Wheeler	59
2. Contract#196-25 - Consider Approval of Purchase Structured Cabling Services – Mark Booker and Matt Yeager	61
3. Contract#294-25 - Consider Approval of Purchase of Broadcasting Supplies, Equipment and Services – Mark Booker and Delbert Richardson	63
4. Contract#325-25-03 - Consider Approval of Purchase of Achievement and Ability Testing – Mark Booker and Veronica Joyner	65
5. Contract#325-25-04 - Consider Approval of Purchase of Achievement and Ability Testing – Mark Booker and Veronica Joyner	66
6. Contract#325-25-05 - Consider Approval of Purchase of Online Assessment for Dual Language EPCNT – Mark Booker and Tara Sowels	67
H. Increase to Awarded Bids	
1. Contract#228-20 - Consider Approval of Increase in Awarded Amount for Public Address System Parts and Service – Mark Booker and Dr. Shelley Garrett	68
VII. Action Item (Non Consent)	
A. Consider Approval of TASB Update 123 Local Policies - Lisa Ray	69
B. Consider Approval of Setting the Tax Rate for the 2024-2025 School Year – Darrell Dodds and Elisa Cordova-Long	118
C. Consider Approval of Garland ISD Tax Roll for Tax Year 2024 – Kristi Cooper	120
D. Consider Approval of Changes to the Certified Tax Roll for Tax Year 2024 – Kristi Cooper	124
E. New Bid (BOND)	
1. Contract # 510-23-06 - Consider Approval of Purchase of Security Intrusion, Access Control, CCTV, and Public Address Systems - Mark Booker, Javier Fernandez (BOND)	126
VIII. Executive Session: Executive session will be held for purposes permitted by Texas Open Meetings Act, Texas Government Code Section 551.001 et seq.	
A. Pursuant to Texas Government Code 551.076 Considering the deployment, specific occasions for, or implementation of, security personnel or devices.	
1. Discussion and deliberation regarding TEA's Intruder Detection Audits.	
B. Pursuant to Texas Government Code Section 551.071, private consultation with the Board's attorney, in person or by phone, when the Board seeks the	

advice of its attorney about: 1) pending or contemplated litigation; 2) a settlement offer; or 3) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

C. Pursuant to Texas Government Code Section 551.074, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

1. Consideration and deliberation regarding the good cause termination of the probationary contract of Brandi Burgess.

IX. Reconvene from Executive Session for action relative to items considered during Executive Session

A. Consideration and possible action regarding the termination of the probationary contract of Brandi Burgess.

X. Adjournment



BOARD OF TRUSTEES AGENDA

Date: 9/24/24

Presented By: Jason Wheeler, Exec. Dir. of Communications

Subject: Student Pledges – September 2024

Information Item

Executive Summary:

Kyndall Childress, a 7th grader from Bussey Middle School, will be reading the pledges at the Tuesday, September 24 Garland ISD School Board meeting.

Administrative Recommendations:

Informational Item

Financial Impact and Funding Source:

N/A



BOARD OF TRUSTEES AGENDA

Date: 9/24/24

Presented By: Jason Wheeler, Exec. Dir. of Communications

Subject: Going the Extra Mile Recognition – September 24, 2024

Information Item

Executive Summary:

At the upcoming school board meeting on September 24, Bruno Ruiz, GISD Groundskeeper, will be honored with the prestigious "Going the Extra Mile" Recognition. This accolade is a testament to his unwavering support of GISD students.

Bruno's quick thinking and compassionate actions prevented a potentially dangerous situation when he noticed a student running out of the school and toward a busy road. Without hesitation, Bruno stepped in, chased after the student, and calmly brought him to safety. His dedication and care exemplify the core values of Garland ISD, making a difference in the lives of our students and ensuring their well-being.

Administrative Recommendations:

Informational Item

Financial Impact and Funding Source:

N/A



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Quinn, Director of Security

Subject: Receive Intruder Detection Audit Report

Information Item

Executive Summary:

The top priority of Garland ISD and the State of Texas is keeping students and staff safe every day. The Texas School Safety Center recently conducted an Intruder Detection Audit at one or more of our campuses. The audits test whether a campus is accessible to an unauthorized individual. This audit seeks to help districts identify how campuses can improve safety for students, such as ensuring exterior doors are locked. The audit provides us with an opportunity to create a safer learning environment for our students and staff.

We are working closely with our district's School Safety & Security Committee to ensure that we are training all our staff and securing our doors for the protection of everyone at our campuses. The support from the state in conducting the Intruder Detection Audits is just one of the many actions we are taking to ensure our schools are safe. We know that this work does not end, and we appreciate the Board's support.

We acknowledge that parents and community members are likely very interested in the details of the audit results; however, it is in the best interest of the students that we do not share this information to the broader public as it could lead to compromising important campus security information. Specific details of the Intruder Detection Audit will be discussed in the executive session and with the Safety and Security Committee. Garland ISD is committed to providing a safe and secure learning environment for our students and staff.

Administrative Recommendations:

Provided for your information.

Financial Impact and Funding Source:

N/A



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Dr. Ricardo López, Superintendent

Subject: Trustees' Report

Discussion Item

Executive Summary:

Trustees report to other trustees, the administrative staff and the public of activities that impact the Board's governance of the District. Trustees may report on the following subjects:

1. Trustee attendance at recent district and community events.
2. Announcement of upcoming district and community events.
3. Recognition of outstanding performance by district staff and students.
4. Recognition of new programs and special activities.
5. Message from Board President.

Administrative Recommendations:

Provided for your information and discussion.

September 23, 2024 - September 29, 2024

September 2024							October 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

Monday, September 23

Tuesday, September 24

5:00pm - 8:00pm Board Meeting (Board Room) 

Wednesday, September 25

Thursday, September 26

- 5:00pm - 8:00pm Thompson Horton Reception (Margaritaville - San Antonio (849 E Commerce St., San Antonio, TX 78205, United States)) - Ricardo Lopez
- 7:00pm - 11:00pm Copy: T&H dinner with Garland ISD (Ruth's Chris Steakhouse) - Stefani Simpson

Friday, September 27

- 12:00am TASA/TASB Convention (Henry B. Gonzalez Convention Center) - Mechelle Hogan
- 7:00am - 8:30am NTAASB Breakfast (Convention Center Room 2016A) - Ricardo Lopez
- 11:15am - 1:15pm TASA TASB Lunch with Corgan (Boudro's on the Riverwalk | 421 E Commerce St, San Antonio, TX 78205) - Sangeetha Karthik
- 4:30pm - 6:30pm CORE Happy Hour Reception (Grand Hyatt San Antonio Riverwalk Lone Star A) - Ricardo Lopez
- 7:00pm - 9:30pm Copy: PBK | Garland ISD TASA/TASB Dinner (Bohanan's Prime Steaks and Seafood (The Wheeler Room) 219 E Houston St., San Antonio, TX 78205) - Teague, Lindsay
- 7:00pm - 9:00pm Copy: Garland vs. Naaman Forest (Williams) - Ricardo Lopez
- 7:00pm - 9:00pm Copy: Lakeview vs. Sachse (HBJ) - Ricardo Lopez

Saturday, September 28

- ← TASA/TASB Convention (Henry B. Gonzalez Convention Center) - Mechelle Hogan
- 12:00pm - 1:30pm Holdsworth txEDCON2024 Lunch (Henry B. Gonzalez Convention Center (900 E Market St, San Antonio, TX 78205)) - Ricardo Lopez
- 6:45pm - 8:45pm Copy: CORE Construction Dinner (Nonna Osteria - Downtown; - Inside Fairmont Hotel (401 S Alamo St, San Antonio, TX)) -

Sunday, September 29

- ← 12:00am TASA/TASB Convention (Henry B. Gonzalez Convention Center) - Mechelle Hogan

September 30, 2024 - October 6, 2024

September 2024

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Monday, September 30

- 5:00pm - 8:00pm Bandfest (HBJ)
- 6:30pm - 9:00pm BandFest (HBJ) - Ricardo Lopez

Tuesday, October 1

- 11:30am - 1:00pm Copy: Safety & Security Committee Meeting (Harris Hill Board Room) - Alice Jordan

Wednesday, October 2

Thursday, October 3

- 7:00pm - 9:00pm Copy: Rowlett vs. Garland (HBJ) - Ricardo Lopez

Friday, October 4

- 7:00pm - 9:00pm Copy: Naaman Forest vs. Wylie (Williams) - Ricardo Lopez
- 7:00pm - 9:00pm Copy: South Garland vs. Lakeview (HBJ) - Ricardo Lopez

Saturday, October 5

- 11:00am - 1:00pm Heritage Park Grand Opening Ribbon Cutting (Heritage Park (4408 Hudson Dr, Sachse, TX 75048, United States)) - Ricardo Lopez
- 1:00pm - 6:00pm 3rd Annual CTE Cornhole Classic (Gilbreath Reed Career & Technical Center) - Jenny Graves

Sunday, October 6

October 7, 2024 - October 13, 2024

October 2024							November 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Monday, October 7

11:00am - 6:00pm Garland Sports Hall of Fame Golf Tournament
(Waterview Golf Course)

Tuesday, October 8

3:00pm - 5:00pm Finance, Facilities and Operations Committee Meeting (Board Room) [🕒](#)

4:30pm - 6:00pm Board Bond Committee (Boardroom) - GISD Board of Trustees [🕒](#)

6:00pm - 8:00pm Academic and District Affairs Committee Meeting (Board Room) - Mechelle Hogan [🕒](#)

Wednesday, October 9

9:00am - 2:00pm Special Olympics- Bocce Tournament (Williams Stadium (510 Stadium Dr, Garland, TX 75040)) - Christi Davis

10:00am - 11:30am Council PTA Meeting (Student Services Auditorium)

11:30am - 1:00pm Rowlett Chamber of Commerce (Rowlett Community Center) - Ricardo Lopez [🕒](#)

Thursday, October 10

Friday, October 11

10:00am - 11:00am RBFCU Ceremonial Groundbreaking - Garland (5005 N. Pres. George Bush HWY Garland, TX 75040)

7:00pm - 9:00pm Copy: Lakeview vs. Naaman Forest (HBJ) - Ricardo Lopez

7:00pm - 9:00pm Copy: North Garland vs. Sachse (Williams) - Ricardo Lopez

Saturday, October 12

4:30pm - 7:00pm 2024 Children Festival (TBD) - Ricardo Lopez

Sunday, October 13

October 14, 2024 - October 20, 2024

October 2024

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Monday, October 14

12:00am Fall Break →

Columbus Day (United States)

Tuesday, October 15

← Fall Break →

Wednesday, October 16

← Fall Break →

Thursday, October 17

← Fall Break →

5:30pm - 7:30pm Copy: Garland vs. Wylie (Williams) - Ricardo Lopez

5:30pm - 7:30pm Copy: South Garland vs. North Garland (HBJ) - Ricardo Lopez

Friday, October 18

← 12:00am Fall Break

5:30pm - 7:30pm Copy: Naaman Forest vs. Wylie East (Williams) - Ricardo Lopez

5:30pm - 7:30pm Copy: Rowlett vs. Lakeview (HBJ) - Ricardo Lopez

Saturday, October 19

Sunday, October 20

October 21, 2024 - October 27, 2024

October 2024							November 2024							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	
27	28	29	30	31			24	25	26	27	28	29	30	

Monday, October 21

Tuesday, October 22

4:00pm - 5:00pm Leadership Rowlett (Harris Hill Cafeteria) - Ricardo Lopez

5:00pm - 8:00pm Board Meeting (Board Room) 

Wednesday, October 23

Thursday, October 24

9:30am - 10:30am A Campus Celebration - Bradfield (Bradfield Elementary School (3817 Bucknell Dr, Garland, TX 75042, United States))

1:30pm - 2:30pm A Campus Celebration - Beaver (Beaver Technology Center for Math and Science (3232 March Ln, Garland, TX 75042, United States)) - Ricardo Lopez

12:00pm - 4:00pm Save the Date: Board Goal Setting Meeting (Board Room) - Mechelle Hogan

6:00pm - 8:30pm Habitat for Humanity of Greater Garland's 30th Anniversary Dinner (Granville Arts Center)

7:00pm - 9:00pm Copy: Lakeview vs. Garland (HBJ) - Ricardo Lopez

Friday, October 25

Saturday, October 26

11:00am - 1:00pm Haunting at the Hill (Principal Appreciation) (Harris Hill) - Christi Davis

7:00pm - 9:00pm Copy: North Garland vs. Naaman Forest (Williams)

7:00pm - 9:00pm Copy: Sachse vs. South Garland (HBJ) - Ricardo Lopez

Sunday, October 27

12:00am Annual CUBE Conference 2024 (Bellagio Hotel & Casino → Las Vegas, NV) - Mechelle Hogan

October 28, 2024 - November 3, 2024

October 2024							November 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4	5					1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

Monday, October 28

← **Annual CUBE Conference 2024** (Bellagio Hotel & Casino Las Vegas, NV) - Mechelle Hogan →

Tuesday, October 29

← **Annual CUBE Conference 2024** (Bellagio Hotel & Casino Las Vegas, NV) - Mechelle Hogan →

1:00pm - 2:00pm A Campus Celebration - Hillside Academy (Hillside Academy at CENTERVILLE 600 KEEN Dr. Garland TX 75041) - Ricardo Lopez

2:30pm - 3:00pm A Campus Celebration - Kimberlin Academy (Kimberlin Academy (1520 Cumberland Dr, Garland, TX 75040, United States)) - Ricardo Lopez

Wednesday, October 30

← **Annual CUBE Conference 2024** (Bellagio Hotel & Casino Las Vegas, NV) - Mechelle Hogan →

Thursday, October 31

← **12:00am Annual CUBE Conference 2024** (Bellagio Hotel & Casino Las Vegas, NV) - Mechelle Hogan →

Halloween (United States)

7:00pm - 9:00pm Copy: Naaman Forest vs. Sachse (Williams) - Ricardo Lopez

Friday, November 1

8:00am - 9:00am A Campus Celebration - NGHS (North Garland High School (2109 W Buckingham Rd, Garland, TX 75042, United States)) - Ricardo Lopez

9:30am - 10:30am A Campus Celebration - Walnut Glen (Walnut Glen Academy) - Ricardo Lopez

7:00pm - 9:00pm Copy: Garland vs. Wylie East (Williams) - Ricardo Lopez

7:00pm - 9:00pm Copy: Rowlett vs. North Garland (HBJ) - Ricardo Lopez

Saturday, November 2

Sunday, November 3



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Dr. Ricardo López, Superintendent

Subject: Superintendent's Report

Discussion Item

Executive Summary:

Dr. López will provide an update on District and community events.

Administrative Recommendations:

Provided for your information and discussion.



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Dr. Ricardo López, Superintendent

Subject: Future Agenda Items

Discussion Item

Executive Summary:

Trustees may submit items to be placed on future Board Meeting agendas.

Administrative Recommendations:

For discussion.



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Dr. Gradyne Brown, Assistant Superintendent Human Resources

Subject: Consider Approval of Human Resources Report

Consent Agenda

Executive Summary:

Please see attached recommendations for new personnel, terminations, leaves of absence, and resignations for the 2024-2025 school year.

Administrative Recommendations:

Administration recommends approval.

Financial Impact and Funding Source:

N/A

**September 2024
Administrative New Hires List**

Administrative New Hires to Date: 4
Current: 1
Total: 5
Administrative New Hires

School/Dept.	Last Name	First Name	Exp	College	Degree	Job Title	Effective Date
Sellers Middle School	Quintna	Lucinda	6	University of Texas	BA	Assistant Principal	8/19/24
				University of Texas	MA		

Administrative - Transfers to Date: 6
Current: 2
Total: 8
Administrative Appointments/Transfers

Job Title	Last Name	First Name	Exp	Current Position	Degree	New Campus/Department	Effective Date
Coordinator Technology Digital Learning	Jackson	Ashley	7	Facilitator Technology Digital Learning	BS	Teaching and Learning Dept.	8/19/24
Coordinator Secondary Math Title II	Yujiri	Hidenori (Nathan)	4	Instructional Coach Title I	BA	Teaching and Learning Dept.	9/13/24

