

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES

Notice is hereby given that a meeting of the Board of Trustees of the Hays Consolidated Independent School District will be held on November 15, 2021 beginning at 5:30 PM at the Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos St., Buda, TX 78610.

If during the course of the meeting, discussion of any item on the agenda should be held in a closed session, the Board will adjourn to a closed session in accordance with the Texas Open Meetings Act, Texas Government Code Section 551, Subchapters D and E or Texas Government Code Section 418.183(f). Before any closed session is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting. Policy BEC Legal attached.

The subjects to be discussed, considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- A. **CALL TO ORDER:** Establish a quorum
- B. **CLOSED SESSION**
1. Superintendent's Formative Evaluation - Quarterly Progress Report on the Board and Superintendent Goals
- Tex. Gov't Code Sec. 551.074
- C. **RECONVENE IN OPEN SESSION - immediately following Closed Session**
- D. **PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS**
- United States Flag Pledge:**
I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.
- Texas Flag Pledge:**
Honor the Texas flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.
- E. **MISSION STATEMENT**
The mission of Hays CISD is to nurture students to become extraordinary citizens through unique, personal educational experiences through an innovative community of learners while celebrating our diversity and legacy.
- F. **SOCIAL CONTRACT**
The Board will:
1. Serve as District Ambassadors
 2. Be Professional
 3. Collaborate as a Team and Respect the Body Corporate
 4. Promote Discussion and Respect Each Other
 5. Assume Positive and Noble Intentions
- G. **PUBLIC FORUM #2 - ATTENDANCE ZONE FOR ELEMENTARY SCHOOL #15**
- H. **PUBLIC FORUM**
- It is the policy of the Board that, if members of the public wish to address the Board in Public Forum, they must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained and at the entrance to the Board room and must be submitted to Tim Savoy, Chief Information Officer at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.
- Please be aware that the audio of Public Forum is recorded as part of the recording of the entire meeting and is published on the District's website without alteration. A person who chooses to speak in Public Forum is consenting to the online publication of their comments.*

| | | |
|----|---|------------|
| I. | <u>STUDENT ACHIEVEMENT REPORT</u> | 11 |
| | Summary of college, career and military readiness efforts by campus as well as giving an overview of SEL program | |
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| | 2. Review and possible approval of the Campus Improvement Plan Performance Objectives and Strategies | 36 |
| | 3. Consideration and possible approval of the Staff Development Waiver for October 12, 2021, November 8, 2021, January 3, 2022, February 18, 2022 and February 21, 2022 | 37 |
| | 4. Consideration and possible approval of GMP for 2021 Bond Bid Package 6 | 40 |
| | 5. Consideration and possible approval of the Special Education Montgomery Building Roof Replacement - AA National Roofing | 76 |
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| | 7. Acceptance of a donation from Hays Education Foundation | 80 |
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| | 1. Presentation of the Rezoning Committee's Recommendation Regarding Attendance Zone Map for Elementary #15 - First Reading | 90 |
| | 2. Presentation and First Reading of the Redistricting Committee's Recommendation Regarding the District's Single-Member-District Election Map | 94 |
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| | 4. Information regarding new course requests for 2022-2023 including Dual Credit (OnRamps and ACC) - for approval in December | 104 |
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| | TASB initiated revisions with no further recommendations at the district level | |
| | • CFD(LOCAL): Accounting - Activity Funds Management | |
| | • CQB(LOCAL): Technology Resources - Cybersecurity | |
| | • DFE(LOCAL): Termination of Employment - Resignation | |
| | • DP(LOCAL): Personnel Positions | |
| | • EHAA(LOCAL): Basic Instructional Program - Required Instruction (All Levels) | |
| | • EHBC(LOCAL): Special Programs - Compensatory/Accelerated Services | |
| | • EIE(LOCAL): Academic Achievement - Retention and Promotion | |
| | • FDE(LOCAL): Admissions - School Safety Transfers | |
| | • FEA(LOCAL): Attendance - Compulsory Attendance | |
| | • FEC(LOCAL): Attendance - Attendance for Credit | |
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| | • FL(LOCAL): Student Records | |
| M. | <u>REQUESTS FOR INFORMATION FROM THE BOARD OF TRUSTEES</u> | |
| N. | <u>BOARD REFERENCE DOCUMENTS</u> | 174 |

O. **UPCOMING BOARD MEETINGS**

December 13, 2021 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

January 24, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

January 31, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

TUESDAY February 22, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

February 28, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

March 28, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

April 18, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

April 25, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

May 16, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

May 23, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

June 20, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

June 27, 2022 @ Kunkel Room at Historic Buda Elementary Campus - 5:30 pm

Official Board of Trustees information may be obtained at www.hayscisd.net

P. **ADJOURN**

This notice was posted in compliance with the Texas Open Meetings act on: November 12, 2021 at 2:00 PM

| EXCEPTIONS FOR CLOSED MEETINGS | The Board may conduct a closed meeting for the purpose described in the following provisions. |
|---|---|
| ATTORNEY CONSULTATION | 1. The Board may conduct a private consultation with its attorney only when it seeks the attorney's advice about pending or contemplated litigation or a settlement offer or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the requirement for open meetings. <i>Gov't Code 551.071</i> [See BE for permissible methods of communication for attorney consultations.] |
| REAL PROPERTY | 2. The Board may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the Board's position in negotiations with a third person. <i>Gov't Code 551.072</i> |
| PROSPECTIVE GIFT | 3. The Board may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to the District if deliberation in an open meeting would have a detrimental effect on the Board's position in negotiations with a third person. <i>Gov't Code 551.073</i> |
| PERSONNEL MATTERS | 4. The Board is not required to conduct an open meeting to deliberate 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. However, the Board may not conduct a closed meeting for these purposes if the officer or employee who is the subject of the deliberation or hearing requests a public hearing. <i>Gov't Code 551.074</i> The closed meeting exception for personnel matters does not apply when the Board discusses an independent contractor who is not a school employee, such as an engineering, architectural, or consultant firm, or when the Board discusses a class or group of employees, not a particular employee. <i>Atty. Gen. Op. MW-129 (1980), Atty. Gen. Op. H-496 (1975)</i> |
| EMPLOYEE-EMPLOYEE COMPLAINTS | The Board is not required to conduct an open meeting to deliberate in a case in which a complaint or charge is brought against a District employee by another employee and the complaint or charge directly results in the need for a hearing. However, the Board may not conduct a closed meeting for this purpose if the employee against whom the complaint or charge is brought makes a written request for an open hearing. <i>Gov't Code 551.082</i> |
| STUDENT DISCIPLINE | 5. The Board is not required to conduct an open meeting to deliberate in a case involving discipline of a public school child. However, the Board may not conduct a closed meeting for this purpose if the child's parent or guardian makes a written request for an open hearing. <i>Gov't Code 551.082</i> |
| PERSONALLY IDENTIFIABLE STUDENT INFORMATION | 6. The Board is not required to conduct an open meeting to deliberate a matter regarding a student if personally identifiable information about the student will necessarily be revealed by the deliberation. Directory information about a public school student is considered to be personally identifiable information about the student for this purpose only if a parent or guardian of the student, or the student if the student has attained 18 years of age, has informed the District that the directory information should not be released without prior consent. [See FL] This exception does not apply if an open meeting about the matter is requested in writing by a parent or guardian of the student or by the student if the student has attained 18 years of age. <i>Gov't Code 551.0821</i> |
| MEDICAL OR PSYCHIATRIC RECORDS | 7. A board that administers a public insurance, health, or retirement plan is not required to conduct an open meeting to deliberate: <ul style="list-style-type: none">a. The medical records or psychiatric records of an individual applicant for a benefit from the plan; orb. A matter that includes a consideration of information in the medical or psychiatric records of an individual applicant for a benefit from the plan. <i>Gov't Code 551.0785</i> |
| SECURITY | 8. The Board is not required to conduct an open meeting to deliberate: <ul style="list-style-type: none">a. The deployment, or specific occasions for implementation, of security personnel or devices; orb. A security audit. <i>Gov't Code 551.076</i> |

| | |
|------------------------------------|--|
| ASSESSMENT INSTRUMENTS | 9. The Board shall conduct a closed meeting to discuss or adopt individual assessment instruments or assessment instrument items. <i>Education Code 39.030(a)</i> |
| EMERGENCY MANAGEMENT | 10. The Board is not required to conduct an open meeting to deliberate information confidential under Government Code 418.175–418.182, relating to Homeland Security. However, the Board must make a tape recording of the proceedings of a closed meeting held to deliberate the information. <i>Gov't Code 418.183(f)</i> |
| ECONOMIC DEVELOPMENT NEGOTIATIONS | 11. The Board is not required to conduct an open meeting: <ul style="list-style-type: none"> a. To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks to have locate, stay, or expand in or near the District and with which the Board is conducting economic development negotiations; or b. To deliberate the offer of a financial or other incentive to such a business prospect. <i>Gov't Code 551.087</i> |
| PROCEDURES FOR CLOSED MEETINGS | If a closed meeting is allowed, the Board shall not conduct the closed meeting unless a quorum of the Board first convenes in an open meeting for which proper notice has been given [see BE] and the presiding officer has publicly announced that a closed meeting will be held and has identified the section or sections of the Open Meetings Act or other applicable law under which the closed meeting is held. <i>Gov't Code 551.101</i> |
| VOTE OR FINAL ACTION | A final action, decision, or vote on a matter deliberated in a closed meeting shall be made only in an open meeting for which proper notice has been given. <i>Gov't Code 551.102</i> [See BE] |
| CERTIFIED AGENDA OR TAPE RECORDING | The Board shall either keep a certified agenda or make a recording of the proceedings of each closed meeting, except for private consultation with the District's attorney. The certified agenda must include a statement of the subject matter of each deliberation, a record of any further action taken, and an announcement by the presiding officer at the beginning and end of the closed meeting indicating the date and time. A presiding officer shall certify that a certified agenda is a true and correct record of the proceedings. If a recording is made, it must include announcements by the presiding officer at the beginning and end of the meeting indicating the date and time. <i>Gov't Code 551.103</i> "Recording" means a tangible medium on which audio or a combination of audio and video is recorded, including a disc, tape, wire, film, electronic storage drive, or other medium now existing or later developed. <i>Gov't Code 551.001(7)</i> Closed meetings may not be recorded by an individual trustee against the wishes of a majority of the Board. <i>Zamora v. Edgewood ISD, 592 S.W.2d 649 (Tex. App.—San Antonio, 1979, writ ref'd n.r.e.)</i> |
| PRESERVATION | The Board shall preserve the certified agenda or recording of a closed meeting for at least two years after the date of the meeting. If a legal action involving the meeting is brought within that period, the Board shall preserve the certified agenda or recording while the action is pending. <i>Gov't Code 551.104(a)</i> |
| PUBLIC ACCESS | A certified agenda or recording of a closed meeting is available for public inspection and copying only under a court order issued as a result of litigation involving an alleged violation of the Open Meetings Act. <i>Gov't Code 551.104(b), (c)</i> |
| PROHIBITIONS | No Board member shall participate in a closed meeting knowing that neither a certified agenda nor a recording of the closed meeting is being made. <i>Gov't Code 551.145</i> No individual, corporation, or partnership shall without lawful authority disclose to a member of the public the certified agenda or recording of a meeting that was lawfully closed to the public. <i>Gov't Code 551.146</i> No Board member shall knowingly call or aid in calling or organizing a closed meeting that is not permitted under the Open Meetings Act, close or aid in closing a regular meeting to the public except as permitted under the Open Meetings Act, or participate in a closed meeting that is not permitted under the Open Meetings Act. <i>Gov't Code 551.144(a)</i> |
| AFFIRMATIVE DEFENSE | It is an affirmative defense to prosecution under Government Code 551.144(a) that a Board member acted in reasonable reliance on a court order or a written interpretation of the open meetings law contained in an opinion of a court of record, the attorney general, or the Board's attorney. <i>Gov't Code 551.144(c)</i> |

DATE ISSUED: 10/25/2013
UPDATE 98
BEC (LEGAL)-P

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Public Forum #2 – Attendance Zone for Elementary School #15

Administrator Responsible/Position:

A. Purpose of Agenda Item:

Action Needed

Information Only

Receive Input

B. Authority for This Action:

Local Policy

Law or Rule

NA

C. **Goal or Need Addressed:** Policy FC (Local) requires two public forums regarding changes in the attendance zone when using the citizen committee process. The forum serves as the second public forum.

D. **Summary:**

Previous board action relating to this item – In August, the Board empaneled the attendance zone committee

Future action anticipated – December vote on final attendance zone map.

Background information –

In May 2021, Hays CISD voters approved a bond measure that included the construction of the district's 15th elementary school. When it opens in August 2022, it will need an attendance zone. On August 23, 2021, the Hays CISD Board voted to empanel an Attendance Boundary Rezoning Committee comprised of seven citizens to advise and assist the Board in the process of creating an attendance zone for the new school. The committee met in October and held the first public forum on October 28, 2021, regarding a map the committee developed (known as Map Plan C). On November 2, 2021, the committee voted 11 out of 11 members in attendance to recommend Map Plan C for the Board's consideration, along with the caveats that: (1) affected students entering 5th grade be grandfathered an allowed to stay at their current schools should they choose to do so and (2) remaining affected students be given first priority for transfers to remain at their existing campuses if they do not wish to attend school at their new campus.

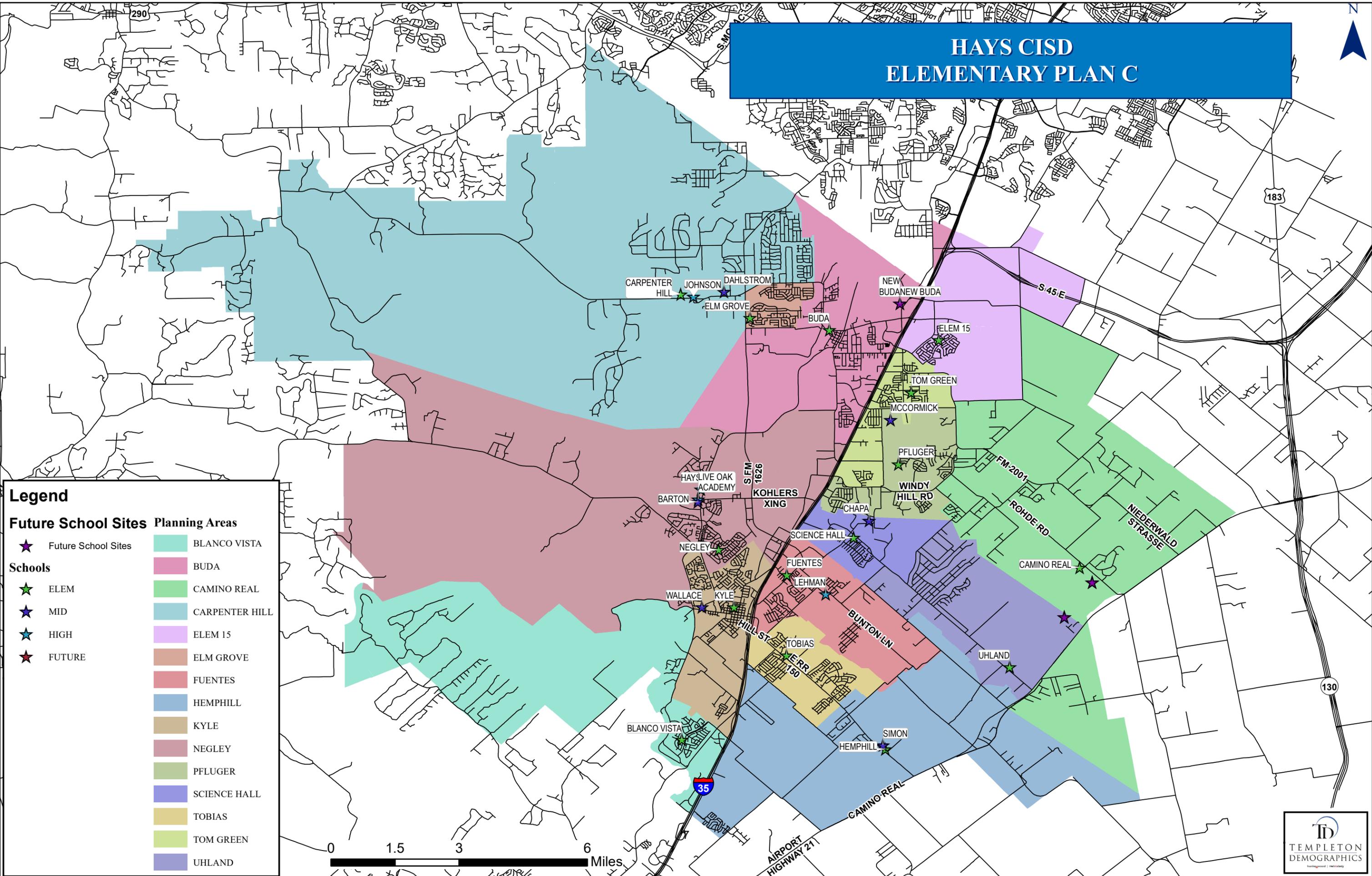
E. **Monitoring and Reporting Timeline:**

Person responsible for evaluating this decision or action – Tim Savoy, Chief Communication Officer

In addition to this public forum, in November, the Board will hear the first reading of the committee recommendation (attached). In December, the Board will be asked to adopt an attendance zone for Elementary School #15.

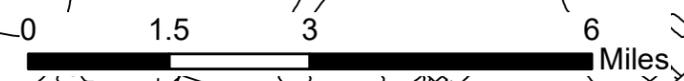
The full process with supporting materials is enshrined on the hays CISD website at: www.hayscisid.net/rezone.

HAYS CISD ELEMENTARY PLAN C



Legend

| | |
|----------------------------|-----------------------|
| Future School Sites | Planning Areas |
| ★ Future School Sites | BLANCO VISTA |
| Schools | BUDA |
| ★ ELEM | CAMINO REAL |
| ★ MID | CARPENTER HILL |
| ★ HIGH | ELEM 15 |
| ★ FUTURE | ELM GROVE |
| | FUENTES |
| | HEMPHILL |
| | KYLE |
| | NEGLEY |
| | PFLUGER |
| | SCIENCE HALL |
| | TOBIAS |
| | TOM GREEN |
| | UHLAND |



HAYS CISD ELEMENTARY 15 REZONING PLAN C CHANGES

This is a general written description of the territorial changes that exist on this plan compared with the current Hays CISD elementary attendance zone map:

1. **TGES to Elementary #15:** Move portions of the existing Tom Green Elementary attendance zone north of Overpass Road and White Wing Trail, and north and east of FM 2001 to the new Elementary #15 attendance zone. (This includes the entirety of the Sunfield subdivision.)
2. **CRES to Elementary #15:** Move the portion of the attendance zone that is within the school district boundary and north of Turnersville Road (to include the Turner's Crossing subdivision that is under construction).

HAYS CISD

Plan C Elementary Forecast Report

| SCHOOL | CAPACITY | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | 2030/31 | 2031/32 |
|----------------|---------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| BLANCO VISTA | 800 | 713 | 774 | 824 | 858 | 880 | 902 | 917 | 930 | 952 | 980 | 1,011 |
| BUDA | 900 | 682 | 718 | 780 | 806 | 846 | 879 | 903 | 939 | 970 | 1,020 | 1,070 |
| CAMINO REAL | 800 | 758 | 786 | 810 | 805 | 798 | 815 | 833 | 827 | 833 | 825 | 819 |
| CARPENTER HILL | 800 | 618 | 635 | 666 | 707 | 737 | 774 | 805 | 843 | 869 | 893 | 916 |
| ELEM 15 | 900 | 305 | 427 | 571 | 712 | 847 | 989 | 1,130 | 1,272 | 1,380 | 1,508 | 1,637 |
| ELM GROVE | 982 | 762 | 775 | 775 | 787 | 787 | 776 | 800 | 800 | 814 | 830 | 846 |
| FUENTES | 720 | 657 | 705 | 776 | 837 | 894 | 907 | 954 | 1,028 | 1,107 | 1,212 | 1,333 |
| HEMPHILL | 720 | 436 | 500 | 586 | 659 | 738 | 785 | 857 | 926 | 997 | 1,085 | 1,161 |
| KYLE | 770 | 576 | 603 | 661 | 709 | 712 | 738 | 748 | 760 | 775 | 798 | 819 |
| NEGLEY | 967 | 908 | 1,001 | 1,109 | 1,225 | 1,327 | 1,469 | 1,610 | 1,757 | 1,908 | 2,064 | 2,211 |
| PFLUGER | 800 | 778 | 789 | 809 | 830 | 838 | 846 | 890 | 922 | 930 | 934 | 945 |
| SCIENCE HALL | 720 | 593 | 656 | 705 | 762 | 833 | 864 | 872 | 880 | 884 | 892 | 886 |
| TOBIAS | 720 | 657 | 697 | 754 | 798 | 858 | 900 | 909 | 912 | 918 | 924 | 928 |
| TOM GREEN | 714 | 525 | 512 | 539 | 544 | 549 | 558 | 565 | 583 | 617 | 655 | 688 |
| UHLAND | 900 | 720 | 740 | 771 | 775 | 814 | 881 | 967 | 1,017 | 1,068 | 1,112 | 1,161 |
| TOTAL | 12,213 | 9,688 | 10,318 | 11,136 | 11,814 | 12,458 | 13,083 | 13,760 | 14,396 | 15,022 | 15,732 | 16,431 |

YELLOW 95% - 100% CAPACITY
ORANGE 100% - 105% OVER CAPACITY
RED > 105% OVER CAPACITY

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Public Forum

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

A. Purpose of Agenda Item

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy BED

Law or Rule

N/A

The Board encourages comments from citizens of the District and from District employees.

Policy BED local states that audience participation at a Board Meeting is limited to the public comment portion of the meeting designated for that purpose. At all other times during a Board Meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer. An open forum will be conducted at each meeting. The Board shall allot approximately 30 minutes for comments from members of the public about school district concerns.

Any member of the public who wishes to address the Board in Public Forum must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained and at the entrance to the Board room and must be submitted to Tim Savoy, Chief Information Officer at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.

Board Policy DEC (LOCAL) sets the maximum time for any individual presentation as 5 minutes, unless decreased by the Board President prior to the start of public comment. In order to ensure efficiency in all meetings, our standard practice is to afford 3 minutes for speakers covering current agenda items and 2 minutes for speakers covering non-agenda items. Speakers with comments on posted agenda items will be called to speak first. Speakers with comments on items not posted for tonight's agenda will then be called to speak, if time permits.

Please be aware that the audio of Public Forum is recorded as part of the recording of the entire meeting and is published on the District's website without alteration. A person who chooses to speak in Public Forum is consenting to the online publication of their comments.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Student Achievement Report – 2020 Summary report of our college, career and military readiness (CCR) by campus and an overview of our Social Emotional Learning (SEL) program(s)

Administrator Responsible/Position: Marivel Sedillo, DS/CAO, Michael Watson, DAO and Maritza Gonzales, Director

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

C. Goal or Need Addressed:

Report on our 2020 CCMR data and provide an SEL overview of our current efforts across the district.

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information – CCR formerly CCMR accounts for 40% of accountability for high schools. There are several indicators students in which students can meet college and career readiness requirements. Due to Covid and new rules for CCR have resulted in a decline of the percentage of students who graduated college and career ready. The district is taking actions to increase the number of student who meet college and career readiness requirements outlined in the presentation.

SEL is a top priority of the district. Every campus has implemented an SEL program to meet the social and emotional needs of our students. The attached presentation highlights what campuses throughout the district are doing to meet our students' social and emotional needs.

E. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other – Director of Accountability, Director of CTE, and Director of Advanced Academics

F. Administrative Recommendation:

Expected results in terms of student benefit/achievement – Formally monitoring the district's CCR and SEL efforts will produce results that will yield greater student success.

G. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action --Marivel Sedillo, DS/CAO

Evaluation method and time line – C&I and campus administrators will monitor student advising, course offerings/selection throughout the school year to ensure our future CCMR data shows positive increases in the reported fields. SEL efforts will be monitored throughout the year by way of lesson plans, student programs, events and surveys. Next report to the board –



STUDENT ACHIEVEMENT UPDATE COLLEGE & CAREER READINESS

Hays CISD Board of Trustees Meeting
11/15/21

Dr. Michael Watson
Deputy Academic Officer

Student Achievement Update

Strengths:

- Building better systems to track in real time
- Monthly meeting with high schools
- Administer SAT for juniors during school day

Challenges:

- COVID
- Rule Changes
 - Removed military indicator
 - Removed ½ point indicators

Plan of Action:

- TSIA 2 administrations for juniors and seniors
- Building systems to analyze PSAT data to inform SAT preparation
- Aligning course selection to student achievement
- Increase CTE course offerings
 - Create additional CTE pathways
 - Increase the number of Industry Based Certifications



3-Year Overall Comparison

| | District | | | | | |
|---------------------------------------|----------------|------------|----------------|------------|----------------|------------|
| | 2019 | | 2020 | | 2021 | |
| | 2018 Graduates | | 2019 Graduates | | 2020 Graduates | |
| | # Grads | % | # Grads | % | # Grads | % |
| Total Graduates | 1209 | | 1363 | | 1372 | |
| Total credit for CCMR criteria | 713 | 59% | 877 | 64% | 703 | 51% |

For 2021 graduates, TEA removed Military and the CTE coursework completers from CCMR calculations. Using the 2021 methodology, the adjusted percentages are shown to the right for 2019 and 2020.

| 2019 | 2020 | 2021 |
|------------|------------|------------|
| 48% | 55% | 51% |



Texas Success Initiative (TSI) Criteria

| | 2019 | | 2020 | | 2021 | |
|--|----------------|------------|----------------|------------|----------------|------------|
| | 2018 Graduates | | 2019 Graduates | | 2020 Graduates | |
| | # Grads | % | # Grads | % | # Grads | % |
| Met TSI criteria in both ELA/Reading and Math | 455 | 38% | 479 | 35% | 364 | 27% |
| ELA/Reading | | | | | | |
| Met TSI criteria for at least one indicator | 680 | 56% | 784 | 58% | 623 | 45% |
| Met TSI assessment criteria | 336 | 28% | 460 | 34% | 316 | 23% |
| Met ACT criteria | 121 | 10% | 107 | 8% | 62 | 5% |
| Met SAT criteria | 475 | 39% | 504 | 37% | 447 | 33% |
| Earned credit for a college prep course | 0 | 0% | 0 | 0% | 0 | 0% |
| Mathematics | | | | | | |
| Met TSI criteria for at least one indicator | 465 | 38% | 491 | 36% | 381 | 28% |
| Met TSI assessment criteria | 200 | 17% | 254 | 19% | 177 | 13% |
| Met ACT criteria | 121 | 10% | 103 | 8% | 60 | 4% |
| Met SAT criteria | 318 | 26% | 288 | 21% | 237 | 17% |
| Earned credit for a college prep course | 0 | 0% | 0 | 0% | 0 | 0% |



Other CCR Indicators

| | 2019 | | 2020 | | 2021 | |
|---|----------------|-----|----------------|-----|----------------|-----|
| | 2018 Graduates | | 2019 Graduates | | 2020 Graduates | |
| | # Grads | % | # Grads | % | # Grads | % |
| AP/IB Examination | 245 | 20% | 278 | 20% | 237 | 17% |
| Dual Course Credits | 175 | 14% | 315 | 23% | 248 | 18% |
| Industry-Based Certifications (IBCs) | 65 | 5% | 263 | 19% | 208 | 15% |
| Level I or Level II Certificate | 0 | 0% | 0 | 0% | 0 | 0% |
| Associate's Degree | 0 | 0% | 0 | 0% | 2 | 0% |
| OnRamps Dual Enrollment Course | 37 | 3% | 147 | 11% | 130 | 10% |
| Graduate with Completed IEP and Workforce Readiness | 0 | 0% | 13 | 1% | 3 | 0% |
| Special Ed with Advanced Degree Plan | 23 | 2% | 43 | 3% | 87 | 6% |
| U.S. Armed Forces | 40 | 3% | 30 | 2% | | |
| Met Non-CTE Criteria | 619 | 51% | 782 | 57% | | |
| CTE Coherent Sequence Coursework | 94 | 8% | 96 | 7% | | |

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Consideration and Possible Approval of Consent Agenda

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy BE

Law or Rule

N/A

Policy Be local states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote

C. Goal or Need Addressed:

As listed on attached pages

D. Summary:

Previous board action relating to this item - Ongoing

Future action anticipated - Monthly

Background information – The following items are presented for approval

1. Board Meeting Minutes
2. Budget Amendments
3. Procurements

E. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other _____

All agenda items have been reviewed by the Superintendent's Cabinet

F. Administrative Recommendation:

The Superintendent recommends the Board approve consent agenda items as presented.

G. Fiscal Impact and Cost: Amount: Per individual items attached

H. Suggested Motion:

I move that the Board approve the consent agenda as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Consideration and possible approval of meeting minutes

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

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

C. Goal or Need Addressed: N/A

D. Summary:

Previous board action relating to this item - Ongoing

Future action anticipated - Monthly

Background information – Minutes from the October 18, 2021 and October 25, 2021 meetings are presented for approval

E. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other _____

All agenda items have been reviewed by the Superintendent's Cabinet.

F. Administrative Recommendation:

The Superintendent recommends the Board approve minutes from the October 18, 2021 and October 25, 2021 meetings, as presented.

G. Fiscal Impact and Cost: Amount: N/A

Budget

Bond

Grant/Special Funds

Other _____

H. Suggested Motion:

I move that the Board approve the minutes from the October 18, 2021 and October 25, 2021 meetings as presented.

Minutes of Regular Meeting October 18, 2021

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The complete video of this meeting is accessible at www.hayscisd.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held Monday, October 18, 2021, beginning at 5:30 PM in the Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos Street, Buda, Texas 78610.

CALL TO ORDER: Establish a quorum

Board President, Vanessa Petrea, called the meeting to order at 5:30 PM. Board Members, Raul Vela, Merideth Keller, Will McManus, Vanessa Petrea, Willie Tenorio, Esperanza Orosco and Courtney Runkle, were present.

CLOSED SESSION

The Board adjourned to closed session at 5:30 PM to review the Superintendent's recommendations regarding employment, resignations, extended leaves, and other personnel matters, including administrative recommendations for campus assistant principal, under Tx. Gov't Code Sec. 551.074,

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:01 PM.

PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS

MISSION STATEMENT

SOCIAL CONTRACT

PUBLIC FORUM

SUPERINTENDENT REPORT - OCTOBER 18, 2021

Dr. Eric Wright presented information on the Aerospace Program - Systems Go Rocketry Program at Johnson High School. He answered questions from the board members.

STUDENT ACHIEVEMENT REPORT - OCTOBER 18, 2021

Derek McDaniel reported on elementary and middle school universal screener data for reading and math students. Rigorous discussion ensued. He answered questions from the board members.

The purpose of this meeting is an agenda workshop. Board members will have the opportunity to discuss agenda items and ask questions of the administration in preparation for the October 25, 2021 Hays CISD Board of Trustees Business Meeting.

CONSENT AGENDA - FOR ACTION ON OCTOBER 25, 2021

Minutes of Board of Trustees Meetings

Procurements

Bulk Fuel

ACTION ITEM - FOR ACTION ON OCTOBER 18, 2021

Consideration and possible action, if any, resulting from closed session

Consideration and possible approval of the Superintendent's recommendations regarding employment, resignations, extended leaves, and other personnel matters, including Assistant Principal for Johnson High School

Mrs. Keller moved and Mr. Tenorio seconded the motion that the Board approve Dr. Wright's recommendation for Jennifer Lazare to be an Assistant Principal at Johnson High School. The motion passed with a 7-0 vote.

Consideration and possible approval of amendment to the 2021-2022 academic calendar

Dr. Eric Wright informed the Board that the district adopted the academic calendar on October 28, 2019 for the 2021-2022 school year. On Thursday, October 7, 2021, the District Leadership Team voted (26-0) in favor of giving teachers additional time to plan and prepare for instruction on November 8, 2021 and February 18, 2022. In order to make up instructional minutes at the high school level, the high schools will add 3 instructional minutes in the spring semester if this request is approved. No additional instructional minutes will need to be added at the elementary and middle school levels. Mrs. Orosco moved and Mr. Vela seconded the motion that the Board approve the amendment to the 2021-2022 academic calendar as presented. The motion passed with a 7-0 vote.

ACTION ITEMS - FOR ACTION ON October 25, 2021

Consideration and possible approval to grant an easement and right-of-way to Alliance Regional Water Authority

Max Cleaver informed the Board that the Alliance Regional Water Authority is requesting an approximate 1.287 acre easement and right-of-way for the purpose of installing two large water supply lines on the northwest side of Lehman High School, along Lehman Road, in the vicinity of the baseball field and band marching area. The appraised value is \$318,131. The water lines would be installed in a bored sleeve at the baseball field and in a cut trench at the marching pad. AWRA's agent has indicated they are aware of the school's schedule and will work with the District to limit disruption of school activities. Staff is working with the agent to finalize the development agreement. Discussion ensued.

Consideration and possible approval of change order for the Beacon Hill Parking Lot Renovation

The 2017 Bond contains provisions for parking lot improvement and expansion at the Beacon Hill Operations Facility with a budget of approximately \$530,800. In September 2019, the Board Approved Doucet and Associates for Engineering Services required for this project. The scope of work includes the construction of two water quality ponds, repair of existing parking surfaces, and installation of additional parking surfaces. During the design process, it became evident that the estimated budget would not be adequate to construct what is required for water quality in and around the Edward's Aquifer. In February 2021, staff presented the engineer's opinion of probable cost of \$2,922,648 to the FBOC and requested the budget to be increased from savings from other Proposition 2 projects, which gained consensus. On May 5, 2021, Bartlett-Cocke presented the Guaranteed Maximum Price for the project of \$2,095,672. The project is currently under construction. The sequencing plan requires rearrangement of the traffic circulation and parking plan for both white fleet and personal vehicles in order to construct the parking lot. The new traffic patterns and heavier than normal use on the south side of the site, have caused the existing asphalt (not included in the original base bid) to fail, requiring action. The replacement of the asphalt with concrete is being funded from contingency inside the GMP. The additional request for engineering services is approximately \$34,000 for Doucet and Associates for work required by TCEQ, and for approximately \$12,000 for Fugro for the associated geotechnical services. Mr. Cleaver answered questions from the Board.

Consideration of an elementary school site donation in the Turner's Crossing Subdivision

The three developers of the Turner's Crossing Subdivision wish to collectively donate 21.458 acres of land (approximately 18 acres developable) to Hays CISD for the construction of a future school. This school site is located in Travis County, and the City of Austin is the Authority Having Jurisdiction (AHJ). Staff worked

with Huckabee Architects to assess the cost implications and feasibility of developing the site based on known variances required by current development code. We believe the AHJ will allow the variances required to construct a school in this location and the site cost implications are similar to the Sunfield ES site when the current elementary school prototype is used for the analysis. The SWD contemplates that a school or school related facility will be constructed within 18 years. If a school is not constructed within that timeframe, the developer has the option to reclaim the site. We have provided an HCISD Mutual Easement Agreement which includes standard City of Austin easement forms to be used over time at this site. These include, but are not limited to, water, wastewater, public utility, access, drainage, slope, construction, and trail easements. The purpose of this mutual agreement is to simplify future development because all parties are aware of the legal forms up front.

Additionally, the developers have pledged a \$25,000 non-refundable allowance at closing to assist the District with expenses related to developing the site.

If favorably considered, the Superintendent or designee will coordinate all parties to close the transaction as soon as possible. Rigorous discussion ensued. Mr. Cleaver answered questions from the Board.

Consideration and possible adoption of Resolution to consent to the Second Amendment of the Declaration of Covenants, Conditions and Restrictions for Hays Consolidated Independent School District Performing Arts Center and Second Amendment of the Facilities Use Agreement

As part of the 2019 land swap with Plum Creek Development Partners, Ltd., a Texas limited partnership ("Plum Creek"), approximately 1.347 acres were conveyed by HCISD to Plum Creek while being still subject to the Facilities Use Agreement, recorded in Book 2029, Page 646, Official Public Records of Hays County, Texas, as amended (the "Facilities Use Agreement") and the Declaration of Covenants, Conditions and Restrictions for Hays Consolidated Independent School District Performing Arts Center, recorded in Book 2029, Page 625, Official Public Records of Hays County, Texas, as amended (the "Declaration").

Because this property is no longer owned by HCISD and will not be part of the HCISD facilities, Plum Creek is requesting that HCISD execute amendments to clean up title for this property and remove the Facilities Use Agreement and the Declaration as encumbrances.

Consideration and possible approval of budget amendments including the Aerospace Building at Johnson High School

Max Cleaver shared information with the board regarding the construction and outfitting of the Aerospace building under construction at Johnson High School to support the Johnson High School Aerospace program. Discussion ensued.

Consideration and possible approval of purchase of a truck for the Fine Arts Program

The district currently owns two trucks that are used regularly by Bands for travel to games and competitions. This purchase would make the total three trucks which would allow each band program access to one truck when needed.

TEA waivers requiring Board approval

Special Education Remote Homebound Instruction

General Education Remote Homebound Instruction

The Federal Programs Office in coordination with the Special Education Department and the Office of Academic Support is seeking Board of Trustee approval to request Remote Homebound Instruction Waivers from the Texas Education Agency (TEA). The HCISD Board of Trustees must approve the waiver application request prior to submission to TEA.

Review and possible adoption of District Improvement Plan

District policy BQ(LEGAL) states that the Board of Trustees shall annually approve District Performance Objectives and shall ensure that the District and Campus Plans are mutually supportive to accomplish the identified objectives and support the stated goals and objectives under Education Code Chapter 4.

INFORMATION ITEMS

Intervention Update

Curriculum & Instruction presented a report to the Board about what the district's ESSER Intervention teachers have been working on since the first day of school. Discussion ensued. The board asked for additional information regarding all intervention teaches and what they have been working on since the first day of school.

Update on Air Purifiers

Max Cleaver reported to the board where the District stood on purchasing the air purifiers. At the present time the District is awaiting a letter from TEA stating that the procurement process followed by the District is in line with the standards set by TEA.

Financial Statements

This item was postponed to October 25.

Update on Bond construction and renovations projects in the district

This item was postponed to October 25.

ADJOURN

No further business was conducted and the meeting adjourned at 9:36 PM.

Minutes of Regular Meeting October 25, 2021

Hays CISD Board of Trustees

These minutes are a record of the actions taken by the Hays CISD Board of Trustees in the meeting held on the above date. The complete video of this meeting is accessible at www.hayscisid.net for those who wish to hear the specific details of the discussions on the agenda topics presented.

A Regular Meeting of the Board of Trustees of Hays CISD was held Monday, October 25, 2021, beginning at 6:00 PM in the Kunkel Room at the Historic Buda Upper Campus, 300 San Marcos Street, Buda, Texas 78610.

CALL TO ORDER: Establish a quorum

Board President, Vanessa Petrea, called the meeting to order at 6:00 PM. Board Members, Raul Vela, Merideth Keller, Will McManus, Vanessa Petrea, Willie Tenorio, Esperanza Orosco and Courtney Runkle, were present.

PLEDGE OF ALLEGIANCE TO UNITED STATES AND TEXAS FLAGS

MISSION STATEMENT

SOCIAL CONTRACT

PUBLIC HEARING - DISCUSS THE HAYS CISD RATING ON THE STATE'S FINANCIAL ACCOUNTABILITY SYSTEM (FIRST)

Presenter was Randy Rau. No one from the public addressed the Board on this item.

PUBLIC FORUM

Six members of the community addressed the board during the public forum portion of the meeting. They brought concerns regarding agenda items for the purchase of a truck for the fine arts program, the band tower and marching pad at Hays High school in addition to other matters relative to the Hays High School Band program.

CONSENT AGENDA

Minutes of Board of Trustees Meetings
Procurements
Bulk Fuel

Mr. Tenorio moved and Mr. McManus seconded the motion that the Board approve the consent agenda as presented. The motion passed with a 7-0 vote.

ACTION ITEMS

Consideration and possible approval to grant an easement and right-of-way to Alliance Regional Water Authority
Mr. McManus moved and Mrs. Keller seconded the motion that the Board grant the Easement and Right-of-Way to the Alliance Regional Water Authority and authorize the Superintendent and Board President to execute additional documents to complete the transaction, a presented. The motion passed with a 7-0 vote.

Consideration and possible approval of change order for the Beacon Hill Parking Lot Renovation

Mr. McManus moved and Mr. Tenorio seconded the motion that the Board approve a change order from Bartlett-Cocke General Contractors in the amount of \$199,706 for the 2017 Bond Beacon Hill Parking Lot Improvements, as presented. The motion passed with a 7-0 vote.

Consideration of an elementary school site donation in the Turner's Crossing Subdivision

Mrs. Runkle moved and Mr. Vela seconded the motion that the Board accept the school site donation in the Turner's Crossing Subdivision, and authorize the Superintendent and Board President to execute additional documents to complete the transaction, as presented. The motion passed with a 7-0 vote.

Consideration and possible adoption of Resolution to consent to the Second Amendment of the Declaration of Covenants, Conditions and Restrictions for Hays Consolidated Independent School District Performing Arts Center and Second Amendment of the Facilities Use Agreement

Mrs. Keller moved and Mr. McManus seconded the motion that the Board adopt the resolution to consent to the Second Amendment of the Declaration of Covenants, Conditions and Restrictions for Hays Consolidated Independent School District Performing Arts Center and to the Second Amendment of the Facilities Use Agreement, and authorize the Board President and Superintendent to execute additional documents necessary or convenient to further memorialize and effect the withdrawal of the property from the Declaration and Agreement, as presented. The motion passed with a 7-0 vote.

Consideration and possible approval of budget amendments including the Aerospace Building at Johnson High School

Mrs. Orosco moved and Mr. Tenorio seconded the motion that the Board approve the budget amendments including the Aerospace Building at Johnson High School, as presented. The motion passed with a 7-0 vote.

Consideration and possible approval of purchase of a truck for the Fine Arts Program

Discussion was held regarding the purchase of the truck and equity between programs. Mrs. Orosco moved and Mr. Vela seconded the motion that the Board approve the purchase of one truck to pull an 18-wheeler trailer and authorize the Superintendent, or his assigns, to complete the purchase of a truck with mileage not to exceed 300,000 miles, for an amount not to exceed \$85,000, as presented. The motion passed with a 7-0 vote.

Discussion and possible action on band tower and practice pad at Hays High School

Mrs. Keller moved and Mrs. Orosco seconded the motion that the Board approve the purchase and installation of the band tower from Educational Steel Products, LLC for a total cost of \$121,825, as presented. Discussion ensued. The motion passed with a 7-0 vote.

TEA waivers requiring Board approval

Special Education Remote Homebound Instruction

General Education Remote Homebound Instruction

Mr. Tenorio moved and Mr. Vela seconded the motion that the Board approve the submission of the Homebound Remote Instruction Waivers, as presented. The motion passed with a 7-0 vote.

Review and possible adoption of District Improvement Plan

Mr. Tenorio moved and Mr. McManus seconded the motion that the Board approve the 2021-2022 District Performance Objectives and Student Performance Goals and the District Improvement Plan, as presented. Discussion ensued. Dr. Wright reminded the Board that the District Improvement Plan is a living document and changes and revisions may be made to the document throughout the year. The motion passed with a 7-0 vote.

INFORMATION ITEMS

Intervention Update - information presented at October 18 meeting
Update on Air Purifiers - information presented at October 18 meeting
Financial Statements
Update on Bond construction and renovations projects in the district

ADJOURN

No further business was conducted and the meeting adjourned at 7:20 PM.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Budget Amendments

Administrator Responsible/Position: Randy Rau

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

C. Goal or Need Addressed:

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information – The 2021-2022 budget has been approved by the Board of Trustees. Amendments to the budget must also be approved by the Board.

E. Scope of Options Reviewed:

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: BOT approved purchase at the October 25, 2021 meeting.

From public -

G. Administrative Recommendation:

The administration recommends approval of the budget amendment as presented.

Fiscal Impact and Cost:

Amount:

Budget

Bond

Grant/Special Funds

Other:

(See attached detail)

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action—
Randy Rau

I. Suggested Motion:

I move that the Board approve the budget amendment as presented.

BUDGET AMENDMENT 4 – November 15, 2021

RECOMMENDATION:

The Administration recommends the listed budget amendments and transfers be approved.

BACKGROUND INFORMATION:

In accordance with the TEA budget and accounting procedures and guidelines, the District’s official budget includes the General Fund, Food Service Fund, and the Debt Service Fund. The Board of Trustees should approve the adoption of the budgets associated with these funds, and subsequent amendments, at the *Fund Function* level. Other funds such as Special Revenue Funds for grants and capital projects are approved on a *Project Basis*; and consequently, *are* not required to be approved with the same level of detail.

The administration routinely allows transfers of existing budgeted funds within the same fund function in order to accommodate the necessary operations of the requesting department or campus. These transfers usually become necessary due to account coding requirements. Requests for transfers of existing funds between functions are reviewed by the administration to ensure that the related expenditures will not exceed the overall approved budget at the function level. These requests allowed at the administrative level are subject to final approval by the Board of Trustees.

In addition to the transfers of existing budget funds outlined above, the Board of Trustees must approve requests for new appropriations prior to expenditure. These requests include appropriations from fund balance, and reappropriation of designated fund balances.

ADMINISTRATIVE CONSIDERATIONS:

Transfers: The Administration has reviewed the following transfers and determined that there will be **no impact to the budget.**

Cross Function Transfer Summary

| Description | Increase (Decrease) |
|---|---------------------|
| 11 - Instruction | \$ (815) |
| 12 - Instructional Resources and Media Services | \$ 0 |
| 13 - Instructional Staff Development | \$ 500 |
| 21 - Instructional Administration | \$ 0 |
| 23 - Campus Administration | \$ 315 |
| 31 - Guidance and Counseling Services | \$ 0 |
| 32 - Social Work Services | \$ 0 |
| 33 - Health Services | \$ 0 |
| 34 - Transportation | \$ 0 |
| 36 - Co curricular / Extracurricular | \$ 0 |
| 41 - General Administration | \$ 0 |
| 51 - Maintenance | \$ 0 |
| 52 - Security | \$ 0 |
| 53 - Data Services | \$ 0 |
| 61 – Community Services | \$ 0 |
| 71 – Debt Service | \$ 0 |
| 81 – Facilities Acquisition & Construction | \$ 0 |
| 91 – Chapter 41 Payments | \$ 0 |
| 93 – Payments to Fiscal Agents | \$ 0 |
| 95 – Payments to JJAEP | \$ 0 |
| 99 – Other Intergovernmental Charges | \$ 0 |
| Total Net Transfers | \$ \$0 |

REQUESTS for Re-APPROPRIATIONS:

General Operating Fund:

New appropriations requested for purchase of a Fine Arts truck as approved at the October 25th board meeting.

| General Operating Fund Re-Appropriations Summary | | | |
|---|------------------------|-----------------------------|-----------------------|
| Description | Official Budget | Increase/ (Decrease) | Amended Budget |
| <u>Revenues:</u> | | | |
| | \$ 0 | \$ 0 | \$ 0 |
| Total | \$ 0 | \$ 0 | \$ 0 |
| <u>Expenditures:</u> | | | |
| 182-36-6631-00-928-99-9-0 | \$ 0 | \$ 85,000 | \$ 85,000 |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| | \$ | \$ | \$ |
| Total | \$ 0 | \$ 85,000 | \$ 85,000 |
| Total Net Appropriations (Revenues minus Expenditures) | | \$ (85,000) | |

ACTION REQUIRED

Board Approval

SUPPORT INFORMATION

Additional information provided upon request.
 Contact: Randall Rau – Chief Financial Officer

Hays Consolidated Independent School District
Budget Amendment 4 Support Information
for the Fiscal Year Ending June 30, 2022

Budget Amendment #4 Support:

| <u>Account</u> | <u>Function</u> | <u>Location</u> | <u>Amount</u> | <u>User ID</u> | <u>Status</u> | <u>Original</u> <u>Period</u> | <u>New</u> <u>Period</u> | <u>JE #</u> | <u>New</u> <u>JE #</u> | <u>Reason</u> |
|---------------------------|-----------------|-----------------|---------------|----------------|---------------|----------------------------------|-----------------------------|-------------|---------------------------|-----------------------------------|
| 199-11-6397-TE-002-24-1-0 | 11 | 002 | \$ (815.00) | crutchfield | Pending | 4 | | 248 | | Cover overages in listed accounts |
| 199-13-6498-00-002-28-1-0 | 13 | 002 | \$ 500.00 | crutchfield | Pending | 4 | | 248 | | Cover overages in listed accounts |
| 199-23-6299-00-002-24-1-0 | 23 | 002 | \$ 315.00 | crutchfield | Pending | 4 | | 248 | | Cover overages in listed accounts |

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: November 15, 2021

Subject: Consideration and possible approval of Procurements

Administrator Responsible/Position: Cabinet Members

Purpose of Agenda Item:

Action needed Information only Receive input

Authority for This Action:

Local Policy - BE Law or Rule N/A

Goal or Need Addressed:

Procurement of necessary items for the district.

Summary:

- Previous board action relating to this item - Ongoing
- Future action anticipated - Monthly
- Background information – The following procurements will be presented for approval
 - a. Screen Printing & Embroidery Services Districtwide – Kesa's Kreations dba The Block Screen Printing
 - b. Data Maintenance – Integration Partners

Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____

All agenda items have been reviewed by the Superintendent's Cabinet.

Administrative Recommendation:

The Administration recommends approval of the listed procurement items.

Fiscal Impact and Cost: Amount: as set forth in the procurement item.

Suggested Motion:

I move that the Board approve the procurement item as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Procurement-Screen Printing & Embroidery Services Districtwide – Kesa’s Kreations dba The Block Screen Printing

Administrator Responsible/Position: Tom Westerberg, Director of Athletics
Jesus Gomez, Deputy Academic Officer (former interim director)

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed: The purpose of the agenda it to procure screen printing, embroidery laser, heat press, and sublimated printing on clothing and accessories that are non-uniform on a needed basis from Kesa’s Kreations dba The Block Screen Printing.

D. Summary:

Previous board action relating to this item –
 Future action anticipated –
 Background information – This is a local vendor that provides competitive prices and high quality of work for a variety of items including but not limited to the following: spirit wear, polos, signs, decals, bumper stickers, and promotional products.

E. Scope of Options Reviewed:

RFP #25-032102JO Screen Printing & Embroidery Services
This is a one-year contract with four (4) options to renew through 04/26/2026

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Districtwide

G. Administrative Recommendation:

The administration recommends approval of screen printing, embroidery laser, heat press, and sublimated printing on clothing and accessories that are non-uniform on a needed basis from Kesa’s Kreations dba The Block Screen Printing.

H. Fiscal Impact and Cost: Total Amount: \$110,000

Budget – General Operating Fund Bond Grant/Special Funds Other _____
Prior Year Spending – \$56,908.57
From July to October 2021: \$42,604.19
Future/Ongoing – This procurement will be a recurring cost (annually)

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action — Tom Westerberg, Director of Athletics and
Jesus Gomez – Deputy Academic Officer, Area 3 (former interim director)
Evaluation method and time line -
Next report to the board -

J. Suggested Motion:

I move that the Board approve screen printing, embroidery laser, heat press, and sublimated printing on clothing and accessories that are non-uniform on a needed basis from Kesa’s Kreations dba The Block Screen Printing for \$110,000 as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Procurement - Data Maintenance – Integration Partners

Administrator Responsible/Position: Dianne Borreson

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The purpose of the agenda is to approve the renewal of the Extreme Networks maintenance contract for the district network equipment and software.

D. Summary:

Previous board action relating to this item – The board approved data maintenance from Integration Partners on December 2016.

Future action anticipated –

Background information – This equipment is used to light our dark fiber and provides network connectivity for the entire district. Integration Partners has been our provider since 2016.

E. Scope of Options Reviewed:

DIR Contract # - DIR-TSO-4339

Length of Contract: This is a one year contract with four (4) options to renew.

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Technology

G. Administrative Recommendation:

The administration recommends acceptance of the proposal from Integration Partners for \$97,766.

H. Fiscal Impact and Cost: Total Amount: \$ 97,766

Budget – General Operating Fund Bond Grant/Special Funds Other _____

Prior Year Spending – \$107,599.00

Future/Ongoing – Yearly amount will increase as new equipment/campuses are added.

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action – Dianne Borreson

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Board approve the purchase of services from Integration Partners for total cost of \$97,766 as presented.



