

**WACO INDEPENDENT SCHOOL DISTRICT  
REGULAR MEETING  
WISD Conference Center  
115 S 5th Street  
Waco, Texas 76701**

**Thursday, September 9, 2021 - 6:00 PM**

A Regular Meeting of the Board of Trustees of Waco Independent School District will be held September 9, 2021, beginning at 6:00 PM in the WISD Conference Center, 115 S 5th Street, Waco, Texas.

The subjects to be discussed or 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/agenda.

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

**AGENDA**

1. **Call to Order**
2. **Moment of Silence and Pledge of Allegiance**
3. **Audience for Guests**
4. **Special Recognitions**
  - A. Pledge Leaders
  - B. Broadcom MASTERS Top 300
  - C. Society for Science Advocate Program
  - D. Waco ISD Award for Outstanding Community Partners - Waco Family Medicine
  - E. Special Recognition of Trustee Allen Sykes
5. **Oath of Office**
6. **Superintendent's Report**
  - A. Introduction of Assistant Superintendent of Human Resources
7. **Consent Agenda: Consider and Take Appropriate Action**
  - A. Amendments to the 2021-2022 Budget
  - B. Approve Bid Award for Chiller Maintenance Services
  - C. Bid Award for Educational Consulting, Professional Development, and Other Student-based Contracted Services
  - D. Approve for Job Order Contract Award for Electrical Services
  - E. Purchases over \$50,000 Under Pre-Existing Bid, Purchasing Cooperative, or Allowed Professional Service
  - F. Report on Cooperative Fees Paid by Waco ISD
  - G. Resolution Regarding Mask Mandate
  - H. Pay Rates of Temporary/Extra Duty Tutors
  - I. 4H Adjunct Professors

- J. Contract for Election Services Between McLennan County Election Administration Department and the Waco Independent School District
- K. Notice of Joint General Election
- L. Board of Trustees Meeting Minutes
  - 1. Special Meeting - August 12, 2021
- 8. **Consider, Discuss and Take Appropriate Action Regarding a Petition Seeking the Abandonment of North 42nd Street (from Trice Avenue to Colcord Avenue) by the City of Waco, Including Authorizing the Superintendent to Sign the Petition and Have a Survey Map and Field Note Description Prepared by a Registered Professional Land Surveyor (of the Property to be Abandoned)**  
**Presenter:** Sheryl Davis
- 9. **Consider, Discuss and Take Appropriate Action Conveying Land Owned by the District Adjacent to Cesar Chavez Middle School in Exchange for Land Owned by the City of Waco (1) Adjacent to Cesar Chavez Middle School and (2) Across North 42nd Street from Waco High School (Lake Air Little League Fields) and Authorizing Condemnation (Eminent Domain) Proceedings of the Land to be Acquired from the City of Waco**  
**Presenter:** Sheryl Davis
- 10. **Consider, Discuss and Take Appropriate Action Regarding the Schematic Design for Waco High School**  
**Presenter:** Jarrod Sterzinger, O'Connell Robertson Architects
- 11. **Review and Discuss Redistricting Process**  
**Presenter:** Mike Morrison, Legal Counsel for Redistricting
- 12. **Review and Discuss Districtwide Library Improvements**  
**Presenter:** Jerry Allen
- 13. **Review and Discuss House Bill 4545 Requirements for Accelerated Instruction**  
**Presenter:** Kourtnei Parnell, Director of Intervention Services and State/Federal Programs
- 14. **Review and Discuss Board Operating Procedures**  
**Presenter:** Angela Tekell
- 15. **Announcements**
- 16. **Adjournment**

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021      **Contact Person:** Joshua Wucher

**RE: Special Recognitions**

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**Background Information:**

**Pledge Leaders**

Each month, one campus selects two students to lead the Pledge of Allegiance at the regular business meeting of the Waco ISD Board of Trustees. For the month of August, Kyrie Cleveland and Pratyusha Pas from South Waco Elementary School were selected for this honor.

**Broadcom MASTERS Top 300**

Founded and produced by the Society for Science, Broadcom MASTERS is a premier national STEM competition for middle school students. The program seeks to inspire young scientists, engineers and innovators to solve the grand challenges of the 21st century. Each year, the Top 300 young scientists in the country are selected as Broadcom MASTERS and will receive a prize package in addition to \$125 from the Department of Defense STEM.

ATLAS Academy at Tennyson Middle School student Gabriela Guerra-Sanchez was among those awarded from over 1800 entrants throughout the U.S. Only students who are named in the top 10% of their science fair are eligible to enter the Broadcom MASTERS competition. In February, Gabriela won first place in behavioral & social sciences at the Central Texas Science and Engineering Fair and advanced to the state competition. Out of the Top 300, 30 finalists will be announced on September 14 and will compete for more than \$100,000 in awards and prizes.

***Broadcom MASTERS Top 300 National Finalist***

- Gabriela Guerra-Sanchez, ATLAS Academy

### **Society for Science Advocate Program**

Established in 1921, the Society for Science is a nonprofit organization that promotes the understanding and appreciation of science and the vital role it plays in human advancement. In the last decade, the Society recognized that underserved students are often missing from the finalist groups of its competitions. In order to change this, the Society created the Advocate Program to provide mentors with training, stipends, and year-round support to mentor underrepresented students in entering science research competitions.

Throughout their one-year terms, these dedicated Advocates will encourage at least three to five students in science and engineering research and help them enter those projects into competitions. Advocates will receive training and support, a \$3,000 stipend and a chance to connect with other Advocates from around the country.

For the 2021-2022 school year, Leslie Cannon, a teacher - librarian at Tennyson Middle School, is among the 66 stellar educators from across the U.S. who have been chosen for the Advocate Program. An experienced scientific researcher and educator with over 38 years working in coding, Cannon has continually engaged Atlas Academy's gifted and talented students in STEM research.

#### ***Society for Science Advocate***

- Leslie Cannon, Tennyson Middle School

### **Waco ISD Award for Outstanding Community Partners – Waco Family Medicine**

Waco ISD's theme for the 2021-2022 school year is "We Are Waco ISD." It builds on our mission to provide an educational foundation that empowers and values all. The theme reflects our intention to celebrate the people of our amazing district. The people who learn, the people who teach, who support, who lead, who serve. It's about being a part of something bigger, an environment that fosters openness, acceptance, and embraces the richness, diversity, and individuality within the Waco ISD community.

Education has always been a team sport, and we're fortunate to have scores of community partners that prove in big ways, just how much we can do *together*. Each month, the district is recognizing a community partner making a difference with the Waco ISD Award for Outstanding Community Partners.

In August, the district is recognizing Waco Family Medicine. Formerly known as the Family Health Center, Waco Family Medicine has been providing access to high quality, comprehensive primary healthcare to underserved and vulnerable residents in the Heart of Texas. The center pivoted operations to handle COVID-19 cases, helping organize community testing and education efforts, and delivered thousands of vaccine doses to Waco and McLennan County residents.

Last fall, they partnered with Transformation Waco to launch Telehealth for Schools, a program that allows on-campus students to use video chat on the school nurse's computer to have visits with doctors and nurses during the school day. Also, Waco Family Medicine has partnered with Waco ISD for over a decade offering free dental exams to our students, most recently at our ninth annual Family Fest.

Representatives from Waco Family Medicine will be accepting the award virtually.

**Fiscal Implications:**

none

**Administrative Recommendation(s):**

not applicable

**Waco Independent School District**  
**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Sheryl Davis

**RE: Amendments to the 2021-2022 Budget**

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**Background Information:**

The Texas Education Agency has established additional requirements for school district budget preparation. As part of these requirements, a school district must amend the official budget before exceeding a functional expenditure category, i.e., instruction, administration, etc., in the total district budget. Attached are copies of the proposed amendments to the Official Budget identifying details of the requests. The following summarizes the effect of these amendments by functional category.

**Summary:**

***Amendment #001:***

This amendment will rebudget in 2021-2022 prior year purchase orders where services were not rendered or goods received as of August 31, 2021. These funds were committed by resolution at the August 26, 2021, Board meeting. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>
Source of Funds:	\$ 7,364,866	Committed Fund Balances for Construction & Other
Use of Funds:	\$ 7,364,866	Instruction, Instructional Media Services, School Leadership, Guidance & Counseling, Extracurricular Activities, General Administration, Plant Maintenance, Security & Monitoring Services, Data Processing Services, Building Acquisition & Construction

Fund Balance Effect **Decrease**

***Amendment #002:***

This amendment will rebudget in 2021-2022 funds committed at August 31, 2021, for design and other fees related to the rebuild of Waco High School and infrastructure for the Child Nutrition Services cooler/freezer, bus replacement, and major maintenance and other projects. These funds were committed by resolution at the August 26, 2021, Board meeting. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>
Source of Funds:	\$ 6,266,277	Committed Fund Balances for Construction, Capital Equipment, & Other
Use of Funds:	\$ 6,266,277	Student Transportation, Plant Maintenance, Building Acquisition & Construction

Fund Balance Effect **Decrease**

**Amendment #003:**

This amendment will rebudget in 2021-2022 funds committed at August 31, 2021, for mitigation, repairs, and replacement of items lost due to hail, winter storm, and fire damage. Costs are expected to be covered by insurance after applicable deductibles are met. These funds were committed by resolution at the August 26, 2021, Board meeting. These adjustments are required to appropriately reclassify the budget to the proper expenditure codes per TEA accounting guidelines.

		<u>TEA Revenue/Function Description</u>
Source of Funds:	\$ 2,081,223	Committed Fund Balances for Other
Use of Funds:	\$ 2,081,223	Instruction, School Leadership, Food Services, Extracurricular Activities, Plant Maintenance, Building Acquisition & Construction
Fund Balance Effect	<b>Decrease</b>	

A copy of the amendment is attached for your review detailing line items to be adjusted.

**Fiscal Implications:**

These amendments reduce fund balances committed for these purposes at the August 31, 2021, Board meeting by \$15,712,366.

**Administrative Recommendation(s):**

The administration recommends that the Board of Trustees approve the budget amendments, as presented.





**WACO INDEPENDENT SCHOOL DISTRICT  
AMENDMENT BUDGET FORM**

**AMENDMENT # 002**

**CAMPUS OR DEPARTMENT:** General Fund - Districtwide

**DATE:** 9/9/2021

BUDGET CODE							DESCRIPTION	A	B	C	D
FUND	FNC	OBJ	SO	ORG	PRG	LOPT		CURRENT APPROPRIATION	CURRENT ACCOUNT BALANCE	REQUESTED INCREASE (DECREASE)	AMENDED APPROPRIATION
199	34	6631	98	999	99	971	Vehicles w Unit Cost \$5,000+			698,078	698,078
199	51	6219	50	999	99	403	Other Professional Services			149,196	149,196
199	51	6247	51	999	99	404	Contracted Building Maintenance & Repair			684,861	684,861
199	51	6247	51	999	99	407	Contracted Building Maintenance & Repair			73,157	73,157
199	51	6247	51	999	99	408	Contracted Building Maintenance & Repair			69,775	69,775
199	51	6247	51	999	99	409	Contracted Building Maintenance & Repair			40,730	40,730
199	51	6247	51	999	99	411	Contracted Building Maintenance & Repair			20,010	20,010
199	81	6625	50	002	99	000	Architect's Fee			2,422,970	2,422,970
199	81	6626	50	002	99	000	Other Professional Services			300,000	300,000
199	81	6628	50	002	99	000	Reimbursable Expenses			397,500	397,500
199	81	6624	51	999	99	431	Construction			1,300,000	1,300,000
199	81	6625	51	999	99	431	Architect's Fee			80,000	80,000
199	81	6626	51	999	99	431	Other Professional Services			30,000	30,000
199	00	3510	00	000	00	000	Committed Fund Balance - Construction			(4,530,470)	
199	00	3530	00	000	00	000	Committed Fund Balance - Capital Equipment			(698,078)	
199	00	3545	00	000	00	000	Committed Fund Balance - Other			(1,037,729)	

**REASON FOR REQUEST:** Rebudget funds committed at August 31, 2021, for design and other fees related to the rebuild of Waco High School and infrastructure for the Child Nutrition Services cooler/freezer, bus replacement, and major maintenance and other projects.

**BUDGET ADMINISTRATOR /** \_\_\_\_\_

**Budget Coordinator** \_\_\_\_\_

  
 Assistant Superintendent of Finance

**WACO INDEPENDENT SCHOOL DISTRICT  
AMENDMENT BUDGET FORM**

**AMENDMENT # 003**

CAMPUS OR DEPARTMENT: General Fund - Districtwide

DATE: 9/9/2021

BUDGET CODE							DESCRIPTION	A	B	C	D
FUND	FNC	OBJ	SO	ORG	PRG	LOPT		CURRENT APPROPRIATION	CURRENT ACCOUNT BALANCE	REQUESTED INCREASE (DECREASE)	AMENDED APPROPRIATION
199	51	6247	50	999	99	433	Contracted Building Maintenance & Repair	-	(93,737.00)	796,359	796,359
199	51	6247	50	999	99	434	Contracted Building Maintenance & Repair	-	(141,197.47)	333,691	333,691
199	11	6399	60	048	99	435	Other General Supplies & Materials	-	-	260,000	260,000
199	23	6399	60	048	99	435	Other General Supplies & Materials	-	(5,698.75)	39,000	39,000
199	35	6399	60	048	99	435	Other General Supplies & Materials	-	-	92,710	92,710
199	35	6639	60	048	99	435	Furniture/ Equipment w Unit Cost \$5,000+	-	(38,289.82)	38,290	38,290
199	36	6399	60	048	99	435	Other General Supplies & Materials	-	(74,256.69)	15,743	15,743
199	51	6247	50	048	99	435	Contracted Building Maintenance & Repair	-	(238,807.56)	240,000	240,000
199	81	6629	50	048	99	435	Building Purchase	-	(186,570.00)	265,430	265,430
199	00	3545	00	000	00	000	Committed Fund Balance - Other			(2,081,223)	(2,081,223)

REASON FOR REQUEST: Rebudget funds committed at August 31, 2021, for mitigation, repairs, and replacement of items lost due to hail, winter-storm, and fire damage. Costs are expected to be covered by insurance after applicable deductibles are met.

BUDGET ADMINISTRATOR /

Budget Coordinator

  
Assistant Superintendent of Finance

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date: September 9, 2021      Contact Person: S. Smith/I. Carrera**

**RE: Approve Bid Award for Chiller Maintenance Services**

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**Background Information:**

Request for Proposal, RFP # 21-1196, has been opened and evaluated for the purpose of awarding a contract for Chiller Maintenance Services. These services will provide quarterly maintenance for chillers located at; WISD Administration Building, Bells Hill Elementary, Cedar Ridge Elementary, Dean Highland Elementary, J.H. Hines Elementary, Brazos High School, University High School and Waco High School. Quarterly inspections will consist of two (2) visits with the chiller units running and one (1) visit with the chiller units shut down to provide for oil and filter changes. Additionally, the service includes an annual inspection and report of necessary repairs required by unit and location.

The District received four (4) responses for these services. After the bids were evaluated by the Facilities and Maintenance Department it was determined that Entech Sales and Service offered the best value to the District and therefore recommends they be awarded the bid. The bid tabulation and the combined evaluation scoresheet are attached for your review.

This bid will expire August 31, 2022 with three (3) additional one (1) year renewal options.

**Fiscal Implications:**

The cost of these services will be charged to the Maintenance Department's contracted services budget.

**Administrative Recommendation(s):**

The Administration recommends that the Board of Trustees approve the bid award for Chiller Maintenance Services to Entech Sales and Services, as presented.

21-1196 Chiller Maintenance  
Bid Tabulation

<b>Responding Supplier</b>	<b>City</b>	<b>State</b>	<b>Response Total</b>
Trane	Fort Worth	TX	\$49,788.00
Entech Sales & Service LLC	BUDA	TX	\$33,377.75
Texas AirSystems	Austin	TX	\$39,608.00
Lonestar Chiller Systems (Lonestar Chiller Systems LLC)	Crawford	TX	\$51,028.00

21-1196 Chiller Maintenance  
Evaluation Scoresheet

<b>Evaluation Criteria:</b>	<b>Max Points</b>	<b>Entech Sales &amp; Services</b>	<b>Lonestar Chiller Systems</b>	<b>Texas AirSystem</b>	<b>Trane</b>
<b>Price</b>	<b>37</b>	<b>37.00</b>	<b>24.20</b>	<b>31.18</b>	<b>24.80</b>
<b>Experience and Reputation:</b>					
Experience doing business with Waco ISD	3				
<b>Average Points by Evaluators</b>		<b>0.00</b>	<b>0.00</b>	<b>3.00</b>	<b>3.00</b>
Experience doing business with other Texas school districts	7				
<b>Average Points by Evaluators</b>		<b>6.00</b>	<b>6.67</b>	<b>4.33</b>	<b>6.67</b>
Experience doing this type of service	10				
<b>Average Points by Evaluators</b>		<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
Based on external references	13				
<b>Average Points by Evaluators</b>		<b>12.00</b>	<b>13.00</b>	<b>12.67</b>	<b>13.00</b>
Reputation of vendor and the vendor's goods and/or services	15				
<b>Average Points by Evaluators</b>		<b>15.00</b>	<b>14.33</b>	<b>15.00</b>	<b>15.00</b>
Contractor is qualified to service and maintain all the chiller brands listed in this bid	15				
<b>Average Points by Evaluators</b>		<b>15.00</b>	<b>15.00</b>	<b>14.33</b>	<b>15.00</b>
<b>Total Average Points by Evaluators</b>	<b>100</b>	<b>95.00</b>	<b>83.20</b>	<b>90.51</b>	<b>87.47</b>

**Waco Independent School District**  
**Board of Trustee Meeting Agenda Item**

**Date: September 9, 2021**

**Contact Person: S. Smith**

**RE: Bid Award for Educational Consulting, Professional Development, and Other Student-Based Contracted Services**

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**Background Information:**

Request for Proposal, RFP # 21-1182, Educational Consulting, Professional Development, and Other Student-Based Contracted Services have been received for the purpose of creating a list of vendors which can service the District. We received three (3) responses during the past month. These three will be added to our previously approved list of eighty-seven (87) responses.

Examples of the types of services covered under this RFP are:

- Academic Educational Consultant
- Professional / Staff Development Training
- Motivational or Professional Speaker
- Program Review/Recommendation Services
- Data/Statistical Analysis
- Curriculum Design
- Evaluator Services
- Judging Services
- Technology Analysis / Consultant
- Operations Analysis / Consultant
- Grant Evaluation Services
- Presentations / Programs for staff and students (e.g. authors)
- Marching Band / Drill / Cheer Design and Choreography (includes camps)
- Theatre Coaching Services
- Instructors for outside of the school day classes (art, photography, gardening, tennis, Zumba, etc.)
- Speaker(s) for Assembly Programs
- Judging Services
- Other services deemed appropriate for this request

In an effort to create inclusivity with our consulting, professional development, and student-based contracted services vendors and in light of changes made in 2019 by the Texas Education Agency's, Financial Accountability Systems Resource Guide (FASRG) Module 5 – Purchasing, the Business Services Department has elected to utilize the Extended Period for Multiple Award Contracts as shown in the FASRG excerpt shows.

### **3.16.6 Limited Response Period versus Extended Period for Multiple Award Contracts**

Normal procurement practices will allow solicitation responses to be submitted to the district within a limited, specific time period, usually two to three weeks. The district may want to review past policies to determine if a limited response time is in the best interest of the district and the needs of its end users.

Consideration may need to be given to have an extended opening for receiving responses.

- **Limited Response Period.** This choice is considered a normal, formal RFP. Examples include newspaper advertisements and awards made and limited to only the responders that submitted and awarded for the solicitation.
- Extended Response Period. This choice is more informal than a limited response period. The major difference is the date the responses are due. This method allows for responses to be accepted throughout an extended period such as the date of the contract award expiration and awards made periodically. Periodic board approval may also be required. For newspaper advertisements, our District will continue to publicize periodic republication through our website and continue to enlist the assistance of the three (3) Chamber of Commerce's, as received on this first solicitation. The advertisement will address concerns about transparency by announcing the solicitation to new readers even though the statutory requirements were met by the initial publication.

Awards to additional vendors will be done on an as needed basis. Vendors submitting a response by the end of each month will be submitted for consideration at the next board meeting. A list of proposing vendors and a description of the services offered is attached.

#### **Fiscal Implications:**

The cost of these items will be charged to the appropriate campus/department budget.

#### **Administrative Recommendation(s):**

The Administration recommends that the Board of Trustees approve the three (3) additional vendors, shown on the attached list, for the Educational Consulting, Professional Development, and Other Student-Based Contracted Services bid, as presented.

**Edward Vermeulen-Wise**

Company Name: Edward Vermeulen-Wise  
Street Address: 2400 corporation pkwy, apt 1102  
City, State, Zip: Waco, tx, 76712  
Contact Name: Edward Vermeulen-Wise  
Contact Phone Number: 210-367-6833  
Contact Email Address: Edward\_wise@me.com  
Category of Service Provided: Fine Arts Services (Band, Choir, Theater)  
Target Audience: High school theatre department  
Description of Services: Design, scenic and, costume building, theatrical design challenge  
Pricing: \$30/hour.

**Linda M Crannell**

Company Name: Linda M Crannell  
Street Address: 324 Old Mill Creek Dr.  
City, State, Zip: Waco, TX 76712  
Contact Name: Linda M. Crannell  
Contact Phone Number: 512-663-8043  
Contact Email Address: lindacrannell5@gmail.com  
Category of Service Provided: Other applicable service  
Target Audience: Students referred for eye exams  
Description of Services: The services I offer are eye exams, report back to referring school, referral to the specialist, helping students select spectacle frames, order glasses, receive and process glasses coming back from the lab, and distributing glasses to students.  
Pricing: \$40,000 per school year. If working over the summer, a pro-rated amount will take effect. The pro-rated amount will be \$8000 for 2 months.

**SKILLED SLP**

Company Name: SKILLED SLP  
Street Address: P.O. BOX 1214  
City, State, Zip: Mansfield, TX. 76063  
Contact Name: Katrina Taylor-Green  
Contact Phone Number: 6824227952  
Contact Email Address: katrinagreen@skilledslp.com  
Category of Service Provided: Other applicable service  
Target Audience: Speech Therapy- Special Education Department  
Description of Services: Speech Therapy  
Pricing: \$72.00/ hour- Teletherapy

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** S. Smith/I. Carrera

**RE: Approve the Job Order Contract Award for Electrical Services**

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**Background Information:**

Request for Bids, Job Order Contract (JOC) # 21-1198, has been opened and evaluated for the purpose of awarding a Job Order Contract for Electrical Services. We received three (3) bids for this service. After the evaluation process was completed, the Facilities and Maintenance staff recommended that the primary vendor be awarded to Hensel Electric, while Alliance and HCS be awarded as the additional vendors.

All projects under \$5,000 will be awarded to the primary vendor. Quotes from all awarded vendors will be requested for projects costing between \$5,000 and \$500,000. Any project exceeding \$50,000 will go to the Board for purchasing approval. All legal requirements for projects requiring an architect or engineer will be adhered to.

This bid will expire August 31, 2022, with three (3) additional one (1) year renewal options if mutually agreeable between both parties.

**Fiscal Implications:**

The cost of this service will be charged to the departmental contracted services budget.

**Administrative Recommendation(s):**

The Administration recommends that the Board of Trustees approves the Job Order Contract for Electrical Services to Hensel Electric as the primary vendor with Alliance and HCS as the additional vendors for projects between \$5,000 and \$500,000, as presented.

JOC # 21-1197

<b>Pricing Description:</b>	<b>Alliance</b>	<b>HCS</b>	<b>Hensel</b>
Hourly Labor Rate	\$ Bid Tabulation 70.00	\$ 90.00	\$ 75.00
Helper Hourly Labor Rate	\$ 50.00	\$ 25.00	\$ 55.00
Other Hourly Labor Rate	\$ 105.00	\$ 45.00	\$ -
	Overtime/Afterhours	Journeyman	no Additional
Materials Mark-up	20%	15%	20%
Equipment Rental Mark-up	10%	15%	20%

80 % of pricing points for hourly Rate  
 20 % of pricing points for mark-up

35 points @ 80% = 27.00  
 35 points @ 20% = 7.00

JOC # 21-1197  
Electrical Services  
Evaluation Scoresheet

Pricing Criteria:	Max Points	Alliance	HCS	Hensel
<b>Price</b> ( <i>low proposer receives maximum points; remaining vendors receive a percentage of the maximum based on ratio to low bid</i> )	<b>35</b>	33.25	28.78	31.38
<b>Financial Capacity in Relation to Size and Scope of Project</b>	<b>5</b>			
<b>Average Points by Evaluators</b>		5.00	5.00	5.00
<b>Experience and Reputation</b>				
Experience doing this type of work	<b>20</b>			
<b>Average Points by Evaluators</b>		17.33	18.00	19.67
Experience doing business with Waco ISD	<b>3</b>			
<b>Average Points by Evaluators</b>		0.67	1.33	3.00
Experience doing business with other school districts	<b>10</b>			
<b>Average Points by Evaluators</b>		8.67	9.33	8.67
<b>Quality of Goods or Services</b>				
Based on external references	<b>20</b>			
<b>Average Points by Evaluators</b>		17.00	18.00	17.67
<b>Safety Record</b>	<b>4</b>			
<b>Average Points by Evaluators</b>		1.00	4.00	2.00
<b>Adequacy of Staffing</b>	<b>3</b>			
<b>Average Points by Evaluators</b>		2.33	2.00	2.67
<b>Total + Average Points by Evaluators</b>	<b>100</b>	85.25	86.44	90.06

Evaluated By:

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** S. Smith

**RE: Purchases over \$50,000 Under Pre-Existing Bid, Purchasing Cooperative, or Allowed Professional Service**

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**Background Information:**

In April 2020, the Board approved a change in Board Policy CH (Local) that requires all purchase requests over \$50,000 to be approved by the Board of Trustees prior to being made. These purchases will be made under a pre-existing bid or purchasing cooperative. The following purchase requests have been made as of September 9, 2021:

**Purchasing Cooperative:**

- Mobile Modular- \$209,625-Portable classroom buildings at Cedar Ridge, Hillcrest, and Parkdale Elementary Schools and Cesar Chavez and Tennyson Middle Schools– BuyBoard contract #637-21 Modular Buildings, Classrooms, and Relocation Services
- Trane -\$66,564.00 – water treatment inspections for the Administration Building, Bell’s Hill, Cedar Ridge, Dean Highland, and J. H. Hines Elementary Schools, Lake Waco Montessori, G. L. Wiley Opportunity Center, and University and Waco High Schools - Omnia contract #USC 15-JLP-0236 HVAC Products, Installation, Services and Related Products and Services
- The College Board - \$80,682.00- PSAT, NMSQT, and SAT college entrance exams- Klein ISD bid # 22-100 Instructional Materials and/or Professional Development Services – Central Texas Purchasing Alliance (CTPA)

**Fiscal Implications:**

The cost of these goods and services will be charged to the appropriate departmental budget.

**Administrative Recommendation(s):**

The Administration recommends that the Board of Trustees approve the purchase requests over \$50,000, as presented.

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** S. Smith

**RE: Report on Cooperative Fees Paid by Waco ISD**

=====

**Background Information:**

The Education Code requires that school districts disclose the amounts spent on purchasing cooperative fees on an annual basis. Specifically, it states:

§ 44.0331. MANAGEMENT FEES UNDER CERTAIN COOPERATIVE PURCHASING CONTRACTS. (a) A school district that enters into a purchasing contract valued at \$25,000 or more under Section 44.031(a)(5), under Subchapter F, Chapter 271, Local Government Code, or under any other cooperative purchasing program authorized for school districts by law shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract. (b) The amount, purpose, and disposition of any fee described by Subsection (a) must be presented in a written report and submitted annually in an open meeting of the board of trustees of the school district. The written report must appear as an agenda item.

**Fiscal Implications:**

The BuyBoard cooperative fees are charged to the individual department budgets that purchased vehicles off of this cooperative. Fees are only charged on this cooperative for vehicles/buses purchased. The Region 20-13 cooperative fee, the State of Texas Cooperative Purchasing Program fee, and the Central Texas Purchasing Alliance, were charged to the normal operating budget of the Business Services Department. The Tejas School Services Purchasing Cooperative fee was charged to the appropriate Child Nutrition budget.

**Administrative Recommendation(s):**

The Administration recommends that the Board of Trustees accept this report of purchasing cooperative fees paid by the Waco ISD.