**September 2024
Professional New Hires List**

New Hires to Date: 127
Current: 84
Total: 211

School/Dept.	Last Name	First Name	Exp	College	Degree	Job Title	Effective Date	Notes
B.H. Freeman at Golden Meadows Elementary	Ryan	Rio	0	West Texas A&M University	BA/MA	Teacher/5th Gr.	7/1/24	
B.H. Freeman at Golden Meadows Elementary	Marhloul	Margarita	0	University Of Guam	BA	Teacher/Bilingual 5th Gr.	7/31/24	
B.H. Freeman at Golden Meadows Elementary	James	Brittney	0	California State Poly University-Pomona	BA	Teacher/SPED ALE	7/31/24	
Bussey Middle School	Warren	Christopher	1	University of North Texas	BA	Teacher	7/31/24	
Bussey Middle School	Toliver	William	0	Case Western Reserve University/ Drexel University	BA/MA	Teacher/Art	7/31/24	
Bussey Middle School	Simmons	Aerial	0	Jackson State University	BA	Teacher/Science 7th & 8th Gr.	7/31/24	
Bussey Middle School	Davis	Scott	2	Texas A&M University Commerce	BA	Teacher/Assistant Band Director	7/15/24	
Bussey Middle School	Cruz Viera	Heli	0	University Of Texas Arlington	BA	Teacher/ESL	7/31/24	
Bussey Middle School	Hall	Redona	2	Empire State College/Capella University	BA/MA/EdD	Teacher/English 7th & 8th Gr.	7/31/24	
Bussey Middle School	Mayfield	Taylor	0	Lamar University	BA	Teaching/Reading 7th & 8th Gr.	7/31/24	
Caldwell Elementary School	Rodela-Lira	Kassandra	0	Newman University	BA	Teacher/3rd Gr.	7/31/24	
Caldwell Elementary School	Mila San Pedro	Brandon	0	University Of North Texas	BA	Teacher/Bilingual Kindergarten	7/31/24	
Caldwell Elementary School	Villa-Chavez	Brenda	9	Texas Tech university	BA	Teacher/Bilingual Kindergarten	7/31/24	
Caldwell Elementary School	Hayes	Lafonda	0	Fisk University	BA	Teacher/2nd Gr.	7/31/24	
Caldwell Elementary School	Reggans	Elizabeth	14	Elmhurst College	BA	Teacher/Elementary LPAC Lead	7/31/24	
Classical Center at Brandenburg Middle School	Acosta	Abigail	0	University of Texas @ Arlington	BA	Teacher	7/31/24	
Classical Center at Brandenburg Middle School	Gonzalez	Veronica	3	Texas A&M University	BS	Teacher	7/31/24	
Classical Center at Brandenburg Middle School	Dittrich	Maddison	1	Texas State University	BS	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025
Classical Center at Brandenburg Middle School	Lacy	Anthony	0	Eastern New Mexico University	BS	Teacher	9/9/24	
Classical Center at Brandenburg Middle School	Bachelder	Tammy	1	Texas A&M Commerce	BA	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025
Couch Collegiate Prep Elementary	Green	Keisha	0	N/A	N/A	Teacher	7/31/24	CAPE Instructor for 2024-2025 school year
Couch Collegiate Prep Elementary	Gonzalez	Jennifer	0	Texas Wesleyan University	BS	Teacher/4th Gr.	7/31/24	
Couch Collegiate Prep Elementary	Tijerina	Maria	0	University Of Houston	BA	Teacher/Bilingual Kindergarten	7/31/24	
Couch Collegiate Prep Elementary	Eisensmith	Kara	3	University Of North Texas	BA	Teacher/Art	7/31/24	
Couch Collegiate Prep Elementary	White	Kandycce	0	University Of Texas Permian Basin	BS	Teacher/5th Gr.	7/31/24	
Coyle Technology Center for Math and Science	Hawkins	LaToya	3	Texas A&M University	BS	Teacher	9/16/24	
Coyle Technology Center for Math and Science	Spies	Carann	0	Texas A&M University Tarleton State University	M.Ed BA	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025
Coyle Technology Center for Math and Science	Elledge	Melanie	0	A & M University	BAAS	Teacher	9/6/24	
Curtis Culwell Center	Hernandez	Erika	10	California State University	BS	Event Coordinator	9/3/24	
Curtis Culwell Center	Holmes	Phillip	37	Eastern Michigan University Amberston University	BS MS	Manager Event Services	9/5/24	
Dyslexia	Duncan	Robert	10	Amber University	MA	Teacher	8/9/24	
Facilities and Maintenance	Murdock	Katherine	24	N/A	BS	Custodial Services Senior Manager Lead Trainer	9/3/24	
Handley STEM Elementary	Huerta	Julie	0	University Of North Texas	BA	Teacher/Bilingual 5th Gr.	8/21/24	
Hickman Elementary School	Hoang	Ngot	5	Hanoi University/ Indiana University at Bloomington	BA/MA	Teacher/Pre-K Vietnamese Dual Language	7/31/24	
Hickman Elementary School	Demarais	Kathy	29	Mississippi State University	BA/MA	Teacher/SPED ALE	7/31/24	
Hickman Elementary School	Pool	Anthony	3	Southwestern College	BA	Teacher/Kindergarten	7/31/24	
Hillside Academy for Excellence	Dusek	Haley	3	University Of Mary Hardin-Baylor	BA	School Nurse	7/31/24	
Hillside Academy for Excellence	Sayavongsa	Stacey	15	Texas A&M University Commerce	BA	Counselor	9/1/24	
Houston Middle School	Dotson	Jeremy	0	Texas A&M University	BA	Teacher	8/27/24	
Houston Middle School	Rauch	Summer	4	Texas Wesleyan University University Of North Texas	MA BA	Teacher	8/9/24	
Houston Middle School	Hernandez	Zoe	0	University of North Texas	BA	Teacher/Coach	8/7/24	
Jackson Technology Center for Math & Science	Gardiner	Leonardo	25	Southestern Bible College Texas A&M University	BA M.Ed	Teacher	7/31/24	
Keeley Elementary School	Hubbard	Tiffany	4	SFA/ University Of Houston	BA/MA	Speech Language Pathologist SPED	7/22/24	
Kimberlin Academy for Excellence	Singleton	Olivia	7	University Of North Texas	BA	Teacher/4th Gr.	7/31/24	
Kimberlin Academy for Excellence	Reavis	Lauren	4	University Of North Texas	BA	Teacher/3rd Gr.	7/31/24	
Lakeview Centennial High School	Dominguez	Priscilla	0	University Of North Texas	Ba	Teacher	8/16/24	
Lister Elementary School	Le	Mai	0	Texas Tech University	BA	Teacher	8/8/24	
Lyles Collegiate Intermediate	Castillo	David	5	University of North Texas	BA	Assistant Band Director	8/26/24	
M.D. Williams Elementary School	Maldonado	Aylin	0	The University of Texas at Arlington	BSW	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025

**September 2024
Professional New Hires List**

School/Dept.	Last Name	First Name	Exp	College	Degree	Job Title	Effective Date	Notes
M.D. Williams Elementary School	Mance	Ceterra	0	Tarleton State University/University of Texas Arlington	BA/MA	Teacher/5th Gr.	7/31/24	
Memorial Pathway Academy	Hutchinson	Kendall	12	University of Dallas	BA	Teacher	8/16/24	
				University of Texas @ Arlington	M.ED			
Naaman Forest High School	Gharis	Patricia	0	Texas A&M College Station	BS	Teacher	9/10/24	
Naaman Forest High School	Daniels	Michael	0	Prairie View A & M University	BS	Teacher/Coach	7/31/24	
				Western Governors University	MA			
North Garland High School	Ancheta	Dionisio	1	Southern Methodist University	BA	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025
North Garland High School	Bacy	Sidnee	1	Texas A&M Commerce	BS	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025
O'Banion Middle School	White	Marcus	6	University of Texas- Tyler	BA	Teacher/ESL	7/31/24	
O'Banion Middle School	Fitzgerald	Rebecca	15	University Of Texas Arlington	BS	School Nurse	7/31/24	
Planning, Implementation and Support	Breedlove	Kevin	12	University of North Texas	BA	Mobile Technology Administrator	8/26/24	
Rowlett High School	Lew	Austin	0	University of Texas	BA	Teacher	9/1/24	Finish year only during 2023-2024, returning for 2024-2025
Rowlett High School	Dickens	LaDarius	0	Houston Baptist University	BA	Teacher	7/31/24	
Rowlett High School	Taylor	Shemika	7	Nova Southeastern University	MA	Teacher	8/13/24	
				Texas Womans University	BA			
Rowlett High School	Greer	Kerrick	3	Ashford University	BA	Teacher	8/6/24	
Sachse High School	Duncan	Erica	0	University of Kansas	BA	Teacher	7/31/24	
Sachse High School	Munoz	Zully	0	Dallas College	BA	Teacher	8/28/24	
Schrade Middle School	Bornuda Bermudez	Antonio	1	The University of Texas at El Paso	BS	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025
Schrade Middle School	Crozier	Jeremy	19	Simpson College/University of Tx At Arlington	BA/M.ED	Teacher/Choir Director	7/26/24	
Schrade Middle School	Holmes Jr.	Anthony	0	University of Tx At Arlington	BA	Teacher/PE Coach	8/1/24	
Schrade Middle School	Fleming	Amanda	0	Jackson State University	BA	Teacher/Art	7/31/24	
Schrade Middle School	Miller	Tierria	0	Alabama State University	BA	Teacher/Social Studies Coach 7th & 8th Gr.	7/25/24	
Schrade Middle School	Kates	Roetta	2	Southern Methodist University	BA	Teacher/English 7th & 8th Gr.	7/31/24	
Schrade Middle School	Rodriguez	Jessica	0	Univerity of North Texas	BA	Teacher/Art 6th Gr.	7/31/24	
Schrade Middle School	Howard	Jazmon	1	Texas Southern University	BS	Teacher/Science 7th & 8th Gr.	7/31/24	
Sellers Middle School	Minx	Kyle	2	University of North Texas	BA	Teacher	8/22/24	
Sellers Middle School	Williams	Kenneth	8	Grambling State University	BS	Teacher	9/9/24	
Shugart Elementary School	Harrington	Beth	4	Our Lady of the Lake University	BA	Teacher	7/31/24	
South Garland High School	Fesseha	Yebgaeshet	0	N/A	N/A	Teacher	7/25/24	
South Garland High School	Bortz	James	1	N/A	N/A	Teacher	7/31/24	Finish year only during 2023-2024, returning for 2024-2025
South Garland High School	Ivy	Patience	2	Kansas State University	BA	Athletic Trainer	7/18/24	
South Garland High School	Thenayan	Lydia	0	University Of Dallas	BA	Teacher/Science	9/10/24	
South Garland High School	Jimenez	Cristela	0	Dillard University	BA	Teacher/Reassignment Room Coach	7/15/24	
South Garland High School	Warren	Lincoln	3	Texas State University San Marcos	BA	Teacher/Science Coach	7/15/24	
South Garland High School	Paris	Shonda	2	Paul Quin College/ Texas A&M University Commerce/ Grand Canyon	BA/MA/M.ED	Teacher/English	9/10/24	
South Garland High School	Little	Donald	8	Texas A&M University Kingsville	BA	Teacher/Auto Technology	9/10/24	
South Garland High School	Carcamo	Adriana	2	University Of North Texas	BA	Teacher/Cosmetology	7/25/24	
South Garland High School	McCullar	Jammal	0	Northwestern State University of Louisiana	BA	Teacher/Social Studies Coach	7/15/24	
Southgate STEM Elementary School	Centeno	Maria	0	University of North Texas	BA	Teacher	7/31/24	
Special Education	Guerra	Melisa	16	Texas A&M University	Phd	Coordinator	8/26/24	
Stephens Elementary School	Roberts	Tanya	0	State University Of NY Albany	BA/M.ED	Teacher/Kindergarten	7/31/24	
Stephens Elementary School	Ezell	Erica	2	Texas A&M University Commerce	BA	Teacher/2nd Gr.	7/31/24	
Stephens Elementary School	Ward	Cassidy	1	East Central University	BS	School Nurse	7/31/24	
Student Support & Specialized Services	Reece	Rosalind	15	University of Texas	BA	Teacher Dyslexia	9/9/24	
				Texas Wesleyan University	MA			
Student Support & Specialized Services	Duran Paulino	Oscar	14	Concordia University	MA	Teacher Dyslexia	9/10/24	
				Dominican Republic	BA			
Student Support & Specialized Services	Tejada	Kallen	9	Baylor University	MA	MTSS Behavior Specialist BCBA Title IV	9/9/24	
				Samford University	BA			
Watson Technology Center for Math & Science	Bonorden	Kara	0	University Of North Texas	BA	Teacher/Music	7/31/24	
Weaver Elementary School	Mack	Tomika	19	Jackson State University/ Lamar University	BA/MA	Teacher/3rd Gr.	8/19/24	
Webb Middle School	Griffin	Niyah	15	Tennessee State	Phd	Teacher Interventionist	8/19/24	
				Tennessee State	MA			
				Jacksonville State University	BA			

**September 2024
Resignation and Retirement List
Paraprofessionals**

ParaProfessional Resignation/Retirements:	Approved to Date: 25
September 2024	Current: 27
	Total: 52

<u>School/Dept.</u>	<u>Name</u>	<u>Job Title</u>	<u>Experience</u>	<u>Reasons</u>	<u>Effective Date</u>
Abbett Elementary School	Richmond, Roxanne	Aide/SPED ECSE Inclusion	0 years with GISD	Resignation/Personal	8/30/2024
Alternative Education Center	Renfrow, Lilia	Registrar	23 years with GISD	Retirement/TRS	6/27/2025
Armstrong Elementary School	Rodriguez, Marissa	Aide/SPED ALE	2 years with GISD	Resignation/Personal	5/31/2024
B.H. Freeman at Golden Meadows Elementary	Gray, Linda	Campus Technology Assistant	42 years with GISD	Retirement/TRS	9/30/2024
Carver Elementary School	Hodges, Ronda	Campus Technology Assistant	0 years with GISD	Resignation/Personal	9/27/2024
Classical Center at Brandenburg Middle School	Zuniga, Emelia	Aide/SPED ALE	10 years/0 years with GISD	Resignation/Personal	9/13/2024
Giddens-Steadham Elementary School	Bulanadi, Jamellee	Aide/Diagnostician	2 years with GISD	Resignation/Personal	8/5/2024
GISD Employee Clinic	Stevens, Tiffany	Health Clinic Medical Assistant	2 years with GISD	Resignation/Personal	8/16/2024
Handley STEM Elementary	Williams, Emily	Aide/SPED ABC	1 year with GISD	Resignation/Career Change	8/30/2024
Houston Middle School	Ramirez, Ayde	Aide/SPED Facilitator Idea B	0 years with GISD	Resignation/Personal	8/23/2024
Infant Center	Ramirez, Annel	Aide/Caregiver New Horizons	0 years with GISD	Resignation/Other	8/13/2024
Keeley Elementary School	Hassan, Itab	Aide/Library	3 years with GISD	Resignation/Health Reasons	8/19/2024
Liberty Grove Elementary School	Sikes, Keianna	Aide/SPED ALE Idea B	4 years/0 years with GISD	Resignation/Personal	8/13/2024
Liberty Grove Elementary School	Rodriguez, Claudia	Aide/Emergent Bilingual Instructional	2 years with GISD	Resignation/Moving out of State	9/27/2024
Lister Elementary School	Bennett, Mary	Data Clerk	8 years with GISD	Resignation/Career Change	8/16/2024
North Garland High School	Hickman, Anna	Aide/Instructional Title I	3 years with GISD	Resignation/Personal	8/19/2024
Northlake Elementary School	Lopez, Abigail	Aide/Library	0 years with GISD	Expiration of Employment Authorization	8/21/2024
Pearson Elementary School	Sanchez, Angelina	Aide/Emergent Bilingual Instructional	0 years with GISD	Resignation/Career Change	8/16/2024
Sachse High School	Bettters, Tiffany	Aide/SPED FBE	0 years with GISD	Resignation/Moving out of State	10/11/2024
Shorehaven Elementary School	Herrera, Mary	Aide/SPED ALE	12 years with GISD	Resignation/Relocation	9/5/2024
South Garland High School	Padilla, Melissa	Aide/SPED ALE	0 years with GISD	Contract Abandonment	8/1/2024
South Garland High School	Rivas, Yessenia	Aide/SPED Facilitator Idea B	0 years with GISD	Resignation/Personal	8/16/2024
Southgate STEM Elementary	Zuniga, Daniela	Aide/Diagnostician	2 years with GISD	Resignation/Unsatisfied with Job	9/17/2024
Walnut Glen Academy for Excellence	Sam, Christina	Aide/Instructional	1 year with GISD	Resignation/Other	8/26/2024
Weaver Elementary School	Sharma, Surbhi	Aide/SPED ALE	0 years with GISD	Resignation/Unsatisfied with Job	8/23/2024
Weaver Elementary School	Villanueva, Tania	Aide/Emergent Bilingual Instructional	0 years with GISD	Resignation/Personal	8/21/2024
Webb Middle School	Frank, Mercy	Aide/SPED ALE	8 years/3 years with GISD	Resignation/Other	8/20/2024

**September 2024
Resignation and Retirement List
Professionals**

Professional Resignation/Retirements:	Approved to Date: 46
September 2024	Current: 22
	Total: 68

<u>School/Dept.</u>	<u>Name</u>	<u>Job Title</u>	<u>Experience</u>	<u>Reasons</u>	<u>Effective Date</u>
Austin Academy for Excellence	Chavez, Renea	Teacher/SPED Resource Idea B	18 years with GISD	Resignation/Relocation	9/13/2024
Beaver Technology Center for Math & Science	Morgan, Faith	Assistant Speech Language Pathologist	7 years with GISD	Resignation/Health Reasons	9/3/2024
Bussey Middle School	Hall, Redona	Teacher/English 7th & 8th Gr.	0 years with GISD	Resignation/Health Reasons	9/27/2024
Classical Center at Brandenburg Middle School	Allen, Tanyma	Teacher/SPED ALE	0 years with GISD	Resignation/Unsatisfied with Job	8/23/2024
Classical Center at Vial Elementary School	Garza, Dairy	Teacher/3rd Gr.	0 years with GISD	Resignation/Health Reasons	8/19/2024
Couch Collegiate Prep Elementary	Campbell, Karen	Teacher/1st Gr.	13 years/3 years with GISD	Resignation/Health Reasons	9/4/2024
Coyle Technology Center for Math Science	Tran, Phong	Teacher/Computer Technology	0 years with GISD	Resignation/Career Change	9/13/2024
Daugherty Elementary School	Guerra, Amy	Human Resources Teacher Resident Pool Title I	0 years with GISD	End of Assignment	5/28/2025
Gilbreath-Reed Career and Technical Center	Saunders, James	Teacher/Health Science Career Prep	24 years/21 years with GISD	Resignation/Other	8/23/2024
Harris HIII Building	Valbuena, Mary	Facilitator Translation Interpret Services	11 years/9 years with GISD	Resignation/Career Change	9/6/2024
Harris HIII Building	Bland, Michael	Director Office of Innovation	18 years/16 years with GISD	Resignation/Other Texas School	9/30/2024
Harris HIII Building	Xu, Julie	Coordinator Multilingual Program	14 years with GISD	Resignation/Other	8/30/2024
Lakeview Centennial High School	Gunter, Genevieve	Teacher/Health Coach	12 years/0 years with GISD	Resignation/Personal	8/22/2024
Naaman Forest High School	Lloyd, Kiahnn	Teacher/Agriculture Science Horticulture	4 years/0 years with GISD	Resignation/Other	8/30/2024
Rowlett High School	Kamara, Patricia	Teacher/Family Consumer Science	2 years with GISD	Resignation/Personal	9/10/2024
Shugart Elementary School	Gatus, Monina	Speech Language Pathologist SPED	1 year with GISD	Resignation/Health Reasons	8/19/2024
South Garland High School	Pauken-Solorzano, Monica	Teacher/ESL	0 years with GISD	Resignation/Personal	8/16/2024
Student Support & Specialized Services	Berry, Jenee	Teacher/Dyslexia	10 years/0 years with GISD	Resignation/Health Reasons	8/21/2024
Watson Technology Center for Math & Science	Cordova, Loammi	Human Resources Teacher Resident Pool Title I	0 years with GISD	End of Assignment	5/28/2025
Weaver Elementary School	Glenn, Valerie	Teacher/SPED ALE	0 years with GISD	Resignation/Health Reasons	9/10/2024
Webb Middle School	Morgan, Bradley	Teacher/Art	0 years with GISD	Resignation/Health Reasons	8/19/2024
Webb Middle School	Ugalde, Jenny	Teacher/Math 7th & 8th Gr.	0 years with GISD	Resignation/Personal	9/20/2024



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Dr. Babetta Hemphill, Executive Director of Student Services and School Choice

Subject: Approve Proposed 2025-26 Choice of School Calendar

Action Item

Executive Summary:

The District is governed by a desegregation plan under the Civil Rights Act of 1964, approved 1970 Civil Court Order No. 3-4100-C, and amended 1987 Civil Court Action No. 3-4100-C. The plan requires parents or 18-year-old students to select the school that the students will attend the following school year annually.

As in years past, the district proposes two separate selection periods for parents or 18-year-old students to select a school for the upcoming school year. The proposed selection period for grades 1-12 students is January 7 – February 10, 2025. For students entering Pre-kindergarten and Kindergarten in the 2025-26 school year, the proposed selection is April 1 – April 30, 2025.

Administrative Recommendations:

The administration recommends approving the 2025-26 Choice of School calendar.

Recommended Motion for Action Items:

I move to approve the proposed 2025-2026 Choice of School Calendar.