Hays CISD

2022 Extreme Networks Maintenance Renewal - DIR-TSO-4339

Prepared By: Glenn Riley

Date: October 22, 2021

Quote #: 075266 v2

2022 Extreme Networks Maintenance Renewal - DIR-TSO-4339

| | | | | |
|---------------------------|-------------------------|-------------------------|-------------------------|----------------------------------|
| Quote Information: | Prepared For: | Ship To: | Bill To: | Prepared By: |
| Quote #: 075266 | Hays CISD | Hays CISD | Hays CISD | Integration Partners Corporation |
| Version: 2 | Alan Duerr | Alan Duerr | Alan Duerr | Glenn Riley |
| Delivered: 10/22/2021 | 21003 Interstate 35 | 21003 Interstate 35 | 21003 Interstate 35 | 317-813-5114 |
| Expires: 12/31/2021 | Kyle TX 78640 | Kyle TX 78640 | Kyle TX 78640 | Fax 781-357-8500 |
| | Alan.Duerr@hayscisd.net | Alan.Duerr@hayscisd.net | Alan.Duerr@hayscisd.net | griley@integrationpartners.com |
| | (512) 268-8469 | (512) 268-8469 | (512) 268-8469 | |

Extreme Networks

| Qty | Manufacturer | Part Number | Description | Price | Ext. Price |
|--|----------------------|------------------|---|------------|-------------|
| DIR-TSO-4339 | | | | | |
| Renewal of Contract 5-01339688 - 01-JAN-2022 thru 31-DEC-2022 | | | | | |
| Renewal of Main Contract | | | | | |
| 3 | Extreme Networks | 95511-H34111 | VSP 8400CH - PW NBD ONSITE H34111 for EC8400A01-E6 | \$2,392.00 | \$7,176.00 |
| 3 | Extreme Networks | 95511-H34094 | VSP 8424XS - PW NBD ONSITE H34094 for EC8404001-E6 | \$282.00 | \$846.00 |
| 14 | Extreme Networks | 95600-H34088 | VSP 8284XS - PWP TAC & OS H34088 for EC8200A01-E6 | \$2,411.00 | \$33,754.00 |
| 1 | Extreme Networks | 95600-H34078 | VSP 7254XSQ - PWP TAC & OS H34078 for EC7200A1F-E6 | \$1,028.00 | \$1,028.00 |
| 19 | Extreme Networks | 95600-H34085 | VSP 7254XSQ Port Limited - PWP TAC & OS H34085 for EC7200A3F-E6 | \$937.00 | \$17,803.00 |
| 2 | Extreme Networks | 95600-H34087 | VSP 7254XTQ Port Limited - PWP TAC & OS H34085 for EC7200A4F-E6 | \$1,050.00 | \$2,100.00 |
| 2 | Extreme Networks | 95504-H34131 | VSP 4K 4450 - EW NBD AHR for EC4400A05-E6 | \$142.00 | \$284.00 |
| 1 | Extreme Networks | 95600-H34066 | ERS 4926GTS-PWR+ - PWP Software & TAC - H34066 for AL4900A02-E6 | \$146.00 | \$146.00 |
| 73 | Extreme Networks | 95600-H34070 | ERS 4950GTS-PWR+ - PWP TAC & OS H34070 for AL4900A04-E6 | \$146.00 | \$10,658.00 |
| 71 | Extreme Networks | 95504-H34054 | ERS4826GTS PWR+ - PW NBD AHR H34054 for AL4800A89-E6 | \$105.00 | \$7,455.00 |
| 1 | Extreme Networks | 95600-H34054 | ERS4826GTS PWR+ - PWP TAC & OS H34054 for AL4800A89-E6 | \$106.00 | \$106.00 |
| 309 | Integration Partners | IPC-95600-H34054 | PWP Software & TAC - H34054 for AL4800A89-E6 | \$45.00 | \$13,905.00 |
| 9 | Extreme Networks | 95600-16804 | Industrial Switch - ISW 8GBP 4-SFP | \$122.00 | \$1,098.00 |

Extreme Networks

| Qty | Manufacturer | Part Number | Description | Price | Ext. Price |
|--|------------------|--------------|--|------------|--------------------|
| 1 | Extreme Networks | 95603-S20293 | XMC - PWP Software Support - S20293 | \$1,164.00 | \$1,164.00 |
| Renewal of Contract 5-01352489 - 25-JAN-2022 thru 31-DEC-2022 | | | | | |
| Uhland Transportation | | | | | |
| 1 | Extreme Networks | 95600-H34066 | PWP Software & TAC - H34066 for AL4900A02-E6 | \$137.00 | \$137.00 |
| Renewal of Contract 5-01384314 - 24-MAY-2022 thru 31-DEC-2022 | | | | | |
| MT Switch | | | | | |
| 1 | Extreme Networks | 95600-16804 | PWP Software & TAC - 16804 ISW 8GBP 4-SFP | \$74.00 | \$74.00 |
| Renewal of Contract 5-01413904 - 29-SEP-2022 thru 31-DEC-2022 | | | | | |
| ISW Switch | | | | | |
| 1 | Extreme Networks | 95600-16804 | PWP Software & TAC - 16804 ISW 8GBP 4-SFP | \$32.00 | \$32.00 |
| Extreme Networks Subtotal | | | | | \$97,766.00 |

Quote Summary

| Description | Amount |
|------------------|--------------------|
| Extreme Networks | \$97,766.00 |
| Total | \$97,766.00 |

Avoid lapse in service coverage and possible reinstatement fees by renewing your maintenance contract prior to expiration. Support services purchased from the product manufacturer(s) by Seller on behalf of Customer will be cancelled by Seller, upon Customer's request, in accord with the cancellation terms agreed upon by Seller and the manufacturer(s). Customer is responsible for any costs and/or fees related to the support services cancellation, including, but not limited to, cancellation fees and support services payable during the cancellation period. Full payment of invoices are due within thirty days of invoice date (NET30). All hardware, software licensing, technical support, freight charges and applicable sales tax will be invoiced upon registration and shipment to customer. Product held at Integration Partners due to lab staging services or customer delay will be invoiced upon receipt at Integration Partners. Any labor for services to be performed will be invoiced at fifty percent (50%) upon project kickoff, with the remainder to be invoiced upon project completion. The terms and conditions of this proposal shall apply to all Purchase Orders and override any different or additional terms on any purchase order form. Referencing purchase order numbers on invoices are done for customer convenience only.

Hays CISD

Signature

Printed Name

Title

Date

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: November 15, 2020

Subject: Comprehensive Annual Financial Report for 2020-2021

Administrator Responsible/Position: Randy Rau, Chief Financial Officer; Rebecca Palmer, Director of Finance

A. Purpose of Agenda Item:

Action Needed **Information Only** **Receive Input**

B. Authority for This Action:

Local Policy **Law or Rule** CFC-Legal, TEC 44.008(a)(b) **NA**

C. Goal or Need Addressed:

Approval of 2020-2021 Financial Report

D. Summary:

Previous board action relating to this item –

Future action anticipated – Annually

Background information – The Texas Education Agency requires an annual independent audit to be performed by an external auditor. The audit must be approved by the Board of Trustees and submitted to the TEA within 150 days of the close of the prior fiscal year.

E. Comments Received:

Cabinet **DLT** **FBOC** **Teacher Org. Reps.** **Other -** Exit meeting with Auditors
 From Public

All agenda items are reviewed by the Superintendent's Cabinet.

F. Administrative Recommendation

The administration recommends approval of the 2020-21 Comprehensive Annual Financial Report as presented.

g. Fiscal Impact and Cost:

Amount \$ NA_

Budget – General Operating Fund **Bond** **Grant/Special Funds** **Other**

H. Monitoring and Reporting Timeline:

Person responsible for evaluating this decision or action – Randy Rau

Evaluation method and timeline –

Next report to the board –

I. Suggested Motion

I move that the Board approval of the 2020-2021 Comprehensive Annual Financial Report as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Review and possible approval of the Campus Improvement Plan Performance Objectives and Strategies

Administrator Responsible/Position: Dr. Eric Wright, Marivel Sedillo and Stephanie Norris

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

C. Goal or Need Addressed:

District policy BQ (LEGAL) states that the Board of Trustees shall annually approve the District Performance Objectives and shall ensure that the District and Campus Plans are mutually supportive to accomplish goals and objectives under Education Code Chapter 4.

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information – Local Boards of Trustees must annually approve the performance objectives in the District Improvement Plan and the Campus Improvement Plans. District administrators have consulted with all principals to refine the 2021-2022 performance objectives and administration recommends approval of all plans.

E. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other – Campus Leadership Teams (CLT)

F. Administrative Recommendation:

Expected results in terms of student benefit/achievement -

- All students will make academic progress;
- Stakeholders will be treated with dignity and respect; and
- All students and staff will feel safe and their social-emotional well-being will be fostered.

G. Fiscal Impact and Cost: Amount:

Budget

Bond

Grant/Special Funds

Other _____

Prior Year Spending - \$ _____

Future/Ongoing -

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action --Marivel Sedillo, DS/CAO

Evaluation method and time line – The District Improvement Plan and Campus Improvement Plans are updated quarterly and progress is measured.

Next report to the board –

I. Suggested Motion:

I move that the Board approve all of the 2021-2022 Campus Improvement Plans, as presented.

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Staff Development Waiver for October 12, 2021, November 8, 2021, January 3, 2022, February 18, 2022 and February 21, 2022

Administrator Responsible/Position: Marivel Sedillo, DS/CAO

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

C. Goal or Need Addressed:

This waiver allows the district to train staff on various educational strategies designed to improve student performance in lieu of student instruction during the school year.

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background information -

Effective with the 2018-2019 school year, the *Staff Development Minutes Waiver* provides for a maximum of 2,100 total waiver minutes to use for professional development for districts and charter schools that provide operational and instructional minutes. Each district and open-enrollment charter school may choose how to apply their approved *Staff Development Minutes Waiver*. For instance, schools may choose to offer early release, late start, all day staff development, or a combination. However, the total waiver minutes for staff development shall not exceed 2,100 minutes per year. This waiver is for staff development in place of student instruction; therefore, the waiver minutes are only applicable to staff development provided instead of student instruction during the school year.

E. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other

F. Administrative Recommendation:

Advantages/benefits of this proposal - Approving this waiver will allow our teachers to participate in staff development on November 8, 2021 and February 18, 2022 during the 2021-2022 school year.

G. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action --Marivel Sedillo, DS/CAO

Evaluation method and time line – The district will provide the time and space for teachers to participate in staff development. Administration will monitor the implementation and effectiveness of the staff development.

Next report to the board –

H. Suggested Motion:

I move that the Board approve the Staff Development Waiver as presented.



HAYS CISD 2021 – 2022 CALENDAR

5 Student/ Staff Holiday

| JULY 2021 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 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 |

0 D / 0 E / 0 M / 0 H

| JANUARY 2022 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | | 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 | | | | | |

3 Staff Development/
Student Holiday
4 Third 9-Week Grading
Period Begins
17 Student/ Staff Holiday

19 D / 8,360 E / 8,550 M / 8,455 H

10 & 11 Flexible Staff Days/ Staff
Development
(Required teacher contract
days, but can be scheduled
on other dates.)

| AUGUST 2021 | | | | | | |
|-------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 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 | | | | |

9 D / 3,960 E / 4,050 M / 4,005 H

| FEBRUARY 2022 | | | | | | |
|---------------|-----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 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 | | | | | |

18 Staff Development/
Student Holiday
21 Staff Development/
Student Holiday
21* Weather Make Up Day
(Check district notices.
May not be necessary.)

18 D / 7,920 E / 8,100 M / 8,010 H

12-18 Staff Development/Prep
19 First Day of School/ First
9-Week Grading Period

6 Student/ Staff Holiday

| SEPTEMBER 2021 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 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 | | |

21 D / 9,240 E / 9,450 M / 9,345 H

| MARCH 2022 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 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 | | |

11 Grading Period/ UIL
Eligibility Cut-Off Date
14-18 Student/ Staff Holidays
21 Fourth 9-Week Grading
Period Begins

18 D / 7,920 E / 8,100 M / 8,010 H

1 6-Week UIL Eligibility
Cut-Off Date
11 Student/ Staff Holiday
12 Staff Development/
Student Holiday
15 Grading Period/ UIL
Eligibility Cut-Off Date
18 Second 9-Week Grading
Period Begins

| OCTOBER 2021 | | | | | | |
|--------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 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 | | | | | | |

19 D / 8,360 E / 8,550 M / 8,455 H

| APRIL 2022 | | | | | | |
|------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 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 |

15 Student/ Staff Holiday

20 D / 8,800 E / 9,000 M / 8,900 H

8 Staff Development/
Student Holiday
22-23 Flexible Staff Days
(Exchange Days/
Student Holiday
(Required teacher contract
days, but can be scheduled
on other dates.)
24-26 Student/ Staff Holidays

| NOVEMBER 2021 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 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 | | | | |

16 D / 7,040 E / 7,200 M / 7,120 H

| MAY 2022 | | | | | | |
|----------|----|----|----|----|-----|----|
| S | M | T | W | Th | F | S |
| 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 | | | | |

24-25 Early Release High
School Only/ Finals
26 Early Release 6th – 12th
Grades/ Finals
26 Grading Period/UIL
Eligibility Cut-Off Date
26 Last Day of School
27 Staff Prep Day
(Unless working graduation day.)
27* Weather Make Up Day
(Check district notices.
May not be necessary.)
30 Student/ Staff Holiday

19 D / 8,360 E / 8,455 M / 7,885 H

15-16 Early Release High
School Only/ Finals
17 Early Release 6th – 12th
Grades/ Finals
17 Grading Period/UIL
Eligibility Cut-Off Date
20-31 Student/ Staff Holidays

| DECEMBER 2021 | | | | | | |
|---------------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 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 | |

13 D / 5,720 E / 5,755 M / 5,215 H

| JUNE 2022 | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 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 | | |

0 D / 0 E / 0 M / 0 H



■ Student/Staff Holiday
 ■ Staff Workday/Student Holiday
 ■ Important Grading Period Days
 ■ Flexible Staff Workday/Student Holiday
 ■ Early Release Grades 6th – 12th
■ Early Release High School Only
 | (Days) / Elementary Minutes / MS Minutes / HS Minutes

2021 – 2022 UIL ELIGIBILITY CHART (FOR GRADES 6 – 12 ONLY)

| Report | Grading Period Ends | Grades Online by Midnight | Report Issued | Eligibility Affected |
|-----------------------------|---------------------|---------------------------|---------------|---------------------------------------|
| Progress Report | September 10 | September 14 | September 16 | N/A |
| Eligibility Report | October 1 | October 5 | October 7 | October 8 <i>Lose (or Regain*)</i> |
| Report Card | October 15 | October 19 | October 21 | October 22 <i>Lose or Regain</i> |
| Eligibility/Progress Report | November 5 | November 9 | November 11 | November 12 <i>Regain</i> |
| Eligibility/Progress Report | December 3 | December 7 | December 9 | December 10 <i>Regain</i> |
| Report Card | December 17 | January 4 | January 6 | January 7 <i>Lose or Regain</i> |
| Eligibility/Progress Report | January 28 | February 1 | February 3 | February 4 <i>Regain</i> |
| Eligibility/Progress Report | February 18 | February 22 | February 24 | February 25 <i>Regain</i> |
| Report Card | March 11 | March 22 | March 24 | March 25 <i>Lose or Regain</i> |
| Eligibility/Progress Report | April 14 | April 19 | April 21 | April 22 <i>Regain</i> |
| Eligibility/Progress Report | May 6 | May 10 | May 12 | May 13 <i>Regain</i> |
| Report Card | May 26 | May 31 | June 3 | N/A** |

* Students who did not earn the appropriate amount of credits may regain
 ** Failure to earn enough high school credits may affect UIL eligibility for next school year
 This chart is subject to change if inclement weather days cause school to be closed.

BELL SCHEDULE

| Elementary Schools | Middle Schools | High Schools |
|--|--|--|
| 7:35 a.m. – 2:55 p.m. <i>no early release days</i> | 8:05 a.m. – 3:35 p.m. (regular days) <i>8:05 a.m. – 2:00 p.m.</i> (early release days) | 8:45 a.m. – 4:10 p.m. (regular days) <i>8:45 a.m. – 1:00 p.m.</i> (early release days) |
| 7:20/day (440 minutes) <i>[-No early releases]</i> | 7:30/day (450 minutes) <i>[-95 minutes each early release]</i> | 7:25/day (445 minutes) <i>[-190 minutes each early release]</i> |
| 75,680 Minutes of Instruction* | 77,210 Minutes of Instruction* | 75,400 Minutes of Instruction* |
| *Hays CISD requires 73,500 minutes of instruction this school year, which includes the state mandated 75,600 minutes, less 2,100 minutes that has been waived for staff development. Additional minutes denoted in this chart will be applied to cover inclement weather or COVID-related school closures or delays. | | |

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HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: 2021 Bond – Consideration of Guaranteed Maximum Price (GMP) for Bid Package 6

Administrator Responsible/Position: Max Cleaver, Chief Operations Officer

A. Purpose of Agenda Item:
 Action needed Information only Receive input

B. Authority for This Action:
 Local Policy Law or Rule N/A

C. Goal or Need Addressed:
 Provide cost-effective, timely facilities.

D. Summary:
 Previous board action relating to this item:
 Future action anticipated:
 Background information:

The 2021 Bond Bid Package 6 contains the work shown in the following table:

| Campus | Scope |
|----------------|---|
| Kyle ES | HVAC, Roof, Flooring, Sidewalks |
| Tom Green ES | HVAC, Flooring |
| Fuentes ES | HVAC, Flooring |
| Camino Real ES | Parking Lot Repair (project contained inside FES GMP @ \$ 91,549) |
| Hemphill ES | Parking Lot Repair (project contained inside FES GMP @ \$140,069) |
| | |

Staff has included construction documents (CD's) from O'Connell Robertson Architects depicting the various scopes of work at each campus.

These projects are, for the most part, one-for-one one replacement of existing systems and finishes, therefore the projects did not follow the traditional Hays CISD Board approval process. For more complex projects involving new construction or renovation, staff will continue to seek Board approval more frequently.

For this project, staff provided the Board with a 50% Design Development (DD) update in September 2021 and continued moving forward with the design process.

Staff reviewed this project with the FBOC on November 10, 2021.

E. Comments Received:
 Cabinet DLT FBOC Teacher Org. Reps. Other: Campus Staff

F. Administrative Recommendation:
 Consideration and approval of the GMP for the 2021 Bond Bid Package 6.

- G. Fiscal Impact and Cost: Amount: See table on next page**
 Budget Bond Grant/Special Funds Other

The accounting for the proposed project is summarized in the table on the following page.

Staff proposes to utilize a portion of the 2021 Bond project contingency to make this bid package whole, per the attached 2021 Bond Roll-up.

Prior Year Spending – not applicable

Future/Ongoing – not applicable

- H. Monitoring and Reporting Time Line:**

Person responsible for evaluating this decision or action: Max Cleaver, Chief Operations Officer; Mike Garcia, Director of Planning and Construction

Evaluation method and time line -

Next report to the board -

- I. Suggested Motion:**

I move the Board approve the Guaranteed Maximum Price for the 2021 Bond Bid Package 6, as designed by O'Connell Robertson Architects and submitted by Bartlett-Cocke Construction, in the amount of \$8,599,588, as presented.



November 8, 2021

Mr. Max Cleaver
Hays Consolidated Independent School District
21003 Interstate 35
Kyle, Texas 78640

Re: Guaranteed Maximum Price for the Hays CISD Fuentes/Kyle/Tom Green Elementary Schools

Dear Mr. Cleaver:

Bartlett Cocke General Contractors advertised for, and received Subcontractor and Supplier proposals for the 100% Construction Document set for the above-referenced project on November 2, 2021. Based on the receipt of proposals and subsequent analysis, we have assembled the Guaranteed Maximum Price (GMP) for the work included in this proposal package. We are pleased to offer for approval the following overall GMP:

Eight Million Five Hundred Ninety-Nine Thousand Five Hundred Eighty-Eight Dollars (\$8,599,588.00)

Included In This GMP:

- Owner Contingency..... \$171,992
CM Contingency \$171,992
Escalation Contingency..... \$128,994

Unit Prices Included In This GMP:

- None \$0.00

Alternates Included In This GMP:

- Fuentes Alternate #2 - Asphalt Camino Real Elementary..... \$91,549.00
Fuentes Alternate #3 - Asphalt Hemphill Elementary \$140,069.00
Kyle Alternate #1 - Mech work outside air units Areas A, B, C..... \$843,100.00
Kyle Alternate #2 - Demo Area C VCT and replace with PC..... \$20,197.00
Tom Green Alternate #1 - WSHP cleaning coils, reinstallation..... with base bid

Items Included In This GMP:

- Payment and Performance Bond.
Construction Manager Fee.
General Conditions Costs.
BCLP Self-Perform Bid Items per November 1, 2021 letter.
Subcontracted Cost-of-Work Items.
Payroll Taxes, Insurance, and other Costs.
Prevailing Wages and Benefits per Documents.
All construction work per Plans, Specifications and Addendums, unless specifically noted or excluded below.

Items Excluded From This GMP:

- Sales tax.
Testing and inspections.

BARTLETT COCKE GENERAL CONTRACTORS

Building Better Lives

3330 CASEYBRIDGE COURT, AUSTIN, TEXAS 78704 TEL (512) 426-4223 FAX (512) 326-3990 website: www.bartlettcocke.com



- Impact / Use / Development / Consultant / Jurisdictional / Agency fees.
- Environmental surveys and hazardous material identification, handling and/or removal.
- Adjustments, removal, or relocations to existing utilities, unless specifically shown or specified.
- Sub-surface investigations, test probe holes, geo-technical testing, and hidden conditions costs.
- All items not shown or specified in the referenced Proposal Documents.
- Utility consumption costs, public utility applications, public utility construction costs and hookup fees.

Clarifications and Assumptions:

- Per clarifications and assumptions log.

Proposal Documents:

- Documents developed by O’Connell Robertson Architects:

100% Construction Documents..... October 5, 2021
 Addendum #1 October 27, 2021

We have provided a GMP Summary for your assistance in preparing the Contract Amendment. At this time, we are requesting that you review and approve our GMP for the project in the above amounts. Upon approval, we will need a Contract Amendment to our Contract by the stated amounts and a Contract Notice to Proceed for this package. If you have any questions, please do not hesitate to call.

Sincerely,
 BARTLETT COCKE GENERAL CONTRACTORS

Stefan Doerr

Stefan Doerr
 Lead Estimator

- CC: HCISD – Mike Garcia
 O’Connell Robertson – Jarrod Sterzinger
 O’Connell Robertson – Kurt Schwerdtfeger
 BCGC – Derek Even
 BCGC – Alex Girndt
 File



O'CONNELL ROBERTSON

Architecture - Engineering - Interiors

811 Barton , Suite 900
Austin , TX 78704

Dunaway Associates

Structural Engineer
5707 South , Building 2 ,
Austin , TX 78735

HAYS CISD
21003 IH 35 FRONTAGE ROAD
KYLE , TX 78640



Mission: We believe every project has a mission and strive to design environments that have a purpose that extend far beyond form and function.

KYLE ES HVAC + ROOF

500 Blanco, Kyle, TX 78640

CONTRACT DOCUMENTS

10/05/2021



HAYS CISD
KYLE ES HVAC + ROOF
500 Blanco, Kyle, TX 78640

O'CONNELL ROBERTSON
Architects: 811 Barton Center Road, Suite 900, Austin, Texas 78704. P: 512.226.7264. F: 512.478.7441
San Antonio: 4240 Broadway, Suite 500, San Antonio, Texas 78209. P: 210.224.6032. F: 210.224.6453

Revisions:
NO. DESCRIPTION DATE

10/05/2021
Project No. 1900.07
CONTRACT DOCUMENTS

COVER SHEET
G1.0



CONTRACTOR TO CAREFULLY EXCAVATE FOR NEW SIDEWALK. EXISTING UTILITIES ARE UNMARKED.

NEW SIDEWALK LOCATION

CLEAR ADDITIONAL GRAVEL AROUND EDGES OF NEW SIDEWALK AND REMOVE. REVEGETATE AS REQUIRED.

2 EXISTING CONDITION #1
SCALE: 12" = 1'-0"

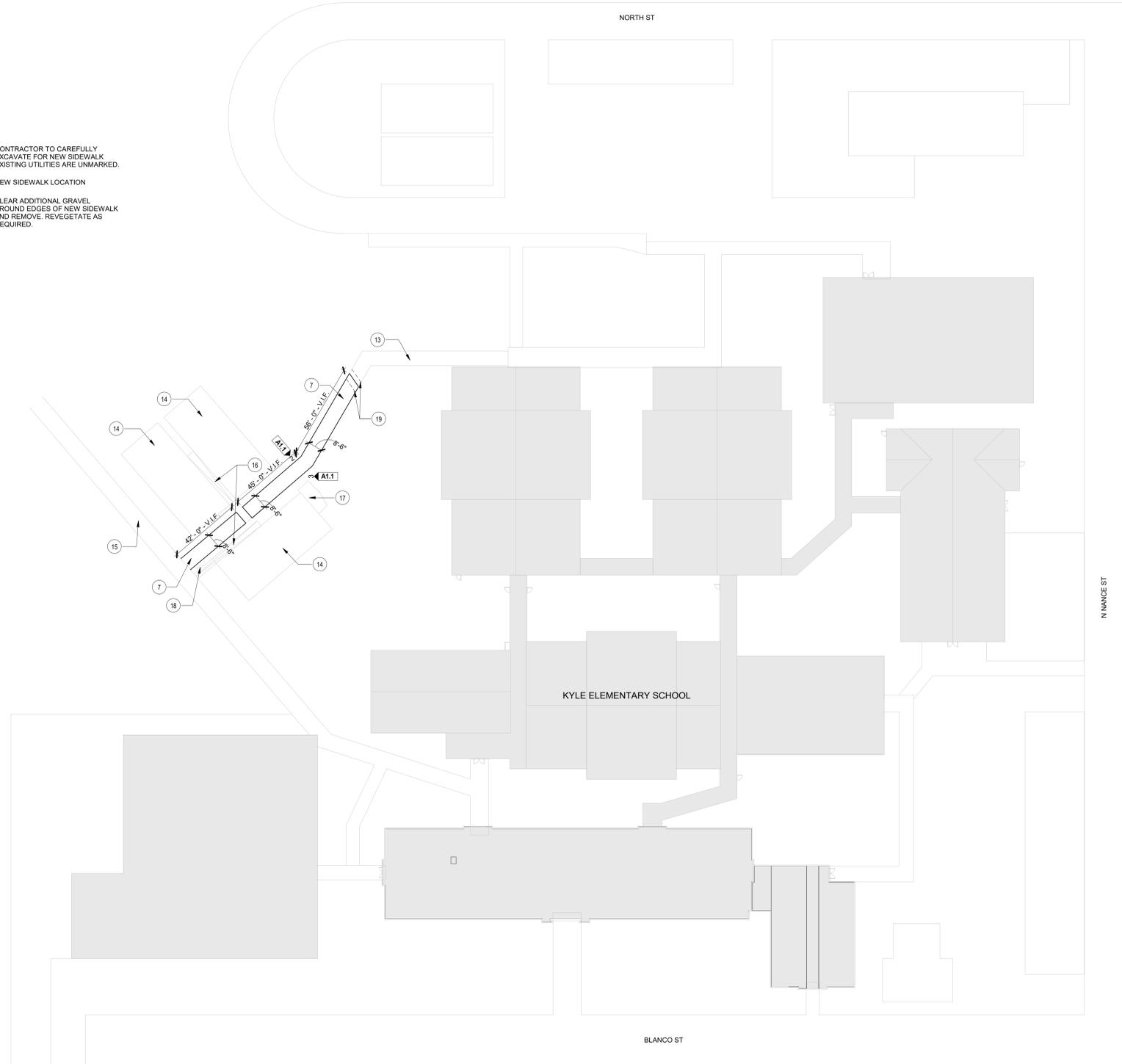


CONTRACTOR TO CAREFULLY EXCAVATE FOR NEW SIDEWALK. EXISTING UTILITIES ARE UNMARKED.

NEW SIDEWALK LOCATION

CLEAR ADDITIONAL GRAVEL AROUND EDGES OF NEW SIDEWALK AND REMOVE. REVEGETATE AS REQUIRED.

3 EXISTING CONDITION #2
SCALE: 12" = 1'-0"



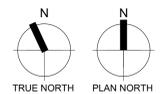
1 SITE PLAN
SCALE: 1" = 30'-0"

KEYNOTE LEGEND

- 7 CONTRACTOR TO DEMOLISH EXISTING ASPHALT PATH LEADING TO THE EXISTING PORTABLE. CONTRACTOR SHALL LAY OUT AND INSTALL A NEW 8'-6" WIDE CONCRETE SIDEWALK FROM EXISTING SIDEWALK TO EXISTING CONCRETE AT PORTABLES AS REQUIRED TO PROVIDE NEW COMPLAINT ADA WALK PATH. SIDEWALK SHALL BE 4" THICK WITH 6"x6"x6" NO 6 WELDED WIRE FABRIC MIN. OR MAT OF #3 BARS PLACED NO MORE THAN 18" O.C. E.W. SIDEWALK SHALL BE ON A 2" SAND NED ON COMPACTED SUBGRADE. 3000 PSI MIN. 28 DAY STRENGTH. MAX WATER/CEMENTITIOUS RATIO BY WEIGHT 0.6. 5% MAX DIRECTIONAL SLOPE. 2% MAX CROSS-SLOPE. 2% MAX SLOPE IN ANY DIRECTION WHERE CHANGE OF DIRECTION OCCURS. PROVIDE CONTRACTION JOINTS EVERY 5'-0" AND EXPANSION JOINTS EVERY 40'-0" MIN.
- 13 EXISTING CONCRETE SIDEWALK TO REMAIN
- 14 EXISTING PORTABLES TO REMAIN
- 15 EXISTING COVERED SIDEWALK
- 16 EXISTING WOODEN RAMP PLUS PLATFORM
- 17 EXISTING WATER FOUNTAINS
- 18 CLEAR ADDITIONAL CONCRETE AROUND EDGES OF NEW SIDEWALK AND REMOVE. REVEGETATE AS REQUIRED
- 19 DEMOLISH 2' OF EXISTING SIDEWALK



| NO. | DESCRIPTION | DATE |
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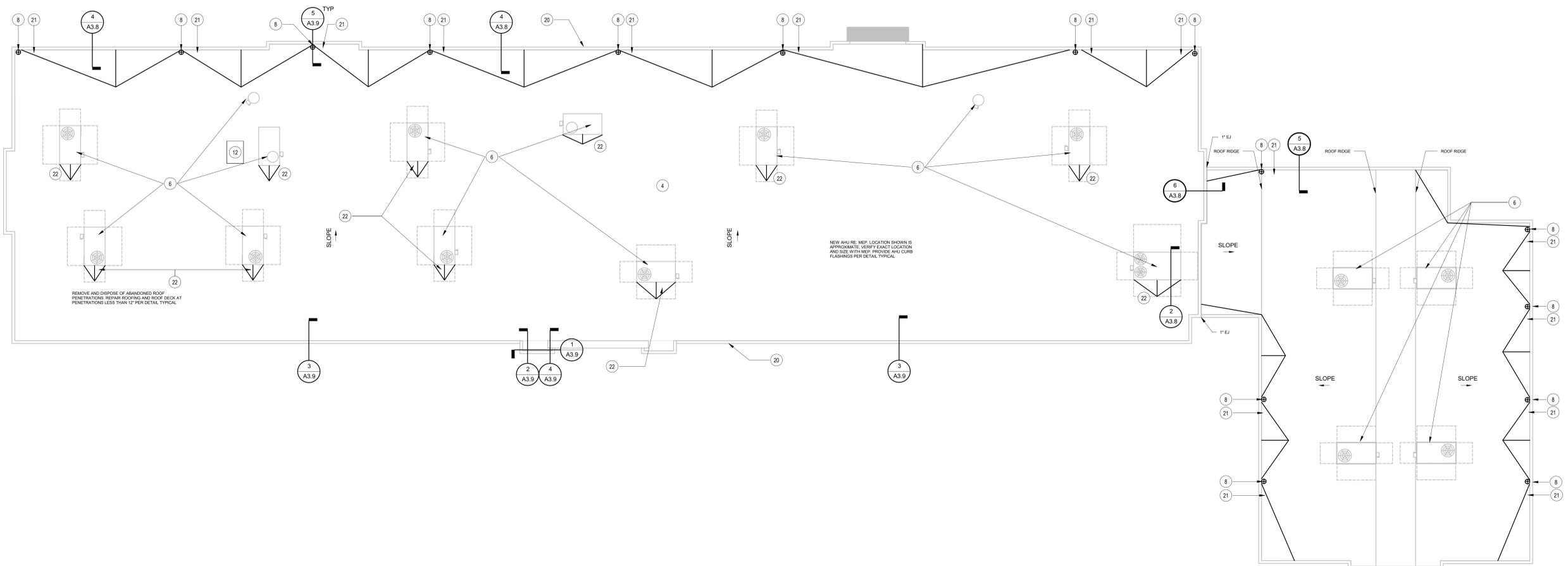


GENERAL ROOF NOTES

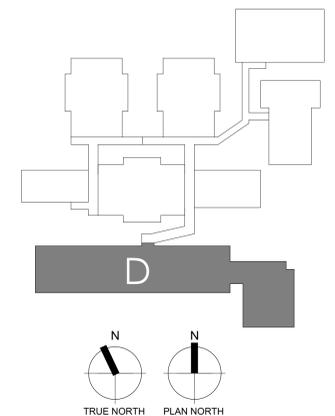
1. REFER TO SHEET A3.8 FOR TYPICAL ROOF DETAILS
2. NOT ALL ROOF PENETRATIONS ARE SHOWN ON THE ARCHITECTURAL ROOF PLANS.
3. ALL ROOFING AREAS ARE MODIFIED BITUMINOUS UNLESS NOTED OTHERWISE.
4. MINIMUM SLOPE FOR ROOF IS 1/4" PER 1'-0" UNLESS NOTED OTHERWISE.
5. ALL SADDLES OR CRICKETS ARE FORMED WITH TAPERED INSULATION UNLESS NOTED OTHERWISE.

KEYNOTE LEGEND

4. CONTRACTOR TO DEMOLISH EXISTING ROOFING SYSTEM INCLUDING MEMBRANE, INSULATION AND ROOFING CURBS DOWN TO EXISTING DECK. REFER TO DETAILS FOR INFORMATION ON ROOFING SYSTEM BEING REMOVED AT PARAPETS.
6. REFER TO MEP PLANS FOR INFORMATION ON ROOFTOP EQUIPMENT. CONTRACTOR SHALL COORDINATE INSTALLATION OF ROOFING SYSTEM, ROOFTOP CURBS, AND ANY PENETRATIONS WITH MEP PLANS.
8. EXISTING LOCATION OF ROOF SCUPPERS. PER SECTION 1511 REROOFING, EXISTING ROOFING SHALL NEED NOT COMPLY WITH SLOPE REQUIREMENTS. REF. DETAIL 2/A3.9.
12. PROVIDE NEW BILCO S20 ROOF HATCH. MATCH EXISTING SIZE.
20. PROVIDE NEW COPING CAP. MATCH EXISTING COLOR.
21. OVERFLOW SCUPPERS. REF. DETAIL 4/A3.9.
22. TAPERED RIGID INSULATION CRICKET, TYPICAL.

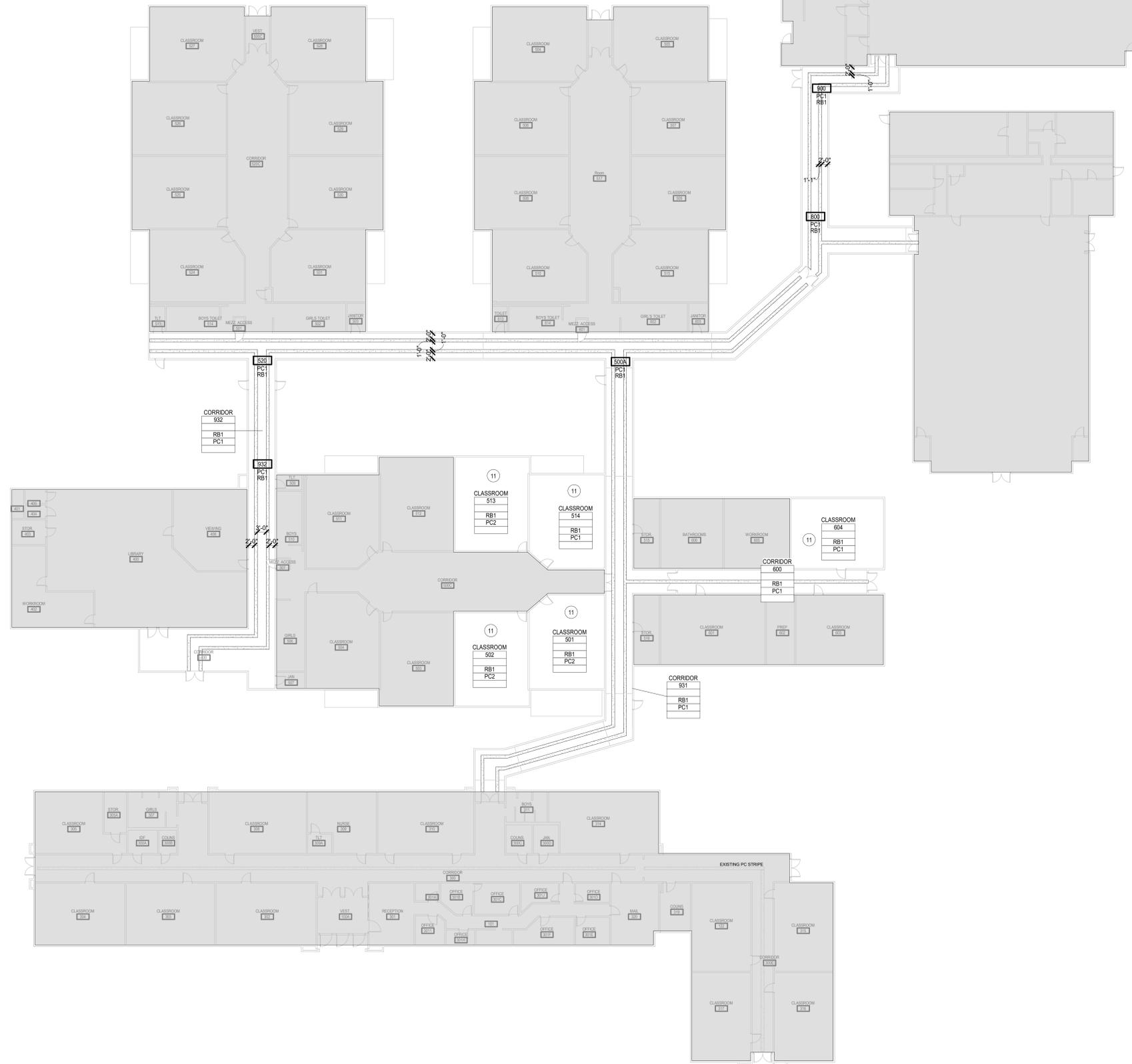


1 ROOF PLAN - AREA D
SCALE: 1/8" = 1'-0"



| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
| | | |

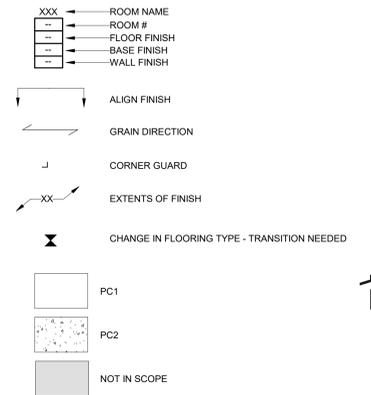
| LIST OF FINISHES | | | | | |
|---------------------------|-------------------|----------------|----------------|----------------|----------|
| KEY | DESCRIPTION | MANUFACTURER | COLOR/NAME | PATTERN /STYLE | REMARKS |
| BASE | | | | | |
| RB1 | RUBBER BASE | MATCH EXISTING | MATCH EXISTING | MATCH EXISTING | |
| CONCRETE FLOOR CONDITIONS | | | | | |
| PC1 | STAINED CONCRETE | PER SPEC | BLACK | - | WALKLINE |
| PC2 | POLISHED CONCRETE | PER SPEC | - | - | FIELD |



GENERAL FINISH PLAN NOTES

- REFER TO A11 SERIES FOR INTERIOR ELEVATIONS
- REFER TO THE ROOM FINISH SCHEDULE SHEET A9 X FOR ALL FINISH DESIGNATIONS. FINISH PLANS TO BE USED WHEN MORE THAN ONE FINISH IS USED IN A ROOM.
 - PT1 AT ALL WALLS U.N.O.

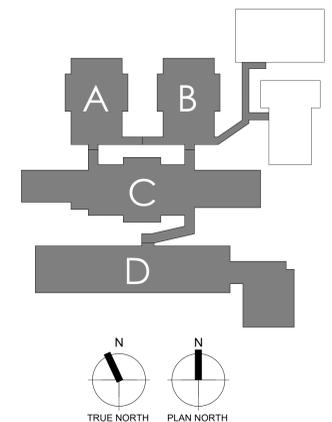
INTERIOR FINISH LEGEND



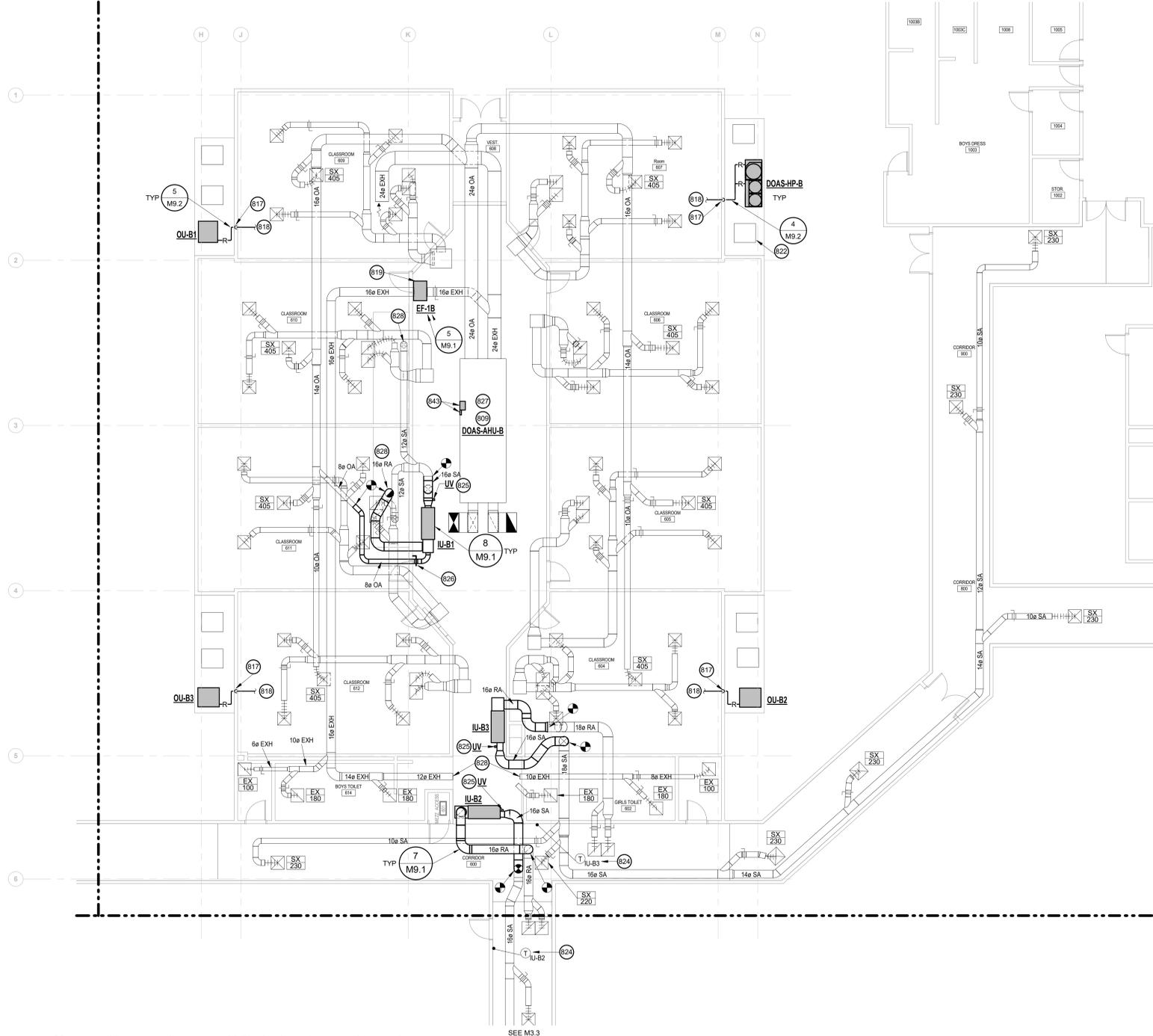
KEYNOTE LEGEND

- 11 ALTERNATE NO 2 TO BE NEW POLISHED CONCRETE FLOORING

1 FINISH PLAN - COMPOSITE
SCALE: 1/16" = 1'-0"



| NO. | DESCRIPTION | DATE |
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| | | |



1 MECHANICAL FLOOR PLAN - AREA B
SCALE: 1/8" = 1'-0"

GENERAL NOTES

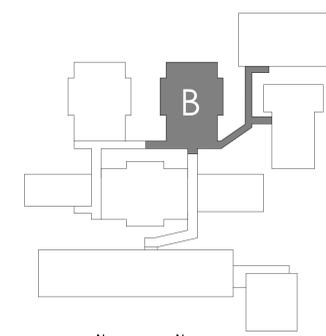
- REFER TO SHEET M3.1 FOR GENERAL MECHANICAL NOTES THAT SHALL APPLY TO ALL SHEETS IN THIS SET UNLESS NOTED OTHERWISE IN THE KEYED NOTES.
- ALL EXISTING DUCTWORK, PIPING SIZES & LOCATIONS ARE TAKEN FROM BEST AVAILABLE RECORD DOCUMENTS & SITE OBSERVATIONS. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION.
- UNLESS NOTED OTHERWISE THE FAN COIL UNITS AND DOAS AIR HANDLING UNIT ARE LOCATED IN THE MEZZANINE ABOVE THE CORRIDOR CEILING.

KEYNOTE LEGEND

- 809 DOAS-AHU TO BE RETROFITTED IN PLACE WITH NEW COMPONENTS. REFER TO THE 'EXISTING DOAS-AHU SCHEDULE' ON THE MECHANICAL SCHEDULE DRAWING, M8.2 FOR WORK SCOPE. REMOVE DDC CONTROLLER AND RELATED SENSORS AND RETURN TO OWNER.
- 817 ROUTE PIPING DOWN LOW THRU EXTERIOR WALL, JUST ABOVE BRICK LUG AND INTO WALL CAVITY AT WHICH POINT ROUTE UP AND OVER CEILING. SEAL PENETRATIONS THRU EXTERIOR WALL WATER-TIGHT. CUT AND PATCH GYPBOARD AT INTERIOR WALL AS REQUIRED TO INSTALL PIPING IN WALL CAVITY.
- 818 ROUTE REFRIGERANT PIPING ABOVE CEILING TO RESPECTIVE FAN COIL UNIT AT MECHANICAL MEZZANINE.
- 819 INSTALL NEW FAN AT SAME LOCATION AS OLD FAN AND CONNECT EXISTING DUCT TO NEW FAN. BALANCE FAN AIRFLOW.
- 822 EXISTING HEAT PUMP UNIT RELOCATED AS REQUIRED TO MAINTAIN 30" CLEARANCE TO NEW ADJACENT DOAS HP UNIT. RECONNECT EXISTING REFRIGERANT PIPING.
- 824 NEW DDC SPACE SENSOR. SEE CONTROL DIAGRAMS.
- 825 INSTALL SALVAGED UV LIGHT IN UNIT'S SA DISCHARGE DUCT. CONNECT TO 24V CONTROLS POWER SOURCE.
- 826 BALANCE OA FLOW TO 200 CFM.
- 827 REBALANCE DOAS AHU EXHAUST AIR AND OA FLOWS AND EACH RELATED AIR DEVICE.
- 828 SEE 2M3.1 FOR CONTINUATION.
- 843 AHU CONTROL BOX AND EXPANSION VALVE KIT FURNISHED WITH VRF HEAT PUMP FOR FIELD INSTALLATION.

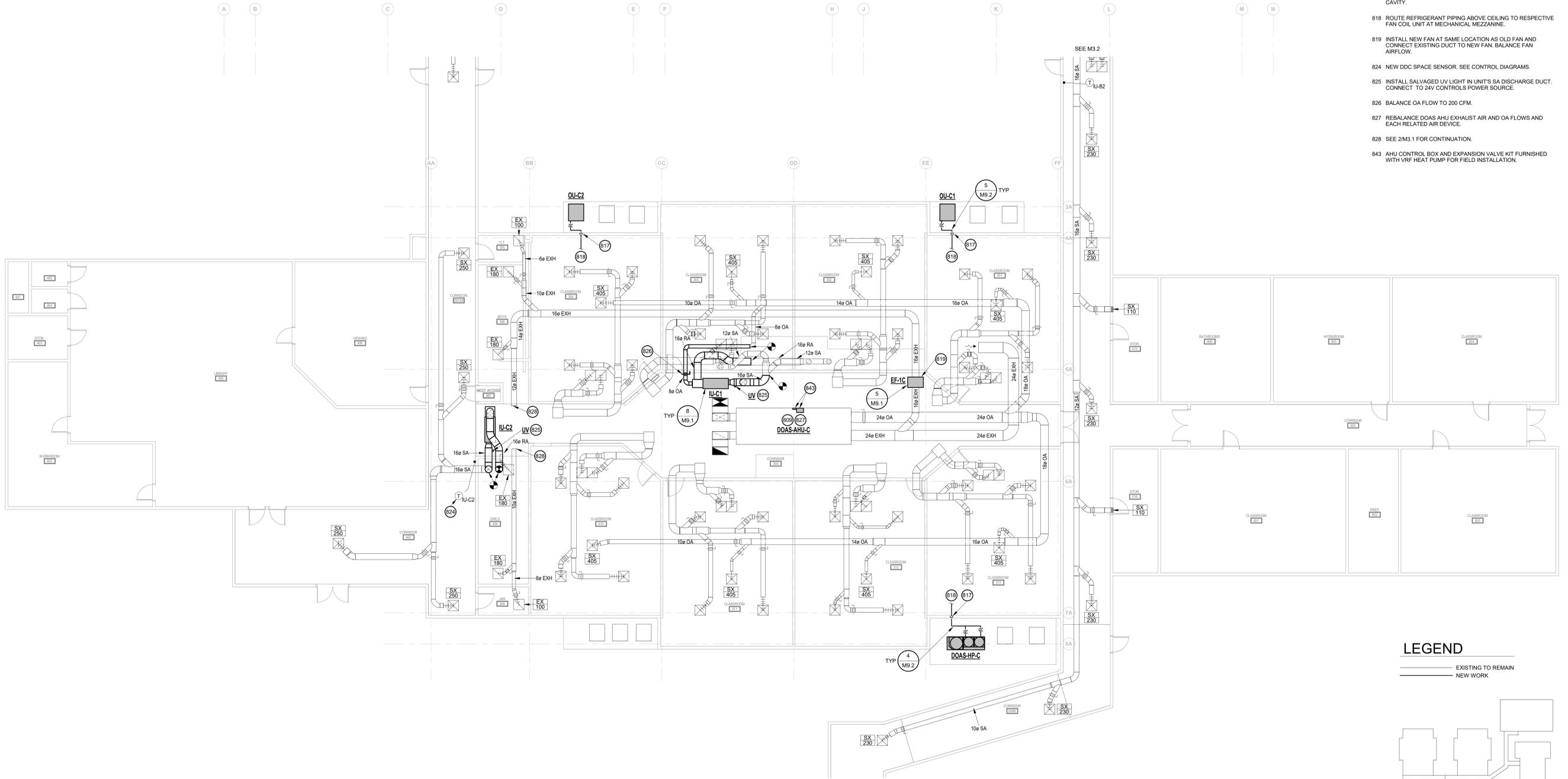
LEGEND

- EXISTING TO REMAIN
- NEW WORK



10/05/2021
 Engineering Firm
O'CONNELL ROBERTSON
 Firm Registration No. F-2708
 Revisions:
 NO. DESCRIPTION DATE

10/05/2021
 Project No. 1900.07
CONTRACT DOCUMENTS



1 MECHANICAL FLOOR PLAN - AREA C
SCALE: 1/8" = 1'-0"

GENERAL NOTES

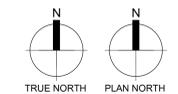
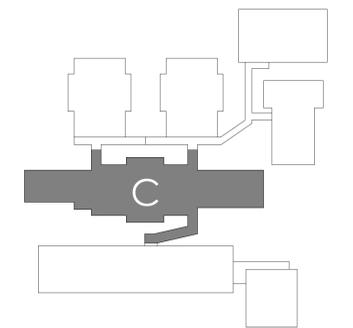
- REFER TO SHEET M1.1 FOR GENERAL MECHANICAL NOTES THAT SHALL APPLY TO ALL SHEETS IN THIS SET UNLESS NOTED OTHERWISE IN THE KEYED NOTES.
- ALL EXISTING DUCTWORK, PIPING SIZES & LOCATIONS ARE TAKEN FROM BEST AVAILABLE RECORD DOCUMENTS & SITE OBSERVATIONS. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION.
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KEYNOTE LEGEND

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- 826 BALANCE OA FLOW TO 200 CFM.
- 827 REBALANCE DOAS AHU EXHAUST AIR AND OA FLOWS AND EACH RELATED AIR DEVICE.
- 828 SEE 2M3.1 FOR CONTINUATION.
- 843 AHU CONTROL BOX AND EXPANSION VALVE KIT FURNISHED WITH VRF HEAT PUMP FOR FIELD INSTALLATION.