## Cooperative Fees

The fees paid by Waco Independent School District to purchasing cooperatives for Fiscal Year 2020-2021 are as follows:

- BuyBoard – \$ 2,800.00 in processing fees for Vehicle purchases.
- Region 20-13 Purchasing Cooperative - \$ 875.00 annual fee to cover administrative cost.
- Central Texas Purchasing Alliance - \$150.00 annual fee to cover administrative costs.
- State of Texas Cooperative Purchase Program – \$ 100.00 annual fee to cover administrative costs.
- Tejas School Services Purchasing Cooperative – \$ 6,764.97 fee based upon purchases covering NutriKids Program, bids, vendor relations and product testing.

Total fees paid: \$ 10,689.97

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Susan Kincannon

**RE: Resolution Regarding Mask Mandate**

=====

**Background Information**

On Thursday, August 26, 2021, Dr. Susan Kincannon announced a mandate effective Monday, August 30, 2021, that face masks be required inside all schools and other district buildings. The attached Resolution by the Board of Trustees ratifies the Superintendent's decision and establishes a public purpose in protecting the health and safety of its students, staff, and community. In addition, the Resolution orders that face masks are required inside all schools and other district buildings effective September 10, 2021.

**Fiscal Implications**

None

**Administrative Recommendation(s):**

Approve the Resolution of the Board of Trustees of the Waco Independent School District Regarding Action Taken by the Superintendent During the COVID-19 Emergency.

**RESOLUTION OF THE BOARD OF TRUSTEES OF  
THE WACO INDEPENDENT SCHOOL DISTRICT REGARDING ACTION  
TAKEN BY THE SUPERINTENDENT DURING THE  
COVID-19 EMERGENCY**

**WHEREAS**, the Waco Independent School District (Waco ISD) Board of Trustees (Board) recognizes that many officials across the nation have declared an emergency regarding the potential spread of coronavirus/COVID-19 (hereafter “COVID-19”) and that the territory included in Waco ISD is within the areas where an emergency has been declared;

**WHEREAS**, specifically, on March 13, 2020, the Governor of the State of Texas declared a statewide emergency, and, later that same day, the President of the United States declared a national emergency regarding COVID-19;

**WHEREAS**, the Board recognizes that COVID-19 is pandemic and continues to be an unforeseen and unavoidable emergency of urgent public necessity;

**WHEREAS**, the Board has a substantial public interest in protecting the health and safety of its students, staff, and community and therefore desires to ensure that the school district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19;

**WHEREAS**, the Board believes the public purposes described above are fulfilled by efficiently and effectively making certain delegations and ratifications, as described more fully herein, to the Superintendent to address this ever-changing emergency situation in the best interest of the health, safety, and well-being of its students, staff, community, and the citizenship at-large;

**WHEREAS**, on Thursday, August 26, 2021 the Superintendent of Waco ISD announced that effective Monday, August 30, 2021 that face masks would be required inside all schools and other District buildings, citing the number of cases reported since the start of the school year and increasingly dire reports from local health care experts as the basis for the decision;

**WHEREAS**, the Local Health Authority of the Waco McLennan County Public Health District, Farley Verner M.D., on Thursday, August 26, 2021 announced that he was in full support of the Waco ISD decision to require masks in its schools, stating “Universal masking in the school setting will be expected to significantly reduce the risk of in school transmission, school outbreaks and school closures. While children are less likely to have severe disease as a result of Covid infection their ability to transmit infection to others in the home is similar to older people. This then results in increased transmission in the community. Any increase in community transmission at this time will put potentially intolerable stress on the local hospitals and healthcare systems”; and

**WHEREAS**, the Board of Waco ISD adopted the following resolution on March 16, 2020:

**IT IS THEREFORE FURTHER RESOLVED THAT** to the extent that the Superintendent takes any action (whether pursuant to this Resolution or otherwise) to address or in response to the COVID-19 emergency that requires or may require Board action, approval and/or ratification, the Board shall consider any such actions (taken by the Superintendent) at its first Regular Board meeting (following any such action) for

which notice may be timely given under the Texas Open Meetings Act (Chapter 551 of the Texas Government Code).

**IT IS THEREFORE RESOLVED THAT** the Board of Waco ISD finds a substantial public purpose exists in protecting the health and safety of its students, staff, and community and therefore in ensuring that the school district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19.

In furtherance of the public purposes so stated in this Resolution, the Board of Waco ISD makes the following resolutions, ratifications and delegations to the Superintendent and designee(s) in order to efficiently and effectively prepare the school district in response to the declarations of emergency announced to date by various officials, including the State of Texas, as well as in preparation for the potential declarations of emergencies by other local, state, and/or national and international officials:

1. The authority of the Superintendent to act in the place of the Board and the actions taken by the Superintendent to implement and require that effective Monday, August 30, 2021 face masks would be required inside all schools and other District buildings is specifically approved, confirmed and ratified in all regards;
2. Effective Friday, September 10, 2021 the Board orders that face masks are required inside all schools and other District buildings;
3. In the event any further action is necessary or appropriate in connection with the foregoing resolutions, the Board delegates authority to the Superintendent (or designee) to take all actions reasonably necessary to implement and enforce the foregoing resolutions, including without limitation, creating rules, regulations and making decisions and determinations regarding the requirement for face masks to be worn inside all schools and other District buildings;

**IT IS THEREFORE FURTHER RESOLVED THAT** the delegations and orders made by this Resolution shall remain in effect until further action by the Board.

**IT IS THEREFORE FURTHER RESOLVED THAT** to the extent that the Superintendent takes any action (whether pursuant to this Resolution or otherwise) to address or in response to the COVID-19 emergency that requires or may require Board action, approval and/or ratification, the Board shall consider any such actions (taken by the Superintendent) at its first Regular Board meeting (following any such action) for which notice may be timely given under the Texas Open Meetings Act (Chapter 551 of the Texas Government Code).

Adopted on this the 9th day of September, 2021, by the Waco ISD Board of Trustees.

Angela Tekell

President, Board of Trustees

Jose Vidaña

Secretary, Board of Trustees



**Waco Independent School District**

***Board of Trustee Meeting Agenda***

**Date:** September 9, 2021

**Contact Person:** Dr. Josie Gutierrez

**RE: Pay Rates of Temporary/Extra Duty Tutors**

=====

**Background Information:**

Learning loss during the pandemic is evident based on student achievement data in all core subjects. Addressing learning loss is a targeted area outlined in the District Improvement Plan. One way to close gaps for students is by providing supplemental instruction by high quality teachers and tutors.

The current challenges of addressing learning loss are also compounded by a shortage of tutors. In order to increase the number of high quality tutors and also incentivize teachers for going above and beyond their regular duties, it is recommended that pay rates be increased to \$30 per hour. This change will align tutoring pay to summer school pay rates. To proportionately pay tutors, an increase in rates for degreed and non-degreed tutors is also being proposed. The table below provides the current and proposed hourly rates for the four tutor categories.

	Current Hourly Rate	Proposed Hourly Rate
Tutor – Non Degreed (minimum of 9 hours in core content area)	\$12.50	\$17.00
Tutor – Degreed (minimum of 9 hours in core content area)	\$16.00	\$22.00
Tutor – Degreed/Certified (TX SBEC or Other State)	\$22.00	\$30.00
Current Teacher	\$22.00	\$30.00

**Fiscal Implications:**

Tutoring rates are funded through Every Student Succeeds Act (ESSA) and Elementary and Secondary School Emergency Relief (ESSER).

**Administrative Recommendations:**

Approve an increase to the hourly pay rates for temporary and extra duty tutors as proposed in the chart above.

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Deena Cornblum

**RE: 4H Adjunct Professors**

=====

**Background Information**

19 TAC §129.21(j)1 permits students who are participating in off-campus activities with a professional member of the school district or an adjunct staff member of the school district to be counted as present for attendance purposes. The school board must approve the agreement for an adjunct staff member to supervise the activity.

Extension agents may be awarded adjunct staff member status. McLennan County requests the agents listed on the enclosed Adjunct Faculty Agreement be awarded adjunct staff member status.

19 TAC §76.1001 defines an extracurricular activity as an activity sponsored by the University Interscholastic League (UIL), the school district board of trustees, or an organization sanctioned by resolution of the board of trustees.

This resolution recognizes 4-H as an extracurricular activity in Waco ISD. By approving this request, WISD allows the same attendance accounting for students who elect to participate in 4-H as in other district-approved extracurricular activities.

**Fiscal Implications**

None

**Administrative Recommendation(s):**

Approve the 2021-2022 Resolution of Extracurricular Status of 4-H Organization and the Adjunct Faculty Request to award extension agents adjunct staff member status.

**MCLENNAN COUNTY EXTENSION SERVICE**



Date: 08/16/2021

Mrs. Susan Kincannon  
Waco ISD  
P.O. Box 27  
Waco, TX 76703

**Received on**

**AUG 23 2021**

**Waco ISD  
Superintendent's Office**

Dear Mrs. Susan Kincannon, Superintendent:

On behalf of the 4-H members of McLennan County, we hereby respectfully request that the 4-H organization, by the attached resolution, be sanctioned as an extracurricular activity. We request the enclosed RESOLUTION be presented for consideration at the next scheduled meeting of the Board of Trustees of the **Waco Independent School District**. We further request that questions regarding this RESOLUTION be directed to us in a timely manner so that we may prepare and present an appropriate response so as not to delay action on this request.

Finally, we request that a signed copy of this RESOLUTION, along with a copy of the minutes of the Board meeting, be forwarded to us for our files.

Thank you and members of the Board of Trustees for your consideration of this request.

Sincerely,

Karly West-Strickland  
CEA – 4-H and Youth Development

Dr. Shane McLellan  
CEA – Ag & Natural Resources

Jerod Meurer  
CEA – Natural Resources

Colleen Foleen  
CEA – Family & Community Health

Attachment: Resolution for Extracurricular Status of 4-H Organization

# EXTRACURRICULAR STATUS REQUEST

Resolution Requesting Extracurricular Status For 4-H

## RESOLUTION

### EXTRACURRICULAR STATUS OF 4-H ORGANIZATION

Be it hereby resolved that upon this date, the duly elected Board of Trustees of the

Waco Independent School District

(Complete name of school district)

meeting in public with a quorum present and certified,  
did adopt this resolution that recognizes the

McLennan

(Name of County)

County Texas 4-H Organization as approved for recognition and eligible  
for extracurricular status consideration under 19 Texas Administrative Code,  
Chapter 76.1, pertaining to extracurricular activities.

Participation by 4-H members under provisions of this resolution are subject  
to all rules and regulations set forth under the 19 Texas Administrative Code  
as interpreted by this Board and designated officials of this school district.

Texas A&M AgriLife Extension  
will request academic eligibility for all 4-H competitive activities,  
regardless if a school absence is or is not required, and  
for non-competitive purposes when an absence is required.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Board of Trustee

Superintendent

# MCLENNAN COUNTY EXTENSION SERVICE

Date: 08/16/2021

Mrs. Susan Kincannon  
Waco ISD  
P.O. Box 27  
Waco, TX 76703

Dear Mrs. Susan Kincannon, Superintendent:

On behalf of the McLennan County Extension Staff, we hereby respectfully request approval of the attached Adjunct Faculty Agreement with **Waco Independent School District**.

The State Board of Education passed an amendment to 19 TAC§129.21 (j). Requirements for Student Attendance Accounting for State Funding Purposes allows public school students to be considered “in attendance” when participating in off-campus activities with an adjunct staff member of the school district. Section 3 of the Student Attendance Handbook states:

- 1) *The student is participating in an activity that is approved by the local board of school trustees and is under the direction of a member of the professional or a paraprofessional staff of the school district, or an adjunct staff member who:*
  - a. *Has a minimum of a bachelor's degree; and*
  - b. *Is eligible for participation in the Teacher Retirement System of Texas.*

McLennan County requests the agents listed on the enclosed Adjunct Faculty Agreement be awarded adjunct staff member status for the period of time indicated on the agreement.

I hope Axtell Independent School District will accept this request. Please let us know if you would like to schedule an appointment to discuss the amendment and request or if you need further information.

Thank you and members of the Board of Trustees for your consideration of this request.

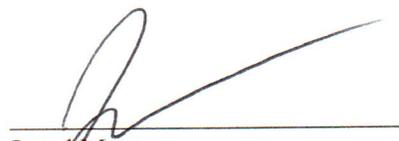
Sincerely,



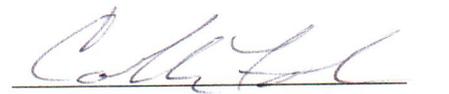
Dr. Shane McLellan  
CEA – Ag & Natural Resources



Karly West-Strickland  
CEA – 4-H and Youth Development



Jerod Meurer  
CEA – Natural Resources



Colleen Foleen  
CEA – Family & Community Health

Attachment: Adjunct Faculty Request

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Kyle DeBeer

**RE: Contract for Election Services Between McLennan County Election Administration Department and the Waco Independent School District**

=====

**Background Information**

On Aug. 12, 2021, the Board called a special election for voters to consider issuing \$355 million in bonds to fund the construction of new buildings for Waco High, G.W. Carver Middle, Tennyson Middle and Kendrick Elementary as well as renovations for South Waco Elementary. The special bond election will be held on Nov. 2, 2021.

The special bond election will be part of a joint general election conducted by the McLennan County Election Administration Department. The other entities participating in the joint election are McLennan County, Bruceville-Eddy, Moody, Riesel, Robinson, West, Connally ISD and Riesel ISD.

**Fiscal Implications**

Funding for election services is included in the District's budget.

**Administrative Recommendation(s):**

Approve the contract with the McLennan County Election Administration Department for election services, as presented.

**THE STATE OF TEXAS**

**COUNTY OF MCLENNAN**

**CONTRACT FOR ELECTION SERVICES BETWEEN THE MCLENNAN COUNTY ELECTION ADMINISTRATION DEPARTMENT AND THE WACO INDEPENDENT SCHOOL DISTRICT.**

**THIS CONTRACT made by and between the Waco Independent School District, acting by and through its Board of Trustees, hereinafter referred to as the "District," and Jared Goldsmith, Elections Administrator of McLennan County, Texas, hereinafter referred to as the "Contracting Officer," and by authority of Section 31.092 (a), Texas Election Code for the conduct and supervision of the November 2, 2021 Joint General Election for a Special Bond Election.**

**THIS CONTRACT is subject to the approval of all participating parties and shall be binding on said parties upon written approval.**

**WITNESSETH:**

**WHEREAS, the District is holding an election for a Special Bond Election on November 2, 2021; and**

**WHEREAS, the voting precincts of the District which lie within the boundaries of the District, have been established by the District as their voting precincts; and**

**WHEREAS, the Vote Centers in the Joint General Election are the Election Day voting places for the District; and**

**WHEREAS, McLennan County conducted a public hearing and Commissioners Court approved the Designation of "Successful Countywide Election Day Polling Places Program" for McLennan County on January 27, 2015, moving forward pursuant to Texas Election Code, Section 43.007. On February 3, 2015, the Texas Secretary of State's Office certified that McLennan County is designated as "successful" and is now authorized to continue to hold all elections using Election Day Countywide Polling Places (Vote Centers). The District agrees to utilize the list of Countywide Election Day Polling Places (Vote Centers) attached to this contract; and**

**WHEREAS, the County owns the HART eSlate electronic voting system which has been duly approved by the Secretary of State, pursuant to the Texas Election Code, (Section 122.031-122.039, Section 122.091); and**

**WHEREAS, the District desires to use the County's electronic voting system in their elections and to compensate the County for such use and to share in certain other expenses connected with such elections in accordance with the provisions of Section 31.098 of the Texas Election Code; and**

**NOW, THEREFORE, in consideration of the mutual covenants, agreements and benefits to the parties, IT IS AGREED as follows:**

**I.**

**In all of the District's voting precincts, the Contracting Officer shall conduct the District's election in accordance with this contract. The District shall bear the full cost or pay a pro-rata share of the voting centers and election judges, alternates and clerks, if applicable, to be used for the election.**

**II.**

**Judges' Booth Controllers (JBCs), eSlates and Disabled Accessible Units (DAUs) owned by the County shall be used for the District's election.**

**III.**

**The District agrees to appoint the Contracting Officer as the Clerk for Early Voting and shall furnish wording on the ballots and election order necessary for Early Voting in the election to be held at the expense of the District.**

**The District agrees that the only polling sites available for contracting entities are the five (5) Early Voting Sites and thirty-four (34) Election Day Vote Centers that the County has established/pre-approved.**

**The District agrees that the shared locations for Early Voting will be the McLennan County Elections Administration Office, located in the Records Building at 214 North 4<sup>th</sup> Street, Suite 300, Waco, TX 76701; the Hewitt City Hall/Library, located at 200 Patriot Court, Hewitt, TX 76643; the Robinson Community Center, located at 106 W. Lyndale Avenue, Robinson, TX 76706; the First Assembly of God Church, located at 6701 Bosque Boulevard, Waco, TX 76710; and the Waco Multi-Purpose Community Center, located at 1020 Elm Avenue, Waco, TX 76704.**

**The above-mentioned wording on the ballot(s) and election order(s) shall be delivered to the Elections Administrator upon completion of the ballot drawing for a place on the ballot prior to the commencement of Early Voting in the election to be held at the expense of the District. The District shall bear the full cost or pay a pro-rata share, if applicable, for the Early Voting locations' personnel, at an hourly rate of \$12.00 and an overtime rate of \$18.00 per hour for Presiding Judges and Alternate Judges and an hourly rate of \$10.00 and an overtime rate of \$15.00 per hour for Clerks and a \$25.00 pick-up and delivery fee for Early Voting supplies.**

**The District will forward any requests received for a ballot by mail to the McLennan County Elections Administrator for processing. The District shall pay to the County the actual cost incurred for materials and postage for the distribution of ballots by mail.**

**The Contracting Officer shall provide to the District one (1) copy of the Early Voting report via email on a daily basis and a cumulative final Early Voting report following the election.**

**IV.**

**The Contracting Officer shall have the District's sample ballots printed, to cover the District's election, in accordance with Texas Election Code, Section 124.004. In all of the District's voting precincts, which lie within the boundaries of the District, the ballots shall include the specified contests for the District.**

**V.**

**In all instances covered by Article I of this contract, the Contracting Officer shall cause the HART eSlate voting equipment to be delivered to the Election Day voting places and Early Voting places at least one (1) hour before the time set for opening the polls in each voting precinct, pursuant to Texas Election Code, Sections 125.001, 125.004, 125.061, 127.032-.065.**

**VI.**

**The District shall bear the full cost of the rent or pay a pro-rata share, if applicable, for all voting places contemplated by Article I of this contract.**

**VII.**

**The District shall bear the full cost or pay a pro-rata share, if applicable, for any equipment as deemed necessary and/or desirable for the holding of said election and cause same to be delivered to the voting places of the District.**

**VIII.**

**The District shall bear the full cost or pay a pro-rata share, if applicable, for the employment and/or use of such personnel as the Contracting Officer deems necessary or desirable to prepare for and conduct Early Voting.**

**IX.**

**The District shall bear the full cost or pay a pro-rata cost for the employment and/or use of such personnel as the Contracting Officer deems necessary to program and operate the automatic tabulating equipment in accordance with Texas Election Code, Sections 124.066, 127.001-.006, 127.121-122.**

**X.**

**The District shall appoint, bear the full cost of or pay a pro-rata share for the Presiding Judges and Clerks in the voting precincts, which lie within the limits of the District, including the cost for the election personnel to attend an election school held by the designated Contracting Officer for the training of Election Day Judges and Alternate Judges pursuant to the Texas Election Code, Sections 32.091 - .093 and 271.013, for their services in connection with the election to be held at the expense of the District. The election school will not exceed four (4) hours in length. Election Day personnel will be compensated at an hourly rate of \$12.00 for Presiding Judges and Alternate Judges and an hourly rate of \$10.00 for Clerks and a \$25.00 pick-up and delivery fee for Election Day supplies.**

**The Contracting Officer shall appoint the Presiding Judge and Clerks of the Early Voting Ballot Board to process Early Voting results pursuant to Texas Election Code, Sections 87.001 - .025, 87.101, and 87.103. The District shall pay a pro-rata cost for the Presiding Judge and Clerks of the Early Voting Ballot Board.**

**XI.**

**The Contracting Officer will provide the preparation of programs and test materials for tabulation of voting equipment and of ballot by mail materials, supervision of handling and disposition of election returns and preparation of the tabulation for the official canvass in accordance with Tex. Elec. Code, Section 31.094.**

**XII.**

**The Contracting Officer will provide advisory services in connection with decisions to be made and actions to be taken by the responsible parties of the District.**

**XIII.**

**The District shall pay to the County an Administrative Fee of ten (10) percent of the total amount of the contract for administering the election.**

**XIV.**

**It is understood that the County will incur costs and expenses in connection with the making of arrangements and preparations for the election, and that in the event the election to be held at the District is enjoined or canceled or if for any reason whatsoever the District shall decide not to proceed with the election to be held at the expense of the District or if the date of the election to be held by the respective parties is postponed or otherwise changed, the District shall be obligated to pay the County for the amount specified in Article XIII of this contract, which is agreed to be a fair and reasonable estimate of the costs and expenses incurred, or to be incurred, by the County in making such arrangements and preparations and the loss of damage to be sustained by the County in such event.**

**XV.**

**In connection with the performance of this contract, neither McLennan County nor the Administrator shall be liable to third parties for any default of the District in connection with the holding of the joint election, including the failure by such entities to pay any expenses hereunder, and such Entities shall not be liable to third parties for any default of the Administrator in connection with the holding of the joint election.**

**XVI.**

**Except as herein expressly provided otherwise, each party hereto shall do all things that may be required in connection with the election to be held at its expense. The District shall be responsible for the preparation of election resolutions and other pertinent documents for the adoption or execution by the proper officer of said party, and no party hereto shall have the responsibility or duty in connection with such preparations by any other party thereto. The Contracting Party will prepare the Joint Notice of Election and submit the documents to the entities for execution by the proper officers. The District shall likewise be responsible for posting or publication of election notices, and no party hereto shall be responsible for the posting or publication by any other party hereto.**

**XVII.**

**It is understood that to the extent space is available that other cities and political subdivisions may wish to participate in the use of the above-mentioned election equipment and voting places, and it is agreed that the Contracting Officer may contract with such other cities or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the District under this contract.**

**XVIII.**

**It is estimated that the District's obligation there under shall not exceed \$18,616.88 and the District agrees to pay a deposit of fifty (50) percent of said amount to McLennan County for an amount of \$9,308.44 within five (5) days after the District's execution of this contract. The exact amount of the actual cost of the District's obligation hereunder shall be calculated after the November 2, 2021 Joint General Election, and if the amount of the District's obligation exceeds the amount deposited, then, in the event, the District shall pay to McLennan County the balance due within thirty (30) days after the receipt of the bill from the Contracting Officer detailing actual costs. However, if the amount of the District's obligation is less than the amount deposited, then and in that event, McLennan County shall refund to the District the excess amount paid within thirty (30) days after a final bill detailing the cost of the election has been provided to the District.**

**XIX.**

## AGREEMENT TO CONDUCT JOINT ELECTION

The District agrees to enter into a Joint Election Agreement with the following entities and hereby agrees to the following:

### LIST OF CONTRACTING ENTITIES AND THEIR BALLOT ISSUES:

**BRUCEVILLE-EDDY** - electing Mayor and two (2) city council positions;

**MOODY** - electing three (3) city council positions;

**RIESEL** - electing three (3) city council positions and one (1) city council position – unexpired term;

**ROBINSON** - electing three (3) city council positions;

**WEST** - electing Mayor and two (2) city council positions;

**CONNALLY ISD** - Special Bond Election;

**RIESEL ISD** - electing three (3) board of trustees members and one (1) board of trustees member – unexpired term;

**WACO ISD** - Special Bond Election.

- In all of the Districts' and Cities' voting precincts, which lie within the boundaries of the respective entities, the ballots shall include the specified contests for the respective parties. All entities agree to share Vote Centers, staff and voting equipment and to pay the total cost or a pro-rata cost for Vote Centers inclusive of staff, voting equipment and other expenses needed to conduct the election for both Early Voting, if applicable, and Election Day.
- Appoint the McLennan County Elections Administrator as the Early Voting Clerk for the Joint Election.
- Central Count Workers will be paid an hourly rate of \$10.00 per hour.
- Support the use of high school students to serve as election clerks, as prescribed in Section 32.0511 of the Election Code.
- Post the respective notice of drawing for a place on the ballot.
- Appoint the Elections Administrator as the general custodian of the voted ballots as authorized by the Texas Election Code, Sec. 271.010 and Sec. 66.001. Access to the election records will be available to the District, as well as the public, in accordance with the Texas Public Information Act, Chapter 552 of the Government Code.
- Prepare and post filing period notice by each respective filing authority.
- Provide tables and chairs at the shared Vote Centers, if needed.
- Contracting Officer shall procure, allocate and distribute all election supplies; employ all election officers and personnel needed to conduct the election; provide training for the election workers on the election laws and on the use of the electronic voting equipment; conduct background checks for all election officials, staff and temporary workers, as prescribed in the Election Code 129.051(g); secure all Vote Centers; operate the Central Count Station; prepare payment to election officers and personnel and billing to the District; provide precinct by precinct election returns to the Secretary of State as required by law; and any and all other duties necessary to conduct an election, as provided in the Election Services Contract.

- **If a manual count or recount is required to be performed in accordance with Section 127.201 of the Election Code, the District shall be responsible for performing the manual count and/or recount with the Contracting Officer.**

In TESTIMONY HEREOF, the contract, is multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to wit:

a) It has on the 30th day of August, 2021 been executed on behalf of McLennan County by the Elections Administrator, pursuant to the Texas Election Code, so authorizing;

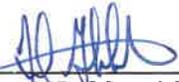
b) It has on the \_\_\_\_\_ day of \_\_\_\_\_, 2021 been executed on behalf of the District by its President, pursuant to the authority of the District Trustees, so authorizing;

ATTEST:

Waco ISD

By: \_\_\_\_\_  
President, Waco ISD

CONTRACTING OFFICER

  
\_\_\_\_\_  
Jared Goldsmith  
Elections Administrator, McLennan County

**November 2, 2021 Joint General Election**  
**Early Voting Dates, Times, and Locations**

**EARLY VOTING LOCATIONS:**

McLennan County Elections Administration Office  
Records Building (Basement)  
214 North 4th Street, Suite 300  
Waco, TX 76701

Robinson Community Center  
106 W. Lyndale Avenue  
Robinson, TX 76706

Waco Multi-Purpose Community Center  
1020 Elm Avenue  
Waco, TX 76704

First Assembly of God Church  
6701 Bosque Boulevard  
Waco, TX 76710

Hewitt City Hall/Library  
200 Patriot Court  
Hewitt, TX 76643

**The dates and times of Early Voting are:**

Monday, October 18, 2021 through Friday, October 22, 2021      8:00 AM – 5:00 PM  
Monday, October 25, 2021 through Wednesday, October 27, 2021      8:00 AM – 5:00 PM  
Thursday, October 28, 2021 through Friday, October 29, 2021      7:00 AM – 7:00 PM

**November 2, 2021 Joint General Election**

**Election Day polls are open 7:00 AM – 7:00 PM**

**Deadline to Register to Vote: October 4, 2021**

**Deadline to Apply for a Ballot by Mail Application: October 22, 2021**

**McLennan County Election Office's website and phone number:  
[www.mclennanvotes.com](http://www.mclennanvotes.com)      254-757-5043**

## November 2, 2021 ELECTION DAY VOTE CENTERS

*2 de noviembre de 2021 Centros de Voto Para el Día de las Elecciones )*

Axtell School Athletic Meeting Room	312 W. Seley, Axtell
Bellmead Civic Center	3900 Parrish Street, Waco
Bruceville-Eddy ISD Special Events Center	1 Eagle Drive, Eddy
Carver Park Baptist Church	1020 E. Herring Avenue, Waco
Cesar Chavez Middle School	700 S. 15 <sup>th</sup> Street, Waco
Chalk Bluff Baptist Church	5993 Gholson Road, Waco
China Spring ISD Administration Bldg.	12166 Yankie Road, China Spring
Crawford High School	200 Pirate Drive, Crawford
Dewey Community Center	925 N. 9 <sup>th</sup> Street, Waco
Fellowship Bible Church	5200 Speegleville Road, McGregor
First Assembly of God Church	6701 Bosque Boulevard, Waco
H. G. Isbill Junior High	305 S. Van Buren Street, McGregor
Heart of Texas Council of Governments	1514 S. New Road, Waco
Hewitt First Baptist Church	301 S. 1 <sup>st</sup> Street, Hewitt
Hewitt City Hall/Library	200 Patriot Court, Hewitt
Lacy Lakeview Civic Center	505 E. Craven Avenue, Waco
Lake Shore United Methodist Church	3311 Park Lake Drive, Waco
Lorena First Baptist Church	307 E. Center Street, Lorena
Mart Community Center	804 E. Bowie Avenue, Mart
MCC Conference Center	4601 N. 19 <sup>th</sup> Street, Waco
Moody First United Methodist Church	500 6 <sup>th</sup> Street, Moody
Riesel Junior High/High School	600 E. Frederick Street, Riesel
Robinson Community Center	106 W. Lyndale Avenue, Robinson
South Waco Library	2737 S. 18 <sup>th</sup> Street, Waco
Speegleville Baptist Church	469 Speegle Road, Waco
St. Louis Activity Center	2415 Cumberland Avenue, Waco
Tennyson Middle School	6100 Tennyson Drive, Waco
University High School	3201 S. New Road, Waco
Waco Convention Center	100 Washington Avenue, Waco
Waco High School (PAC)	2020 N. 42 <sup>nd</sup> Street, Waco
Waco Multi-Purpose Community Center	1020 Elm Avenue, Waco
West Community Center	200 Tokio Road, West
Woodway City Hall	922 Estates Drive, Woodway
Woodway First Baptist Church	13000 Woodway Drive, Woodway

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Kyle DeBeer

**RE: Notice of Joint General Election**

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**Background Information**

On Nov. 2, 2021, Waco ISD will participate in a joint general election with McLennan County, Bruceville-Eddy, Moody, Riesel, Robinson, West, Connally ISD and Riesel ISD. As part of the contract for election services, the McLennan County Election Administration Department will publish notice of the joint general election in the Waco Tribune-Herald on Oct. 8, 2021.