Financial Impact and Funding Source:

N/A



Choice of School Review & Calendar Proposal for the 2025-26 Choice of School Period

Presented by Dr. Babetta Hemphill
Executive Director of
Student Services & School Choice

CoS Processing Summary by the Numbers

Students Eligible to Participate in the Grade 1-12 Choice Period	46957
Magnet Placements	10726
Placements by Other Programs	953
Right to Remain	27563
No Choice Made - District Assigned	2271



Grades 1-12 Overall Choice Results for 2024-25

Choice	Totals	Percentages
First Choice	3466	76.7%
Second Choice	688	15.2%
Third Choice	250	5.5%
		97.4%
District Assigned	116	2.6%
Grand Total	4520	100.0%



Pre-K & Kindergarten Choice Recap

- April 1 - May 16, 2024
- **Limited
Implementation of
New Integrated
Enrollment System**



Makes enrollment easier
with  AVELA

Email

Password

[Forgot password?](#)

Log In

Pre-K & Kindergarten Enrollment Feature

Dashboard

- New Students
- Current Students
- Magnet Students

Pre-K & Kinder Choice Results for 2024-25

Rank of Match	# Students	% of Matched	% of Total
1	3,139	85%	76%
2	351	9%	9%
3	160	4%	4%
4	43	1%	1%
5	10	0%	0%
6	5	0%	0%
No Match	398	n/a	10%
<i>Total Applicants</i>	<i>4,106</i>		

A Closer Look Pre-K & Kinder Choice Results

Grade	# Matches	% of All Matched	# Not Matched	% of All Not Matched	By Grade, % Matched
PK3	65	2%	182	46%	26%
PK4	1,147	39%	130	33%	91%
K	2,196	59%	86	22%	96%
All Grades	3,708	100%	398	100%	90%

216 District Assigned
Pre-K4 & Kindergarten
Students

Proposed 2025-26
Choice of School Period

Proposed 2025-26 Choice Periods

Students Entering Grades 1-12

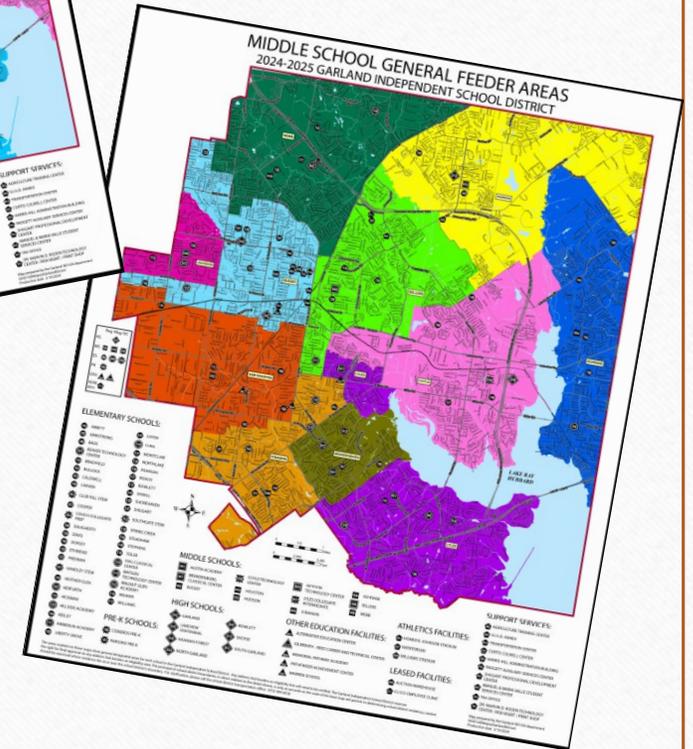
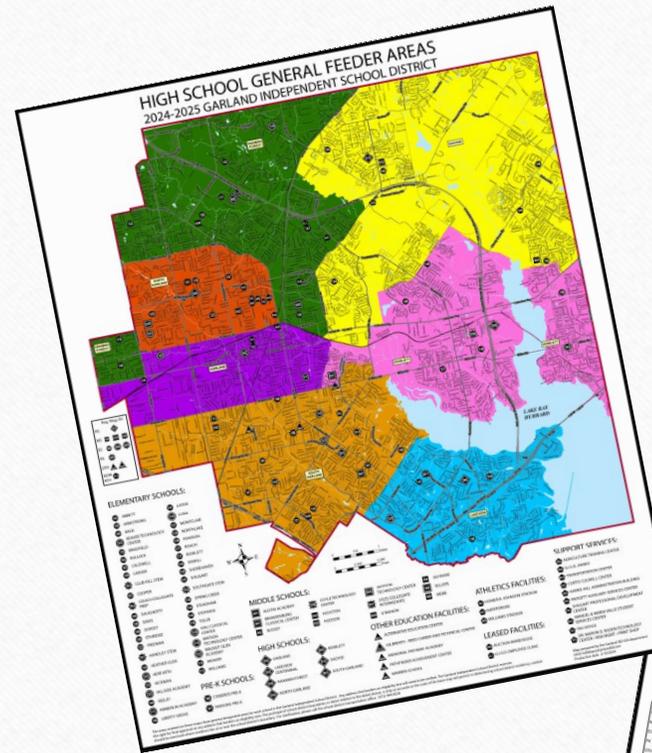
January 7 – February 10, 2025

**Students Entering Pre-K &
Kindergarten**

April 1 – April 30, 2025

Next Steps

- Full Implementation of the Avela Choice Solution
- Implement Transfer Process Revisions
- Address Enrollment & Demographic Trends



QUESTIONS



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Dr. Ramona Morin, Director of Family and Community Engagement
Jonathan Armstrong, Coordinator of Family and Community Engagement

Subject: Consider Approval of Resolution for Event at the Curtis Culwell

Action Item

Executive Summary:

The Garland ISD Council of PTAs has requested the use of the Curtis Culwell Center for Spring Luncheon. For the Curtis Culwell Center to be used for the event without charge, the Board of Trustees must determine that the use serves the District's public purpose. This resolution serves as a finding of the public purpose and allows the administration to determine necessary controls to ensure the public purpose is carried out.

The event will be held on Wednesday, May 7, 2025, from 11:00 am to 1:00 pm.

Administrative Recommendations:

Approval of the Resolution.

Recommended Motion for Action Items:

Financial Impact and Funding Source:

\$3,828.82

Resolution

WHEREAS, the Garland ISD Council of PTAs, or GISD CPTAs, desires to use the Curtis Culwell Center for its Spring Luncheon on May 7, 2025 to recognize and celebrate the work of local PTAs to make every child’s potential a reality by engaging and empowering families and communities to advocate for all children; and

WHEREAS, the use of the Curtis Culwell Center for the spring luncheon will assist District families to engage in their child’s education, promote collaboration between families and educators, and promote the welfare of children and youth in home and school; and

WHEREAS, the Board of Trustees of the Garland Independent School District finds that such expenditures will serve the District’s public purposes of facilitating District students’ education, well-being, preparation for the whole child, and fostering good relationships with the Garland Independent School District community to engender and encourage support within the community for the District’s mission; and

WHEREAS, the Board of Trustees further finds that the District will receive an adequate return for such expenditure and that such expenditure is necessary for the conduct of the public schools of the District;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES that the Superintendent of Schools of the District or his designee is hereby authorized to allow the GISD CPTAs to use the Curtis Culwell Center without charge and to create documentation providing the exact terms of the use.

BE IT FURTHER RESOLVED that the Board of Trustees waives the fee requirements for use of the Curtis Culwell Center for the limited purposes outlined herein.

BE IT FURTHER RESOLVED, that the predominant purpose of the expenditure related to the spring luncheon is to accomplish a public purpose, not to benefit private parties, and the District shall retain sufficient control over any expenditure to ensure the public purpose is accomplished.

PASSED AND ADOPTED this 24th day of September 2024.

President
Board of Trustees

ATTEST:

Secretary
Board of Trustees



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Elisa Cordova-Long, Executive Director of Budget

Subject: Consider Approval of Budget Transfers and Amendments to the 2024-25 General Fund

Consent Agenda

Executive Summary:

This report details the budget transfers and amendments proposed for approval and their respective impact on the General Fund. As an appendix, the tax rate calculation forms used by the district's designated officer to calculate the no-new-revenue tax rate and voter approval tax rate are attached for review. Section 44.006 of the Texas Education Code requires that the Board of Trustees authorize amendments to the General Operating Budget. This agenda item was reviewed during the Finance, Facilities and Operations Committee Meeting on September 10, 2024. Reviewed and approved by Elisa Cordova-Long, Executive Director of Budget, and Darrell Dodds, Chief Financial Officer.

Administrative Recommendations:

Provided for your consideration.

Recommended Motion for Action Items:

Move to approve the budget transfers and amendments to the 2024-25 General Fund.

Financial Impact and Funding Source:

N/A



**BUDGET TRANSFERS AND AMENDMENTS
FOR THE GENERAL FUND
FISCAL YEAR 2024-2025
September 24, 2024**

	Original Budget	Revised Budget	Current Transfers Requested	Current Amendments Requested	Proposed Amended Budget
REVENUES					
57 Local Revenue	\$ 203,109,814	\$ 203,109,814	\$ -	\$ -	\$ 203,109,814
58 State Revenue	300,269,000	300,269,000			300,269,000
59 Federal Revenue	8,000,000	8,000,000			8,000,000
Total Revenues	\$ 511,378,814	\$ 511,378,814	\$ -	\$ -	\$ 511,378,814
EXPENDITURES					
11 Instruction	\$ 330,753,160	\$ 330,753,160	\$ 288,984	\$ -	\$ 331,042,144
12 Instructional Resources and Media Services	8,927,007	8,927,007	13		8,927,020
13 Curriculum Development and Instructional Staff Development	15,880,744	15,880,744	(426,663)		15,454,081
21 Instructional Leadership	8,796,003	8,796,003	5,875		8,801,878
23 School Leadership	43,019,345	43,019,345	1,479		43,020,824
31 Guidance, Counseling and Evaluation Services	30,449,846	30,449,846			30,449,846
32 Social Work Services	529,846	529,846			529,846
33 Health Services	9,382,205	9,382,205			9,382,205
34 Student Transportation	20,503,466	20,503,466	(120,000)		20,383,466
35 Food Services	300,000	300,000			300,000
36 Extracurricular Activities	13,825,742	13,825,742	221,045		14,046,787
41 General Administration	21,154,065	21,154,065		3,350	21,157,415
51 Facilities Maintenance and Operations	62,838,021	62,838,021	3,522	1,318,810	64,160,353
52 Security and Monitoring Services	13,615,980	13,615,980	3,671	130,000	13,749,651
53 Data Processing Services	16,516,283	16,516,283	450	333,688	16,850,421
61 Community Services	1,930,834	1,930,834			1,930,834
71 Debt Service - Principal on Long-Term Debt	751,097	751,097	21,624		772,721
72 Debt Service Interest on Long-Term Debt	-	-			-
73 Bond Issuance Cost and Fees	-	-			-
81 Facilities Acquisition and Construction	-	-			-
95 Juvenile Justice Program	36,000	36,000			36,000
99 Other Intergovernmental Charges	1,080,067	1,080,067			1,080,067
Total Expenditures	\$ 600,289,711	\$ 600,289,711	\$ -	\$ 1,785,848	\$ 602,075,559
Excess(Deficiency) Revenues Over(Under) Expenditures	\$ (88,910,897)	\$ (88,910,897)	\$ -	\$ (1,785,848)	\$ (90,696,745)
Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing Uses	\$ -	\$ (3,077,377)	\$ -	\$ -	\$ (3,077,377)
Net Change in Fund Balance	\$ (88,910,897)	\$ (91,988,274)	\$ -	\$ (1,785,848)	\$ (93,774,122)



**DETAIL OF BUDGET TRANSFERS AND AMENDMENTS
FOR THE GENERAL FUND
FISCAL YEAR 2024-2025
September 24, 2024**

BUDGET TRANSFERS

EXPENDITURES

	Increase	Decrease	Net
11 Instruction	\$ 325,080	\$ 36,096	\$ 288,984
12 Instructional Resources and Media Services	13		13
13 Curriculum Development and Instructional Staff Development		426,663	(426,663)
21 Instructional Leadership	7,000	1,125	5,875
23 School Leadership	5,150	3,671	1,479
34 Student Transportation		120,000	(120,000)
36 Extracurricular Activities	221,125	80	221,045
51 Facilities Maintenance & Operations	3,522		3,522
52 Security and Monitoring Services	3,671		3,671
53 Data Processing Services	450		450
71 Debt Service - Principal on Long-Term Debt	21,624		21,624
Total Expenditures	\$ 587,635	\$ 587,635	\$ -

Notes: Cross-functional balanced neutral transfers.

AMENDMENTS

EXPENDITURES

	Increase	Decrease	Net
41 General Administration	\$ 3,350		\$ 3,350
51 Facilities Maintenance & Operations	1,318,810		1,318,810
52 Security and Monitoring Services	130,000		130,000
53 Data Processing Services	333,688		333,688
Total Expenditures	\$ 1,785,848	\$ -	\$ 1,785,848

Notes:

41,51,53 - Purchase Order rollover for departments Maintenance, Technology, and Human Resources not received by June 30th.

51 - Urgent mechanical repairs for current breakdowns; additional budget for Fine Arts at Garland HS to replace motor and rigging theater equipment.

52 - Per interlocal agreement with City of Rowlett, salary and benefits for Rowlett PD SRO sergeant.

2024 Tax Rate Calculation Worksheet

Form 50-859

School Districts without Chapter 313 Agreements

Garland Independent School District	972-494-8570
School District's Name	Phone (area code and number)
501 S Jupiter Rd. Garland TX 75040	www.garlandisd.net
School District's Address, City, State, ZIP Code	School District's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll or certified estimate of value and the estimated values of properties under protest. The designated officer or employee shall submit the rates to the governing body by August 7 or as soon thereafter as practicable. Tax Code Section 26.04(e-1) does not require school districts to certify tax rate calculations or comply with certain Tax Code notice requirements. School districts are required to provide notice regarding tax rate calculations pursuant to Education Code Chapter 44.

This worksheet is for **school districts without Chapter 313 agreements only**. School districts that have a Chapter 313 agreement should use Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School Districts with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form. Use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

All other taxing units should use Comptroller Form 50-856 *Tax Rate Calculation, Taxing Units Other Than School Districts or Water Districts*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The Texas Education Agency (TEA) provides detailed information on and guidance to school districts in calculating their tax rates. Please review and rely on information provided by TEA when completing this worksheet. Additionally, the information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The no-new-revenue (NNR) tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of revenue if applied to the same properties that are taxed in both years (no new taxes). When appraisal values increase, the NNR tax rate should decrease.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude one-fourth and one-third over-appraisal corrections made under Tax Code Section 25.25(d) from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2). ¹	\$ 26,642,275,842
2.	Prior year tax ceilings. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. ²	\$ 3,528,963,953
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 23,113,311,889
4.	Prior year total adopted tax rate.	\$ 1.053200 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced prior year appraised value.	
	A. Original prior year ARB values: \$ 2,039,710,070	
	B. Prior year values resulting from final court decisions: - \$ 1,857,898,050	
	C. Prior year value loss. Subtract B from A. ³	\$ 181,812,020
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25.	
	A. Prior year ARB certified value: \$ 2,342,456,380	
	B. Prior year disputed value: - \$ 823,192,930	
	C. Prior year undisputed value. Subtract B from A. ⁴	\$ 1,519,263,450
7.	Prior year Chapter 42-related adjusted values. Add Line 5 and 6.	\$ 1,701,075,470
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 24,814,387,359
9.	Prior year taxable value of property in territory the school deannexed after Jan. 1, of the prior year. Enter the prior year value of property in deannexed territory. ⁵	\$ 0

¹ Tex. Tax Code §26.012(14)
² Tex. Tax Code §26.012(14)
³ Tex. Tax Code §26.012(13)
⁴ Tex. Tax Code §26.012(13)
⁵ Tex. Tax Code §26.012(15)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
10.	<p>Prior year taxable value lost because property first qualified for an exemption in the current year. If the school district increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freepport goods-in-transit, or temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.</p> <p>A. Absolute exemptions. Use prior year market value: \$ <u>1,316,429</u></p> <p>B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: ... + \$ <u>125,141,993</u></p> <p>C. Value loss. Add A and B. ⁶</p>	<p>\$ <u>126,458,422</u></p>
11.	<p>Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified in the current year for the first time; do not use properties that qualified in the prior year.</p> <p>A. Prior year market value. \$ <u>1,442,110</u></p> <p>B. Current year productivity or special appraised value: - \$ <u>798</u></p> <p>C. Value loss. Subtract B from A.</p>	<p>\$ <u>1,441,312</u></p>
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	<p>\$ <u>127,899,734</u></p>
13.	Adjusted prior year taxable value. Subtract Line 12 from Line 8.	<p>\$ <u>24,686,487,625</u></p>
14.	Adjusted prior year total levy. Multiply Line 4 by Line 13 and divide by \$100.	<p>\$ <u>259,998,087</u></p>
15.	Taxes refunded for years preceding tax year prior year. Enter the amount of taxes refunded by the district for tax years preceding tax year the prior year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁸	<p>\$ <u>4,061,998</u></p>
16.	<p>Adjusted prior year levy with refunds. Add Line 14 and Line 15. ⁹</p> <p>Note: If the governing body of the school district governs a junior college district in a county with a population of more than two million, subtract the amount of taxes the governing body dedicated to the junior college district in the prior year from the result.</p>	<p>\$ <u>264,060,085</u></p>
17.	<p>Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in line 19). These homesteads include homeowners age 65 or older or disabled. ¹⁰</p> <p>A. Certified values.¹¹ \$ <u>32,690,505,529</u></p> <p>B. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ <u>0</u></p> <p>C. Total current year value. Subtract B from A.</p>	<p>\$ <u>32,690,505,529</u></p>
18.	<p>Total value of properties under protest or not included on certified appraisal roll. ¹²</p> <p>A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹³ \$ <u>457,914,612</u></p> <p>B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives school districts a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties are also not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value not on the roll. ¹⁴ + \$ <u>0</u></p> <p>C. Total value under protest or not certified. Add A and B.</p>	<p>\$ <u>457,914,612</u></p>

⁶ Tex. Tax Code §26.012(15)
⁷ Tex. Tax Code §26.012(15)
⁸ Tex. Tax Code §26.012(13)
⁹ Tex. Tax Code §26.012(13)
¹⁰ Tex. Tax Code §§26.012 and 26.04(c-2)
¹¹ Tex. Tax Code §26.012(6)
¹² Tex. Tax Code §26.01(c) and (d)
¹³ Tex. Tax Code §26.01(c)
¹⁴ Tex. Tax Code §26.01(d)
¹⁵ Tex. Tax Code §26.012(6)(B)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Current year tax ceilings. Enter current year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. ¹⁵	\$ 4,099,566,031
20.	Current year total taxable value. Add Lines 17C and 18C. Subtract Line 19.	\$ 29,048,854,110
21.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed by the school district.	\$ 0
22.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the school district after Jan. 1, of the prior year, and be located in a new improvement.	\$ 732,531,053
23.	Total adjustments to the current year taxable value. Add lines 21 and 22.	\$ 732,531,053
24.	Adjusted current year taxable value. Subtract line 23 from line 20.	\$ 28,316,323,057
25.	Current year NNR tax rate. Divide line 16 by line 24 and multiply by \$100.	\$ 0.932536 /\$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. Most school districts calculate a voter-approval tax rate that is split into three separate rates.¹⁸

- Maximum Compressed Tax Rate (MCR):** A district’s maximum compressed tax rate is defined as the tax rate for the current tax year per \$100 of valuation of taxable property at which the district must levy a maintenance and operations tax to receive the full amount of the tier one allotment.¹⁹
- Enrichment Tax Rate:**²⁰ A district’s enrichment tax rate is defined as any tax effort in excess of the district’s MCR and less than \$0.17. The enrichment tax rate is divided into golden pennies and copper pennies. School districts can claim up to 8 golden pennies, not subject to compression, and 9 copper pennies which are subject to compression with any increases in the guaranteed yield.²¹
- Debt Rate:** The debt rate includes the debt service necessary to pay the school district’s debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The MCR and Enrichment Tax Rate added together make up the school district’s maintenance and operations (M&O) tax rate. Districts cannot increase the district’s M&O tax rate to create a surplus in M&O tax revenue for the purpose of paying the district’s debt service.²²

If a school district adopted a tax rate that exceeded its voter-approval tax rate without holding an election to respond to a disaster in the prior year, as allowed by Tax Code Section 26.042(e), the school district may not consider the amount by which it exceeded its voter-approval tax rate (disaster pennies) in the calculation this year. This adjustment will be made in Section 4 of this worksheet.