LEGEND

- EXISTING TO REMAIN
- NEW WORK

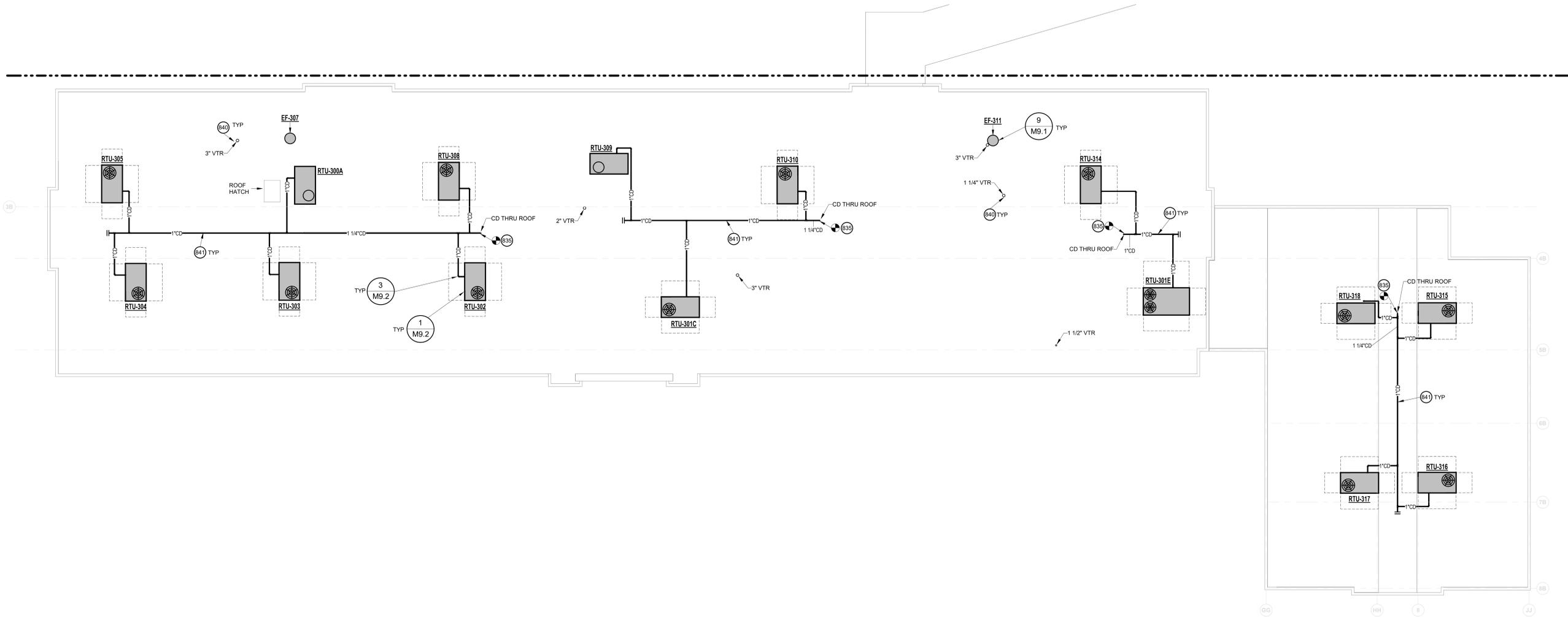


GENERAL NOTES

- REFER TO SHEET M1.1 FOR GENERAL MECHANICAL NOTES THAT SHALL APPLY TO ALL SHEETS IN THIS SET UNLESS NOTED OTHERWISE IN THE KEYED NOTES.
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KEYNOTE LEGEND

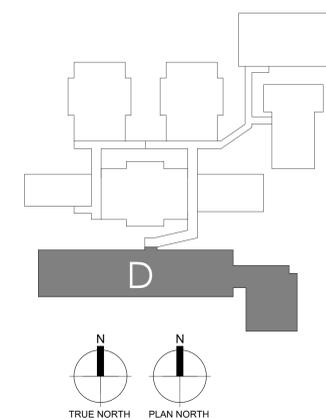
- 835 CONNECT NEW CONDENSATE DRAIN LINE TO EXISTING DRAIN WHERE IT PENETRATES THE ROOF. REFER TO ARCHITECTURAL ROOF DETAILS FOR PIPE PENETRATION THROUGH ROOF REQUIREMENTS.
- 840 EXTEND ALL EXISTING PLUMBING VENTS ABOVE THE NEW ROOF.
- 841 PIPE SUPPORTS SHALL BE NON-PENETRATING TYPE AS SPECIFIED IN SECTION 23 05 29. PROVIDE SUPPORT AT CHANGES OF DIRECTION AND SPACE SUPPORTS AS SPECIFIED IN SECTION 23 05 29.



1 MECHANICAL ROOF PLAN - AREA D
SCALE: 1/8" = 1'-0"

LEGEND

- EXISTING TO REMAIN
- NEW WORK



10/05/2021
 Engineering Firm:
 O'CONNELL ROBERTSON
 Firm Registration No. F-2708
 Revisions:
 NO. DESCRIPTION DATE

10/05/2021
 Project No. 1900.07
CONTRACT DOCUMENTS



O'CONNELL ROBERTSON

Architecture - Engineering - Interiors

811 Barton Springs Road, Suite 900

Dunaway Associates

Structural Engineer
5707 Southwest Parkway , Building 2, Suite 250
Austin , Texas 78735

HAYS CISD
21003 IH 35 FRONTAGE ROAD ,
KYLE , TX 78640



Mission: We believe every project has a mission and strive to design environments that have a purpose that extends far beyond form and function.

TOM GREEN ELEMENTARY SCHOOL

1301 Old Goforth Rd, Buda, TX 78610,

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NO. DESCRIPTION DATE

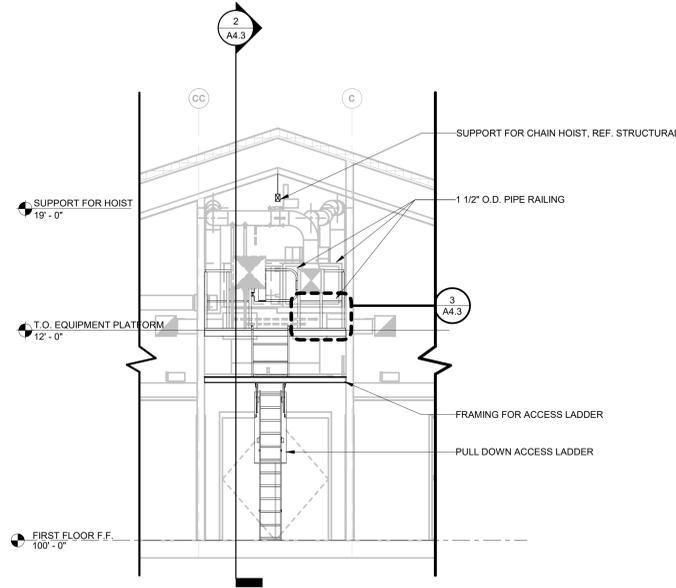
10/05/21
Project No. 1900.17
CONTRACT DOCUMENTS

COVER SHEET
G1.0

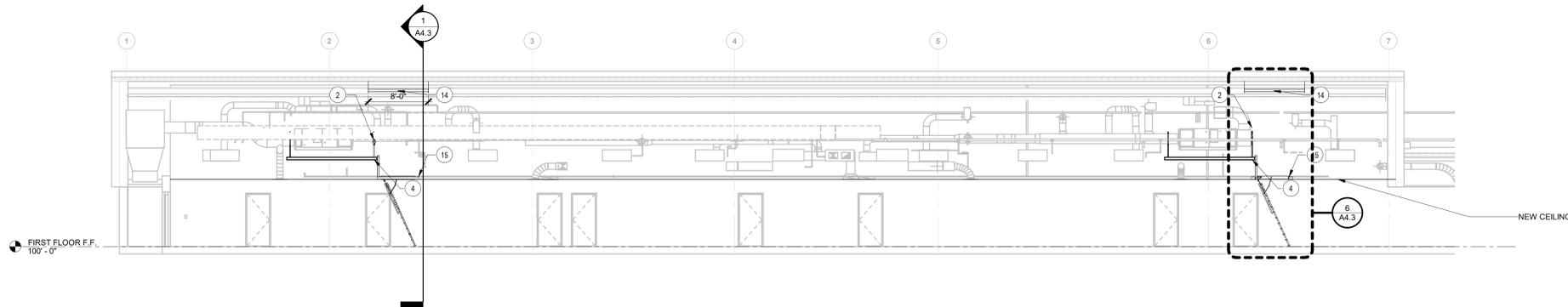


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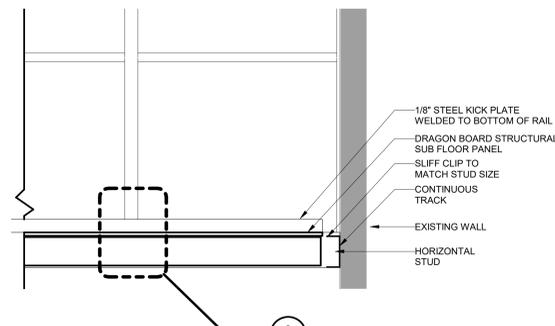
O'CONNELL ROBERTSON
Architect: 811 Barton Springs Road, Suite 900, Austin, Texas 78704. P: 512.228.7264. F: 512.478.7441
San Antonio: 4940 Broadway, Suite 500, San Antonio, Texas 78209. P: 210.224.6032. F: 210.224.6453



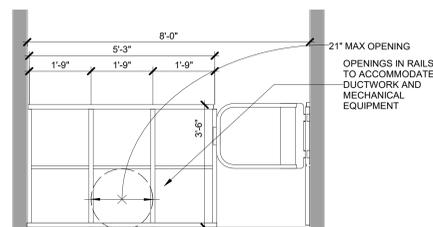
1 EQUIPMENT PLATFORM SECTION
SCALE: 1/4" = 1'-0"



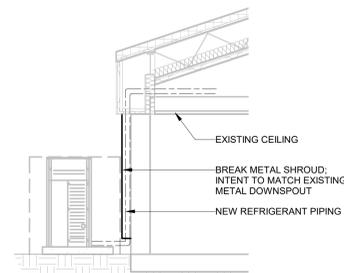
2 CLASSROOM CORRIDOR SECTION
SCALE: 1/8" = 1'-0"



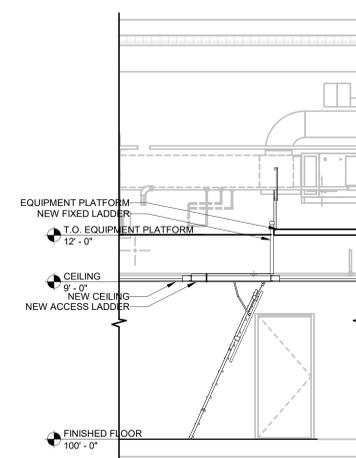
3 EQUIPMENT PLATFORM SECTION
SCALE: 1 1/2" = 1'-0"



4 TYPICAL RAILING ELEVATION
SCALE: 1/2" = 1'-0"



5 SHROUD SECTION
SCALE: 1/4" = 1'-0"



6 ACCESS HATCH LADDER SECTION
SCALE: 1/4" = 1'-0"

KEYNOTE LEGEND

- 2 1 1/2" O.D. PIPE RAILING
- 4 NEW MECHANICAL SERVICE PLATFORM
- 14
- 15

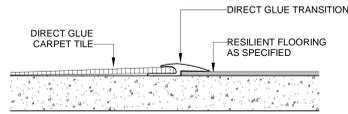
NOTE: THIS SHEET TO BE USED FOR REFERENCE ONLY. SOME ELEMENTS ARE HIDDEN FOR CLARITY.



Revisions:
NO. DESCRIPTION DATE

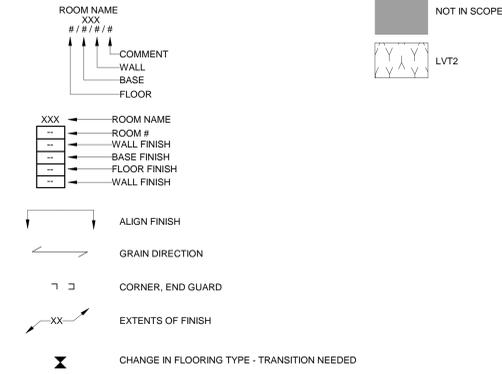
10/05/21
Project No. 1900.17
CONTRACT DOCUMENTS

| LIST OF FINISHES | | | | | |
|-------------------------------|---------------------------|----------------|-----------------------|---------------------|----------------|
| KEY | DESCRIPTION | MANUFACTURER | COLOR/NAME | PATTERN/STYLE | REMARKS |
| BASE | | | | | |
| RB1 | RUBBER BASE | MATCH EXISTING | MATCH EXISTING | MATCH EXISTING | |
| CPT - CARPET | | | | | |
| CPT1 | CARPET TILE | INTERFACE | ON LINE 105262 PIGEON | ARIEL FLYING COLORS | |
| RF - RESILIENT FLOOR | | | | | |
| LV1 | LUXURY TILE | MANNINGTON | WINTER FLEECE | GROOVE | FIELD 18"x18" |
| LV2 | LUXURY TILE | MANNINGTON | GRASSY MEADOW | GROOVE | ACCENT 18"x18" |
| LV3 | | | TO BE DETERMINED | TO BE DETERMINED | |
| ACT - ACOUSTICAL CEILING TILE | | | | | |
| ACT1 | 2'x2' LAY IN CEILING TILE | ARMSTRONG | WHITE | ULTIMA | |



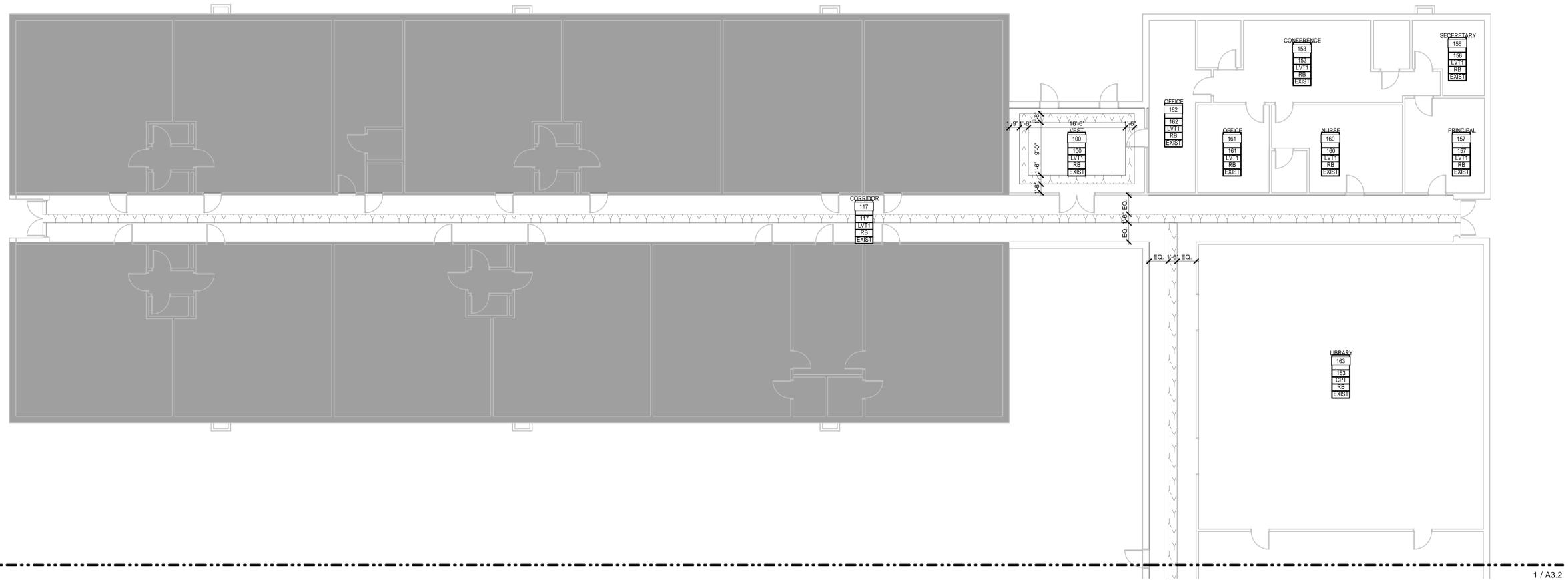
1 FLOORING TRANSITION - RESILIENT FLOORING TO CARPET
SCALE: 6" = 1'-0"

INTERIOR FINISH LEGEND



GENERAL FINISH PLAN NOTES

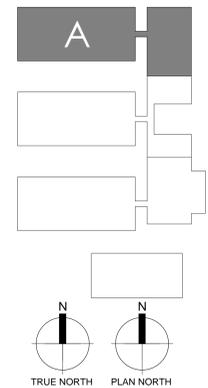
1. REFER TO THE ROOM FINISH SCHEDULE SHEET A10.0 FOR ALL FINISH DESIGNATIONS. FINISH PLANS TO BE USED WHEN MORE THAN ONE FINISH IS USED IN A ROOM.



1 / A3.2

1 / A3.2

2 FINISH PLAN - AREA A
SCALE: 1/8" = 1'-0"

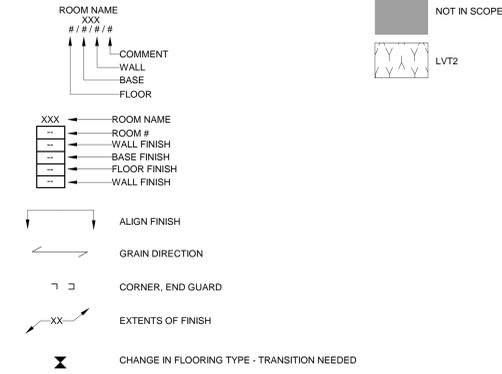


10/05/2021
NO. DESCRIPTION DATE

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Project No. 1900.17
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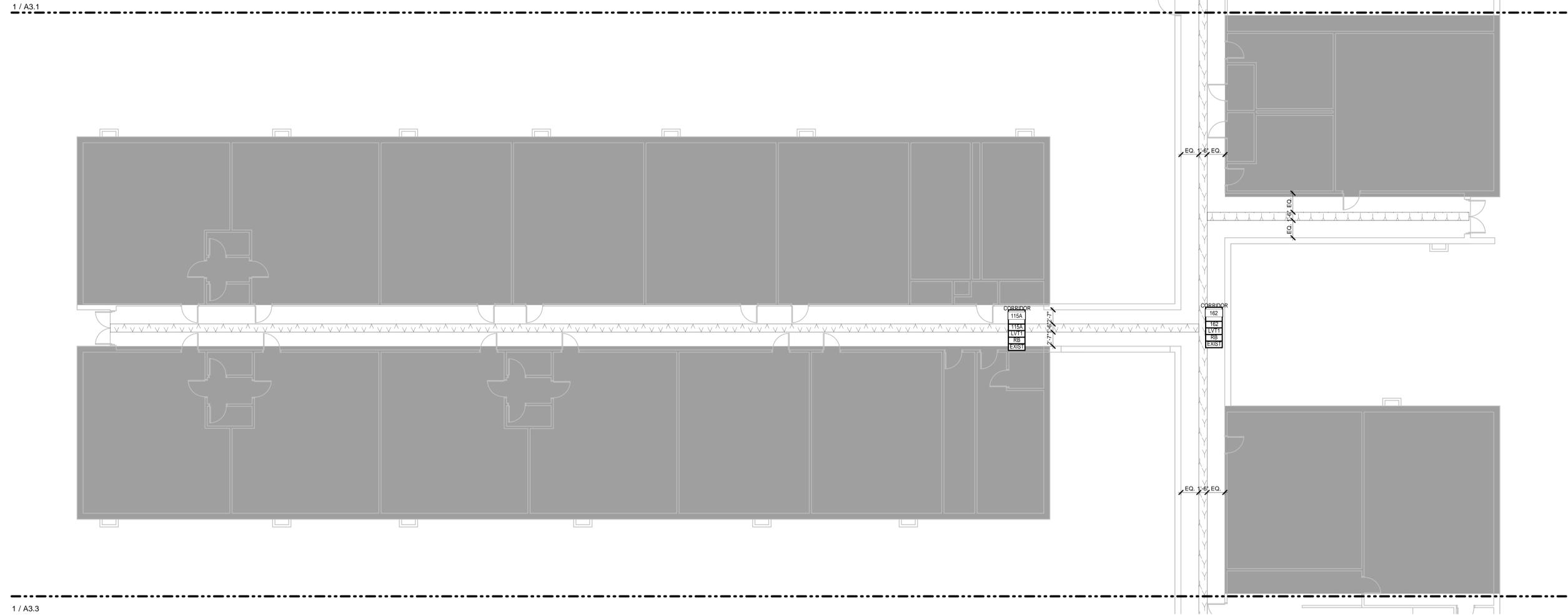
ROOM FINISH PLAN
AREA A
A10.1

INTERIOR FINISH LEGEND

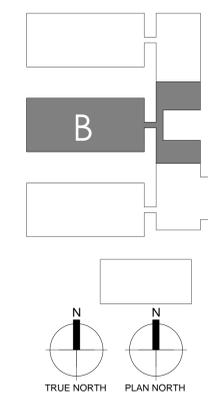


GENERAL FINISH PLAN NOTES

- REFER TO THE ROOM FINISH SCHEDULE SHEET A10.0 FOR ALL FINISH DESIGNATIONS. FINISH PLANS TO BE USED WHEN MORE THAN ONE FINISH IS USED IN A ROOM.

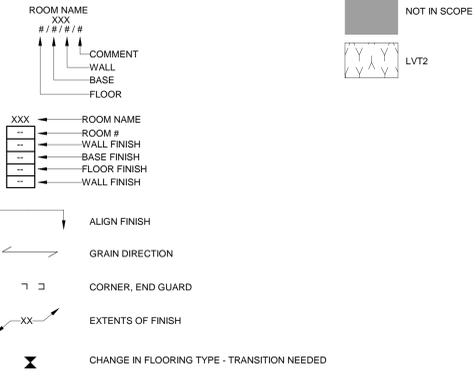


1 FINISH PLAN - AREA B
SCALE: 1/8" = 1'-0"



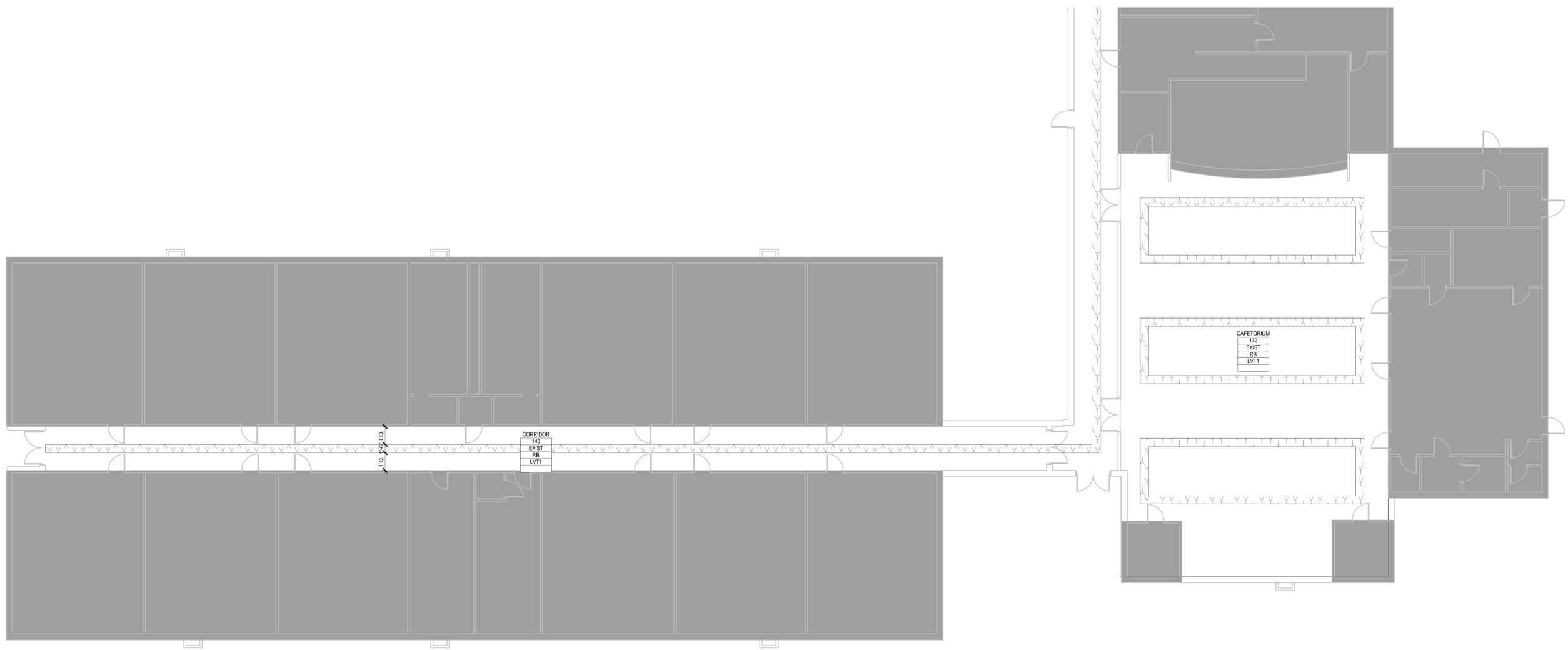
| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
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INTERIOR FINISH LEGEND

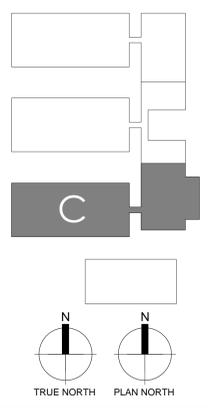


GENERAL FINISH PLAN NOTES

1. REFER TO THE ROOM FINISH SCHEDULE SHEET A10.0 FOR ALL FINISH DESIGNATIONS. FINISH PLANS TO BE USED WHEN MORE THAN ONE FINISH IS USED IN A ROOM.



1 FINISH PLAN - AREA C
SCALE: 1/8" = 1'-0"



| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
| | | |

INTERIOR FINISH LEGEND

ROOM NAME
XXX
/ # /

COMMENT
WALL
BASE
FLOOR

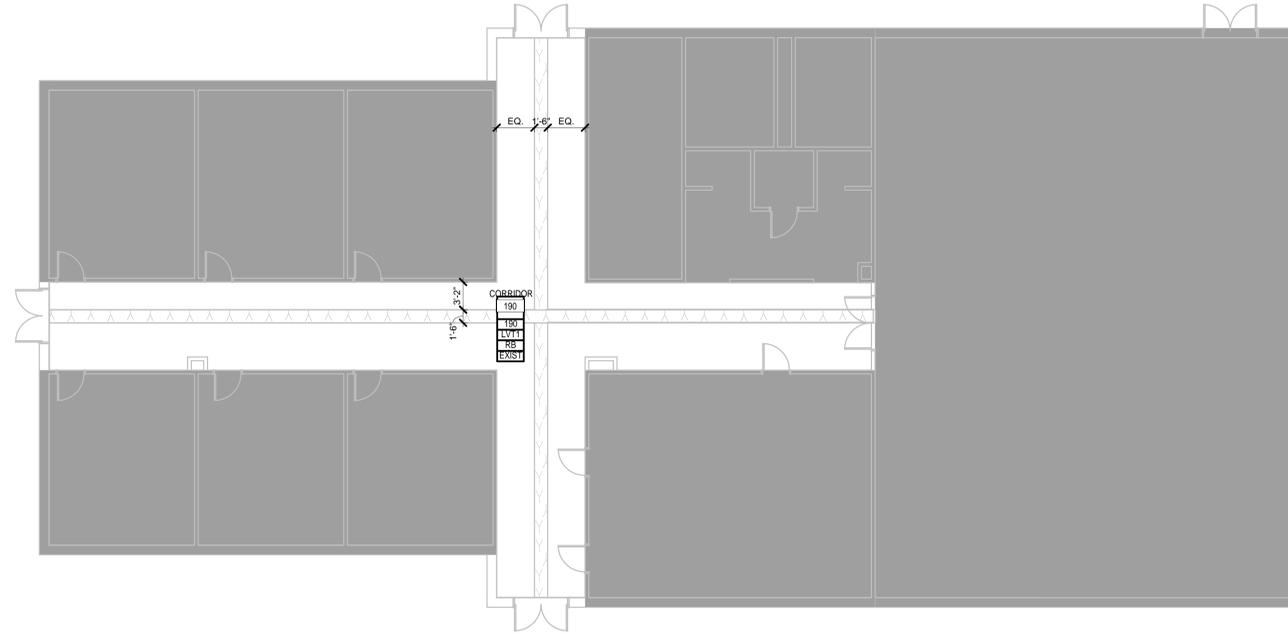
XXX → ROOM NAME
-- → ROOM #
-- → WALL FINISH
-- → BASE FINISH
-- → FLOOR FINISH
-- → WALL FINISH

ALIGN FINISH
GRAIN DIRECTION
CORNER, END GUARD
EXTENTS OF FINISH
CHANGE IN FLOORING TYPE - TRANSITION NEEDED

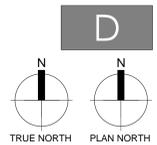
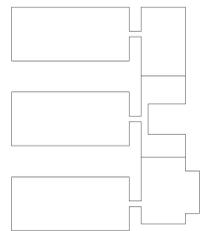
NOT IN SCOPE
LVT2

GENERAL FINISH PLAN NOTES

- REFER TO THE ROOM FINISH SCHEDULE SHEET A10.0 FOR ALL FINISH DESIGNATIONS. FINISH PLANS TO BE USED WHEN MORE THAN ONE FINISH IS USED IN A ROOM.



1 FINISH PLAN - AREA D
SCALE: 1/8" = 1'-0"



O'CONNELL ROBERTSON
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TOM GREEN ELEMENTARY SCHOOL
1301 Old Goforth Rd, Buda, TX 78610.



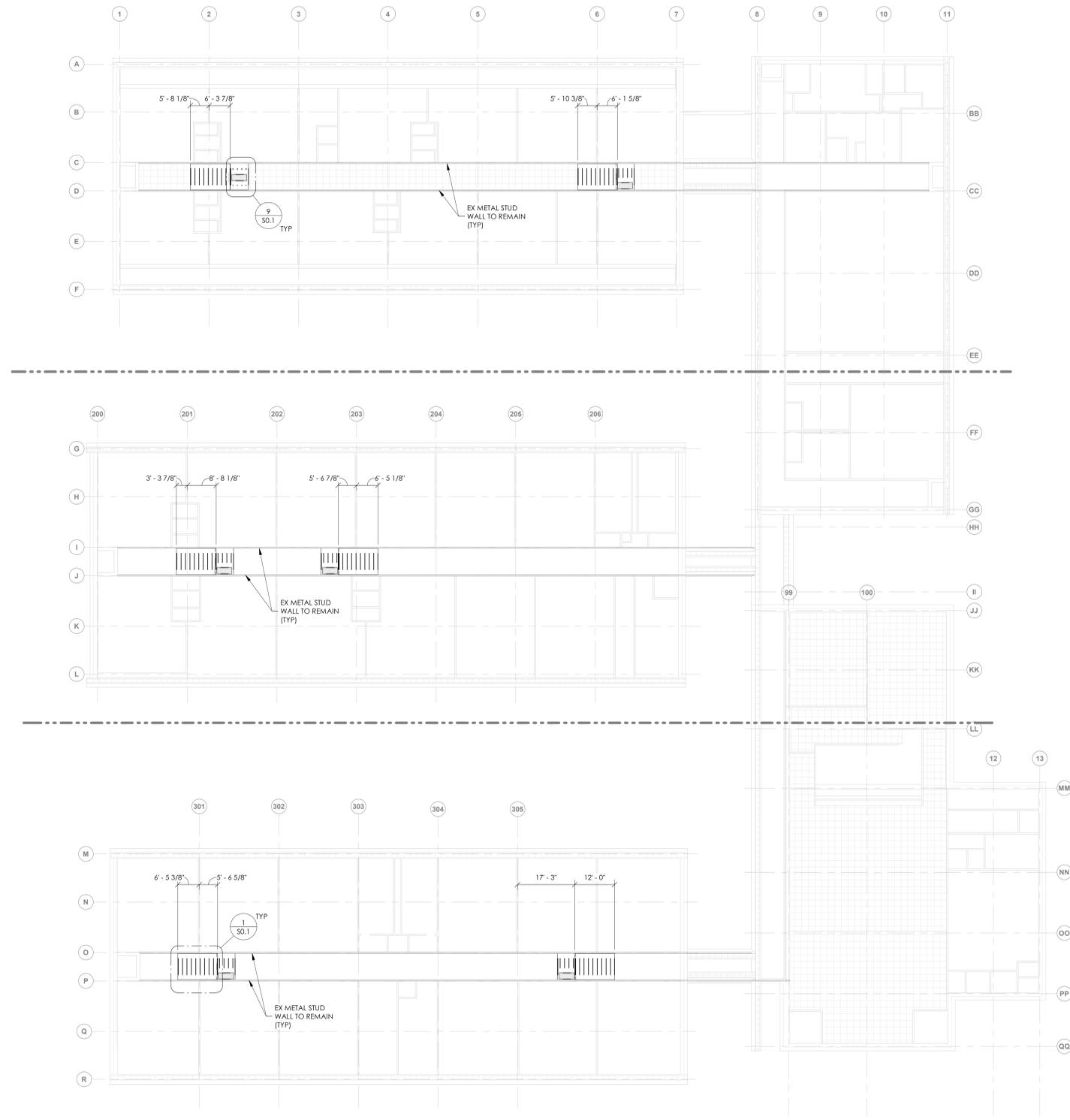
| NO. | DESCRIPTION | DATE |
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| | | |

10/05/21
Project No. 1900.17
CONTRACT DOCUMENTS

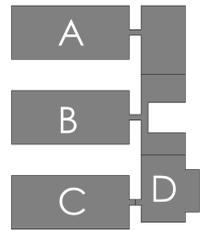
ROOM FINISH PLAN
AREA D
A10.4

10/02/2021 11:35:54 AM

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1 EQUIPMENT PLATFORM FRAMING PLAN
SCALE: 1/16" = 1'-0"



| NO. | DESCRIPTION | DATE |
|-----|-----------------------------|------|
| | 10/05/21 TX FIRM: F-1114 | |
| | Revisions: | |

WSHP SERVICE CLEARANCE REQUIREMENTS

SERVICE CLEARANCE REQUIREMENTS FOR EACH WSHP UNIT ARE INDICATED ON THE PLANS AS DASHED LINES ON THE SIDES OF THE UNIT, TYPICALLY 36" ON ONE SIDE AND 20" ON THE OTHER. IN ADDITION, A MINIMUM OF 24" CLEARANCE IS REQUIRED ABOVE THE UNIT AND EXTENDING OVER THE SERVICE CLEARANCE ZONES.

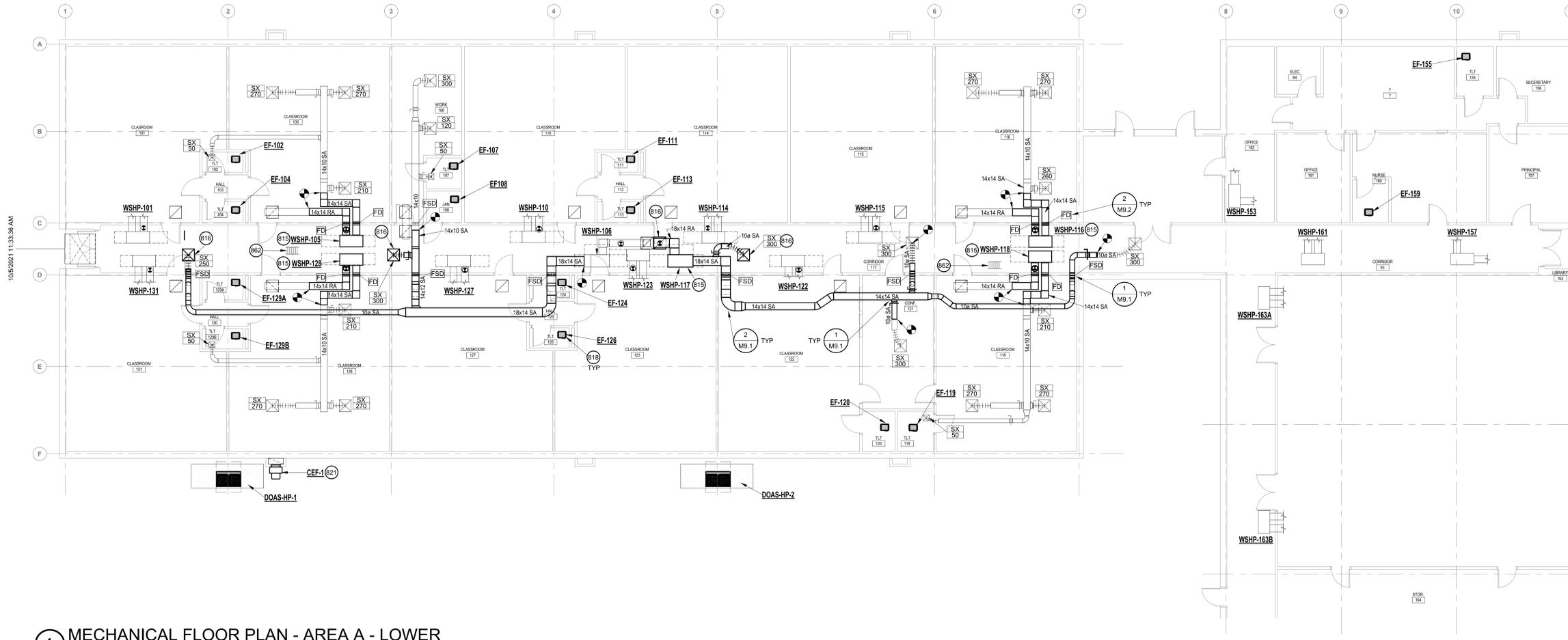
THE DESIGN INTENT IS TO REROUTE THE EXISTING DUCTWORK AND EXISTING PIPING AND RELOCATE CERTAIN WSHP UNITS, AS SHOWN IN THE PLANS, IN ORDER TO ACHIEVE THESE CLEARANCES. ONCE THE CEILINGS HAVE BEEN REMOVED IN AREAS A, B & C CLASSROOM WING CORRIDORS, THE CONTRACTOR SHALL REVIEW THE EXISTING CONDITIONS AT EACH WATER SOURCE HEAT PUMP AND SHALL NOTIFY THE OWNER/ARCHITECT OF POSSIBLE OTHER CONDITIONS, UNKNOWN AT THE TIME OF DESIGN, WHICH ARE IMPEDING THE SERVICE CLEARANCES. ONCE NOTIFIED IT WILL BE DETERMINED IF ADDITIONAL MODIFICATIONS TO THE EXISTING SYSTEMS ARE REQUIRED.

GENERAL NOTES

- REFER TO SHEET M3.1 FOR GENERAL MECHANICAL NOTES THAT SHALL APPLY TO ALL SHEETS IN THIS SET UNLESS NOTED OTHERWISE IN THE KEYED NOTES.
- ALL EXISTING DUCTWORK, PIPING SIZES & LOCATIONS ARE TAKEN FROM BEST AVAILABLE RECORD DOCUMENTS & SITE OBSERVATIONS. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION.

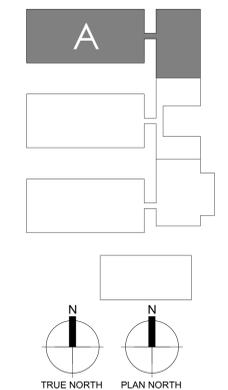
KEYNOTE LEGEND

- 815 EXISTING WSHP RELOCATED HERE. BOTTOM OF UNIT TO BE WITHIN 18" ABOVE CEILING. CONNECT CONDENSATE DRAIN TO EXISTING.
- 816 EXISTING AIR DEVICE RELOCATED HERE. CLEAN BEFORE REINSTALLING.
- 818 INSTALL NEW CEILING FAN AT OLD LOCATION AND RECONNECT EXISTING DUCT WITH ADAPTER AS REQUIRED.
- 821 INSTALL NEW SIDEWALL CRAWL SPACE EXHAUST FAN AT EXISTING PLENUM BOX. MODIFY/PATCH PLENUM BOX AS REQUIRED FOR DIFFERENT SIZE FAN INTAKE.
- 862 PULL DOWN LADDER FOR DOAS AHU PLATFORM ABOVE. SEE ARCHITECTURAL DRAWINGS FOR PLATFORM AND PULL DOWN LADDER DETAILS. ADJACENT WSHP UNITS TO BE LOCATED SUCH THAT ITS SERVICE CLEARANCE IS NOT IMPEDED BY THE PULL LADDER AND ITS RELATED SUPPORT FRAMING



LEGEND

- EXISTING TO REMAIN
- NEW WORK



HAYS ISD
TOM GREEN ELEMENTARY SCHOOL
1301 Old Goforth Rd, Budd, TX 78610.

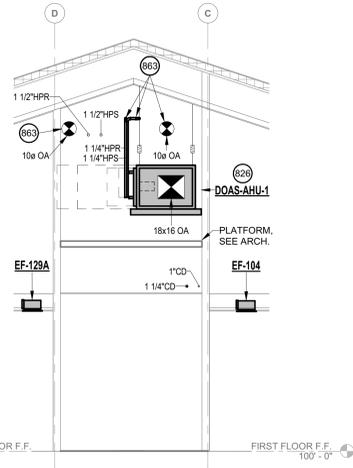


Engineering Firm:
O'CONNELL ROBERTSON
Firm Registration No. F-2708
NO. DESCRIPTION DATE

10/05/21
Project No. 1900.17
CONTRACT DOCUMENTS

MECHANICAL FLOOR
PLAN - AREA A - LOWER

M3.1



2 SECTION AT DOAS-AHU-1
SCALE: 1/4" = 1'-0"

WSHP SERVICE CLEARANCE REQUIREMENTS

SERVICE CLEARANCE REQUIREMENTS FOR EACH WSHP UNIT ARE INDICATED ON THE PLANS AS DASHED LINES ON THE SIDES OF THE UNIT, TYPICALLY 36" ON ONE SIDE AND 20" ON THE OTHER. IN ADDITION, A MINIMUM OF 24" CLEARANCE IS REQUIRED ABOVE THE UNIT AND EXTENDING OVER THE SERVICE CLEARANCE ZONES.

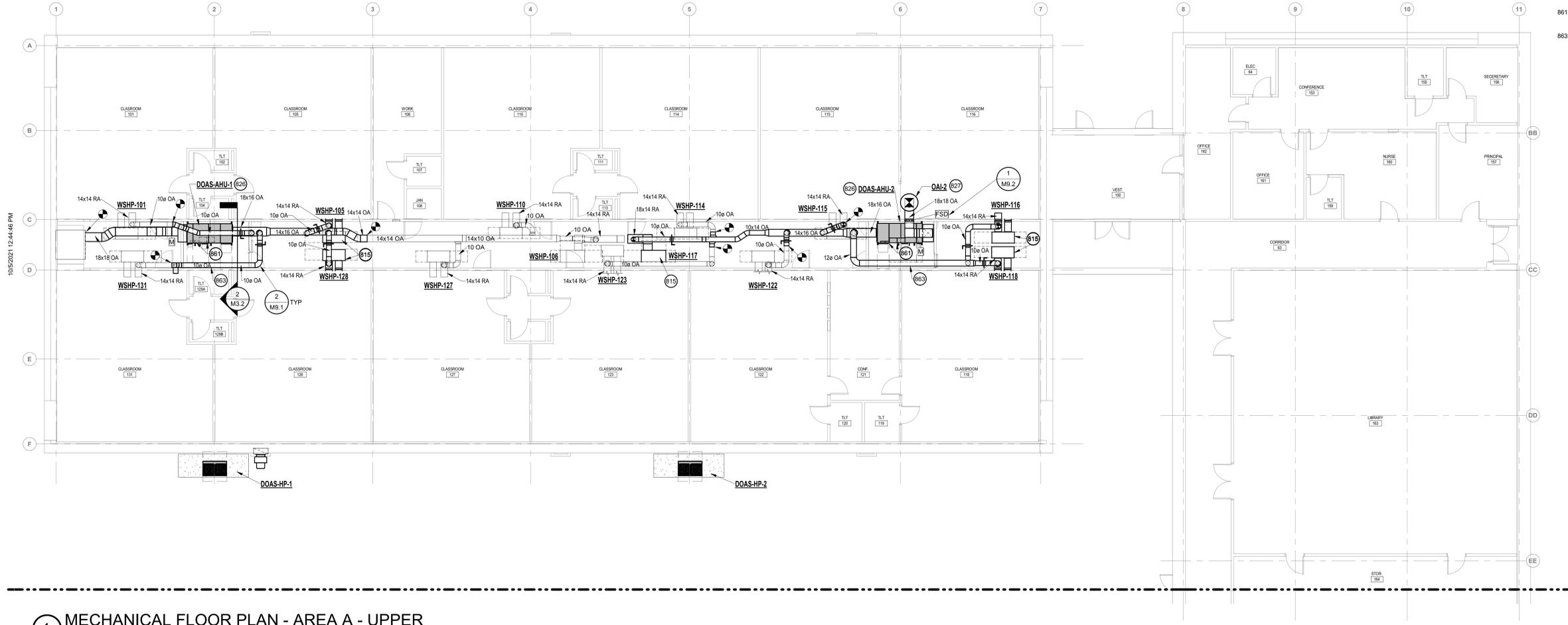
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GENERAL NOTES

- REFER TO SHEET M1.1 FOR GENERAL MECHANICAL NOTES THAT SHALL APPLY TO ALL SHEETS IN THIS SET UNLESS NOTED OTHERWISE IN THE KEYED NOTES.
- ALL EXISTING DUCTWORK, PIPING SIZES & LOCATIONS ARE TAKEN FROM BEST AVAILABLE RECORD DOCUMENTS & SITE OBSERVATIONS. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION.

KEYNOTE LEGEND

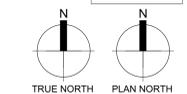
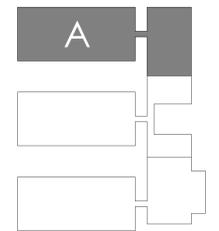
- 815 EXISTING WSHP RELOCATED HERE. BOTTOM OF UNIT TO BE WITHIN 18" ABOVE CEILING. CONNECT CONDENSATE DRAIN TO EXISTING.
- 826 SUSPEND UNIT 18" ABOVE PLATFORM WITH ALL THREAD RODS AND SPRING VIBRATION ISOLATORS. SEE DETAIL 5M6.1. UNIT SHALL NOT BE SUPPORTED OFF OF THE PLATFORM. LOCATE UNIT TIGHT TO THE WALL TO MAXIMIZE SERVICE CLEARANCE ON THE OPPOSITE SIDE. REFER TO THE ARCHITECTURAL DRAWINGS FOR PLATFORM DETAILS.
- 827 OAI ON ROOF. FIELD DETERMINE EXACT LOCATION SO THAT IT IS A MINIMUM OF 10 FEET AWAY FROM EXHAUST FANS OR RELIEF VENTS AND DOES NOT CONFLICT WITH EXISTING ROOF FRAMING STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR DUCT PENETRATION FRAMING REQUIREMENTS.
- 861 AHU CONTROL BOX AND EXPANSION VALVE KIT FURNISHED WITH VRF HEAT PUMP FOR FIELD INSTALLATION.
- 863 DUCTWORK AND PIPING ROUTED IN THE PLATFORM AREA SHALL BE ROUTED UP HIGH AT A MINIMUM OF 6 FT. ABOVE PLATFORM FLOOR.



1 MECHANICAL FLOOR PLAN - AREA A - UPPER
SCALE: 1/8" = 1'-0"

LEGEND

— EXISTING TO REMAIN
— NEW WORK



10/05/2021
 Engineering Firm:
 O'CONNELL ROBERTSON
 Firm Registration No. F-2708
 Revisions:
 NO. DESCRIPTION DATE

10/05/21
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CONTRACT DOCUMENTS

WSHP SERVICE CLEARANCE REQUIREMENTS

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GENERAL NOTES

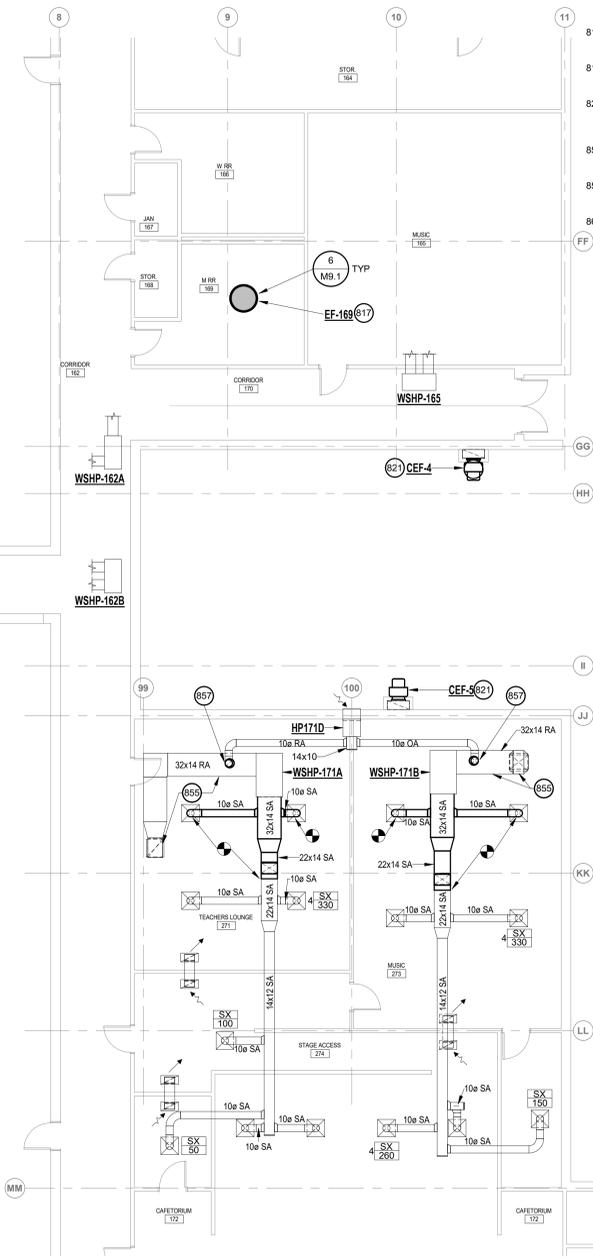
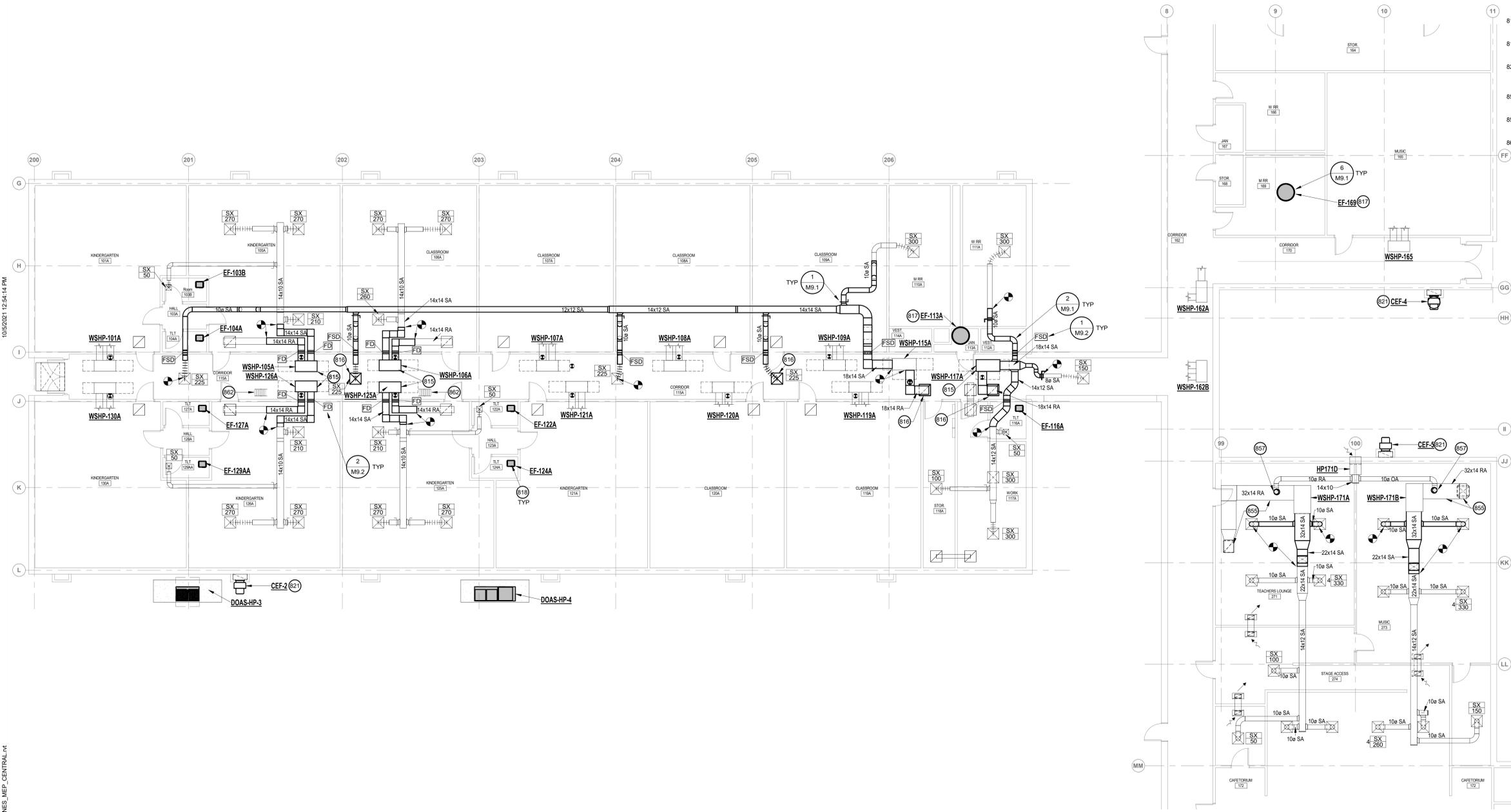
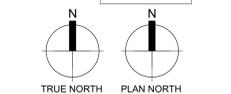
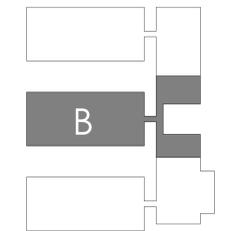
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- 816 EXISTING AIR DEVICE RELOCATED HERE. CLEAN BEFORE REINSTALLING.
- 817 INSTALL NEW FAN WITH CURB ADAPTER ON EXISTING ROOF CURB. EXTEND EXISTING DUCT TO CONNECT TO NEW FAN.
- 818 INSTALL NEW CEILING FAN AT OLD LOCATION AND RECONNECT EXISTING DUCT WITH ADAPTER AS REQUIRED.
- 821 INSTALL NEW SIDEWALL CRAWL SPACE EXHAUST FAN AT EXISTING PLENUM BOX. MODIFY/PATCH PLENUM BOX AS REQUIRED FOR DIFFERENT SIZE FAN INTAKE.
- 855 EXISTING RA DUCT TO BE LOWERED WITH WSHP. MODIFY DUCT CONNECTIONS AT RA GRILLE AS REQUIRED.
- 857 EXTEND EXISTING OA DUCT TO RECONNECT TO LOWERED RA DUCT.
- 862 PULL DOWN LADDER FOR DOAS AHU PLATFORM ABOVE. SEE ARCHITECTURAL DRAWINGS FOR PLATFORM AND PULL DOWN LADDER DETAILS. ADJACENT WSHP UNITS TO BE LOCATED SUCH THAT ITS SERVICE CLEARANCE IS NOT IMPERED BY THE PULL LADDER AND ITS RELATED SUPPORT FRAMING

LEGEND

— EXISTING TO REMAIN
 --- NEW WORK



1 MECHANICAL FLOOR PLAN - AREA B - LOWER
 SCALE: 1/8" = 1'-0"



10/05/2021
 Engineering Firm
 O'CONNELL ROBERTSON
 Firm Registration No. F-2708
 Revisions:
 NO. DESCRIPTION DATE

10/05/21
 Project No. 1900.17
CONTRACT DOCUMENTS

MECHANICAL FLOOR
 PLAN - AREA B - LOWER
M3.3

WSHP SERVICE CLEARANCE REQUIREMENTS

SERVICE CLEARANCE REQUIREMENTS FOR EACH WSHP UNIT ARE INDICATED ON THE PLANS AS DASHED LINES ON THE SIDES OF THE UNIT, TYPICALLY 36" ON ONE SIDE AND 20" ON THE OTHER. IN ADDITION, A MINIMUM OF 24" CLEARANCE IS REQUIRED ABOVE THE UNIT AND EXTENDING OVER THE SERVICE CLEARANCE ZONES.