**Fiscal Implications**

Publishing the notice is included in the cost for election services. Funding for election services is included in the District's budget.

**Administrative Recommendation(s):**

Approve the Notice of Joint General Election, as presented.

**NOTICE OF JOINT GENERAL ELECTION  
(AVISO DE LA ELECCIÓN GENERAL CONJUNTA)**

To the registered voters of the County of McLennan, Texas:  
(A los votantes registrados del Condado de McLennan, Texas:)

Notice is hereby given that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m., November 2, 2021, for voting in a Joint General Election:

- to adopt or reject the proposed Constitutional Amendments as submitted by the 87<sup>th</sup> Legislature, Regular Session, of the State of Texas;
- for voting in a General Election to elect one (1) person for each position to serve the full term of two (2) years for the Mayor and two (2) City Council positions for the City of Bruceville-Eddy;
- for voting in a General Election to elect one (1) person for each position to serve the full term of two (2) years for three (3) City Council positions for the City of Moody;
- for voting in a General Election to elect one (1) person for each position to serve the full term of two (2) years for three (3) City Council positions for the City of Riesel;
- for voting in a General Election to elect one (1) person for each position to serve the full term of two (2) years for three (3) City Council positions (Place 1, Place 3, and Place 5) for the City of Robinson;
- for voting in a General Election to elect one (1) person for each position to serve the full term of two (2) years for the Mayor and two (2) City Council positions for the City of West;
- for voting in a Special Election for the issuance of \$39,000,000 of bonds for school facilities, and the levying of a tax in payment thereof for Connally Independent School District. This is a property tax increase;
- for voting in a General Election to elect one (1) person for each position to serve the full term of three (3) years for three (3) positions on the Board of Trustees and a Special Election for the unexpired term of office for one (1) position on the Board of Trustees for the Riesel Independent School District;
- for voting in a Special Election for the issuance of \$355,000,000 of school building bonds for acquiring, constructing, renovating, improving and equipping school buildings of the district, including a new Waco High School, a new G. W. Carver Middle School, a new Tennyson Middle School, a new Kendrick Elementary School, and the purchase of necessary sites for school buildings; and the levying of a tax sufficient, without limit as to rate or amount, to pay the principal of and interest on the bonds and to pay the costs of any credit agreements executed or authorized in anticipation of, in relation to or in connection with the bonds for Waco Independent School District. This is a property tax increase;

The execution of a Joint Election Agreement with Bruceville-Eddy, Moody, Riesel, Robinson, West, Connally ISD, Riesel ISD, Waco ISD, and McLennan County is hereby authorized and approved.

(Notifíquese por la presente que los lugares electorales indicados abajo estarán abiertos desde las 7 de la mañana hasta las 7 de la tarde del 2 de noviembre 2021 para la votación en las elección general conjunta:

- para adoptar o rechazar las enmiendas constitucionales propuestas como fueron sometidas por la 87a Legislatura Sesión Regular, del Estado de Texas;
- para votar en una Elección General para elegir a una (1) persona para que sirvan los termino completos de dos (2) años para el Alcalde y dos (2) miembro del ayuntamiento posiciones para la ciudad de Bruceville-Eddy;
- para votar en una Elección General para elegir a una (1) persona para que sirvan los termino completos de dos (2) años para tres (3) miembro de ayuntamiento posiciones para la ciudad de Moody;
- para votar en una Elección General para elegir a una (1) persona para que sirvan los termino completos de dos (2) años para el Alcalde y dos (2) miembro del ayuntamiento posiciones para la ciudad de Riesel;
- para votar en una Elección General para elegir a una (1) persona para que sirvan los termino completos de dos (2) años para tres (3) miembro de ayuntamiento posiciones (lugar número 1, lugar número 3, y lugar número 5) para la ciudad de Robinson;
- para votar en una Elección General para elegir a una (1) persona para que sirvan los termino completos de dos (2) años para el Alcalde y dos (2) miembro del ayuntamiento posiciones para la ciudad de West;

- por votar en una Elección Especial para la emisión de \$39,000,000 en bonos para instalaciones escolares y la imposición de un impuesto para el pago de lo anterior para del Distrito Escolar Independiente de Connally. Este es un incremento del impuesto a la propiedad;
- para votar en una Elección General para elegir una (1) persona para que sirvan los termino completos de tres (3) años para las tres (3) posiciones de la junta de regentes y una Elección Especial por mandato no expirado para un (1) posición de la junta de regentes por del Distrito Escolar Independiente de Riesel;
- por votar en una Elección Especial para la emisión de \$355,000,000 en bonos de construcción escolar para adquirir, construir, renovar, mejorar y equipar los edificios escolares del distrito, incluyendo una nueva Waco High School, una nueva G. W. Carver Middle School, una nueva Tennyson Middle School, una nueva Kendrick Elementary School y la compra de lugares necesarios para edificios escolares; y la ejecución de un impuesto suficiente, sin límite de tasa o cantidad, para pagar el principio e interés sobre los bonos y para pagar los costos de cualquier acuerdo de crédito ejecutado o autorizado en anticipación de, en relación o en conexión con los bonos para la del Distrito Escolar Independiente de Waco. Este es un aumento de impuestos sobre la propiedad. La ejecución de un acuerdo de elección conjunta Bruceville-Eddy, Moody, Riesel, Robinson, West, Connally ISD, Riesel ISD, Waco ISD, y Condado de McLennan se autoriza y aprueba.)

**LOCATION(S) OF POLLING PLACES  
(DIRECCIÓN(ES) DE LAS CASILLAS ELECTORALES)**

**See attached List  
(Véase la lista adjunta)**

Early Voting by personal appearance will be conducted at:  
(La votación adelantada en persona se llevará a cabo todos los días en:)

**Early Voting Sites:  
(Lugares de votación adelantada)**

**McLennan County Elections Administration Office**  
Main Early Voting Site (Lugar principal de votación adelantada)  
Records Building  
214 North 4<sup>th</sup> Street, Suite 300  
Waco, Texas 76701

**Robinson Community Center**  
106 W. Lyndale  
Robinson, Texas 76706

**Waco Multi-Purpose Community Center**  
1020 Elm St.  
Waco, Texas 76704

**First Assembly of God Church**  
6701 Bosque Blvd.  
Waco, Texas 76710

**Hewitt Public City Hall/ Library**  
200 Patriot Court  
Hewitt, Texas 76643

The dates and times of Early Voting are:  
(Los días y horas de votación adelantada son:)

Monday (lunes)	October 18, 2021 (18 de octubre, 2021)	8:00 AM - 5:00 PM
Tuesday (martes)	October 19, 2021 (19 de octubre, 2021)	8:00 AM - 5:00 PM

Wednesday (miércoles)	October 20, 2021 (20 de octubre, 2021)	8:00 AM - 5:00 PM
Thursday (jueves)	October 21, 2021 (21 de octubre, 2021)	8:00 AM - 5:00 PM
Friday (viernes)	October 22, 2021 (22 de octubre, 2021)	8:00 AM - 5:00 PM
Monday (lunes)	October 25, 2021 (25 de octubre, 2021)	8:00 AM - 5:00 PM
Tuesday (martes)	October 26, 2021 (26 de octubre, 2021)	8:00 AM - 5:00 PM
Wednesday (miércoles)	October 27, 2021 (27 de octubre, 2021)	8:00 AM - 5:00 PM
Thursday (jueves)	October 28, 2021 (28 de octubre, 2021)	7:00 AM - 7:00 PM
Friday (viernes)	October 29, 2021 (29 de octubre, 2021)	7:00 AM - 7:00 PM

Applications to vote by mail should be mailed to:  
(Las solicitudes para poder votar por deben ser enviadas a:)

**Jared Goldsmith**  
**McLennan County Elections Administrator**  
**Mailing Address: P.O. Box 2450**  
**Waco, Texas 76703-2450**  
**Physical Address: 214 N 4<sup>th</sup> Street, Suite 300**  
**Waco, TX 76701**  
**(254) 757-5043**  
[ballotbymail@co.mclennan.tx.us](mailto:ballotbymail@co.mclennan.tx.us)  
[www.mclennanvotes.com](http://www.mclennanvotes.com)

Applications for ballot by mail must be received no later than the close of business on October 22, 2021:  
(Las solicitudes para votar por correo tendrán que ser recibidas antes del fin del día laboral el 22 de octubre, 2021:)

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_\_ de septiembre, 2021.)

\_\_\_\_\_  
Scott M. Felton, McLennan County Judge  
(Juez del Condado de McLennan)

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_\_ de septiembre, 2021.)

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Mayor, City of Bruceville-Eddy  
(alcalde, ciudad de Bruceville-Eddy)

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_ de septiembre, 2021.)

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Mayor, City of Moody  
(alcalde, ciudad de Moody)

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_ de septiembre, 2021.)

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Mayor, City of Riesel  
(alcalde, ciudad de Riesel)

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_ de septiembre, 2021.)

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Mayor, City of Robinson  
alcalde, ciudad de Robinson

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_\_ de septiembre, 2021.)

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Mayor, City of West  
alcalde, ciudad de West

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_\_ de septiembre, 2021.)

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President, Connallyl ISD Board of Trustees  
(presidente, junta de regentes de Connally ISD)

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_\_ de septiembre, 2021.)

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President, Riesel ISD Board of Trustees  
(presidente, junta de regentes de Riesel ISD)

Issued this the \_\_\_\_ day of September, 2021.  
(Emitada el día \_\_\_\_\_ de septiembre, 2021.)

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President, Waco ISD Board of Trustees  
(presidente, junta de regentes de Waco ISD)

**November 2, 2021 ELECTION DAY VOTE CENTERS**

*2 de noviembre de 2021 Centros de Voto Para el Día de las Elecciones )*

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Dewey Community Center	925 N. 9 <sup>th</sup> Street, Waco
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**WACO INDEPENDENT SCHOOL DISTRICT  
BOARD MEETING MINUTES**

Special Meeting, August 12, 2021 - 6:30 p.m.  
WISD Administration Offices Board Room

**BOARD MEMBERS PRESENT**

Angela Tekell  
Stephanie Korteweg  
Jose Vidana  
Allen Sykes  
Cary DuPuy  
Keith Guillory  
Jeremy Davis

**BOARD MEMBERS ABSENT**

None

**CALL TO ORDER**

Angela Tekell, Board President, called the meeting of the Waco Independent School District Board of Trustees to order at 6:30 p.m. She stated that a quorum of Board Members was present, that the meeting had been duly called, and that the notice of the meeting had been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

The Board convened in closed session at 6:31 p.m.

**CLOSED SESSION (TEXAS GOVERNMENT CODE, SUBCHAPTERS D AND E**

- Consultation with Attorney - 551.071
- Personnel Matters - 551.074

**RECONVENE IN OPEN SESSION**

The Board reconvened in open session at 7:08 p.m.

**AUDIENCE FOR GUESTS**

- Tracy Guillory spoke in place of Attorney Cris Houston concerning a mask mandate and Carver Middle School.
- Kasey Neimieir spoke about TEA's safety COVID guidelines and a mask mandate.
- Sara Beth Stoltzfus spoke on requiring masks in schools.
- Jonathan Grant made several comments on COVID and requested a mask mandate.

**REVIEW AND DISCUSS THE G. W. CARVER MIDDLE SCHOOL FIRE**

In the early morning hours on July 27, 2021, a fire engulfed the G.W. Carver Middle School Campus. Dr. Kincannon shared some of the actions that have been taken to date. These actions include:

- Waco ISD Administration and Transformation Waco met to make the decision to move the Carver students to Indian Spring Middle School - each campus will maintain their campus code and name, teachers may partner for co-teaching opportunities and to efficiently use space.
- Waco ISD Administration and Transformation Waco met with architects from O'Connell Robertson to discuss ways to use available space in the Indian Spring Library to create classrooms, identify strategies for branding to incorporate both campuses, and to evaluate cafeteria seating options.
- Waco ISD has ordered two new double portables and will be in place for the first day of school.
- Transformation Waco conducted a parent meeting on Thursday, August 5, to discuss the logistics for the move to Indian Spring Middle School.
- Waco ISD has worked closely with the Waco Fire Department and the Texas Association of School Board's Risk Management Fund regarding the investigation of the fire and on insurance claim.

**REVIEW AND DISCUSS THE TASB RISK MANAGEMENT FUND COVERAGE FOR THE G. W. CARVER MIDDLE SCHOOL FIRE**

Troy Winslow, Division Director for Claims Administration with the Texas Association of School Boards Risk Management Fund, provided the Board of Trustees with an overview of the District's insurance coverage regarding the July 27, 2021, fire at G. W. Carver Middle School.

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE DESIGNATION OF AN EMERGENCY FOR G. W. CARVER MIDDLE SCHOOL, AUTHORIZE THE SUPERINTENDENT TO PROCURE GOODS AND SERVICES PURSUANT TO EDUCATION CODE SECTION 44.031 9 (H), AND APPROVE BUDGET AMENDMENT IN ADVANCE OF PENDING INSURANCE RECOVERY**

Dr. Kincannon stated that the Administration is recommending the Board of Trustees to authorize the Superintendent to procure goods and services, pursuant to Education Code Section 44.031(h), that are necessary to mitigate, prevent, restore, and repair damages, protect students and staff, and provide the conduct of classes and essential school activities, as a result of the fire damage at G. W. Carver Middle School, and approve an amendment to place the budget required to facilitate procurement, as presented.

Cary DuPuy made a motion, seconded by Stephanie Korteweg, to approve the designation of an emergency for G. W. Carver Middle School, to authorize the Superintendent to procure goods and services pursuant to education code section 44.031(h), and to approve a budget amendment in advance of pending insurance recovery. The motion carried unanimously (7-0).

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION ON A RESOLUTION AUTHORIZING THE REIMBURSEMENT OF CERTAIN EXPENDITURES INCURRED IN THE REPLACEMENT OF G.W. CARVER MIDDLE SCHOOL FROM FUTURE TAX EXEMPT DEBT OPTIONS**

Sheryl Davis stated that the Board of Trustees previously adopted a resolution to provide reimbursement of up to \$5,000,000 of certain costs incurred with respect to the acquisition, construction, reconstruction or renovation of District facilities. Subsequent to that action, a fire destroyed much of G. W. Carver Middle School. While this campus was to be included for the replacement in the proposed bond election, the inability to hold school on that site has resulted in an acceleration of the design, construction, and equipping of a new G. W. Carver Middle School. Again, certain costs may be incurred with respect to that construction and the District may wish to reimburse its General Fund for all costs that have been or will be paid subsequent to the date that is 60 days prior to August 12, 2021. A resolution expressing this intent would provide for the reimbursement of these certain costs of up to \$3,000,000.

Stephanie Korteweg made a motion, seconded by Jose Vidana, to approve the resolution authorizing the reimbursement of costs that have been or will be paid subsequent to the date that is 60 days prior to August 12, 2021, as outlined in the resolution. The motion carried unanimously (7-0).

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE PROJECT DELIVERY METHOD FOR THE REPLACEMENT OF G. W. CARVER MIDDLE SCHOOL AND AUTHORIZE THE SUPERINTENDENT TO ISSUE A REQUEST FOR PROPOSALS AND/OR QUALIFICATIONS AND BRING THE**

The Administration recommended the construction manager-at-risk (CMR) method for the G. W. Carver Middle Replacement project.

Stephanie Korteweg made a motion, seconded by Allen Sykes, to approve the selection of construction manager at-risk as the construction delivery method for the G. W. Carver Middle School Replacement project, and authorize the Superintendent to issue a request for proposals and/or qualifications, as appropriate for the project, select a committee to evaluate and rank the proposals, and bring the recommendation rankings back the Board for approval, as presented. The motion carried unanimously (7-0).

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE SUPERINTENDENT’S RECOMMENDATION FOR A NOVEMBER 2021 BOND ELECTION**

Dr. Susan Kincannon, Dusty Traylor, RBC Capital Markets, Jarrod Sterzinger, O’Connell Robertson Architects, and Andrae Chapa, Community Advisory Committee spoke on the recommendation of calling a bond in November 2021.

In January, a Community Advisory Committee made up of about 60 parents, educators and other community members held a series of eight meetings to study the District’s facilities needs. The Committee toured campuses, reviewed the findings of a comprehensive facilities assessment conducted by outside experts, studied demographic projections, and discussed their priorities for students and how facilities play into them. Ultimately the Community Advisory Committee recommended the following projects prioritized in the following order:

- Replace Waco High School with a new building in the same location,
- Replace G. W. Carver Middle with a new building in the same location large enough to also serve students zoned to attend Indian Spring Middle,
- Replace Tennyson Middle with a new building in the same location, and
- Replace Kendrick Elementary with a new building in the same location large enough to serve many of the students zoned to attend Alta Vista Elementary and renovate South Waco Elementary to serve the remaining students zoned to Alta Vista Elementary.

Dr. Kincannon recommended the Board call a bond election to fund the projects prioritized by the Community Advisory Committee. Education has changed since the four facilities that would be replaced with new buildings were built in the 1950s and 1960s. Moreover, some students in Waco ISD have comfortable, modern schools while others attend old schools with leaky roofs, inadequate heating and cooling systems, and other problems. She stated every student in Waco ISD should have a comfortable, modern learning environment regardless of their zip code, and this recommendation would create equity among all of our secondary campuses while starting to address the needs of our elementary campuses.

The projects would be phased as follows:

- Construction of a new Waco High starting in 2022 with the first phase of the new campus opening in 2024 and a second phase in 2025,
- Construction of a new G. W. Carver Middle starting in 2022 with the campus opening in 2023,

- Construction of a new Tennyson Middle starting in 2023 with the campus opening in 2024,
- Construction of a new Kendrick Elementary starting in 2024 with campus opening in 2025, and
- Renovations at South Waco Elementary starting in 2023 and being completed in 2024.

Dr. Kincannon recommended asking voters to approve issuing and selling bonds in the principal amount of \$355 million.

In addition to the sense of urgency created by the fire at G. W. Carver Middle, the facilities that would be replaced all have significant maintenance needs. She recommended placing the bond proposal before voters at the next available opportunity and calling a bond election for November 2, 2021.

Issuing and selling bonds in the principal amount of \$355 million is projected to increase the District's interest and sinking tax rate by \$0.1001 per \$100 of assessed valuation starting in Fiscal Year 2023, which is an increase of approximately \$9.80 per month to the average homeowner in Waco ISD.

Allen Sykes made a motion, seconded by Jose Vidana, to call a bond election for November 2, 2021, seeking voter authorization to issue and sell bonds in the principal amount of \$355 million to fund the construction of a new Waco High School, a new G. W. Carver Middle, a new Tennyson Middle and a new Kendrick Elementary as well as the renovation of South Waco Elementary. The motion carried unanimously (7-0).

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING AN ORDER BY THE BOARD OF TRUSTEES OF THE WACO INDEPENDENT SCHOOL DISTRICT CALLING A BOND ELECTION TO BE HELD WITHIN SAID DISTRICT ON NOVEMBER 2, 2021; MAKING PROVISIONS FOR THE CONDUCT AND THE GIVING OF NOTICE OF THE ELECTION; AND CONTAINING OTHER PROVISIONS RELATING THERETO**

The district's bond counsel, Robert Collins of Bracewell LLP, presented an order for the Board to consider in calling a bond election for November 2, 2021.

Cary DuPuy made a motion, seconded by Allen Sykes, to approve an order calling a bond election on November 2, 2021; making provisions for the conduct and giving of notice of the election; and containing other provisions relating thereto. The motion carried unanimously (7-0).

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE SELECTION OF A CONSTRUCTION MANAGER AT-RISK (CMR) FOR THE WACO HIGH SCHOOL REPLACEMENT PROJECT**

The District received seven responses in Request for Bid, RFP # 20-1192, Construction Manager at Risk (CM@R). The proposals were reviewed by a team consisting of both district and architect representation. Interviews were conducted of all submitting firms. Scoring as provided by the evaluation process identified Rogers O'Brien as the recommended contractor for the Waco High School Replacement project. Rogers O'Brien's construction manager at risk fee is 2.1% of the construction budget (\$119M), with the preconstruction cost of \$55,000, and general conditions of 4.04%. These figures represent a not to exceed amount of \$7,358,501.

Allen Sykes made a motion, seconded by Jose Vidana, to approve Rogers O'Brien as the Construction Manager-at-Risk for the Waco High School Replacement project, and authorize the Superintendent to negotiate and execute a contract, as presented. The motion carried unanimously (7-0).

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE HIRING OF A CONSTRUCTION AUDITOR FOR THE WACO HIGH SCHOOL REPLACEMENT PROJECT**

Dr. Susan Kincannon recommended that R.L. Townsend and Associates be engaged to provide construction audit services for the Waco High School Replacement project. R.L. Townsend and Associates, LLC, is a firm that brings considerable expertise and outstanding qualifications to the task of construction auditing, providing high-quality, cost-effective construction cost control and related contract compliance cost verification services.

Jode Vidana made a motion, seconded by Allen Sykes, to approve R.L. Townsend and Associates, LLC, for construction auditing services in relation to the Waco High School Replacement project and authorize the superintendent to execute a contract, as presented. The motion carried unanimously (7-0).

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING PROCESS FOR FILLING THE VACANCY FOR TRUSTEE DISTRICT 5**

Board President, Angela Tekel, discussed the process for filling the vacancy for trustee district 5.

- The August 26, 2021, Board Meeting Closed Session agenda will include discussion of the applicants.
- Interviews will take place during the closed session of a Special Called meeting on August 31, 2021.

Stephanie Korteweg made a motion, seconded by Jeremy Davis, to approve the process of filling the vacancy for Trustee District 5. The motion carried unanimously (6-0). Allen Sykes abstained from voting.

**REVIEW AND DISCUSS THE TEXAS EDUCATION AGENCY'S COVID-19 PROTOCOLS FOR PUBLIC HEALTH AND REMOTE CONFERENCING**

On Thursday afternoon, August 5, 2021, Commissioner Mike Morath reviewed new COVID-19 protocols for public health with superintendents. In addition Morath announced remote conferencing guidelines for the 2021-2022 school year.

Dr. Susan Kincannon announced Waco ISD's response to the guidance provided by TEA:

- Encourage the wearing of masks in all district buildings,
- Encourage employees and students to get vaccinated when eligible,
- Conduct contact tracing,
- Notify parents/guardians if their child is considered a close contact for a positive case of COVID-19,
- Notify faculty and staff if they are considered a close contact for a positive case of COVID-19,
- Update the district's COVID-19 Dashboard,
- Continue the use of rapid testing for students and staff,
- Provide assignments to students who are unable to attend school after testing positive for COVID-19 or whose parents/guardians opt for them to quarantine after being identified as a close contact, and
- Monitor the attendance and achievement of students adjusting plans as needed.

**PRESENTATION AND DISCUSSION OF THE PROPOSED BUDGET AND TAX RATE FROM THE 2021-2022 FISCAL YEAR**

Sheryl Davis presented information on the proposed budgets for funds included in the official budget as well as three funds for which the District is the fiscal agent. Information on the proposed tax rate including a review of the draft notice for publication was also presented.

**CONSIDER, DISCUSS AND TAKE APPROPRIATE ACTION REGARDING THE NOTICE OF PUBLIC MEETING TO DISCUSS BUDGET AND PROPOSED TAX RATE FOR THE 2021-2022 FISCAL YEAR, SETTING THE PROPOSED TAX RATE AND THE DATE, TIME, AND PLACE FOR THE PUBLIC MEETING**

Cary DuPuy made a motion, seconded by Stephanie Korteweg, to approve the Notice of Public Meeting to Discuss Budget and Proposed Tax Rate for the 2021-2022 fiscal year,

setting the proposed tax rate and the date, time, and place for the public meeting, August 26, 2021 at 6:00 p.m. at the Waco ISD Administration Building. The motion carried unanimously (7-0).

### **ANNOUNCEMENTS**

Kyle DeBeer, Chief of Staff, made the following announcements:

- Waco ISD Family Fest is Saturday from 9:00-12:00, at WHS and UHS
- Middle School Meet the Teacher Monday, August 16
- Elementary Meet the Teacher is Thursday, August 19
- High School Meet the Teacher is Wednesday, August 18
- First Day of School is Monday, August 23

### **ADJOURNMENT**

The meeting was adjourned at 10:14 p.m.

**Waco Independent School District**

***Board of Trustees Meeting Agenda Item***

**Date:** September 9, 2021

**Contact Person:** S.Davis/P.Rusek

**RE: Consider, Discuss, and Take Appropriate Action Regarding a Petition Seeking the Abandonment of North 42<sup>nd</sup> Street (from Trice Avenue to Colcord Avenue) by the City of Waco, Including Authorizing the Superintendent to Sign the Petition and Have a Survey Map and Field Note Description Prepared by a Registered Professional Land Surveyor (of the Property to be Abandoned)**

=====

**Background Information:**

In order to move forward in a timely manner with the Waco High School rebuild project, the District needs to initiate proceedings with the City of Waco seeking abandonment of North 42<sup>nd</sup> Street (between Trice Avenue and Colcord Avenue). This requires action by the Board to request the abandonment on behalf of the District.

Additionally, since the City’s process for abandonment calls for a petition to be submitted to the City (signed by all owners of properties adjacent to the street for which abandonment is sought), the administration is also requesting authorization for the Superintendent to sign the petition.

Finally, since the City’s process for abandonment also requires a survey map and field note description (prepared by a registered professional land surveyor) of the property to be abandoned, the administration is requesting authorization to retain a professional land surveyor to complete the required survey map and field note description.

**Fiscal Implications:**

Cost of the professional land surveyor to complete the required survey map and field note description will be paid from the general fund and reimbursed from future bond proceeds, as available.

**Administration Recommendation:**

The administration recommends that the Board of Trustees authorize the Superintendent to request the abandonment of North 42<sup>nd</sup> Street (between Trice Avenue and Colcord Avenue) by the City of Waco, including authorizing her to sign the petition and have a survey map and field note description prepared by a registered professional land surveyor, as presented.

## Checklist for Abandonment of Public Property

### ABANDONMENT APPLICATION

The following documents must be submitted to consider the application complete. Therefore, incomplete applications will not be accepted or may result in delaying action on the case until the following month.

- Complete ONLINE application and fee
- A survey and field-note description by a Registered Professional Land Surveyor showing the extent of the area to be abandoned, and location of all utilities (i.e. water, sewer, electric, gas, telephone, cable, etc.)
- A petition signed by each adjoining property owner within the block.
- Additional exhibits and field-note descriptions by the surveyor will be required to be submitted if the abandonment is granted and quitclaim deeds issued to multiple property owners.