A district must complete an efficiency audit before seeking voter approval to adopt a M&O tax rate higher than the calculated M&O tax rate, hold an open meeting to discuss the results of the audit, and post the results of the audit on the district’s website 30 days prior to the election.²³ Additionally, a school district located in an area declared a disaster by the governor may adopt a M&O tax rate higher than the calculated M&O tax rate during the two-year period following the date of the *declaration without conducting an efficiency audit*.²⁴

Districts should review information from TEA when calculating their voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
26.	Current year maximum compressed tax rate (MCR). TEA will publish compression rates based on district and statewide property value growth. Enter the school districts’ maximum compressed rate based on guidance from TEA. ²⁵	\$ 0.616900 /\$100
27.	Current year enrichment tax rate. Enter the greater of A and B. ²⁶	\$ 0.050000 /\$100
	A. Enter the district’s prior year enrichment tax rate, minus any required reduction under Education Code Section 48.202(f)	\$ 0.000000 /\$100
	B. \$0.05 per \$100 of taxable value	\$ 0.050000 /\$100

¹⁶ [Reserved for expansion]
¹⁷ [Reserved for expansion]
¹⁸ Tex. Tax Code §26.08(n)
¹⁹ Tex. Edu. Code §48.2551(a)(3)
²⁰ Tex. Tax Code §26.08(i) and Tex. Edu. Code §45.0032
²¹ Tex. Edu. Code §§48.202(a-1)(2) and 48.202(f)
²² Tex. Edu. Code §45.0021(a)
²³ Tex. Edu. Code §11.184(b)
²⁴ Tex. Edu. Code §11.184(b-1)
²⁵ Tex. Edu. Code §§48.255, 48.2551(b)(1) and (b)(2)
²⁶ Tex. Tax Code §26.08(n)(2)
²⁷ Tex. Edu. Code §45.003(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	Current year maintenance and operations (M&O) tax rate. Add Lines 26 and 27. Note: M&O tax rate may not exceed the sum of \$0.17 and the district's maximum compressed rate. ²⁷	0.666900 \$ _____/\$100
29.	Total current year debt to be paid with property tax revenue. Debt means the interest and principal that will be paid on debts that: <ul style="list-style-type: none"> (1) Are paid by property taxes; (2) Are secured by property taxes; (3) Are scheduled for payment over a period longer than one year; and (4) Are not classified in the school district's budget as M&O expenses. <p>A. Debt includes contractual payments to other school districts that have incurred debt on behalf of this school district, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here.²⁸</p> Enter debt amount: \$ <u>113,001,227</u> B. Subtract unencumbered fund amount used to reduce total debt. - \$ <u>0</u> C. Subtract state aid received for paying principal and interest on debt for facilities through the existing debt allotment program and/or instructional facilities allotment program. - \$ <u>0</u> D. Adjust debt: Subtract B and C from A.	113,001,227 \$ _____
30.	Certified prior year excess debt collections. Enter the amount certified by the collector. ²⁹	0 \$ _____
31.	Adjusted current year debt. Subtract line 30 from line 29D.	113,001,227 \$ _____
32.	Current year anticipated collection rate. If the anticipated rate in A is lower than actual rates in B, C and D, enter the lowest rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. ³⁰ <ul style="list-style-type: none"> A. Enter the current year anticipated collection rate certified by the collector.³¹ <u>99.52</u> % B. Enter the 2023 actual collection rate <u>99.01</u> % C. Enter the 2022 actual collection rate <u>99.51</u> % D. Enter the 2021 actual collection rate <u>100.03</u> % 	99.52 %
33.	Current year debt adjusted for collections. Divide Line 31 by Line 32. Note: If the governing body of the school district governs a junior college district in a county with a population of more than two million, add the amount of taxes the governing body proposes to dedicate to the junior college district in the current year to the result.	113,546,248 \$ _____
34.	Current year total taxable value. Enter the amount on Line 20 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	29,048,854,110 \$ _____
35.	Current year debt rate. Divide Line 33 by Line 34 and multiply by \$100.	0.390880 \$ _____/\$100
36.	Current year voter-approval tax rate. Add Lines 28 and 35. If the school district received distributions from an equalization tax imposed under former Chapter 18, Education Code, add the NNR tax rate as of the date of the county unit system's abolition to the sum of Lines 28 and 35. ³²	1.057780 \$ _____/\$100

SECTION 3: Voter-Approval Tax Rate Adjustment for Pollution Control

A school district may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The school district's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The school district must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a school district that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

²⁸ Tex. Tax Code §26.012(7)
²⁹ Tex. Tax Code §§26.012(10) and 26.04(b)
³⁰ Tex. Tax Code §§26.04(h), (h-1) and (h-2)
³¹ Tex. Tax Code §26.04(b)
³² Tex. Tax Code §26.08(g)
³³ Tex. Tax Code §26.045(d)
³⁴ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
37.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³³ The school district shall provide its tax assessor with a copy of the letter. ³⁴	\$ 0
38.	Current year total taxable value. Enter the amount on Line 20 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 29,048,854,110
39.	Additional rate for pollution control. Divide line 37 by line 38 and multiply by \$100.	\$ 0.000000 /\$100
40.	Current year voter-approval tax rate, adjusted for pollution control. Add line 36 and line 39.	\$ 1.057780 /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment in Year Following Disaster

If a school district adopted a tax rate that exceeded its voter-approval tax rate without holding an election to respond to a disaster in the prior year, as allowed by Tax Code Section 26.042(e), the school district may not consider the amount by which it exceeded its voter-approval tax rate in the calculation this year. ³⁵ As such, it must reduce its voter-approval tax rate for the current tax year.

This section applies to a school district in a disaster area that adopts a tax rate greater than its voter-approval tax rate without holding an election in the prior year, as provided for by Tax Code Section 26.042(e).

Line	Prior Year Disaster Adjustment Worksheet	Amount/Rate
41.	Prior year adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1.053200 /\$100
42.	Prior voter-approval tax rate. If the school district adopted a tax rate above the prior year voter-approval tax rate without holding an election due to a disaster, enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
43.	Increase in the prior year tax rate due to disaster (disaster pennies). Subtract Line 42 from Line 41.	\$ 0.000000 /\$100
44.	Current year voter-approval tax rate, adjusted for prior year disaster. Subtract Line 43 from one of the following lines (as applicable): Line 36 or Line 40 (school districts with pollution control).	\$ 1.057780 /\$100

SECTION 5: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-New-Revenue Tax Rate \$ 0.932536 /\$100
 Enter the current year NNR tax rate from Line 25.

Voter-Approval Tax Rate \$ 1.057780 /\$100
 As applicable, enter the current year voter-approval tax rate from Line 36, Line 40 or Line 44. Indicate the line number used: 36

SECTION 6: School District Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the school district. By signing below, you certify that you are the designated officer or employee of the school district and have calculated the tax rates in accordance with requirements in Tax Code and Education Code. ³⁶

print here ➔ Kristi Cooper

 Printed Name of School District Representative

sign here ➔ *Kristi Cooper, RTA*

 School District Representative

August 26, 2024

 Date

³⁵ Tex. Tax Code §26.042(f) and Tex. Edu. Code §45.0032(d)
³⁶ Tex. Tax Code §26.04(c)



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Dr. Shelley Garrett, Assistant Superintendent of Safety & Operations

Subject: Consider Approval of City of Rowlett School Resource Officers Interlocal Agreement

Consent Agenda

Executive Summary:

The attached City of Rowlett School Resource Officer (SRO) Interlocal Agreement adds GISD paying 100 percent of the salary and benefits of the SRO sergeant (\$130,000 annually).

This recommendation brings the total amount of the City of Rowlett SRO budget to \$780,000.

This addition is in line with providing an appropriate supervisory span of control within the Rowlett SRO Program. Proportionally speaking, and considering that GISD pays zero percent of vehicle maintenance or vehicle replacement expenses for Rowlett PD SROs, this addition creates equitable expenditure across the tri-city SRO programs.

Current Rowlett SRO Program:

	District Share	City Share
3 SROs	100% salaries & benefits	0% salaries & benefits
5 SROs	50% salaries & benefits	50% salaries & benefits
Equipment & Gear	0%	100%
Vehicle Maintenance Expenses	0%	100%

Recommended Rowlett SRO Program:

	District Share	City Share
5 SROs	50% salaries & benefits	50% salaries & benefits
3 SROs	100% salaries & benefits	0% salaries & benefits
1 Sergeant (SRO supervisor)	100% salaries & benefits	0% salaries & benefits
Equipment & Gear	0%	100%
Vehicle Maintenance Expenses	0%	100%



BOARD OF TRUSTEES AGENDA

For reference:

City of Garland SRO Program

	District Share	City Share
8 SROs	100% salaries & benefits	0% salaries & benefits
23 SROs	50% salaries & benefits	50% salaries & benefits
3 Lieutenants (SRO Supervisors)	50% salaries & benefits	50% salaries & benefits
1 Secretary (SRO Admin)	50% salaries & benefits	50% salaries & benefits
Equipment & Gear	0%	100%
Vehicle Maintenance Expenses (not to exceed \$220,00 for district)	50%	50%

In 2020, GISD phased in sharing a 50/50 split of Garland PD SRO's vehicle maintenance expenses (not to exceed \$220,000/year).

Total spent on Garland SRO Program 2023-24: \$3,095,991 (includes vehicle maintenance)

City of Sachse SRO Program

	District Share	City Share
1 SRO	100% salaries & benefits	0% salaries & benefits
1 Rover Officer	100% salaries & benefits	0% salaries & benefits
3 SROs	50% salaries & benefits	50% salaries & benefits
Equipment & Gear	0%	100%
Vehicle Maintenance Expenses	0%	100%

In 2022, GISD shared a 50/50 split with Sachse PD for two replacement vehicles for the SROs (\$45,000/every 4 to 6 years).

Total spent on Sachse SRO Program 2023-24: \$313,780 (no vehicle replacement included in this school year).

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

Provided for your consideration.

Recommended Motion for Action Items:

Move to approve the City of Rowlett School Resource Officer Interlocal Agreement as presented to the Board of Trustees.



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Financial Impact and Funding Source:

Current budgeted for RPD SRO Program	\$650,000
Recommended addition for SRO Sergeant	\$130,000
TOTAL	\$780,000

Total spent on Rowlett SRO Program 2023-24: \$646,711

199 – General Fund



INTERLOCAL COOPERATION AGREEMENT FOR GOVERNMENTAL SERVICES RELATING TO A SCHOOL RESOURCE OFFICER PROGRAM BETWEEN THE CITY OF ROWLETT AND THE GARLAND INDEPENDENT SCHOOL DISTRICT

This **AGREEMENT** (the “Agreement”) is entered into this 1st day of September 2024 (the “Effective Date”), by and between the **CITY OF ROWLETT** (hereinafter called “City”) and the **GARLAND INDEPENDENT SCHOOL DISTRICT** (hereinafter called “GISD”), either of which may be referred to herein as a “party” and collectively as the “parties.”

WHEREAS, this Agreement is made under the authority of Chapter 791 of the Texas Government Code; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and

WHEREAS, the City and GISD desire to establish a mutually beneficial program whereby the GISD utilizes two (2) uniformed police officers at the high school; two (2) uniformed police officers at middle schools; two (2) uniformed police officers at elementary schools; two (2) uniformed rover officers to travel among schools for safety coverage without being assigned to a specific school (collectively, these eight may be referred to as the “SROs”); and a sergeant to provide supervision over the SROs (collectively the SROs and the supervisory sergeant may be referred to as the “SRO Personnel”); and

WHEREAS, the primary purpose of the School Resource Officer (SRO) Program is the reduction and prevention of crime committed by juveniles and young adults; to promote the safety of students through the presence of uniformed police officers and marked squad cars; to educate; to counsel; and to protect; and

WHEREAS, The SRO Program accomplishes this purpose by achieving the following goals:

1. Reduction of criminal offenses committed by juveniles and young adults,
2. Establish rapport with students,
3. Establish rapport with parents, faculty, staff, administrators, and other adults,
4. Create and expand programs with vision and creativity to increase student participation, which will benefit students, the school district, the police department, and the community,
5. Present a positive role image for students and adults, and
6. Provide safety for students, faculty, staff, and all persons involved with GISD; and

WHEREAS, the parties wish to enter into this Agreement to establish the terms and conditions of the SRO Program;

NOW, THEREFORE, the parties hereby do mutually agree as follows:



1. Term of Agreement: The term of this Agreement shall begin upon the Effective Date and will continue in full force and effect until terminated in accordance with the provisions set-forth herein. This Agreement can be modified only by an agreement in writing, signed by both parties.

2. Relationship: Nothing herein shall be construed as creating the relationship of employer and employee between GISD and SRO Personnel. The City assumes, and remains, totally responsible for the acts of its employees as they relate to the services provided during the course and scope of their employment, and SRO Personnel shall not be entitled to any rights or privileges of GISD employees and shall not be considered in any manner to be GISD employees. SRO Personnel shall solely be subject to the control and direction of the City in carrying out the duties required of them under the terms of this Agreement.

SROs in GISD shall be under the direct control of GISD solely with respect to the use and maintenance of education records; and, as such, are hereby defined to be “school officials” for the purpose of disclosure of personally identifiable student information under the Family Educational Rights and Privacy Act (FERPA) 20 U. S. C. § 1232g. In addition to the foregoing, GISD may disclose directory information, as that term is defined by FERPA and its implementing regulations, to SROs for a term limited to the amount of time that GISD sees fit. Further, in the event GISD perceives an articulable and significant threat under the totality of the circumstances, and documents same in a student’s records access log, GISD may share student records, as appropriate, with SROs. SROs shall not disclose student personally identifiable information to any other person or entity unless authorized by FERPA to make such disclosure.

3. SRO Services Provided: As set forth on Addendum A, attached hereto and incorporated herein by this reference, the City will provide and GISD will utilize two (2) uniformed police officers at the high school; two (2) uniformed police officers at middle schools; two (2) uniformed police officers at elementary schools; two (2) uniformed rover officers to travel among schools for safety coverage without being assigned to a specific school (collectively, these eight may be referred to as the “SROs”); and a sergeant to provide supervision over the SROs (collectively the SROs and the supervisory sergeant may be referred to as the “SRO Personnel”). The parties agree that the City shall be allowed to allocate to other City assignments that portion of the sergeant’s time, if any, as is not consumed by SRO-related supervisory duties.

4. Payment for Services: Except as specifically described in this Agreement, it is agreed that GISD will reimburse the City 50 percent of the salaries and benefits of five (5) SROs, 100 percent of the salaries and benefits of three (3) SROs, and 100 percent of the salaries and benefits of one (1) SRO supervisor/sergeant. Cost-of-living increases from 3 to 6 percent are expected to occur annually.

	District Share	City Share
5 SROs	50% salaries & benefits	50% salaries & benefits
3 SROs	100% salaries & benefits	0% salaries & benefits
1 Sergeant (SRO supervisor)	100% salaries & benefits	0% salaries & benefits
Equipment & Gear	0%	100%



Vehicle Maintenance Expenses	0%	100%
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The City shall invoice GISD on a monthly basis. GISD agrees to reimburse the City for the GISD share of the SRO Program within thirty (30) days of receipt of invoice.

The City must provide coverage when a regular SRO is absent for any period of time. Principals shall be notified when an SRO will be absent.

5. Overtime/Extra Duty: GISD will reimburse the City for salaries and benefits to SRO Personnel and other approved department police officers who provide police services at GISD athletic and other events at an hourly overtime rate commensurate to the officer's rank. GISD athletic events shall be scheduled through the office of the SRO supervisors and the Director of Security.

6. Enforcement: Although the SROs have been placed in a formal education environment, they are not relieved of their official duties as law enforcement officers. Decisions to intervene normally will be made when it is necessary to prevent violence, a breach of the peace, personal injury, or loss of property. SROs will advise students on responsibilities and procedures concerning criminal matters. SROs will give advice to help resolve issues between students that involve matters that may result in criminal violations, disturbances, or disruptions. SROs are enforcement officers in regard to criminal matters with the purpose of deterring criminal behavior. SROs shall notify the school principal when a student is removed from campus or taken into custody while school is in session or on school grounds.

7. Scheduling: SROs will work a 40-hour work week and will coordinate their hours collaboratively between the City and GISD.

8. Provisions: GISD shall provide at each school to be served by an SRO, a properly secured office for use by SROs, equipped with the following:

- Office desk and chairs,
- Locking file cabinet,
- Computer with printer,
- Office telephone,
- Monitor or television screen large enough for clear visibility and capacity to view and track campus surveillance, impending weather situations, and other emergencies,
- District cell phone,
- Office supplies, and
- Access to school secretary or security secretary for administrative assistance.

9. Selection of SRO: The City should consider the recommendations of GISD in the selection and assignment of SROs.



10. Replacement: GISD may request a replacement of an SRO. Such a request shall be made in writing through the City's Chief of Police. If agreed upon by the Chief and GISD, a replacement SRO shall be provided as soon as possible.

11. Modification: This Agreement may be modified by mutual consent and signed by the responsible official for each party.

12. Termination: This Agreement may be terminated with or without cause by either party with 30-days' notice in writing to the other party.

13. Immunity: The City and GISD agree that neither party has waived its respective sovereign or governmental immunity, the official immunity of its officers, nor any other available immunities by entering into and performing the obligations under this Agreement.