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- 815 EXISTING WSHP RELOCATED HERE. BOTTOM OF UNIT TO BE WITHIN 18" ABOVE CEILING. CONNECT CONDENSATE DRAIN TO EXISTING.
- 826 SUSPEND UNIT 18" ABOVE PLATFORM WITH ALL THREAD RODS AND SPRING VIBRATION ISOLATORS. SEE DETAIL 5MG.1. UNIT SHALL NOT BE SUPPORTED OFF OF THE PLATFORM. LOCATE UNIT TIGHT TO THE WALL TO MAXIMIZE SERVICE CLEARANCE ON THE OPPOSITE SIDE. REFER TO THE ARCHITECTURAL DRAWINGS FOR PLATFORM DETAILS.
- 827 OAI ON ROOF. FIELD DETERMINE EXACT LOCATION SO THAT IT IS A MINIMUM OF 10 FEET AWAY FROM EXHAUST FANS OR RELIEF VENTS AND DOES NOT CONFLICT WITH EXISTING ROOF FRAMING STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR DUCT PENETRATION FRAMING REQUIREMENTS.

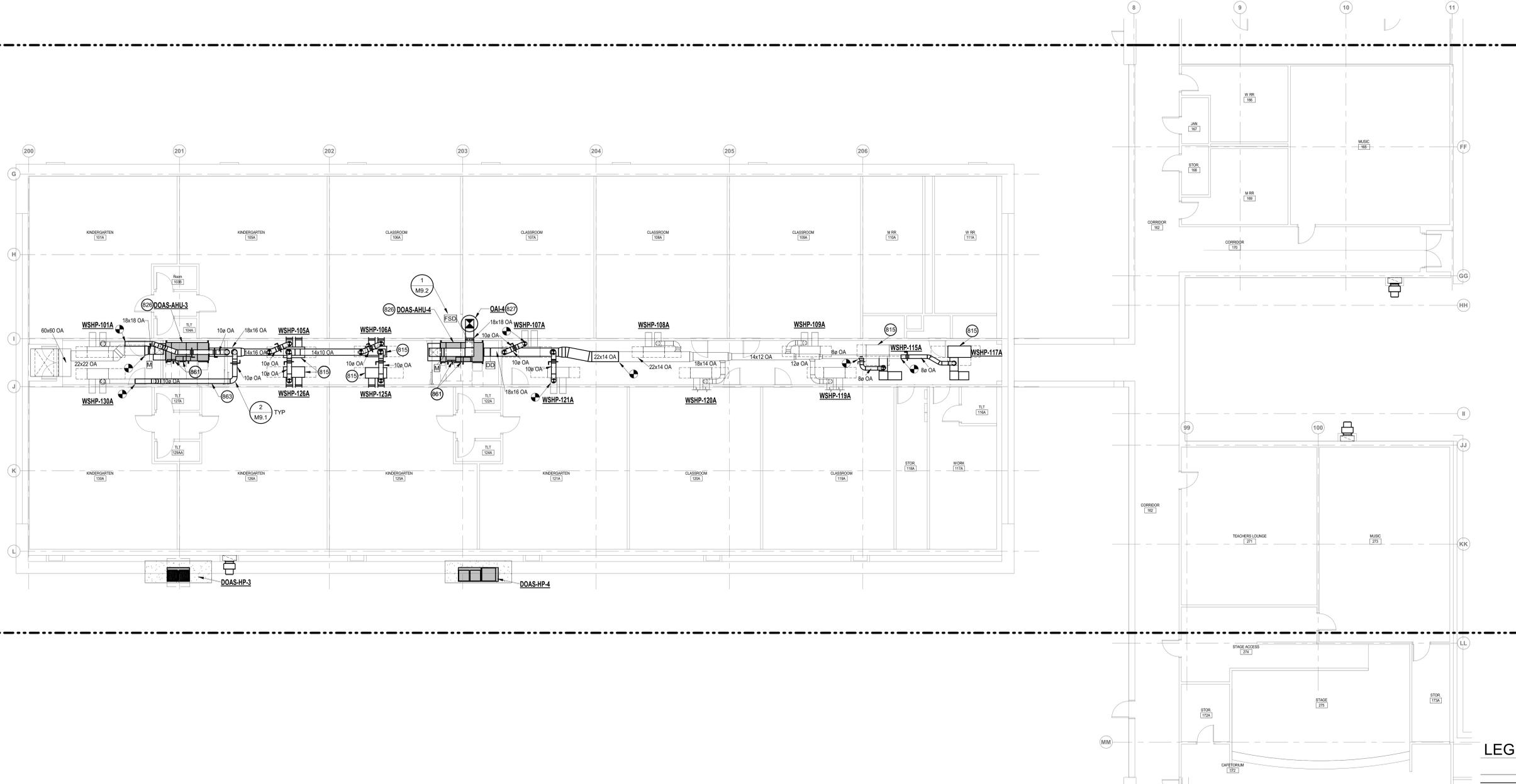
KEYNOTE LEGEND

- 861 AHU CONTROL BOX AND EXPANSION VALVE KIT FURNISHED WITH VRF HEAT PUMP FOR FIELD INSTALLATION.
- 863 DUCTWORK AND PIPING ROUTED IN THE PLATFORM AREA SHALL BE ROUTED UP HIGH AT A MINIMUM OF 6 FT. ABOVE PLATFORM FLOOR.

GENERAL NOTES

1. REFER TO SHEET M1.1 FOR GENERAL MECHANICAL NOTES THAT SHALL APPLY TO ALL SHEETS IN THIS SET UNLESS NOTED OTHERWISE IN THE KEYED NOTES.
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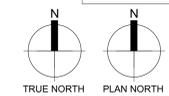
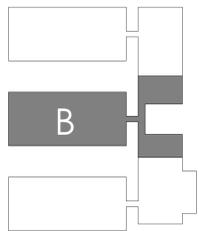
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1 MECHANICAL FLOOR PLAN - AREA B - UPPER
SCALE: 1/8" = 1'-0"

LEGEND

EXISTING TO REMAIN
NEW WORK



10/05/2021
Engineering Firm:
O'CONNELL ROBERTSON
Firm Registration No. F-2708
Revision:
NO. DESCRIPTION DATE

10/05/21
Project No. 1900.17
CONTRACT DOCUMENTS

MECHANICAL FLOOR
PLAN - AREA B - UPPER

M3.4

WSHP SERVICE CLEARANCE REQUIREMENTS

SERVICE CLEARANCE REQUIREMENTS FOR EACH WSHP UNIT ARE INDICATED ON THE PLANS AS DASHED LINES ON THE SIDES OF THE UNIT, TYPICALLY 36" ON ONE SIDE AND 20" ON THE OTHER. IN ADDITION, A MINIMUM OF 24" CLEARANCE IS REQUIRED ABOVE THE UNIT AND EXTENDING OVER THE SERVICE CLEARANCE ZONES.

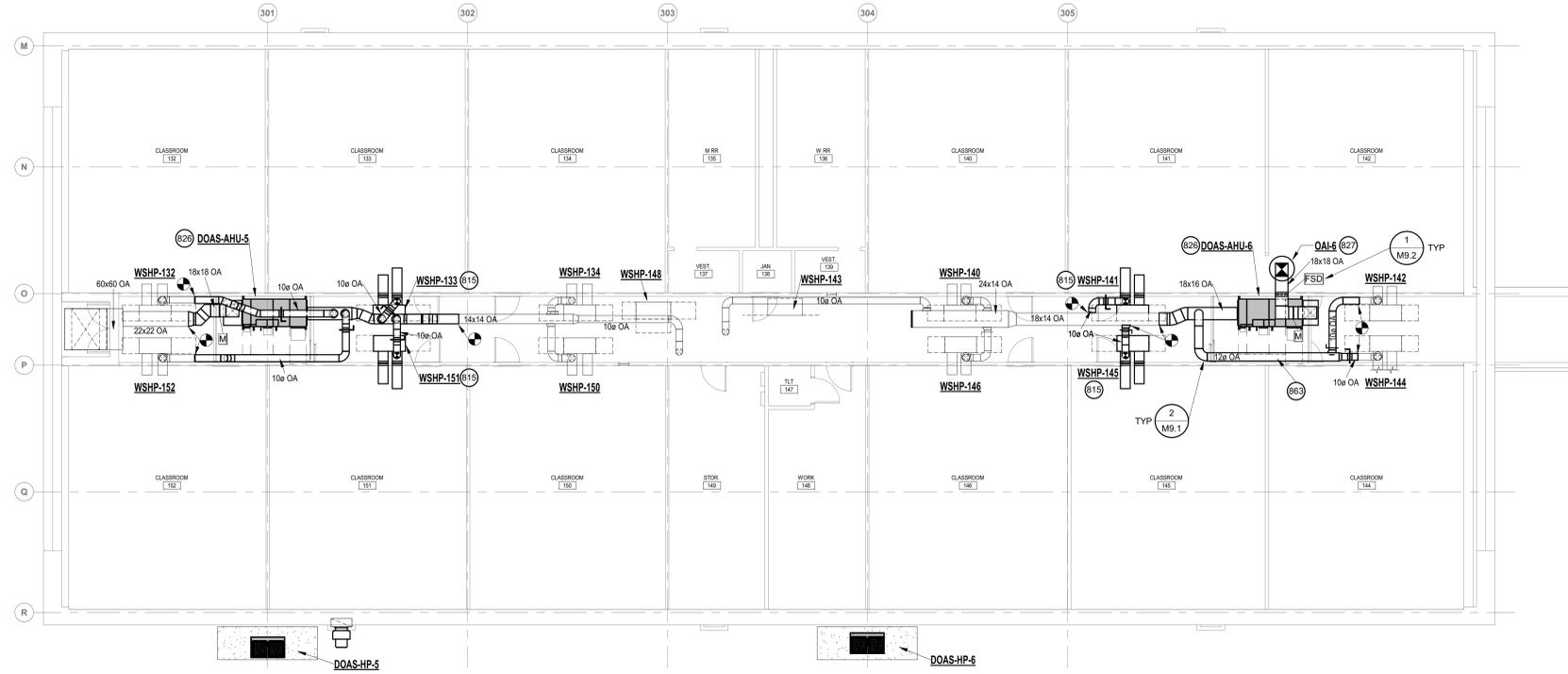
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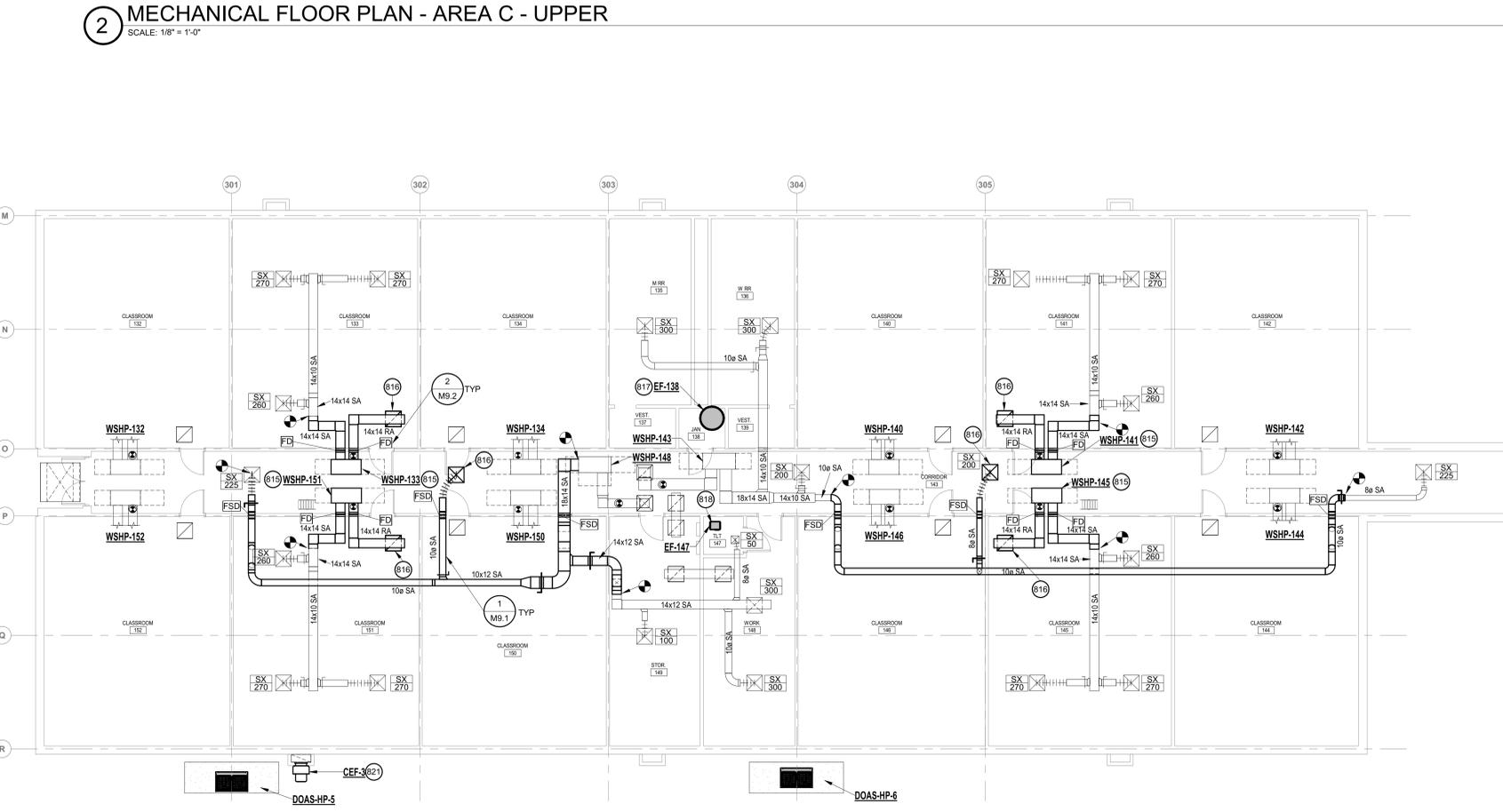
KEYNOTE LEGEND

- 815 EXISTING WSHP RELOCATED HERE. BOTTOM OF UNIT TO BE WITHIN 1' ABOVE CEILING. CONNECT CONDENSATE DRAIN TO EXISTING.
- 816 EXISTING AIR DEVICE RELOCATED HERE. CLEAN BEFORE REINSTALLING.
- 817 INSTALL NEW FAN WITH CURB ADAPTER ON EXISTING ROOF CURB. EXTEND EXISTING DUCT TO CONNECT TO NEW FAN.
- 818 INSTALL NEW CEILING FAN AT OLD LOCATION AND RECONNECT EXISTING DUCT WITH ADAPTER AS REQUIRED.
- 821 INSTALL NEW SIDEWALL CRAWL SPACE EXHAUST FAN AT EXISTING PLENUM BOX. MODIFY/PATCH PLENUM BOX AS REQUIRED FOR DIFFERENT SIZE FAN INTAKE.
- 826 SUSPEND UNIT 18" ABOVE PLATFORM WITH ALL THREAD RODS AND SPRING VIBRATION ISOLATORS. SEE DETAIL 5M9.1. UNIT SHALL NOT BE SUPPORTED OFF OF THE PLATFORM. LOCATE UNIT TIGHT TO THE WALL TO MAXIMIZE SERVICE CLEARANCE ON THE OPPOSITE SIDE. REFER TO THE ARCHITECTURAL DRAWINGS FOR PLATFORM DETAILS.
- 827 OAI ON ROOF. FIELD DETERMINE EXACT LOCATION SO THAT IT IS A MINIMUM OF 10 FEET AWAY FROM EXHAUST FANS OR RELIEF VENTS AND DOES NOT CONFLICT WITH EXISTING ROOF FRAMING STRUCTURE. REFER TO STRUCTURAL DRAWINGS FOR DUCT PENETRATION FRAMING REQUIREMENTS.
- 828 INSTALL NEW KITCHEN HOOD MAKE-UP AIR FAN ON ROOF WITH NEW ROOF CURB. FIELD VERIFY EXACT LOCATION SUCH THAT DUCT PENETRATION THRU ROOF DOES NOT CONFLICT WITH EXISTING ROOF FRAMING AND THAT THE FAN INTAKE OPENING IS A MINIMUM OF 10' AWAY FROM THE EXHAUST FAN.
- 829 CONNECT NEW HOOD MAKE-UP AIR DUCT TO EXISTING DUCT. MODIFY/EXTEND EXISTING DUCT AS REQUIRED.
- 830 INSTALL NEW KITCHEN HOOD EXHAUST FAN ON ROOF WITH NEW ROOF CURB AT SAME LOCATION AS THE OLD FAN. EXTEND EXISTING GREASE DUCT TO CONNECT TO NEW FAN.
- 863 DUCTWORK AND PIPING ROUTED IN THE PLATFORM AREA SHALL BE ROUTED UP HIGH AT A MINIMUM OF 6 FT. ABOVE PLATFORM FLOOR.



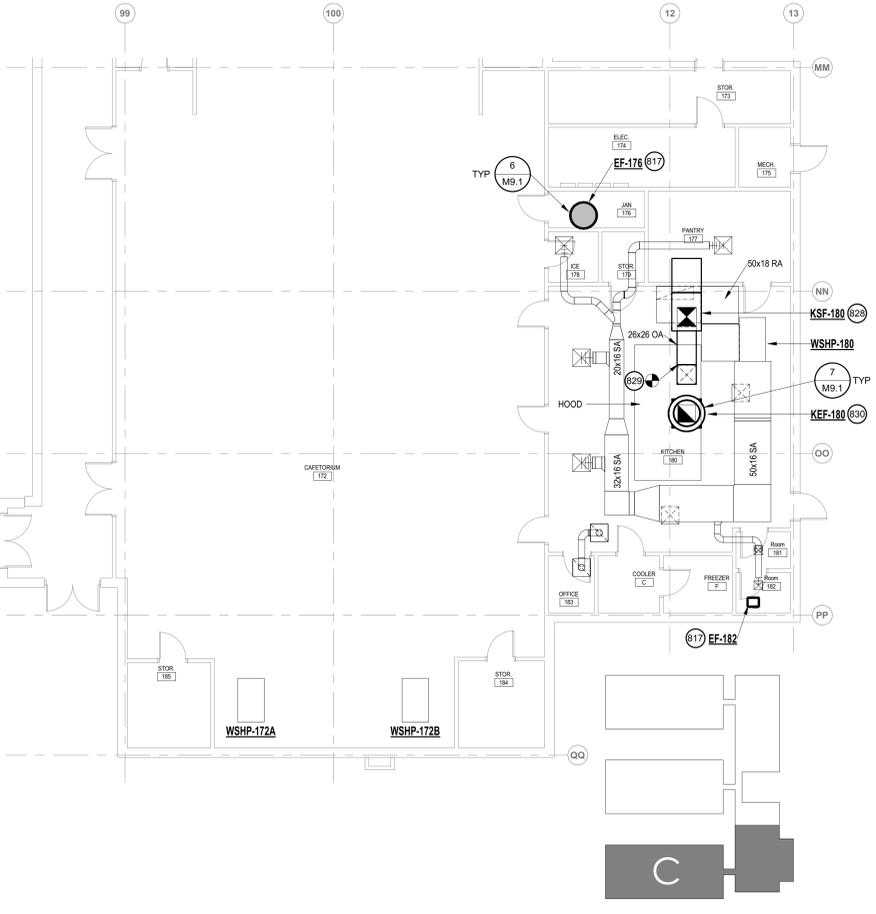
2 MECHANICAL FLOOR PLAN - AREA C - UPPER

SCALE: 1/8" = 1'-0"



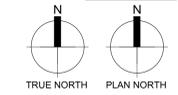
1 MECHANICAL FLOOR PLAN - AREAS C - LOWER

SCALE: 1/8" = 1'-0"



LEGEND

- EXISTING TO REMAIN
- NEW WORK



Engineering Firm:
O'CONNELL ROBERTSON
Firm Registration No. F-2708
Revision: _____
NO. DESCRIPTION DATE

10/05/21
Project No. 1900.17
CONTRACT DOCUMENTS

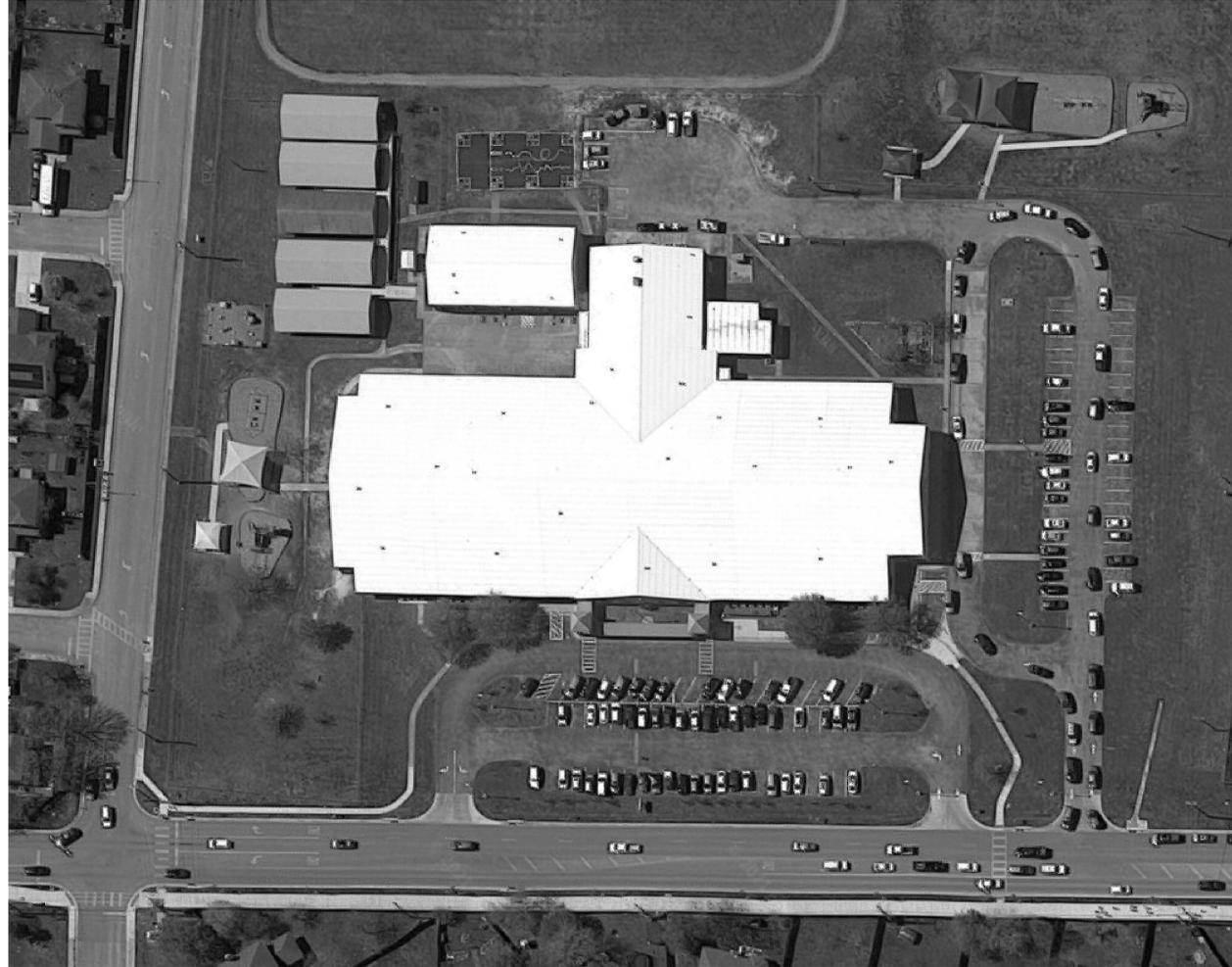
MECHANICAL FLOOR
PLAN - AREAS C LOWER
& UPPER

M3.5

HAYS CISD
21003 IH 35 FRONTAGE ROAD , ADDRESS2
KYLE, TX 78640

 **O'CONNELL ROBERTSON**
Architecture - Engineering - Interiors
811 BARTON SPRINGS ROAD , SUITE 900
AUSTIN , TX 78704

DUNAWAY ASSOCIATES
STRUCTURAL ENGINEER
5707 SOUTHWEST PARKWAY , BUILDING 2 SUITE 900
AUSTIN , TX 78735

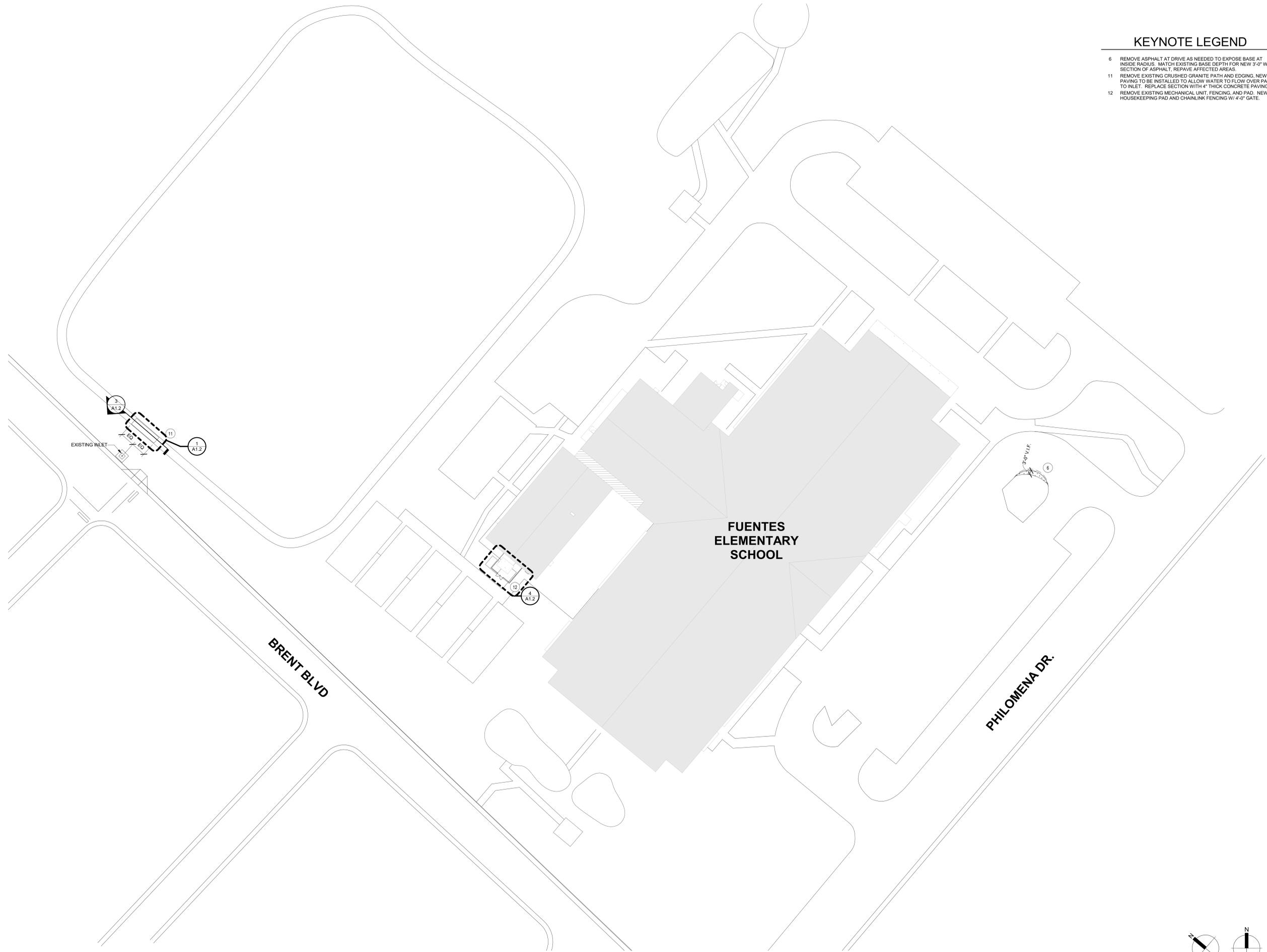


Mission: We believe every project has a mission and strive to design environments that have a purpose that extend far beyond form and function.

FUENTES ES IMPROVEMENTS
901 Philomena Dr, KYLE, TX 78640
CONTRACT DOCUMENTS
10/05/21



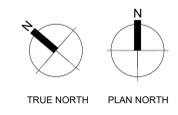
| Revisions: | |
|------------|------------------|
| NO. | DESCRIPTION DATE |
| | |



KEYNOTE LEGEND

- 6 REMOVE ASPHALT AT DRIVE AS NEEDED TO EXPOSE BASE AT INSIDE RADIUS. MATCH EXISTING BASE DEPTH FOR NEW 3'-0" WIDE SECTION OF ASPHALT. REPAVE AFFECTED AREAS.
- 11 REMOVE EXISTING CRUSHED GRANITE PATH AND EDGING. NEW PAVING TO BE INSTALLED TO ALLOW WATER TO FLOW OVER PATH TO INLET. REPLACE SECTION WITH 4" THICK CONCRETE PAVING.
- 12 REMOVE EXISTING MECHANICAL UNIT, FENCING, AND PAD. NEW HOUSEKEEPING PAD AND CHAINLINK FENCING W/ 4'-0" GATE.

1 SITE PLAN
SCALE: 1" = 30'-0"



| NO. | DESCRIPTION | DATE |
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| | | |



KEYNOTE LEGEND

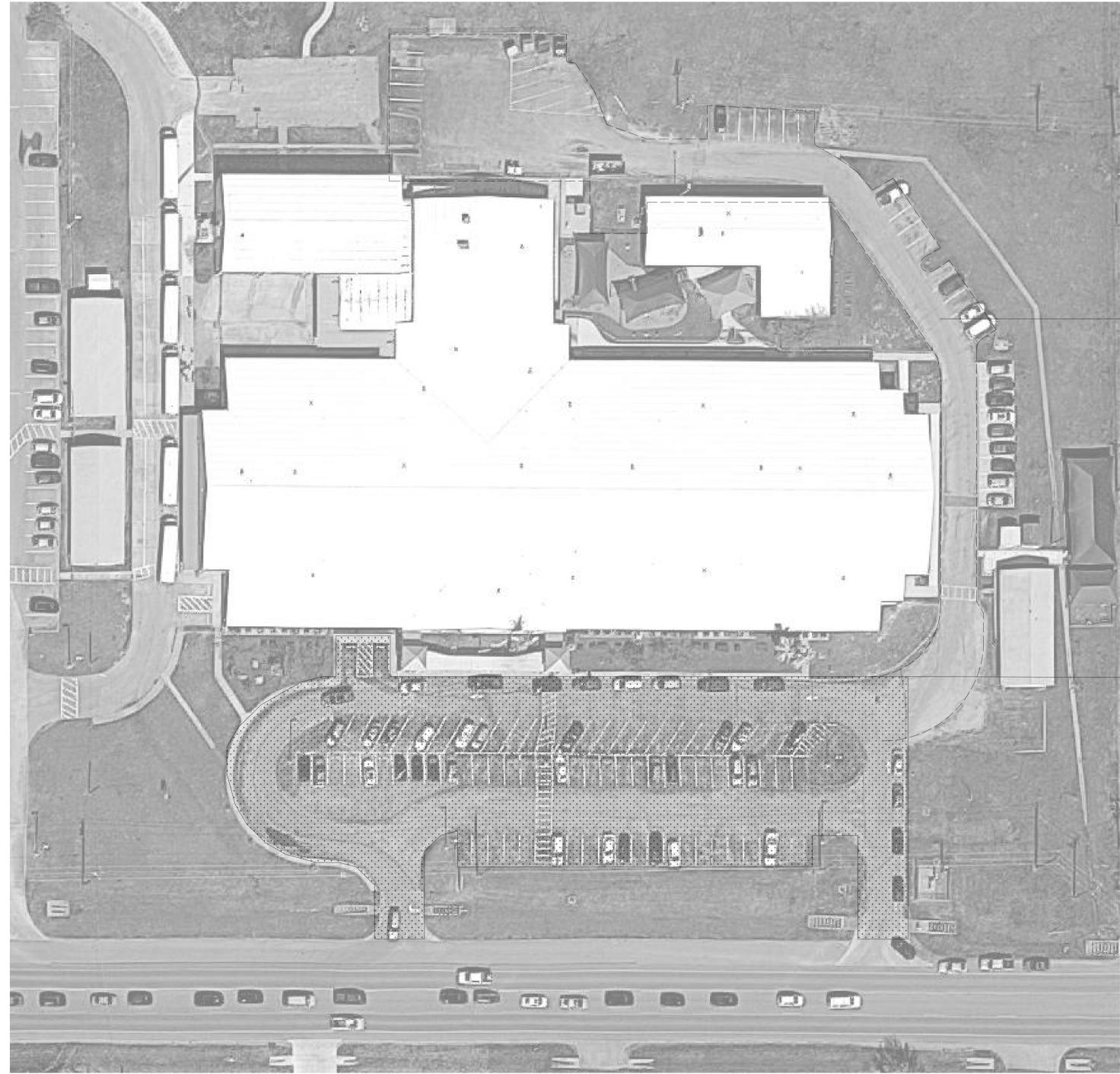
- 7 ALTERNATE #2 - ASPHALT REPAIR AND RESURFACING PER GEOTECH RECOMMENDATION. APPROX. 39,000 SQ FT

1 CAMINO REAL ELM
SCALE: 1" = 30'-0"

ALTERNATE #2: REMOVE EXISTING ASPHALT, REPAIR ANY DAMAGED BASE AND REPAVE ASPHALT PARKING LOT AT CAMINO REAL ELEMENATRY: 170 LAS BRISAS BLVD, KYLE, TX 78640



| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
| | | |



1 HEMPHILL ELM
SCALE: 1" = 30'-0"

ALTERNATE #3/4: REMOVE EXISTING ASPHALT, REPAIR ANY DAMAGED BASE AND REPAVE ASPHALT PARKING LOT AT HEMPHILL ELEMENATRY: 3995 RANCH TO MARKET RD 150, KYLE, TX 78640

KEYNOTE LEGEND

- 8 ALTERNATE #4 - ASPHALT REPAIR AND RESURFACING PER GEOTECH RECOMMENDATION, FRONT LOT ONLY - APPROX. 37,500 SQ FT
- 13 ALTERNATE #3 - ASPHALT REPAIR AND RESURFACING PER GEOTECH RECOMMENDATION, ALL ASPHALT - APPROX. 60,000 SQ FT



| NO. | DESCRIPTION | DATE | REVISIONS |
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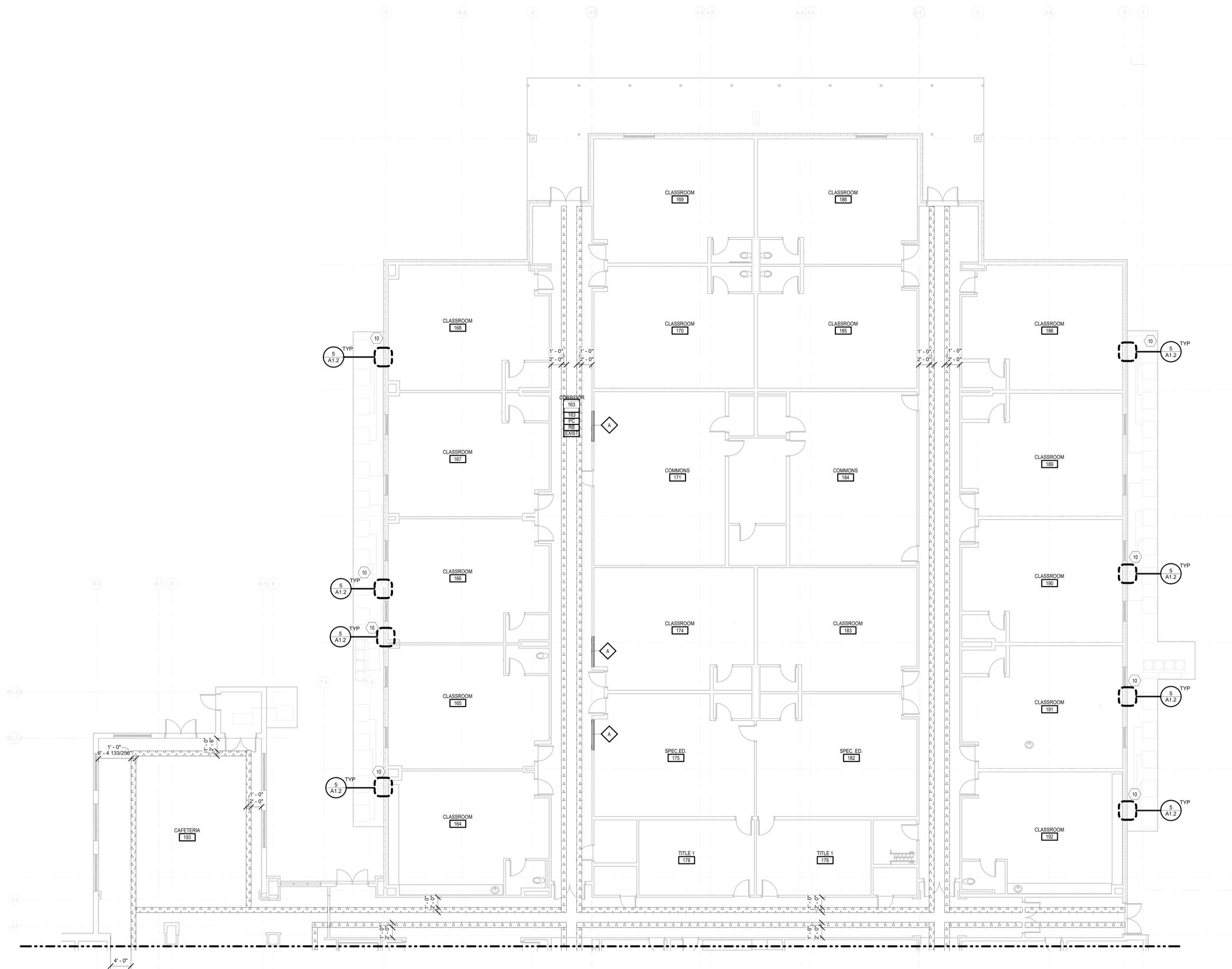
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INTERIOR FINISH LEGEND

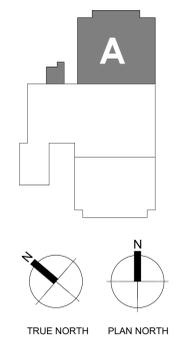
- XXX → ROOM NAME
 - → ROOM #
 - → FLOOR FINISH
 - → BASE FINISH
 - → WALL FINISH
 - → WALL FINISH
- ALIGN FINISH
 - GRAIN DIRECTION
 - └┘ CORNER, END GUARD
 - ↗ EXTENTS OF FINISH
 - ⊠ CHANGE IN FLOORING TYPE - TRANSITION NEEDED
 - REFER TO FINISH PLAN / FINISH TAG
 - PC2

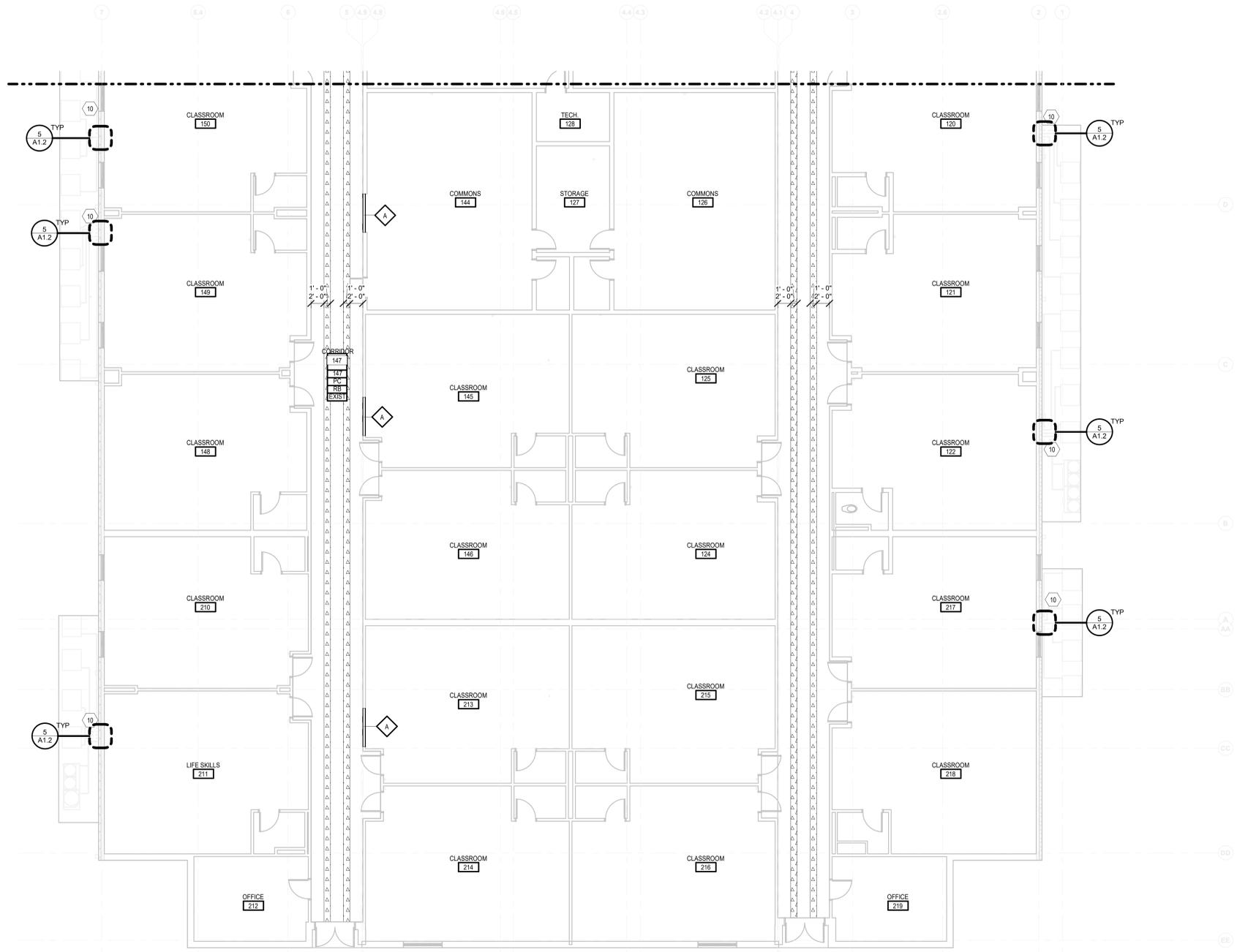
KEYNOTE LEGEND A3.1

- 10 ROUTE REFRIGERANT PIPING UP EXTERIOR FACE OF WALL AND ENTER BUILDING ABOVE CEILING. SEAL ALL PENETRATIONS WATERTIGHT, WRAP IN METAL SHROUD, MATCH COLOR TO EXISTING DOWNSPOUTS



1 FIRST FLOOR FINISH PLAN - AREA A
SCALE: 1/8" = 1'-0"





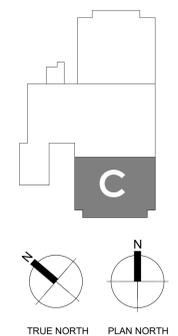
1 FIRST FLOOR FINISH PLAN - AREA C
SCALE: 1/8" = 1'-0"

INTERIOR FINISH LEGEND

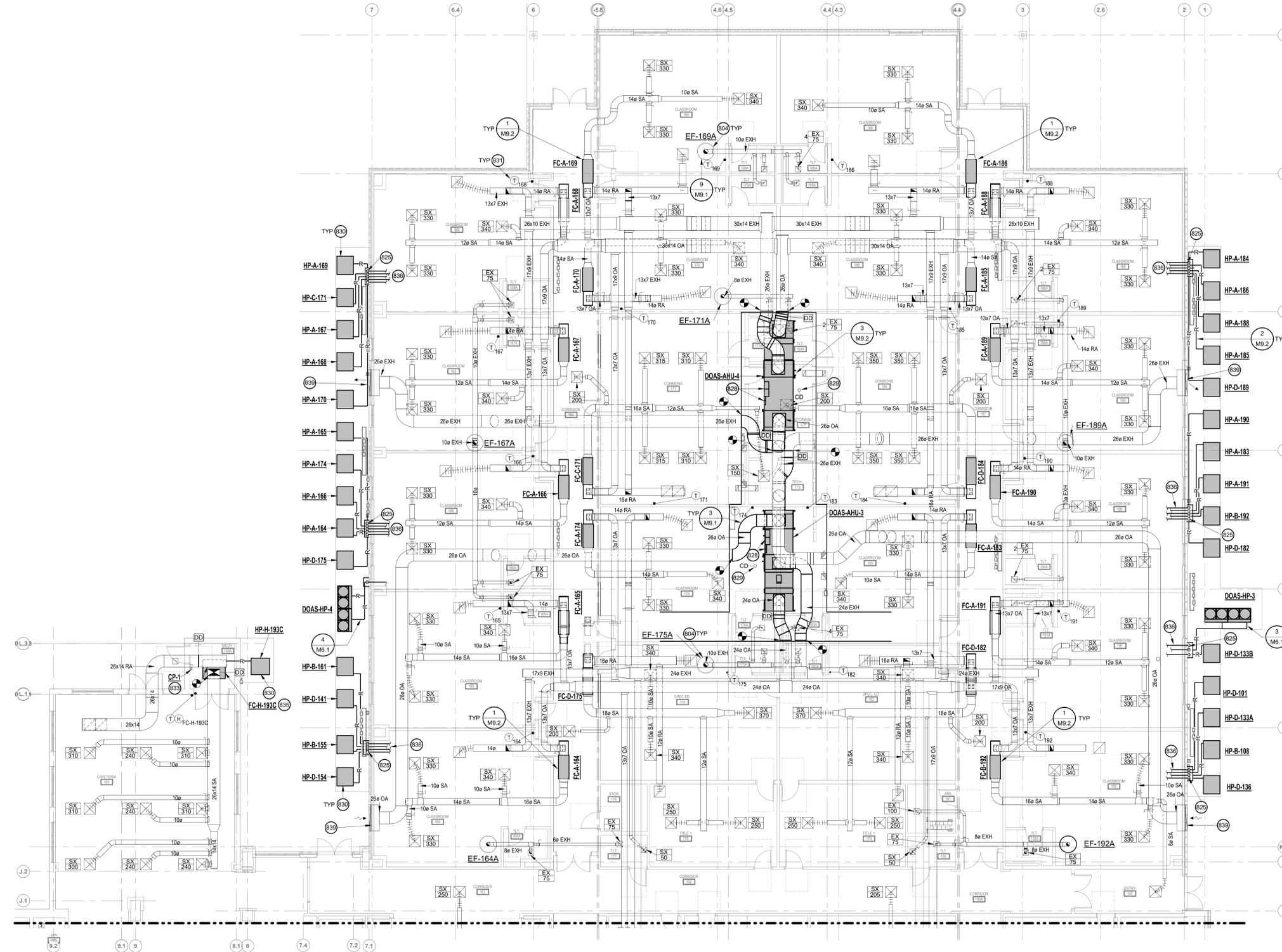
- XXX → ROOM NAME
- → ROOM #
- → FLOOR FINISH
- → BASE FINISH
- → WALL FINISH
- → WALL FINISH
- ALIGN FINISH
- GRAIN DIRECTION
- └┘ CORNER, END GUARD
- EXTENTS OF FINISH
- ⊕ CHANGE IN FLOORING TYPE - TRANSITION NEEDED
- REFER TO FINISH PLAN/ FINISH TAG
- PC2

KEYNOTE LEGEND A3.3

- 10 ROUTE REFRIGERANT PIPING UP EXTERIOR FACE OF WALL AND ENTER BUILDING ABOVE CEILING. SEAL ALL PENETRATIONS WATERTIGHT. WRAP IN METAL SHROUD. MATCH COLOR TO EXISTING DOWNSPOUTS



| NO. | DESCRIPTION | DATE |
|-----|-------------|------|
| | | |



1 MECHANICAL FLOOR PLAN - AREA A
SCALE: 1/8" = 1'-0"

GENERAL NOTES

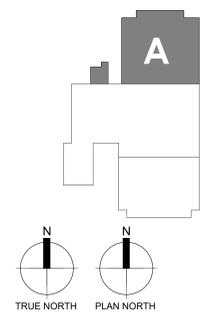
- REFER TO SHEET M1.1 FOR GENERAL MECHANICAL NOTES THAT SHALL APPLY TO ALL SHEETS IN THIS SET UNLESS NOTED OTHERWISE IN THE KEYED NOTES.
- ALL EXISTING DUCTWORK, PIPING SIZES & LOCATIONS ARE TAKEN FROM BEST AVAILABLE RECORD DOCUMENTS & SITE OBSERVATIONS. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION.
- EXCEPT WHERE SHOWN IN A MECHANICAL ROOM OR NOTED OTHERWISE ALL FAN COIL UNITS AND DOAS AIR HANDLING UNITS ARE LOCATED ON A MECHANICAL PLATFORM ABOVE THE CORRIDOR CEILING.

KEYNOTE LEGEND

- 804 INSTALL NEW FAN WITH CURB ADAPTER ON EXISTING ROOF CURB.
- 825 ROUTE REFRIGERANT PIPING UP EXTERIOR FACE OF WALL AND ENTER BUILDING ABOVE THE CEILING. PROVIDE METAL SHROUD OVER EXTERIOR PIPING. PER ARCHITECTURAL DETAIL. SEAL PENETRATIONS THRU EXTERIOR WALL WEATHERTIGHT.
- 828 AHU CONTROL BOX(S) AND EXPANSION VALVE KIT(S) FURNISHED WITH VRF HEAT PUMP FOR FIELD INSTALLATION.
- 829 CONNECT DOAS AHU CONDENSATE DRAIN PIPE TO EXISTING DRAIN PIPE.
- 830 INSTALL UNIT LEVEL ON CONCRETE PAD. EXACT LOCATION OF UNIT IS TO BE COORDINATED IN THE FIELD WITH THE EXISTING ELECTRICAL DISCONNECT(S) SO THAT THE NEC REQUIRED CLEARANCE AT FRONT OF DISCONNECT IS MAINTAINED.
- 831 NEW DDC SPACE SENSOR. SEE CONTROL DIAGRAMS.
- 833 INSTALL NEW CONDENSATE PUMP WHERE OLD ONE WAS LOCATED. ROUTE DRAIN PIPING FROM FAN COIL UNIT TO PUMP AND RECONNECT EXISTING DISCHARGE DRAIN PIPING TO NEW PUMP.
- 835 INSTALL NEW FAN COIL UNIT AS SAME LOCATION AS OLD ONE. SEE DETAIL 1/M9.2 FOR INSTALLATION REQUIREMENTS.
- 836 ROUTE REFRIGERANT PIPING ABOVE CEILING TO RESPECTIVE FAN COIL UNIT ON MECHANICAL PLATFORM.
- 839 REMOVE EXISTING 16" HIGH BIRDSCREEN AT 56" W X 20" H LOUVER AND REPLACE WITH 20" HIGH BIRDSCREEN. BIRDSCREEN SHALL BE FLATTENED EXPANDED ALUMINUM METAL SCREEN WITH MIN. 80% OPEN AREA. MONICHOOLS MODEL 3/4" NO. 051 FLATTENED. ITEM 5700345148. SET SCREEN IN A 1" WIDE ALUMINUM METAL FRAME AND SECURE TO LOUVER WITH STAINLESS STEEL FASTENERS. PROVIDE ANODIZED FINISH WITH COLOR TO MATCH EXISTING LOUVER.