# Petition for Abandonment of Public Property

I, the undersigned owner of the property set forth by my name hereby join in and request the City of Waco to abandon the public property described (see attached survey and field-note description). I also understand that the signing of this petition releases any and all rights to property ingress/egress access.

Name: \_\_\_\_\_  
Address: 2020 N 42nd Street Waco, TX 76710  
\_\_\_\_\_  
Legal Description: WACO HIGH Block A  
Lot 1 Acres 27.681  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Legal Description: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Signature: \_\_\_\_\_



**SIGNATURE PAGE**

**I hereby certify that the information included in this application is true to the best of my knowledge.**

Applicant's Signature	Date	Name (PRINTED)
Address & Zip	Telephone	Email Address

Present Owner(s) Signature	Date	Name (PRINTED)
Address & Zip	Telephone	Email Address

Buyer(s) Signature, if under contract	Date	Name (PRINTED)
Address & Zip	Telephone	Email Address

List names of all partners, board members, and officers of companies involved in this case, in order for the Plan Commission to determine conflicts of interest they might have in individual cases. Failure to do so may result in delaying action on the case until the following month: \_\_\_\_\_

\_\_\_\_\_

**Please print, sign, and attach to your online application in Energov.**

**Waco Independent School District**  
***Board of Trustees Meeting Agenda Item***

**Date:** September 9, 2021

**Contact Person:** SDavis/PRusek

**RE: Consider, Discuss, and Take Appropriate Action Conveying Land Owned by the District Adjacent to Cesar Chavez Middle School in Exchange for Land Owned by the City of Waco (1) Adjacent to Cesar Chavez Middle School and (2) Across North 42<sup>nd</sup> Street from Waco High School (Lake Air Little League Fields) and Authorizing Condemnation (Eminent Domain) Proceedings of the Land to be Acquired from the City of Waco**

=====  
**Background Information:**

In connection with the McLennan County venue project, the District, the City of Waco, and McLennan County entered into a three party interlocal agreement (a copy of which is included in the Board packet). The agreement addressed a number of items, including land transfers and exchanges between the parties.

The action requested in this agenda item is necessary because some of the land exchanges provided for in the three party interlocal agreement include lands owned by the City of Waco that are legally considered to be a park or parkland and, as such, the City of Waco cannot simply execute a deed to the District for those properties. Instead, there are several steps involved, including conducting a public hearing pursuant to Chapter 26 of the Texas Parks and Wildlife Code and filing condemnation/eminent domain proceedings.

**Fiscal Implications:**

Cost of the condemnation/eminent domain proceedings will be paid from budgeted legal fees.

**Administration Recommendation:**

In order to move forward with the land transfers and exchanges, the Administration recommends that the Board authorize the filing of the appropriate condemnation/eminent domain proceedings for the land owned by the City of Waco (1) adjacent to Cesar Chavez Middle School and (2) across North 42<sup>nd</sup> Street from Waco High School (Lake Air Little League Fields), as presented.

**FINAL THREE-PARTY INTERLOCAL COOPERATION AGREEMENT**

This Final Three-Party Interlocal Cooperation Agreement (the "Agreement") is entered into by and among McLennan County, Texas (hereinafter "County"), the City of Waco, Texas (hereinafter "City"), and the Waco Independent School District (hereinafter "District"), pursuant to Chapter 791 of the Texas Government Code and other applicable law. The County, the City, and the District are sometimes referred to herein as the "Parties". This Agreement is referred to as "Final" because it is the culmination of several prior Interlocal Cooperation Agreements entered into between the Parties to reach the point of a "final" agreement. "Effective Date" as used herein is the date of the signature of the last party to sign this Agreement.

1. The Venue Project. The County desires to proceed with, and is proceeding with, the voter-approved McLennan County Venue Project (hereinafter "Venue Project"). The Venue Project includes an exposition center, equine and livestock facilities, barns, and other improvements that will allow the Heart of Texas Fair Complex to compete for even more regional, statewide, and national equine and livestock events, while at the same time creating opportunities for new events not formerly held at the Complex, including but not limited to weddings, reunions, corporate and organizational meetings, banquets, and volleyball and basketball tournaments. All of these events bring visitors to McLennan County.

2. The Equine Facilities. The equine facilities are perhaps the most important tourism generators and are key to the planned Venue Project and the success of the Project in attracting visitors. However, the planned equine facilities are to be located in major part upon the current Paul Tyson Stadium Property that was owned by the District. The need to acquire the Paul Tyson Stadium Property and contribute to a replacement stadium in turn has necessitated other land dealings and re-locations between the Parties.

3. Conveyances that have Taken Place to Support the Overall Transaction.

3.1 In this Agreement "Paul Tyson Stadium Property" means Tract 1 described in the Warranty Deed from the District to the County recorded under Clerk's File No. 2019009415 in the Official Public Records of McLennan County, Texas.

3.2 In this Agreement "Practice Soccer Field Property" means Tract 2 described in the Warranty Deed from the District to the County recorded under Clerk's File No. 2019009415 in the Official Public Records of McLennan County, Texas.

3.3 Therefore, fee title to the Paul Tyson Stadium Property and the Soccer Practice Field Property have already been transferred to the County by the District, subject to a lease-back to the District until the new Paul Tyson Stadium can be completed (hereinafter the "Lease"; the specific terms of the Lease control over any description herein except as otherwise provided herein). The Practice Soccer Field Property will be substantially transferred back to the District as part of the overall transaction.

3.4 The transfers of ownership of the Paul Tyson Stadium Property and the Practice Soccer Field Property by the District to the County has allowed for a plat to be submitted to the City and approved. Any subsequent transfer of property by the County to the District will be by reference to the new plat which creates Lots 3 and 4 of Block 1 of the Coliseum Addition to the City of Waco, McLennan County, Texas [Plat of Lots 3 and 4 of Block 1 of the Coliseum Addition to the City of Waco, McLennan County, Texas recorded in the Official Public Records of McLennan County, Texas in the Plat Records as document number 2020045749] (hereinafter "Coliseum Plat"). A reduced-size copy of the Coliseum Plat is attached hereto as Exhibit "A" and incorporated by reference herein.

3.5 By previous Interlocal Cooperation Agreement dated March 19, 2019 incorporated herein the District and the County came to a conceptual understanding on certain land to be conveyed by the County to the District, and determined the fixed amount to be paid by the County to the District towards construction of new stadium facilities, which is \$2,475,004.

3.6 This Agreement modifies the conceptual understanding of the land to be conveyed by specifying the extent and location of the land to be conveyed by the County to the District, being a 7.5 acre tract identified as Lot 4 of Block 1 of the Coliseum Plat.

4. County Obligations to the District. The County shall:

- a) Transfer fee ownership of the 7.5 acre tract identified as Lot 4 of Block 1 of the Coliseum Plat to the District by special warranty deed within 30 days of the Effective Date, free of liens and free of encumbrances except those of record or those which are obvious on the ground;
- b) Once in possession of the Paul Tyson Stadium Property unencumbered by the Lease, the County shall be responsible for any demolition of the stadium facilities, and the District shall have no obligation to conduct such demolition prior to turning possession over to the County;
- c) Pay the District \$2,475,004 for use towards the construction or reimbursement of construction costs expended towards replacement stadium facilities to be paid as set forth in Exhibit "B".

5. District Obligations to the County. The District shall:

- a) Complete the replacement stadium facilities and turn possession of the Paul Tyson Stadium Property to the County unencumbered by the Lease with all dispatch. In this regard, the District anticipates that construction of the replacement stadium facilities will begin in January, 2021 and be completed before September 1, 2021. Within thirty (30) days of completion the replacement stadium facilities, the District shall turn over possession of the Paul Tyson Stadium Property to the County unencumbered by the Lease ;
- b) Anything to the foregoing notwithstanding, the District shall turn over possession of the Paul Tyson Stadium Property to the County unencumbered by the Lease no later than January 15, 2022.

6. Obligations of the County to the City. The County shall:

- a) Pay the sum of \$3,750,000 to the City for use for facilities replacement and improvements, which sum will be paid to the City by the County on a schedule as set forth in

Exhibit "B." However, Seventy Thousand (\$70,000) DOLLARS of the above-stated amount shall be paid to the City within 30 days of the Effective Date to be used by the City to reimburse the District for the cost of relocation by the District of the City's 42" Stormwater Main located under the area of the planned replacement stadium as further addressed below.

7. Obligations Between the City and the District.

7.1 Background in Preparation for Lake Air Little League Tract Transaction.

A plat has been submitted to the City and approved for the "Lake Air Little League Tract," being approximately 10.047 acres of land on which the current Lake Air Little League Fields are located. The plat converts the property description to Lot 1, Block B of the Waco High Addition to the City of Waco, McLennan County, Texas [Lot 1, Block B of the Waco High Addition to the City of Waco, McLennan County, Texas, recorded in the Official Public Records of McLennan County, Texas in the Plat Records as document number 2020035647] (hereinafter "Waco High Plat"). A reduced-size copy of the Waco High Plat is attached hereto as Exhibit "C". The transfer of this property from the City to the District (by whatever means) will be with reference to the new Waco High Plat.

7.2 Transfer of Current "Lake Air Little League Tract".

7.2.1 As part of the negotiations for the County to obtain the Paul Tyson Stadium Property, the District is seeking from the City the conveyance of the current Lake Air Little League Tract. The Venue Project is of importance to the City as it will be a tourism, sales tax and occupancy tax generator. It is also to the City's benefit that the equine facilities are operational as soon as possible as such will make Waco a major draw for local, regional and even national events. This tourism development is a significant consideration to the City. The Parties recognize that construction of the equine facilities will require the Paul Tyson Stadium Property.

In addition, the transfer would benefit park purposes by resulting in the construction of a new modern and accessible ballfield complex by the City on other land of the City in close proximity that will be funded in part by facility replacement compensation paid to the City by the County. Such funding would *not* be available but for the City's willingness to allow the District to acquire the Lake Air Little League Tract.

Furthermore, the City has received and will receive other interests in land from the District that are of significant value to the City and its long-range plans, as is more specifically set forth hereinafter in Section 8. The District has already executed that certain Termination and Release of Sports and Recreational Complex Agreement dated March 18, 1977, concerning certain real property commonly known as the Hart-Patterson Track and Field Complex. As set forth below, the District is also willing to allow the acquisition of other District land by the City.

For the benefits to be provided by the equine facilities, the funds to be received from the County that will assist in the City's development of a greatly improved ballfield complex, the interests in property received from and to be received from the District, and other consideration

referenced in this Agreement, the City is willing to cooperate with the District in the District's acquisition of fee title to the Lake Air Little League Tract.

Section 8 transactions, or the breach thereof, shall have no effect on the obligations of the County and the District to one another hereunder.

7.2.2 The City and the District agree and warrant as follows:

a) the paramount public purpose for the old Paul Tyson Stadium Property is its use for the planned equine facilities;

b) the paramount public purpose of the Lake Air Little League Tract is for school expansion as the District has little room for expansion of the Waco High School or appurtenant structures;

c) the compensation to be received by the City in the form of the benefits from the equine facilities, the payment to be received from the County that will assist in the City's development of a greatly improved ballfield complex, the interests in property received from and to be received from the District, and other consideration referenced in this Agreement is JUST AND FAIR COMPENSATION for the Lake Air Little League Tract;

7.2.3 Due to the Lake Air Little League Tract's purported designation as park land, the District may be required to acquire it from the City by eminent domain.

7.2.4 The District shall comply with all requirements of Chapter 26 of the *Texas Parks & Wildlife Code* before instituting the eminent domain proceedings, including the publication and public hearing requirements.

7.2.5 The City will accept service of the condemnation petition and will cooperate with the District in obtaining a judgment awarding fee simple title of the Lake Air Little League Tract to the District. The Parties agree that any judgment in the condemnation case will be set off against and fully satisfied by the benefits proposed to be exchanged (and actually exchanged) as set forth in this Agreement. The City shall file a release of any damages awarded in the judgment so that the primary, operative provision of the Judgment is to transfer the fee title to the subject property to the District. The Judgment and the Release shall be filed in the Official Public Records of McLennan County, Texas.

7.2.6 The City and the District agree and warrant that:

a) There is no feasible and prudent alternative to the use or taking of the Lake Air Little League Tract by the District;

b) The planning for this project includes mitigation of harm by creating a new and improved ballfield complex nearby; and

c) The acquisition of the Lake Air Little League Tract by the District will serve the best interests of the City, the District, and the citizens of Waco.

7.2.7 Upon award by a Court of title to the Lake Air Little League Tract to the District, the District will lease the Lake Air Little League Tract back to the City (with the lease period running through July 31, 2022 and terminating on that date) to allow time for the new ballfield complex to be built by the City on other land. The City and the District may agree to extensions of the lease beyond July 31, 2022 or to a reduction of the lease term, any such extension or reduction to be governed by terms mutually agreed to by the District and the City.

7.2.8 Within one year of the termination of the lease of Lake Air Little League Tract, the District will demolish all structures and fencing on the tract. District shall be responsible for the demolition, and the City shall have no obligation to conduct such demolition prior to turning possession over to the District. Prior to termination of the lease, District will allow the City to salvage nostalgic components or components that can be used at the City's new facility, such determination to be made at the City's sole discretion.

7.2.9 The City will agree to process the District's request for an abandonment of 42<sup>nd</sup> Street between Trice Avenue and Colcord Avenue. HOWEVER, all public utility easements are reserved and shall continue unencumbered; provided, however, the City and District agree to mutually work to relocate and/or abandon public utility easements to the extent reasonably possible to do so in support of maximizing buildable area for school expansion by the District with any expense of the relocation or abandonment to be borne by the District.

7.3 As described in Section 6.a., the City will pay the District the sum of \$70,000 in full compensation for the relocation by the District of the City's 42" Stormwater Main located under the area of the planned replacement stadium. The relocation must be in accordance with plans approved by the City, and to a location approved by the City.

7.4 Other Obligations Between the City and District. There are other obligations for transactions to take place between the City and the District that are addressed under the heading "Cotton Palace/Cesar Chavez School Transactions" in Section 8 below. ***Default on any or all of these obligations SHALL NOT serve as a reason to terminate the obligations between the County and the District set forth herein, and such shall be treated as a severable matter from the agreements made between the County and the District herein.*** No legal invalidity of any transaction contemplated between the City and District in Section 8 shall have any effect on the transactions between the County and the District or the validity thereof, such rights and obligations being severable in the event of invalidation of any transaction contemplated between the City and District in Section 8.

#### 8. Cotton Palace/Cesar Chavez School Transactions.

8.1 Introduction. The land transactions addressed herein in Section 8 are not located in the area of the Venue Project, but are separate consideration for the obligations of the City and the District to one another with regard to lands located in the area of the Venue Project as discussed above.

8.2 Initial Matters. The basic plan for the transactions between the City and the District is shown on the aerial photograph with overlay attached hereto as Exhibit "D" and incorporated

by reference herein. THE DRAWN BOUNDARIES ARE NOT FINAL AND WILL BE FINALIZED BY ACTUAL SURVEY AND RE-PLAT. The City agrees to acquire the surveying services. The District agrees to reimburse the City for one-half of the cost.

8.3 Pre-Survey/Re-Plat Agreements. At this time the following transactions are contemplated:

a) The District will convey to the City or cooperate in the acquisition by the City of approximately 2.8 acres, more or less, which is owned by the District generally as shown on Exhibit "D";

b) The City will convey to the District or cooperate in the acquisition by the District of approximately 0.4 acres providing a means of access from Clay Avenue which is owned by the City generally as shown of Exhibit "D". HOWEVER, there shall be retained by the City and recognized by the District an ingress/egress easement in favor of the City over the property;

c) The City will abandon the easement right-of-way for a portion of Cleveland Avenue having an area of plus or minus 0.3 acres as shown on Exhibit "D". HOWEVER, all public utility easements are reserved and shall continue unencumbered;

d) The City will convey to the District or cooperate in the acquisition by the District of approximately 1.8 acres, more or less, which is owned by the City generally as shown of Exhibit "D". HOWEVER, the District agrees to lease the property back to the City for an initial term of 3 years, with the opportunity for one-year extensions by mutual agreement; and

e) **On all land transferred by the City to the District any existing utility easements are reserved from the conveyance**

THE ACREAGES AND LINES WILL CHANGE SOMEWHAT AFTER SURVEYING AND RE-PLATTING HAS BEEN COMPLETED. IT IS THE DISTRICT'S AND THE CITY'S INTENTION THAT THE TRANSFERS CONTEMPLATED IN SECTION 8.3 WILL BE OF EQUIVALENT ACREAGE.

8.4 Post-Survey/Re-Plat. After Re-plat this Agreement shall be deemed to *automatically amended* without the need for further action of the Parties to read:

a) The District will convey to the City or cooperate in the acquisition by the City of [Lot and Block Description of land], which is owned by the District as shown on the reduced size survey attached hereto as Exhibit "E" [recording information TBD];

b) The City will convey to the District or cooperate in the acquisition by the District of [Lot and Block Description of land] providing a means of access from Clay Avenue which is owned by the City as shown on Exhibit "E". HOWEVER, there shall be retained by the City and recognized by the District an ingress/egress easement in favor of the City over the property;

c) The City will abandon the easement right-of-way for a portion of Cleveland Avenue thus establishing [Lot and Block Description of land], as shown on Exhibit "E". HOWEVER, all public utility easements are reserved and shall continue unencumbered;

d) The City will convey to the District or cooperate in the acquisition by the District of [Lot and Block Description of land] which is owned by the City as shown on Exhibit "E". HOWEVER, the District agrees to lease the property back to the City for an initial term of 3 years, with the opportunity for one-year extensions by mutual agreement; and

e) **On all land transferred by the City to the District any existing utility easements are reserved from the conveyance.**

Each transfer of land shall be by reference to the Re-plat. The County will send out an updated agreement, but the County's failure to do so is not a breach of this Agreement. If the County does not provide an updated agreement, each party shall be responsible for updating its copy of the Agreement.

9. Acquisition of Land by District. Because the property to be acquired by the District in subsection 8.4 (b) and (d) above is purported park land of the City, the process may require the exercise of the District's power of eminent domain.

The District shall comply with all requirements of Chapter 26 of the *Texas Parks & Wildlife Code* before instituting the eminent domain proceedings, including the publication and public hearing requirements.

The City will accept service of the condemnation petition and will cooperate with the District in obtaining a judgment awarding fee simple title of the properties identified in subsection 8.4 (b) and (d) above to the District. The Parties agree that any judgment in the condemnation case will be set off against and fully satisfied by the benefits proposed to be exchanged (and actually exchanged) as set forth in this Agreement. The City shall file a release of any damages awarded in the judgment so that the primary, operative provision of the Judgment is to transfer the fee title to the subject property to the District. The Judgment and the Release shall be filed in the Official Public Records of McLennan County, Texas.

10. Sale of Land by the District to the City. The District shall obtain a resolution of its Board of Trustees authorizing the conveyance of the land identified in subsection 8.4 (a) above, and shall convey the land to the City by Special Warranty Deed within 30 days of the judgment(s) being entered conveying the land identified in subsection 8.4 (b) and (d) to the District.

11. The District and the City Agree and Warrant that:

a) The is no feasible and prudent alternative to the use or taking of the land identified in subsection 8.4 (b) and (d) above by the District;

b) The planning for this project includes mitigation of harm by providing new benefits in the form of INCREASED CITY PARKLAND and CONNECTION BETWEEN EXISTING PARKS; and

c) The acquisition of the land identified in subsection 8.4 (b) and (d) above by the District will serve the best interests of the City, the District, and the citizens of Waco.

12. Fair and Just Compensation. The Parties agree that the lands exchanged and other actions to be taken in Subsection 8.4 provide JUST AND FAIR COMPENSATION to both the City and the District for Section 8 transactions even before considering the other compensation provided for in this Agreement. Furthermore, the City and District agree that the paramount public purposes of the lands identified in subsection 8.4 is served by the transfers contemplated.

13. Miscellaneous Terms and Conditions.

13.1 Governing Law and Venue. The laws of the State of Texas shall govern this Agreement, except where clearly superseded by federal law. Venue of any dispute shall be in a court of competent jurisdiction in McLennan County, Texas.

13.2 Entire Agreement. This Agreement supersedes and constitutes a merger of all prior oral and/or written agreements and understandings of the Parties on the subject matter of this Agreement and is binding on the Parties and their legal representatives, receivers, executors, successors, agents and assigns.

13.3. Amendment. Except as set forth in Section 8.4, any amendment of this Agreement must be by written instrument dated and signed by all Parties.

13.4. Severability. No partial invalidity of this Agreement shall affect the remainder unless the public purpose to be served hereby is so greatly diminished thereby as to frustrate the object of this Agreement.

13.5. Waiver. No waiver by either Party of any provision of this Agreement shall be effective unless in writing, and such waiver shall not be construed as or implied to be a subsequent waiver of that provision or any other provision.

13.6. Authority. The signatories hereto have the authority and have been given any approvals necessary to bind by this Agreement the respective Parties for which they sign.

13.7. Multiple Counterparts. The signature pages to this Agreement may be executed by the Parties hereto, as the case may be, in separate counterparts. Facsimile signatures and signature pages provided in the form of a “.pdf” or similar imaged document transmitted by electronic mail shall be deemed original signatures for all purposes hereunder.

EXECUTED this 4th day of February, 2021.

CITY OF WACO, TEXAS

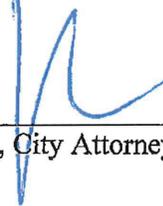
By:   
Its: City Manager

ATTEST:

Mandy L Spikes for  
Esmeralda Hudson, City Secretary



APPROVED AS TO FORM & LEGALITY:

  
Jennifer Richie, City Attorney

EXECUTED this 2<sup>nd</sup> day of FEBRUARY, 2021.

MCLENNAN COUNTY

By: Scott M. Felton  
Scott M. Felton, County Judge

ATTEST:

Myrcella Bowen Perkins  
County Clerk or Deputy Clerk

EXECUTED this 28th day of January, 2021.

WACO INDEPENDENT SCHOOL DISTRICT

By:   
Its: President, Board of Trustees

Attest:

  
Board Secretary

**EXHIBIT A---Coliseum Plat**





THE BORN OF THIS SURVEY IS AS FOLLOWS: ...

THE BORN OF THIS SURVEY IS AS FOLLOWS: ...

WALKER PARTNERS ENGINEERS & SURVEYORS  
 1000 WEST 10TH STREET  
 SUITE 100  
 DENVER, COLORADO 80202  
 PHONE: (303) 733-1100  
 FAX: (303) 733-1101  
 WWW: WALKERPARTNERS.COM

THE BORN OF THIS SURVEY IS AS FOLLOWS: ...



*Alan Davis*  
 Surveyor

*James H. ...*  
 Surveyor

**FILED AND RECORDED**  
 092224, PUBLIC RECORDS  
*J.A. Anderson*  
 J. A. "Tony" Anderson, County Clerk  
 1000 West 10th Street, Suite 100  
 Denver, Colorado 80202  
 TELEPHONE: 303.733.1100  
 FAX: 303.733.1101  
 WWW: TONYANDERSON.COM



**Walker Partners**  
 engineers & surveyors

**FINAL PLAT**  
**LOTS 3 AND 4, BLOCK 1**  
**COLUMBIA ADDITION**  
 BEING ALL OF LOTS 3, BLOCK 1  
 COLUMBIA ADDITION ACCORDING TO  
 THE PLAT RECORDED UNDER McLENNAN  
 COUNTY CLERK'S DOCUMENT  
 28 DASHBORO OF THE OFFICIAL PUBLIC  
 RECORDS OF McLENNAN COUNTY,  
 TEXAS, ALL OF A CALLED 1.1. ACRES  
 TRACT DESCRIBED IN A DEED TO  
 McLENNAN COUNTY, TEXAS RECORDED  
 UNDER McLENNAN COUNTY CLERK'S  
 DOCUMENT 28 DASHBORO OF THE OFFICIAL  
 PUBLIC RECORDS OF McLENNAN  
 COUNTY, TEXAS, ALL OF LOT 2, BLOCK 1,  
 TRACT ADDITION ACCORDING TO THE  
 PLAT RECORDED UNDER McLENNAN  
 COUNTY CLERK'S DOCUMENT  
 28 DASHBORO OF THE OFFICIAL PUBLIC  
 RECORDS OF McLENNAN COUNTY,  
 TEXAS, AND ALL OF LOTS 4 AND 5,  
 BLOCK 1, TRACT ADDITION ACCORDING TO THE  
 CLERK'S DOCUMENT 28 DASHBORO OF THE  
 OFFICIAL PUBLIC RECORDS OF  
 McLENNAN COUNTY, TEXAS.

*Janice Smith*  
 Surveyor



**EXHIBIT B---Reimbursement Schedule**

**1. County:**

A. "Annual Excess Venue Revenues" means the amount by which Venue Revenues exceed Venue Debt Service in any calendar year.

B. The County's obligations herein are payable solely from Annual Excess Venue Revenues actually received by the County. The initial payments are being made from Project proceeds.

C. The County shall not spend any Annual Excess Venue Revenues on the equine center component of the Venue Project, and shall not commence construction thereon, until the District and the City have been paid in full as set forth herein.

D. The County agrees that after the District is paid in full, the District's 25% (as discussed below) will be added to the City's 25% (for 50% of the Annual Excess Venue Revenue) to facilitate the quicker payoff of the City.

E. If the County is unable to pay in full the initial payments of \$1,000,004.00 to the District and \$500,000 to the City, then the County will make equal payments to the District and the City from available Venue Project Proceeds or the Annual Excess Venue Revenues until those amounts are paid in full.

**2. District:**

A. The total sum owing to the District is \$2,475,004.00.

B. An initial payment shall be made by the County to the District of \$1,000,004 to the District on or before February 1, 2022 (contingent on available Excess Venue Revenues or Venue Project proceeds sufficient to pay that amount). (On such payment possession of the Paul Tyson Stadium Property shall be turned over to the County, free and clear of the Lease).

C. The remaining \$1,475,000.00 will be paid by the County to the District as follows, beginning on February 1, 2023 for the 2022 calendar year and continuing for each calendar year thereafter until the entire \$1,475,000.00 is paid, the County will pay the District 25% of the Annual Excess Venue Revenue for each subject calendar year.

**3. City:**

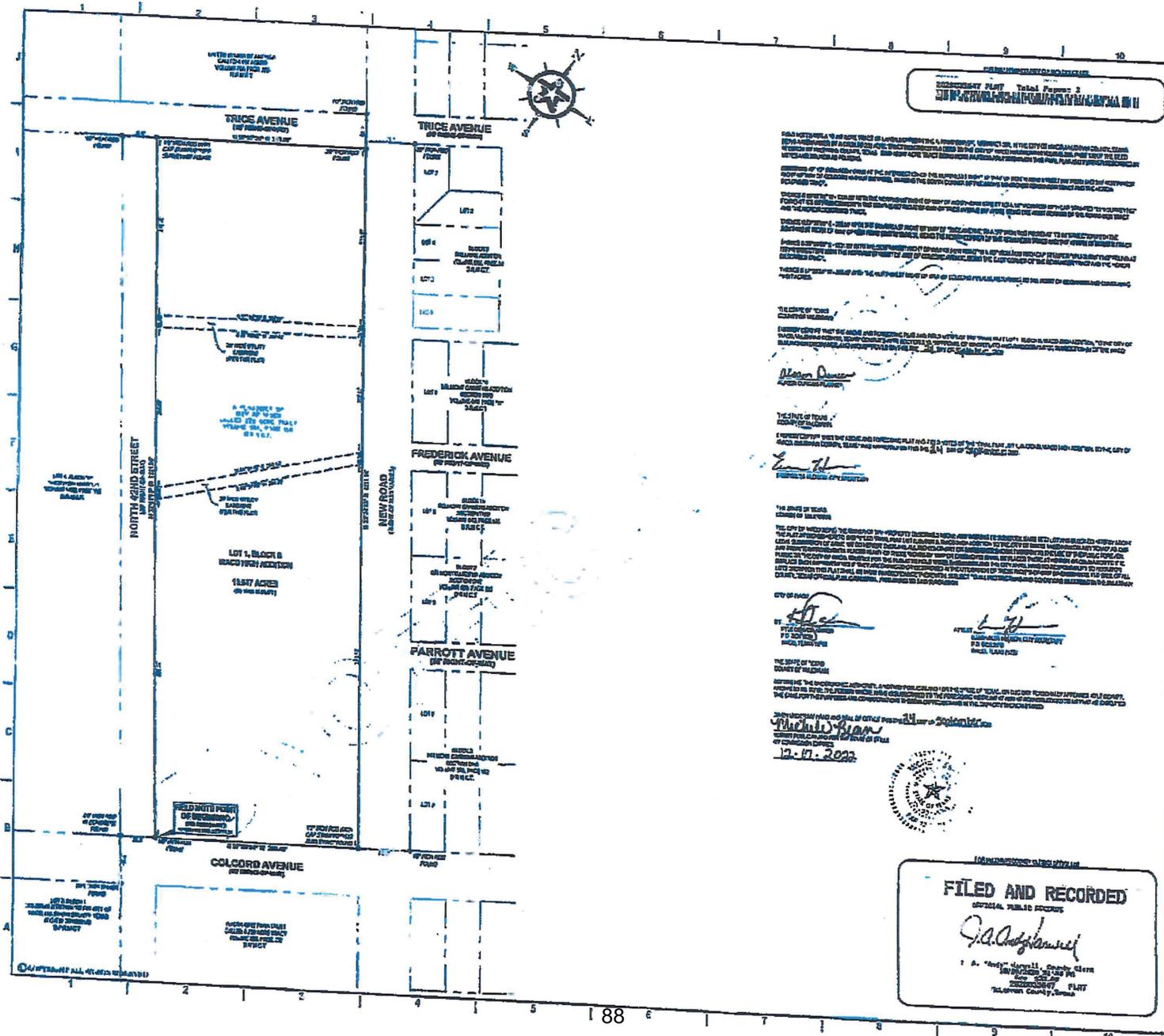
A. The total sum owed by the County to the City is \$3,750,000.00.