14. Non-Appropriation of Funds: The City and GISD will use best efforts to appropriate sufficient funds to support the obligations under this Agreement. However, in the event that sufficient funds are not appropriated by either party's governing body, and as a result, that party is unable to fulfill its obligations under this Agreement, that party (i) shall promptly notify the other party in writing, and (ii) may terminate this Agreement, effective as of the last day for which sufficient funds have been appropriated.

15. Insurance: City shall maintain, during the term of this Agreement, workers' compensation insurance, general liability coverage, and auto liability coverage for its employees engaged in work under this Agreement. Upon request, City shall provide GISD with Certificates of Insurance or documentation of self-insurance indicating such coverage prior to the beginning of any activities under this Agreement.

16. Use of District Property – Hold Harmless: GISD agrees that the City may use district properties at no cost to enable officers to conduct trainings and debriefings, and to utilize restroom facilities on a 24-hour basis during public emergencies. The City agrees that the use of GISD properties will not adversely impact GISD's operational schedule and will occur during such times as may be mutually acceptable for the City and GISD. The City will not hold GISD liable for damage or destruction of the City's property that may occur during the use of GISD property or for any injuries to the City's personnel.

17. Indemnification: Each party agrees to and accepts full responsibility for the acts, negligence and/or omissions of such party's officers, agents and employees in the execution and performance of this Agreement. To the extent allowed by law, each party shall indemnify and save harmless the other party, its officers, agents, and employees from all suits, actions, losses, damages, claims, or liability of any character, type, or description, including without limiting the generality of the foregoing all expenses of litigation, court costs, and attorney's fees for injury or death to any person, or injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, the acts of the party, its officers, agents, or employees in the performance of this agreement. No party waives, nor shall be deemed to waive, any immunity or defense that would otherwise be available to or against claims arising in the exercise of governmental functions relating hereto or otherwise. By entering into this agreement, the parties do not create any obligations expressed or implied, other than those set



forth herein, and this agreement shall not create any rights in any parties not signatory hereto. There are no third-party beneficiaries to this Agreement.

18. Force Majeure: In the event that any party shall be prevented from performing any of its obligations under this Agreement by any act of God, war, riot, civil commotion, strikes, fires, flood, epidemic, or by the occurrence of any event beyond the control of such party, then such party shall be excused from the performance of the obligations under this Agreement but only during such period of Force Majeure.

19. Preamble: The statements set forth in the preamble to this Agreement are adopted as true and correct and incorporated herein by this reference.



CITY OF ROWLETT

GARLAND INDEPENDENT SCHOOL DISTRICT

By: _____

By: _____

Michael Denning, Chief of Police
Rowlett Police Department

Dr. Ricardo López, Superintendent
Garland Independent School District

Date: _____

Date: _____

By: _____

By: _____

David Hall, City Manager
City of Rowlett

Robert Selders, Jr., Board of Trustees President
Garland Independent School District

Date: _____

Date: _____



ADDENDUM A

Rowlett PD Employees in Garland ISD

High Schools	
Rowlett HS	2 officers
Middle Schools	
Coyle MS	1 officer
Schrade MS	1 officer
Elementary Schools	
Back, Dorsey, Rowlett, Stephens	1 officer
Herfurth, Keeley, Liberty Grove, Pearson, Steadham	1 officer
Other	
Rover Officers	2 officers
SRO Supervisor	1 sergeant
TOTAL Rowlett PD Staff	9

4873-8618-0570, v. 1



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Gina Makidon, Principal

Subject: Consider Approval of Donations from Watson MST PTA

Consent Agenda

Executive Summary:

Per CDAP Section 3.6, Board Policy CDC (Local) governs donations to the District. All donations or gifts to the District, District schools, or District departments which are valued at \$5000 or more, shall be subject to approval by the Board.

Watson MST PTA is making two (2) donations to Watson Technology Center for Math and Science totaling \$22,325.

The donations are as follows:

- \$14,400 are being donated for field trips.
- \$7,925 are being donated to purchase IXL Learning (instructional software).

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

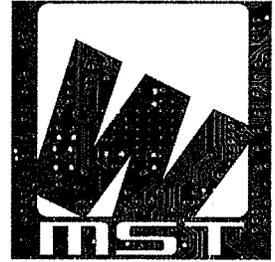
Provided for your consideration.

Recommended Motion for Action Items:

Move to approve donations from Watson MST PTA as presented to the Board of Trustees.

Financial Impact and Funding Source:

N/A



August 13, 2024

Dear GISD Board Members,

I am writing to seek your approval for a generous donation from our Watson MST PTA, which is intended to support our school's field trips. These excursions are a key component of our magnet programming and play a crucial role in extending our students' learning beyond the classroom.

Field trips offer invaluable opportunities for hands-on learning and real-world application of classroom concepts.

Watson's PTA donation will total \$14,400. This donation will help us in making our field trips accessible to all students at Watson MST.

Thank you for your consideration.

In Partnership,

A handwritten signature in black ink, appearing to read 'Gina Makidon', with a long horizontal flourish extending to the left.

Gina Makidon
Principal
Watson MST



Garland Independent School District
501 S. Jupiter Rd.
Garland, TX 75042
972-487-3100

RECEIPT OF DONATION

The Garland Independent School District acknowledges and expresses appreciation for the following contribution:

Cash donation in the amount of: _____

Donation of goods: _____

Donation received from: _____

Dates of donation: _____

Valued at: _____

The Garland Independent School District is exempt under Section 115 of the Internal Revenue Code.

Instrumentalities of a political subdivision (including cities and independent school districts) are exempt under section 115 of the Internal Revenue Code and are not required to file Federal Income Tax Return Form 1120, nor Information Return Form 990. Contributions to such organizations are deductible by donors as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devices, transfers of gifts to or for their use are deductible for Federal, estate and gift tax purposes under the provisions of sections 2055, 2106, and 2522 of the Code. Accordingly, independent school districts are not covered by IRS Code Section 501(c)3.

Federal ID number: 75-6001650

Donation Received by:

Date: _____

Signature of Authorized Representative, Garland Independent School District



August 13, 2024

Dear GISD Board Members,

I am writing on behalf of the Watson MST PTA to propose a donation that we believe will significantly benefit our students' educational experience. We have identified a software program that is specifically designed to reinforce and enhance students' skills in math, reading, science, and social studies.

This program offers interactive and engaging resources that cater to various learning styles, providing personalized learning that aligns with our curriculum. By incorporating this tool into our classrooms, we can offer additional practice and support to help students excel in these critical subject areas. This software program will be utilized for all students at Watson MST in grades kindergarten through fifth grade.

The PTA is prepared to donate \$7,925 to help our campus with the purchase of IXL Learning (Instructional Software). The campus' budget allows us to \$5,000 towards this purchase.

We respectfully request the school board's approval to accept this donation. The invoice is attached for your reference, along with the Statement from PTA.

Thank you for considering this proposal.

In Partnership,

A handwritten signature in black ink, appearing to read 'Gina Makidon', with a long horizontal flourish extending to the left.

Gina Makidon
Principal
Watson MST



Garland Independent School District
501 S. Jupiter Rd.
Garland, TX 75042
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Federal ID number: 75-6001650

Donation Received by:

Date: _____

Signature of Authorized Representative, Garland Independent School District



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Jason Wheeler, Executive Director of Communications and Public Relations

Subject: Consider Approval of Purchase of Advertising Services (#14-24-02)

Consent Agenda

Executive Summary:

This contract provides the purchase of airtime and advertising services across all media, and various platforms for the district. Reviewed and approved by Jason Wheeler, Executive Director of Communications and Public Relations, Mark Booker, Executive Director of Purchasing and Darrell Dodds, Chief Financial Officer.

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Advertising Services from "Exhibit A" provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Request for Proposal

Contract Term: One (1) year with four (4) annual renewal options.

Recommended Motion for Action Items:

Move to approve contract#14-24-02 Advertising Services as presented to the Board of Trustees.

Financial Impact and Funding Source:

Not to Exceed Amount: \$400,000
199 - General Fund

Exhibit A

Aletheia Marketing And Media LLC

Brandera Incorporated

Clear Channel Outdoor Holdings Inc

Daily Commercial Record Inc

Datum Tech Inc

Firewheel Outdoor Digital Network LP

Hero K12 LLC

One Pytchblack LLC

Outreach Strategists LLC

The Ward Group Inc



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Matthew Yeager, Assistant Superintendent of Technology

Subject: Consider Approval of Purchase Structured Cabling Services (#196-25)

Consent Agenda

Executive Summary:

This contract provides cabling for network drops used to connect wired devices and wireless access points to the district wide-area network. It also includes fiber optic cabling that interconnects network closets within a GISD facility or connects exterior structures such as portables to main buildings. It covers both new installations and repair or maintenance of existing cabling. Reviewed and approved by Matthew Yeager, Assistant Superintendent of Technology, Mark Booker, Executive Director of Purchasing and Darrell Dodds, Chief Financial Officer.

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Structured Cabling Services from Comnet Communications LLC (Exhibit A) provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Request for Proposal

Contract Term: One (1) year with four (4) annual renewal options.

Recommended Motion for Action Items:

Move to approve contract#196-25 Structured Cabling Services as presented to the Board of Trustees.

Financial Impact and Funding Source:

Not Exceed Amount: Confidential

199 - General Fund 70%

683 - Bond 2023 Fund 30%

Exhibit A

RFP# 196-25 Structured Cabling Services EVALUATION CRITERIA FORM		
EVALUATION CRITERIA		FIRM Comnet Communications
Parameters:	Max Points	*Confidential
Proposed Price: A comparison of 72 like sample line items were evaluated for pricing. Pricing does not reflect the contract value rather the amount of the 72 like items evaluated		
The purchase price; 3.31.10 Pricing	45	45
The reputation and quality of the vendor's goods or services; 0-14 3.28.1 Executive Summary (Tab 1) 3.30.1-.3 Company Profile and Qualifications (Tab 3) 3.30.4 References	15	7
The quality of the vendor's goods or services; 3.31.7 Manufacturer Warranty Process (Tab 5) 3.31.8 Systimax Certifications	18	15
The extent to which the goods or services meet the district's needs; 3.31 Overview and Approach to Implementation 3.31.6.1 Authorized Systimax Installer Letter	19	13
The vendor's past relationship with the district; Range 0-3 District standard is to award points as follows: 3 – performed above contract standards 2 – performed to contract standards 1 – instances of substandard performance but deficiencies were promptly corrected when notified 0 – no previous experience with GISD Negative 1-10 may be assigned based on the number of written complaint letters issued by the Purchasing Department	3	2
The impact on the ability of the district to comply with the laws and rules relating to historically under-utilized businesses (HUB); (must be 0 points)	0	0
The total long-term cost to the district to acquire the vendor's goods and services; Range 0-10, Discount structure for each manufacturer. This item is designed to capture all costs other than those identified under initial purchase price, example maintenance cost for years 2-5.	0	0
For a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner: A. has its principal place of business in this state B. employs at least 500 persons in this state Has its principal place of business in this state	0	0
Total Points	100	81

The district solicited 506 suppliers and received 1 response



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Delbert Richardson, Coordinator of Broadcasting

Subject: Consider Approval of Purchase of Broadcasting Supplies, Equipment and Services (#294-25)

Consent Agenda

Executive Summary:

GRS-TV will purchase broadcast equipment to produce videos and live productions for GISD. The equipment will be used throughout the district as needed to create programming. Reviewed and approved by Delbert Richardson, Coordinator of Broadcasting, Mark Booker, Executive Director of Purchasing, and Darrell Dodds, Chief Financial Officer.

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Broadcasting Supplies, Equipment and Services from the companies, B & H Foto & Electronics Corp, Texas Film Gear LLC, Videotex Systems Inc, (Exhibit A) provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Request for Proposal

Contract Term: One (1) year with four (4) annual renewal options

Recommended Motion for Action Items:

Move to approve contract#294-25 Broadcasting Supplies, Equipment and Services as presented to the Board of Trustees.

Financial Impact and Funding Source:

Not to Exceed Amount: \$600,000
199 - General Funds

Exhibit A

RFP# 294-25 BROADCASTING SUPPLIES, EQUIPMENT AND SERVICES				
EVALUATION CRITERIA	FIRM		FIRM	
	B & H Foto & Electronics Corp (Primary)	Texas Film Gear LLC (Alternate)	Videotex Systems Inc (Alternate)	
Parameters:	Max Points			
Proposed Price: A comparison of line item 1-15 were evaluated for pricing. Pricing does not reflect the contract value rather the amount of the 15 line items evaluated.		\$5,018.83	\$6,438.63	\$6,445.42
The purchase price; <i>NOT TO BE EVALUATED BY COMMITTEE MEMBERS. Purchasing Dept. will enter separately. Based on a standard formula Personal Property Purchase: 50-55, Combination of Goods and Services or Service (only):40-50 Split with long-term cost if applicable.</i>	40	40	31	31
The reputation and quality of the vendor's goods or services; Combined with 2. • 3 Good referenced = 12 points •2 Good reference = 6 points •1 Good reference= 3 points •0 No points	12	12	12	12
The quality of the vendor's goods or services; •Vendors must provide a contact sales representative who will be in charge of Garland ISD account. 10 point •Provide a brief summary of the company to include a number of years performing like services as requested in this RFP 10 point	20	20	20	20
The extent to which the goods or services meet the district's needs; •2-week delivery – 25 points , 3-week delivery – 20 points , or 4-week delivery- 10 points	25	25	25	25
The vendor's past relationship with the district;	3	3	0	3
The impact on the ability of the district to comply with the laws and rules relating to historically under-utilized businesses (HUB); (must be 0 points)	0	0	0	0
The total long-term cost to the district to acquire the vendor's goods and services;	0	0	0	0
Financial strength of company	0	0	0	0
Total Points	100	100	88	91

The district solicited 243 suppliers and received 3 responses



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Veronica Joyner, Executive Director Research, Assessment, and Accountability

Subject: Consider Approval of Purchase of Achievement and Ability Testing (#325-25-03)

Consent Agenda

Executive Summary:

This award will facilitate the purchase of quality educational assessment instruments to be used for a variety of educational purposes, including but not limited to, Multi-Tiered Systems of Support (MTSS), Universal Screening, benchmarking of student learning, monitoring of student academic growth in reading, mathematics, and science, Emergent Bilingual (EB) program entry/exit, Gifted & Talented screening and identification, and student eligibility for magnet programs (e.g., MST and Classical). Reviewed and approved by Veronica Joyner, Executive Director Research, Assessment, and Accountability, Mark Booker, Executive Director of Purchasing and Darrell Dodds, Chief Financial Officer.

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Achievement and Ability Testing from Northwest Evaluation Association provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Request for Proposal – Cooperative Purchase

Contract Term: One (1) year with three (3) annual renewal options

Recommended Motion for Action Items:

Move to approve contract#325-25-03 Achievement and Ability Testing as presented to the Board of Trustees.

Financial Impact and Funding Source

Amount not to Exceed - \$500,000

199 – General Fund



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Veronica Joyner, Executive Director Research, Assessment, and Accountability

Subject: Consider Approval of Purchase of Achievement and Ability Testing (#325-25-04)

Consent Agenda

Executive Summary:

This award will facilitate the purchase of quality educational assessment instruments to be used for a variety of educational purposes, including but not limited to, Multi-Tiered Systems of Support (MTSS), Universal Screening, benchmarking of student learning, monitoring of student academic growth in reading, mathematics, and science, Emergent Bilingual (EB) program entry/exit, Gifted & Talented screening and identification, and student eligibility for magnet programs (e.g., MST and Classical). The Cognitive Abilities Test (CogAT) will be used to gain detailed insights into students' verbal, quantitative, and figural (nonverbal) reasoning skills. It should also detail the committee meeting the agenda item was presented to for review. Reviewed and approved by Veronica Joyner, Executive Director Research, Assessment, and Accountability, Mark Booker, Executive Director of Purchasing and Darrell Dodds, Chief Financial Officer.

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Achievement and Ability Testing – Riverside Assessment, LLC dba Riverside Insight provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Request for Proposal – Cooperative Purchase

Contract Term: One (1) year with four (4) annual renewal options

Recommended Motion for Action Items:

Move to approve contract#325-25-04 Achievement and Ability Testing as presented to the Board of Trustees.

Financial Impact and Funding Source:

Amount not to Exceed: \$210,000

199 - General Fund



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Tara Sowels, Director of Multilingual Programs

Subject: Consider Approval of Purchase of Online Assessment for Dual Language
EPCNT (#325-25-05)

Consent Agenda

Executive Summary:

This contract with Data Recognition Corporation provides an array of assessments, some of which are required by 19 TAC Chapter 89, Subchapter BB. Garland ISD utilizes these assessments for initial identification purposes and for language progress monitoring of select Emergent Bilingual students. The assessments provided by DRC are the only assessments allowed by the Texas Education Agency for initial identification of Emergent Bilingual students. Reviewed and approved by Tara Sowels, Director of Multilingual Programs, Mark Booker, Executive Director of Purchasing and Darrell Dodds, Chief Financial Officer.

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for LAS Link and Pre LAS Assessments from Data Recognition Corporation provides the best value to the Garland Independent School District.

New Award

Procurement Method: Cooperative Purchase Contract

Contract Term: One (1) year with four (4) year annual renewals.

Recommended Motion for Action Items:

Move to approve contract#325-25-05 Online Assessment for Dual Language EPCNT as presented to the Board of Trustees.

Financial Impact and Funding Source:

Not to Exceed the Amount - \$150,000

199 - General Fund



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Dr. Shelley Garrett, Assistant Superintendent of Safety Operations

Subject: Consider Approval of Increase in Awarded Amount for Public Address System Parts and Service (#228-20)

Consent Agenda

Executive Summary:

Increasing the awarded amount will allow the Security Department to work with Texas Fire and Sound and upgrade around 30 campuses to the Bogen Nyquist Public Address Systems (PA), as the current PA systems are no longer supported. Reviewed and approved by Shelley Garrett, Assistant Superintendent of Safety Operations, Mark Booker, Executive Director of Purchasing, and Darrell Dodds, Chief Financial Officer.

Presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Public Address System Parts and Service from the company, Texas Fire and Sound Incorporated, provide the best value to the Garland Independent School District.

Increase

Procurement Method: Request for Proposal

Contract Term: Final of four (4) annual renewal options

Recommended Motion for Action Items:

Move to approve increase to contract# 228-20 Public Address System Parts and Service as presented to the Board of Trustees.

Financial Impact and Funding Source:

Not to Exceed Amount: Original Award \$74,999 Increase \$1,500,000 New Award \$1,574,999
199 - General Fund 5%
429 - Safe Grant Fund 95%



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024
Presented By: Lisa Ray
Subject: Update 123– Local Policies

Action Item

Executive Summary:

Update 123 encompasses changes in law from the 88th Regular Legislative Session that have an immediate effect on the governance and management of the District. See the explanatory notes for a full listing of the legal policies affected. Changes to local policies offered for consideration address the following. Administration made very slight changes to TASB recommended EFA (Local) and EFB (Local), and are included as part of this update.