LEGEND

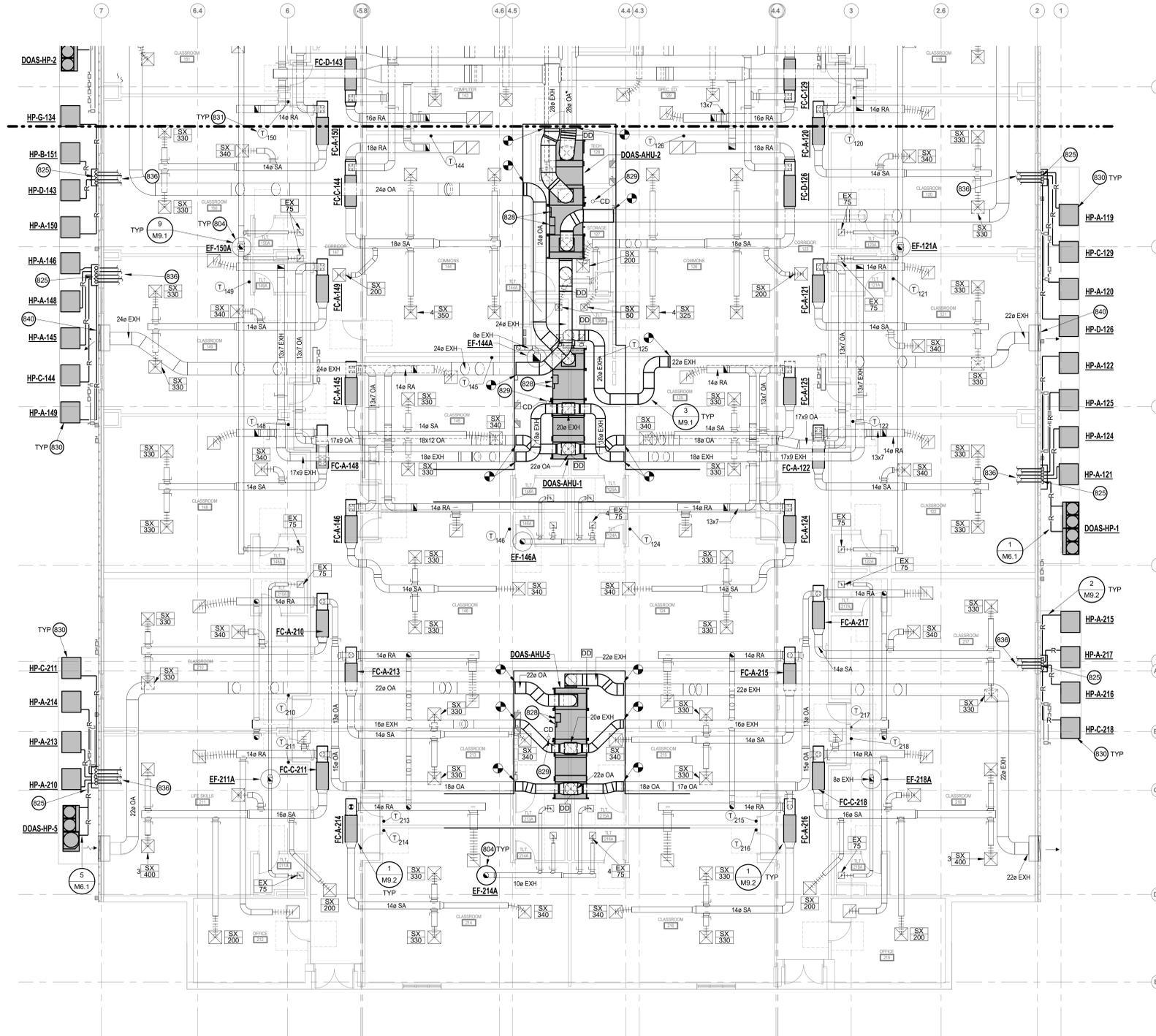
- EXISTING TO REMAIN
- NEW WORK



10/05/2021
 Engineering Firm:
O'CONNELL ROBERTSON
 Firm Registration No. F-2708
 Revisions:

NO. DESCRIPTION DATE

10/05/2021
 Project No. 1900.14
CONTRACT DOCUMENTS



1 MECHANICAL FLOOR PLAN - AREA C
 SCALE: 1/8" = 1'-0"

GENERAL NOTES

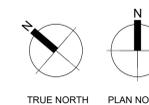
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KEYNOTE LEGEND

- INSTALL NEW FAN WITH CURB ADAPTER ON EXISTING ROOF CURB.
- ROUTE REFRIGERANT PIPING UP EXTERIOR FACE OF WALL AND ENTER BUILDING ABOVE THE CEILING. PROVIDE METAL SHROUD OVER EXTERIOR PIPING, PER ARCHITECTURAL DETAIL. SEAL PENETRATIONS THRU EXTERIOR WALL WEATHERTIGHT.
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LEGEND

- EXISTING TO REMAIN
- NEW WORK



10/05/2021
 Engineering Firm:
 O'CONNELL ROBERTSON
 Firm Registration No. F-2708
 Revisions:
 NO. DESCRIPTION DATE

10/05/2021
 Project No. 1900.14
 CONTRACT DOCUMENTS

MECHANICAL FLOOR
 PLAN - AREA C
M3.3

November 15, 2021

| BP 6 FES, KES, TGES, CRES, HES | | | | | | | | | | | | | | | | | | | |
|--------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|--------------------|--------------------|--|
| Bid Package 6 GMP | FES Budget | FES DD | FES GMP | KES Budget | KES DD | KES GMP | TGES Budget | TGES DD | TGES GMP | CRES Budget | CRES DD | CRES GMP | HES Budget | HES DD | HES GMP | BP 6 Budget | BP6 SD | BP 6 GMP | Notes: |
| Construction | \$3,435,231 | \$4,445,682 | \$3,703,092 | \$1,912,290 | \$2,364,883 | \$2,765,263 | \$1,664,151 | \$2,644,632 | \$2,131,233 | \$285,422 | \$23,888 | \$0 | \$361,167 | \$45,410 | \$0 | \$7,658,260 | \$9,524,495 | \$8,599,588 | GMP Includes: \$343K Contingency \$128K Escalation |
| Architect | \$240,466 | \$288,969 | \$240,701 | \$133,860 | \$153,717 | \$179,742 | \$116,491 | \$171,901 | \$138,530 | \$19,980 | \$1,553 | \$0 | \$25,282 | \$2,952 | \$0 | \$536,078 | \$619,092 | \$558,973 | |
| FFE | \$240,466 | \$240,466 | \$240,466 | \$133,860 | \$133,860 | \$133,860 | \$116,491 | \$116,491 | \$116,491 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$490,817 | \$490,817 | \$490,817 | |
| Infrastructure and Fees | \$125,679 | \$125,679 | \$125,679 | \$69,962 | \$69,962 | \$69,962 | \$60,884 | \$60,884 | \$60,884 | \$10,442 | \$10,442 | \$10,442 | \$13,213 | \$13,213 | \$13,213 | \$280,180 | \$280,180 | \$280,180 | |
| Project Contingency | \$147,464 | -\$911,491 | -\$120,632 | \$82,089 | -\$390,362 | -\$816,766 | \$71,437 | -\$964,455 | -\$417,685 | \$32,232 | \$312,192 | \$337,633 | \$40,785 | \$378,872 | \$427,234 | \$374,006 | -\$1,575,243 | -\$590,217 | Over Budget |
| Totals | \$4,189,306 | \$4,189,306 | \$4,189,306 | \$2,332,061 | \$2,332,061 | \$2,332,061 | \$2,029,452 | \$2,029,452 | \$2,029,452 | \$348,075 | \$348,075 | \$348,075 | \$440,447 | \$440,447 | \$440,447 | \$9,339,341 | \$9,339,341 | \$9,339,341 | Project Total |

2021 Bond Accounting Look-Ahead
November 15, 2021

| | GMP's Board Approved | | | | | | 50% DD | 100% SD | Design Not Started | | | No Contingency | Totals | |
|-------------------------|----------------------|---------------------|--------------------|--------------------------------------|--------------------------|------------------------|---------------------|---------------------|--------------------|--------------------|--------------------|------------------------|----------------------|-------------------------|
| | BP 1 Sunfield ES | BP 2 Four Pack* | BP 3 NES | BP 4 Flooring @ Seven Campuses | BP 5 Shade Structures | BP 6 FES, KES, TGES | BP 7 LHS | BP 8 HHS | BP 9 CMS/SMS | BP 10 Live Oak | BP 11 WMS | BP 12 Hays Projects | | |
| Construction | \$32,913,553 | \$38,560,579 | \$6,108,912 | \$798,716 | \$414,118 | \$8,599,588 | \$13,370,910 | \$24,246,802 | \$4,581,694 | \$7,341,098 | \$8,035,826 | \$6,491,747 | \$151,463,543 | Construction |
| Architect | \$2,303,949 | \$2,699,241 | \$397,079 | \$46,592 | \$18,635 | \$558,973 | \$869,109 | \$1,576,042 | \$351,891 | \$513,877 | \$562,508 | \$2,483,000 | \$12,380,896 | Architect |
| FFE | \$2,257,545 | \$2,699,241 | \$303,500 | \$0 | \$0 | \$490,817 | \$902,774 | \$1,697,276 | \$351,891 | \$513,877 | \$562,508 | \$8,168,478 | \$17,947,907 | FFE |
| Infrastructure and Fees | \$967,519 | \$1,392,556 | \$135,000 | \$63,795 | \$12,749 | \$280,180 | \$471,833 | \$934,956 | \$167,623 | \$268,577 | \$293,994 | \$0 | \$4,988,781 | Infrastructure and Fees |
| Project Contingency | \$38,018 | \$1,066,908 | -\$600,271 | \$1,217,408 | \$54,441 | -\$590,217 | \$113,146 | \$2,710,117 | \$134,333 | \$315,130 | \$344,953 | \$0 | \$4,803,966 | Project Contingency |
| Totals | \$38,480,584 | \$46,418,524 | \$6,344,220 | \$2,126,512 | \$499,943 | \$9,339,341 | \$15,727,773 | \$31,165,193 | \$5,587,432 | \$8,952,558 | \$9,799,788 | \$17,143,225 | \$191,585,093 | Totals |

Notes:

These projects are Board approved

BP 6 GMP for BOT Consideration 11-15-2021

These projects are in design
Architect has provided DD Docs for Review
Construction Estimates Include:
8% Design Contingency
6% Inflation
\$1,871,928

These projects are in design
SD approved in September 2021
Current plans do not show need for portable buildings
Construction estimates include:
8% Design Contingency
6% Inflation
\$3,394,552

No design started

No Contingency

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Procurement - SPED Montgomery Building Roof Replacement – AA National Roofing

Administrator Responsible/Position: Max Cleaver – Chief Operations Officer

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The purpose of the agenda is to maintain safe, clean facilities.

D. Summary:

Previous board action relating to this item –

Future action anticipated –

Background information – The existing roof at the Montgomery building is approximately 33 years old and 7500 square feet.

E. Scope of Options Reviewed:

Bid #18-092101VL SPED Roof Replacement; 5 Bids Received

Length of Contract: This is a one-year contract with four (4) options to renew

Reasons for rejecting alternatives:

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Maintenance & Operations

G. Administrative Recommendation:

The administration recommends approval of roof replacement from AA National Roofing.

H. Fiscal Impact and Cost: Total Amount: \$ 60,800.00

Budget – General Operating Fund Bond Grant/Special Funds Other _____

Prior Year Spending – \$0 AA National Roofing was not utilized in FY21

Future/Ongoing – One Time Cost

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action – Jaime Franco

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Board approve the purchase of roofing services from AA National Roofing for total cost of \$60,800.00 as presented.

Bid # 18-092101VL SPED Roof Replacements

Bid Tabulation

Opens: 10-25-2021 @ 2:00 P.M.

| BID ITEMS | | AA National Roofing | QA Roofing | CS Advantange USAA | Bravo Roofing | Tri-Lam Roofing |
|--|--|----------------------------|-------------------|---------------------------|----------------------|------------------------|
| BP Item #1 | Replace the Shingle Roofing Assembly on the SPED Facility as described in the specifications and shown on the drawings | 60,800.00 | 63,965.00 | 66,000.00 | 67,235.00 | 108,300.00 |
| UP-1 | Replace Deteriorated Wood Decking per sq ft | \$6.00 | \$5.00 | \$5.50 | \$10.00 | \$6.00 |
| UP-2 | Replace Fascia and Wood Trim per sq ft Existing Gutter is to be removed and reinstalled | 32.85 LF | \$16.00 | \$10.00 | \$45.00 | \$9.00 |
| To Start Work After Notice to Proceed (Calendar Days) | | 14 | 14 | 5 | 30 | 17 |
| To Complete Specified Work on Base Proposal Item #1 in (Calendar Days) | | 14 | 14 | 30 | 30 | 15 |
| To Work Calendar Days Per Week | | 5 | 6 | 6 | 6 | 6 |

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Procurement - District Asbestos Consulting – Burcham Environmental Services

Administrator Responsible/Position: Max Cleaver – Chief Operations Officer

A. Purpose of Agenda Item:

Action needed Information only Receive input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

The purpose of the agenda is to maintain compliance with asbestos rules.

D. Summary:

Previous board action relating to this item –

Future action anticipated –

Background information – Burcham Environmental Services will provide asbestos sampling services at newly constructed district buildings that have no asbestos certification letters from the architect. Burcham will also provide asbestos consulting services on upcoming abatement projects as needed.

E. Scope of Options Reviewed:

Bid #25-041701SC through 05/2022

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other: Maintenance & Operations

G. Administrative Recommendation:

The administration recommends approval of asbestos consulting services.

H. Fiscal Impact and Cost: Total Amount: \$ 72,050.00

Budget – General Operating Fund Bond Grant/Special Funds Other _____

Prior Year Spending – \$23,600

Future/Ongoing –

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action – Albert Flores

Evaluation method and time line -

Next report to the board -

J. Suggested Motion:

I move that the Board approve the asbestos consulting at district buildings for total cost of \$72,050 as presented.

Asbestos Surveys for the following campuses/support buildings/portable buildings:

| Name | Estimated Total | |
|---|---------------------|--|
| Buda ES | \$ 4,500.00 | * |
| Carpenter Hill ES | \$ 4,500.00 | *** |
| Pfluger ES | \$ 4,500.00 | *** |
| Uhland ES | \$ 4,500.00 | * |
| McCormick MS | \$ 4,500.00 | ** |
| Simon MS | \$ 4,500.00 | ** |
| Clothes Closet | \$ 1,600.00 | *** |
| Hays HS: CTE Building - Building E | \$ 1,600.00 | * |
| Hays HS: Music Building | \$ 1,600.00 | * |
| Hays HS: Athletic Complex | \$ 1,600.00 | * |
| Johnson HS | \$ 5,700.00 | *** (no 2017 bond funds available for JHS) |
| Lehman HS: CTE, Welding Shop and Broadcast Room | \$ 3,100.00 | * |
| Secondary Data Center | \$ 1,600.00 | *** |
| Support Services (Food/Textbook) | \$ 1,600.00 | *** |
| Transportation Uhland Rd. | \$ 1,600.00 | * |
| HP 58 @ CRES | \$ 1,100.00 | *** |
| HP-59 @ Impact Center | \$ 1,100.00 | *** |
| HP-60 @ TES | \$ 1,100.00 | *** |
| HP-61 @ GES | \$ 1,100.00 | *** |
| HP-62 @ GES | \$ 1,100.00 | *** |
| HP-63 @ GES | \$ 1,100.00 | *** |
| HP-64 @ GES | \$ 1,100.00 | *** |
| HP-65 @ EGES | \$ 1,100.00 | *** |
| HP 66 @ TES | \$ 1,100.00 | *** |
| HP-67 @ TES | \$ 1,100.00 | *** |
| HP-68 @ EGES | \$ 1,100.00 | *** |
| HP-69 @ EGES | \$ 1,100.00 | *** |
| HP-70 @ EGES | \$ 1,100.00 | *** |
| HP-71 @ EGES | \$ 1,100.00 | *** |
| HP-72 @ TES | \$ 1,100.00 | *** |
| HP-73 @ CRES | \$ 1,100.00 | *** |
| PEP Portable at HHS | \$ 1,100.00 | *** |
| Total Estimate of Asbestos Consulting Services | \$ 65,700.00 | |

*Possible 2017 Bond Funds (\$18,500.00)

**Possible 2021 Bond Funds (\$9,000.00)

*** M&O Funds (\$44,550.00)

Upcoming Abatement Projects:

| | | |
|---|--------------------|--------------|
| Consulting Service - Abatement Project at SPED White House | \$ 1,900.00 | |
| Consulting Service - Abatement Project at Historic Buda ES Room 313 | \$ 1,900.00 | |
| Consulting Service - Abatement Project at Old Food Service Building | \$ 2,550.00 | |
| Abatement Consulting Services | \$ 6,350.00 | ***M&O Funds |

| | |
|--|---------------------|
| Burcham Environmental Consulting Services | \$ 72,050.00 |
|--|---------------------|

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: November 15, 2021

Subject: Consideration and Possible Acceptance of Donation from Hays CISD Education Foundation

Administrator Responsible/Position: Tim Savoy / Angie Mendez

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action

Local Policy - CDC Law or Rule N/A

C. Goal or Need Addressed:

Acceptance of Donation from Hays CISD Education Foundation

D. Summary:

- Previous board action relating to this item – The Board annually accepts donation(s) from the Hays CISD Education Foundation
- Future action anticipated -
- Background information - The Board has previously accepted donations from the Education Foundation on separate occasions for innovative and professional teaching grants. The donations have allowed our teachers and students to participate in projects that otherwise may not have been funded. The Education Foundation is prepared to donate additional funds for grants that will take learning to a higher level for our students

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____
 From public -

All agenda items are reviewed by the Superintendent's Cabinet.

G. Administrative Recommendation:

The administration recommends the board accept the donation from the Hays CISD Education Foundation, as presented.

H. Fiscal Impact and Cost: At least \$50,000 to be donated to the district.

Budget – General Operating Fund Bond Grant/Special Funds Other _____
Prior Year Spending: \$ _____
Future/Ongoing: \$ _____

I. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action
Evaluation method and time line -
Next report to the board -

J. Suggested Motion

I move that the Board accept the Hays CISD Education Foundation donation as presented.

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: November 15, 2021

Subject: Consideration and possible vote to elect directors of the Hays Central Appraisal District

Administrator Responsible/Position: Randy Rau / Dr. Eric Wright

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

Election of district representatives to the Hays Central Appraisal District Board

D. Summary:

Previous board action relating to this item –

In November, 2019, the Board elected Abel Tenorio and Dennis Miller to serve on the Board of Directors of the Hays Central Appraisal District

Future action anticipated -

Background information –

A board of seven members governs the Hays Central Appraisal District (HCAD). Members of the board serve two-year terms beginning on January 1 of even numbered years. Each taxing unit other than a conservation and reclamation district is entitled to nominate candidates to be members of the board. The entities under the jurisdiction of the central appraisal districts (CAD) receive a vote percentage based on the tax levy. The board nominated Jayna Love and Merideth Schawe as candidates for the HCAD board in September.

Attached is information from the appraisal district concerning the HCAD board election. The number of votes that HCISD has is calculated to be 1,835. The law states that the seven candidates that receive the most votes are elected to the board. A total of 7,000 votes are allocated to the taxing jurisdictions

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____
 From public -

All agenda items are reviewed by the Superintendent's Cabinet.

G. Administrative Recommendation: Board Matter

J. Suggested Motion

I move that the Board cast _____ votes for Jayna Love and _____ votes for Merideth Schawe for the Hays Central Appraisal District Directors.

Hays Central Appraisal District



512-268-2522 ■ Lex Word Building ■ 21001 IH 35 ■ Kyle, Texas 78640

MEMORANDUM

To: Voting Jurisdictions
From: Laura Raven, Chief Appraiser
Date: October 22, 2021

Subject: Election of Board of Directors

Enclosed please find the official ballot and the number of votes to select **seven members (7)** to the Hays Central Appraisal District Board of Directors.

The governing body of each taxing unit that is entitled to vote shall determine its vote by resolution and submit it to the Chief Appraiser before December 15, 2021.

The unit may cast all its votes for one candidate or may distribute its votes among any number of candidates.

A voting unit must cast its votes for a person nominated and named on the ballot. There is no provision for write-in candidates. The chief appraiser may not count votes for someone not listed on the official ballot.

DEADLINE for submission of ballot: Before December 15, 2021

Hays Central Appraisal District



512-268-2522 ■ Lex Word Building ■ 21001 IH 35 ■ Kyle, Texas 78640

OFFICIAL BALLOT TO SELECT SEVEN (7)
DIRECTORS TO THE HAYS CAD BOARD
2022 - 2023 TERM

NOMINEES

NUMBER OF VOTES CAST

Jane Hughson

Jayna Love

Jenifer O'Kane

Joe Castillo

Leonard Olson

Meredith Schawe

Will Conley

Taxing Unit: _____

Resolution Date: _____

Presiding Officer Signature

HAYS CENTRAL APPRAISAL DISTRICT
CALCULATION OF VOTES
2022-2023 BOARD ELECTION

| CODE | JURISDICTION | 2020 TAX LEVY | VOTE PERCENTAGE | NUMBER OF VOTES |
|------|---------------------------------|------------------|-----------------|-----------------|
| | | | | 7000 |
| 1 | AUSTIN COMMUNITY COLLEGE DIST | \$10,139,017.24 | 0.0191 | 134 |
| 2 | CITY OF AUSTIN | \$861,941.33 | 0.0016 | 11 |
| 3 | (CITY OF) VILLAGE OF BEAR CREEK | \$67,322.22 | 0.0001 | 1 |
| 4 | CITY OF BUDA | \$6,828,529.18 | 0.0129 | 90 |
| 5 | CITY OF DRIPPING SPRINGS | \$1,616,237.81 | 0.0030 | 21 |
| 6 | CITY OF HAYS | \$17,616.34 | 0.0000 | 0 |
| 7 | CITY OF KYLE | \$19,291,724.16 | 0.0364 | 255 |
| 8 | CITY OF MOUNTAIN CITY | \$92,692.25 | 0.0002 | 1 |
| 9 | CITY OF NIEDERWALD | \$59,793.31 | 0.0001 | 1 |
| 10 | CITY OF SAN MARCOS | \$37,129,241.44 | 0.0700 | 490 |
| 11 | CITY OF UHLAND | \$99,800.62 | 0.0002 | 1 |
| 12 | CITY OF WOODCREEK | \$553,414.73 | 0.0010 | 7 |
| 13 | HAYS COUNTY | \$111,324,810.94 | 0.2098 | 1,469 |
| 14 | SPECIAL ROAD | *** | 0.0000 | 0 |
| 15 | BLANCO ISD | \$768,942.69 | 0.0014 | 10 |
| 16 | COMAL ISD | \$520,755.39 | 0.0010 | 7 |
| 17 | DRIPPING SPRINGS ISD | \$87,476,243.02 | 0.1649 | 1,154 |
| 18 | HAYS CISD | \$139,056,242.71 | 0.2621 | 1,835 |
| 19 | JOHNSON CITY ISD | \$1,161,918.33 | 0.0022 | 15 |
| 20 | SAN MARCOS CISD | \$79,870,820.03 | 0.1505 | 1,054 |
| 21 | WIMBERLEY ISD | \$33,645,744.77 | 0.0634 | 444 |
| | | \$530,582,808.51 | 1.0000 | 7,000 |
| | Report created 08/16/2021 | | | |
| | Levy after 2020 Supplement #12 | | | |
| *** | Levy included with Hays County | \$ 7,599,687.25 | | |
| | Laura Raven, Chief Appraiser | | | |
| | Hays Central Appraisal District | | | |



Hays Consolidated Independent School District Resolution

Whereas, the Hays Consolidated Independent School District Board of Trustees met in a regular meeting on Monday, November 15, 2021, and

Whereas, included on the agenda was an action item for the discussion and possible action on vote by resolution for the selection of Hays County Central Appraisal District Board of Directors, and

Whereas, the Hays Consolidated Independent School District Board of Trustees has been allotted 1835 votes to assign among the nominees for the position of Appraisal District Directors; and

Whereas, a motion was made by _____ and duly seconded by _____ to cast _____ votes for Jayna Love and

Whereas, said motion passed with a _____ vote by the Hays CISD Board of Trustees.

Members voting "yes" included:

Members voting "no" included

And, Whereas, a motion was made by _____ and duly seconded by _____ to cast _____ votes for Merideth Schawe and

Whereas, said motion passed with a _____ vote by the Hays CISD Board of Trustees.

Members voting "yes" included:

Members voting "no" included

Members abstaining included:

Now Therefore, Be It Resolved, that the Hays CISD Board of Trustees do hereby cast its votes for the Appraisal District Directors for Hays County as indicated above.

Dated this 15th day of November, 20321.

Vanessa Petrea, President
Hays CISD Board of Trustees

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: November 15, 2021

Subject: Consideration and possible vote to elect directors of the Caldwell County Appraisal District

Administrator Responsible/Position: Randy Rau / Dr. Eric Wright

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action

Local Policy Law or Rule N/A

C. Goal or Need Addressed:

Election of district representatives to the Caldwell County Appraisal District Board

D. Summary:

- Previous board action relating to this item –
- Future action anticipated -
- Background information –

A board of five members governs the Caldwell County Appraisal District (CCAD). Members of the board serve one-year terms beginning on January. Each taxing unit other than a conservation and reclamation district is entitled to nominate candidates to be members of the board. The entities under the jurisdiction of the central appraisal districts (CAD) receive a vote percentage based on the tax levy. The board took no action to nominate anyone as a candidate for the Caldwell County Appraisal District.

Attached is information from the appraisal district concerning the CCAD board election. The number of votes that HCISD has is calculated to be 47. The law states that the five candidates that receive the most votes are elected to the board. A total of 5,000 votes are allocated to the taxing jurisdictions

F. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____
 From public -

All agenda items are reviewed by the Superintendent's Cabinet.

G. Administrative Recommendation: Board Matter

J. Suggested Motion

I move that the Board cast _____ votes for _____ for the Caldwell County Appraisal District Directors.

Caldwell County Appraisal District

DATE: October 18, 2021
TO: Presiding Officers
FROM: Shanna Ramzinski, Chief Appraiser
RE: Selection of Appraisal District Directors

Enclosed you will find your ballot and the number of votes that your taxing unit is entitled to in this election. The upcoming term of office is from January 1, 2022 to December 31, 2023.

Each taxing unit must cast its vote **by written resolution** and submit it to the chief appraiser before December 15, 2021. The unit may cast all its votes for one candidate or may distribute the votes among any number of candidates. The five candidates receiving the most votes will be declared the winners.

A voting unit must cast its votes for a person nominated and named on the ballot. Votes cast for someone not listed on the ballot cannot be counted.

The ballot should be dated and signed by the presiding officer of the taxing unit and returned along with a copy of the resolution to the Chief Appraiser, Caldwell County Appraisal District, P. O. Box 900, Lockhart, Texas 78644, before December 15, 2021.

Best Regards,


Shanna Ramzinski
Chief Appraiser

Enc: Ballot



211 Bufkin Ln
P.O. Box 900
Lockhart, Texas 78644 87
United States

PHONE (512) 398-5550
FAX (512) 398-5551
E-MAIL general@caldwellcad.org
WEB SITE www.caldwellcad.org

**ELECTION OF BOARD OF DIRECTORS
CALDWELL COUNTY APPRAISAL DISTRICT
2022-2023 TERM**

| NOMINEE | NUMBER OF VOTES CAST |
|------------------|-----------------------------|
| Kayline Cabe | _____ |
| Sally Daniel | _____ |
| Andy Govea | _____ |
| Kathy Haigler | _____ |
| Linda Hinkle | _____ |
| Alfredo Munoz | _____ |
| Jon Reyes | _____ |
| Sonja Villalobos | _____ |

TAXING UNIT: _____

DATE: _____

Presiding Officer Signature

NUMBER OF VOTES FOR EACH TAXING UNIT

| | |
|----------------------------|-------------|
| Caldwell County----- | 1669 |
| City of Lockhart----- | 427 |
| City of Luling----- | 121 |
| City of Martindale----- | 28 |
| City of Mustang Ridge----- | 11 |
| City of Niederwald----- | 3 |
| City of San Marcos----- | 18 |
| City of Uhland----- | 2 |
| Lockhart ISD----- | 1717 |
| Luling ISD----- | 584 |
| Prairie Lea ISD----- | 126 |
| Hays ISD----- | 47 |
| Gonzales ISD----- | 34 |
| San Marcos ISD----- | 187 |
| Waelder ISD----- | 22 |
| Austin Comm. College----- | 4 |
| TOTAL----- | 5000 |

Hays Consolidated Independent School District Resolution

Whereas, the Hays Consolidated Independent School District Board of Trustees met in a regular meeting on Monday, November 15, 2021, and

Whereas, included on the agenda was an action item for the discussion and possible action on vote by resolution for the selection of Caldwell County Appraisal District Board of Directors, and

Whereas, the Hays Consolidated Independent School District Board of Trustees has been allotted 47 votes to assign among the nominees for the position of Caldwell County Appraisal District Directors; and

Whereas, a motion was made by _____ and duly seconded by _____
_____ to cast _____ votes for _____;
and

Whereas, said motion passed with a _____ vote by the Hays CISD Board of Trustees.

Members voting "yes" included:

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Members voting "no" included

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Now Therefore, Be It Resolved, that the Hays CISD Board of Trustees do hereby cast its votes for the Appraisal District Directors for Caldwell County as indicated above.

Dated this 15th day of November, 2021.

Vanessa Petrea, President
Hays CISD Board of Trustees

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: November 15, 2021

Subject: First Reading – Committee Attendance Zone Recommendation for Elementary School #15

Administrator Responsible/Position:

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action:

Local Policy Law or Rule NA

C. Goal or Need Addressed: Policy FC (Local) details the process for establishing a new attendance zone.

D. Summary:

- Previous board action relating to this item – Empaneling the attendance zone committee
- Future action anticipated – December vote on final attendance zone map.
- Background information –

In May 2021, Hays CISD voters approved a bond measure that included the construction of the district's 15th elementary school. When it opens in August 2022, it will need an attendance zone. On August 23, 2021, the Hays CISD Board voted to empanel an Attendance Boundary Rezoning Committee comprised of seven citizens to advise and assist the Board in the process of creating an attendance zone for the new school. The committee met in October and held the first public forum on October 28, 2021, regarding a map the committee developed (known as Map Plan C). On November 2, 2021, the committee voted 11 out of 11 members in attendance to recommend Map Plan C for the Board's consideration, along with the caveats that: (1) affected students entering 5th grade be grandfathered an allowed to stay at their current schools should they choose to do so and (2) remaining affected students be given first priority for transfers to remain at their existing campuses if they do not wish to attend school at their new campus. The second public forum was held embedded in the Board meeting on November 15, 2021.

The committee developed Map C Plan to address member considerations that differentiate Map C from the policy-required starter maps presented by administration (Maps A & B). Map C succeeds by: • Limiting the number of students that have to be moved • Allowing additional space at Elementary #15 for potential growth faster than expected • Allowing Elementary #15 (as a new prototype school floor plan) to open with a smaller population to work out the best building movement and traffic patterns, and troubleshoot any other issues that may arise prior to it hosting a full student body • Arresting the projected population explosion at both Tom Green and Camino Real Elementary Schools.

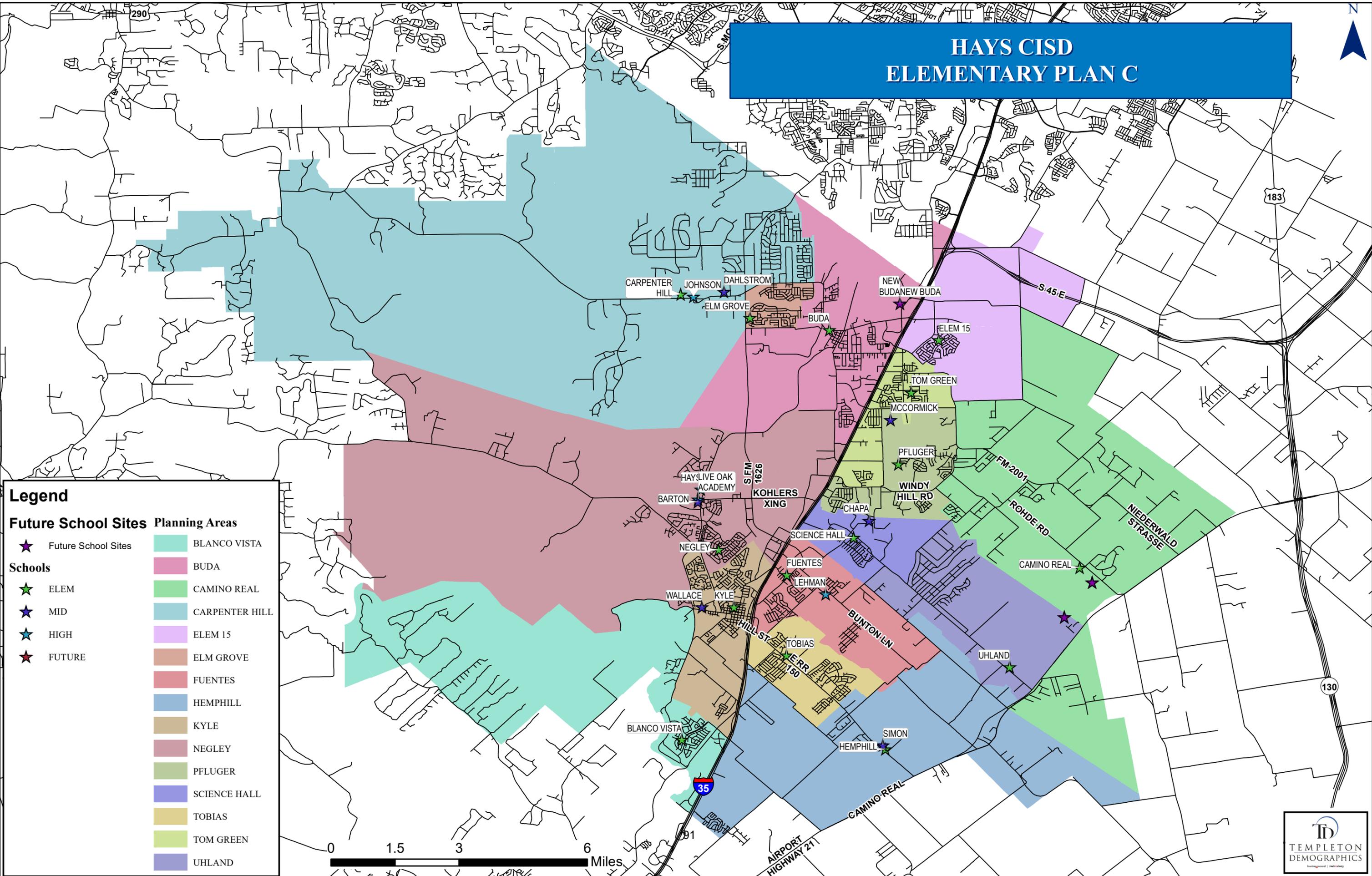
E. Monitoring and Reporting Timeline:

Person responsible for evaluating this decision or action – Tim Savoy, Chief Communication Officer

In December, the Board will be asked to adopt an attendance zone for Elementary School #15.

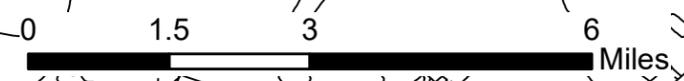
The full process with supporting materials is enshrined on the hays CISD website at: www.hayscisid.net/rezone.

HAYS CISD ELEMENTARY PLAN C



Legend

| Future School Sites | | Planning Areas | |
|---------------------|---------------------|--|----------------|
| ★ | Future School Sites | | BLANCO VISTA |
| ★ | ELEM | | BUDA |
| ★ | MID | | CAMINO REAL |
| ★ | HIGH | | CARPENTER HILL |
| ★ | FUTURE | | ELEM 15 |
| | | | ELM GROVE |
| | | | FUENTES |
| | | | HEMPHILL |
| | | | KYLE |
| | | | NEGLEY |
| | | | PFLUGER |
| | | | SCIENCE HALL |
| | | | TOBIAS |
| | | | TOM GREEN |
| | | | UHLAND |



HAYS CISD ELEMENTARY 15 REZONING PLAN C CHANGES

This is a general written description of the territorial changes that exist on this plan compared with the current Hays CISD elementary attendance zone map:

1. **TGES to Elementary #15:** Move portions of the existing Tom Green Elementary attendance zone north of Overpass Road and White Wing Trail, and north and east of FM 2001 to the new Elementary #15 attendance zone. (This includes the entirety of the Sunfield subdivision.)
2. **CRES to Elementary #15:** Move the portion of the attendance zone that is within the school district boundary and north of Turnersville Road (to include the Turner's Crossing subdivision that is under construction).

HAYS CISD

Plan C Elementary Forecast Report

| SCHOOL | CAPACITY | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | 2030/31 | 2031/32 |
|----------------|---------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| BLANCO VISTA | 800 | 713 | 774 | 824 | 858 | 880 | 902 | 917 | 930 | 952 | 980 | 1,011 |
| BUDA | 900 | 682 | 718 | 780 | 806 | 846 | 879 | 903 | 939 | 970 | 1,020 | 1,070 |
| CAMINO REAL | 800 | 758 | 786 | 810 | 805 | 798 | 815 | 833 | 827 | 833 | 825 | 819 |
| CARPENTER HILL | 800 | 618 | 635 | 666 | 707 | 737 | 774 | 805 | 843 | 869 | 893 | 916 |
| ELEM 15 | 900 | 305 | 427 | 571 | 712 | 847 | 989 | 1,130 | 1,272 | 1,380 | 1,508 | 1,637 |
| ELM GROVE | 982 | 762 | 775 | 775 | 787 | 787 | 776 | 800 | 800 | 814 | 830 | 846 |
| FUENTES | 720 | 657 | 705 | 776 | 837 | 894 | 907 | 954 | 1,028 | 1,107 | 1,212 | 1,333 |
| HEMPHILL | 720 | 436 | 500 | 586 | 659 | 738 | 785 | 857 | 926 | 997 | 1,085 | 1,161 |
| KYLE | 770 | 576 | 603 | 661 | 709 | 712 | 738 | 748 | 760 | 775 | 798 | 819 |
| NEGLEY | 967 | 908 | 1,001 | 1,109 | 1,225 | 1,327 | 1,469 | 1,610 | 1,757 | 1,908 | 2,064 | 2,211 |
| PFLUGER | 800 | 778 | 789 | 809 | 830 | 838 | 846 | 890 | 922 | 930 | 934 | 945 |
| SCIENCE HALL | 720 | 593 | 656 | 705 | 762 | 833 | 864 | 872 | 880 | 884 | 892 | 886 |
| TOBIAS | 720 | 657 | 697 | 754 | 798 | 858 | 900 | 909 | 912 | 918 | 924 | 928 |
| TOM GREEN | 714 | 525 | 512 | 539 | 544 | 549 | 558 | 565 | 583 | 617 | 655 | 688 |
| UHLAND | 900 | 720 | 740 | 771 | 775 | 814 | 881 | 967 | 1,017 | 1,068 | 1,112 | 1,161 |
| TOTAL | 12,213 | 9,688 | 10,318 | 11,136 | 11,814 | 12,458 | 13,083 | 13,760 | 14,396 | 15,022 | 15,732 | 16,431 |

YELLOW 95% - 100% CAPACITY
ORANGE 100% - 105% OVER CAPACITY
RED > 105% OVER CAPACITY

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: First Reading – Committee Recommendation for New Single-Member-District Election Map

Administrator Responsible/Position:

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action:

Local Policy Law or Rule NA

C. Goal or Need Addressed: Rebalance the populations of each single-member-district on the election map following the release of the 2020 United States Census information.

D. Summary:

- Previous board action relating to this item – Empaneling the redistricting committee
- Future action anticipated – December vote on final election map.
- Background information –

The Hays CISD Board of Trustees is comprised of seven members, five of whom are elected in single-member-districts and two who are elected at-large. Following the release of the 2020 United States Census data, school districts with single-member trustee districts are required by state and federal law to review the populations of current trustee single-member-districts and redraw election district lines (if necessary) to ensure that the single-member-districts are as nearly as practicable of equal population. The population of the most populous single-member-district cannot exceed the population of the least populous single-member-district by more than ten percent.

On August 23, 2021, the Hays CISD Board voted to empanel an election Redistricting Advisory Committee comprised of seven citizens to advise and assist the Board in the redistricting process. The committee met in October 2021.

At the October 20, 2021, meeting, the committee voted unanimously (7 to 0) to recommend PLAN 2. The map balances voting age populations within the required deferential and it preserves single-member-districts one, two, and three, as minority-majority districts. Additionally, the committee voted to include the following non-binding caveats with the map recommendation: (1) that the district continue to operate a polling location in each single-member-district on election days during the May school district elections; (2) that the single-member district 2 polling location for May elections be centrally located at Simon Middle School; and (3) that the district should be commended for its efforts to support voter access by offering polling locations and working closely with county election officials during all elections - March, May, and November.

Special thanks to Buda citizen Todd Giberson for submitting PLAN 2 for the committee's consideration and ultimate adoption as the recommendation to the Board.

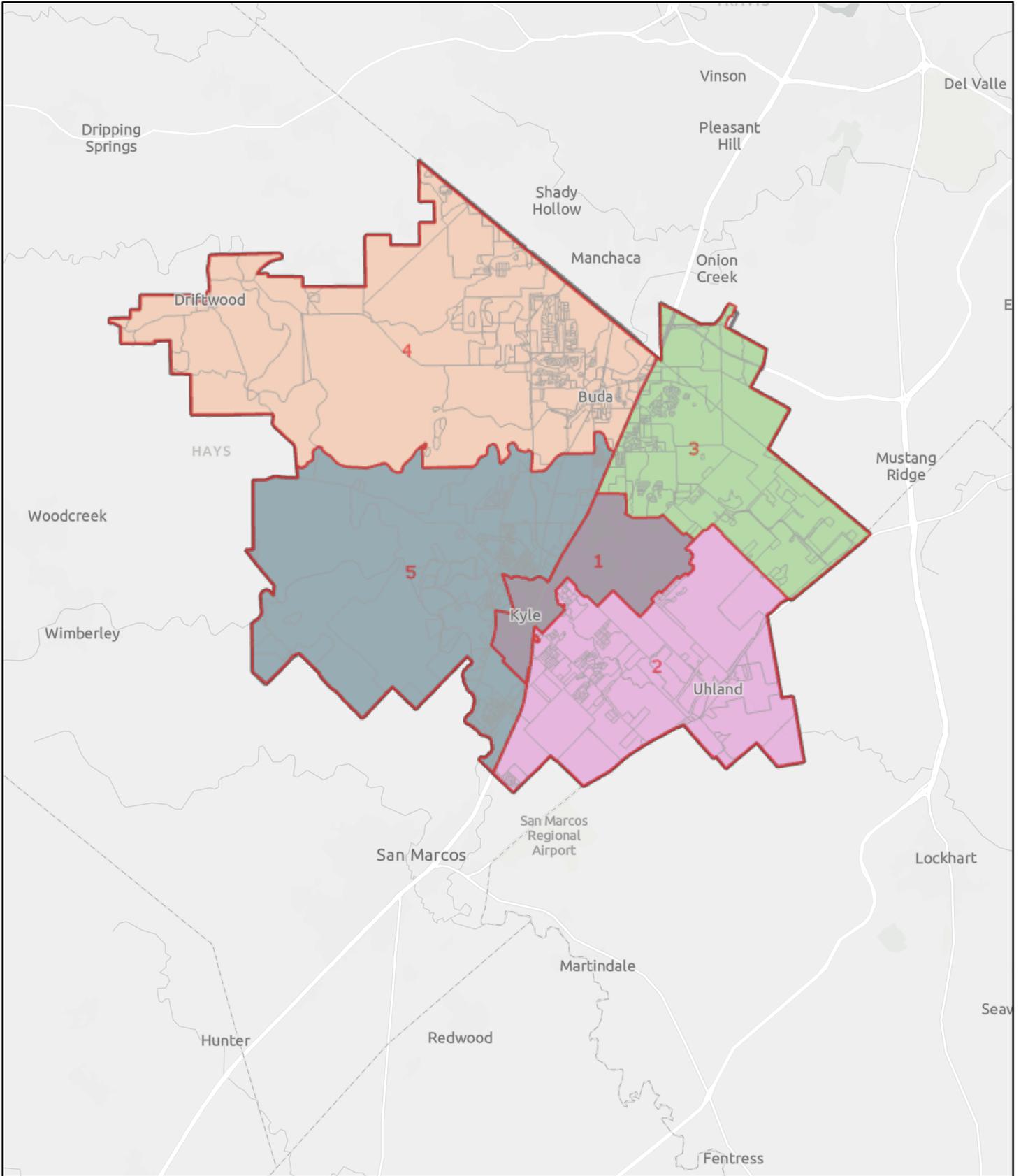
E. Monitoring and Reporting Timeline:

Person responsible for evaluating this decision or action – Tim Savoy, Chief Communication Officer

In December, the Board will be asked to adopt a final single-member-district election map.

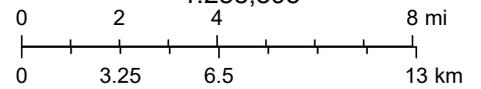
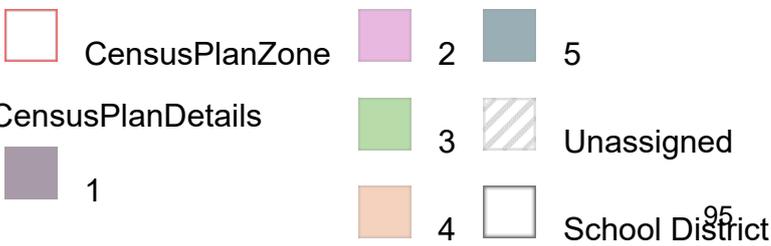
The full process with supporting materials is enshrined on the hays CISD website at: www.hayscisid.net/redistricting.

Plan 2: R-6



10/19/2021

1:288,895



Option R-6 | Census 2020 | Single Member District Scenario

Total Population

| Zone | Anglo | Asian | Black | Hispanic | Other | Totals | % Variance |
|------------|--------|-------|-------|----------|-------|---------|------------|
| Unassigned | 208 | 10 | 142 | 161 | 1 | 522 | |
| 1 | 6,962 | 350 | 1,046 | 14,005 | 875 | 23,238 | |
| 2 | 6,367 | 276 | 898 | 14,834 | 787 | 23,162 | |
| 3 | 7,193 | 547 | 925 | 13,393 | 797 | 22,855 | 2.2 % |
| 4 | 14,544 | 455 | 472 | 6,771 | 1,125 | 23,367 | 2.2 % |
| 5 | 12,448 | 396 | 824 | 8,426 | 1,029 | 23,123 | |
| Totals | 47,722 | 2,034 | 4,307 | 57,590 | 4,614 | 116,267 | |

Voting Age Population (VAP) Percentages

| Zone | Anglo | Asian | Black | Hispanic | Other | Totals |
|------------|-------|-------|-------|----------|-------|--------|
| Unassigned | 39.8% | 1.9% | 27.2% | 30.8% | 0.2% | 100% |
| 1 | 32.7% | 1.7% | 4.9% | 57.2% | 3.5% | 100% |
| 2 | 31.4% | 1.5% | 4.1% | 59.9% | 3.1% | 100% |
| 3 | 35.2% | 2.8% | 4.3% | 54.6% | 3.0% | 100% |
| 4 | 65.2% | 2.1% | 2.1% | 26.4% | 4.2% | 100% |
| 5 | 56.8% | 1.8% | 3.7% | 33.6% | 4.1% | 100% |
| Totals | 44.5% | 2.0% | 4.0% | 46.0% | 3.6% | 100% |

Citizen Voting Age Population (CVAP) Percentages

| Zone | Anglo | Asian | Black | Hispanic | Other | Totals |
|------------|-------|-------|-------|----------|-------|--------|
| Unassigned | 38.2% | 0.0% | 35.3% | 26.5% | 0.0% | 100% |
| 1 | 44.2% | 0.2% | 3.6% | 51.3% | 0.7% | 100% |
| 2 | 38.1% | 0.2% | 6.8% | 52.6% | 2.2% | 100% |
| 3 | 44.2% | 1.1% | 2.7% | 51.1% | 0.9% | 100% |
| 4 | 68.1% | 0.8% | 2.9% | 26.6% | 1.6% | 100% |
| 5 | 66.1% | 0.9% | 2.6% | 29.0% | 1.4% | 100% |
| Totals | 52.9% | 0.6% | 3.8% | 41.3% | 1.4% | 100% |

HAYS CISD ELECTION REDISTRICTING PLAN 2 (R6) CHANGES

This is a general written description of the territorial changes that exist on this plan compared with the current (2011 – 2021) Hays CISD single-member-district (SMD) election map:

1. **Move from SMD 3 to SMD 1:** Territory south of Windy Hill Road existing SMD 1 border.
2. **Move from SMD 1 to SMD 3:** Territory north of Road 149 and east of I-35.
3. **Move from SMD 1 to SMD 5:** Meadows and Buda and territory west of I-35 and north of 1626.
4. **Move from SMD 1 to SMD 2:** Area north of Bunton Road and East of Goforth Road.
5. **Move from SMD 5 to SMD 4:** Territory generally north of Onion Creek, following census block lines and including the Driftwood area.

Note: The population of the Kyle Correctional Center (a prison) has been moved to “unassigned.”

COUNTY OF HAYS
STATE OF TEXAS

§
§
§
§

PROCLAMATION

PROCLAMATION OF THE BOARD OF TRUSTEES
OF THE
HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

WHEREAS, the Hays Consolidated Independent School District adopted an election system consisting of five single-member Trustee districts; and

WHEREAS, the Board of Trustees of the Hays Consolidated Independent School District appointed a Redistricting Advisory Committee consisting of the following members: Jazz Lough, Sylvia Cruz, Jackie Hooks, Lacy Waller, Celeste Castro, Jeff Barton, and Jamie Fulenwider; and

WHEREAS, the Hays Consolidated Independent School District has received a written recommendation from the Redistricting Advisory Committee regarding its redistricting proposal and map (to be adopted with a resolution); and

WHEREAS, the committee wishes to incorporate additional non-binding recommendations, understanding that each future election shall be bound by the orders calling for each election,

BE IT THEREFORE PROCLAIMED that the committee wishes that:

1. The district continues to operate a polling location in each single-member-district on election days during the school district elections, which are currently in May of each year.
2. The single-member-district two polling location on election day for May elections, held on Saturdays when school is not in session, be centrally located within the single-member-district at Simon Middle School.
3. The district should be commended for its efforts to support voter access by offering polling locations and working closely with county election officials during all elections throughout the year, including those elections that are not related specifically to the school district.

Proclaimed this 13th day of December 2021.

Board President

Board Secretary

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Reading Academies

Administrator Responsible/Position: Marivel Sedillo and Sami Kinsey

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

C. Summary:

Background information – The Texas Education Agency requires that all K-3 grade teachers and administrators successfully complete the Reading Academy and receive HB3 certification. By the end of the 2022-2023 school year all K-3 teachers and elementary administrators must successfully complete this training to continue working with students in grades K-3.

D. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other: Literacy Team

E. Fiscal Impact and Cost: \$131,400 Stipends (Plus payroll for existing Literacy Specialist's salaries who are serving simultaneously as Reading Academy Cohort Leaders).

Budget – General Operating Fund

Bond

Grant/Special Funds

Other _____

Prior Year Spending –

Future/Ongoing –Stipends for new Reading Academy participants and Literacy Specialist's salaries.

F. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action— Marivel Sedillo DS/CAO & Sami Kinsey (DAO)

Evaluation method and time line – At least 95% of teachers and administrators currently enrolled in the Reading Academy will successfully complete the content required to receive HB3 credit with the 11-month period outlined by the Texas Education Agency

Next report to the board –

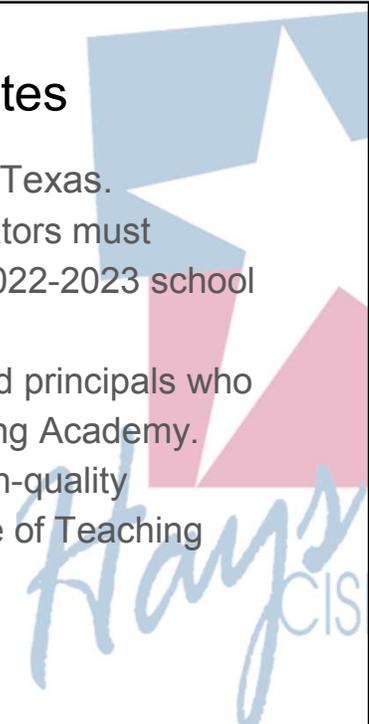


Hays CISD Reading Academy



Reading Academy Overview and Updates

- Hays CISD is one of 44 Authorized Providers in Texas.
- HB3 Requirement: All K-3 teachers and administrators must successfully complete the Reading Academy by 2022-2023 school year.
- Beyond the 22-23 school year all K-3 teachers, and principals who are new to these grades must complete the Reading Academy.
- During the 11 month course educators receive high-quality professional development grounded in the Science of Teaching Reading.