B. Within 30 days of complete execution of this Agreement, \$70,000.00 will be paid to the City to be used by the City to reimburse the District for the cost of relocation by the District of the City's 42" Stormwater Main located under the area of the planned replacement stadium.

C. The County will make an initial payment of \$500,000 to the City on or before February 1, 2022 (subject to there being available Excess Venue Revenues and/or proceeds to pay the amount). The remaining \$3,180,000 will be paid by the County to the City as set forth below.

D. The remaining \$3,180,000.00 will be paid by the County to the City as follows, beginning on February 1, 2023 for the 2022 calendar year and continuing for each calendar year thereafter until the entire \$3,180,000.00 is paid, the County will pay the City 25% of the Annual Excess Venue Revenue for each subject calendar year.

**EXHIBIT C--- Waco High Plat**



DEED RECORDS PLAT Total Pages 3  
 2017-07-17-2017-07-17-2017-07-17-2017-07-17-2017-07-17

THIS INSTRUMENT IS A PART OF A SURVEY OF THE CITY OF WACO, TEXAS, AND IS SUBJECT TO THE CITY'S ZONING ORDINANCES AND OTHER APPLICABLE LAWS. THE CITY OF WACO HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT IT IS IN CONFORMANCE WITH THE CITY'S ZONING ORDINANCES AND OTHER APPLICABLE LAWS. THE CITY OF WACO HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT IT IS IN CONFORMANCE WITH THE CITY'S ZONING ORDINANCES AND OTHER APPLICABLE LAWS. THE CITY OF WACO HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT IT IS IN CONFORMANCE WITH THE CITY'S ZONING ORDINANCES AND OTHER APPLICABLE LAWS.

*Mark D. ...*  
 Surveyor  
 State of Texas

*...*  
 Surveyor  
 State of Texas

*...*  
 Surveyor  
 State of Texas

*...*  
 Surveyor  
 State of Texas

FILED AND RECORDED  
 PUBLIC RECORDS  
*S.A. Anderson*  
 Surveyor  
 State of Texas

**LEGEND**

BOUND	• SURVEYED BOUNDARY LINE
ADJACENT	• ADJACENT BOUNDARY LINE
ADJACENT	• ADJACENT BOUNDARY LINE

**NOTES**

ALL PROPERTY SHOWN ON THIS SURVEY IS SUBJECT TO THE CITY'S ZONING ORDINANCES AND OTHER APPLICABLE LAWS. THE CITY OF WACO HAS REVIEWED THIS INSTRUMENT AND HAS DETERMINED THAT IT IS IN CONFORMANCE WITH THE CITY'S ZONING ORDINANCES AND OTHER APPLICABLE LAWS.

THIS SURVEY WAS MADE BY ME OR UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IT IS TRUE AND CORRECT. I AM A SURVEYOR IN GOOD STANDING AND AM LICENSED BY THE STATE OF TEXAS.

0	50	100	200
GRAPHIC SCALE (FEET)			

**Walker Partners**  
 engineers & surveyors

FINAL PLAT  
 LOT 4, BLOCK B  
 WACO HIGH ADDITION  
 BEING A REMAINDER OF A CALLED 250  
 ACRE TRACT DESCRIBED IN A DEED TO  
 THE CITY OF WACO RECORDED IN  
 VOLUME 204, PAGE 124 OF THE DEED  
 RECORDS OF WACO COUNTY, TEXAS

*Kent ...*  
 Surveyor  
 State of Texas

DEED RECORDS PLAT  
 PUBLIC RECORDS  
 1 OF 1

**EXHIBIT D---CONCEPT DRAWING COTTON PALACE/CESAR CHAVEZ**

# City of Waco & WISD Land Exchanges at Cotton Palace Park

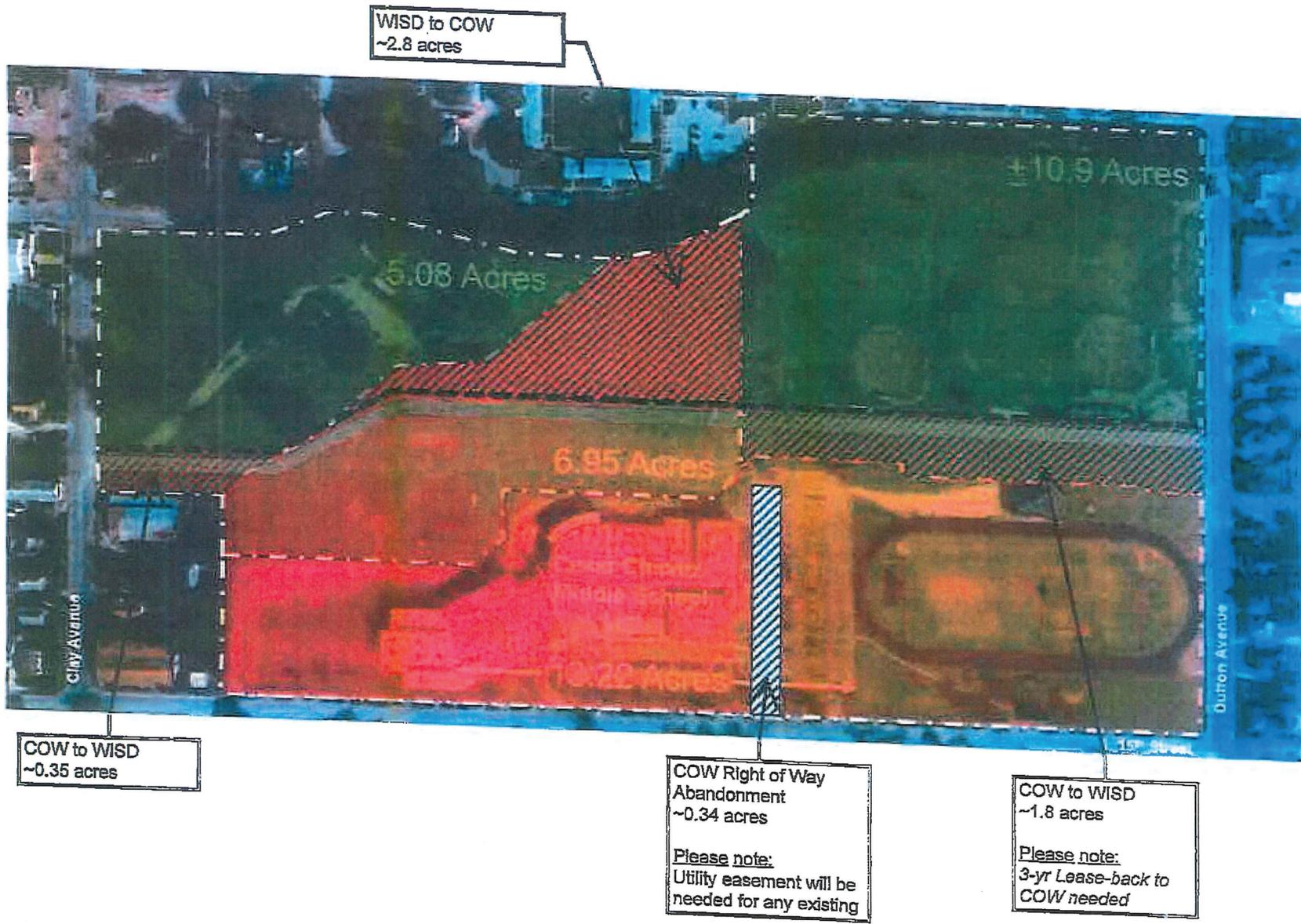


EXHIBIT E-----TBD

EXHIBIT E-----TBD

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Susan Kincannon

**RE: Consider, Discuss and Take Appropriate Action Regarding the Schematic Design for Waco High School**

=====

**Background Information**

For the past four months, O’Connell Robertson architects have engaged the Administration and Waco High School staff user groups in conversations regarding the vision, space programming, and overall schematic design of the Waco High School replacement project.

The proposed 372,000 square foot facility is designed to be implemented in four phases beginning with the construction of Phase One in August 2022 and ending with the completion of Phase Four in December 2025, as outlined in the attached Schematic Design Submittal. Construction costs are estimated at \$119,000,000.

Jarrold Sterzinger will review the Schematic Design for the project and outline next steps for the Board. With the approval of Schematic Design, the project will proceed to design development.

**Fiscal Implications**

Construction costs for the Waco High School replacement project are estimated at \$119,000,000 and contingent upon voter approval.

**Administrative Recommendation(s):**

Approve the Schematic Design Submittal for the Waco High School Replacement Project as presented.



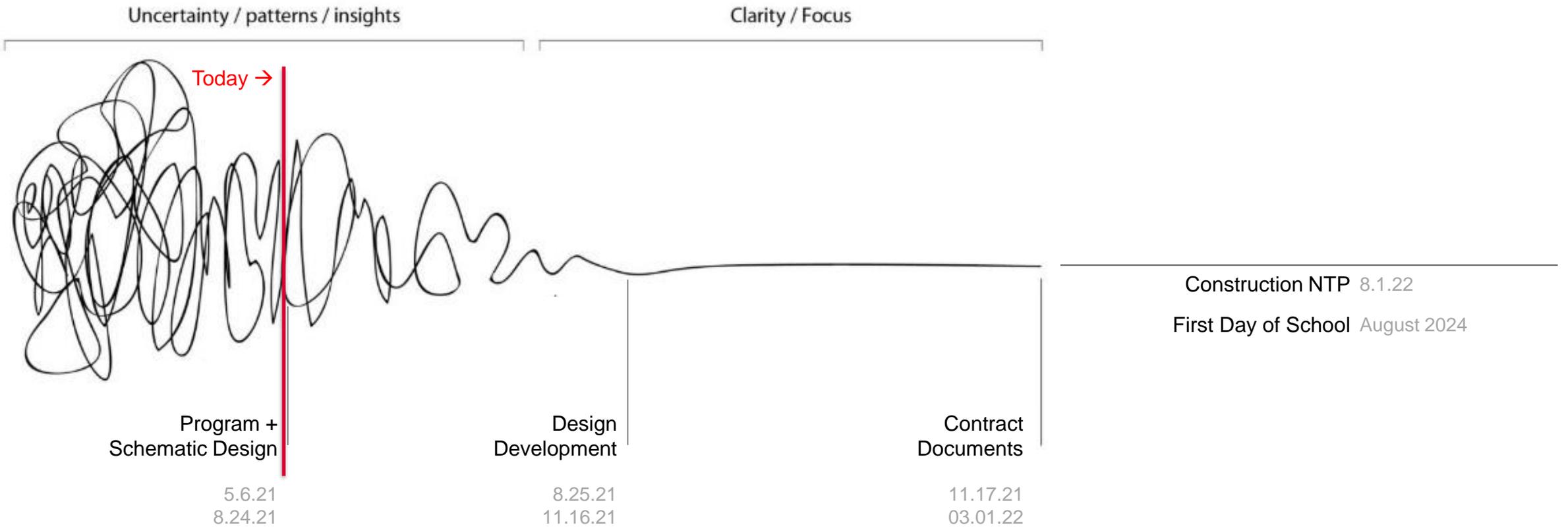
## Waco Independent School District

### Waco High School Schematic Design Presentation

09.09.2021

# Design Process

94

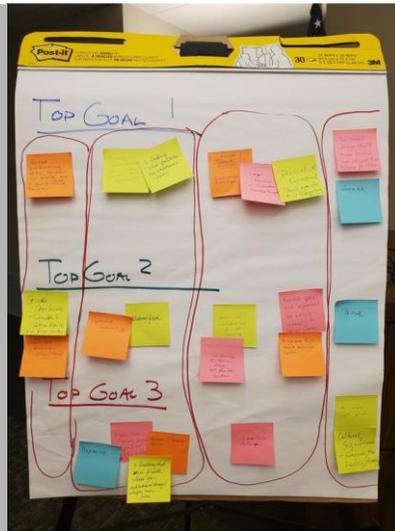


Note: New construction will be phased to accommodate operations of the existing facility. Refer to phasing slide for additional scope breakdown



## Design Process To-Date

- 7 Design Committee Meetings
- 3 Rounds of User Group Meetings
- In-person campus tours
- Exterior & Interior Visioning Exercises
- Design Team Coordination Meetings
- Construction Manager Engagement and Feedback



# Site Development

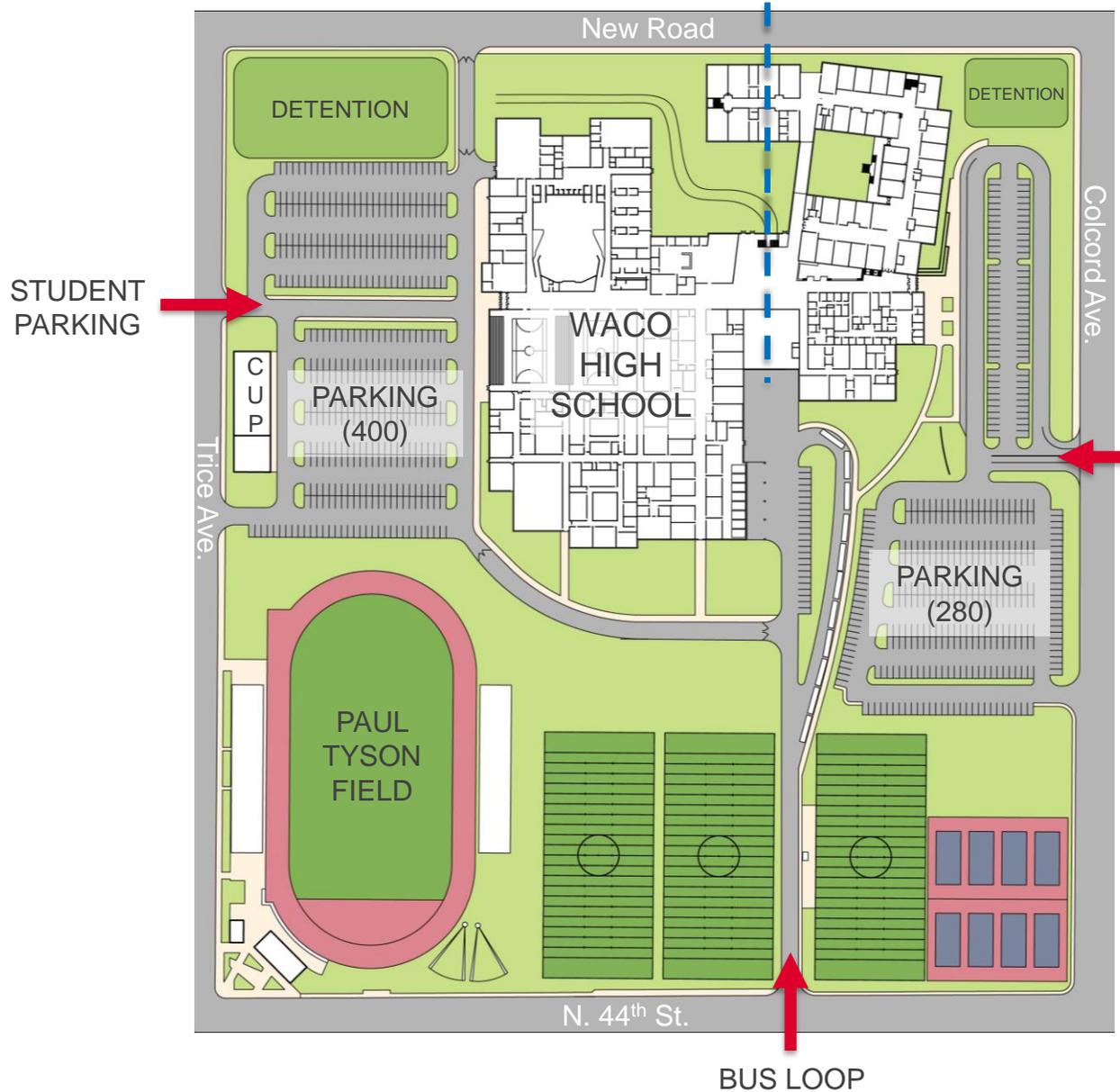
97



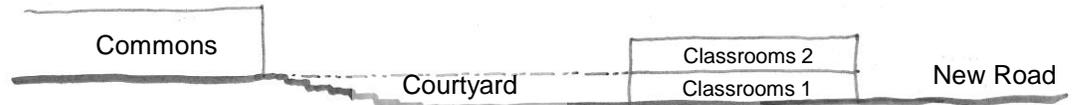
Existing Site



With Paul Tyson Field Completed



**Tiered Courtyard:** aligns lower floor of classrooms with New Road; aligns upper floor of classrooms with ground floor of single-story areas



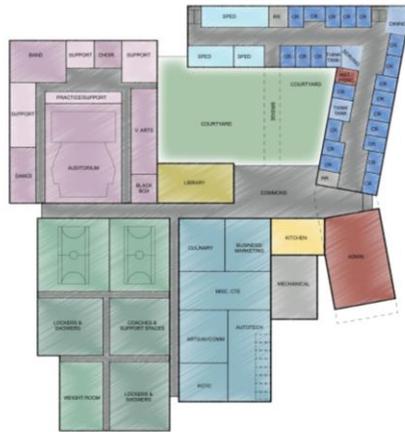
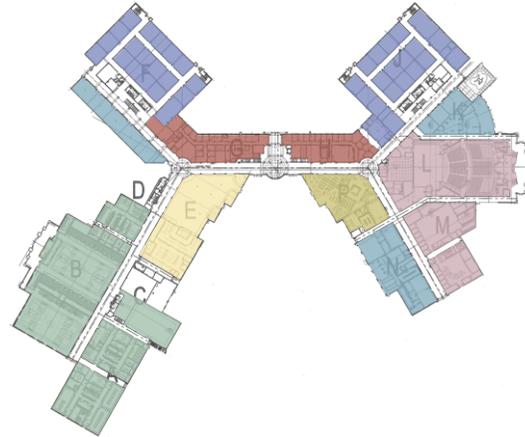
PARENT DROP OFF

## Site Design Considerations

- Closure of N. 42<sup>nd</sup> St.
- Single, contiguous campus property
- Protected pedestrian access to athletic fields
- Grading and detention areas

# Program and Floor Plan

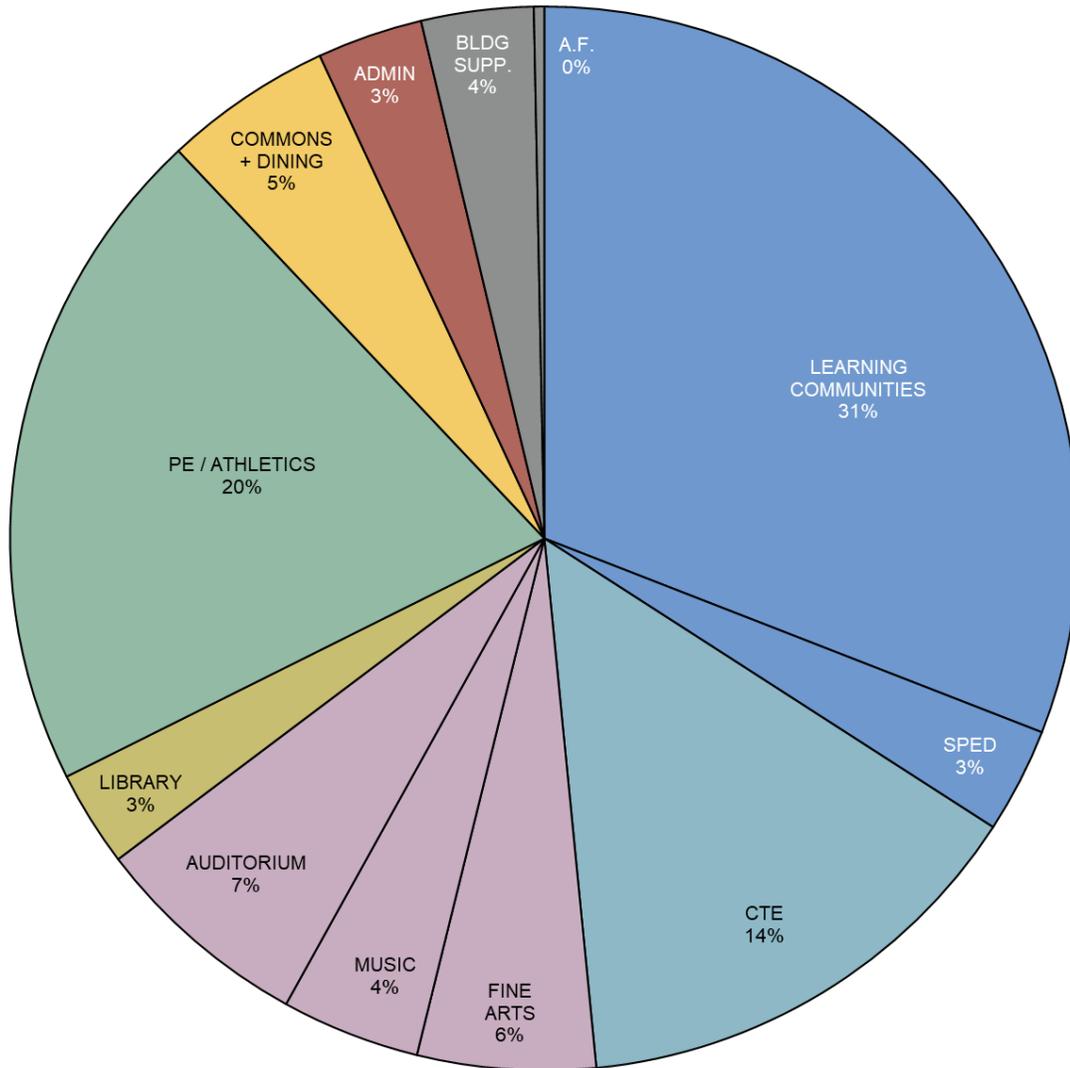
100



PLAN ORGANIZATION  
CONCEPT EXAMPLES

## Design Committee Initial Input and Key Goals:

- Co-locate athletics and performing arts to restrict **after-hours access** to one entry
- Academic Neighborhoods: **4 core curriculum** (with some special education resource spaces) + 1 science + 1 special education
- Library located in a **high-profile, central** location such as at the front door and/or **visible/accessible** from the general academic neighborhoods
- Dining + Food Service to be **dispersed** in learning neighborhoods



LEARNING COMMUNITIES	85,760
SPECIAL POPULATIONS	8,860
CTE SPACES	39,690
FINE + PERFORMING ARTS	14,940
MUSIC	11,630
AUDITORIUM	18,480
LIBRARY	8,080
P.E. / ATHLETICS	56,495
COMMONS + FOOD SERVICE	14,150
ADMINISTRATION	8,860
BUILDING SUPPORT	9,410
ANCILLARY FACILITIES	872
MAIN BUILDING SUBTOTAL	277,227
CIRCULATION/WALLS/RESTROOMS	93,961
<b>TOTAL</b>	<b>371,187</b>



MAIN ENTRY



- ### Floor Plan Notes
- “Main Street” concept
  - 4 core curriculum academic neighborhoods.
  - Highly visible and accessible library
  - Centralized courtyard
  - Shared after-hours lobby for P+FA and Athletics

## Structural

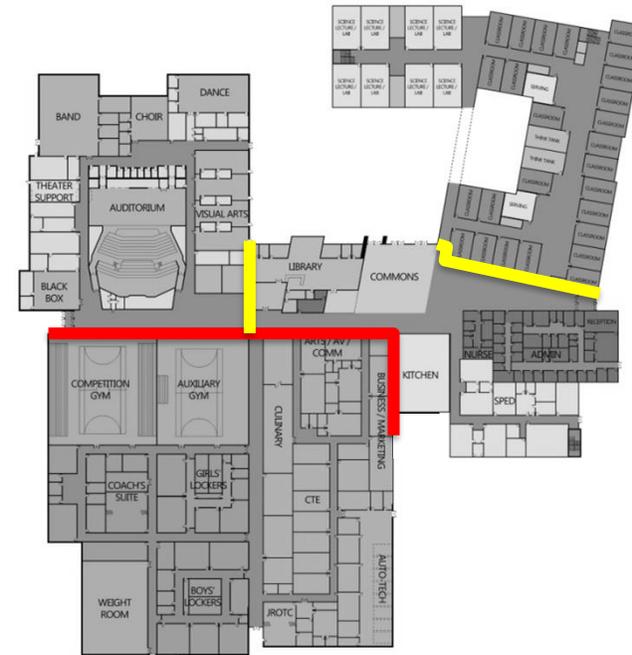
- Foundation likely to be slab on grade with drilled piers
- Structural system likely to be steel framing with bar joists – currently verifying with Construction Manager at Risk based on current market conditions.
- Expansion joints (at yellow lines); may also be fire wall between building phases pending final construction type selection.

## Mechanical, Electrical, Plumbing (MEP)

- Central utility plant (CUP) to be remotely located on site to reduce acoustical conflicts with adjacent educational space, and to provide for easier future connections.
- Basis of design for mechanical system is water-cooled chillers served by cooling towers located at the remote CUP.
- Existing gyms will need access to the existing central utility plant during phase 2 construction.
- New facility to have all roof-mounted air handlers. No anticipated mechanical mezzanines within the building.

## Foodservice

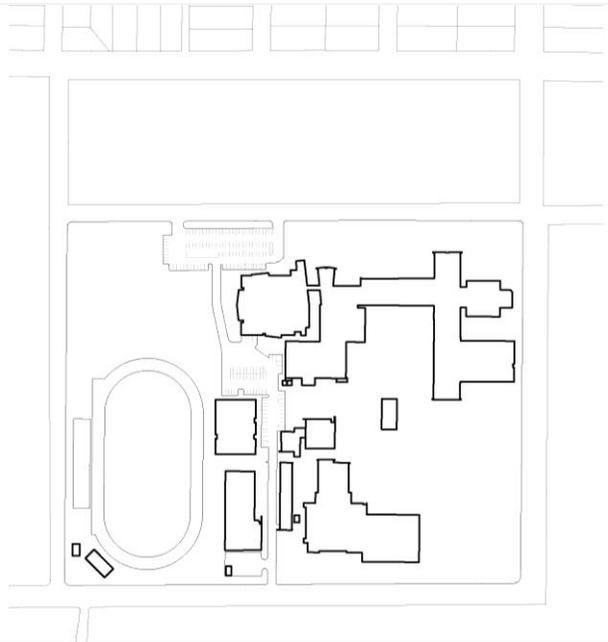
- Primary kitchen near the commons to support four dedicated serving lines near the commons.
- Two remote kitchen/serving locations on the same level as the main kitchen for distributed serving and dining in the learning neighborhoods.
- Culinary arts commercial kitchen with adjacent café and serving room near after-hours entry.
- Coffee bar similar to University High School, directly accessible from Main Street. Highly visible and accessible for students entering in the morning.