BBD(LOCAL): BOARD MEMBERS - TRAINING AND ORIENTATION
CKC(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - EMERGENCY PLANS
CKE(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT - SECURITY PERSONNEL
CKEC(LOCAL): SECURITY PERSONNEL - SCHOOL RESOURCE OFFICERS
CKED(LOCAL): SECURITY PERSONNEL - OTHER SECURITY ARRANGEMENTS
CQC(LOCAL): TECHNOLOGY RESOURCES - EQUIPMENT
DCE(LOCAL): EMPLOYMENT PRACTICES - OTHER TYPES OF CONTRACTS
DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE COMPLAINTS/GRIEVANCES
EEH(LOCAL): INSTRUCTIONAL ARRANGEMENTS - HOMEBOUND INSTRUCTION
EF(LOCAL): INSTRUCTIONAL RESOURCES
EFA(LOCAL): INSTRUCTIONAL RESOURCES - INSTRUCTIONAL MATERIALS
EFB(LOCAL): INSTRUCTIONAL RESOURCES - LIBRARY MATERIALS
FNG(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT AND PARENT COMPLAINTS/GRIEVANCES
GF(LOCAL): PUBLIC COMPLAINTS

Administrative Recommendations:

Approval



BOARD OF TRUSTEES AGENDA

Recommended Motion for Action Items:

I move to approve the local policies from TASB's Update 123, including the modifications to EFA (Local) and EFB (Local) as printed in our boardbook.

Financial Impact and Funding Source:

N/A if does not apply

Explanatory Notes

TASB Localized Policy Manual Update 123

Garland ISD

ATTN(NOTE)

GENERAL INFORMATION ABOUT THIS UPDATE

Please note:

Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 88th Legislature, regular and special sessions. All referenced bills have already gone into effect unless otherwise noted.

The Local Policy Overview for Update 123, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online® (TASB login required), provides a general, high-level overview of the changes to the local policies included in the update. **Legal policies provide the legal framework for key areas of district operations and are not adopted by the board.**

AIB(LEGAL)

ACCOUNTABILITY: PERFORMANCE REPORTING

The Results Driven Accountability (RDA) section of the policy has been deleted. TEA included RDA information in the Accountability Manual starting in 2023 and repealed the RDA information in the Administrative Code. This change aims to streamline information used in academic accountability and RDA systems.

AIC(LEGAL)

ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

A citation to the Administrative Code has been included under Student Enrollment and Assignment, Enrollment Provision in Contract, regarding campuses that are closed and repurposed.

As 19 TAC 97.2005 has been repealed, the reference to Results Driven Accountability has been deleted from the section on Special Program Performance Determination.

AIE(LEGAL)

ACCOUNTABILITY: INVESTIGATIONS

The word "accreditation" has been removed as a descriptor for investigations in two places within the policy after an amendment to the Administrative Code, effective January 17, 2024.

BBA(LEGAL)

BOARD MEMBERS: ELIGIBILITY/QUALIFICATIONS

At Intent to Return, language from the Election Code has been included to minimize confusion regarding the specific requirements for establishing an intent to return to the individual's residence after a temporary absence.

BBBB(LEGAL)

ELECTIONS: POST-ELECTION PROCEDURES

HB 5180 added new requirements for public inspection of election records. A reference has been added at Election Records regarding where to find information on public inspection of those records for districts who serve as custodians of their own election records.

BBD(LOCAL)

BOARD MEMBERS: TRAINING AND ORIENTATION

HB 3033 authorizes the attorney general to require trustees to complete training on the Public Information Act if the attorney general finds that there has been a violation of the Act. Language is recommended to make clear that this training after a violation cannot be delegated to the district's Public Information Act coordinator.

CCG(LEGAL)

LOCAL REVENUE SOURCES: AD VALOREM TAXES

HB 3273, effective January 1, 2024, revised the Tax Code and requires a taxing unit, including a school district, to provide specific notice to property owners on its website. These provisions have been included in the Appraisal District Property Tax Database section of the policy.

Explanatory Notes

TASB Localized Policy Manual Update 123

Garland ISD

CCGA(LLEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS

This policy has been updated to indicate that a board that adopted an exemption for the 2022 tax year may not reduce the amount or repeal that exemption based on SB 2 from the second special session of the 88th Legislature. [See Homestead, Local Options.]

HB 4559, from the 88th regular session, increased the population range for certain districts to provide that the split payment option does not apply to the district's taxes collected by another taxing unit that has adopted that option. [See Split Payments, In Certain Counties.]

CCGB(LLEGAL) AD VALOREM TAXES: ECONOMIC DEVELOPMENT

HB 4559 increased the population threshold for determining a large municipality for provisions related to the appointment of reinvestment zone board members. [See Tax Increment Financing Act, Large Municipality.]

Substantial changes have also been made based on HB 5 to incorporate the Texas Jobs, Energy, Technology, and Innovation Act.

CKB(LLEGAL) SAFETY PROGRAM/RISK MANAGEMENT: ACCIDENT PREVENTION AND REPORTS

TEA's amendments to the Administrative Code rules for mandatory school drills necessitated reorganization of definitions and added clarity to several sections of the policy. Changes in this policy also reflect TEA's amendments to the Administrative Code rules related to active threat exercises.

CKC(LLOCAL) SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS

A section on Notice Regarding Violent Activity is recommended to comply with legal requirements. Administrative procedures must be created to align with TEA's model standards.

CKE(LLOCAL) SAFETY PROGRAM/RISK MANAGEMENT: SECURITY PERSONNEL

To address in one policy all security arrangements a district may have implemented, we have added CKE(LLOCAL) and moved the provisions from CKEC(LLOCAL) and CKED(LLOCAL) to this code.

Significant revisions are recommended to the CKE policy series to promote compliance and clarification with HB 3 and other legal requirements. The SRO text has been edited to clarify that a district may have agreements with multiple law enforcement agencies depending on district needs and jurisdiction. A statement regarding the jurisdiction of school resource officers has been added. The text regarding security officers also now includes a list of authority and duties as reflected in the controlling memorandum of understanding. A statement about immunities is included. A written authorization will specify the property at which the employee is authorized to carry a firearm, as well as the means of carrying and storage. A section on the duties of an authorized firearm carrier has been added to this policy. Based on your survey, additional text has been added to address peace officers providing security services and noncommissioned security officers. Please contact your policy consultant with any questions.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

CKEC(LLOCAL) SECURITY PERSONNEL: SCHOOL RESOURCE OFFICERS

The enclosed policy has been deleted and HB 3 security provisions have been relocated to CKE(LLOCAL) based on your survey information. If you have any questions, please contact your policy consultant.

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CKED(LEGAL) SECURITY PERSONNEL: OTHER SECURITY ARRANGEMENTS

The provisions of this policy address commissioned security officers with Level III training under the Department of Public Safety hired through a security services contractor or as a district employee in accordance with the Education Code and the Occupations Code.

CKED(LOCAL) SECURITY PERSONNEL: OTHER SECURITY ARRANGEMENTS

The enclosed policy has been deleted and HB 3 security provisions have been relocated to CKE(LOCAL) based on your survey information. If you have any questions, please contact your policy consultant.

CMD(LEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

Cross-references throughout this policy have been updated to EFA since policy EF has been separated into EFA (instructional materials) and EFB (library materials).

CPC(LEGAL) OFFICE MANAGEMENT: RECORDS MANAGEMENT

Edits to this policy at Destruction of Records remove a reference to 13 TAC 7.123(c), which was deleted from Texas State Library and Archives Commission rules, effective March 6, 2024.

CQA(LEGAL) TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

HB 3273, effective January 1, 2024, requires school districts to post a notice informing property owners of the property tax database maintained by the appraisal district. Language has been added at item 28 under the section on Other Required Internet Postings.

CQC(LEGAL) TECHNOLOGY RESOURCES: EQUIPMENT

A section on Guidelines for Use of Digital Devices has been added to address the TEA and Health and Human Services Commission model health and safety guidelines for the use of digital devices, which are required by the Education Code and were issued in October 2023.

CQC(LOCAL) TECHNOLOGY RESOURCES: EQUIPMENT

This new local policy is recommended to meet the legal requirement for the board to adopt a policy for the effective integration of digital devices in the district. The policy language adopts the model health and safety guidelines developed by TEA and the Health and Human Services Commission and clarifies that the superintendent must develop regulations for implementation.

DCE(LOCAL) EMPLOYMENT PRACTICES: OTHER TYPES OF CONTRACTS

Revisions at Termination During Contract Term are recommended to specify that an employee may request a hearing before the board to appeal discharge during the contract period and to differentiate between terminations during and at the end of the contract term.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

DGBA(LOCAL) PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE COMPLAINTS/GRIEVANCES

Extensive revisions within the CKE policy series necessitated an update to the cross-reference in the list of other complaint processes.

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Also, to accommodate planned restructuring of policy DIA, we have revised the references to that code in this policy to reflect the DIA series. No other changes have been made to this policy.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

DGBA(EXHIBIT) PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE COMPLAINTS/GRIEVANCES

Our records indicate that you have an exhibit at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this exhibit is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

DHE(LEGAL) EMPLOYEE STANDARDS OF CONDUCT: SEARCHES AND ALCOHOL/DRUG TESTING

New Department of Transportation rules amend the department's regulated industry drug testing program. The language in the Reports to DPS section has been amended for clarity.

DNA(LEGAL) PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS

Amendments to the Administrative Code allow districts to begin using the Alternate Domain I rubric as part of the Texas Teacher Evaluation and Support System (T-TESS) beginning with the 2024-25 school year. Language has been updated to reflect this change.

DP(LEGAL) PERSONNEL POSITIONS

The section on School Psychological Services has been amended to provide additional clarity and to set out the correct title for licensed specialists in school psychology (LSSPs) as indicated in the Administrative Code.

EEH(LOCAL) INSTRUCTIONAL ARRANGEMENTS: HOMEBOUND INSTRUCTION

TEA's revisions to the *Student Attendance Accounting Handbook (SAAH)* prompted recommended updates to this policy. Students may now receive homebound services for psychological, as well as medical, conditions. The *SAAH* also indicates that the weeks of confinement due to a medical or psychological condition do not need to be consecutive to qualify. The policy language has been updated to reflect this change.

EF(LEGAL) INSTRUCTIONAL RESOURCES

In order to clarify the differences in requirements for instructional materials and library materials, as well as to accommodate the new library collection development standards, policy EF has been divided into EFA (instructional material) and EFB (library material). The content in EF(LEGAL) has moved to either EFA or EFB, as appropriate.

EF(LOCAL) INSTRUCTIONAL RESOURCES

As explained at EF(LEGAL), above, this local policy addressing instructional resources is being deleted. New local policies to address instructional materials and library materials separately are included at EFA and EFB.

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EFA(LEGAL)

INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS

Content regarding instructional material review and federally required parental inspection has been moved from EF(LEGAL) to EFA(LEGAL).

EFA(LOCAL)

INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS

The enclosed policy regarding instructional materials is recommended to coordinate with the policy addressing library materials at EFB(LOCAL). The provisions previously housed at EF(LOCAL) have been moved to this code with the following revisions:

- At Selection, a clarification has been made to reflect that instructional materials must be chosen in accordance with stated objectives and administrative regulations and may include items from the State Board of Education list.
- At Reconsideration of Instructional Materials, the list of individuals who can submit a request for reconsideration has been revised. This change is recommended to align with the list provided in the new EFB(LOCAL), which permits an employee or parent or guardian to submit these requests. If the district would like to expand this list, please contact your policy consultant.

Please review the information at Formal Reconsideration, which specifies who will receive forms requesting the reconsideration of instructional material and who will appoint a reconsideration committee. If the policy needs to identify a different position for these responsibilities, please contact your policy consultant for assistance with revisions.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

EFB(LEGAL)

INSTRUCTIONAL RESOURCES: LIBRARY MATERIALS

EFB(LEGAL) has been revised to incorporate new library collection development standards adopted by the Texas State Library and Archives Commission (TSLAC), effective January 23, 2024. The policy includes a note regarding the Fifth Circuit Court of Appeals enjoinder and the resulting unenforceability of certain statutes related to library material. The TSLAC Library Collection Development Standards are not currently enjoined by the Fifth Circuit Court of Appeals.

EFB(LOCAL)

INSTRUCTIONAL RESOURCES: LIBRARY MATERIALS

This recommended policy aligns with changes to the Administrative Code and the new collection development standards for school libraries as a result of HB 900. Please review the following information in your policy:

- The location of the form for formal reconsideration;
- The position title for the person responsible for appointing the reconsideration committee; and
- The number of days allocated for appointing the committee, providing the material for review to the committee, and completing the committee's final report.

If any information needs to be updated or if further revisions to the policy are needed, please contact your policy consultant for assistance.

EHBAA(LEGAL)

SPECIAL EDUCATION: IDENTIFICATION, EVALUATION, AND ELIGIBILITY

A cross-reference to policy EHB has been included for additional requirements relating to the evaluation and identification process when dyslexia is a suspected disability. [See Determination of Initial Eligibility.]

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EHBAB(LLEGAL) SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM

The section on Supplemental Special Education Services (SSES) has been revised to reflect amended Administrative Code rules, effective April 18, 2023. The district is required to notify parents of SSES eligibility and related information during an ARD committee meeting.

A provision regarding an IEP supplement for each child who was enrolled in a district's special education program during the 2019-20 school year or the 2020-21 school year has been removed. That requirement expired on September 1, 2023.

EHBE(LLEGAL) SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL

Extensive revisions have been made throughout this policy to reflect amended rules relating to emergent bilingual students.

EHBJ(LLEGAL) SPECIAL PROGRAMS: INNOVATIVE AND MAGNET PROGRAMS

Changes to this policy stem from amended Administrative Code provisions relating to innovative courses. The amended rules became effective February 18, 2024.

EKB(LLEGAL) TESTING PROGRAMS: STATE ASSESSMENT

Revisions have been made to remove language that does not require district action to aid in readability and clarity. Citations have also been updated based on rule changes.

FA(LLEGAL) PARENT RIGHTS AND RESPONSIBILITIES

The cross-reference at Parental Rights relating to teaching materials has been updated to reflect the division of policy EF into EFA and EFB.

FFAC(LLEGAL) WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT

A section on Telehealth in Medicaid Covered Services has been added to provide guidance from Administrative Code rules specific to telehealth services authorized as Texas Medicaid covered services.

The section on opioid antagonists has been updated to reflect new rules effective November 1, 2023.

Changes have also been made to the section on epinephrine auto-injectors to reflect amended Administrative Code rules.

Citations throughout have been updated based on rule amendments.

FNG(LOCAL) STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES

Extensive revisions within the CKE policy series necessitated an update to the cross-reference in the list of other complaint processes.

Also, to accommodate planned restructuring of policy FFH, we have revised the references to that code in this policy to reflect the FFH series. No other changes have been made to this policy.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

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GBA(LEGAL) PUBLIC INFORMATION PROGRAM: ACCESS TO PUBLIC INFORMATION

A cross-reference regarding economic development negotiations under Government Code Chapter 403 has been added.

GF(LEGAL) PUBLIC COMPLAINTS

The division of policy EF into EFA and EFB necessitated an update to the cross-reference in this policy.

GF(LOCAL) PUBLIC COMPLAINTS

Extensive revisions within the CKE policy series necessitated an update to the cross-reference in the list of other complaint processes. No other changes have been made to this policy.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

GKA(LEGAL) COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES

Amendments to the Code of Federal Regulations necessitated changes to the section regarding operation of a small unmanned aircraft system.

GRA(LEGAL) RELATIONS WITH GOVERNMENTAL ENTITIES: STATE AND LOCAL GOVERNMENTAL AUTHORITIES

The Definitions section has been revised to reflect amended Administrative Code rules that include school resource officers and contracted police officers in the definition of "school personnel and volunteers."

Language has been added at Notice to School Personnel to provide direction if the superintendent is the individual alleged to have committed child abuse or neglect.

The Students Taken into Custody section has been updated to incorporate appropriate legal citations and improve clarity.

BOARD MEMBERS
TRAINING AND ORIENTATION

BBD
(LOCAL)

**Public Information
Coordinator**

After Election or
Appointment

The Superintendent shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

After a Violation

A Board member who receives written notice from the attorney general that the member must complete Public Information Act (PIA) training described by GBAA(LEGAL) following the District's failure to comply with a PIA requirement shall complete the training within the timelines described in law. The completion of the training in response to such a notice cannot be delegated.

**Reporting
Continuing
Education Credit**

The Board President shall announce the status of each Board member's continuing education credit. The announcement shall be made annually at the last regular Board meeting before the District's uniform election date, whether or not an election is held. The announcement shall be reflected in the meeting minutes and, when necessary, posted on the District's website in accordance with law.

**Emergency
Operations Plan**

The Superintendent shall ensure updating of the District's emergency operations plan and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. Reasonable security measures when District property is used as a polling place;
2. Response to an active shooter emergency;
3. Response to a nearby train derailment, as applicable; and
4. Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

**Notice Regarding
Violent Activity**

The Superintendent shall develop procedures to notify parents regarding violent activity that has occurred or is being investigated at a campus or other District facility or at a District-sponsored activity.

**School Resource
Officers**

To implement the District's comprehensive safety programs, the District has entered into a memorandum of understanding (MOU) with each local law enforcement agency that provides the District with school resource officers. School resource officers shall provide services consistent with the terms of the agreement, the comprehensive safety programs, and Board policy.

Jurisdiction

The jurisdiction of school resource officers shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the District that is owned, leased, or rented by the District, or is otherwise under the District's control.

Authority and Duties

A school resource officer shall perform duties as described in the MOU and as included in the District improvement plan and the Student Code of Conduct. Pursuant to the MOU, a school resource officer shall:

1. Protect the safety and welfare of any person in the jurisdiction of the District and protect the property of the District.
2. Enforce all laws, including municipal ordinances, county ordinances, and state laws, and investigate violations of law as needed. In doing so, school resource officers may serve search warrants in connection with District-related investigations in compliance with the Texas Code of Criminal Procedure.
3. Arrest suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's presence or under the other rules set out in the Texas Code of Criminal Procedure.
4. Coordinate and cooperate with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.
5. Enforce District policies, rules, and regulations on District property, in school zones, at bus stops, or at District functions.
6. Investigate violations of District policy, rules, and regulations as requested by the Superintendent and participate in hearings concerning alleged violations.
7. Carry a firearm in accordance with the MOU and the directives with the commissioning entity.
8. Carry out all other duties in accordance with the MOU.

A school resource officer shall not be assigned routine classroom discipline or administrative tasks. Each school resource officer shall receive at least the minimum amount of education and training required by law.

[See CKE(LEGAL) and CKEC(LEGAL)]

**Security Officers
Authorized to
Possess Firearms**

To implement the District's comprehensive safety programs, the District shall employ security officers as defined by Occupations Code Chapter 1702. To be authorized to carry a firearm, a security officer shall have completed the Department of Public Safety (DPS) Level III training course in order to be commissioned. The District shall comply with DPS rules for the employment of commissioned security officers. Security officers shall be accountable to and shall report to the Superintendent.