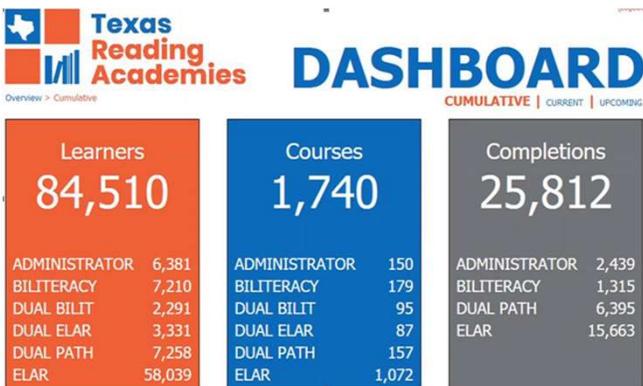


District Commitments

- Teachers signed a commitment form that explained the requirements for completion of the Reading Academy.
- Pacing guide allows teachers to use district professional development days, 2 exchange days, 1 flex day and the 2 new district approved days to complete Reading Academy modules.
- Teachers are receiving a \$300 stipend with successful completion of the Reading Academy.



Reading Academy Enrollment

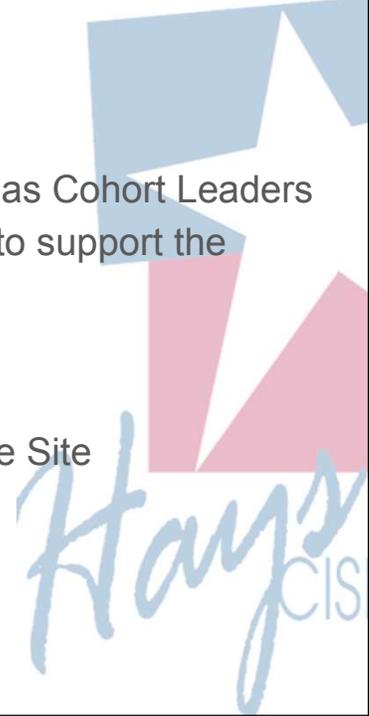


- In Hays CISD 428 teachers and 49 administrators are enrolled in this year's academy.



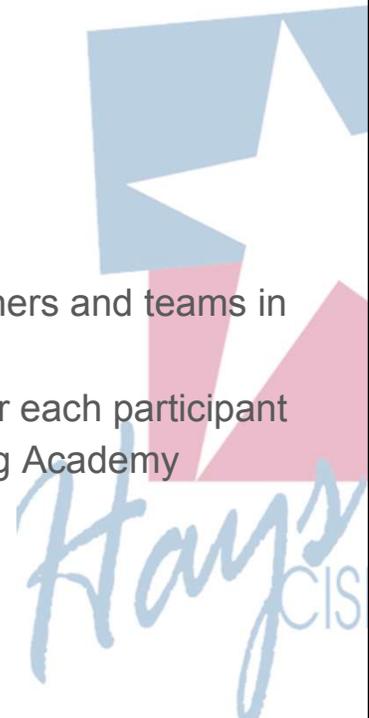
Reading Academy Support

- Our Elementary Literacy Specialists are serving as Cohort Leaders of these Blended Learning Reading Academies to support the participants
- Initial kick-off meetings to provide an overview
- Module progression pacing for Hays CISD
- Hays CISD Reading Academy Content Resource Site



Reading Academy Support

- Cohort Leaders provide office hours
- Provides module overview videos and slides
- Ongoing campus support for individual teachers and teams in PLCs
- Scoring the artifacts and discussion posts for each participant
- Aligned our district curriculum to the Reading Academy



Celebrations

TEA October Metric Report

- 99% successful completion by Hays CISD teachers
- 100% successful completion by Hays CISD administrators



HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Information regarding New Course Requests for 2022-2023 including Dual Credit (OnRamps-UT and ACC)

Administrator Responsible/Position: Marivel Sedillo, DS/CAO

A. Purpose of Agenda Item:

Action needed

Information only

Receive input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

C. Goal or Need Addressed:

New TEA approved district courses need to be approved by the Board of Trustees for School Year 2022-23 including any new or future dual enrollment University of Texas OnRamps and dual credit courses offered by Austin Community College

D. Summary:

Previous board action relating to this item -

Future action anticipated -

Background Information – New courses must be approved by the Board of Trustees.

E. Comments Received:

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other – C&I administrators

F. Administrative Recommendation:

The administration recommends approval of the attached courses at the December 2021 Board Meeting

Expected results in terms of student benefit/achievement – More opportunities for students to take course within their endorsement and increase opportunities to earn industry based certifications.

Possible problems or disadvantages of this proposal – Courses may not be offered to students in SY 2022-2023.

Consequences of not approving recommendation – Students would not be able to take these courses.

G. Fiscal Impact and Cost: Amount:

Budget

Bond

Grant/Special Funds

Other _____

Prior Year Spending - \$ _____

Future/Ongoing -

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action --Marivel Sedillo, DS/CAO

Evaluation method and time line – Courses taught and TEKS covered. Track and monitor the number of students who earn industry-based certifications and increase the number of students meeting college and career readiness.

These courses will start in 2022-2023 with Board approval.

Next report to the board –

| Course PEIMS code (C022) | High School Course Proposed | Program of Study | Rationale | Description | Funding Source | Weighted Funding | Grade Level(s) | # of Credits | Required Pre-Requisite |
|--|---|--------------------|---|---|----------------|------------------|----------------|--------------|-----------------------------|
| 13009600, 13009610 | Printing and Imaging Technology I/Printing and Imaging Technology I Lab | Printing & Imaging | We would like to transition our current high school journalism to Printing and Imaging CTE courses. This will increase our weighted funding and IBC for A-F Accountability. Students in journalism use Adobe products but do not currently take the Adobe certification exams. Completers are now also part of A-F Accountability. We will increase our number of completers when students complete three or more classes within the same program of study for four or more credits. | The Arts, Audio/Video Technology, and Communications Career Cluster focuses on careers in designing, producing, exhibiting, performing, writing, and publishing multimedia content, including visual and performing arts and design, journalism, and entertainment services. Careers in printing span all aspects of the industry, including prepress, press, and finishing and bindery operations. In addition to developing technical knowledge and skills needed for success in the Arts, Audio/Video Technology, and Communications Career Cluster, students will be expected to develop an understanding of the printing industry with a focus on digital prepress and digital publishing. | CTE Budget | 1.28 | 9-12 | 1-2 | none |
| 13009700, 13009710 | Printing and Imaging Technology II/Printing and Imaging Technology II Lab | | | | CTE Budget | 1.47 | 10-12 | 1-2 | none |
| 13009800, 13009805, 13009810, 13009815 | Practicum in Printing and Imaging Technology | | | | CTE Budget | 1.47 | 10-12 | 2 | Printing and Imaging II/Lab |
| 13002000, 13002010 | Horticultural Science/Agricultural Laboratory and Field Experience | Plant Science | Replaces Turf Grass Management (semester) and Landscape Design & Management (semester) with year length combined class. Increases funding tier from 1.28 to 1.47. | Horticultural Science is designed to develop an understanding of common horticultural management practices as they relate to food and ornamental plant production. To prepare for careers in horticultural systems, students must attain academic skills and knowledge, acquire technical knowledge and skills related to horticulture and the workplace, and develop knowledge and skills regarding career opportunities, entry requirements, and industry expectations. To prepare for success, students need opportunities to learn, reinforce, apply, and transfer knowledge and skills in a variety of settings. | CTE Budget | 1.47 | 10-12 | 1-2 | none |
| N1300265 | Viticulture | Plant Science | Introduces another Tier 3 course option in the Plant Science pathway. Vineyards and wineries are a fast growing agricultural industry in our area. The Texas Hill Country is the second largest certified Viticultural Area in America with well over 9 million acres in the heart of Texas. The wines of this massive region, north of San Antonio and west of Austin, range from Bordeaux blends to Italian varietals, as well as cool-climate grapes. This is a quality wine producing region and the wines have won numerous awards both at home and internationally. | Viticulture is a course designed to provide students with the academic and technical knowledge and skills that are required to pursue a career related to vineyard operations, grape cultivation, and related industries that contribute some \$2 billion annually to the Texas economy. Students in Viticulture develop an understanding of grape production techniques and practices, while emphasizing environmental science related to production decisions. To prepare for success, students need opportunities to learn, reinforce, experience, apply, and transfer their knowledge and skills in a variety of settings. | CTE Budget | 1.47 | 10-12 | 1 | none |

| Course PEIMS code (C022) | High School Course Proposed | Program of Study | Rationale | Description | Funding Source | Weighted Funding | Grade Level(s) | # of Credits | Required Pre-Requisite |
|--------------------------|---|-----------------------------------|--|--|----------------|------------------|----------------|--------------|------------------------|
| 13001100 | Energy and Natural Resources Technology / Lab | Environmental & Natural Resources | Completes the Environmental & Natural Resources POS. Provides students with knowledge of emerging clean energy systems and provides an avenue into high demand utilities jobs in water treatment and wastewater systems. | Energy and Natural Resource Technology examines the interrelatedness of environmental issues and production agriculture. Students will evaluate the environmental benefits provided by sustainable resources and green technologies. Instruction is designed to allow for the application of science and technology to measure environmental impacts resulting from production agriculture through field and laboratory experiences. To prepare for careers in environmental service systems, students must attain academic skills and knowledge, acquire advanced technical knowledge and skills related to environmental service systems and the workplace, and develop knowledge and skills regarding career opportunities, entry requirements, and industry expectations. To prepare for success, students need opportunities to learn, reinforce, apply, and transfer their knowledge and skills and technologies in a variety of settings. | CTE Budget | 1.47 | 10-12 | 1 / 2 | none |
| 3580400 | Digital Design and Media Production | Design & Multimedia Arts | Some of our middle schools are currently offering broadcasting classes for local credits. This would offer a middle school option. By making this a CTE class we will generate weighted funding in order to support the class with equipment and curriculum. | Digital Design and Media Production will allow students to demonstrate creative thinking, develop innovative strategies, and use communication tools in order to work effectively with others as well as independently. Students will gather information electronically, which will allow for problem solving and making informed decisions regarding media projects. Students will learn digital citizenship by researching current laws and regulations and by practicing integrity and respect. Students will demonstrate a thorough understanding of digital design principles that is transferable to other disciplines. The six strands include creativity and innovation; communication and collaboration; research and information fluency; critical thinking; problem solving, and decision making; digital citizenship; and technology operations and concepts. | CTE Budget | 1.28 | 7-8 | 1 | none |
| 3580500 | Digital Art and Animation | Design & Multimedia Arts | Our middle schools currently offer journalism classes. By making this a CTE class we will generate weighted funding in order to support the class with equipment and curriculum. | Digital Art and Animation consists of computer images and animations created with digital imaging software. Digital Art and Animation has applications in many careers, including graphic design, advertising, web design, animation, corporate communications, illustration, character development, script writing, storyboarding, directing, producing, inking, project management, editing, and the magazine, television, film, and game industries. Students in this course will produce various real-world projects and animations. The six strands include creativity and innovation; communication and collaboration; research and information fluency; critical thinking; problem solving, and decision making; digital citizenship; and technology operations and concepts. | CTE Budget | 1.47 | 7-8 | 1 | none |

| Course PEIMS code (C022) | High School Course Proposed | Program of Study | Rationale | Description | Funding Source | Weighted Funding | Grade Level(s) | # of Credits | Required Pre-Requisite |
|--------------------------|------------------------------------|--|---|--|----------------|------------------|----------------|--------------|-----------------------------------|
| 3580830 | Web Game Development | Web Development Design & Multimedia Arts | We currently have Web Design in the middle schools and Video Game Design in the high schools. We would like to add another class in order to create a pathway for our students. These classes do focus on coding and integrate with our Computer Science classes. Web Game Development is also part of two different Programs of Study increasing our number of Completers which is now part of A-F Accountability. | Web Game Development will allow students to demonstrate creative thinking, develop innovative strategies, and use digital and communication tools necessary to develop fully functional online games. Web Game Development has career applications for many aspects of the game industry, including programming, art principles, graphics, web design, storyboarding and scripting, and business and marketing. The six strands include creativity and innovation; communication and collaboration; research and information fluency; critical thinking; problem solving, and decision making; digital citizenship; and technology operations and concepts. | CTE Budget | 1.47 | 11-12 | 1 | none |
| N1302104 | Kinesiology I | Exercise Science & Wellness | The high schools have athletic trainers that take the Sports Medicine classes. TEA has approved Kinesiology innovative courses under CTE. By transitioning Sports Medicine to Kinesiology, we will be increasing weighted funding and IBC & Completers for A-F Accountability. Kinesiology students can take their Certified Personal Trainer certification exam. | This course is designed to introduce students to the basic concepts of Kinesiology. Students will gain an understanding of body mechanics, physiological functions of muscles and movements, the history of kinesiology, and the psychological impact of sports and athletic performance. | CTE Budget | 1.28 | 9-10 | 1 | none |
| N1302124 | Kinesiology II | Exercise Science & Wellness | | The Kinesiology II course is designed to provide students an advanced level of knowledge, skills, and understanding of body composition and the effect on health, nutritional needs of physically active individuals, qualitative biomechanics, application of therapeutic modalities, appropriate rehabilitation services, and aerobic training intensity programs. The course is designed to allow students to advance their understanding of professional standards, employability skills, and ethical and legal standards. Throughout this course, students explore the healthcare/exercise business model and gain an understanding of therapeutic sports psychology. Students develop proper aerobic fitness programs and rehabilitation programs. Kinesiology II prepares students for an industry certification exam such as Certified Personal Trainer. | CTE Budget | 1.47 | 11-12 | 1 | none |
| 13005400 | Building Maintenance Technology I | Construction Management & Inspection | We were recently notified by TEA that we had been awarded a Texas National Pathways Network \$183,750 planning grant. The grant is in partnership with San Marcos CISD and Lockhart ISD. Our application focused on expanding electrical, plumbing and pipefitting opportunities for the students in our area. The grant is designed to give us one year to plan with our partners. At the end of the year, we will apply for the implementation grant which can range from \$800,000 - \$950,000. We would like to go ahead and get approval to offer classes related to the grant in the future. For more information on the grant, visit https://tea.texas.gov/sites/default/files/21-22-cte-perkins-reserve-002-hays.pdf | In Building Maintenance Technology I, students will gain knowledge and skills needed to enter the field of building maintenance as a building maintenance technician or supervisor or secure a foundation for a postsecondary degree in construction management, architecture, or engineering. Students will acquire knowledge and skills in plumbing; electrical; and heating, ventilation, and air conditioning (HVAC) systems. Additionally, students will learn methods for repair and installation of drywall, roof, and insulation systems. | CTE Budget | 1.28 | 10-12 | 2 | none |
| 13005500 | Building Maintenance Technology II | Construction Management & Inspection | | In Building Maintenance Technology II, students will continue to gain advanced knowledge and skills needed to enter the workforce as a building maintenance technician or supervisor and construction project manager or secure a foundation for a postsecondary degree in construction management, architecture, or engineering. Students will acquire knowledge and skills in safety, Occupational Safety and Health Administration (OSHA) standards, and safety devices in electrical circuits; maintenance of electrical and heating, ventilation, and air conditioning (HVAC) systems; and concepts of historic preservation. | CTE Budget | 1.47 | 11-12 | 2 | Building Maintenance Technology I |

| Course PEIMS code (C022) | High School Course Proposed | Program of Study | Rationale | Description | Funding Source | Weighted Funding | Grade Level(s) | # of Credits | Required Pre-Requisite |
|--------------------------|---|--------------------|-----------|---|----------------|------------------|----------------|--------------|--|
| 13005600 | Electrical Technology I | Electrical | | In Electrical Technology I, students will gain knowledge and skills needed to enter the workforce as an electrician or building maintenance supervisor, prepare for a postsecondary degree in a specified field of construction or construction management, or pursue an approved apprenticeship program. Students will acquire knowledge and skills in safety, electrical theory, tools, codes, installation of electrical equipment, and the reading of electrical drawings, schematics, and specifications. | TRPN Grant | 1.28 | 10-12 | 1 | none |
| 13005700 | Electrical Technology II | Electrical | | In Electrical Technology II, students will gain advanced knowledge and skills needed to enter the workforce as an electrician, a building maintenance technician, or a supervisor; prepare for a postsecondary degree in a specified field of construction or construction management; or pursue an approved apprenticeship program. Students will acquire knowledge and skills in safety, electrical theory, tools, codes, installation of electrical equipment, alternating current and direct current motors, conductor installation, installation of electrical services, and electric lighting installation. | TRPN Grant | 1.47 | 11-12 | 2 | Electrical Technology II |
| 13005800 | Heating, Ventilation, and Air Conditioning (HVAC) and Refrigeration Technology I | HVAC & Sheet Metal | | In Heating, Ventilation, and Air Conditioning (HVAC) and Refrigeration Technology I, students will gain knowledge and skills needed to enter the industry as technicians in the HVAC and refrigeration industry or building maintenance industry, prepare for a postsecondary degree in a specified field of construction management, or pursue an approved apprenticeship program. Students will acquire knowledge and skills in safety, principles of HVAC theory, use of tools, codes, and installation of HVAC and refrigeration equipment. | CTE Budget | 1.28 | 10-12 | 1 | none |
| 13005900 | Heating, Ventilation, and Air Conditioning (HVAC) and Refrigeration Technology II | HVAC & Sheet Metal | | In Heating, Ventilation, and Air Conditioning (HVAC) and Refrigeration Technology II, students will gain advanced knowledge and skills needed to enter the industry as HVAC and refrigeration technicians or building maintenance technicians or supervisors, prepare for a postsecondary degree in a specified field of construction or construction management, or pursue an approved apprenticeship program. Students will acquire knowledge and skills in safety, electrical theory, use of tools, codes, installation of commercial HVAC equipment, heat pumps, troubleshooting techniques, various duct systems, and maintenance practices. | CTE Budget | 1.47 | 11-12 | 2 | Heating, Ventilation, and Air Conditioning (HVAC) and Refrigeration Technology I |

| Course PEIMS code (C022) | High School Course Proposed | Program of Study | Rationale | Description | Funding Source | Weighted Funding | Grade Level(s) | # of Credits | Required Pre-Requisite |
|--------------------------|------------------------------|------------------------|-----------|---|----------------|------------------|----------------|--------------|------------------------|
| 13006000 | Plumbing Technology I | Plumbing & Pipefitting | | In Plumbing Technology I, students will gain knowledge and skills needed to enter the industry as a plumbing apprentice, building maintenance technician, or supervisor or prepare for a postsecondary degree in construction management, architecture, or engineering. Students will acquire knowledge and skills in industry workplace basics and employer/customer expectations, including how to use a plumbing code book; how to identify and use power and hand tools; how to be safe on the jobsite and when using hand and power tools; how to apply basic plumbing mathematics and plumbing drawing; and how to identify, fit, and use plastic, copper, cast iron, carbon steel, and corrugated stainless steel pipe. In addition, students will be introduced to gas, drainage, and water supply systems and continue their knowledge of workplace basics and green technologies. | TRPN Grant | 1.28 | 10-12 | 1 | none |
| 13006100 | Plumbing Technology II | Plumbing & Pipefitting | | In Plumbing Technology II, students will gain the advanced knowledge and skills needed to enter the industry as a plumber, building maintenance technician, or supervisor or prepare for a postsecondary degree in mechanical engineering. Students will acquire knowledge and skills in plumbing codes, industry workplace basics, and employer/customer expectations, including tool and jobsite safety, advanced plumbing mathematics, commercial drawings, basic electricity, hanger installation, supports and structural penetrations, roof drains, fixture installation, valves and faucets, and oxy-fuel safety. Students will also learn about setup, cutting, brazing and welding water system sizing; gas, drain, waste and vent installation and testing; and water heater installation. | TRPN Grant | 1.47 | 11-12 | 2 | Plumbing Technology I |
| 13006300 | Masonry Technology I | Masonry | | Masonry Technology I provides information and techniques related to basic masonry and safety precautions. For safety and liability considerations, limiting course enrollment to 15 students is recommended. | CTE Budget | 1.28 | 10-12 | 2 | none |
| 13006400 | Masonry Technology II | Masonry | | Masonry Technology II is designed to further enhance the skills and knowledge of the beginning masonry student. For safety and liability considerations, limiting course enrollment to 15 students is recommended. | CTE Budget | 1.47 | 11-12 | 2 | Masonry Technology I |
| N1300425, N1300427 | Pipefitting Technology I/Lab | Plumbing & Pipefitting | | In Pipefitting Technology I Lab, students will learn the types of work performed, responsibilities, career opportunities within the industry and safety principles associated with pipefitting. Additionally, students will learn care, selection and use of hand and power tools of the trade and ladder and scaffold safety, selection, construction and the associated hazards. Oxyfuel cutting and associated safety procedures will be reinforced. Students will learn the maintenance, operation and safety of motorized equipment. This class may lead to the National Center for Construction Education and Research (NCCER) certification. | TRPN Grant | 1.28 | 10-12 | 1-1 | Algebra i & Geometry |

| Course PEIMS code (C022) | High School Course Proposed | Program of Study | Rationale | Description | Funding Source | Weighted Funding | Grade Level(s) | # of Credits | Required Pre-Requisite |
|--------------------------|--|-------------------------|---|--|----------------|------------------|----------------|--------------|------------------------------|
| N1300426, N1300428 | Pipefitting Technology II, Lab | Plumbing & Pipefitting | | In Pipefitting Technology II Lab, students will learn about, be able to identify and install various types of piping systems and valves. Students will learn to read detail and drawing sheets and how to use mathematics to solve problems related to pipefitting construction. Students will also be educated in how to prepare, fabricate, and assemble threaded pipe, socket weld, and butt weld installations. Excavating per Occupational Safety and Health Administration (OSHA) standards as well as grading and elevations of trenching and backfilling will also be taught. The course may lead to National Center for Construction Education and Research (NCCER) certification | TRPN Grant | 1.47 | 11-12 | 1-1 | Pipefitting Technology I/Lab |
| N1304670 | Introduction to Unmanned Aerial Vehicle (UAV) Flight | Drone (Unmanned Flight) | Unmanned Aircraft Systems (UAS) are being used in many areas including law enforcement, fire, search and rescue, gas pipeline monitoring, and real estate. The greatest challenge and barrier to commercial industry development is the safe integration of drones in the the existing National Airspace System (NAS). The FAA initiated the UAS Intergration Pilot Program to determine how to safely integrate drones into the NAS. There is a lot of interest in drones. The LHS ROTC program has asked to add this CTE class to increase enrollment in their program. | The Introduction to Unmanned Aerial Vehicle (UAV) Flight course is designed to prepare students for entry level employment or continuing education in piloting UAV operations. Principles of UAV is designed to instruct students in UAV flight navigation, industry laws and regulations, and safety regulations. Students are also exposed to mission planning procedures, environmental factors, and human factors involved in the UAV industry. | CTE Budget | 1.28 | 10-12 | 1 | none |

ACC Dual Credit and University of Texas Dual Enrollment OnRamps "We request that all dual enrollment OnRamps courses offered through the University of Texas and Dual Credit courses offered through Austin Community College be approved for now and the future. Providing an approval for all current courses and any future offerings allows Hays CISD more flexibility in the courses that can be offered. The University of Texas generally adds courses to be offered through OnRamps each year and with an overall approval we can be sure that every course can be offered."

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: October 2021 Financial Statements

Administrator Responsible/Position:

- A. Purpose of Agenda Item: Action needed Information only Receive input
- B. Authority for This Action: Local Policy Law or Rule N/A
- C. Goal or Need Addressed:
- D. Summary:
 Previous board action relating to this item - Monthly
 Future action anticipated -
 Background information – A separate summary is attached with the financials.
- E. Comments Received: Cabinet DLT FBOC Teacher Org. Reps. Other _____
- F. Administrative Recommendation:
There is no board action necessary. The monthly financial statements are presented as an information item.
- G. Fiscal Impact and Cost: Amount: \$ _____
 Budget Bond Grant/Special Funds Other _____
- H. Suggested Motion:
There is no board action necessary. The monthly financial statements are presented as an information item.

Hays Consolidated Independent School District

Division of Financial Services

21003 Interstate 35 Frontage Road

Kyle, Texas 78640

Ph: (512) 268-2141

Fx: (512) 268-2147



Date: November 15, 2021

Monthly Financial Highlights

- The monthly Financial Reports represent financial data through October 31, 2021.
- The cash and investment balances of all funds at month end totals \$192,183,139.34. The Capital Projects Funds make up the largest portion of the total with \$130,719,297.28 or roughly 68.02%.
- Through the end of the month (4/12 or 33.34% of the budget year):
 - The General Fund has collected \$34,006,235.44 (17.03% of its budgeted revenue) and has spent \$46,846,047.97 (22.36% of its budgeted expenditures). The *estimated* ending fund balance through the month of September 2021 is \$43,425,144.51.
 - The Child Nutrition fund has collected \$3,670,392.46 (32.26% of its budgeted revenue) and has spent \$2,488,066.52 (21.87% of its budgeted expenditures).
 - The Debt Service fund collected \$243,531.16 (0.42% of its budgeted revenue) and spent \$21,621,135.13 (37.70% of its budgeted expenditures). Debt service payments are made two times a year, February 15th and August 15th.
 - The Capital Project funds have expenditures of \$13,261,670.75 in the current fiscal year through the month of October 2021 and have collected \$12,793.83 in interest revenue. The 2021 bonds were sold in late August 2021 in the amount of \$125,000,000 and are categorized as “other sources”.
- Special Revenue funds consist of Federal, State, and local grants received by the District. Some of these grants such as Title I and IDEA are non-competitive federal grants which the District receives based on certain types of student populations reported through PEIMS. Other local grants are “competitive grants” and are awarded based on demonstrated needs. This group of funds also includes the Textbook (IMA) and awarded Education Foundation funds. Total revenue is \$3,923,787.80 and total expenditures are \$3,923,787.80.
- Current Tax collections for the month of October 2021 totaled \$318,814.42 representing 0% of the levy collected during the month. Approximately 0% of the total levy has been collected through the end of October 2021. In comparison, 0% of the total levy was collected through the end of October 2020.

If you should have any questions regarding these financials please contact me.

Randall Rau, CPA

Chief Financial Officer
Hays Consolidated Independent School District

Hays Consolidated Independent School District

Financial Reports



October 31, 2021

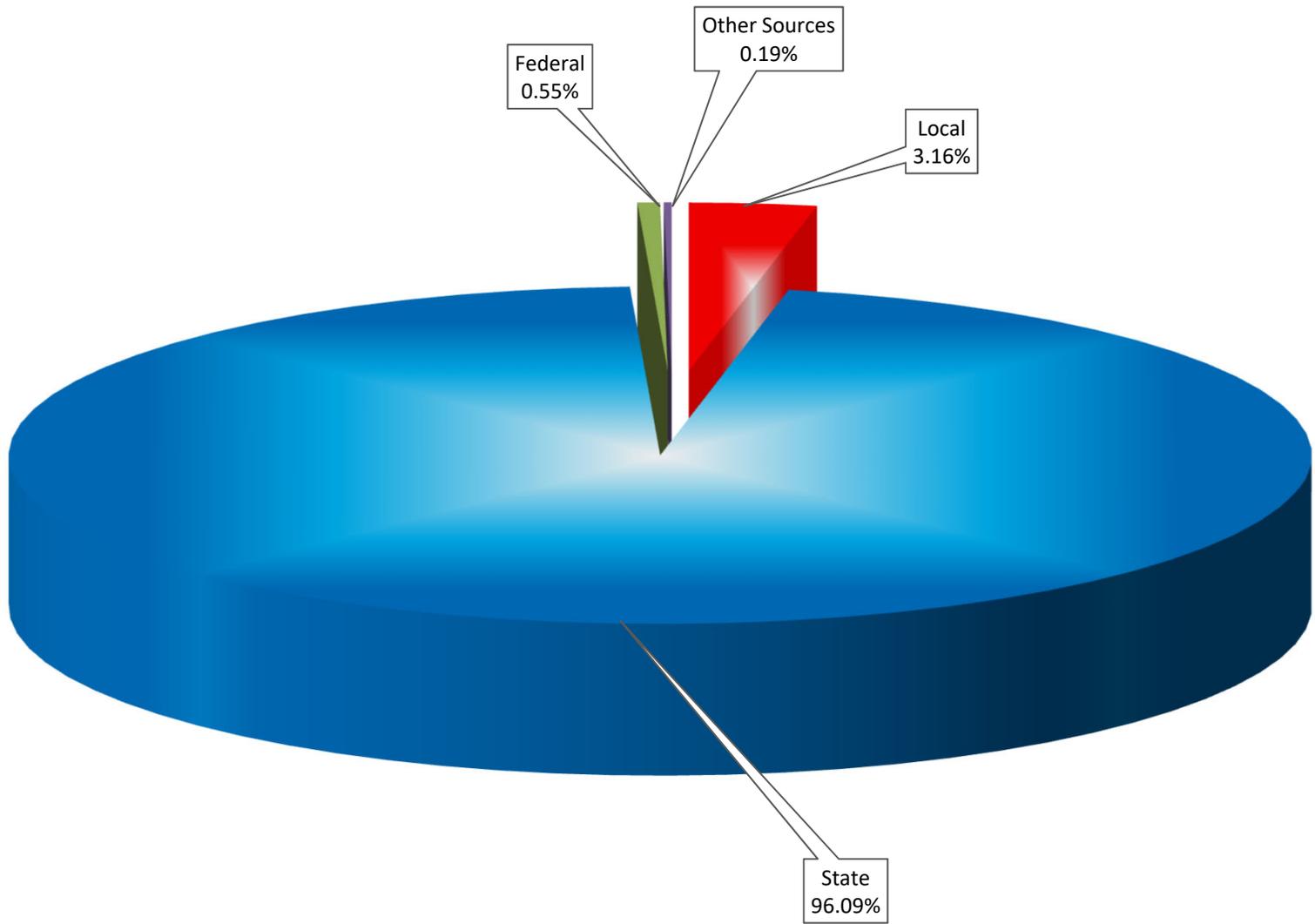
Hays Consolidated Independent School District
Combined Balance Sheet
for the Month Ending October 31, 2021
(Un-Audited)

| | <u>General</u> <u>Fund</u> | <u>Child Nutrition</u> <u>Fund</u> | <u>Debt Service</u> <u>Fund</u> | <u>Capital</u> <u>Projects Funds</u> | <u>Special Revenue</u> <u>Funds</u> | <u>Total</u> |
|--|-------------------------------|---------------------------------------|------------------------------------|---|--|--------------------------|
| Assets: | | | | | | |
| Cash and Cash Equivalents | \$ 4,170,007.49 | \$ (386,481.03) | \$ 22,553.85 | \$ 4,859,226.36 | \$ 468,988.55 | \$ 9,134,295.22 |
| Current Investments | 45,668,714.71 | 3,418,350.66 | 8,101,707.83 | 125,860,070.92 | - | 183,048,844.12 |
| Total Cash and Investments | \$ 49,838,722.20 | \$ 3,031,869.63 | \$ 8,124,261.68 | \$ 130,719,297.28 | \$ 468,988.55 | \$ 192,183,139.34 |
| Property Taxes - Delinquent | 2,091,642.49 | - | 1,022,302.30 | - | - | 3,113,944.79 |
| Allowance for Uncollectible Taxes | (634,099.59) | - | (281,855.44) | - | - | (915,955.03) |
| Due from State Agencies | 1,389,304.93 | 291,869.12 | - | - | 10,523,139.67 | 12,204,313.72 |
| Due from other Governments | 310,411.61 | - | 4,351.36 | - | 10,591.79 | 325,354.76 |
| Accrued Interest | - | - | - | - | - | - |
| Due from Other Funds | 16,498,187.62 | 2,360,757.38 | - | 434,539.44 | - | 19,293,484.44 |
| Other Receivables | 2,948.98 | - | - | - | - | 2,948.98 |
| Total Receivables | \$ 19,658,396.04 | \$ 2,652,626.50 | \$ 744,798.22 | \$ 434,539.44 | \$ 10,533,731.46 | \$ 34,024,091.66 |
| Inventories | - | 155,216.69 | - | - | - | 155,216.69 |
| Prepaid Items | 5,064,500.94 | 500.00 | - | - | - | 5,065,000.94 |
| Other Current Assets | \$ 5,064,500.94 | \$ 155,716.69 | \$ - | \$ - | \$ - | \$ 5,220,217.63 |
| Total Current Assets | \$ 74,561,619.18 | \$ 5,840,212.82 | \$ 8,869,059.90 | \$ 131,153,836.72 | \$ 11,002,720.01 | \$ 231,427,448.63 |
| Liabilities and Fund Balance: | | | | | | |
| Current Liabilities | | | | | | |
| Accounts Payable | \$ 43,971.69 | \$ - | \$ - | \$ 1,598,364.56 | \$ 5,697.95 | \$ 1,648,034.20 |
| Other Liabilities | 177,299.27 | - | - | - | - | 177,299.27 |
| Payroll Deductions and Withholdings | 2,979,020.44 | - | - | - | - | 2,979,020.44 |
| Accrued Wages Payable | 15,141,091.15 | 369,968.60 | - | - | - | 15,511,059.75 |
| Due to Other Funds | 3,208,182.11 | 832,070.87 | - | 5,211,009.84 | 10,496,649.01 | 19,747,911.83 |
| Due to State Agencies | 4,838,281.00 | - | - | - | - | 4,838,281.00 |
| Due to other Governments | 10,945.00 | 302,349.93 | - | - | - | 313,294.93 |
| Due to Student Groups | 258,353.36 | - | - | - | - | 258,353.36 |
| Deferred Revenues | 4,380,090.91 | 283,443.75 | - | - | 486,069.53 | 5,149,604.19 |
| Deferred Inflows | 1,457,542.90 | - | 740,446.86 | - | - | 2,197,989.76 |
| Total Liabilities | \$ 32,494,777.83 | \$ 1,787,833.15 | \$ 740,446.86 | \$ 6,809,374.40 | \$ 10,988,416.49 | \$ 52,820,848.73 |
| Fund Balance/Equity | | | | | | |
| Reserved/Designated Fund Balance | - | 2,386,285.10 | 29,506,217.01 | 9,861,001.65 | - | 41,753,503.76 |
| Current Year Revenues less | | | | | | |
| Expenditures/Expenses | (29,688,035.54) | 1,182,325.94 | \$ (21,377,603.97) | 111,751,123.08 | 14,303.52 | 61,882,113.03 |
| Reserved Fund Balance for Current Year | | | | | | |
| Encumbrances (POs) | 4,918,098.77 | 483,768.63 | \$ - | 2,732,337.59 | - | 8,134,204.99 |
| Unreserved Fund Balance/Fund Equity | \$ 66,836,778.12 | - | - | - | - | 66,836,778.12 |
| Total Fund Balance/Equity | \$ 42,066,841.35 | \$ 4,052,379.67 | \$ 8,128,613.04 | \$ 124,344,462.32 | \$ 14,303.52 | \$ 178,606,599.90 |
| Total Liabilities and Fund Equity | \$ 74,561,619.18 | \$ 5,840,212.82 | \$ 8,869,059.90 | \$ 131,153,836.72 | \$ 11,002,720.01 | \$ 231,427,448.63 |

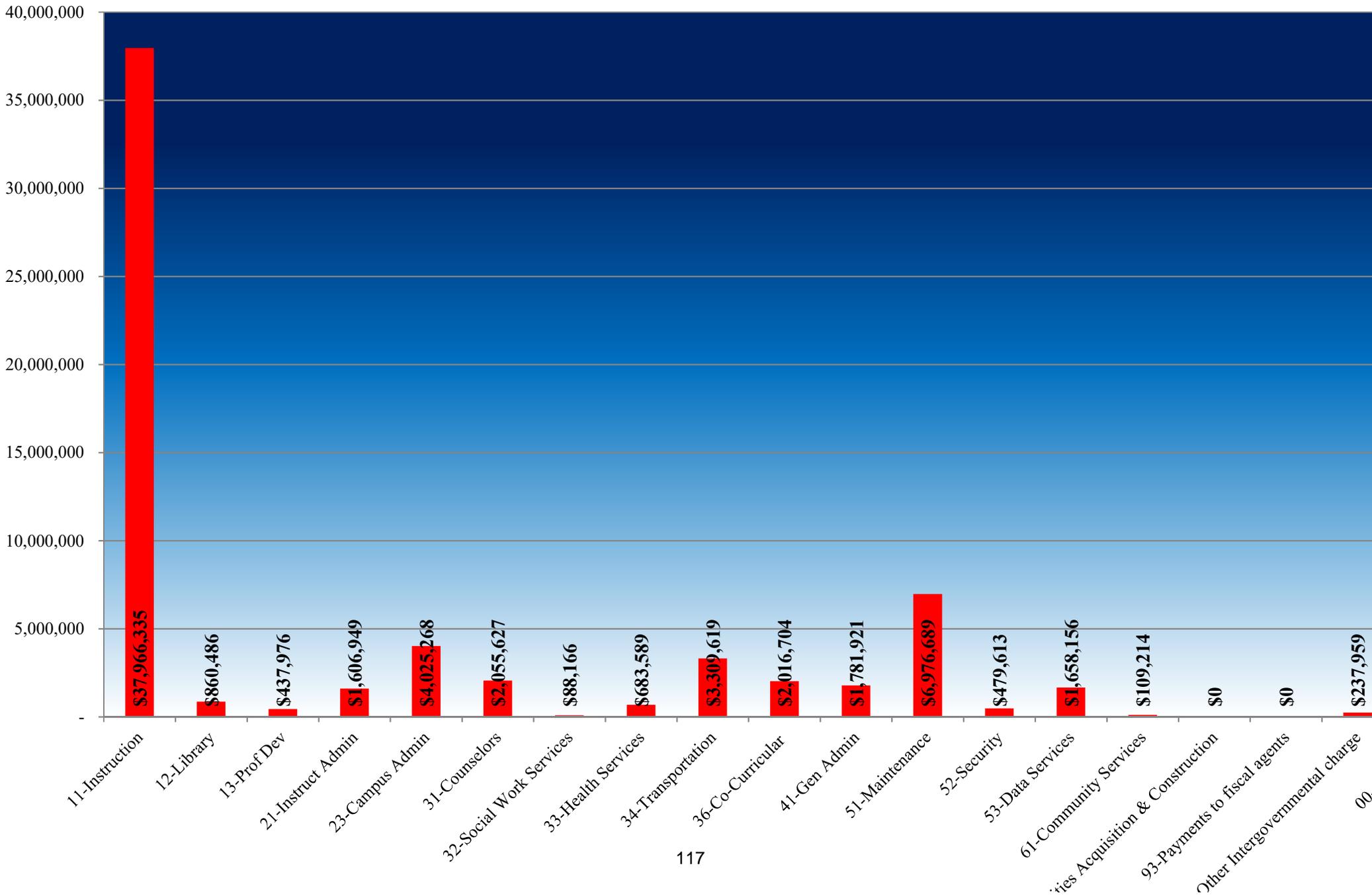
Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - General Fund
for the Month Ending October 31, 2021
(Un-Audited)

| | GENERAL FUND | | | | | |
|--|--|----------------------------|----------------------------|--|------------------------------|-------------------|
| | <u>Prior Year</u> | | | <u>Current Year</u> | <u>Unrealized/</u> | <u>Percentage</u> |
| | <u>Actual Revenues/ Expenditures</u> | <u>Original Budget</u> | <u>Official Budget</u> | <u>Actual Revenues/ Expenditures</u> | <u>Unexpended Budget</u> | <u>Y-T-D</u> |
| Revenues: | | | | | | |
| Local | \$ 892,011.69 | \$ 102,840,161 | \$ 104,813,359 | \$ 1,094,359.60 | (103,718,999.40) | 1.04% |
| State | 50,669,847.33 | 95,549,500 | 95,549,500 | 33,254,053.70 | (62,295,446.30) | 34.80% |
| Federal | 211,587.74 | 2,900,000 | 2,900,000 | 191,686.02 | (2,708,313.98) | 6.61% |
| Other Sources | 12,095.70 | - | - | 66,135.79 | 66,135.79 | NA |
| Total Revenues | \$ 51,785,542.46 | \$ 201,289,661 | \$ 203,262,859 | \$ 34,606,235.11 | \$ (168,656,623.89) | 17.03% |
| Expenditures and Other Uses: | | | | | | |
| 11-Instruction | 36,803,618.38 | 121,273,641 | 121,403,046 | 37,966,334.67 | 83,436,711.33 | 31.27% |
| 12-Library | 817,638.71 | 2,761,977 | 2,763,769 | 860,486.34 | 1,903,282.66 | 31.13% |
| 13-Prof Dev | 377,042.62 | 1,782,392 | 1,806,970 | 437,975.69 | 1,368,994.31 | 24.24% |
| 21-Instruct Admin | 1,463,511.25 | 4,838,114 | 4,859,428 | 1,606,948.99 | 3,252,479.01 | 33.07% |
| 23-Campus Admin | 3,921,640.90 | 12,597,004 | 12,616,918 | 4,025,267.60 | 8,591,650.40 | 31.90% |
| 31-Counselors | 2,164,776.55 | 6,624,986 | 6,638,371 | 2,055,626.63 | 4,582,744.37 | 30.97% |
| 32-Social Work Services | 120,270.13 | 288,612 | 288,612 | 88,166.43 | 200,445.57 | 30.55% |
| 33-Health Services | 659,664.04 | 2,395,541 | 2,395,541 | 683,588.84 | 1,711,952.16 | 28.54% |
| 34-Transportation | 3,025,045.77 | 11,117,747 | 11,150,424 | 3,309,619.28 | 7,840,804.72 | 29.68% |
| 36-Co-Curricular | 1,598,961.99 | 6,342,176 | 7,092,061 | 2,016,704.31 | 5,075,356.69 | 28.44% |
| 41-Gen Admin | 1,710,391.35 | 5,586,601 | 5,589,561 | 1,781,920.86 | 3,807,640.14 | 31.88% |
| 51-Maintenance | 6,673,064.28 | 21,120,510 | 23,576,285 | 6,976,689.09 | 16,599,595.91 | 29.59% |
| 52-Security | 334,746.52 | 2,616,970 | 2,616,970 | 479,612.60 | 2,137,357.40 | 18.33% |
| 53-Data Services | 1,583,511.79 | 5,050,588 | 5,056,829 | 1,658,155.92 | 3,398,673.08 | 32.79% |
| 61-Community Services | 87,518.80 | 238,624 | 238,624 | 109,213.98 | 129,410.02 | 45.77% |
| 81-Facilities Acquisition & Construction | 265,941.17 | - | 3,675 | - | 3,675.00 | 0.00% |
| 93-Payments to fiscal agents | - | 400,000 | 400,000 | - | 400,000.00 | 0.00% |
| 99-Other Intergovernmental charge | 233,512.42 | 975,000 | 975,000 | 237,959.42 | 737,040.58 | 24.41% |
| 00-Other Uses | - | - | - | - | - | NA |
| Total Expenditures and Other Uses | \$ 61,840,856.67 | \$ 206,010,483 | \$ 209,472,084 | \$ 64,294,270.65 | \$ 145,177,813.35 | 30.69% |
| Excess of Revenues and Other Resources Over (Under) Expenditures and Other Uses | \$ (10,055,314.21) | \$ (4,720,822) | \$ (6,209,225) | \$ (29,688,035.54) | | |
| Fund Balance July 1, 2021 - (<u>Un-Audited</u>) | \$ 71,754,876.89 | | \$ 71,754,876.89 | \$ 71,754,876.89 | | |
| Fund Balance Ending - Monthly Reporting Period | \$ 67,034,054.89 | | \$ 65,545,651.89 | \$ 42,066,841.35 | \$ (23,478,810.54) | |

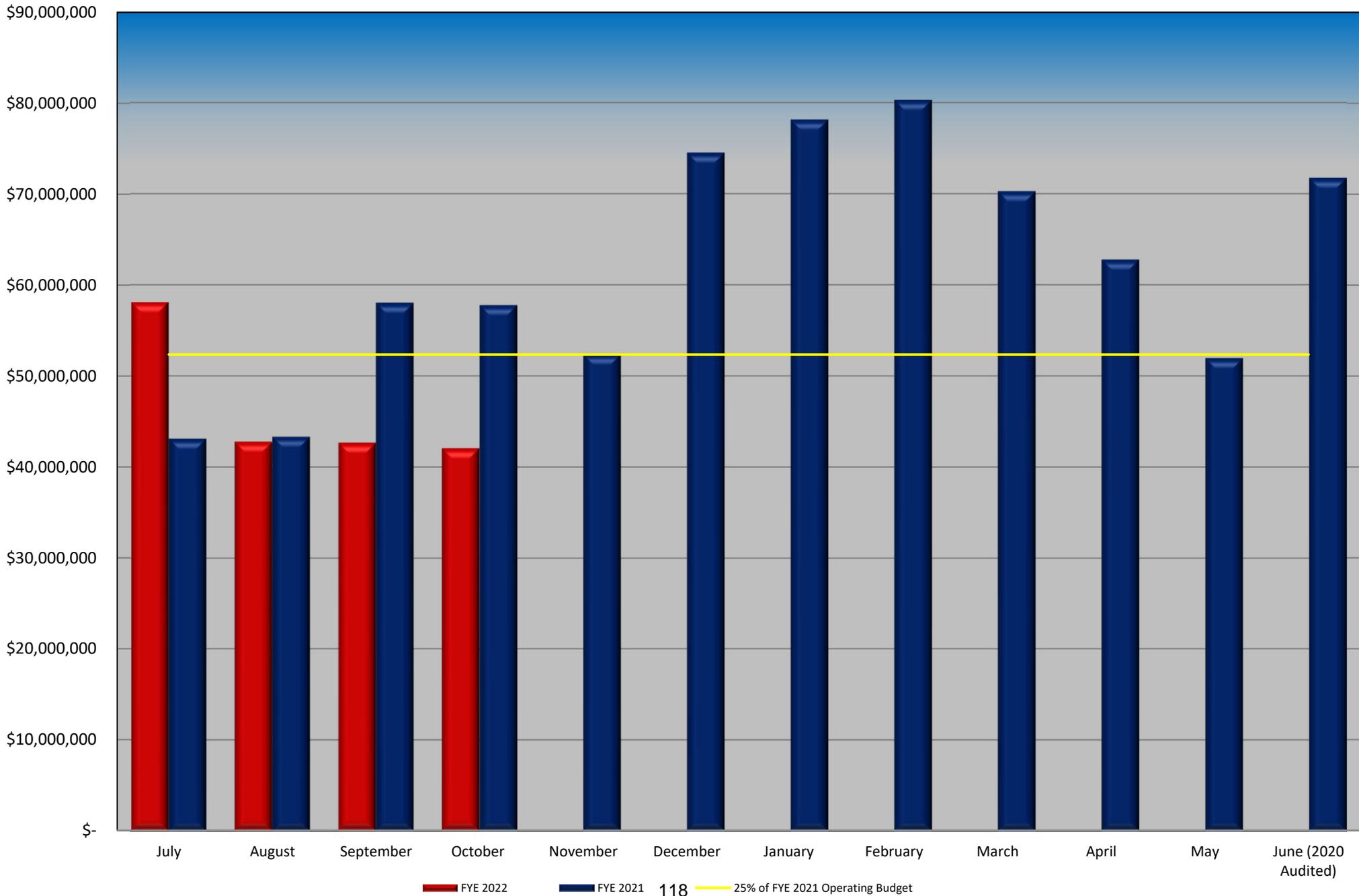
General Fund Revenues Collected to Date



General Fund Expenditures to Date



General Fund Balance by Reporting Month



FYE 2022

FYE 2021

118

25% of FYE 2021 Operating Budget

Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Child Nutrition Fund
for the Month Ending October 31, 2021
(Un-Audited)

| | CHILD NUTRITION FUND | | | | | | |
|--|-------------------------|------------------------|------------------------|-------------------------|--------------------------|--------------------|-------------------|
| | <u>Prior Year</u> | | | <u>Current Year</u> | | <u>Unrealized/</u> | |
| | <u>Actual Revenues/</u> | <u>Original</u> | <u>Official</u> | <u>Actual Revenues/</u> | <u>Unexpended</u> | <u>Budget</u> | <u>Percentage</u> |
| | <u>Expenditures</u> | <u>Budget</u> | <u>Budget</u> | <u>Expenditures</u> | <u>Budget</u> | <u>Budget</u> | <u>Y-T-D</u> |
| Revenues and Other Resources: | | | | | | | |
| Local | \$ 70,298.09 | \$ 3,786,628 | \$ 3,786,628 | \$ 300,556.94 | \$ (3,486,071.06) | | 7.94% |
| State | - | 45,000 | 45,000 | - | (45,000.00) | | 0.00% |
| Federal | 988,290.11 | 7,545,186 | 7,545,186 | 3,369,835.52 | (4,175,350.48) | | 44.66% |
| Other sources | - | - | - | - | - | | NA |
| Total Revenues and Other Resources | \$ 1,058,588.20 | \$ 11,376,814 | \$ 11,376,814 | \$ 3,670,392.46 | \$ (7,706,421.54) | | 32.26% |
| Expenditures and Other Uses: | | | | | | | |
| 35-6100 Payroll | 1,245,408.25 | 5,194,736 | 5,194,736 | 1,278,735.79 | 3,916,000.21 | | 24.62% |
| 35-6200 Professional and Contracted Services | 92,289.15 | 904,618 | 904,618 | 24,094.90 | 880,523.10 | | 2.66% |
| 35-6341 Food Supplies | 315,683.73 | 4,155,089 | 4,155,089 | 1,030,249.22 | 3,124,839.78 | | 24.79% |
| 35-6342 Non-Food Supplies | 38,812.20 | 291,845 | 291,845 | 101,921.06 | 189,923.94 | | 34.92% |
| 35-6344 USDA Commodities | - | 471,868 | 471,868 | - | 471,868.00 | | 0.00% |
| 35-6349 Miscellaneous Supplies | 28,899.83 | 178,310 | 178,310 | 6,332.59 | 171,977.41 | | 3.55% |
| 35-6300 Supplies & Materials | 65,507.93 | 88,004 | 88,004 | 44,221.73 | 43,782.27 | | 50.25% |
| 35-6400 Food Service Other Operating Expenses | 2,387.61 | 92,344 | 92,344 | 2,511.23 | 89,832.77 | | 2.72% |
| 35-6600 Food Service Capital Expenses | 6,993.97 | - | - | - | - | | NA |
| Total Expenditures | \$ 1,795,982.67 | \$ 11,376,814 | \$ 11,376,814 | \$ 2,488,066.52 | \$ 8,888,747.48 | | 21.87% |
| Excess of Revenues and Other Resources Over (Under) Expenditures and Other Uses | \$ (737,394.47) | \$ - | \$ - | \$ 1,182,325.94 | | | |
| Fund Balance July 1, 2021 - (<u>Un-Audited</u>) | | 2,870,053.73 | 2,870,053.73 | 2,870,053.73 | | | |
| Fund Balance Ending - Monthly Reporting Period | | \$ 2,870,053.73 | \$ 2,870,053.73 | \$ 4,052,379.67 | \$ 1,182,325.94 | | |

Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Debt Service Fund
for the Month Ending October 31, 2021
(Un-Audited)

| DEBT SERVICE FUND | | | | | | | | | | |
|---|---|-----------|----------------------------------|-----------|----------------------------------|-----------|---|-----------|--|-----------------------------------|
| | <u>Prior Year</u> <u>Actual Revenues/</u> <u>Expenditures</u> | | <u>Original</u> <u>Budget</u> | | <u>Official</u> <u>Budget</u> | | <u>Current Year</u> <u>Actual Revenues/</u> <u>Expenditures</u> | | <u>Unrealized/</u> <u>Unexpended</u> <u>Budget</u> | <u>Percentage</u> <u>Y-T-D</u> |
| Revenues: | | | | | | | | | | |
| Local Revenue | | | | | | | | | | |
| Taxes, Current Year Levy | - | \$ | 56,782,902 | \$ | 56,782,902 | | - | \$ | (56,782,902.00) | 0.00% |
| Taxes, Prior Year | 134,452.84 | | 350,000 | | 350,000 | | 171,265.23 | | (178,734.77) | 48.93% |
| Penalties, Interest and Other Tax Revenues | 20,976.20 | | 225,000 | | 225,000 | | 37,307.78 | | (187,692.22) | 16.58% |
| Earnings from Investments | 8,017.89 | | - | | - | | 1,253.15 | | 1,253.15 | NA |
| Miscellaneous Revenue | - | | - | | - | | - | | - | NA |
| Local Revenue | \$ 163,446.93 | \$ | 57,357,902 | \$ | 57,357,902 | \$ | 209,826.16 | \$ | (57,148,075.84) | 0.37% |
| State Revenue | | | | | | | | | | |
| Additional State Aid for Homestead Exemption | - | \$ | - | \$ | - | \$ | 33,705.00 | | 33,705.00 | NA |
| State Revenue | \$ - | \$ | - | \$ | - | \$ | 33,705.00 | \$ | 33,705.00 | NA |
| Other Sources | | | | | | | | | | |
| Operating Transfer In | 1,102,939.67 | \$ | - | \$ | - | \$ | - | | - | NA |
| Other Sources | \$ 1,102,939.67 | \$ | - | \$ | - | \$ | - | \$ | - | NA |
| Total Revenue | \$ 1,266,386.60 | \$ | 57,357,902.00 | \$ | 57,357,902.00 | \$ | 243,531.16 | \$ | (57,114,370.84) | 0.42% |
| Expenditures: | | | | | | | | | | |
| 71-6511 Bond Principal | 18,368,781.24 | | 38,303,562 | | 38,303,562 | | 12,875,000.00 | | 25,428,562.00 | 33.61% |
| 71-6521 Interest on Bonds | 9,699,676.63 | | 19,019,340 | | 19,019,340 | | 8,744,355.13 | | 10,274,984.87 | 45.98% |
| 71-6599 Other Debt Service Fees | 24,230.00 | | 35,000 | | 35,000 | | 1,780.00 | | 33,220.00 | 5.09% |
| Total Expenditures | \$ 28,092,687.87 | \$ | 57,357,902 | \$ | 57,357,902 | \$ | 21,621,135.13 | \$ | 35,736,766.87 | 37.70% |
| Excess of Revenues Over (Under) Expenditures | \$ (26,826,301.27) | \$ | - | \$ | - | \$ | (21,377,603.97) | | | |
| Fund Balance July 1, 2021 - (Un-Audited) | | | \$ 29,506,217.01 | | \$ 29,506,217.01 | | \$ 29,506,217.01 | | | |
| Fund Balance Ending - Monthly Reporting Period | | | \$ 29,506,217.01 | | \$ 29,506,217.01 | | \$ 8,128,613.04 | | \$ (21,377,603.97) | |

Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Capital Project Funds
for the Month Ending October 31, 2021
(Un-Audited)

| | <u>2008</u> <u>Capital Projects</u> <u>Program</u> | <u>2014</u> <u>Capital Projects</u> <u>Program</u> | <u>2017</u> <u>Capital Projects</u> <u>Program</u> | <u>2021</u> <u>Capital Projects</u> <u>Program</u> | <u>2021 - 2022</u> <u>Capital Projects</u> <u>Total Revenues/</u> <u>Expenses</u> |
|--|--|--|--|--|--|
| <i>Revenues and Other Resources:</i> | | | | | |
| Local | \$ 43.05 | \$ 95.80 | \$ 1,064.20 | \$ 11,590.78 | \$ 12,793.83 |
| State | - | - | - | - | - |
| Other sources | - | - | - | 125,000,000.00 | 125,000,000.00 |
| Total Revenues and Other Resources | \$ 43.05 | \$ 95.80 | \$ 1,064.20 | \$ 125,011,590.78 | \$ 125,012,793.83 |
| <i>Expenditures and Other Uses:</i> | | | | | |
| 6100 Payroll | - | - | - | - | - |
| 6200 Professional and Contracted Services | - | - | - | - | - |
| 6300 Supplies and Materials | - | - | 321,790.12 | - | 321,790.12 |
| 6400 Other Operating Expenses | - | - | - | 110,309.72 | 110,309.72 |
| 6600 Capital Outlay | - | - | 4,457,157.98 | 8,372,412.93 | 12,829,570.91 |
| 8000-Other Uses | - | - | - | - | - |
| Total Expenditures | \$ - | \$ - | \$ 4,778,948.10 | \$ 8,482,722.65 | \$ 13,261,670.75 |
| Excess of Revenues and Other Resources | | | | | |
| Over (Under) Expenditures and Other Uses | \$ 43.05 | \$ 95.80 | \$ (4,777,883.90) | \$ 116,528,868.13 | \$ 111,751,123.08 |
| Fund Balance July 1, 2021 - (<i>Un-Audited</i>) | \$ 200,058.73 | \$ 445,427.51 | \$ 16,923,734.81 | \$ (4,975,881.81) | \$ 12,593,339.24 |
| Fund Balance Ending - Monthly Reporting Period | \$ 200,101.78 | \$ 445,523.31 | \$ 12,145,850.91 | \$ 111,552,986.32 | \$ 124,344,462.32 |

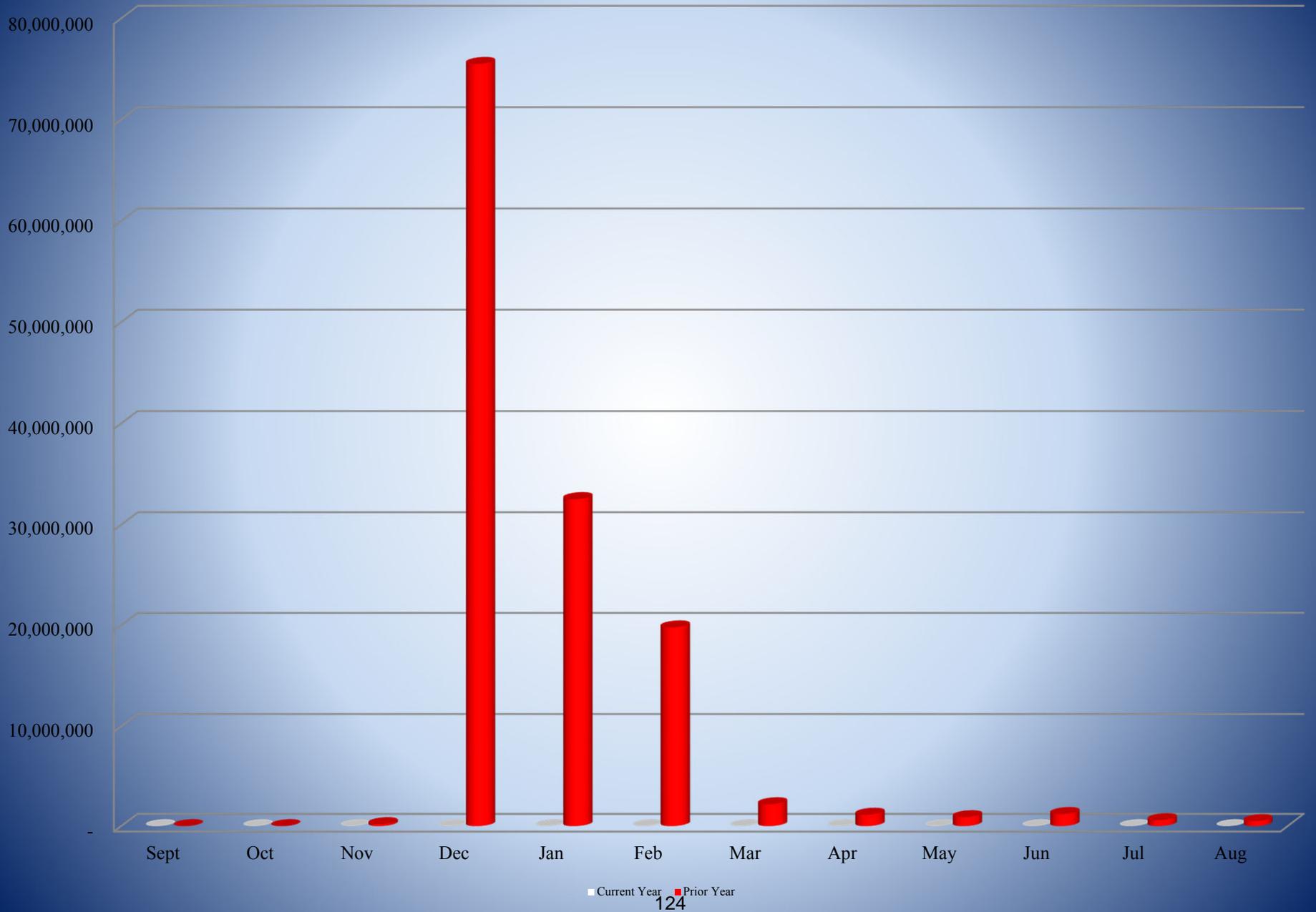
Hays Consolidated Independent School District
Statement of Revenues, Expenditures, and Changes in Fund Balance - Special Revenue Funds (Grants)
for the Month Ending October 31, 2021
(Un-Audited)

| | SPECIAL REVENUE FUNDS | | | | | |
|--|---|----------------------------------|----------------------------------|---|--|-----------------------------------|
| | <u>Prior Year</u> <u>Actual Revenues/</u> <u>Expenditures</u> | <u>Original</u> <u>Budget</u> | <u>Official</u> <u>Budget</u> | <u>Current Year</u> <u>Actual Revenues/</u> <u>Expenditures</u> | <u>Unrealized/</u> <u>Unexpended</u> <u>Budget</u> | <u>Percentage</u> <u>Y-T-D</u> |
| Revenues: | | | | | | |
| Local | \$ 2,475.00 | \$ 1,000 | \$ 1,000 | \$ 22,779.40 | \$ 21,779.40 | 2277.94% |
| State | 541,750.19 | 1,678,535 | 1,678,535 | 1,516,303.12 | (162,231.88) | 90.33% |
| Federal | 801,008.95 | 23,771,185 | 23,771,185 | 2,399,008.80 | (21,372,176.20) | 10.09% |
| Total Revenues | \$ 1,345,234.14 | \$ 25,450,720 | \$ 25,450,720 | \$ 3,938,091.32 | \$ (21,512,628.68) | 15.47% |
| Expenditures: | | | | | | |
| 6100 Payroll | 2,238,314.36 | 24,330,588 | 24,330,588 | 2,751,589.45 | 21,578,998.55 | 11.31% |
| 6200 Professional and Contracted Services | 4,632.12 | 430,400 | 430,400 | 40,458.85 | 389,941.15 | 9.40% |
| 6300 Supplies and Materials | 666,397.58 | 648,732 | 648,732 | 1,091,228.21 | (442,496.21) | 168.21% |
| 6400 Other Operating Expenses | 6,057.85 | 41,000 | 41,000 | 7,724.79 | 33,275.21 | 18.84% |
| 6600 Capital Outlay | - | - | - | 32,786.50 | (32,786.50) | NA |
| Total Expenditures | \$ 2,915,401.91 | \$ 25,450,720 | \$ 25,450,720 | \$ 3,923,787.80 | \$ 21,526,932.20 | 15.42% |
| Excess of Revenues | | | | | | |
| Over (Under) Expenditures | \$ (1,570,167.77) | \$ - | \$ - | \$ 14,303.52 | | |
| Fund Balance July 1, 2021 - (<u>Un-Audited</u>) | | \$ - | \$ - | \$ - | \$ - | |
| Fund Balance Ending - Monthly Reporting Period | | \$ - | \$ - | \$ 14,303.52 | \$ 14,303.52 | |

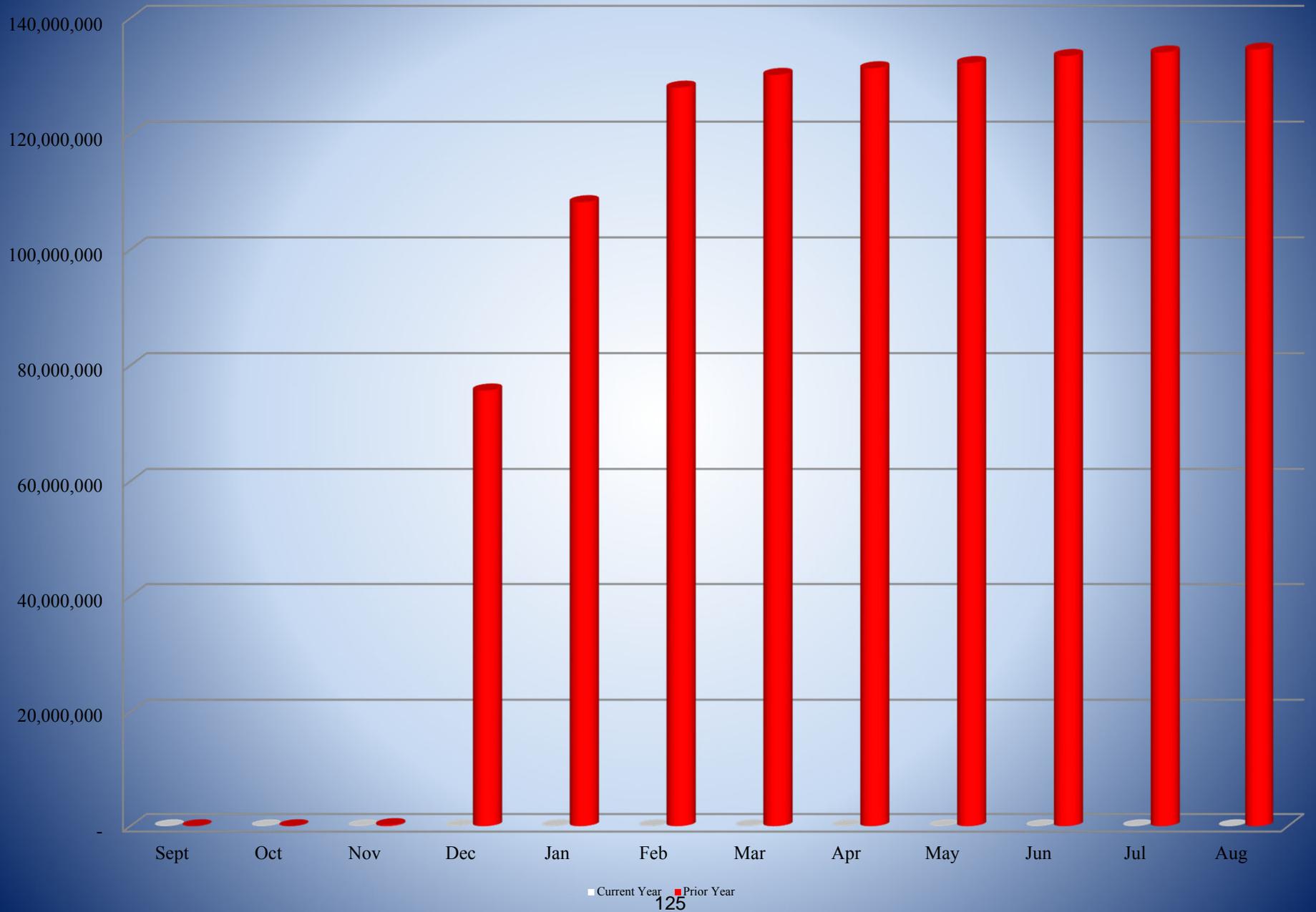
Hays Consolidated Independent School District
Monthly Tax Collection Report
for the Month Ending October 31, 2021

| | Prior Year 2020 - 2021 | | | | Current Year 2021 - 2022 | | | |
|---|-------------------------------|--------------------------|--------------------------|------------------|---------------------------------|--------------------------|--------------------------|------------------|
| | General Fund | Debt Service Fund | Total | % of Levy | General Fund | Debt Service Fund | Total | % of Levy |
| Current Month Tax Collections: | | | | | | | | |
| 5711 Taxes-Current Year Tax Levy | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% |
| 5712 Taxes-Delinquent Collections | \$ 66,603.22 | \$ 33,564.41 | \$ 100,167.63 | | \$ 187,431.00 | \$ 99,031.24 | \$ 286,462.24 | |
| 5719 Penalties and Interest | \$ 13,799.05 | \$ 6,823.79 | \$ 20,622.84 | | \$ 21,366.85 | \$ 10,985.33 | \$ 32,352.18 | |
| Total Current Month Collections | \$ 80,402.27 | \$ 40,388.20 | \$ 120,790.47 | | \$ 208,797.85 | \$ 110,016.57 | \$ 318,814.42 | |
| Fiscal Year to Date Collections: | | | | | | | | |
| 5711 Taxes-Current Year Tax Levy | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% |
| 5712 Taxes-Delinquent Collections | \$ 333,155.03 | \$ 163,828.94 | \$ 496,983.97 | | \$ 325,533.05 | \$ 171,265.23 | \$ 496,798.28 | |
| 5719 Penalties and Interest | \$ 33,347.12 | \$ 16,661.21 | \$ 50,008.33 | | \$ 74,166.03 | \$ 37,307.78 | \$ 111,473.81 | |
| Total Revenue Collected | \$ 366,502.15 | \$ 180,490.15 | \$ 546,992.30 | | 399,699.08 | 208,573.01 | 608,272.09 | |
| Total Budgeted Tax Revenue (Current, Delinquent, Penalty & Interest) | \$ 86,187,397.00 | \$ 43,715,670.00 | \$ 129,903,067.00 | | \$ 100,750,161.00 | \$ 57,357,902.00 | \$ 158,108,063.00 | |
| Percentage of Budget Collected | 0.43% | 0.41% | 0.42% | | 0.40% | 0.36% | 0.38% | |

Month to Date Tax Collections Current Levy



Year to Date Tax Collections Current Levy



HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 15, 2021

Subject: Bond Construction Projects

Administrator Responsible/Position: Max Cleaver, Chief Operations Officer

- A. Purpose of Agenda Item:
 Action needed Information only Receive input
- B. Authority for This Action:
 Local Policy – CV(LOCAL) Law or Rule N/A
- C. Summary:
 Previous board action relating to this item -
 Future action anticipated – As needed
 Background information - The board needs to monitor the progress of the bond projects and other construction projects to ensure the contract with the community is fulfilled.
- D. Comments Received:
 Cabinet DLT FBOC Teacher Org. Reps. Other _____
All agenda items are reviewed by Superintendent's Cabinet.
- E. Administrative Recommendation: N/A
- F. Fiscal Impact and Cost: Amount: N/A

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

Date: November 15, 2021

Subject: TASB Policy Update 118 Affecting Local Policies - First Reading

Administrator Responsible/Position: Dr. Eric Wright

A. Purpose of Agenda Item:

Action Needed Information Only Receive Input

B. Authority for This Action

Local Policy Law or Rule N/A

The official Board Policies have been designated in accordance with BF(LOCAL) and shall be considered authoritative and binding.

C. Goal or Need Addressed:

Legal policies reflect changes mandated by federal and/or state law and must be incorporated into our district policies. Board discretion may be exercised on local policies.

D. Summary:

Previous board action relating to this item -

Future action anticipated – TASB Update 118 will be presented for the second reading at the December 13, 2021 Business Meeting with anticipated action being taken at that meeting.

Background information – Update 118 focuses on updating (LEGAL) policies that were affected by changes in administrative rule and commissioner of education rulings. Several (LOCAL) policy revisions to local policies listed below, are provided by TASB and reflect the changes in law or administrative rules for organizational and restructuring purposes:

- CFD(LOCAL): Accounting - Activity Funds Management
- CQB(LOCAL): Technology Resources - Cybersecurity
- DFE(LOCAL): Termination of Employment - Resignation
- DP(LOCAL): Personnel Positions
- EHAA(LOCAL): Basic Instructional Program - Required Instruction (All Levels)
- EHBC(LOCAL): Special Programs - Compensatory/Accelerated Services
- EIE(LOCAL): Academic Achievement - Retention and Promotion
- FDE(LOCAL): Admissions - School Safety Transfers
- FEA(LOCAL): Attendance - Compulsory Attendance
- FEC(LOCAL): Attendance - Attendance for Credit
- FFG(LOCAL): Student Welfare - Child Abuse and Neglect
- FL(LOCAL): Student Records

E. Comments Received:

Cabinet DLT FBOC Teacher Org. Reps. Other _____

From public -

All agenda items are reviewed by the Superintendent's Cabinet.

F. Administrative Recommendation:

The TASB Update 118 is presented as a first reading for the Board's consideration, review and feedback.

Explanatory Notes

TASB Localized Policy Manual Update 118

Hays CISD

ATTN(NOTE)

GENERAL INFORMATION ABOUT THIS UPDATE

Please note:

Changes at Update 118 are based almost exclusively on legislation from the 87th Regular Legislative Session.

Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 87th Regular Legislative Session. All referenced bills have already gone into effect unless otherwise noted.

For more information about the bills mentioned below and other changes from the 87th Legislative Session, download the free *2021 Legislative Summary for TASB Members* PDF at <https://store.tasb.org/legislative-summary-for-tasb-members-pdf/>.

The *Local Policy Overview* for Update 118, available in the myTASB Policy Service Resource Library at <https://www.tasb.org/services/policy-service/mytasb/policy-manual-update-resources.aspx>, 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; they are not adopted by the board.**

Changes to the policy manual based on bills from the special called sessions will be included in Update 119.

A(LEGAL)

BASIC DISTRICT FOUNDATIONS

The A Section table of contents has been updated to include the new codes AIE, Investigations, and AEA, Educational Equity.

In Update 119, Policy Service will be reviewing districts' AE(LOCAL) and recoding any equity provisions to the new AEA(LOCAL).

AE(LEGAL)

EDUCATIONAL PHILOSOPHY

The objectives of public education have been updated to reflect HB 4509 revisions regarding instruction on American patriotism.

AG(LEGAL)

HOME-RULE DISTRICTS

Provisions on home rule districts have been updated to reflect the applicability of Education Code Chapter 39 and special investigations (SB 1365) and parental options to retain students (SB 1697) for these districts.

AIA(LEGAL)

ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS

Details regarding accountability performance ratings have been added from SB 1365, including the effects of "Not Rated" and D ratings.

AIB(LEGAL)

ACCOUNTABILITY: PERFORMANCE REPORTING

Revisions to the quality of learning indicators are from HB 4545.

AIC(LEGAL)

ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

Significant changes from the 87th Legislature, Regular Session address:

- The authority of conservators, management teams, and boards of managers;

Explanatory Notes

TASB Localized Policy Manual Update 118

Hays CISD

- Interventions and consequences for D ratings;
- Revisions regarding campus turnaround plans;
- Appeals of interventions and sanctions; and
- New intervention programs, including designation as a resource campus and required compliance with the strong foundations grant program requirements.

We have also added an existing prohibition on student trustees participating in a closed board meeting when a personnel matter is being considered.

Provisions on monitoring reviews and on-site investigations have been moved to AIE, Investigations.

AIE(LEGAL) ACCOUNTABILITY: INVESTIGATIONS

Provisions on special investigations (formerly *special accreditation investigations*) and monitoring reviews and activities have been revised as a result of SB 1365 and moved to this new code on investigations.

BA(LEGAL) BOARD LEGAL STATUS

The provision regarding the board's governance authority has been moved to BAA(LEGAL), which addresses the board's powers and duties.

BAA(LEGAL) BOARD LEGAL STATUS: POWERS AND DUTIES

The provision regarding the board's governance authority has been moved from BA(LEGAL) and revised to better reflect statutory wording.

SB 1365 adds exceptions to the board's exclusive power to govern and oversee the management of the district to address the appointment of a board of managers.

Provisions on the board's authority related to district property have been deleted, as they are included at other codes.

BBA(LEGAL) BOARD MEMBERS: ELIGIBILITY/QUALIFICATIONS

Changes to this legally referenced policy include:

- Clarification regarding felony convictions for eligibility and service as a board member (HB 1540 and Attorney General Opinion KP-0251); and
- Revisions to the definition of "residence" (SB 1111).

BBBA(LEGAL) ELECTIONS: CONDUCTING ELECTIONS

Provisions updated in accordance with HB 3107 include those related to election orders, election notices, filing information, delivery or submission of election documents, drawings to determine the order of names on the ballot, and temporary branch polling places.

SB 1116 requires a new internet posting 21 days before election day with information about the upcoming election.

Requirements regarding early voting rosters have been updated in accordance with HBs 1382 and 1622.

BBBB(LEGAL) ELECTIONS: POST-ELECTION PROCEDURES

HB 3107 clarifies processes for tied votes and runoff elections.

SB 1116 includes a new requirement to post online detailed information on election results.

Explanatory Notes

TASB Localized Policy Manual Update 118

Hays CISD

BBBD(LLEGAL) ELECTIONS: CAMPAIGN ETHICS

Amended Ethics Commission rules change the definition of "political advertising" to address text messages.

BBD(LLEGAL) BOARD MEMBERS: TRAINING AND ORIENTATION

The State Board of Education must require school safety training for trustees per HB 690 and work with the Texas School Safety Center to develop curriculum and materials by January 1, 2022.

BBFA(LLEGAL) ETHICS: CONFLICT OF INTEREST DISCLOSURES

A definition of "contract" has been added to assist with application of conflicts disclosure provisions. Other provisions have been reordered, reworded, and removed for readability.

BDF(LLEGAL) BOARD INTERNAL ORGANIZATION: CITIZEN ADVISORY COMMITTEES

HB 1525 imposes new meeting requirements for school health advisory councils, including posting of meeting details in advance of meetings and preparing and posting meeting minutes and recordings.

CBA(LLEGAL) STATE AND FEDERAL REVENUE SOURCES: STATE

An existing provision regarding the purpose of the Foundation School Program has been added.

CBB(LLEGAL) STATE AND FEDERAL REVENUE SOURCES: FEDERAL

We have referenced an existing provision that prohibits the use of federal loan or grant funds to procure or obtain foreign telecommunications equipment.

CCG(LLEGAL) LOCAL REVENUE SOURCES: AD VALOREM TAXES

Provisions on ad valorem taxes were affected by several bills.

- HB 1525 includes exceptions to the prohibition on levying a maintenance tax at a rate with the intent to create a surplus in maintenance tax revenue to pay the district's debt service. We have also added a reference to the consequences of violating the prohibition without an applicable exception.
- SB 1438 addresses the calculation and adoption of tax rates in a disaster area.

Because provisions permitting a district to adopt a tax rate before adopting a budget no longer align with current statutes and TEA processes for calculating the maximum compressed rate, they have been deleted from the policy.

CCGA(LLEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS

Legislation affected several provisions on tax exemptions and payments:

- SB 1427 clarifies that the temporary exemption for qualified property damaged by disaster applies only to physical damage.
- SB 1438 repeals the provisions permitting a governing body to adopt a temporary exemption for qualified property damaged by disaster, making the exemption automatic.
- HB 988 addresses exemptions for goods-in-transit when the district is in a disaster area.
- SB 742 expands the existing provision regarding installment payments in a disaster area to include property in an *emergency* area.

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Hays CISD

CCH(LEGAL)

LOCAL REVENUE SOURCES: APPRAISAL DISTRICT

A recent attorney general opinion clarifies that an employee of an appraisal district may not serve as a trustee in a school district that is a participating entity in the appraisal district.

HB 988 creates a criminal offense for a board member, officer, or employee of a participating taxing unit, such as a school district, who communicates with the appraisal district to influence a property's appraisal value unless the person owns or leases the property.

The circumstances under which a person is ineligible to serve on the board of directors of an appraisal district were revised by SB 63, and additional detail on eligibility restrictions have been added from existing law.

Provisions on adjusting the number of appraisal board members in special circumstances have been removed.

CDC(LEGAL)

OTHER REVENUES: GIFTS AND SOLICITATIONS

HB 1525 requires a district to accept donations from a parent-teacher organization or association to fund supplemental educational staff positions and spend the donation for the designated purpose.

Under HB 3979, a district is prohibited from accepting private funding for curriculum or professional development for a course as described by Education Code 28.002(h-3)(3), which pertains to certain social studies course content and requirements.

CE(LEGAL)

ANNUAL OPERATING BUDGET

SB 1365 prohibits use of local funds to initiate or maintain an action against the state or officer of the state arising out of a decision, order, or determination that is final and unappealable under the Texas Education Code, unless specifically authorized.

The bill also creates a criminal offense for a board member who votes to approve an expenditure in violation of an Education Code provision for a purpose for which the funds may not be spent.

CFA(LEGAL)

ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS

A reference to the updated *Financial Accountability System Resource Guide*, adopted June 2021, has been added.

CFC(LEGAL)

ACCOUNTING: AUDITS

A reference to the updated *Financial Accountability System Resource Guide*, adopted June 2021, has been added.

CFD(LOCAL)

ACCOUNTING: ACTIVITY FUNDS MANAGEMENT

Recommended revisions to this local policy are to align with the recently adopted amendments to the *Financial Accountability System Resource Guide (FASRG)*, Module 1, Appendix H, on activity funds. (See the *FASRG Financial Accounting and Reporting Appendices* at <https://tea.texas.gov/sites/default/files/fasrg17-module1-farappendices-final-accessible.pdf>.)

Substantive changes include clarification that student activity funds are those funds raised and collected by student clubs and organizations. Approval to spend those funds rests solely with the student organization or club, with disbursement management and approvals by the principal and sponsor.

A more specific reference to the district's accounting practices and procedures was added regarding management of expenditures.

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CH(LLEGAL) PURCHASING AND ACQUISITION

The Professional Services Procurement Act was revised to address procurement of services by forensic analysts and science experts (HB 3774) and physicians, optometrists, and registered nurses under certain circumstances (SB 799).

A definition of a "contingent fee contract" for legal services has been added from SB 1821, and other revisions on this topic are from HB 1428.

SB 799 also amends provisions on management fees under cooperative purchasing contracts.

CHE(LLEGAL) PURCHASING AND ACQUISITION: VENDOR DISCLOSURES AND CONTRACTS

Districts are prohibited from entering into certain contracts with a company for goods and services unless the contract contains written verification that the company:

- Does not boycott energy companies, as described (SB 13); and
- Does not discriminate against a firearm entity or firearm trade association, as described (SB 19).

Existing statutory provisions on vendor conflict of interest questionnaires have been added for completeness.

CHF(LLEGAL) PURCHASING AND ACQUISITION: PAYMENT PROCEDURES

HB 1476 imposes additional requirements on districts regarding disputed invoices with vendors.

CHG(LLEGAL) PURCHASING AND ACQUISITION: REAL PROPERTY AND IMPROVEMENTS

Revisions to the annual eminent domain reporting requirements have been added from SB 157.

CHH(LLEGAL) PURCHASING AND ACQUISITION: FINANCING PERSONAL PROPERTY PURCHASES

SB 58 adds cloud computing services to the definition of personal property under the Public Property Finance Act.

Existing legal sources related to the Public Property Finance Act have been added for completeness and address lease-purchase contracts and fair processes for competitive bidding.

CK(LLEGAL) SAFETY PROGRAM/RISK MANAGEMENT

Changes from HB 3597 include the following:

- A district will have three, not six, months to respond to a notification from the Texas School Safety Center (TxSSC) that the district failed to report the results of its safety audit.
- A copy of a memorandum of understanding or mutual aid agreement between a district and another entity addressing school safety and security issues provided to the TxSSC is confidential and not subject to disclosure under the Public Information Act.

CKA(LLEGAL) SAFETY PROGRAM/RISK MANAGEMENT: INSPECTIONS

Extensive revisions to this legally referenced policy on asbestos are a result of amended Texas Asbestos Health Protection rules effective July 8, 2021.

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CKB(LLEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: ACCIDENT PREVENTION AND REPORTS

HB 3597 requires the commissioner of education in consultation with other relevant entities to adopt rules on emergency drills and exercises. The previous Administrative Code provisions have been removed pending development of the new rules.

Before a district may conduct an active threat exercise, the district must comply with new notice provisions and other requirements in accordance with SB 168. The [Regulations Resource Manual](#) includes a sample notification form.

CKC(LLEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS

Legislative cleanup resulted in several revisions to this legally referenced policy on emergency plans:

- HB 3607 removes a reference to an expired statute;
- HB 3597 clarifies that a multihazard emergency operations plan must include responding to a train derailment if a district *facility*, rather than a *school*, is within 1000 yards of a railroad track; and
- HB 3597 corrects a reference to the *five*, not *four*, phases of emergency management to be addressed in a multihazard emergency operations plan.

CKD(LLEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY MEDICAL EQUIPMENT AND PROCEDURES

Although still required, the annually provided instruction on cardiopulmonary resuscitation and the use of automated external defibrillators no longer has to meet guidelines under the Health and Safety Code. (SB 199)

CKE(LLEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: SECURITY PERSONNEL

HB 1788 addresses a school district's immunity from liability for damages resulting from a reasonable action by security personnel to maintain safety at a school campus, including actions relating to possession or use of a firearm. The district also has immunity from liability for any reasonable action taken by a district employee who has written permission from the board to carry a firearm on campus.

We have revised the provisions on authorizing handguns from Attorney General Opinion GA-1051 in light of the repeal of Penal Code 46.035 by HB 1927.

CKEA(LLEGAL)

SECURITY PERSONNEL: COMMISSIONED PEACE OFFICERS

SB 24 adds new pre-employment procedures that law enforcement agencies must follow before hiring a licensed peace officer.

If the Texas Commission on Law Enforcement (TCOLE) provides model policies on the topics required in law, a law enforcement agency must, within 180 days of TCOLE providing the policies, adopt a policy on the required topics and may adopt the model policies. (HB 3712)

A law enforcement agency that intends to use a drone for law enforcement purposes must, no later than January 1, 2022, adopt a policy regarding the use of force by means of a drone. (HB 1758)

HB 929 amends existing provisions on body-worn cameras and requires an officer to keep the camera activated during an investigation in which the officer is participating.

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CKEB(LEGAL) SECURITY PERSONNEL: SCHOOL MARSHALS

SB 741 permits a school marshal to carry a concealed handgun and eliminates the previous requirement for the firearm to be locked in a secure safe within the marshal's immediate reach if the marshal has direct, regular contact with students.

CKEC(LEGAL) SECURITY PERSONNEL: SCHOOL RESOURCE OFFICERS

SB 1191 amends the definition of a school resource officer to exclude a peace officer who only provides services at extracurricular activities.

CLA(LEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT: SECURITY

A new requirement to post human trafficking warning signs has been added from SB 1831.

CLE(LEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT: FLAG DISPLAYS

Pursuant to SB 797, schools must display in each building a poster or framed copy of the national motto that also includes representations of the U.S. and state flags if donated or purchased from private donations.

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

HB 3261 expands the items and services on which a district can use its technology and instructional materials allotment (TIMA).

The bill also eliminates the provision requiring a district to purchase items in a specified order.

CNA(LEGAL) TRANSPORTATION MANAGEMENT: STUDENT TRANSPORTATION

SB 204 permits a district to operate a transportation system for interdistrict transfer students outside district boundaries and without having an interlocal agreement with the transferring district if the district meets applicable certification requirements and has a policy that prohibits the screening of transfer requests using academic performance, disciplinary history, or attendance records.

Please contact your policy consultant if your district will use this approach and you need changes to FDA(LOCAL). The [Regulations Resource Manual](#) includes a sample certification statement.

A district in a disaster area is eligible for transportation funding for the cost of transporting a meal or instructional materials in accordance with SB 462.

Other revisions are to better match legal sources.

CNC(LEGAL) TRANSPORTATION MANAGEMENT: TRANSPORTATION SAFETY

SB 1267 repeals provisions on school bus emergency evacuation training.

CO(LEGAL) FOOD AND NUTRITION MANAGEMENT

SB 1351 revises provisions permitting a campus to donate surplus food. Links have also been updated.

CQ(LEGAL) TECHNOLOGY RESOURCES

SB 475 adds "robotic process automation" to the examples of next generation technology.

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CQA(LLEGAL)

TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

The list of required internet postings has been updated to include:

- Election information and election results (SB 1116);
- Notice of school health advisory council (SHAC) meetings, minutes, and recordings (HB 1525);
- A link to the comptroller website to find information on the district's agreements to limit appraised property values (existing requirement);
- Information regarding compliance with requirements for a district that will operate a transportation system outside district boundaries without an interlocal agreement (SB 204); and
- The district's employment policy and any referenced regulations (HB 750).

The optional posting pertaining to annual notice of programs for college credit has been updated as a result of SB 1095.

CQB(LLEGAL)

TECHNOLOGY RESOURCES: CYBERSECURITY

Reporting of a breach of system security to TEA now includes a requirement to also report to an entity with which TEA contracts and may be made by district employees other than the cybersecurity coordinator per SB 1696.

Cybersecurity training requirements were amended by HB 1118 and SB 1267.

Security breach notifications under the Business and Commerce Code were amended by HB 3746.

CQB(LOCAL)

TECHNOLOGY RESOURCES: CYBERSECURITY

Based on HB 1118 and SB 1267, the provision addressing board delegation to the superintendent regarding cybersecurity training has been revised to:

- Reflect the elimination of the annual training requirement (except for the cybersecurity coordinator); and
- Give the superintendent the authority to impose consequences for failure to complete required training.

Recommended revisions regarding reports of breaches involving student information are based on SB 1696, which permits the district, rather than the cybersecurity coordinator, to report breaches to TEA and others as required by law.

Sample procedures in the [Regulations Resource Manual](#) have also been updated based on these changes.

CRD(LLEGAL)

INSURANCE AND ANNUITIES MANAGEMENT: HEALTH AND LIFE INSURANCE

SB 1444 permits a district participating in TRS ActiveCare to opt out of participation as described and prohibits a district participating in TRS ActiveCare from offering health coverage that is not provided under TRS ActiveCare.

Other revisions are to reorder provisions for better flow, remove unnecessary provisions, and better reflect legal sources.

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CV(LEGAL) FACILITIES CONSTRUCTION

HB 2581 amends provisions on contracting procedures for construction projects, including evaluation of submissions and criteria for awarding construction contracts.

SB 338 permits a district to adopt and incorporate into relevant contracts the Texas Facilities Commission's uniform general conditions.

CVB(LEGAL) FACILITIES CONSTRUCTION: COMPETITIVE SEALED PROPOSALS

HB 2581 requires a district using competitive sealed proposals for construction projects to make the evaluations public within 7 business days of the contract award and provide the evaluations to all offerors. A reference to provisions on weighting the value assigned to price has also been added.

DBA(LEGAL) EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CREDENTIALS AND RECORDS

New provisions from HB 1525 and SB 1356 permit members of teacher organizations and other eligible individuals to participate in a tutoring program to provide supplemental instruction to students as overseen by the superintendent.

DC(LEGAL) EMPLOYMENT PRACTICES

A new posting requirement from HB 750 requires a district to post on its website the employment policy required by Education Code 11.1513(a) and any regulations referenced in the policy. Any form referenced in the policy must be posted on the district's intranet or at a district administrative office.

HB 1525 requires a district to accept donations from a parent-teacher organization or association to fund supplemental educational staff positions and spend the donation for the designated purpose.

DEA(LEGAL) COMPENSATION AND BENEFITS: COMPENSATION PLAN

With limited exceptions, HB 1525 requires a district to maintain salaries provided for the 2019–20 school year under HB 3, 86th Legislative Session, as long as the employee remains employed by the district.

Revisions regarding TRS surcharges for rehired retirees include:

- A prohibition against a district passing on to a retiree the cost of TRS surcharges (SB 202); and
- A temporary exemption from TRS surcharges through February 1, 2025, when a retiree is employed to mitigate student learning loss (SB 288).

DEAA(LEGAL) COMPENSATION PLAN: INCENTIVES AND STIPENDS

HB 1525 eliminates the requirement that a teacher be certified to be designated a master, exemplary, or recognized teacher under a local optional teacher designation system.

Changes to provisions on mentor teachers and achievement academy stipends are from SB 1267.

DEC(LEGAL) COMPENSATION AND BENEFITS: LEAVES AND ABSENCES

Districts that employ peace officers must implement two new leave provisions.

- SB 1359 requires a policy allowing the use of paid mental health leave by officers who experience a traumatic event in the scope of employment.
- HB 2073 requires the board to develop and implement a paid quarantine leave policy for district peace officers who are ordered to isolate or quarantine because of possible or known exposure to a communicable disease while on duty.

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In July, Policy Service sent an email with information on local policy changes to districts which our records show employ peace officers. If your district employs peace officers and has not yet contacted the district's policy consultant for policy revisions, please do so.

DECB(LLEGAL) LEAVES AND ABSENCES: MILITARY LEAVE

HB 1589 adds new disaster leave provisions for employees in the military who are called to state active duty in response to a disaster.

DFE(LLEGAL) TERMINATION OF EMPLOYMENT: RESIGNATION

HB 2519 requires notice to employees whom the district reports to SBEC for contract abandonment and limits SBEC's authority to sanction a teacher who files a resignation after the 45th day but no later than the 30th day before the first day of instruction.

DFE(LOCAL) TERMINATION OF EMPLOYMENT: RESIGNATION

Revisions to this local policy on resignations are guided by a recent commissioner of education proposal for decision. Based on the relevant statutory wording, a contract employee's resignation effective at the end of the school year must be filed with the board of trustees or the board's designee, and the board's designee, typically the superintendent, may not further delegate the ability to receive these resignations. As a result, we recommend revising the policy language to give the superintendent *or other person designated by board action* the authority to accept these resignations.

New recommended text states that if a contract employee provides a resignation to a supervisor who has not been designated by the board to accept such resignations, the supervisor shall instruct the employee to submit the resignation to the superintendent or other person designated by board action.

We have also clarified that a superintendent may delegate authority to accept at-will resignations to other administrators.

The [Regulations Resource Manual](#) includes sample resolutions if the board chooses to designate a district employee, in addition to the superintendent, to accept contract employee resignations.

DG(LLEGAL) EMPLOYEE RIGHTS AND PRIVILEGES

As a result of HB 3979, a teacher in a required social studies course may not be compelled to discuss a current event or widely debated and currently controversial issue of public policy or social affairs.

DGC(LLEGAL) EMPLOYEE RIGHTS AND PRIVILEGES: IMMUNITY

SB 6 provides that a person is not liable for injury or death caused by exposing an individual to a pandemic disease during a pandemic emergency except as provided by law.

DH(LLEGAL) EMPLOYEE STANDARDS OF CONDUCT

HB 375 amends the offense of continuous sexual abuse of a young child or children to include continuous sexual abuse of "a disabled individual."

DIA(LLEGAL) EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

SB 45 clarifies that an employer commits an unlawful employment practice for failing to take immediate and appropriate corrective action regarding sexual harassment that the employer or employer's agents knew or should have known was occurring.

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SB 282 prohibits a district from using public money to settle or pay a sexual harassment claim against a board member or an officer or employee of the district.

DMA(LEGAL) PROFESSIONAL DEVELOPMENT: REQUIRED STAFF DEVELOPMENT

Numerous revisions throughout this legally referenced policy on staff development are a result of SB 1267, which amends current requirements and requires SBEC, by June 1, 2022, to create a clearinghouse on continuing education and training requirements that includes recommendations for the frequency of training.

Boards must develop a professional development policy by August 1, 2022, that includes a schedule of training based on the clearinghouse or notes any differences between the board policy and the clearinghouse recommendations. Policy Service will provide local policy recommendations following publication of the clearinghouse.

Other legislation affecting this policy includes:

- HB 159, requiring certain elements be included in educator staff development;
- HB 1525, delaying requirements for teacher literacy achievement academies;
- HB 2681, requiring teachers of elective Bible courses to be certified in one of three areas and complete commissioner-developed training; and
- SB 199, eliminating the requirement for instruction on cardiopulmonary resuscitation and the use of automated external defibrillators to meet guidelines under the Health and Safety Code.

DP(LEGAL) PERSONNEL POSITIONS

SB 179 mandates that the board adopt a policy requiring a school counselor to spend at least 80 percent of the school counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). See DP(LOCAL), below, for more information.

Provisions in relevant employment contracts cannot conflict with the policy, and a district must annually assess the policy.

DP(LOCAL) PERSONNEL POSITIONS

Revisions regarding school counselors are based on SB 179, which mandates that the board adopt a policy requiring a school counselor to spend at least 80 percent of total work time on duties that are components of a comprehensive school counseling program (CSCP). If the board determines that, because of staffing needs in the district or at a campus, a school counselor cannot spend 80 percent of work time on CSCP components, the policy must address further details regarding the counselor's duties.

The recommended policy text is structured for the administration, rather than the board, to make the initial administrative determination about a counselor's job duties. If the board approves that determination, the board shall direct the superintendent to develop a revised job description for that counselor that will address the requirements in law.

To streamline the list of principal qualifications, we recommend referencing the job description for the number of years of experience as a classroom teacher and deleting this detail from policy. **Please ensure the district's job description for principals reflects the board's requirements.**

In accordance with these revisions, TASB HR Services has revised its model job descriptions available to subscribers in the HR Library at <https://www.tasb.org/services/hr-services/mytasb/model-job-descriptions/campus-instruction.aspx>.

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E(LLEGAL) INSTRUCTION

The E Section table of contents has been revised to change the subtitle of EKBA to English Learners/Emergent Bilingual Students to align with changes from SB 2066.

EB(LLEGAL) SCHOOL YEAR

A district may receive full ADA if it provides at least 43,200 minutes of instructional time to students enrolled in a school operating an adult high school charter school program in accordance with SB 1615.

EEB(LLEGAL) INSTRUCTIONAL ARRANGEMENTS: CLASS SIZE

Class size limits have been extended to prekindergarten by SB 2081.

EEL(LLEGAL) INSTRUCTIONAL ARRANGEMENTS: CONTRACTS WITH OUTSIDE AGENCIES

Driver training *schools* are renamed driver training *providers* by HB 1560.

EF(LLEGAL) INSTRUCTIONAL RESOURCES

SB 348 clarifies that a parent is entitled to review teaching and instructional materials while a child is participating in virtual or remote learning and to observe virtual instruction.

EHA(LLEGAL) CURRICULUM DESIGN: BASIC INSTRUCTIONAL PROGRAM

As provided by SB 6, a district is not liable for damages or monetary relief from a cancellation or modification of a course, program, or activity if the action is due to a pandemic emergency.

EHAA(LLEGAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)

Provisions on required instruction have been added to reflect HB 4509 revisions regarding instruction on American patriotism, Texas history, and the free enterprise system.

HB 1525 imposes several requirements regarding human sexuality curriculum materials, including:

- Revised parental notification and new parental consent provisions;
- Posting of proposed and adopted curriculum materials and options for a parent to purchase copyrighted materials from the publisher; and
- New board policy on adopting curriculum materials [see EHAA(LOCAL), below].

The [Regulations Resource Manual](#) includes a sample board resolution for convening the SHAC and a sample parental consent form.

SB 123 revises the list of topics that must be addressed in character education programs.

EHAA(LOCAL) BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)

New provisions are recommended to replace the district's current policy text. The new provisions are based on HB 1525, which imposes several requirements regarding human sexuality curriculum materials, including a board policy on adopting curriculum materials. The new policy language follows the steps required by law, including board adoption of a resolution to convene the school health advisory council (SHAC) to hold meetings and make recommendations to the board at a public meeting, as well as board

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confirmation that the recommendations meet the requirements in law before taking action by a record vote.

The [Regulations Resource Manual](#) includes a sample board resolution for convening the SHAC and a sample parental consent form.

Please note: After reviewing the recommended revisions, if the district would like to further revise this policy, please contact your policy consultant for assistance.

EHAD(LEGAL) BASIC INSTRUCTIONAL PROGRAM: ELECTIVE INSTRUCTION

Driver training *schools* are renamed driver training *providers* by HB 1560.

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

SB 89 requires districts to add supplemental information to the individualized education program (IEP) of any child who was enrolled in special education during the 2019–20 or 2020–21 school years.

The admission, review, and dismissal committee of a student who is participating in the new supplemental special education services and instructional materials program created by SB 1716 must provide certain information to parents and cannot consider the supplemental services when developing the IEP.

HB 785 imposes new requirements when a student has a behavioral improvement or intervention plan.

EHBB(LEGAL) SPECIAL PROGRAMS: GIFTED AND TALENTED STUDENTS

HB 1525 eliminates the statutory requirement for a district to annually certify its gifted and talented program to the commissioner.

EHBC(LEGAL) SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES

Numerous legislative changes affect this legally referenced policy on compensatory and accelerated services.

- The compensatory education allotment may be used for services of an instructional coach (HB 1525).
- The list of students at risk of dropping out of school excludes students who are retained in prekindergarten (SB 1697) and includes students enrolled in a dropout recovery school (HB 572) and students participating in an adult high school charter school program (SB 1615).
- The term "limited English proficient" has been changed to "emergent bilingual" (SB 2066).
- New provisions have been added on required services after an unsatisfactory performance on state assessments, including accelerated instruction, accelerated learning committees, and parent requests for specific teachers (HB 4545).

EHBC(LOCAL) SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES

Recommended revisions to this local policy include references to accelerated instruction and accelerated learning committees as revised by HB 4545 and direct parents to FNG, the district's existing grievance policy, for complaints about educational plans.

The text also explains that parental requests for a student to be assigned to a particular teacher following a student's unsatisfactory performance on a grade 3, 5, or 8 math or reading assessment shall be handled in accordance with the district's administrative procedures. The [Regulations Resource Manual](#) includes sample procedures and a form for these parental requests.

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The *Legal Issues in Update 118* memo describes common legal concerns and best practices specific to [this policy topic](#).

EHBE(LLEGAL) SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL

SB 2066 revises the term "limited English proficient" to "emergent bilingual" in several instances and adds a definition of the new term.

EHBFB(LLEGAL) SPECIAL PROGRAMS: CAREER AND TECHNICAL EDUCATION

In addition to existing career and technology education program notification requirements, SB 1095 adds a requirement for the district to provide parents notification of certain work-based education programs offered by the district.

EHBGB(LLEGAL) SPECIAL PROGRAMS: PREKINDERGARTEN

Eligibility for free prekindergarten enrollment for three-year-olds has been extended by HB 725 to children who were in foster care in another state.

Subject to certain requirements, a parent may elect for a student to repeat prekindergarten or enroll in prekindergarten for the first time if the student would have been eligible the previous year and has not yet enrolled in kindergarten (SB 1697).

To obtain an exemption from requirements regarding prekindergarten classes for four-year-olds, a district must first solicit proposals for partnerships (HB 1525).

A prekindergarten program provided by a private entity must comply with class size limits (SB 2081).

EHBKB(LLEGAL) SPECIAL PROGRAMS: OTHER INSTRUCTIONAL INITIATIVES

As revised by HB 3257, instruction required during Holocaust Remembrance Week must include materials developed or approved by the Texas Holocaust, Genocide, and Antisemitism Advisory Commission.

EHBDD(LLEGAL) ALTERNATIVE METHODS FOR EARNING CREDIT: COLLEGE COURSE WORK/DUAL CREDIT

In addition to existing career and technology program notification requirements, SB 1095 adds a requirement for the district to provide notice of work-based education programs offered by the district, such as internships, externships, apprenticeships, or a Pathways in Technology Early College High School (P-TECH) program, and to notify parents of the qualifications for enrolling in these programs. A district must also provide notice regarding subsidies to take college advanced placement tests or international baccalaureate examinations.

An agreement with an institution of higher education must designate an employee of the district or the higher education institution as responsible for providing academic advising to students who will enroll in a dual credit course, as specified by SB 1277.

EI(LLEGAL) ACADEMIC ACHIEVEMENT

Revised Administrative Code rules require the academic achievement record to reflect compliance with the requirement to complete a free application for federal student aid (FAFSA) or Texas application for state financial aid (TASFA).

SB 1888 eliminates the Early High School Graduation Scholarship Program.

EIE(LLEGAL) ACADEMIC ACHIEVEMENT: RETENTION AND PROMOTION

HB 4545 eliminates grade advancement provisions for students in grades 5 and 8.

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SB 1697 creates parental options to retain students in prekindergarten through grade 8 or retake a high school credit course, even if the student has met the promotion standards or passed the course. In addition, a parent may enroll a student in prekindergarten or kindergarten as specified if the student was eligible the previous year. The bill includes a process to be followed if the district disagrees with the request. However, if the parent participates in that process, the parent may make the final decision whether the student will be retained. The retention provisions for grades 4–8 and for high school courses expire September 1, 2022.

EIE(LOCAL)

ACADEMIC ACHIEVEMENT: RETENTION AND PROMOTION

Outdated provisions on grade advancement testing have been removed as a result of HB 4545, including provisions on assignment of retained students, which were based on Administrative Code provisions addressing grade advancement requirements. The statement about eliminating the practice of retaining students is recommended for deletion, as it is only needed if a district operates an optional extended year program (OEYP) under Education Code 29.082.

Accelerated instruction is now addressed at EHBC.

Please note: We have retained unchanged your unique text at Kindergarten–Grade 2.

Please review your policy and contact your policy consultant if the district's grade level promotion standards need revision. The article "Level-Up? Promotion to the Next Grade Depends on Board Policy" (available in the TASB Member Center at <https://www.tasb.org/members/enhance-district/local-promotion-standards/>) provides additional information on grade level promotion standards.

The *Legal Issues in Update 118* memo describes common legal concerns and best practices specific to [this policy topic](#).

EIF(LEGAL)

ACADEMIC ACHIEVEMENT: GRADUATION

SB 369 adds details regarding how a school counselor reports compliance with the requirement for a student to complete a free application for federal student aid (FAFSA) or Texas application for state financial aid (TASFA).

The statutory expiration date for individual graduation committees was repealed by HB 1603.

Provisions on the Texas First Early High School Completion Program are from SB 1888.

Revised Administrative Code rules clarify that the requirement to demonstrate proficiency in specific communication skills for graduation may be satisfied beginning in grade 8.

EK(LEGAL)

TESTING PROGRAMS

We have removed TEA obligations regarding reimbursement procedures for college preparation assessments.

EKB(LEGAL)

TESTING PROGRAMS: STATE ASSESSMENT

The statutory term "limited English proficient" has been changed to "emergent bilingual" (SB 2066).

SB 1267 permits the district employee who oversees test administration to require other district employees who administer assessments to repeat test administration training.

References to the Texas Success Initiative Assessment, Version 2.0 (TSIA2) have been added as a result of revised Administrative Code rules.

Revisions regarding accelerated instruction are based on HB 4545.

Explanatory Notes

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Hays CISD

EKBA(LLEGAL) STATE ASSESSMENT: ENGLISH LEARNERS/EMERGENT BILINGUAL STUDENTS

The statutory term "limited English proficient" has been changed to "emergent bilingual" (SB 2066).