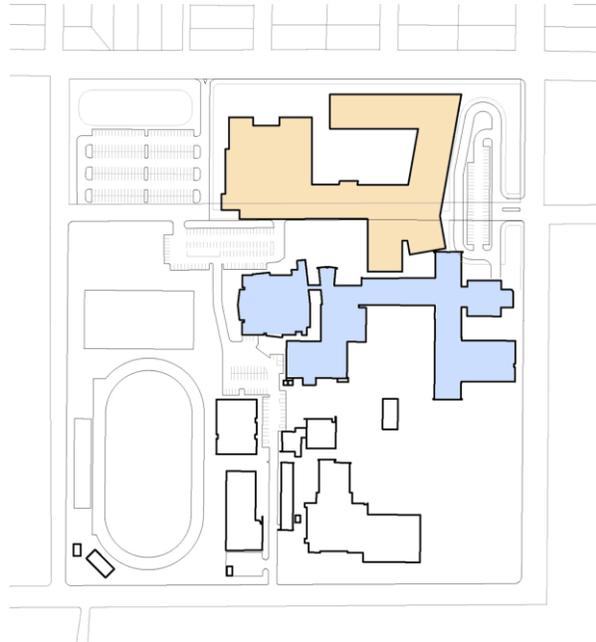
# Phasing

105

## Existing Campus



## Phases 1 + 2



### Phase 1

- August 2022 to May 2024 – 22 months
- Construction of +/- 65% of new facility

### Phase 2

- June 2024 to December 2024 – 6 months
- Move into completed Phase 1 building
- Demolish existing classroom/aud. building

## Phases 3 + 4



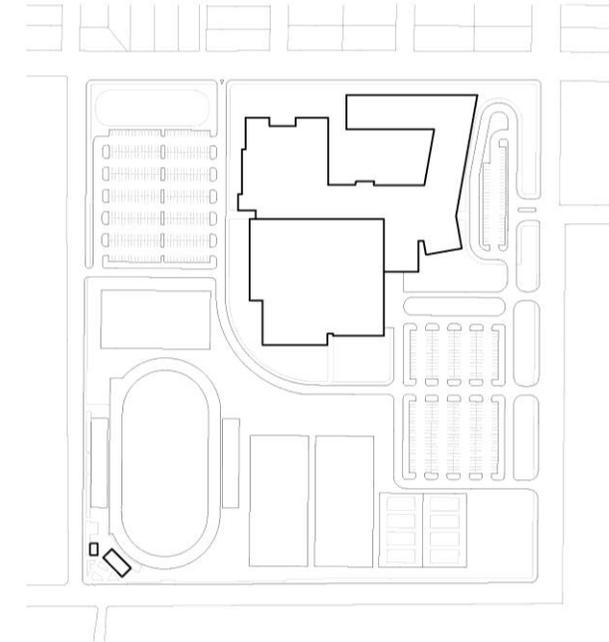
### Phase 3

- January 2025 to June 2025 – 6 months
- Construction of +/- 35% of new facility

### Phase 4

- July 2024 to December 2025 – 18 months
- Move into completed Phase 2 building
- Demolish existing ancillary buildings
- Complete site improvements

## Completed Campus



*Estimated dates based on initial concepts and subject to change pending further development*

# Exterior Design

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Main Entry



After-Hours / Event Entry



Main Courtyard



Main Courtyard

# Next Steps

- Schematic Design Approval
- 3<sup>rd</sup> Round User Group Meetings
- CMR Engagement + Constructability and Estimate Review
- Design Development (DD) Progress
- Monthly Design Committee Meetings through the DD phase.





**Thank you!**

**Waco Independent  
School District**

Waco High School  
Schematic Design Presentation

09.09.2021



---

# Waco High School



Schematic Design Submittal

August 24, 2021

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## **Section 1 - Acknowledgements**

### **Waco Independent School District (Waco ISD)**

Dr. Susan Kincannon, *Superintendent*

Kyle DeBeer, *Chief of Staff*

Dr. Josie Hernandez-Gutierrez, *Deputy Superintendent*

Deena Cornblum, *Assistant Superintendent for Curriculum & Instruction*

Sheryl Davis, *Assistant Superintendent for Finance & Operations.*

Jerry Allen, *Executive Director for Technology*

Lisa Saxenian, *Principal of Waco High School*

### **Waco ISD Board of Trustees**

Angela Tekell, District 4, *President*

Stephanie Korteweg, District 2, *Vice President*

Jose Vidaña, District 3, *Secretary*

Allen Sykes, District 5

Cary DuPuy, *At-Large*

Keith Guillory, *At-Large*

Jeremy Davis, District 1

### **The Waco High School Staff**

## **Project Team**

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Contact: Shelly Mitchell



**Section 2 - Executive Summary**

Waco Independent School District (Waco ISD)’s 2021 Bond Program is focused on improving educational environments by providing high-quality, equitable facilities for all students. Included in the Bond Program is the replacement Waco High School campus. In support of the district’s vision, O’Connell Robertson has been coordinating with a design committee comprised of Waco ISD leadership and Waco High School campus staff to identify key goals and strategies for the new Waco High School. The process has included more than 20 meetings with Waco ISD’s district representatives, City of Waco staff, and Waco High School administrators, faculty, staff, and students.



Through these meetings and dialogue, the design team developed a schematic design concept supported by Waco ISD’s facility goals, highest priorities, site and building organizational strategies, the facility program, and probable costs. Key considerations for construction of the new facility on an active high school campus have been central to the discussion and in developing a solution that addresses how students and staff will efficiently transition into their new space.

The programming and schematic design process defined a four-phase construction schedule for this new 372,000 square foot facility:

- Phase 1: Build the 1<sup>st</sup> phase of the new Waco High School
- Phase 2: Demolish the existing core academic building and auditorium.
- Phase 3: Build the 2<sup>nd</sup> phase of the new Waco High School
- Phase 4: Demolish the remainder of existing and complete site improvements.

O’Connell Robertson will develop the design of the new Waco High School through all phases.

**Project Budget**

The estimated construction cost for this project is \$119,000,000. Additional details, including total estimated project cost, can be reviewed in Section 6 of this document.

**Project Schedule**

The design team has created a detailed project schedule with the key days for the project from the schedule as follows:

Schematic Design	August 24, 2021
Design Development	November 16, 2021
Contract Documents	March 01, 2022
Bidding & Permit	July 2022
GMP Approval	August 2022
Phase 1 Construction	August 2022 - May 2024
Phase 2 Demolition	June 2024 – December 2024
Phase 3 Construction	January 2025 – June 2025
Phase 4 Construction	July 2024 – December 2025

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## **Section 3 - Conceptual Planning**

### ***Project Overview***

The site for this project is currently two independent properties, including the existing Waco High School site, and an adjacent property owned by the City of Waco. As part of the project, Waco ISD will acquire the property currently owned by the City, including N. 42<sup>nd</sup> Street which divides the two existing properties. The two sites are occupied by the existing Waco High School, and four city-owned baseball fields. Within the scope of this project, N. 42<sup>nd</sup> St. will be closed between Colcord Ave. and Trice Ave. to create a single, contiguous 40-acre property.

The new facility will operate as a comprehensive high school, providing a permanent home to support Waco ISD's rigorous academics and extra-curricular programs. The school will serve a functional building capacity population of 2,150 students.

The new Waco High School schematic design is based on the building program developed through the collaboration between school staff, Waco ISD, and the design team led by O'Connell Robertson. The proposed school facility will support project-based learning, CTE programs, collaboration, and flexible scheduling. The new facility will be a flexible and adaptable learning environment comprised of the following spaces:

- academic neighborhoods
- collaborative small group work and social areas
- centralized library and college and career center
- comprehensive indoor and outdoor athletics facilities
- performing and fine arts wing with an auditorium and black box
- outdoor courtyards to support dining and outdoor learning

### ***General Building Description***

Through the Schematic Design process, the design team has worked inclusively with Waco High School and Waco ISD staff to develop a comprehensive site plan, floor plans and building exterior concepts. During the initial meetings, O'Connell Robertson helped define the following desires and goals for the campus:

- Safe and Secure Campus - Students under one roof with a secure entry vestibule through main office.
- Branding and Culture – Intentional areas within the facility to showcase and celebrate the Culture of Waco High school. Program areas are uniquely branded for ease of navigation (wayfinding) and enhancing school pride.
- Campus Pride – The building should invoke pride and communicate the strength of the Lions as an academic community. The architectural vocabulary should be bold and contemporary, focusing on design influences from higher education, professional work environments, and integration with outdoor spaces.
- Daylight and Views - Natural light and views to the exterior will be provided in classrooms and other educational / learning spaces.
- Central Commons – The facility should focus around a central Commons area that is flexible, comfortable, and easily accessible from all areas of the campus.
- Transparency – Use of interior windows throughout the campus is critical for passive observation, as well as putting education on display to peak students' interest in programs.
- Flexibility – The building is organized to support the ever-changing needs of the various programs within the campus and provides opportunities for future expansion of the building.

### ***Accessibility***

The proposed design for the new Waco High School building will provide full access as required by the Texas Accessibility Standards 2012 edition. A new elevator near the academic neighborhoods will support access to the two-story wing for all students and staff. Dedicated visitor, student, and staff parking lots will have accessible parking spaces with clear routes to the building. Buses will have a dedicated drop-off loop to keep traffic separated, and provide an accessible route to the building for students.

### ***Safety and Security***

Student and faculty safety and security are of paramount importance to Waco ISD. The design of the facility includes several measures consistent with Crime Prevention Through Environmental Design (CPTED). The main entrance incorporates a secure entry vestibule requiring school visitors to pass through the reception area before being allowed into the facility. Exterior doors will be strategically located and have electronically controlled access. In addition, the facility will have video surveillance, fire alarms, and a fire sprinkler system. The floor plan places many major spaces around the open commons and courtyards, providing increased opportunities for passive observation. Administrative offices are disbursed throughout the campus to enhance coverage, and a dedicated guard station will be located at the student parking lot to monitor vehicle entry and exiting.

### ***Materials and Systems***

The proposed new facility will be constructed of materials consistent with projects of similar size and type in the region. Constructability and cost input from the Construction Manager will support the selection of the structural system and building materials planned for the new facility. Exterior finishes including metal panels and masonry are most common, with high-performing glazing systems strategically located to maximize natural light and views to the outdoors.

The Central Utility Plant (or 'CUP') for the new facility is proposed to be located near the west parking lot, detached from the main building. A remote CUP allows for easier future connections to the chilled water system, reduces the acoustical concerns of cooling towers near educational spaces, and reduces potential conflicts with large utilities within the main building. Refer to the Mechanical Systems Narrative later in this document for additional information.

### ***Conceptual Building Design***

An existing site plan, conceptual new site plan, conceptual floor plans, and exterior renderings follow this narrative.

The site plan design locates the building at the northeast edge of the site. A key consideration for the location of the new building is its relationship to the existing facility, and the requirement to maintain access to the existing campus during construction.

The new main entrance faces Colcord Ave., accessible from the parent drop-off loop and visitor parking lot. Bus drop-off/pickup is located towards the south of the building, with a dedicated bus access drive from N. 44<sup>th</sup> St. that keeps vehicular traffic flows separated. Parking is distributed around the site, with front entry parking used primarily by parents and visitors, while other parking locations will be used by staff and students. The track and artificial turf field are located on the west side of the site and are not included in this scope of work.



At the northern corner of the site, the grade drops significantly from the main building level to accommodate the finished floor elevation relationship to the existing road, and proposed detention pond. The main level of the building steps down approximately 14 feet to the lower academic wing and exterior courtyard. This organization allows the main commons level to connect to the upper floor of the academic wing through a bridge, and creates an opportunity to use site grading strategies in the courtyard to create visually appealing and functional outdoor learning and social spaces.

The floor plan design focuses on a “Main Street” concept that provides a clear central path through the building. Key academic and extra-curricular spaces can be seen and directly accessed from Main Street, with clear circulation paths provided to the academic, CTE, athletics, and performing and fine arts wings. The Administration suite is tied directly to the secure entry vestibule, and contains the clinic and counseling suites, along with other student and staff support programs.

### **Commons and Classrooms**

The central commons is highly visible and integrates seamlessly into Main Street, with direct access to both the upper and lower areas of the courtyard. The academic wings are two stories, and open to shared collaborative and distributed dining areas. Classrooms are strategically paired to allow for the use of operable walls to double room sizes in key locations. Flexible furniture should be considered in the shared collaborative areas to support a variety of uses including distributed dining and small group collaborative work. Each neighborhood will have shared group rooms with transparency for passive supervision. Staff think tanks will be located in each classroom neighborhood to provide a central hub for teachers, as well as improve the staff’s ability to observe students in the corridor.

### **Library**

A library central to the facility and easily accessible by students and staff is critical to the plan, and anchors the commons along Main Street. Exterior access will be provided to the library from the courtyard and offer ample indirect natural light through large sections of exterior windows along the north side. A dedicated presentation area within the library offers opportunities for classes to gather outside of the typical classroom, and student think tanks will support small and medium group collaborative work. The Digital Learning Center (DLC) is a flexible, technology-based collaborative teaching space within the library. Accessible directly from Main Street, the DLC will have the opportunity to support after-hours access for the campus’ online-learning program.

### **Performing and Fine Arts**

The performing and fine arts areas are located at the northern end of the campus. Access control is integrated into these areas allowing after-hour functions to occur without providing access to the entire campus. The performing arts spaces include a band rehearsal hall, choir rehearsal hall, dance rehearsal suite, and theater arts support rooms. A 2,000sf black box directly accessible from Main Street will allow for additional performance flexibility and types. These programs are organized around the 600-seat auditorium which contains a full stage, orchestra pit, and fly loft. Music practice rooms are directly accessible from the corridor and can be shared with all the music programs. Visual arts classrooms are located along the exterior to maximize natural light and have direct access to the main courtyard.

## **Fitness and Athletics**

The fitness and athletics area has two gymnasiums – the competition gym has bleacher seating for 1,700 and the auxiliary gym has bleacher seating for 250. The weight and training rooms are located to provide clear access for indoor and outdoor sports. Locker rooms are organized with shared restroom and shower facilities, while the locker and changing areas are separated by sport and secured in cages. The new Paul Tyson Field is located on the west side of the property, having recently been constructed outside the scope of this project. Outdoor athletic storage, concessions, and restrooms support the track and field, and were constructed with the new stadium.

## **Career and Technical Education (CTE)**

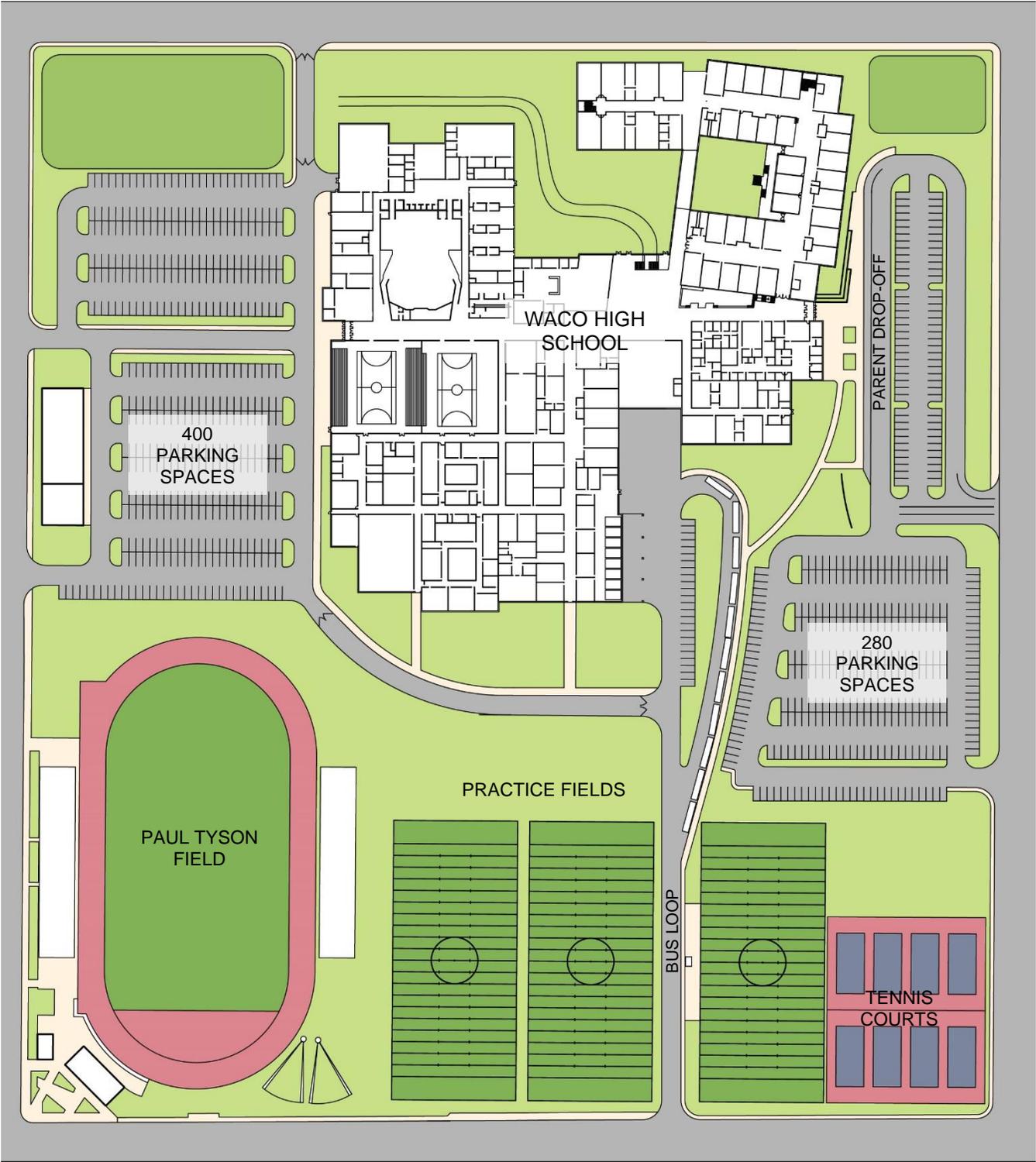
Waco High School's robust CTE program offers a multitude of opportunities to its students, and the new CTE wing will support the growing interest in these unique offerings. With a widened central corridor directly off Main Street, the CTE wing puts education on display, and key programs such as the culinary arts dining space will have transparency along Main Street to showcase student work and current projects. Business and marketing labs, graphic design studios, and other technology focused suites line the main CTE corridor, with JROTC and an eight-bay auto-tech shop anchoring the wing on the south side.



*Existing Site Plan*



Conceptual Site Plan





**Waco High School**  
Schematic Design Submittal

**Conceptual Floor Plan**



MAIN LEVEL



LOWER LEVEL

## Exterior Design

The exterior design of the building is a response to the feedback received from Waco ISD leadership and Waco High School staff. The feedback indicated a preference for a combination of natural and modern materials, with a contemporary feel and rich textures. Bold architectural features are carefully considered to highlight main entries and high-impact program areas such as the commons and library. A key component during design discussions was access to outdoor learning and social spaces that are functional and flexible. A centralized courtyard is the heart of the campus, accessible from both levels and providing students and staff with a multitude of space types and sizes. The bridge connection improves internal circulation while also serving as a threshold into the academic courtyard.

The images below are a sample of architectural precedents that represent the aesthetic goals of the district for the new Waco High School facility.





*Exterior Perspectives*



*Main Entry*



*Evening Entry*



*Courtyard Birdseye*



*Commons Courtyard*



*Bridge Courtyard*



*Art Courtyard*



*Amphitheater Courtyard*



*Academic Stair*



**Section 4 – Program Document and Code Information**

**Facility Program Document Overview**

O'Connell Robertson began working with Waco ISD in 2020 to develop a comprehensive program and masterplan for the new Waco High School. Over the course of several months, the group met in a series of meetings with various district stakeholders, including staff, school faculty, students, and community members to gather feedback about educational goals/strategies and discuss specific space needs. This input was then reviewed with Waco ISD leadership, with particular attention focused on the first two guiding principles in Waco ISD's Facilities Long-Range Master Plan:

- Facilities that support the district's vision for academic excellence and creating life-long learners
- Equity across campuses for academic and co-curricular programs

The final program was also tailored to respond to site and budget considerations. The following summary represents a program supporting a building capacity of 2,150 students – meeting both Waco ISD's and the Texas Education Agency's standards. The full, detailed, Schematic Design Space Program is included in Section 7 of this document.

<b>PROGRAM AREA TOTALS</b>		Net
Learning Community		85,760
Special Populations		8,860
Career + Technology		39,690
Fine + Performing Arts		14,940
Music		11,630
Auditorium		18,480
Library		8,080
Physical Education / Athletics		56,495
Commons + Food Service		14,150
Administration		8,860
Building Support		9,410
Ancillary Facilities		872
Main Building Net Square Footage Subtotal		277,227
Circulation / Walls / Restrooms	34.00%	93,961
<b>TOTAL BUILDING SQUARE FOOTAGE</b>		<b>371,187</b>

### ***Life Safety Information***

The New Waco High School is subject to local jurisdiction permitting and inspections. The authority having jurisdiction will be the City of Waco. The following codes will be followed for this work:

- 2018 International Building Code - Local Amendments
- 2018 International Energy Conservation Code - Local Amendments
- 2018 International Fire Code - Local Amendments
- 2018 International Mechanical Code - Local Amendments
- 2018 International Plumbing Code - Local Amendments
- 2020 National Electric Code - Local Amendments
- 2012 Texas Accessibilities Standards

The following chart is a detailed Life Safety Analysis of the current design based on the International Building Code:



CODE CHAPTER	DESCRIPTION	SECTION
<b>INTERNATIONAL BUILDING CODE</b>		
<b>CHAPTER 3: Use &amp; Occupancy Classification</b>		
	<i>For Occupancy, calculations based upon actual use.</i>	
	Assembly Group A-1 (auditorium)	303.2
	Assembly Group A-2 (cafeteria, kitchen, serving, commons, dining)	303.3
	Assembly Group A-3 (gym, library)	303.4
	Business Group B (admin offices)	304.1
	Educational Group E (remainder of building)	305.1
<b>CHAPTER 4: Special Detailed Requirements Based on Use &amp; Occupancy</b>		
Automatic Sprinkler System	Stage shall be equipped with an Automatic Sprinkler System	410.6
Storm Shelters	Per email from Clint Peters <ClintP@wacotx.gov> with City of Waco on 8/11/2021 schools are exempt from storm shelters in Waco city limits.	423 / ICC-500
Standpipes	Standpipes Systems shall be provided at Stage only, in accordance with Section 905: Stage shall be equiped with a Class III wet standpipe system with 1.5" hose connections, hose cabinets, and fog nozzles on each side of the stage, in accordance with NFPA 1	905.3.4
<b>CHAPTER 5: General Building Heights and Areas</b>		
	<i>Per 303.1.3 - For purposes of allowable area, entire building is calculated as E occupancy apart from Admin</i>	
	<i>A room or space used for assembly purposes that is associated with a Group E occupancy is not considered a separate occupancy.</i>	303.1.1
	Type IB	Type IB
Group A-1	Height - 5 stories, 160 feet	Height - 3 stories, 75 feet
	Area - Unlimited	34,000
Group A-2	Height - 11 stories, 160 feet	Height - 3 stories, 75 feet
	Area - Unlimited	38,000
Group A-3	Height - 11 stories, 160 feet	Height - 3 stories, 75 feet
	Area - Unlimited	38,000
Group B	Height - 11 stories, 160 feet	Height - 4 stories, 75 feet
	Area - Unlimited	92,000
Group E	Height - 5 stories, 160 feet	Height - 3 stories, 75 feet
	Area - Unlimited	1 Story - 58,000
		2 Story - 43,500
		T 506.2
<b>Type IIB - Building Area</b>	<b>Allowable Area w/Frontage Increase</b>	<b>Actual Area</b>
Performing Arts - Group E	64,420	63,194
Gyms - Group E	58,000	26,101
Locker Rooms - Group E	65,539	44,553
CTE - Group E		52,933
Commons / Kitchen / Library / SPED / Admin - Nonseparated Mixed-use Group E/B	62,546	62,357
Classrooms - 2 Story - Group E	52,908	50,631
Science - 2 Story - Group E	51,900	15,592
Height & Story Modification	Building is fully-sprinklered	504.3
Area Modification	Frontage Increase taken	506.3
Accessory Use	Area of Accessory Use must be <10% of building area per story	508.2.1
	Accessory Use may be more that the tabular value and height of area	508.2.3
	Separation not required between the accessory occupancies & main occupancy	508.2.4
Incidental Use Areas		
Fumace Room > 400,000 BTH/hr	sprinkler negates need for 1hr separation	T 509
Laundry Room > 100 sf	sprinkler negates need for 1hr separation	T 509
Laboratories and Vocational Shops	sprinkler negates need for 1hr separation	T 509
Fire Pump Rooms in Non-High Rise Building	1 hr and provide sprinkler throughout building	913.2.1
	Seperation is not required for fire pumps physically seperated in accordance with NFPA 20.	
Non-separated Occupancies	Most restrictive provisions of the code apply to the occupancies in 302.1, Chapter 9, and Building Height/Area	508.3.2

CODE CHAPTER	DESCRIPTION		SECTION
<b>CHAPTER 6: Types of Construction</b>			
Fire Resistance Rating Requirements	Type IB	Type IIB	T 601
Primary Structural Frame	2 hr, 1hr where only supporting roof	0 hr	T 601
Bearing Walls (exterior)	2 hr	0 hr	T 601
Nonbearing Walls and Partitions (exterior)	0 hr > 10' and 1 hr < 10'	0 hr	T 602
Nonbearing Walls and Partitions (interior)	0 hr	0 hr	T 601
Floor Description	2 hr	0 hr	T 601
Roof Description	1 hr, not required where roof is 20' or above any floor immediately below	0 hr	T 601
	Type IB		602
Bearing Walls (interior)	2 hr		T 601
<b>CHAPTER 7: Fire and Smoke Protection Systems</b>			
Maximum Area of Exterior Wall Openings	Fire Separation Distance > 30' = Not Required		705.8
Fire Walls	3 hr		T 706.4
Shaft Enclosures	1 hour Fire Barriers connecting < 4 stories; sprinkler negates need for enclosed		708.14.1.4
Exit Enclosures	1 hour connecting < 4 stories		1022.1
Exit Passageway	1 hour		1023.3
Horizontal Exit	3 hour		1025.2
Incidental Accessory Occupancies	n/a (sprinkler negates need for separation)		T 509
Control Areas	1 hour		T 414.2.2
Separate Occupancies	2 hour		707.3.9
Fire Areas	2 hour		707.3.9
Exterior Walls	< 10 feet, match fire rating from Table 601 & 602 on both sides; >10 feet, match		705.5
Fire Partitions			709
Corridor Walls	0 hour (not required with sprinkler system)		1018.1
Opening protectives			T 715.4
Fire Walls and Barriers rated > 1 hour:	2 hour = 1 1/2" hour door; 3 hour = 3 hour door		T 715.4
Fire Barriers rated 1 hour:	shaft and exit enclosure = 1 hour opening		T 715.4
	other 1 hr Fire Barriers = 3/4 hour opening		T 715.4
Fire Partitions rated 1 hour:	Corridor walls = 20 minutes		T 715.4
	others = 3/4 hours		T 715.4
Exterior Walls	2 hour = 1 1/2 hour opening protectives		T 715.4
	1 hour = 3/4 hour opening protectives		T 715.4
Fire Protection Rated Glazing			
Fire Window Assemblies	Fire Walls = NP, Fire Barriers > 1 hour, Fire Barriers 1 hour = 3/4 hour, Fire		T 715.5