Jurisdiction

The jurisdiction of security officers shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the District that is owned, leased, or rented by the District, or is otherwise under the District's control.

Authorization

Pursuant to its authority under state law, the Board shall authorize security officers to possess certain firearms in schools, at Board meetings, and at school-sponsored or school-related events on District property, to the extent allowed by law. Each authorized security officer shall have immunities as provided by law.

Each specifically authorized security officer shall be approved by action of the Board. The Superintendent shall issue written authorization to each approved security officer. The written authorization shall specify the District premises and other property where the security officer is authorized to carry a firearm, as well as the means of carrying and storing the firearm.

Revocation

The Superintendent, as well as the Board, shall have the authority to revoke at any time a security officer's authorization to possess a firearm under this policy.

In addition, authorization for a security officer to possess a firearm under this policy shall be automatically revoked if the employee is placed on administrative leave or separates from employment with the District, regardless of the reason.

Duties

An authorized security officer shall not perform routine law enforcement duties unless the duty is performed in response to an emergency that poses a threat of death or serious bodily injury to a student, employee, or other individual on a District campus.

In addition to complying with the relevant DPS regulations, a security officer shall:

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

1. Act as necessary to protect the safety and welfare of any person in the jurisdiction of the District;
2. Maintain school security by patrolling campus hallways, completing door checks, and monitoring the perimeter of the campus throughout the day;
3. Routinely check exterior doors and interior classroom doors to ensure they are locked;
4. Complete weekly exterior door audits;
5. Inform campus administrators of malfunctioning cameras, doors, locks, gates, windows, etc., that require the submission of a work order for repair;
6. Assist with campus safety drills (i.e., fire, hold, secure, lockdown, evacuate, shelter);
7. Assist and coordinate with law enforcement personnel as needed;
8. Notify the police, fire department, emergency responders, or other appropriate authority of any situation requiring immediate attention; and
9. Perform other tasks and carry out all other lawful duties as directed by the Superintendent.

Handgun Licensees Each security officer shall be required to maintain a current license to carry a handgun in accordance with state law.

Training In addition to the training required by law and applicable DPS rules, each security officer assigned to a campus shall receive training in the following:

1. Student mental health, including suicide awareness;
2. Trauma-informed care;
3. Age-appropriate responses;
4. Child abuse identification and reporting;
5. Bullying, cyberbullying, harassment, and dating violence;
6. Special accommodations for students with disabilities (including behavior de-escalation techniques);
7. Confidentiality; and
8. Board policies and District regulations.

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

Permitted Weapons and Ammunition	Only District-approved firearms and ammunition shall be authorized for possession and use under this policy and the District's emergency operations procedures.
Implementation	The Superintendent shall ensure that procedures to implement this safety and security program are detailed in the District's emergency operations plan.
Peace Officers Providing Security Services	To assist with implementing the District's comprehensive safety programs and Board policy, the District shall employ or accept as a volunteer for security services a reserve, retired, or off-duty peace officer who shall have the same jurisdiction, duties, authorities, and immunities as commissioned peace officers regularly employed by or assigned to the District.
Noncommissioned Security Officers	To assist with implementing the District's comprehensive safety programs, the District shall employ noncommissioned security officers who have completed the Department of Public Safety (DPS) Level II training course. Security officers shall be accountable to and shall report to the Superintendent.
Jurisdiction	The jurisdiction of security officers shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the District that is owned, leased, or rented by the District, or is otherwise under the District's control.
Duties	<p>A security officer shall not perform routine law enforcement duties.</p> <p>In addition to complying with relevant DPS regulations, a security officer shall:</p> <ol style="list-style-type: none">1. Act as necessary to protect the safety and welfare of any person in the jurisdiction of the District;2. Maintain school security by patrolling campus hallways, completing door checks, and monitoring the perimeter of the campus throughout the day;3. Routinely check exterior doors and interior classroom doors to ensure they are locked;4. Complete weekly exterior door audits;5. Inform campus administrators of malfunctioning cameras, doors, locks, gates, windows, etc., that require the submission of a work order for repair;6. Assist with campus safety drills (i.e., fire, hold, secure, lockdown, evacuate, shelter);7. Assist and coordinate with District security personnel and law enforcement personnel as needed;

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

8. Notify the police, fire department, emergency responders, or other appropriate authority of any situation requiring immediate attention; and
9. Perform other tasks and carry out all other lawful duties as directed by the Superintendent.

Training

In addition to the training required by applicable DPS rules, each District security officer assigned to a campus shall receive training in the following:

1. Student mental health, including suicide awareness;
2. Trauma-informed care;
3. Age-appropriate responses;
4. Child abuse identification and reporting;
5. Bullying, cyberbullying, harassment, and dating violence;
6. Special accommodations for students with disabilities (including behavior de-escalation techniques);
7. Confidentiality; and
8. Board policies and District regulations.

With this policy, the Board adopts the model health and safety guidelines for the effective integration of digital devices in schools that have been developed by the Texas Education Agency and the Health and Human Services Commission.

The Superintendent shall develop regulations that implement these guidelines.

EMPLOYMENT PRACTICES
OTHER TYPES OF CONTRACTS

DCE
(LOCAL)

**Non-Chapter 21
Contracts**

Non-Chapter 21 contracts may be provided for certain District positions, as reflected in the job descriptions of the positions. A non-Chapter 21 contract shall not be governed by Chapter 21 of the Education Code.

**Termination During
Contract Term**

In accordance with DCE(LEGAL), an employee may request a hearing before the Board to appeal discharge during the contract period.

An employee whose contract is not reissued at the end of the contract period may appeal in accordance with DGBA(LOCAL).

Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint Processes

Employee complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability), shall be submitted in accordance with the DIA series.
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violation of Title VII, shall be submitted in accordance with the DIA series.
3. Complaints concerning retaliation relating to discrimination and harassment shall be submitted in accordance with the DIA series.
4. Complaints concerning instructional resources shall be submitted in accordance with the EF series.
5. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
6. Complaints concerning the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code shall be submitted in accordance with DFBB.
7. Complaints concerning the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term shall be submitted in accordance with DFAA, DFBA, or DFCA.

Notice to Employees

The District shall inform employees of this policy through appropriate District publications.

Guiding Principles

Informal Process

The Board encourages employees to discuss their concerns with their supervisor, principal, or other appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Direct Communication with Board Members

Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA
(LOCAL)

	<p>be inappropriate because of a pending hearing or appeal related to the employee.</p>
<p>Formal Process</p>	<p>An employee may initiate the formal process described below by timely filing a written complaint form.</p> <p>Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.</p> <p>The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.</p>
<p>Freedom from Retaliation</p>	<p>Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.</p>
<p>Whistleblower Complaints</p>	<p>Whistleblower complaints shall be filed within the time specified by law and may be made to the Superintendent or designee beginning at Level Two. Timelines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint. [See DG]</p>
<p>Complaints against Supervisors</p>	<p>Complaints alleging a violation of law by a supervisor may be made to the Superintendent or designee. Complaint forms alleging a violation of law by the Superintendent may be submitted directly to the Board or designee.</p>
<p>General Provisions</p> <p>Filing</p>	<p>Complaint forms and appeal notices may be filed by hand-delivery in the Employee Relations department at the Harris Hill administration building or by electronic communication via email¹. Hand-delivered filings shall be timely filed if received by the appropriate administrator in the human resources department by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate human resources administrator or designated representative no more than three days after the deadline.</p>
<p>Scheduling Conferences</p>	<p>The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the employee’s absence.</p>

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA
(LOCAL)

Response	<p>At Levels One and Two, “response” shall mean a written communication to the employee from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the employee’s email address of record, or sent by U.S. Mail to the employee’s mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.</p>
Days	<p>“Days” shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is “day zero.” The following business day is “day one.”</p>
Representative	<p>“Representative” shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent him or her in the complaint process.</p> <p>The employee may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the employee designates a representative with fewer than three days’ notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District’s counsel. The District may be represented by counsel at any level of the process.</p>
Consolidating Complaints	<p>Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.</p> <p>When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.</p> <p>If at any level of the grievance process the employee is granted the relief he or she has requested, the grievance shall be deemed resolved, and a copy of the written resolution shall be provided to the employee. A resolved grievance may not be appealed to the next level of the process and shall be considered closed.</p>
Untimely Filings	<p>All time limits shall be strictly followed unless modified by mutual written consent.</p> <p>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at any point during the complaint process. The employee may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice. Such appeal shall be limited to the issue of timeliness.</p>

PERSONNEL-MANAGEMENT RELATIONS
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA
(LOCAL)

Costs Incurred	Each party shall pay its own costs incurred in the course of the complaint.
Complaint and Appeal Forms	<p>Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be attached to the complaint form. If the employee does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the employee unless the employee did not know the documents existed before the Level One conference.</p> <p>A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.</p>
Audio Recording	As provided by law, an employee shall be permitted to make an audio recording of a conference or hearing under this policy at which the substance of the employee's complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.

Level One

Complaint forms must be filed:

1. Within 15 days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

In most circumstances, employees on a school campus shall file Level One complaints with the campus principal; other District employees shall file Level One complaints with their immediate supervisor.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the employee within ten days after

receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

Level Two

If the employee did not receive the relief requested at Level One or if the time for a response has expired, the employee may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The employee may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the employee at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be strictly limited to the issues and documents considered at Level One. An employee shall not be permitted to seek any relief at Level Two that was not specifically requested on the Level One complaint form. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two

conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the employee did not receive the relief requested at Level Two or if the time for a response has expired, the employee may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the employee of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The employee may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the employee notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall

hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

¹ Email: grievances@garlandisd.net

General Education

Consistent with the Texas Education Agency (TEA) *Student Attendance Accounting Handbook (SAAH)*, a student may be eligible for general education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical or psychological reasons specifically documented by a physician licensed to practice in the United States. The weeks of confinement need not be consecutive. The parent's request for services shall be submitted to the principal in accordance with TEA's *SAAH* and administrative procedures.

The principal or designee shall convene a Section 504 committee composed of at least a campus administrator, a teacher of the student, and the parent or guardian of the student to consider the necessity of providing general education homebound instruction to the student. If the committee determines that such instruction is appropriate, the committee shall determine the type and amount of instruction to be provided and, if applicable, the length of the transition period to the school-based setting based on current information regarding the medical or psychological condition.

Special Education

Consistent with state rule and the *SAAH*, a student receiving special education services may be eligible for special education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical or psychological reasons specifically documented by a physician licensed to practice in the United States. The weeks need not be consecutive.

If a student's admission, review, and dismissal committee determines that homebound instruction is appropriate, the committee shall determine the type and amount of instruction to be provided in accordance with law, and, if applicable, the length of the transition period to the school-based setting based on current information regarding the medical or psychological condition.

Documentation of Services

The District shall maintain full documentation about students receiving homebound services, in accordance with administrative procedures, the *SAAH*, and a student's individualized education program or Section 504 plan, as applicable.

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

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

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

Objectives

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

Selection

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

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

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

5. Promote literacy.

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

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

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

Reconsideration of Instructional Materials

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

Guiding Principles

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

1. A complainant may raise an objection to an instructional material used in a school's educational program, despite the fact that the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives for instructional materials set out in this policy.
2. A parent's ability to exercise control over instruction extends only to his or her own child as set forth in Education Code Chapter 26.
3. Access to a challenged material shall not be restricted during the reconsideration process, except the District may deny access to a child if requested by the child's parent.

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

Informal Reconsideration

When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally. The administrator shall explain the selection process and discuss the

intended educational purpose for the instructional material. If appropriate, the administrator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged material.

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

Formal Request for Reconsideration

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

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

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

Frequency of Review

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

Appeal

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

Note: For information related to the selection of instructional materials, see EFA.

The purpose of this policy is to ensure that the District provides a wide range of library materials for students and faculty that support student achievement and present varying levels of difficulty, diversity of appeal, and a variety of points of view. This policy also provides standards for collection development and the selection and evaluation of library materials.

**Collection
Development Policy**

In this policy, “library materials” may include printed and electronic library acquisitions, including online catalogs, and other ancillary or supplementary materials maintained in a campus library.

The library collection development standards shall apply to all library materials available for use or display, including material contained in school libraries, classroom libraries, and online catalogs.

In developing library collections, the District shall consider the age groups, grade levels, and access to library material by all students on a campus.

Responsibility

The District shall ensure librarians, professional library staff, and other designated professional staff trained on the proper collection development standards select and acquire library materials in accordance with state law and rules, this collection development policy, and administrative procedures.

The Superintendent shall develop administrative procedures to ensure that library collections comply with applicable law and the District’s collection development purpose and goals.

**Collection
Development Goals**

In addition to the requirements in state law and rules, the District’s library collections shall:

1. Present multiple viewpoints related to controversial issues [see EMB regarding instruction about controversial issues].
2. Provide a wide range of background information that will enable students to make intelligent decisions in their daily lives.
3. Include accurate and authentic factual content from authoritative sources.
4. Have a high degree of potential user appeal and interest.

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5. Offer a global perspective that promotes equity of access, including print and nonprint materials such as electronic and multimedia, to meet the needs of individual learners.
6. Represent diverse viewpoints and cultures appropriate to each campus to ensure the collection embodies the unique background of its student population.

Selection and
Evaluation of
Materials

Library materials shall be selected and acquired in accordance with guidelines adopted by the Texas State Library and Archives Commission and the District standards and priorities expressed in this policy.

When selecting, acquiring, and evaluating library materials, librarians and other professional staff shall ensure that the materials:

1. Enrich and support the TEKS and the state and local curriculum, taking into consideration students' varied interests, maturity levels, abilities, and learning styles.
2. Foster growth in factual knowledge, literary appreciation, aesthetic values, and societal standards.
3. Encourage the enjoyment of reading, foster high-level thinking skills, support personal learning, and encourage discussion based on rational analysis.
4. Represent ethnic, religious, and cultural groups of the state and their contributions to the state, the nation, and the world.

The Superintendent shall ensure that administrative procedures regarding the selection of library materials consider at least two of the following factors:

1. Recommendations from students, parents or guardians, teachers, and District community members.
2. Consultation with District teachers and library staff.
3. Consultation with library staff from other districts.
4. Extensive review of the library material.
5. Context of the library material, including overall fit within the existing collection and support of District curriculum.
6. Reviews of the library material from sources such as professional journals in library science, recognized professional education or content journals with book reviews, national and state award recognition lists, library science field experts, and highly acclaimed author and literacy expert recommendations.

7. Coverage of topics, authors, series, or genres that fill gaps in the school library collection.

Access Plan

The District shall allow efficient parental access to the District's library and any available online catalogs.

Online catalogs shall be publicly available. The District shall publish information about library material titles, including how and where material can be accessed.

Each campus shall communicate the following to parents and guardians:

- Access to policies relating to school libraries and library materials;
- Consistent access to library materials and resources; and
- Opportunities for students, parents and guardians, educators, and community members to provide feedback on library materials and services.

Parental Involvement

Parents and guardians are the primary decision makers regarding their student's access to library material. In general, a student is afforded the opportunity to self-select library materials as part of literacy development and the library program. District staff may assist a student in selecting library material; however, the ultimate determination of appropriateness remains with the student and parent or guardian. Parents and guardians are encouraged to communicate with the campus librarian and their child's teacher about special considerations regarding library materials self-selected by their student.

In accordance with state law and administrative procedures, parents or guardians may select alternative library materials for their student. [For information on parental rights regarding instructional materials and other instructional resources, see EFA(LEGAL).]

The District shall focus on maximizing transparency with parents while meeting student needs and providing enrichment opportunities with library materials. Parental involvement in library acquisition, maintenance, and campus activities is encouraged.

Access Procedures

School Library

A parent or guardian who wishes to access a school's library shall first submit a request to the principal. The principal or a staff member designated by the principal shall work with the parent or guardian to determine a time to access the library that will not interfere with the delivery of instruction or disrupt student use of library services.

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Online Catalog	A parent or guardian who wishes to access an online catalog shall submit a written request to the principal. The principal or a staff member designated by the principal shall respond to the request in accordance with administrative procedures.
Protection from Inappropriate Material	<p>Library materials shall not include “harmful material” as defined by Penal Code 43.24(a)(2); “obscene” material as defined by Penal Code 43.21(a)(1); any library material that is pervasively vulgar or educationally unsuitable as referenced in <i>Board of Education v. Pico</i>; or any other material legally prohibited from inclusion in a public school library. [See EFB(LEGAL)]</p> <p>Obscene material is not protected by the First Amendment to the United States Constitution.</p> <p>Library materials shall comply with the Children's Internet Protection Act (CIPA), including technology protection measures. [See CQ]</p>
Reconsideration of Library Material	A District employee or a parent or guardian of a District student may request the reconsideration of a library material maintained in the District’s library program.
<i>Guiding Principles</i>	<p>The following principles shall guide the review of a request to reconsider a library material:</p> <ol style="list-style-type: none"><li data-bbox="560 1102 1433 1312">1. An individual may raise an objection to a library material used in the District’s library program, despite the fact that the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives and criteria for library materials set out in this policy.<li data-bbox="560 1333 1433 1480">2. A parent’s or guardian’s ability to exercise control over instruction and instructional resources, including library materials, extends only to his or her own child as set forth in Education Code Chapter 26.<li data-bbox="560 1501 1433 1627">3. Access to a challenged material shall not be restricted during the reconsideration process, except the District may deny access to a student if requested by the student’s parent or guardian. <p>In addition to compliance with state law and this policy, a criterion for the final decision on challenged library materials is the appropriateness of the material for its intended use. No challenged library material shall be removed solely because of the ideas expressed in the library material or the personal background of the library material’s author or the personal background of the characters in the material.</p>

INSTRUCTIONAL RESOURCES
LIBRARY MATERIALS

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*Informal
Reconsideration*

When the District or a campus receives an objection to the appropriateness of a library material, the appropriate librarian or administrator shall try to resolve the matter informally. The librarian or administrator shall explain the selection process and discuss the intended purpose for the library material.

The librarian or administrator shall offer a concerned parent or guardian an alternative library material to be used by the child in place of the material and, if requested, shall restrict the child's access to the material objected to by the parent or guardian.

If the individual wishes to make a formal challenge, the administrator shall make available to the individual a copy of this policy and a form to request a formal reconsideration of the library material.

*Formal Request
for
Reconsideration*

The District shall make a form to request reconsideration of library material available in the District's administrative office.

If an employee or a parent or guardian of a District student wishes to request reconsideration of a library material, they shall follow the procedures to complete and submit the request for reconsideration form.

After a request for reconsideration form is submitted, the form shall be provided to the District library supervisor. Copies of the form shall be provided to the school librarian, the Board, and any other staff designated in administrative procedures.

*Reconsideration
Committee*

For purposes of this policy, "days" shall mean District business days, unless otherwise noted.

The District library supervisor shall appoint a reconsideration committee and notify committee members within 10 days of receiving the request for reconsideration form.

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

Within 10 days of appointment of the committee the District shall provide members of the committee the relevant materials to review. If additional time is required to obtain and distribute the materials for review, all members of the committee shall be informed that a reasonable extension of time is needed.