EL(LLEGAL) CAMPUS OR PROGRAM CHARTERS

HB 3607 revises funding provisions applicable when a district contracts with an open-enrollment charter school to jointly operate a campus.

SBs 1365 and 1697 revise the list of laws applicable to charter campuses or programs.

EMB(LLEGAL) MISCELLANEOUS INSTRUCTIONAL POLICIES: TEACHING ABOUT CONTROVERSIAL ISSUES

HB 3979 adds numerous restrictions for a social studies course in the required curriculum.

EMI(LLEGAL) MISCELLANEOUS INSTRUCTIONAL POLICIES: STUDY OF RELIGION

HB 2681 permits a district to offer an elective course on the Bible beginning in grade 6, rather than grade 9.

FD(LLEGAL) ADMISSIONS

A statement has been added for new provisions from HB 4545 regarding enrollment in prekindergarten and kindergarten under certain circumstances. A cross-reference has also been added to EIE(LLEGAL).

SB 746 requires a parent to provide to the district in writing the parent's contact information.

In accordance with SB 1615, a student enrolled in an adult high school charter school program is entitled to the benefits of the available school fund if the student is under 50 years of age.

FDA(LLEGAL) ADMISSIONS: INTERDISTRICT TRANSFERS

SB 481 allows a student to transfer to another district if the student's current district will offer only virtual instruction for more than one grading period during the school year.

A cross-reference to CNA has been added for provisions on operating a transportation system outside the district to transport interdistrict transfer students.

FDAA(LLEGAL) INTERDISTRICT TRANSFERS: PUBLIC EDUCATION GRANTS

SB 1365 revises public education grants to make a student eligible if the student is assigned to a campus with any unacceptable performance rating.

FDB(LLEGAL) ADMISSIONS: INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

SB 1365 revises public education grants to make a student eligible if the student is assigned to a campus with any unacceptable performance rating.

FDE(LLEGAL) ADMISSIONS: SCHOOL SAFETY TRANSFERS

HB 375 amends the offense of continuous sexual abuse of a young child or children to include continuous sexual abuse of "a disabled individual."

Explanatory Notes

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Hays CISD

FDE(LOCAL)

ADMISSIONS: SCHOOL SAFETY TRANSFERS

Recommended revisions are to reflect a change from HB 375, which amends the offense of continuous sexual abuse of a young child or children to include continuous sexual abuse of "a disabled individual."

FEA(LEGAL)

ATTENDANCE: COMPULSORY ATTENDANCE

HB 699 requires a school district to excuse a student's absence resulting from a serious or life-threatening illness or related treatment that makes the student's attendance infeasible, if proper documentation is provided.

SB 289 creates an optional excused absence for a student who is at least 15 years old to be absent for one day to obtain a learner license and for one day to obtain a driver's license.

HB 3165 provides an affirmative defense to truant conduct if absences were due to a child's voluntary absence from home because of abuse.

FEA(LOCAL)

ATTENDANCE: COMPULSORY ATTENDANCE

We have added text to address SB 289, which creates an optional excused absence for a student who is at least 15 years old to be absent for one day to obtain a learner license and for one day to obtain a driver's license. **Contact the district's policy consultant if your district will not permit these excused absences.** The [Regulations Resource Manual](#) includes at FEA a sample form for students to verify an absence to visit a driver's license office and, at FEB, a chart listing acceptable documentation for absences, including for learner permits and driver's licenses.

Various references about providing verification of the absences addressed in the policy have been consolidated into a single statement.

The *Legal Issues in Update 118* memo describes common legal concerns and best practices specific to [this policy topic](#).

FEC(LEGAL)

ATTENDANCE: ATTENDANCE FOR CREDIT

HB 699 prohibits a district from considering excused absences resulting from a serious or life-threatening illness or related treatment in determining whether a student has satisfied attendance requirements for a final grade or credit.

FEC(LOCAL)

ATTENDANCE: ATTENDANCE FOR CREDIT

Numerous revisions are recommended to this local policy on attendance for credit.

- As reflected in the revision at Absences Considered, in calculating whether a student has met the 90 percent attendance requirement, HB 699 creates an exception for absences resulting from a serious or life-threatening illness or related treatment. The [Regulations Resource Manual](#) includes sample letters to notify parents of student absences, which have been updated to reflect this exception.
- Administrative details on documentation of student illnesses have been included in the *Model Student Handbook* and are recommended for deletion.
- Provisions on the attendance committee's consideration of the best interest of the student, extenuating circumstances, and conditions for awarding credit or a final grade have been revised and reordered to emphasize a student's mastery of the essential knowledge and skills and maintaining a passing grade rather than assigning a student to attend programs for an amount of time equivalent to the student's absences.

The *Legal Issues in Update 118* memo describes common legal concerns and best practices specific to [this policy topic](#).

Explanatory Notes

TASB Localized Policy Manual Update 118

Hays CISD

FED(LEGAL)

ATTENDANCE: ATTENDANCE ENFORCEMENT

HB 699 prohibits a district from referring a student to truancy court and requires a district to provide counseling to a student who is absent due to a severe or life-threatening illness or related treatment.

The sample Truancy Prevention Measures Checklist in the [Regulations Resource Manual](#) has been updated to reflect this change.

FFAC(LEGAL)

WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT

SB 1267 requires that training on unassigned epinephrine auto-injectors be in accordance with the district's professional development policy, which must be adopted by August 1, 2022, following publication of the SBEC clearinghouse on continuing education and training requirements. See DMA(LEGAL) above for information.

SB 6 addresses immunity of certain medical professionals for injury or death caused by care, treatment, or failure to provide care or treatment relating to a pandemic disease.

FFB(LEGAL)

STUDENT WELFARE: CRISIS INTERVENTION

HB 3597 provides flexibility regarding the requirement for a district's threat assessment team to include a variety of members with extensive expertise and now requires the superintendent to ensure, *to the greatest extent practicable*, that the members have the required expertise.

FFBA(LEGAL)

CRISIS INTERVENTION: TRAUMA-INFORMED CARE

SB 1267 requires that training on trauma-informed care be in accordance with the district's professional development policy, which must be adopted by August 1, 2022, following publication of the SBEC clearinghouse on continuing education and training requirements. See DMA(LEGAL) above for information.

The bill also repeals the requirement to report on training compliance to TEA.

FFEB(LEGAL)

COUNSELING AND MENTAL HEALTH: MENTAL HEALTH

As required by SB 279, student identification cards must include the contact information for the National Suicide Prevention Lifeline and the Crisis Text Line and may include a local suicide prevention hotline, if available.

FFG(LEGAL)

STUDENT WELFARE: CHILD ABUSE AND NEGLECT

HB 3379 changes the standard of reporting child abuse and neglect from "cause to believe" to "*reasonable* cause to believe."

In addition, we have reordered provisions to better align with the structure of FFG(LOCAL) and have added an existing definition for completeness.

FFG(LOCAL)

STUDENT WELFARE: CHILD ABUSE AND NEGLECT

Recommended revisions to this local policy incorporate HB 3379 changes to the standard of reporting child abuse and neglect from "cause to believe" to "*reasonable* cause to believe."

A reference to the definition of a person responsible for the care, custody, or welfare of a child has been added for clarification.

We have also clarified that training will be as required by law and district policy in anticipation of the new district professional development policy that must be in place by August 2022. See DMA above for more information.

Explanatory Notes

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Hays CISD

FFH(LLEGAL)

STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

Dating violence training is now only required on campuses that instruct students in grade six or higher in accordance with SB 1267.

An adjustment to the Note on Title IX explains that the Office for Civil Rights (OCR) has issued a formal interpretation that discrimination on the basis of sex under Title IX includes discrimination on the basis of sexual orientation and gender identity.

FFI(LLEGAL)

STUDENT WELFARE: FREEDOM FROM BULLYING

In accordance with SB 2050, district bullying policies must address prevention and mediation of bullying incidents and comply with minimum standards adopted by TEA. Policy Service will recommend local policy revisions following publication of the TEA minimum standards.

FL(LLEGAL)

STUDENT RECORDS

Changes in federal law prompted revisions regarding access to student information by military recruiters, who may have access to a student's district-provided email address unless a parent has advised the district not to release this information.

FL(LOCAL)

STUDENT RECORDS

At Types of Education Records, we have replaced an outdated reference to the "grade placement committee" with a reference to the "accelerated learning committee" in accordance with HB 4545.

The *Legal Issues in Update 118* memo describes common legal concerns and best practices specific to [this policy topic](#).

FM(LLEGAL)

STUDENT ACTIVITIES

The requirement for the UIL to provide training to extracurricular students in recognizing the symptoms of catastrophic injuries and the risks of using dietary supplements has been removed by SB 1267.

HB 1080 provides that a district may not exclude a student from participating in a UIL activity solely because the student receives outpatient mental health services from a mental health facility or is absent for this purpose.

A district may permit homeschool students to represent the school in UIL activities as provided by HB 547. **If your district will permit homeschool students to participate in UIL activities and you currently have a provision in FD(LOCAL) prohibiting nonenrolled students from participating in curricular or extracurricular activities, please contact your policy consultant for an adjustment to that policy.**

HB 2721 prohibits a student from participating in any future extracurricular activity sponsored by the district or the UIL if the UIL determines that the student caused bodily injury to an extracurricular official in retaliation for the official's performance of duties.

Other provisions have been reordered for better flow.

FNCD(LLEGAL)

STUDENT CONDUCT: TOBACCO USE AND POSSESSION

SB 248 amends the definition of "e-cigarette" to include the liquid solution or other material used in the device.

Explanatory Notes

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Hays CISD

FNCG(LLEGAL) STUDENT CONDUCT: WEAPONS

HB 1927 prompted revisions regarding the Penal Code offense of unlawful carrying of weapons and a reference to the appropriate legal source for handgun offenses.

HB 957 removes firearm silencer from the list of prohibited weapons in Texas Penal Code 46.05.

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

SB 348 clarifies that a parent is entitled to review teaching and instructional materials while a child is participating in virtual or remote learning and to observe virtual instruction.

FOC(LLEGAL) STUDENT DISCIPLINE: PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING

HB 375 amends the offense of continuous sexual abuse of a young child or children to include continuous sexual abuse of "a disabled individual."

FOD(LLEGAL) STUDENT DISCIPLINE: EXPULSION

HB 375 amends the offense of continuous sexual abuse of a young child or children to include continuous sexual abuse of "a disabled individual."

FOF(LLEGAL) STUDENT DISCIPLINE: STUDENTS WITH DISABILITIES

When a district takes disciplinary action that constitutes a change of placement for a student who receives special education services, HB 785 requires the district to take certain actions relating to functional behavior assessments and behavioral intervention plans.

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

The name of an employee accused of an improper relationship between an educator and student is confidential until the employee is indicted for the offense, except as specified by HB 246. The [Regulations Resource Manual](#) includes sample procedures to address release of this information by a campus.

Provisions on the release of personal information have been revised for:

- Board members (HB 1082); and
- Current or honorably retired peace officers and commissioned security officers (SB 841).

Confidentiality of crime victim information has been revised based on HB 2357.

The sample election of confidentiality forms in the [Regulations Resource Manual](#) have been updated to reflect these changes.

GBAA(LLEGAL) INFORMATION ACCESS: REQUESTS FOR INFORMATION

Changes to this policy on requests for information are from SB 1225.

- If a district's physical offices are closed, but staff is working remotely, the district must make a good faith effort to continue responding to Public Information Act (PIA) requests for information.
- Provisions on temporary suspension of the PIA due to a catastrophe apply only when a district is *significantly* impacted and limit extensions of a suspension to only once per catastrophe.

Explanatory Notes
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Hays CISD

GKA(LLEGAL) COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES

HB 1927 revises the Penal Code's list of places where the possession of weapons is prohibited. Changes in federal law prompted revisions regarding the use of unmanned aircraft systems.

GKD(LLEGAL) COMMUNITY RELATIONS: NONSCHOOL USE OF SCHOOL FACILITIES

HB 525 protects religious organizations from closure by a governmental entity during a disaster. HB 1239 amends the Texas Religious Freedom Restoration Act to prohibit a government agency or public official from ordering the closure of a place of worship and clarifies that the Act cannot be suspended by the governor during a disaster.

GKE(LLEGAL) COMMUNITY RELATIONS: BUSINESS, CIVIC, AND YOUTH GROUPS

Districts may not regulate learning pods in accordance with SB 1955.

GNB(LLEGAL) RELATIONS WITH EDUCATIONAL ENTITIES: REGIONAL EDUCATION SERVICE CENTERS

Changes to the provisions on core services provided by education service centers reflect that the gifted and talented allotment was reinstated by HB 1525.

GNC(LLEGAL) RELATIONS WITH EDUCATIONAL ENTITIES: COLLEGES AND UNIVERSITIES

Provisions requiring certain districts to develop a plan to increase enrollment in higher education were deleted by SB 1677.

GRB(LLEGAL) RELATIONS WITH GOVERNMENTAL ENTITIES: INTERLOCAL COOPERATION CONTRACTS

Provisions on entering into intergovernmental support agreements with a branch of the armed forces have been added as a result of SB 780.



(LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; omitted in Word)

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

Note: While the annotation software competently identifies simple changes, large or complicated changes—as in an extensive rewrite—may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes makes formatting changes appear tracked, even though the text remains the same.

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

| | | |
|-----------------|--|--|
| Contact: | School Districts and Education Service Centers | Community Colleges |
| | policy.service@tasb.org | colleges@tasb.org |
| | 800.580.7529 512.467.0222 | 800.580.1488 512.467.3689 |

**Fiduciary
Responsibility**

The Superintendent, principal, and sponsor, as applicable, shall be responsible for the proper administration of District and campus activity funds and student activity funds in accordance with state law and local policy, District-~~approved~~ accounting practices and procedures, and the [Texas Education Agency \(TEA\) Financial Accountability System Resource Guide](#).

**Student Activity
Funds**

The Superintendent ~~or designee~~ shall ensure that student activity accounts are maintained to manage all class funds, ~~organization funds~~, and ~~any~~ other funds raised and collected by [student clubs or organizations from students](#) for a school-related purpose. The principal or designee shall issue receipts for all funds prior to their deposit into the appropriate District account at the District depository.

Student activity funds shall be included in the annual audit of the District's fiscal accounts. [See CFC]

Use and
Expenditure

Funds collected by student groups shall be used only for purposes authorized by the [student club or organization](#). ~~or upon approval of the sponsor~~. The principal ~~and sponsor or designee~~ shall [manage and](#) approve all disbursements. All funds raised by student organizations must be expended for the benefit of the students.

Interest earned from activity accounts shall be expended at the discretion of the District.

**District and Campus
Activity Funds**

The Superintendent shall [ensure District accounting practices and procedures address](#) ~~establish regulations governing~~ the expenditure of District and campus activity funds generated from vending machines, rentals, gate receipts, concessions, and other local sources of revenue over which the District has direct control. Funds generated from such sources shall be expended for the benefit of the District or its students and shall be related to the District's educational purpose.

Approval

Approval from the immediate supervisor or designee shall be obtained prior to a disbursement being made to any employee, including the principal.

Carryover Funds

All funds shall be left in the appropriate account and each sponsoring group shall retain the carryover funds for the next fiscal year. If [a club or an](#) organization ceases to function or exist, the unexpended funds ~~of the organization~~ shall be credited to the appropriate administrative activity account.

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

Coordinator The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters ~~and as required by law report to TEA breaches of system security.~~

Training The Board delegates to the Superintendent the authority to:

1. Determine the cybersecurity training program to be ~~used in the District; annually completed by each employee and Board member; and~~
2. Verify and report compliance with ~~staff~~ training requirements in accordance with guidance from the Department of Information Resources; ~~and~~
- ~~2.3.~~ Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

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

Security Breach Notifications Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

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

The ~~District~~ ~~District's cybersecurity coordinator~~ shall disclose a breach involving sensitive, protected, or confidential student information ~~as required by TEA and parents in accordance with~~ law.

TERMINATION OF EMPLOYMENT
RESIGNATION

DFE
(LOCAL)

General Requirements

All resignations shall be submitted in writing to the Superintendent or other person designated by Board action in accordance with this policy, ~~the Board's designee for these purposes~~. The employee shall give reasonable notice and shall include in the letter a statement of the reasons for resigning. ~~as outlined in administrative procedures~~. A prepaid certified or registered letter of resignation shall be considered submitted upon mailing.

At-Will Employees

The Superintendent ~~or designee~~ shall be authorized to accept the resignation of an at-will employee at any time. ~~The Superintendent may delegate to other administrators the authority to accept a resignation of an at-will employee.~~

Contract Employees

The Superintendent or other person designated by Board action ~~designee~~ shall be authorized to receive a contract employee's resignation effective at the end of the school year or submitted after the last day of the school year and before the penalty-free resignation date. ~~If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent or other person designated by Board action.~~ The resignation requires no further action by the District and is accepted upon receipt by the Superintendent or other person designated by Board action.

The Superintendent or other person designated by Board action shall be authorized to accept a contract employee's resignation submitted or effective at any other time. ~~If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent or other person designated by Board action.~~ The Superintendent or other person designated by Board action ~~The Superintendent or other Board designee~~ shall either accept the resignation or submit the matter to the Board in order to pursue sanctions allowed by law.

Withdrawal of Resignation

Once submitted and accepted, the resignation of a contract employee may not be withdrawn without consent of the Superintendent or other person designated by Board action. ~~designee.~~

**Principal
Qualifications**

In addition to the minimal certification requirement, ~~athe~~ principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage ~~budgets~~ budget and personnel and to coordinate campus functions;
4. The ability to explain policy, procedures, and data;
5. Strong communications, public relations, and interpersonal skills;
- ~~6. Three years' experience as a classroom teacher;~~
- ~~7.6.~~ Prior experience in instructional leadership roles; and
1. Other qualifications deemed necessary by the Board and included in the job description.

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

- ~~8.7.~~ If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision. ▸

Human Sexuality
Instruction ~~Education~~
†

The following process shall apply regarding the adoption of curriculum materials for the district's human sexuality instruction:

1. The Board shall adopt a resolution convening the District's school health advisory council (SHAC) to recommend curriculum materials for the instruction.
2. The SHAC shall hold at least two public meetings on the curriculum materials before adopting recommendations to present to the Board.
3. The SHAC recommendations must comply with the instructional content requirements in law, be suitable for the subject and grade level for which the materials are intended, and be reviewed by academic experts in the subject and grade level for which the materials are intended.
4. The SHAC shall present its recommendations to the Board at a public meeting.

After the Board ensures the recommendations from the SHAC meet the standards in law, the Board shall take action on the recommendations by a record vote at a public meeting. ~~The District shall implement, in accordance with law, a coordinated health program with a human sexuality education component [see EHAB and EHAC] and shall use health course curriculum that emphasizes the importance of safe behaviors and positive healthy choices for all students.~~

~~In addition, the District establishes the following goals for human sexuality education:~~

- ~~1. Students will receive health education that fosters the adoption of healthy behaviors and emphasizes the elimination of risky behaviors.~~
- ~~2. Human sexuality education will be a Districtwide priority and will be integrated into other areas of the curriculum, as appropriate.~~
- ~~3. Staff responsible for human sexuality education will be adequately prepared and will participate in professional development activities to effectively deliver the program as planned.~~
- ~~4.1. The District may offer seminars for parents or guardians that support and encourage their active involvement in the sexuality education of their children.~~

~~Each student~~ ~~Students at all grade levels~~ who ~~has~~~~have~~ been identified as being at risk of dropping out of school, who ~~is~~~~are~~ not performing at grade level, or who did not perform satisfactorily on a state-mandated assessment, shall be provided accelerated and/or compensatory educational services.

Accelerated Instruction

The District shall provide accelerated instruction in accordance with law if a student fails to perform satisfactorily ~~based~~ on a state-mandated ~~needs~~ assessment. ~~The principal shall ensure that each identified student is receiving services.~~

Accelerated Learning Committee

When a student fails to perform satisfactorily on a math or reading state-mandated assessment in grades 3, 5, or 8, an accelerated learning committee shall develop a written educational plan in accordance with law. If a parent requests that the student be assigned to a particular teacher the following school year, the request shall be addressed in accordance with the District's administrative procedures.

A parent complaint about the content or implementation of the educational plan shall be filed in accordance with FNG. ~~The services provided each student shall be consistent with the goals and strategies established in the District and campus improvement plans and shall be reviewed for effectiveness at the close of each grading period. Parents shall be encouraged to participate in the planning of educational services for their child and shall be kept informed regarding the child's progress toward educational goals.~~

~~Parents of students who are not successful in meeting requirements for promotion shall be informed of any available options, such as an extended year program or summer school.~~

~~{See EIE}~~

Curriculum Mastery Promotion and course credit shall be based on mastery of the curriculum. Expectations and standards for promotion shall be established for each grade level, content area, and course and shall be coordinated with compensatory, intensive, and/or accelerated services. [See EHBC]- The District shall comply with applicable state and federal requirements when determining methods for students with disabilities [see FB] or students who are English language learners [see EHBE and EKBA] to demonstrate mastery of the curriculum.

Students Receiving Special Education Services Any modified promotion standards for a student receiving special education services shall be determined by the student's admission, review, and dismissal (ARD) committee and documented in the student's individualized education program (IEP). [See EHBA series and EKB]

Standards for Mastery In addition to the factors in law that must be considered for promotion, mastery shall be determined as follows:

1. Course assignments and unit evaluation shall be used to determine student grades in a subject. An average of 70 or higher shall be considered a passing grade.
2. Mastery of the skills necessary for success at the next level shall be validated by assessments that may either be incorporated into unit or final exams or may be administered separately. Mastery of at least 70 percent of the objectives shall be required.

Kindergarten–Grade 2 In kindergarten–grade 2, promotion to the next grade level shall be based on satisfactory performance in language arts and mathematics.

Grades 3–8 In grades 3–8, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in three of the following areas: language arts, mathematics, science, and social studies.

Grades 9–12 Grade-level advancement for students in grades 9–12 shall be earned by course credits. [See EI]

Accelerated Instruction ~~If a student fails to demonstrate proficiency on a state-mandated assessment, the student shall be provided accelerated instruction in accordance with state law. Additionally, students in grades 5 and 8 shall be subject to all provisions of GRADE ADVANCEMENT TESTING, below.~~

**Grade Advancement
Testing**

~~Except when a student will be assessed in reading or mathematics above his or her enrolled grade level, students in grades 5 and 8 must meet the passing standard on the applicable state mandated assessments in reading and mathematics to be promoted to the next grade level, in addition to the District's local standards for mastery and promotion.~~

~~Definition of 'Parent'~~

~~For purposes of this policy and decisions related to grade advancement requirements, a student's "parent" shall be defined to include either of the student's parents or guardians; a person designated by the parent, by means of a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code, to have responsibility for the student in all school-related matters [see FD]; a surrogate parent acting on behalf of a student with a disability; a person designated by the parent or guardian to serve on the grade placement committee (GPC) for all purposes; or in the event that a parent, guardian, or designee cannot be located, a person designated by the Superintendent or designee to act on behalf of the student. [See EIE(LEGAL)]~~

~~Alternate
Assessment
Instrument~~

~~The Superintendent or designee shall select from the state approved list, if available, for each applicable subject an alternate assessment instrument that may be used for the third testing opportunity. Each student's GPC shall decide whether he or she shall be given the statewide assessment instrument or the applicable alternate instrument for the third testing opportunity. The committee's decision shall be based on a review of the student's performance in the previous testing opportunities, local assessments, and any other circumstances it deems appropriate.~~

~~Standards for
Promotion Upon
Appeal~~

~~If a parent initiates an appeal of his or her child's retention following the student's failure to demonstrate proficiency after the third testing opportunity, the GPC shall review all facts and circumstances in accordance with law.~~

~~The student shall not be promoted unless:~~

- ~~1. All members of the GPC agree that the student is likely to perform on grade level if given additional accelerated instruction during the following school year in accordance with the educational plan developed by the GPC; and~~
- ~~2. The student has completed required accelerated instruction in the subject area for which the student failed to demonstrate proficiency.~~

~~Whether the GPC decides to promote or to retain a student in this manner, the committee shall determine an accelerated instruction~~

~~plan for the student for the following school year, providing for interim reports to the student's parent and opportunities for the parent to consult with the teacher or principal as needed. The principal or designee shall monitor the student's progress during the following school year to ensure that he or she is progressing in accordance with the plan.~~

~~Transfer Students~~

~~When a student transfers into the District having failed to demonstrate proficiency on applicable assessment instruments after two testing opportunities, a GPC shall convene for that student. The GPC shall review any available records of decisions regarding testing and accelerated instruction from the previous district and determine an accelerated instruction plan for the student.~~

~~If a parent initiates an appeal for promotion when a student transfers into the District having failed to demonstrate proficiency after three testing opportunities, the GPC shall review any available records of decisions regarding testing, accelerated instruction, retention, or promotion from the previous district and issue a decision in accordance with the District's standards for promotion.~~

~~Assignment of
Retained Students~~

~~In the event a student is not promoted to the next grade level, the District shall nevertheless assign the student to an age appropriate campus, unless:~~

- ~~1. The student's parent requests that the student be assigned to the same or a similar campus setting; or~~
- ~~2. The student's GPC determines that it would be in the student's best interest to be assigned to the same or a similar campus setting. Criteria to be considered for this decision may include:
 - ~~a. Recommendations from the student's teachers.~~
 - ~~b. Observed social and emotional development of the student.~~~~

~~Reducing Student
Retention~~

~~The District shall establish procedures designed to reduce retaining students at a grade level, with the ultimate goal being elimination of the practice of retaining students. [See EHBC]~~

Safe Schools Data

The Superintendent shall ensure that the District complies with Texas Education Agency (TEA) guidelines for the collection and maintenance of data regarding:

1. Mandatory expellable offenses committed at school or at a school-related or school-sponsored activity, on or off school property [see FOD]; and
2. Any student who becomes a victim of one of the following violent criminal offenses, as defined by the Penal Code, while on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property:
 - a. Attempted murder;
 - b. Indecency with a child;
 - c. Aggravated kidnapping;
 - d. Aggravated assault on someone other than a District employee or volunteer;
 - e. Sexual assault or aggravated sexual assault against someone other than a District employee or volunteer;
 - f. Aggravated robbery; or
 - g. Continuous sexual abuse of a young child or [disabled individual children](#).

School Safety Transfers

The parent of a student who becomes a victim of a violent criminal offense as described in the state guidance for unsafe school choice options or who is assigned to a campus identified by TEA as persistently dangerous shall be offered a transfer to a safe public or charter school within the District.

For each transfer requested, the District shall explore transfer options, as appropriate. Options may include a transfer agreement with another school district.

From a Persistently Dangerous School

The parent of a student attending a school identified as persistently dangerous shall be provided notification of his or her right to request a transfer. Notification shall occur at least 14 days prior to the start of the school year or, for a student enrolling subsequently, upon the student's enrollment.

The parent must submit to the Superintendent an application for transfer. The Superintendent shall complete the transfer prior to the beginning of the school year, if applicable, or within 14 calendar days of the request for a subsequently enrolling student.

Any transfer arranged for a student from a campus identified by TEA as persistently dangerous shall be renewed so long as the campus from which the student transferred retains that designation.

The District shall maintain, in accordance with the District's record retention schedule, documentation of notification to parents of the transfer option, transfer applications submitted, and action taken.

For a Victim of a
Violent Criminal
Offense

Within 14 calendar days after a violent criminal offense described above occurs in or on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property, the District shall notify the parent of a student who is a victim of the offense of the parent's right to request a transfer. The parent must submit to the Superintendent an application for transfer. The Superintendent shall approve or disapprove the request within 14 calendar days of its submission.

Any transfer arranged for a student who was a victim of a violent crime as described above shall be renewed so long as the threat to the student exists at the campus to which the student would typically be assigned.

For each offense, the District shall maintain for at least five years documentation of the nature and date of the offense, notification to the parent of the transfer option, transfer applications submitted, action taken, and other relevant information regarding the offense.

**Additional Transfer
Options**

In circumstances described by Education Code 25.0341, a parent of a student who has been the victim of a sexual assault, regardless of whether the offense occurred on or off school property, may request a transfer of the parent's child or the student assailant from the same campus.

[For other transfer provisions, see also FDA and FDB.]

Students in violation of the compulsory attendance law shall be reported to the District attendance officer, who may institute court action as provided by law.

Tuancy

Students absent from school without permission of a parent or guardian, or absent from class without the principal's permission, shall be considered truant and shall be subject to disciplinary action.

Excused Absences

In addition to excused absences required by law, the District shall excuse absences for the following purposes. **A student shall be required to submit verification of these absences in accordance with administrative regulations.**

Higher Education
Visits

The District shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit an accredited institution of higher education. ~~A student shall be required to submit verification of such visits in accordance with administrative regulations.~~

Armed Services
Enlistment

The District shall excuse a student 17 years of age or older for up to four days during his or her enrollment in high school for activities related to pursuing enlistment in a branch of the U.S. Armed Services or Texas National Guard. ~~A student shall be required to submit verification of such activities in accordance with administrative regulations.~~

Early Voting or
Election Clerk

The District shall excuse a student for up to two days per school year to serve as an early voting or election clerk. ~~A student shall be required to submit verification of service in accordance with administrative regulations.~~

Learner or Driver's
License

The District shall excuse a student 15 years of age or older for one day during his or her enrollment in high school for each of the following:

- Visiting a driver's license office to obtain a learner license; or
- Visiting a driver's license office to obtain a driver's license.

[For extracurricular activity absences, see FM.]

**Withdrawal for
Nonattendance**

The District may initiate withdrawal of a student under the age of 19 for nonattendance under the following conditions:

1. The student has been absent ten consecutive school days; and
2. Repeated efforts by the attendance officer and/or principal to locate the student have been unsuccessful.

[For District-initiated withdrawal of students 19 or older, see FEA(LEGAL).]

Students Attending Homeschools

Students who are homeschooled are exempt from the compulsory attendance law to the same extent as students enrolled in other private schools.

Adequate documentation of homeschooling for withdrawal shall consist of either a statement of withdrawal in accordance with FD(LOCAL) indicating the date homeschooling began, or a signed and dated letter from a parent or guardian indicating that his or her child is being homeschooled and the date the homeschooling began.

The District may request from a parent or guardian a letter of assurance that a child is being educated using a curriculum designed to meet basic education goals of reading, spelling, grammar, mathematics, and a study of good citizenship.

Enforcing
Compulsory
Attendance

If a parent or guardian refuses to submit a requested statement or letter, or if the District has evidence that a school-aged child is not being homeschooled within legal requirements, the District may investigate further and, if warranted, shall pursue legal action to enforce the compulsory attendance law.

This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.

Consideration of All Absences Considered

Except as otherwise provided by law, all absences incurred while enrolled in the District ~~All absences~~ shall be considered in determining whether a student has attended the required percentage of days under this policy.

Attendance Committees

The Board shall establish an attendance committee or as many committees as necessary for efficient implementation of Education Code 25.092.

The Superintendent ~~or designee~~ shall make the specific appointments in accordance with legal requirements.

Parental Notice of Excessive Absences

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered.

Methods for Regaining Credit or Awarding a Final Grade

When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class or a final grade by completing a plan approved by the principal. This plan must provide for the student to meet the instructional requirements of the class as determined by the principal.

If the student fails to successfully complete the plan, or when a student's attendance drops below 75 percent of the days the class is offered, the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

Petitions for credit or a final grade may be filed at any time the student receives notice but, in any event, no later than 30 days after the last day of classes.

The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. The attendance committee may also, whether a petition is filed or not, review the records of all students whose attendance drops below 90 percent of the days the class is offered.

~~A student~~ ~~Students~~ who ~~has~~ ~~have~~ lost credit or ~~has~~ ~~have~~ not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

Personal Illness

~~The~~ When a student's absence for personal illness exceeds five consecutive days, the principal or attendance committee may require verification that the student present a statement from a physician or health-care provider in accordance with administrative regulations clinic verifying the illness or condition that caused the student's extended absence from school as a condition of classifying ~~an~~ the absence for personal illness as one for which there are extenuating circumstances.

Best Interest Standard

In reaching consensus regarding ~~if~~ a student's ~~student has established a questionable pattern of~~ absences and how, the student can be awarded credit ~~principal~~ or a final grade, the attendance committee shall attempt to ensure ~~may require~~ that its decision is in the best interest of the ~~a~~ student. The Superintendent shall develop administrative regulations to document the attendance committee's decision ~~present a physician's or clinic's statement of illness after a single day's absence as a condition of classifying the absence as one for which there are extenuating circumstances.~~

Guidelines on Extenuating Circumstances

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject. ~~adhere to the following guidelines to determine attendance for award of credit or a final grade:~~

When Days of Attendance

1. ~~If~~ makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences ~~as that are allowed under compulsory attendance requirements shall be considered~~ days of attendance for award of credit or a final grade. [See FEA] ~~(LEGAL) at EXCUSED ABSENCES FOR COMPULSORY ATTENDANCE DETERMINATIONS.]~~

Transfers / Migrant Students

2. ~~A transfer or migrant student incurs absences only after his or her enrollment in the District.~~

Documentation

3. ~~The attendance committee shall consider the acceptability and authenticity of documented reasons for the student's absences.~~

Consideration of Control

4. ~~The~~ committee shall consider whether the reasons for the absences were ~~for reasons~~ out of the student's or parent's or student's control and.

Student's Academic Record

5.2. ~~The committee shall consider~~ whether documentation for ~~or not the absence is acceptable~~ student has completed assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.

~~Information from
Student or Parent~~

~~6.3.~~ The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

~~Best Interest
Standard~~

~~In reaching consensus regarding a student's absences, the committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent or designee shall develop administrative regulations addressing the committee's documentation of the decision.~~

**Imposing Conditions
for Awarding Credit
or a Final Grade**

The attendance committee shall consider the student's unique circumstances and, if necessary, shall ~~may~~ impose ~~any of the following~~ conditions for ~~awarding students with excessive absences to regain~~ credit or ~~be awarded~~ a final grade that permit the student to meet the instructional requirements of the class rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences. Conditions may include:

1. Maintaining attendance standards for the rest of the semester.
1. Completing additional assignments, as specified by the committee or teacher.
2. Attending tutorial sessions as scheduled, ~~which may include Saturday classes or before- and after-school programs.~~
2. Completing other instructional programs, as specified by the committee.
- ~~3. Maintaining the attendance standards for the rest of the semester.~~
- ~~4.3.~~ Taking an examination to earn credit. [See EHDB]
- ~~5. Attending a flexible school-day program.~~
- ~~6. Attending summer school.~~

In all cases, the student must ~~also~~ earn a passing grade in order to receive credit.

Appeal Process

A parent or student may appeal the decision of the attendance committee in accordance with FNG(LOCAL).

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

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

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

Training

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

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

**Reporting Child
Abuse and Neglect**

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

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

The following individuals have an additional legal obligation to submit a written or oral report within 48 hours of learning of the facts giving rise to the suspicion of abuse or neglect:

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

A person is required to make a report if the person has **reasonable** cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

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

Restrictions on Reporting

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

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

Making a Report

Reports may be made to any of the following:

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

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

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus princi-

pal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee to first report his or her suspicion to a District or campus administrator.

Confidentiality

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

Immunity

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

Failing to Report Suspected Child Abuse or Neglect

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

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

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

Responsibilities Regarding Investigations

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

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

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

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

Comprehensive System

The Superintendent shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation and shall ensure through reasonable procedures that records are accessed by authorized persons only, as allowed by this policy. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school officials.

Cumulative Record

A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See CPC]

Custodian of Records

The principal is custodian of all records for currently enrolled students. The principal is the custodian of records for students who have withdrawn or graduated. The student handbook made available to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

Types of Education Records

The record custodian shall be responsible for the education records of the District. These records may include:

1. Admissions data, personal and family data, including certification of date of birth.
2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.
3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.
4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by [an accelerated learning](#)~~a-grade placement~~ committee convened for the student.
5. Health services record, including:
 - a. The results of any tuberculin tests required by the District.
 - b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]

- c. Immunization records. [See FFAB]
6. Attendance records.
7. Student questionnaires.
8. Records of teacher, school counselor, or administrative conferences with the student or pertaining to the student.
9. Verified reports of serious or recurrent behavior patterns.
10. Copies of correspondence with parents and others concerned with the student.
11. Records transferred from other districts in which the student was enrolled.
12. Records pertaining to participation in extracurricular activities.
13. Information relating to student participation in special programs.
14. Records of fees assessed and paid.
15. Records pertaining to student and parent complaints.
16. Other records that may contribute to an understanding of the student.

Access by Parents

The District shall make a student's records available to the student's parents, as permitted by law. The records custodian or designee shall use reasonable procedures to verify the requester's identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular school hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and records to be viewed shall be restricted to use only in the Superintendent's, principal's, or school counselor's office, or other restricted area designated by the records custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

Copies of records are available at a per copy cost, payable in advance. Copies of records must be requested in writing. Parents may be denied copies of records if they fail to follow proper procedures or pay the copying charge. If the student qualifies for free or

reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of a parent, one copy of the record shall be provided at no charge.

A parent may continue to have access to his or her child's records under specific circumstances after the student has attained 18 years of age or is attending an institution of postsecondary education. [See FL(LEGAL)]

Access by School Officials

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:

1. An employee, Board member, or agent of the District, including an attorney, a consultant, a contractor, a volunteer, a school resource officer, and any outside service provider used by the District to perform institutional services.
2. An employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities.
3. A contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities.
4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
5. A person appointed to serve on a team to support the District's safe and supportive school program.

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities;
3. Compiling statistical data;
4. Reviewing an education record to fulfill the official's professional responsibility; or

5. Investigating or evaluating programs.

**Transcripts and
Transfers of Records**

The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older.

For purposes of a student's enrollment or transfer, the District shall promptly forward in accordance with the timeline provided in law education records upon request to officials of other schools or school systems in which the student intends to enroll or enrolls. [See FD(LEGAL), Required Documentation] The District may return an education record to the school identified as the source of the record.

**Records
Responsibility for
Students in Special
Education**

The director of special education shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at the special education office.

**Procedure to Amend
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten District business days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence and, at their own expense, may be assisted or represented at the hearing.

The parents shall be notified of the decision in writing within ten District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory
Information**

Directory information for District students has been classified into two separate categories:

1. Items for use only for school-endorsed purposes; and

STUDENT RECORDS

FL
(LOCAL)

2. Items for all other purposes.

School- Endorsed
Purposes

For the following school-endorsed purposes, directory information shall include student name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; degrees, honors, and awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; and weight and height of members of athletic teams.

For purposes of this policy, "School-Endorsed Purposes" shall include the following: yearbook, school pictures, graduation-related services and products, campus directories, newsletters, campus and ~~District~~district websites and social media, awards, honors, student artwork or creative product that is not considered an educational record, displays, extra and cocurricular programs or events, campus and ~~District~~district photos, campus and ~~District~~district videos, news media, business of publicly elected officials in Texas that specifically relates to their offices, student alumni groups and reunion committees, and other circumstances that aid the ~~District~~district in accomplishing its mission.

All Other Purposes

For all other purposes, directory information shall not be released.

Hays CISD

Board of Trustees Operating Procedures



Board Meetings

While Board Meetings are for the purpose of the Board conducting the business of the District in public, they are not public forums for the purpose of securing interaction with the public.

Developing the Board Meeting Agenda (Ref Policy BE)

- ▶ Agendas
 - The Superintendent will develop all Board Meeting agendas in collaboration with the Board President.
 - Items discussed at previous Board Meetings which are proposed for inclusion by more than one board member at a future meeting will also be added when appropriate.
 - Board Members must request to the Board President and Superintendent in writing, any item(s) they wish to have considered for placement on the agenda.
 - Items may be placed on the agenda by the Superintendent, the Board President, any Board Member with approval of the President, or through a request by any two Board Members.
 - No item can be placed on the agenda less than ten days in advance of the meeting without the Board President's approval.
 - No item can be placed on the agenda less than three work days in advance of the meeting unless an emergency or public necessity exists.
 - The complete agenda will be reviewed by the Superintendent and the Board President the Tuesday afternoon prior to the Agenda Workshop Meeting.
 - An annual agenda content calendar will be maintained by the Superintendent's office. This will be used to determine the minimum routine items that need to be on each regular meeting agenda. Other items can be added as requested following the procedures above and as noted in the minutes of previous Board Meetings. At, or close to the beginning of each school year, this agenda content calendar, including references to impacted policies and performance goals, will be presented to the Board at an agenda workshop meeting for Board review.
 - Board Members will adhere to deadlines and parameters of the Board agenda/event calendar.

- ▶ Timely Notification and Information
 - Board Members shall be notified of a meeting at least 72 hours prior to a regular meeting, workshop or special meeting, and at least one hour prior to an emergency meeting.
 - Typically, information will be provided to each Board Member via electronic or hard copy delivery. Questions regarding supporting documents should be directed to the Superintendent, or a member of the Superintendent's Cabinet, with a copy to the Administrative Assistant to the Superintendent.

- Copies of the agenda, for non-emergency meetings, shall be available for the Board Members requesting a copy no later than 5:00 p.m. on Wednesday prior to the Agenda Workshop Meeting.
 - Board members will attempt to have all questions regarding agenda items submitted to the Superintendent by 5:00 p.m. on Friday prior to the Board Agenda Workshop Meeting. The Superintendent and his Cabinet will make every attempt to communicate the answers to the questions to Board Members prior to the Monday meeting with a copy of the questions and answers included in the dais folders.
- ▶ Open and Closed Session Format
- Every Board Meeting will begin at the designated posted time and reconvene at the posted time.
 - Closed Session items for which there is a corresponding action item to be considered during the Open Session of the meeting will be scheduled prior to the beginning of the Open Session. The Board President and Superintendent shall, to the extent possible, allocate sufficient time to complete Closed Session discussion prior to the beginning of the Open Session.
 - If more Closed Session discussion is needed, the Presiding Officer shall announce that it is necessary for the Board to reconvene in Closed Session.
 - The Presiding Officer shall state publicly that any action, if taken, will be conducted in Open Session following the Public Comment portion of the meeting; or, if appropriate, that no action will then be taken.
- ▶ Consent Agenda
- The consent agenda includes items of routine and/or recurring nature, grouped together under one action item.
 - The consent agenda shall be limited to:
 - > Routine Personnel
 - > Minutes
 - > Budget Amendments
 - > Routine Contracts/Agreements
 - > Routine Procurements
 - > Acceptance of Gifts
 - > Acceptance of Grants
 - > Other items agreed to by the Board
 - Background material for each consent agenda item shall be furnished to the Board in the meeting's supporting documents.
 - All consent agenda items shall be acted upon by one vote without separate discussion.
 - A Board Member may request that an item be withdrawn for individual consideration.
- ▶ Meeting Dates
- The Superintendent and Board will develop a Board calendar that will include regular and workshop meeting dates of the Board of Trustees and the Board shall vote on the calendar annually.

- The calendar will include those items that are cyclical and/or recurring for consideration at regular or workshop meetings.

Conducting Board Meetings

▶ Quorum

- Attendance at Meetings - Whenever a Board Member will be late to, or absent from, a meeting or workshop, the Board Member must notify the Board President and the Superintendent's Secretary of the absence or the anticipated time of arrival to the meeting or workshop.
- Any time four or more Board Members are gathered to discuss school district business, it is considered a meeting, and must be posted as such according to Board legal policy.

▶ Closed Sessions

- The Board may meet in Closed Session as provided for in the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E.
- Before any Closed Session is convened, the Presiding Officer will announce publicly, as appropriate, that matters before the Board exist that necessitate convening into Closed Session to serve and protect the interests of the District, and that any action, if necessary, resulting from duly posted Closed Session items shall be conducted in Open Session. The Presiding Officer will also announce the specific sections of the Texas Government Code under which the Board will be meeting in closed session.
- The posted agenda shall identify the section or sections of the Act authorizing the Closed Session and the general topics or subjects to be discussed. The Presiding Officer of the Board shall publicly identify such section or sections and such topics and subjects.
- The Superintendent shall attend all sessions of the Board, both Open and Closed, except when the Board desires to meet without the Superintendent to consider the Superintendent's contract, evaluation or performance, or to resolve conflicts between individual Board Members, or to act as a tribunal.
- In the event of the Superintendent's illness or Board approved absence, the Superintendent's designee shall attend such meetings.

▶ Public Participation at Board Meetings

- The Board shall provide for public comment at each meeting, including all regular and special meetings. (Ref Policy BED)
- Prior to the beginning of the Public Forum, the Presiding Officer will announce the rules for public participation.
- A citizen must sign up on the appropriate form prior to the Public Forum portion of the agenda. The topic described on the form may be complete and in sufficient detail as to determine appropriateness of the topic prior to addressing the Board. Comments on posted agenda items may be taken first. Comments on non-agenda items may be permitted only after all agenda-specific comments have been made and if time permits.

- Public comments may be on items listed on the agenda or other areas of school district operations. Speakers with specific complaints or comments about identifiable students, employees, or officials of the District will be directed to the appropriate District administrator and/or the District's formal complaint process. Speakers shall be discouraged from using the names of specific individuals in their public comments.
 - Questions asked during Public Forum on posted agenda items may be answered or addressed by the Board during the discussion of that agenda item. Comments or questions on topics not on the posted agenda may be referred to the Superintendent for consideration and a later response, if appropriate.
 - The Presiding Officer shall determine the time limitation for each speaker, based on the number of individuals signed up to speak in Public Forum at the entrance prior to reconvening in open session. The time allotted to each speaker shall not exceed five minutes. Groups of five or more people wishing to speak on a single subject will be encouraged to appoint a spokesperson to express the views of the group. A speaker may not defer his/her allotted time to another speaker.
 - The Presiding Officer shall determine the total allotment of time for each Public Forum, based on the number of individuals signed up to speak at the start of each meeting. The standard time allotted for Public Forum shall be a total of 30 minutes.
 - The Board vests in its Presiding Officer the authority to terminate the remarks of any individual when such individual does not adhere to the established rules.
 - The Board shall not tolerate disruption of the meeting by members of the audience. If any person disrupts the meeting by his or her words or actions, the Presiding Officer may request assistance from law enforcement officials to have the person removed from the meeting.
- ▶ Board Meeting Parliamentary Procedure (Ref Policy BE)
- The Board President serves as the Presiding Officer at Board Meetings. In the absence of the President, the Vice-President will preside.
 - The Board shall be guided by parliamentary procedure as detailed in Robert's Rules of Order, for Small Boards and Committees, or as spelled out in adopted procedure.
 - The Board President has the responsibility to keep the discussion to the motion at hand and shall halt discussion that does not apply to the business before the Board.
- ▶ Transacting Business (Ref Policy BBE)
- When an agenda item is presented, a discussion shall be held and a decision reached through voting in accordance with prescribed procedures.
 - Whenever possible, the Board should work toward a consensus model of decision-making. There may be dissenting votes which are a matter of record. However, once a decision has been made, all Board Members should support the majority vote of the Board, recognize that it carries the full authority of the Board, and individually respect that vote.
 - Whenever possible, board members are strongly encouraged to state reason why they are abstaining or voting no on an item.

- ▶ Hearings (Ref Policy FNG, FOD, DGBA, GF)
 - Employee, community and/or student/parent grievances will be handled according to Board policy FNG, FOD, DGBA, GF.

Board Workshops

The Board will conduct Special Meetings/Board Workshops as needed.

- ▶ The workshop format is intended to allow the Administration to present information to the Board that is:
 - Time sensitive and/or discussion intensive
 - Required by law, rule or policy, and
 - Is necessary for the efficient and effective operation of the District
- ▶ Board workshops are not intended to substitute for regular monthly Board Business Meetings, although a quorum of the Board may take action, as necessary.
- ▶ The workshops are intended to allow an opportunity for presentation, questions, discussion and an assessment of the Board's perspective.
- ▶ The Board President serves as the Presiding Officer at Board Workshops; however, it is understood that the intended nature and format of workshops allows for the Superintendent to substantially facilitate the presentation and ordering of items under consideration. In the absence of the President, the Vice-President will preside.

Board Committees (Ref Policy BDB)

- ▶ The Board may, from time to time as it deems necessary, create committees to facilitate the efficient and necessary operation of the Board.
- ▶ The President shall appoint members to special Board committees, and the Board President and the Superintendent shall be ex officio members of all Board committees unless otherwise provided by Board action.

District- and Campus-Level Committees

- ▶ District- and campus-level planning and decision-making committees serve in an advisory capacity to the Board and make recommendations to the Board for final Board action; therefore, Board Members shall not serve on or attend such committees, except the Board and Superintendent Student Advisory Panel, unless otherwise provided by federal or state law, or approved by the Board

Electing Board Officers (Ref Policy BDAA)

- ▶ At the first meeting after each election and qualification of Board members, the members of the Board shall organize by selecting:
 1. A president, who shall be a member of the Board – Presides as chair over meetings.

2. A vice president, who shall be a member of the Board – Fills in as chair if President unable to attend or chair meeting
3. A secretary, who may or may not be a member of the Board – Records requests for information from trustees.
4. Such other officers and committees as the Board may deem necessary
Education Code 11.061(c).

- ▶ A vacancy among officers of the Board shall be filled by majority action of the Board.

ANNUAL EVALUATIONS

Superintendent Evaluation (Ref Policy BJCD, BJCF, BJA)

- ▶ The Superintendent evaluation instrument will be updated and approved annually in conjunction with the adoption of the Board and Superintendent Goals.
- ▶ Three formative evaluations may be conducted annually in closed sessions at the Board Agenda Workshops. The suggested dates of these evaluations are the Agenda Workshops in February, August and November, or as close to those months as possible. New Board members will receive training on how to evaluate the superintendent prior to the first formative dialogue session.
- ▶ A summative evaluation will be conducted in closed session annually in May.
 - This closed session shall be on a date separate from the regular monthly Board Agenda Workshop or Board Meeting.
 - This session may include a discussion of the Superintendent's contract.
- ▶ The Board will use the approved evaluation instrument for the summative evaluation. A copy of the evaluation document will be completed in advance by each Board Member and brought with the Board Member to a special closed session meeting. After coming to a consensus on each evaluated item, the Board shall prepare a single composite Summative Evaluation Document to be given to the Superintendent for discussion during that closed meeting.
- ▶ The Board shall strive to accomplish the following objectives during each evaluation.
 - Develop and sustain a harmonious working relationship between the Board and the Superintendent.
 - Ensure administrative leadership for excellence in the District.
 - Formulate Board consensus about the Superintendent's performance and the District's progress toward achieving its goals and objectives.

Board Evaluation/Team Building

- ▶ There will be a routine assessment of the status of the Board/Superintendent team annually as required by law.

- ▶ The evaluation and team building process may include:
 - Board operating procedures
 - Board Member training
 - Social Contract
 - Conflict resolution
 - Working relationships with the Superintendent
 - Long-range planning and goal setting
 - Relationship with the community

INDIVIDUAL BOARD MEMBERS

Access to Information (Ref Policy BBE)

- ▶ An individual Board Member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code.
- ▶ Individual Board Members shall not have access to confidential student records, unless there is a legitimate educational interest in the records in accordance with policies FL (LEGAL) and (LOCAL).
- ▶ A Board Member may request existing information and reports from the Superintendent's office. If the information is not available or a new report must be generated, it shall be requested through the Board President. If the Board President does not agree to the request, it may be resubmitted to the Board President by two or more Trustees. In case of emergency, the Board President may request information or reports.
- ▶ Board Member inquiries of staff shall be limited to Superintendent's Cabinet and responses will be distributed to all Board Members.

Communication with Other Board Members

- ▶ Board electronic and written communications regarding District issues should be routed through the Superintendent's office so that information can be disseminated and/or questions can be addressed in this manner, rather than among and between Board Members.
- ▶ A Board Member may discuss a District issue with no more than two other Board Members unless in a duly posted Board Meeting.

Communication with the Media

- ▶ The Board President serves as the official spokesperson for the Board team to the media/press on issues of media attention.
- ▶ Media calls should be directed to Superintendent and the Chief Communication Officer as the district spokesperson.
- ▶ Board Members asked for individual comments or opinions by the media/press are to qualify those statements as being the opinion of the individual Board Member and not representative of the Board as a whole or the District.

Complaints to Board Members (Ref Policy BBE)

- ▶ Employees, students, parents or other members of the public who bring concerns or complaints to an individual Board Member for the purpose of seeking remedy or perspective shall receive guidance that reflects:
 - An understanding by each Board Member that information provided to a Board Member, in some specific situations, could cause the Board Member receiving the information to be disqualified from participating in future hearing(s) or action by the Board specific to the issue;
 - Adherence to the Board's policies (DGBA, FNG, FOD and GF) regarding complaints and grievances.
- ▶ Board Members may notify the Superintendent's office of any complaint.
- ▶ As necessary, the Superintendent or designee shall guide the complainant to the appropriate staff member.

Visits to Campuses

- ▶ Board Members are encouraged to attend any and all school events as their time permits, and to show support of school activities.
- ▶ Board Members must notify the Superintendent or designee prior to visiting a campus in an official capacity.
- ▶ Board Members shall not visit a campus in an attempt to evaluate.

Board Member Training (Ref Policy BBD)

- ▶ Board Members are required to attend training set forth in Policy BBD. In addition to the orientation and team building training, a Board Member shall receive additional continuing education on an annual basis, in fulfillment of assessed needs and based on the framework for governance leadership. At a minimum, the district will cover the cost of registration, travel and lodging for each Board Member for the minimum number of hours shown on the *Continuing Education Requirements for School Board*

Members as published on the TASB website (with the exception of the 2021 TASA/TASB Convention). All costs for additional training will be the responsibility of the individual Board Member, unless otherwise agreed to by the Board

- ▶ Board memberships to any and all associations shall be brought to the Board for discussion and approval.