CODE CHAPTER	DESCRIPTION	SECTION
<b>CHAPTER 8: Interior Finishes</b>		
Interior Wall and Ceiling Finish Requirements Based on Business Occupancy	Exit Enclosures & Passageways - Class B (FS 26-75 / SD 0-450)	803.1.2
Based on Education Occupancy	Corridors - Class C (FS 76-100 / SD 0-450)	803.9
	Rooms and Enclosed Spaces - Class C (FS 76-100 / SD 0-450)	803.9
<b>CHAPTER 9: Fire Protection Systems</b>		
	IB IIB	
Automatic Sprinkler Systems	Building shall be equipped with an Automatic Sprinkler System throughout	903.2.2
Standpipes	Class III wet Standpipe Systems shall be provided at Stage only with a 1 1/2" hose connection	905.3.4
Fire Alarm Systems	Group A: manual fire alarm with occupant notification system required if Occupants > 300 - Ref. exception to manual fire alarm	907.2.1
	Group B: manual fire alarm required if Occupants > 500	907.2.2
Fire Extinguishers	Group B	906.1.6
	Max Floor Area served 11,250 with 75 ft max travel distance	T 906.3(1)
	In Group E occupancies, portable fire extinguishers shall be required only in locations specified in Items 2 through 6 where each classroom is provided with a portable fire extinguisher having a minimum rating of 2-A:20-B:C	906.1.1.2
Fire Extinguishers	Light / Low Hazard Occupancy: Max Floor Area served 11,250 with 75 travel	T 906.3.1
Fire Alarm Systems	Group A with Occupant Notification System	907.2.1
	Required if Occupants > 300	
	Group B not required (B occupant load < 500)	907.2.2
	Group E - Manual Fire Alarm Boxes are not required if all of the following is provided: 1. corridor protected by smoke detector, 2. Auditoriums, cafeterias, gymnasiums, and similar areas protected by heat detectors, 3. Shops and Labs involving dust, protected by heat detectors, 4. evacuation signal activated from a central point, 5. two-way communication systems	907.2.3
Special Locking Systems	Where special locking systems are installed on means of egress doors in accordance with Sections 1010.1.9.6 or 1010.1.9.7, an automatic detection system shall be installed as required by that section	907.3.2
<b>CHAPTER 10: Means of Egress</b>		
	For Egress, calculations based upon actual use.	
Max. Floor Area Allowances per Occupant		T 1004.5
Assembly with Fixed Seats	per seat + wheelchair spaces	1004.6
Assembly without Fixed Seats	concentrated (chairs only) = 7 net	
	standing space = 5 net	
	unconcentrated (tables & chairs) = 15 net	
Business Area	150 gross	
Educational - Classroom Area	20 net	
Education - Shop / Vocational Area	50 net	
Exercise Room	50 gross	
Library - Reading	50 net	
Library - Stacks	100 gross	
Locker Room	50 gross	
Stages and Platforms	15 net	
Storage Area, Mechanical Equipment Room	300 gross	
Egress Width	.15 per occ / .2 per occ for stairs* (fully sprinklered building w/ EVAC exception)	1005.1
Accessible Means of Egress	2 Accessible Means of Egress Required	1007.1
Common Path of Travel	fully sprinklered: 100 feet at B / 75 feet at A/E	1014.3
Exit Access Travel Distance	fully sprinklered: 300 feet at B occupancies and 250 feet max at A/E occupancies	T 1016.1 Exception 4
Corridor Fire Resistance Rating	Not Required (fully sprinklered building)	T 1018.1
Minimum Number of Exits	minimum of 2	1021
Dead End Corridors	20 ft at A; 50 ft at B & E (fully sprinklered building)	1018.4
Minimum Number of Exits		T1006.3.2
1 - 500 Occupants	2 exits	
501 - 1000 Occupants	3 exits	
> 1000 Occupants	4 exits	

CODE CHAPTER	DESCRIPTION	SECTION
CHAPTER 29: Plumbing Systems		T 2902.1
	<b>Required:</b>	<b>Formula:</b>
<b>Minimum Required Plumbing Facilities: Group A-1</b>		<b>Occupants:</b>
Men's Water Closets	5	1 Per 125
Women's Water Closets	8	1 Per 65
Urinals	no more than 67% of required water closets	
Men's & Women's Lavatories	6	1 Per 200
Drinking Fountains	3	1 Per 500
Service Sink	1	1
<b>Minimum Required Plumbing Facilities: Group A-2</b>		<b>1073</b>
Men's Water Closets	8	1 Per 75
Women's Water Closets	8	1 Per 75
Urinals	no more than 67% of required water closets	
Men's & Women's Lavatories	6	1 Per 200
Drinking Fountains	3	1 Per 500
Service Sink	1	1
<b>Minimum Required Plumbing Facilities: Group A-3</b>	(assuming a sporting event with an occupant load factor of 7)	
Men's Water Closets	15	1 Per 125
Women's Water Closets	29	1 Per 65
Men's & Women's Lavatories	19	1 Per 200
Drinking Fountains	8	1 Per 500
Service Sink	1	1
<b>Minimum Required Plumbing Facilities: Group A-3</b>	(assuming standing space only with an occupant load factor of 5)	
Men's Water Closets	21	1 Per 125
Women's Water Closets	40	1 Per 65
Men's & Women's Lavatories	26	1 Per 200
Drinking Fountains	11	1 Per 500
Service Sink	1	1
<b>Minimum Required Plumbing Facilities: Group B</b>		<b>189</b>
Men's Water Closets	3	1 Per 25 for first 50 then 1 Per 50
Women's Water Closets	3	1 Per 25 for first 50 then 1 Per 50
Men's & Women's Lavatories	4	1 Per 40 for first 80 then 1 Per 80
Drinking Fountains	2	1 Per 100
Service Sink	1	1
<b>Minimum Required Plumbing Facilities: Group E</b>	* calculated as: designated student capacity of 2,15	
Men's Water Closets	22	1 Per 50
Women's Water Closets	22	1 Per 50
Men's & Women's Lavatories	43	1 Per 50
Drinking Fountains	22	1 Per 100
Service Sink	1	1
<b>Minimum Required Plumbing Facilities: Group E</b>	calculated by area	
Men's Water Closets	152	1 Per 50
Women's Water Closets	152	1 Per 50
Men's & Women's Lavatories	152	1 Per 50
Drinking Fountains	76	1 Per 100
Service Sink	1	1



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	Required:	Provided:	
<b>Scenario 1: Typical School Day</b>	Group E + Group B		
	* calculated as: designated student capacity of 2,150 + business capacity of 189		2339
Men's Water Closets	25	17+	
Women's Water Closets	25	48+	
Urinals		18+	
Men's Lavatories	24	24+	
Women's Lavatories	24	30+	
Drinking Fountains	24	24+	
Service Sink	2	4+	
<b>Scenario 2: after hours use of Auditorium &amp; Gymnasiums for Sporting Events</b>	Group A-1 + Group A-3		
	* calculated as: 1038 for auditorium + 3686 gym occupants		
Men's Water Closets	20	17+	
Women's Water Closets	37	48+	
Urinals		18+	
Men's Lavatories	25	24+	
Women's Lavatories	25	30+	
Drinking Fountains	11	24+	
Service Sink	2	4+	
<b>Scenario 3: after hours use of Gymnasium for school dance</b>	Group A-1 + Group A-3		
	* calculated as: 1038 for auditorium + 5163 gym occupants		
Men's Water Closets	26	17+	
Women's Water Closets	48	48+	
Urinals		18+	
Men's Lavatories	16	24+	
Women's Lavatories	16	30+	
Drinking Fountains	14	24+	
Service Sink	2	4+	

**Building Type Information**

The design team is evaluating several fire wall strategies to implement for Waco High School. These options include utilizing Type I-B and/or Type II-B construction and are being analyzed to consider costs and impacts to the educational goals of Waco ISD. Contractor input will also be evaluated from a constructability standpoint. The results of this evaluation will be brought before the district to decide on how best to proceed based on balancing all this input.

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## **Section 5 - Outline of Systems**

### **Civil Engineering Systems**

***Narrative prepared by Pape-Dawson Engineers***

#### **Site**

The site is bordered to the southeast by Colcord Street, to the southwest by N 44<sup>th</sup> Street, to the northwest by Trice Avenue, and to the northeast by N New Road. The proposed development will consist of demolition of the existing buildings and constructing a new building with associated improvements. This will include paving & parking lots, utilities, a courtyard, construction of new fields and tennis courts, etc. The proposed development will also include the closing of the portion of N 42nd Street that is in between the existing Waco High School Property and Lake Air Baseball Fields. The property that Lake Air Baseball Fields currently sit on is becoming part of the project site/inside the platted lot boundaries and improvements will be built there.

Two detention ponds have been proposed to mitigate flows being released from the site, which will also be required to have water quality measures. Water quality measures have been proposed on the outfall pipe of both ponds.

All proposed changes will require significant demolition of the existing site including but not limited to aboveground structures as well as surveyed utilities and any unknown underground utilities/structures. This will also include the demolition of the portion of N 42nd Street that is being closed.

#### **Access**

Vehicular access will now come from Colcord, N 44th, Trice, and N New Rd as N 42nd St will be closed as part of these improvements. Pedestrian access and sidewalk will be proposed around the site. At this time in SD phase it is not known exactly how the new paving and parking lots will work, how many parking spaces are proposed to be constructed, fire access, etc. Fire access will be required throughout the site around any buildings and structures. Currently the main entrance to the school is the loop facing Colcord Street.

During construction, the fire department has strict requirements on access to all points of existing/proposed buildings. There is a requirement to maintain a maximum of 150' from a building face to a fire accessible route on site.

#### **Paving**

Paving will be required around the site for parking lots, fire lanes, sidewalks, etc. Sidewalks and ADA accessible routes will be required from the new building around the site to various locations including ADA parking spaces.

Hardscape design detail/sections including, pavement and curb sections, and sidewalk will be based off Geotech recommendations. There could be the potential to use pervious pavers on site if necessary, and it will be the School District's decision whether or not to use decorative pavement in any locations.

#### **Grading**

The site currently slopes generally to the northeast, towards N New Road and existing curb inlets that are located in N New Road. Proposed grading will continue the trend, with all impervious cover on the site flowing to two

detention ponds, flowing through water quality devices, and then being tied into the existing curb inlet on N New Road.

The preliminary earthwork calculations show approximately 110,000 CY of fills to make using 60,000 CY of excavation and 50,000 CY of select fill to be brought in (based on a 4 foot undercut of the building with a boundary of 5 feet outside the building footprint).

### **Drainage and Storm Water Detention**

An underground detention system exists under the existing stadium which mitigates flows for that portion of the site. A 36" pipe connects the detention system to an existing water quality device, and a 36" pipe connects this to the existing storm system with a 48" RCP pipe that runs along N. 42nd street and continues east through the Lake Air Little League fields.

Two detention ponds have been proposed to mitigate flows being released from the site, and water quality devices will be used on the outcall pipe of both ponds. These pipes will tie into the existing curb inlet on N New Road.

Impervious cover will be modified from what is existing on site and may increase in the amount of impervious cover. Per the City of Waco Municipal Code, no more than 80 percent of the lot area may be covered by impervious surfaces that consist of buildings, structures, and pavement.

### **Storm Water – Water Quality BMPs**

As the site is located within McLennan County, the project is not located within the Trinity Aquifer Recharge Zone. The Brazos River Alluvium Aquifer and the Woodbine Aquifer are located in the region, but development will not require review with Southern Trinity Groundwater Conservation District Management team.

### **Water and Wastewater Service**

Water and wastewater service will be provided by the City of Waco. There is an existing 10" water main under N New Road, and existing 6" water mains under 44th and Colcord. Fire flow models will need to be performed based upon the required GPM from the International Fire Code depending on building type and square footage.

Various 6" and 8" wastewater lines run along utility easements on the school site, which the 8" main will be relocated and a new easement dedicated.

### **Revegetation**

Areas disturbed by the construction efforts will require revegetation. Existing topsoil will be stripped from the site and stockpiled for reinstallation at the completion of the site work. Topsoil stockpiles will be spread evenly along disturbed areas to achieve between 2 and 4" thick layer and natural seed / hydromulch will be installed. Temporary irrigation may be implemented to ensure proper moisture conditions for growth.



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**Jurisdictional**

- Waco High School is in the City of Waco city limits.
- Waco High School would go through the City of Waco Building permit and review as well as a site grading review and permit. This would be submitted via the City website, through O'Connell Robertson per the City's "one point of contact" preference.
- Site is serviced through City utilities.

*\*Refer to the 30x42 drawings in the attachments to this narrative for additional information.*

## **Landscape Design**

### ***Narrative prepared by Studio 16:19***

The landscape & irrigation design for the High School is anticipated to consider the following design criteria:

#### **Safety**

The safety of students, teachers and visitors will be considered in multiple aspects:

- By eliminating or not creating hiding places with large shrubs or small trees that students or unwanted visitors can use to avoid being seen.
- By maintaining site visibility to prevent vehicular or pedestrian blind spots to reduce potential accidents.
- Through carefully considered plant selection that will be student friendly and avoiding plants and trees with thorns, toxic leaves, and/ or berries students may consume.
- Minimizing the use of steel edging to prevent sharp edges or trip hazards as the material ages or wears.
- Irrigating athletic fields which will provide good footing and fall safety.

#### **Budget**

The landscape and irrigation design will meet the budget goals for the entire school project.

- Minimizing shrub quantities and utilization of trees to improve visual impact.
- Reducing the number of proposed trees by preservation of existing trees.
- Proposing contextual sized and code required planting beds at higher impact areas and limiting the amount of foundation landscape planting around the campus.
- Increasing hardscape elements and incorporating focal point planting in courtyard areas to reduce overall maintenance costs.
- Utilizing smaller container sized plant material at installation and letting it grow-in over several seasons.
- Utilizing district standards for irrigation components and control systems to limit the introduction of unknowns into maintenance & operations.
- Limiting sod turf to only high impact traffic areas and utilizing hydro seeding or sprigging turf instead on the remaining disturbed soil areas across the site including athletic practice fields.

#### **Compliance**

The landscape design will meet the City of Waco landscape ordinance.

- Utilizing existing trees on site to credit towards minimum landscape compliance.
- Required landscaping must be irrigated by an automatic sprinkling system or a hose connection within 100 feet.
- The City of Waco will review the landscape plans to ensure they meet the city ordinance.



### **Water Conservation**

Plant selection and irrigation design will encourage water conservation

- Use of native and adaptive plant material that requires adequate water at time of installation, can be weaned during grow-in over several growing seasons, and then can be utilized only as required once plants are established.
- Use of drip irrigation for shrub beds.
- Use of efficient spray/rotor irrigation with matched precipitation rates.
- Rain & soil sensor to prevent unnecessary watering.
- Maintain natural areas or redevelopment of disturbed areas with prairie grass/ wildflower establishment of site with only temporary irrigation as required.
- Planning for ample soil depth, soil amendments, and deep root watering of athletic fields to encourage strong root systems.

## **Structural Systems**

### ***Narrative prepared by Structures***

## **Project Scope**

The Project consists of a new two-story 372,000 square foot high school for Waco ISD in Waco, Texas. The school includes space for an education wing, PE, Athletics, CTE, Auditorium, Fine Arts, Commons, Dining, Music, Administration, Building Support, and Library. The main school building is anticipated to be predominately one story with a two story education wing.

## **Structural Design Criteria**

The structure is designed in accordance with the International Building Code, 2018 Edition inclusive of the City of Waco amendments. The design loads shall be as follows:

### **Superimposed Dead Loads**

Floor finishes (where applicable)	10 psf
Ceiling and MEP allowance	10 psf
Roof assemblies*	15 psf
Solar Panels (where applicable)	10 psf

\*Roof dead load will vary depending on roof drainage plan and thickness of insulation

### **Live Loads**

Roof	20 psf
Classrooms	40 psf + 15 psf partition load
Lobbies, Corridors, Stairs*, & Assembly areas	100 psf
Storage	125 psf
Mechanical Rooms	125 psf (or equipment weight)
Library Stack Rooms & Food Prep Areas	150 psf

\* Design of non-monumental stairs will be delegated to a third party engineer

### **Wind Loads**

The structure shall be designed per IBC Chapter 16, Section 1609 and ASCE 7-16 using a basic wind speed of 112 mph, Exposure B, and Risk Category III.

### **Seismic Loads**

The structure shall be designed per IBC Chapter 16, Section 1613. Seismic loads are not anticipated to control the lateral design of the building or require special detailing.



**Deflection Criteria**

Live Load Deflection	L / 360
Total Deflection	L / 240
Wind Deflection	H / 400
Members supporting brick	L / 600 to L / 720

**Materials**

Concrete	
Slab-on-grade and grade beams	4,000 psi
Drilled piers	3,000 psi
	Up to 20% fly ash replacement for typical concrete
	Up to 40% fly ash replacement for concrete in drilled piers

**Reinforcing**

ASTM A 615 Grade 60

**Structural Steel**

Wide Flange Shapes	ASTM A 992
Angles, Channels, Plate	ASTM A 36
HSS Tubes	ASTM A 500, grade B
Pipes	ASTM A 53, grade B
Bolts	ASTM A 325, snug tight
Anchor Bolts	ASTM F 1554, Grade 36 minimum

**Structural Systems**

The high school's structural system will be comprised primarily of structural steel framing supported on poured-in-place concrete foundations. The lateral system will consist of diagonal steel braces located within walls based on the architectural opening requirements. The diagonal brace members will likely be HSS tube steel. At some locations non-load bearing CMU walls and concrete tilt-walls may be utilized as part of the lateral system. Based on the building size and phasing, a minimum of two expansion joint locations are anticipated. The final number of expansion joints are subject to change based on the final geometry of the building and the total number of firewall separations that are required based on the construction type selected.

Exterior and interior walls will be a combination of non-load bearing cold-form metal stud framing and non-load bearing CMU where required to reduce sound transmission and provide durability. Requirements for CMU walls in sound sensitive areas will be coordinated with a project acoustician.

The main high school building will be constructed in two phases. Phase 1 will include the learning communities/classrooms, auditorium, music, fine arts, library, administration, building support, commons, and dining. Phase 2 will include PE, Athletics, and CTE.

Firewalls will be required to separate portions of the building to maintain compliance with the IBC. At each firewall location, a row of columns and beams will have to be provided on each side of a cantilevered CMU or concrete firewall. Break-away fire-release connectors will likely be utilized on each side of the cantilevered structural wall. The final layout of firewalls will be further coordinated during design development after the contractor has been able to provide cost comparisons for various firewall layouts.

## **Superstructure**

Typical roof framing will consist of 1 ½" deep galvanized 22-gauge metal roof deck spanning approximately 6'-0" between open web steel bar joists. The joists will span to steel wide flange girders. Wide flange beams may also be utilized to support any roof top mechanical units and at isolated locations for canopies or parapet supports. The roof framing will be supported by steel HSS columns.

Elevated floor systems are anticipated to be framed with steel composite VLI metal decking with a concrete slab topping. The deck will span to composite steel beams and girders with welded headed studs. Beams and girders will be supported by steel HSS columns. Exterior columns are anticipated to be round concrete-wrapped steel columns or round HSS columns with intumescent paint to achieve the necessary fire rating and architectural design intent.

## **Auditorium and Black Box Theater**

The auditorium roof is anticipated to consist of 3" deep galvanized 18-gauge type N deck spanning approximately 8'-0" between steel wide flange beams. These beams will span between custom long span steel trusses which span the full width of the auditorium and will be supported by steel wide flange columns. The roof structure above the stage will be designed to support all suspended equipment within the fly loft including grid iron, loading gallery, pin rails, fly gallery, locking rails, lighting, and catwalks. Additional catwalks extending over the auditorium seating are also anticipated and will be suspended from the wide-flange beams and custom steel trusses overhead.

The Black Box theater roof will generally be framed with wide flange steel beams and girders in order to support suspended catwalks and point loads that will help provide a flexible performance space.

## **Gymnasium**

The gymnasium is anticipated to be constructed with load-bearing concrete tilt-wall panels or CMU non-load bearing partition walls with structural steel framing to match the rest of the building. The gymnasium roof is anticipated to be 3" deep galvanized, 22-gauge, type N, acoustic steel deck spanning approximately 10'-0" between long span open web steel joists. Long span steel joists will be supported by the perimeter concrete tilt-walls or steel framing depending on which system is selected.

## **Dining Area**

The dining area is anticipated to be constructed with architecturally exposed acoustical steel roof deck spanning up to 20'-0" between exposed Hollow Structural Steel (HSS) beams. HSS beams will be supported at each end by HSS columns. Any architectural "ceiling clouds" or hanging features will be coordinated with the architect's interior design team and will be suspended from the structure above. Connections to the structure will be reviewed for structural adequacy.

## **Central Utility Plant**

The central utility plant (CUP) is anticipated to consist of a stand-alone steel framed structure with non-load bearing CMU partition walls. Roof framing will be similar to the main building with 1 ½" deep galvanized roof deck supported by open web steel joists spanning to wide flange girders. Girders will be supported by steel HSS columns.



### **Pedestrian Bridge & Exterior Walkways**

A pedestrian bridge will connect the north and south ends of the education wing across an open courtyard. The bridge will be an enclosed steel structure. Roof framing is anticipated to be 1 ½" deep galvanized 22-gauge steel deck supported by wide flange or HSS beams. Floor framing will be VLI composite metal decking with a concrete slab topping. Bridge columns may be large cylindrical steel shapes, cast-in-place concrete, or a combination of smaller HSS columns encapsulated in concrete to achieve the architectural aesthetic intent and fireproofing requirements.

On the west side of the education wing courtyard there is an elevated walkway and metal stairs down into the courtyard. The platform framing is anticipated to be similar to the pedestrian bridge but will not be enclosed.

### **Stairs**

Dimensional control of all stairs will be controlled by the architect. Typical interior steel stair assemblies will be deferred submittals to be designed and detailed by the steel fabricator's engineer. Stairs that are considered non-typical may require StructuresPE, LLP to design elements of the stair system. These stair elements will be identified during the design development phase of the project.

As a result of the sloped site, there are multiple interior and exterior concrete steps bearing on grade throughout the project. Reinforcing for interior concrete stairs will generally be designed by StructuresPE, LLP. Exterior concrete stairs will be designed and detailed by the Civil Engineer unless they are integrated with a site structure that is being designed by StructuresPE, LLP. The separation between civil and structural scope will be refined during the design development phase of the project.

### **Foundation**

Sampling, analysis, and foundation recommendations required for the foundation structure and slab design shall be provided by a Client-retained geotechnical consultant. However, based on the soil information from previous projects on adjacent sites, the soils are variable with an upper layer of highly expansive clays with PI values as high as 46 in layers of varying thickness. Limestone was found as shallow as 6ft in some locations and was not encountered at all in others (based on a 20 foot deep boring). The final decision on foundation type will be based on recommendations from the Geotechnical Engineer for this project. Recommended foundation subgrade preparation will be included in the design to limit the potential vertical rise (PVR) of the soils supporting the building to 3/4" or less.

The majority of the steel building structure is anticipated to be supported directly on straight shaft drilled piers or isolated spread footings on improved soil. The floor will be a 5" slab-on-grade system with perimeter beams and interior beams where needed to support CMU walls or other bearing materials. If recommended by the geotechnical engineer it may be beneficial to consider a stiffened slab-on-grade in some areas depending on the amount of fill material required or other considerations. Stiffened slabs would require interior grade beams at regular spacing, typically approximately 15'-0" on center. Slabs will be placed on improved subgrade as required by the Geotechnical Engineer to reduce the potential for vertical movement of the building.

Due to the grading of the site a portion of the building will be set below grade and will require concrete retaining walls. Foundation walls at elevation changes will need to be protected with waterproofing and a drainage system to prevent moisture intrusion into the interior of the building and to relieve hydrostatic pressure. Where fill depths exceed 8 – 10 feet, increased compaction efforts or flowable fill should be considered to prevent excessive or differential movement of soils.

### **Gymnasium Foundation**

The foundation system at the gymnasium may differ depending on the structural system that is selected. As discussed in previous sections, the gymnasium could be constructed with concrete tilt-wall panels or CMU framing with steel back-up. Tilt-walls, if selected, will either be supported by straight shaft piers at each panel joint or with a continuous concrete footing bearing on improved soil. CMU walls, if selected, will bear on a continuous concrete footing and will be laterally supported by a steel frame. Steel frames will be supported by either straight shaft piers or isolated spread footings. The floor slab is anticipated to be a 6" thick mild reinforced slab-on-grade.

### **Central Utility Plant**

The CUP foundation will be framed similar to the main building with thickened slabs or elevated pads at heavy equipment. CMU walls will be supported by beams spanning to straight shaft piers or by a continuous spread footing.

### **Miscellaneous Site Structures**

Site retaining walls exceeding 4'-0" in height will be designed and detailed in the structural documents. Generally, these will consist of a structurally reinforced concrete walls supported on a continuous spread footing.

Light pole foundations will be included in the structural package (excluding foundations for stadium lighting which are delegated to the pole manufacturer's engineer). Light pole foundations will be drilled straight shaft piers of varying depth depending on the height of the light pole.

Foundations for exterior generators, transformers and other mechanical related equipment will be supported by stiffened slab-on-grade concrete pads with perimeter and interior grade beams as required depending on size.

CMU screen walls at dumpster enclosures and at the service yard are anticipated to be partially grouted CMU supported on concrete spread footings. The slabs within the CMU dumpster enclosure will consist of concrete paving with thickness, slope and reinforcement specified by the Civil Engineer.



**Interior Design**

***Narrative prepared by O'Connell Robertson***

**Introduction**

This narrative provides a Basis of Design for the level of finishes within the facility, based not only on the facility program document, but also the design meetings and sustainability goals. It is anticipated that the interior finishes will develop and change during the Design Development phase of the project. This narrative provides a guide for cost estimating by the design team.

- All Exterior Entries/Exits/Corridors
  - Doors, Frames and Hardware: Aluminum storefront
  - Flooring and Base: Deep grind polished concrete with rubber base
  - Wall Finishes: Painted gypsum board with P-LAM wall panel system to approx. 5 feet AFF
- Admin, Private Offices, Conference Rooms
  - Doors, Frames, Hardware: Wood doors with full glass view panel; painted hollow metal frames
  - Casework: Wood casework with plastic laminate finish, Solid surface tops at counters with sinks.
  - Flooring and Base: Carpet tile, rubber base
  - Wall Finishes: Paint
  - Specialties: Conference Rooms: Magnetic white board mounted, projection screen
- Classrooms
  - Doors, Frames and Hardware: Wood doors with full glass view panel; anodized aluminum storefront frames. Acoustical operable wall with 50% glass
  - Interior Windows: 8 feet high by 16 feet long glass in anodized aluminum storefront frame.
  - Casework: Wood casework with plastic laminate finish. Solid surface tops at counters with sinks
  - Flooring and Base: Durable finish requiring minimal maintenance, foot fall sound reduction important
    - Product similar to Carpet tile or rubber tile
  - Wall Finishes: Paint, specialty writable, magnetic, tackable wallcoverings
- Science Labs
  - Door, Frame, Hardware: Wood doors w/ full glass view panel; anodized alum storefront frame
  - Interior Windows: 8 feet high by 16 feet long glass in anodized aluminum storefront frame
  - Casework: Lab casework and epoxy countertops. Open wood casework for storage.
  - Flooring and Base: durable hard flooring with increased slip resistance. Similar to rubber tile
  - Wall Finishes: Paint, specialty writable, magnetic, tackable wallcoverings
- CTE Learning Spaces
  - Door, Frame, Hardware: Wood doors w/ full glass view panel; anodized alum storefront frame
  - Interior Windows: 8 feet high by 16 feet long glass in anodized aluminum storefront frame.
  - Casework: Wood casework and epoxy countertops. Open wood casework for storage.
  - Flooring and Base: durable hard flooring similar to deep grind polished concrete
  - Wall Finishes: Paint. Custom Graphics
  - Specialties/Accessories: Magnetic whiteboard, tack boards, projection screen.