All members of the committee shall review the challenged library material in its entirety and determine whether the material

conforms to this policy and whether the material will continue to be available in the library. The committee shall prepare a written report of its findings.

Absent extenuating circumstances, the written report shall be provided to the administration within 60 days of the District providing the material to the committee members. In calculating timelines under this policy, the day the committee is provided the materials is "day zero." The following business day is "day one."

Extensions of time due to extenuating circumstances shall take into consideration the time necessary to convene the committee members, the amount of material being reviewed, and any other pending reconsideration requests being handled by the committee.

An extension of any deadline shall be promptly communicated to the individual who submitted the request for reconsideration.

The Superintendent, the school librarian, the individual submitting the request for reconsideration, and any other appropriate administrators shall receive a copy of the committee's report.

Appeal

An individual who submitted a request for reconsideration may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the level immediately preceding Board consideration of a complaint. [See DGBA and FNG]

Frequency of Review

After a library material has been reviewed through the reconsideration process, it shall not be reviewed again within two calendar years of the reconsideration committee's final decision.

Maintenance of Library Materials

In accordance with state guidelines and District administrative procedures, collections shall be evaluated and updated regularly based on the collections' age, relevance, diversity, and variety. The Superintendent shall ensure administrative procedures are established for regular maintenance of the library collection on each campus. Standard maintenance procedures for any library collection include repair, replacement, and removal of materials as necessary. Regular maintenance shall also include scheduled inventories of the collection. Disposal of any District-owned library materials shall be in accordance with District policy and procedures. [See CI]

Gifts and Donations

The District shall accept gifts and donations of library materials with the understanding that the use and disposition of the materials and monies will be in accordance with District policy and the selection criteria noted above. [See CDC]

Policy Review

This policy shall be reviewed at least every three years and revised as necessary.

Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint
Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process:

1. Complaints alleging discrimination or harassment based on race, color, religion, sex, gender, national origin, age, or disability shall be submitted in accordance with the FFH series.
2. Complaints concerning dating violence shall be submitted in accordance with the FFH series.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with the FFH series.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints within the scope of Section 504, including complaints concerning identification, evaluation, or educational placement of a student with a disability, shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints within the scope of the Individuals with Disabilities Education Act, including complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability, shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
10. Complaints concerning instructional resources shall be submitted in accordance with the EF series.

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11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.
14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

Notice to Students and Parents

The District shall inform students and parents of this policy through appropriate District publications.

Guiding Principles

Informal Process

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

A student or parent may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

Freedom from Retaliation

Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

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General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student or parent fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the student's or parent's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student's or parent's email address of record, or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

Consolidating
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

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Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the student or parent unless the student or parent did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refileing is within the designated time for filing.

Level One

Complaint forms must be filed:

1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

In most circumstances, students and parents shall file Level One complaints with the campus principal.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

STUDENT RIGHTS AND RESPONSIBILITIES
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The appropriate administrator shall investigate as necessary and schedule a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

Level Two

If the student or parent did not receive the relief requested at Level One or if the time for a response has expired, the student or parent may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the student or parent a written response within ten days following the conference. The

written response shall set forth the basis of the decision. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired, the student or parent may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The student or parent may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint
Processes

Complaints by residents of the District shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GF after the relevant complaint process:

1. Complaints concerning instructional resources shall be filed in accordance with the EF series.
2. Complaints concerning a commissioned peace officer who is an employee of the District shall be filed in accordance with the CKE series.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

Guiding Principles

Informal Process

The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

An individual may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

**Freedom from
Retaliation**

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

General Provisions

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on

the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the individual's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the individual's email address of record, or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process.

The individual may designate a representative through written notice to the District at any level of this process. If the individual designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

Consolidating
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ten days from the

date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the individual does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.

Level One

Complaint forms must be filed:

1. Within 15 days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the individual within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other

relevant documents or information the administrator believes will help resolve the complaint.

Level Two

If the individual did not receive the relief requested at Level One or if the time for a response has expired, he or she may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the individual at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the individual did not receive the relief requested at Level Two or if the time for a response has expired, he or she may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The individual may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual or his or her representative, any

presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Darrell Dodds, Chief Financial Officer
Elisa Cordova-Long, Executive Director of Budget

Subject: Consider Approval of Setting the Tax Rate for the 2024-2025 School Year

Action Item

Executive Summary:

Revenues generated by the tax rate and other sources are identified by function in the District's budget. The local tax rate required to fund the proposed budget for the 2024-2025 General and Debt Service Funds are comprised of the following:

\$0.6669 Maintenance & Operations tax rate
\$0.3840 Interest & Sinking tax rate

For a total tax rate of \$1.0509. Shown is a copy of the resolution setting the ad valorem tax rate for 2024.

This agenda item will be presented to the Finance, Facilities and Operation Committee for review on September 10, 2024.

Administrative Recommendations:

Provided for your consideration.

Resolution
Setting the Ad Valorem Tax Rate for 2024
for the
Garland Independent School District

WHEREAS, in accordance with the provisions of applicable statutes, the Board of Trustees of the Garland Independent School District acknowledged receipt of the tax roll for 2024 in the amounts set out herein as certified by the Chief Appraiser of the Dallas Central Appraisal District; and

WHEREAS, all appropriate notices and hearings as required by Section 44.004 of the Texas Education Code have been made and done on a timely basis; and

WHEREAS, the budget adopted by the Board of Trustees of the Garland Independent School District for the 2024-2025 school year requires the levy and collection of certain ad valorem taxes for the purpose of funding the (a) maintenance and operations portion of such budget and (b) the interest and sinking fund;

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Garland Independent School District that:

1. The maintenance and operations tax rate for the Garland Independent School District for the year 2024 shall be and is hereby fixed at \$0.6669 per \$100 valuation based on 100% of the taxable value of \$32,690,505,529.
2. The interest and sinking fund tax rate for the Garland Independent School District for the year 2024 shall be and is hereby fixed at \$0.3840 per \$100 valuation based on 100% of the taxable value of \$32,690,505,529.
3. The total tax rate for the Garland Independent School District for the year 2024 shall be and is hereby fixed at \$1.0509 per \$100 valuation based on 100% of the taxable value of \$32,690,505,529.

Such taxes are to be assessed and collected by the Director of Tax Services designated by the District.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 0.34 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-2.30.

PASSED AND ADOPTED this 24th day of September, 2024.

Attest:

Larry Glick, Secretary Board
of Trustees of the
Garland Independent School District

Robert Selders Jr., President
Board of Trustees of the
Garland Independent School District



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Kristi Cooper, Director of Tax Services

Subject: Consider Approval of Garland ISD Tax Roll for Tax Year 2024

Action Item

Executive Summary:

The tax rate for tax year 2024 has been set under Section 26.09 of the Texas Property Tax Code. Upon receipt of the tax rate for the current year, the Assessor/Collector for the Garland Independent School District calculated the proposed tax to be imposed on each property included on the appraisal rolls of the District and entered the amounts in the appraisal rolls which is now submitted for approval by the governing body as required by Section 26.09(e).

This agenda item will be presented to the Finance, Facilities and Operation Committee for review on September 10, 2024.

Administrative Recommendations:

Administration recommends approval of the 2024 certified tax rolls of 32,690,505,529 taxable value, producing a levy of \$320,111,611.21 based on the district's adopted tax rate of \$1.0509 or \$203,142,515 for M&O levy for the General Operating Fund and \$116,969,096 for I&S levy for the Debt Service Fund.

(Certified Tax Value includes the value for over-65 Tax Ceiling Loss 2,548,959,878)

Resolution

WHEREAS, the Garland Independent School District Board of Trustees has determined and set the tax rate for the tax year 2024; and

WHEREAS, the Tax Assessor for the District has calculated the tax to be imposed on each property included on the Appraisal Rolls of the District in accordance with Section 26.09 of the Texas Tax Code; and

WHEREAS, the Tax Assessor has entered the amount of tax in the Appraisal Rolls and has submitted it to the Board of Trustees for approval as required under Section 26.09(e) of the Texas Tax Code; and

WHEREAS, the Board of Trustees desires to approve the Appraisal Rolls with the amounts of tax entered as the 2024 Tax Rolls for the District.

NOW THEREFORE BE IT RESOLVED BY THE GARLAND INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES that the certified and approved Appraisal Rolls with the authorized tax entered therein, as submitted by the District's Tax Assessor, is hereby approved and declared to be the 2024 Tax Rolls for the District.

PASSED AND ADOPTED this 24th day of September 2024.

Attest:

Larry Glick, Secretary
Board of Trustees of the
Garland Independent School District

Robert Selders Jr., President
Board of Trustee of the
Garland Independent School District

Snap Shot Report

Year: 2024 Entity: 909 County: Status:

	Rec Cnt	Amount	Levy	Due
REAL PROPERTY	92,362	40,593,852,040	282,857,650.23	282,857,650.23
PERSONAL PROPERTY	7,313	4,069,311,720	37,253,960.98	37,253,960.98
MOBILE HOMES	0	0	0.00	0.00
MINERALS	0	0	0.00	0.00
OTHER PROPERTY	0	0	0.00	0.00
ABSOLUTE	1,747	2,334,577,814		
AG DEFERRAL	268	170,282,164		
AG LAND MARKET	268	170,569,760		
DISABLED PERSON	1,620	15,652,879		
DISABLED VETERAN	1,310	14,171,450		
DV ABSOLUTE	752	200,376,061		
FREEPORT INVENTORY	112	498,540,470		
HOMESTEAD 10% CAP	48,476	2,728,487,690		
HOMESTEAD EXEMPTION	55,865	5,477,890,573		
IMPROVEMENT	87,257	31,180,243,310		
LAND	91,501	9,243,038,970		
NOMINAL VALUE PP	1,193	1,384,980		
NON HOMESTEAD CAP	6,609	319,164,807		
OVER 65	20,044	196,147,469		
PERSONAL PROPERTY	7,313	4,069,311,720		
POLLUTION CONTROL	51	15,981,874		

Total Records:	99,675			
Total Value :	44,663,163,760	Total Exemptions :	11,972,658,231	
Total Levy :	320,111,611.21	Total Net Taxable:	32,690,505,529	
Total Due :	320,111,611.21	Total M&O Levy :	203,142,515.13	
Total Refund :	0.00	Total I&S Levy :	116,969,096.08	

Use		Total Value	Net Taxable
A11	76,978	27,218,359,070	18,780,054,899
A12	2,936	785,459,430	570,346,301
A13	1,579	224,720,990	171,936,149
A20	123	6,551,540	4,075,950
B11	339	3,399,628,010	3,139,318,763
B12	1,085	290,503,460	225,069,863
C11	1,953	100,191,540	83,300,396
C12	2,066	633,678,010	361,631,880
C13	29	3,905,290	2,738,010
C14	60	4,142,980	3,358,130
D10	268	176,250,650	5,968,486
E11	16	13,137,670	2,906,008
F10	3,448	7,300,555,190	5,412,069,254
F20	168	333,382,890	287,401,168

Date: 08/23/2024
Time: 8:09

Governmental Data Services, Inc.
GARLAND INDEPENDENT SCHOOL DISTRICT

Snap Shot Report

Year: 2024 Entity: 909 County: Status:

G30	5	550	0
J20	3	112,629,780	112,629,780
J30	35	113,178,090	113,175,960
J40	8	45,828,690	45,828,690
J51	9	22,506,470	16,054,610
J70	26	18,622,300	18,622,300
L10	6,644	2,350,059,190	2,179,573,722
L20	355	1,377,392,510	1,023,527,104
M20	5	1,914,000	1,914,000
M31	555	9,462,390	8,718,150
O10	713	61,429,090	60,612,906
O11	2	100,100	100,100
S10	267	59,573,880	59,572,950



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Kristi Cooper, Director of Tax Services

Subject: Consider Approval of Changes to the Certified Tax Roll for Tax Year 2024

Action Item

Executive Summary:

Pursuant to Section 25.25 of the Texas Property Tax Code, the Chief Appraiser for the Dallas Central Appraisal District has certified and periodically will certify to the Assessor/Collector for the Garland Independent School District supplemental changes in the appraisal rolls to correct clerical errors and/or multiple appraisals of a property subject to tax.

Section 26.15 of the Texas Property Tax Code authorizes the Board of Trustees to order changes in the tax roll to correct errors.

This agenda item will be presented to the Finance, Facilities and Operations Committee for review on September 10, 2024.

Administrative Recommendations:

Administration recommends that the corrected appraisal rolls from the Chief Appraiser for the Dallas County Central Appraisal District be accepted and the Assessor /Collector for the District be directed to change the Garland Independent School tax rolls to correct errors in computation of a tax and issue refunds or new statements to the taxpayer for taxes due/owed as appropriate.

Resolution and Order

WHEREAS, the Chief Appraiser for the Dallas Central Appraisal District, pursuant to Section 25.25, Texas Property Tax Code, has certified, and periodically will certify, to the Assessor/Collector for the Garland Independent School District changes in the appraisal rolls to correct clerical errors and/or multiple appraisals of a property subject to tax; and

WHEREAS, Section 26.15, Texas Property Tax Code, authorized the Board of Trustees to order changes in the tax rolls to correct errors in the computation of a tax;

NOW THEREFORE BE IT RESOLVED by the Garland Independent School District Board of Trustees that the appraisal rolls be changed and corrected so as to reflect the changes that the Chief Appraiser, Dallas County Appraisal District, certifies in accordance with Section 25.25, Texas Property Tax Code.

BE IT FURTHER RESOLVED that the Assessor/Collector for the District is hereby directed to change the Garland Independent School tax rolls to correct errors in computation of a tax pursuant to this Order and as authorized by Section 26.15, Texas Tax Code and process applicable taxpayer refunds or send out corrected tax statements if additional taxes are due.

PASSED AND ADOPTED this 24th day of September 2024.

Attest:

Larry Glick, Secretary
Board of Trustees of the
Garland Independent School District

Robert Selders Jr., President
Board of Trustee of the
Garland Independent School District



GARLAND INDEPENDENT SCHOOL DISTRICT

BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Javier Fernandez, Director of Facilities Planning and Construction Services

Subject: Consider Approval of Purchase of Security Intrusion, Access Control, CCTV, and Public Address Systems

Action Item

Executive Summary:

This award will be used to enhance/refresh Security Intrusion, Access Control, CCTV, and Public Address System equipment and/or parts to include programming and technical support needed as part of the Bond 2023 Security Enhancement Project. Reviewed and approved by Mark Quinn, Director of Security, Javier Fernandez, Director of Facilities Planning and Construction Services, Mark Booker, Executive Director of Purchasing, and Darrell Dodds, Chief Financial Officer.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Security Intrusion, Access Control, CCTV, and Public Address Systems from the companies listed in Exhibit "A", provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Request for Proposal

Contract Term: Completion of Project-Phases 1 through 5

Recommended Motion for Action Items:

Move to approve contract#510-23-06 Security Intrusion, Access Control, CCTV, and Public Address Systems as presented to the Board of Trustees.

Financial Impact and Funding Source:

Not to Exceed Amount: Confidential
683 Bond 2023



BOARD OF TRUSTEES AGENDA

Date: September 24, 2024

Presented By: Mark Booker, Executive Director of Purchasing
Javier Fernandez, Director of Facilities Planning and Construction Services

Subject: Consider Approval of Purchase of Security Intrusion, Access Control, CCTV, and Public Address Systems

Action Item

Executive Summary:

This award will be used to enhance/refresh Security Intrusion, Access Control, CCTV, and Public Address System equipment and/or parts to include programming and technical support needed as part of the Bond 2023 Security Enhancement Project. Reviewed and approved by Mark Quinn, Director of Security, Javier Fernandez, Director of Facilities Planning and Construction Services, Mark Booker, Executive Director of Purchasing, and Darrell Dodds, Chief Financial Officer.

Administrative Recommendations:

It is the administration's recommendation that the offer(s) for Security Intrusion, Access Control, CCTV, and Public Address Systems from the companies listed in Exhibit "A", provide the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Request for Proposal

Contract Term: Completion of Project-Phases 1 through 5

Recommended Motion for Action Items:

Move to approve RFP 510-23-06 Security Intrusion, Access Control, CCTV, and Public Address Systems as presented to the Board of Trustees.

Financial Impact and Funding Source:

Not to Exceed Amount: Confidential
683 Bond 2023

Exhibit A

Project budget and timeline for Phases 1 – 5 for all locations will be scheduled for completion as part of the 2023 Bond Program.

Security Intrusion, Access Control, and CCTV:

- Flores Technical Services Inc.

Public Address Systems:

Primary

- Entech Sales and Service

Alternates

- Texas Fire and Sound Incorporated
- Total Fire and Safety

NOTE:

The District solicited 1,123 suppliers and received eight responses, with three being non-responsive. Four of the five responsive proposals are being recommended for award.

Exhibit A, BID TAB

RFP #510-23-06 Access Control/Security Intrusion Award		*Flores Technical Services Inc	Entech Sales and Service
Parameters:	Max Points	*Confidential	
PRICE (for evaluation)	40	40	35
The reputation of the vendor and of the vendor's goods or services	15	15	5
The quality of the vendor's goods or services;	0	0	0
The extent to which the goods or services meet the district's needs	30	30	30
The vendor's past relationship with the district	0	0	0
HUB	0	0	0
The total long-term cost to the district to acquire the vendor's goods/services	15	5	10
A. has its principal place of business in this state B. employs at least 500 persons in this state Has its principal place of busines in this state	0	0	0
Total Points	100	90	80

RFP #510-23-06 CCTV Award		*Flores Technical Services Inc	Entech Sales and Service	Digi Security Systems LLC
Parameters:	Max Points	*Confidential		
PRICE (for evaluation)	40	40	15	0
The reputation of the vendor and of the vendor's goods or services	15	15	5	5
The quality of the vendor's goods or services	0	0	0	0
The extent to which the goods or services meet the district's needs	30	30	30	30
The vendor's past relationship with the district	0	0	0	0
HUB	0	0	0	0
The total long-term cost to the district to acquire the vendor's goods/services	15	5	10	5
A. has its principal place of business in this state B. employs at least 500 persons in this state Has its principal place of busines in this state	0	0	0	0
Total Points	100	90	60	40

RFP #510-23-06 Public Address Systems Award		Entech Sales and Service	Texas Fire and Sound Incorporated (Alternate)	Total Fire and Safety (Alternate)
Parameters:	Max Points			
PRICE (for evaluation)	40	40	14	14
The reputation of the vendor and of the vendor's goods or services	15	5	10	10
The quality of the vendor's goods or services	0	0	0	0
The extent to which the goods or services meet the district's needs	30	30	30	30
The vendor's past relationship with the district	0	0	0	0
HUB	0	0	0	0
The total long-term cost to the district to acquire the vendor's goods/services	15	10	10	0
A. has its principal place of business in this state B. employs at least 500 persons in this state Has its principal place of busines in this state	0	0	0	0
Total Points	100	85	64	54
The District solicited 1,123 suppliers and received 8 responses.				