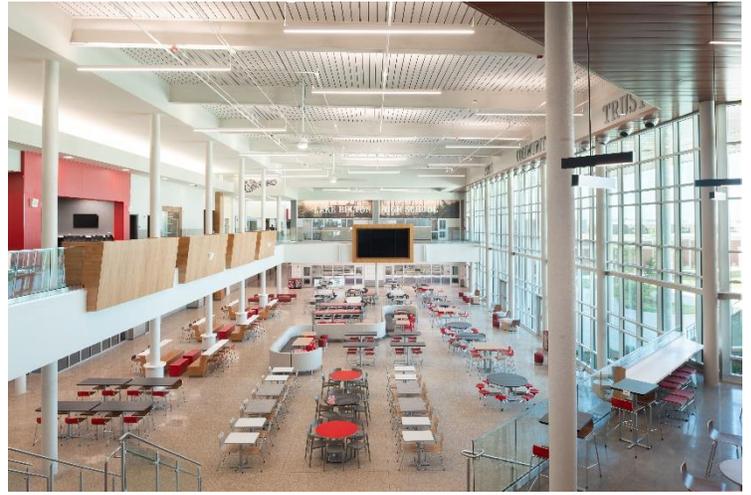
- Commons
  - Door, Frame, Hardware: Wood doors w/ full glass view panel; anodized alum storefront frame
  - Flooring and Base: Carpet, deep grind polished concrete, rubber base.
  - Wall Finishes: Paint and acoustical panels, P-lam wall panel system with custom finishes
  - Specialties/Accessories: Special wall finishes that are writable, tackable, magnetic, projection screen, sound system, acoustic materials
- Media Center
  - Door, Frame, Hardware: Wood doors w/ full glass view panel; anodized alum storefront frame
  - Casework: Wood casework with plastic laminate finish. Custom fabricated solutions
  - Custom circulation desk
  - Flooring and Base: Carpet throughout, SC storage, cork floor
  - Wall Finishes: Paint, wood, metal and acoustical panels, custom graphics
  - Specialties/Accessories: Special wall finishes that are writable, tackable, magnetic, projection screen, sound system, acoustic materials
- Black Box
  - Doors, Frames and Hardware: Wood doors
  - Flooring and Base: Wood on sleepers with black Masonite
  - Wall Finishes: Paint and acoustical panels
  - Specialties/Accessories: Magnetic whiteboard, tack boards, projection screen, sound system
- Gymnasiums
  - Flooring and Base: Wood flooring over sleeper system and multipurpose athletic hybrid product similar to Omnisport
  - Wall Finishes: Paint, acoustical panels, custom graphics
- Dance Studios
  - Doors, Frames and Hardware: Wood doors
  - Casework: Wood casework with plastic laminate finish
  - Flooring and Base: Sprung type floor system
  - Wall Finishes: Paint, mirrors and acoustical panels, privacy curtains
- Locker Rooms
  - Doors, Frames and Hardware: Wood doors
  - Lockers: metal lockers
  - Flooring and Base: epoxy floor, coved epoxy base
  - Wall Finishes: Paint, epoxy paint, porcelain tile
- Kitchen
  - Doors, Frames and Hardware: Wood doors; painted hollow metal frames
  - Flooring and Base: Vinyl sheet flooring system similar to Altro Floors
  - Wall Finishes: tile on CMU walls
- Restrooms
  - Doors, Frames and Hardware: Wood doors; painted hollow metal frames
  - Flooring and Base: Porcelain tile. Floor drain.
  - Wall Finishes: Porcelain tile, epoxy paint



***Interior Design Inspiration***

The interior design inspiration images below were chosen by Waco ISD leadership and Waco High School staff among twenty-four images as the ones which align with their vision for Waco High School the most. The feedback indicated a preference for a combination of natural and modern materials, with ample natural light and glass and opportunities for gathering and collaborative spaces. A neutral pallet with key pops of color and specialty material at communal spaces and entrances will mimic the exterior design and provide wayfinding points throughout the interior of the school. A key component of the learning neighborhoods are the dispersed serving and dining areas. The large open corridors in the four distinct neighborhoods will serve as circulation space, dining, and group work spaces.

The images below are a sample of interior precedents that represent the aesthetic goals of the district for the new Waco High School facility







**Foodservice**

*Narrative prepared by Counihan and Associates, LLC*

**Food Service Operations**

The Kitchen/Student Commons will provide seating to accommodate the student population (2,150 total) and provide a large, open space for students, faculty, and staff dining. A variety of furniture types will be provided for seating to enhance the dining experience. The Food Service Operations for Waco High School will feature the following main areas:

- **Large Main Kitchen and Severy** with a secured space containing ample food preparation/commercial cooking equipment, dishwashing area, walk-in cooler/freezer area, dry storage area, kitchen staff office, kitchen staff amenities, and a minimum of four (4) Food Serving Lines/Concept Stations with some observational cooking (if possible) supporting the full High School menu program.
- **Two (2) Satellite Kitchens/Kiosks each with a Serving Line** designed for quick service with limited food preparation/cooking equipment, minimal dishwashing area, and adequate storage; and
- **Coffee Bar/Market** located near the library which will be designed for all day service of coffee drinks, smoothies, and grab-n-go prepared items supplied from the main kitchen.

The following provides detail for the division and use of the space for the Food Service Operations at the new Waco High School:

Large Main Kitchen and Severy (approximate total space – 6,000 sq. ft.):

**Main Kitchen:**

**Receiving**

- Dock Area accessible for multiple food deliveries with covered receiving door will be in the exterior of the kitchen. Receiving driveway should support Large Truck deliveries and have delivery dock and an access ramp, if needed.
- A Large Single Door entry into the back of kitchen. Door size (40" - 42") should accommodate large, tall carts. Corridor into this area should have a minimum of 6' clearance.
- Receiving door should include doorbell and view port.
- An Air door will be located above the door.
- Security camera should be located outside the receiving door.
- Employee record keeping device/time clock will be located near the receiving door/locker area, if needed by district/operator.
- Food Service Employee parking should be in an area close by/adjacent to the rear entrance/exit of the kitchen, and it should be well lit and secured.

**Janitorial/Mop Area**

- Janitorial Storage and Mop Closet will include a Mop Sink, Faucet, Mop and Broom Holder.
- Chemical Storage will be accommodated in this area.

### **Laundry/Housekeeping Closet**

- Clothes Washing Machine and Dryer (residential grade – non-stacking) will be included in this area.
- Storage cabinetry will be provided for this area.

### **Office, Employee Lockers, and Restrooms**

- Office will be located near the receiving area to monitor and facilitate deliveries.
- Windows or glass panels within the office allowing manager to view the kitchen operation would be optimal.
- Size of the office will accommodate the management staff for the operation. This area would optimally have a desk with internet and phone access.
- Office should have lockable door to allow for privacy to facilitate manager activities.
- There will be one gender-neutral Employee Restroom. It will be ADA compliant and have sink, faucet, and toilet.
- Employee Lockers will be included near the restrooms and have enough lockers to cover staff (at least 22). Number of lockers and hooks will accommodate the total amount of employees within the kitchen.

### **Trash and Food Waste**

- Trash Receptacles in the Dining and Kitchen areas will allow for sorting of trash and recycling. At current there is no composting done by the district.
- Large Trash and Recycling will be located on the exterior of the building, off the dock area.
- A Grease Trap adequate for the food operation will be installed with the facility (as designed and approved by the Engineer).
- Food waste will be eliminated through a scrap sink with a disposer (if permissible) in the kitchen area during ware washing.
- Additional wet Food Waste eliminated in the kitchen or servery will be transported to the Large Trash Receptacles outside off the back dock daily.

### **Primary Storage – Dry and Cold**

- **Primary Cold Storage**
  - Primary Cold Storage will be facilitated by a Walk-in Cooler and Walk-in Freezer. The space should be ample and able to accommodate supplies needed for a five (5) day inventory for Food Service for the WHS [main kitchen, satellite kitchen, and coffee bar], for WHS Food Trucks, and to supply Health Science Academy off-site needs.
  - Walk-in Cooler/Freezer should be in an area of the kitchen to adjacent to the main receiving corridor/area.
  - Walk-in Cooler/Freezer should be located adjacent to the preparation and production areas to maximize efficiency and traffic flow of kitchen staff.
  - Walk-in Cooler/Freezer will include digital temperature display and alarm/temperature system which communicates data to the management on site (if required by owner).
  - The Walk-in Cooler and Walk-in Freezer should have separate access doors.
  - All Walk-in Doors will have a safety view port/window and Stainless Steel kickplate.



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- Compressor for the Walk-in Cooler/Freezer should be in an easily accessible area and preferably on the roof of the building within 75' of the final location. Special requirements may be needed to support the weight of the compressor(s).
  - Walk-in Cooler/Freezer Stainless Steel and Polymer Shelving will be included. Shelving units will be 74" high (four selves per unit) with width and length to be determined by final layout.
  - Dunnage racks will be supplied as needed or per District's recommendations.
- **Primary Dry Storage**
    - Dry Storage space will be sized to accommodate the district's weekly deliveries, plus additional food truck and Health Scient Academy off-site delivery needs.
    - Dry storage will house dry food goods, paper products, and miscellaneous supplies.
    - Stainless Steel Shelving in this area will be 74" high (four shelves per unit) with width and length to be determined by final layout.
    - A Can Rack and a Receiving Scale will be included.
    - Dunnage racks will be supplied as needed per district's recommendations.
  - Ice Machine will be located near the primary storage and preparation areas.
    - Ice machine will have a storage bin and filter.
    - Mobile Ice Caddy will be provided.
    - Floor Trough will be provided in front of the Ice Machine.

#### **Food Preparation Area:**

- Preparation area is located adjacent to the Walk-in Cooler/Freezer to minimize cross traffic.
- This area will include secondary storage (cold and dry) including Ingredient Bins, Reach-in Refrigerators, and Reach-in Freezers.
- This area will include the following preparation equipment:
  - Preparation Sinks and Tables with pot racks and single drawers
  - 20-Qt. Mixer with Mobile Stand
  - Slicer with Mobile Stand
  - Food Processor
  - Instant Hot Water Dispenser
  - Sheet Pan Racks and Enclosed Pan Racks
  - Can Opener (Table-Mounted)
  - Wall Mount Shelving
  - Knife holders
  - Microwave Oven
- Hand Sinks will be included, as necessary.

#### **Food Production/Cooking Area:**

- Production/Cooking Area will be adjacent to Preparation Area to provide easy and efficient food production, storage, and holding.
- Production/Cooking Equipment will be both gas and electric unless the district directs differently.
- Exhaust Hood(s) with Fire Suppression System will cover entire cooking area and wall behind the cookline(s) will be clad in Stainless Steel.
- Cooking/Production Equipment to be provided will include the following:
  - (4) Double Stack Convection Ovens with Manual/Standard controls

- (2) Double Stack Steamer with Manual/Standard controls
- (2) 30-Gallon Tilting Skillet/Braising Pan with Motorized Lift, Faucet and Drain Trough
- (1) Tilting Kettle (6-Gal) with Faucet and Drain Trough
- (1) 4-Burner (18") Range with 12" Griddle and Standard Oven Base
- (1) Double Stack Impinger Conveyor Pizza Oven (or Wood Stone Pizza Oven) with Refrigerated Pizza Prep Table and Cut Table (for FOH Pizza Station)
- (1) Vector Air Fryer Oven on Stand
- (1) 36" Griddle on Stand or Refrigerated Base (for FOH Burger Station)
- (1) Blast Chiller (Optional, if needed by district)
- Mobile Racks
- Prep/Worktables with drawers, under and over shelves
- Utility Carts
- Support worktables with single drawers, under shelves, and over shelves
- Food Holding Equipment will include multiple Hot and Refrigerated Pass-Thrus Units to load and hold production ready food items. The Pass-Thru units will be located between the Kitchen and Servery area.
- Hand Sinks will be included, as necessary.

### Scullery/Dish Room Area

- Tray Drop off window from Servery area will access this area. Student Dish/Tray Drop-off window will have a Stainless-Steel surround trim and Stainless-Steel Shelf that slays into the Dish room. A roll down window will secure the dish window during non-operation hours.
- Scullery will include a 3-Compartment Sink with Clean and Soiled Dish tables with Overspray/Faucet areas and Commercial Dish Machine that can accommodate large sheet pans and cook ware.
- The area will also include Pre-Rinse Area/Scrap Sink with Disposer (if allowed by code) or Pot Sink with Overspray and Faucet
- Condensate Hood will be included over the Dish Machine.
- Clean table will be long enough to provide adequate drying area for clean dishes.
- Dish room will include space for tray drying racks and mobile dish racks.
- Hand Sinks will be included, as necessary.

### Servery:

- Servery will be located between the dining room seating and the kitchen area.
- Servery will feature front modular "mobile"/reconfigurable serving counters to provide future flexibility.
- Servery area will include a minimum of 4-5 Concept Station Serving Lines based on the Waco High School menu program and University H.S. model.
  - **Concept Station #1: Grill/Hamburger Serving Line** – The Stainless-Steel back counter will be fixed, and front counter(s) will be modular with Stainless-Steel top/skirt, laminate front panels, breath protectors with shelves, and tray rails. Serving counter area will include tray/utensil counter with 9" round tray lowerator, refrigerated merchandiser, 4 drop-in dual-temp (hot/cold) wells counter with serving shelves with lighting, 4 drop-in hot wells counter with serving shelves with lighting, ice/water/beverage counter, POS counter, refrigerated dressing table, griddle/grill on stand for cook-to-order with exhaust hood, and conveyor toaster.
  - **Concept Station #2: Pizza/Pasta Line** – The Stainless-Steel back counter will be fixed, and front counter(s) will be modular with Stainless-Steel top/skirt, laminate front panels, breath protectors



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- with shelves, and tray rails. Serving counter area will include tray/utensil counter with 9" round tray lowerator, 3 drop-in hot wells counter with serving shelves with lighting, 2 drop-in dual-temp (hot/cold) wells counter with serving shelves with lighting, 48-60" heated double pizza shelves, ice/water/beverage counter, refrigerated merchandiser, POS counter, pizza oven with exhaust hood, refrigerated pizza prep/make-up table, cut table, and holding cabinets.
- **Concept Station #3: Main Event/Traditions Serving Line** – The Stainless-Steel back counter will be fixed, and front counter(s) will be modular with Stainless-Steel top/skirt, laminate front panels, breath protectors with shelves, and tray rails. Serving counter area will include tray/utensil counter with 9" round tray lowerator, 3 drop-in hot wells counter with serving shelves with lighting, 3 drop-in dual-temp (hot/cold) wells counter with serving shelves with lighting, flat counter area with breath protector for induction warming/carving station area, ice/water/beverage counter, refrigerated merchandiser, and POS counter.
  - **Concept Station #4: Fiesta Line** – The Stainless-Steel back counter will be fixed, and front counter(s) will be modular with Stainless-Steel top/skirt, laminate front panels, breath protectors with shelves, and tray rails. Serving counter area will include tray/utensil counter with 9" round tray lowerator, 5 drop-in hot wells counter with serving shelves with lighting, 3 drop-in dual-temp (hot/cold) wells counter with serving shelves with lighting, ice/water/beverage counter, refrigerated merchandiser, POS counter, fresh tortilla maker with prep area, Nacho chip warmer (if needed) and holding cabinets.
  - **Concept Station #5: Enhanced Deli/Salad Serving Line** – The Stainless-Steel back counter will be fixed, and front counter(s) will be modular with Stainless-Steel top/skirt, laminate front panels, breath protectors with shelves, and tray rails. Serving counter area will include tray/utensil counter with 9" round tray lowerator, 3 drop-in hot wells counter with serving shelves with lighting, refrigerated deli counter with serving shelves with lighting, ice/water/beverage counter, refrigerated merchandiser, POS counter, salad/sandwich refrigerated dressing table, bread display, conveyor toaster, and panini grill/turbo chef oven(s).
  - Refrigerated Merchandisers will be accessible at the end of each line prior to the POS Station. Merchandisers will accommodate bottled beverages, milk, water, juice, yogurt, and Grab-n-Go Salads.
  - Ice, Water, Refrigerated Beverage Machines (Bubblers, Bag-n-Box, or Slushie type, per district needs and direction) will be installed on each main line.
  - A Mobile POS/Cashier Station will support each Serving line and be located directly at the end of the line.
  - Surveillance Security systems will be installed to cover all POS/Cashier areas and Servery area, if needed.
  - Necessary secondary storage, refrigeration, and support equipment will be located directly behind each Serving line including both hot and cold pass-thru units.
  - Queue rails will only be installed (if necessary) to guide traffic or as per District requirement.
  - Menu and/or Digital signage will be supplied and installed at the direction of Waco I.S.D.
  - 2 Mobile Custom Condiment Station(s) will be added to allow them to be rolled out into the dining area for daily service. Utensil/Napkin dispensers (district/vendor provided) can either be wall mounted or can be on carousels on condiments stands in Commons.
  - Waste/Recycle areas will be in the Commons/Dining area.

### **Two (2) Satellite Kitchens/Kiosks each with a Serving Line** (approximate total space – 1,000 sq. ft. each)

- Each kiosk will have a small but self-sufficient kitchen with adequate cooking, holding, and ware washing equipment.

- Each kiosk will be a secured space with a customer walk-up access/ordering window with tray rail and POS station.
- Kiosks will feature quick service popular items – one will focus on Pizza/Nachos and the other will focus on Burgers/Grab-n-Go/A La Carte items.
- The Front Counter Serving Area for the **Pizza/Nacho Kiosk** will include Heated Pizza Merchandiser Shelves, 4 drop-in dual-temp (hot/cold) wells with serving shelves with lighting, ice/water/beverage counter, POS counter, Nacho chip warmer (if needed), glass door beverage merchandiser, refrigerated pizza prep table, small double impinger pizza oven with hood, and small pizza mobile utility cart.
- The Front Counter Serving Area for the **Burgers/Grab-n-Go/A La Carte Kiosk** will include Heated Slide Merchandise Shelf Unit, 4 drop-in hot wells with serving shelves with lighting, refrigerated merchandiser, POS Counter, Cookie Countertop merchandiser, ice/water/beverage counter, mobile ice cream freezer/merchandiser, mobile table with slushie machines, refrigerated sandwich prep table, small grill with exhaust hood, panini grill, and conveyor toaster.
- The Back of House for each Kiosk will feature Worktables, Shelving, Reach-in Refrigeration, Hot Holding Cabinets, Refrigerated Merchandiser, 3-Compartment Sink, Single Tall Dish Machine, Clean Table, Soiled Table with Scrap Sink, Disposer, and Overspray.

#### Coffee Bar/Market near Library (approximate total space – 400-500 sq. ft.)

- Coffee Bar/Market will be supported for primary storage and cooking by the main kitchen but will operate independently for beverage and grab-n-go service.
- Coffee Bar/Market will be a secured space with a customer walk-up access/ordering window.
- Area will have a service counter and (1) POS/Cashier station. Space will be equipped with AV/Internet access and will be easily secured.
- Coffee Bar/Market will feature coffee and espresso drinks, smoothies, pre-packaged Grab-n-Go items (refrigerated, heated, and non-refrigerated), and bottled beverages. Area will have retherm/warming capability but no cooking.
- Equipment will include hot and cold holding units, blender/smoothies, slushie machine, coffee machine, espresso machine, grinder, microwave, and turbo chef oven.
- Either a Glass Door Merchandiser and/or Air-Screen Refrigeration will be used for to display refrigerated grab-n-go items.
- A Tiered Heated Shelf may be used for hot display items.
- A small 3-compartment sink and Storage shelving may be included in the space as well.
- Hand Sinks will be included, as necessary.
- Digital signage will be included if district desires.

#### Additional Information

##### **Mechanical**

- Single and Three Phase Electrical; 120, 208, 480 (Dish and Walk-ins Only) volts will be available.
- Natural Gas will be available for use.
- Hot and Cold-water lines will be plumbed accordingly. Kitchen and Hot Water Heater will have a softener/water filtration system to be scoped by the Architect, if desired by the district.
- Exhaust Hood Requirements, Grease Trap Requirements, and Walk-in Compressor Locations will be coordinated with Engineer. Project Engineer has final approval on all mechanical elements including hoods, plumbing, etc.
- All areas should be well lit. Architect will scope all lighting for the facility.



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- Internet line in the office and at POS terminals is advised. Additionally, Wi-Fi network would be beneficial. The office should have a dedicated phone line.

### **Finishes**

- 14 or 16-Gauge Stainless Steel will be used throughout, especially on high wear surfaces (i.e., worktables, serving lines, scullery)
- Ceiling will be a laid in grid system with washable, white vinyl tiles. Architect will determine final ceiling finish. 10' Ceiling Height is planned for this project.
- Wall surfaces behind the cookline and in the scullery will be SS clad.
- Wall surfaces in the remainder of the kitchen will be washable white/reflective surface (i.e., FRP, tile, epoxy paint, etc.). Architect will determine final wall finish.
- Floor throughout the kitchen area will be a serviceable, non-slip, non-porous surface (i.e., quarry tile, Altro vinyl, etc.). Architect will determine final floor finish.
- Serving lines will have Stainless-Steel or Engineer Stone Tops and Laminated Bases with solid Stainless-Steel tray rails. Final Stone/Laminate finish selection will be by Architect.
- Architect will determine final finishes in the serving and dining room areas.

### **Codes/Compliances**

- All appropriate Waco City and McLennan County Health, Building, and ADA codes must be met in all areas of Kitchens.
- (<https://www.waco-texas.com/userfiles/cms-healthdepartment/file/Construction%20Guidelines.pdf>)

### **Small Wares and Existing Equipment**

- All Small wares will be purchased and supplied by Waco I.S.D. as part of a separate scope of work and through a separate funding source.
- District will determine if any existing small wares are moved and re-used from existing facility.
- The current plan is for no re-use of any existing equipment or small wares due to the phased building delivery plan.

## **Culinary Arts**

### ***Narrative prepared by Counihan and Associates, LLC***

The Culinary Arts Classroom Area includes a Commercial Kitchen (3,000 sf) and a Café/Dining space (1,600 sf). The Culinary Arts Program will be a chef-instructed program with three levels. The objective of the Culinary Arts program is to prepare students to enter the workplace (i.e., Restaurant, Bakery, etc.) or to further attend culinary academy or chef's school. To that end the Culinary Arts Lab will be designed as a full Commercial Kitchen with Commercial-grade Kitchen Equipment and having similar functional areas. The Café/Dining space will be used for daily practicum service and for catered events. It is important that this area is flexible and re-configurable. There is desire for it to be viewable from the Commercial Kitchen, if possible.

Integration of technology within the learning space of the Culinary Arts Commercial Kitchen-Cafe to enable the instructor to push out information to students, and then that allows students to report findings would be advantageous and planning for this integration at strategic points throughout the space from the on-set should be done.

The following provides detail for the division and use of the space for the Culinary Arts at the new Waco High School:

#### Culinary Arts (approximate total space – 3,000 sq. ft.):

### **Commercial Kitchen**

#### **Receiving:**

- A Large Single Door entry into the back of kitchen accessible for food deliveries and transport of catering materials is needed.
- Door size (40"- 42") should accommodate large, tall carts.
- Corridor into this area should have a minimum of 5' clearance.
- Ramps access to transport vehicles for caterings will be needed.

#### **Janitorial/Laundry Area**

- Janitorial/Laundry Closet will include a Mop Sink with Faucet, Mop and Broom Holder and one Stacked Clothes Washer/Dryer set.
- Linen Storage cabinetry and Chemical Storage will be accommodated in this area.

#### **Restroom and Lockers**

- No office is required in the Culinary Arts lab area.
- There will be one gender-neutral Restroom. It will be ADA compliant and have sink, faucet, and toilet.
- Lockers will be included near the restroom. Number of lockers and apron hooks will accommodate the average amount of students per class period.

#### **Trash and Food Waste**

- Trash Receptacles in the Dining and Kitchen areas will allow for sorting of trash and recycling.
- Large Trash and Recycling will be located on the exterior of the building.



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- A Grease Trap adequate for the food operation will be installed with the facility (as designed and approved by the Engineer).
- Food waste will be eliminated through a scrap sink with a disposer (if permissible) in the kitchen area during ware washing.

**Primary Storage – Dry and Cold**

- **Primary Cold Storage**
  - Primary Cold Storage will be facilitated by a Walk-in Cooler and Walk-in Freezer. The space should be ample and able to accommodate supplies needed for Culinary Arts program weekly requirements.
  - Walk-in Cooler/Freezer should be located adjacent to the preparation and production areas to maximize efficiency and traffic flow.
  - Walk-in Cooler/Freezer will include digital temperature display and alarm/temperature system which communicates data to the Culinary Art staff on site.
  - All Walk-in Doors will have a safety view port/window and Stainless Steel kickplate.
  - Compressor for the Walk-in Cooler/Freezer should be in an easily accessible area and preferably on the roof of the building within 75' of the final location. Special requirements may be needed to support the weight of the compressor(s).
  - Walk-in Cooler/Freezer Stainless Steel and Polymer Shelving will be included. Shelving units will be 74" high (four selves per unit) with width and length to be determined by final layout.
- **Primary Dry Storage**
  - Dry Storage space will be sized to accommodate the Culinary Arts program's needs.
  - Dry storage will house dry food goods, paper products, and miscellaneous supplies.
  - Wire Shelving in this area will be 74" high (four shelves per unit) with width and length to be determined by final layout.
  - A Can Rack will be included.
- Ice Machine will be located near the primary storage and preparation areas.
  - Ice machine will have a storage bin and filter.
  - Mobile Ice Caddy will be provided.
  - Floor Trough will be provided in front of the Ice Machine.

**Food Preparation Area**

- Ideally the preparation area will be located adjacent to the Walk-in Cooler/Freezer to minimize cross traffic.
- This area will include secondary storage (cold and dry) including Ingredient Bins, Reach-in Refrigerators, and Reach-in Freezers.
- This area will include the following preparation equipment:
  - Preparation Sinks and Tables with pot racks and drawers
  - (2) 20-Qt. Mixer with Mobile Stands
  - Food Processor
  - Ingredient Bins
  - Sheet Pan Racks and/or Enclosed Pan Racks
  - Can Opener (Table-Mounted)
  - Wall Mount Shelving

- Hand Sinks will be included, as necessary.

### **Food Production/Cooking Area**

- Production/Cooking Area will be adjacent to Preparation Area to provide easy and efficient food production, storage, and holding.
- Production/Cooking Equipment will be both gas and electric unless the district directs differently.
- Exhaust Hood(s) with Fire Suppression System will cover entire cooking area and wall behind the cookline(s) will be clad in Stainless Steel.
- Cooking/Production Equipment to be provided will include the following:
  - (2) Double Stack Convection Ovens with Manual/Standard controls
  - (2) Fryers with Warming/Dump Station
  - (4) 8-Burner Range with Oven Base
  - (1) 36" Griddle on Stand or Refrigerated Base
  - (1) 36" Charbroiler on Stand or Refrigerated Base
  - Refrigerated Dressing Table
  - Mobile Racks
  - Prep/Worktables with drawers, under and over shelves
  - Utility Carts
- Mobile Hot Units and Mobile Refrigerated Holding Units will be included to load and hold prepared food items into as needed. One set of Hot and Cold Mobile Units will be obtained and designated for off-site catering use.
- Hand Sinks will be included, as necessary.

### **Scullery/Dish Room Area**

- Scullery will include a 3-Compartment Sink with Clean and Soiled Dish tables with Overspray/Faucet areas and Single Commercial Dish Machine that can accommodate large sheet pans and cook ware.
- The area will also include Pre-Rinse Area/Scrap Sink with Disposer (if allowed by code) or Pot Sink with Overspray and Faucet
- Condensate Hood will be included over the Dish Machine.
- Dish room will include space for tray drying racks and mobile dish racks.
- Hand Sinks will be included, as necessary.

### **Dining/Café Space (approximate total space – 1,600 sq. ft.)**

- The Dining/café space is to be a flexible space that is used for event service as well as classroom action. It should be planned to be open to commercial kitchen rather than a separate room, if possible.
- Service/Wait stations for beverage service and POS should be planned within the dining space.
- Service/Wait station Equipment to be provided will include the following:
  - Coffee Brewer
  - Tea Brewer
  - Ice/Water Dispenser
  - Microwave (optional)
  - Hand Sinks will be included, as necessary.
- Dining area seating finishes and layout will be coordinated with architect and interior designer.



## **Additional Information**

### **Mechanical**

- Single and Three Phase Electrical; 120, 208, 480 (Dish and Walk-ins Only) volts will be available.
- Natural Gas will be available for use.
- Hot and Cold-water lines will be plumbed accordingly. Kitchen and Hot Water Heater will have a softener/water filtration system to be scoped by the Architect, if desired by the district.
- Exhaust Hood Requirements, Grease Trap Requirements, and Walk-in Compressor Locations will be coordinated with Engineer. Project Engineer has final approval on all mechanical elements including hoods, plumbing, etc.
- All areas should be well lit. Architect will scope all lighting for the facility.

### **Technology**

- There is a desire to have iPad/Touch Screen Technology integrated within the Culinary Arts Lab in the Preparation, Cooking, and Service Locations where appropriate.
- Wi-Fi access will be needed in the culinary arts lab to enable this.

### **Finishes**

- 14 or 16-Gauge Stainless Steel will be used throughout, especially on high wear surfaces (i.e., worktables, serving lines, scullery)
- Ceiling will be a laid in grid system with washable, white vinyl tiles. Architect will determine final ceiling finish. 10' Ceiling Height is planned for this project.
- Wall surfaces behind the cookline and in the scullery will be SS clad.
- Wall surfaces in the remainder of the kitchen will be washable white/reflective surface (i.e., FRP, tile, epoxy paint, etc.). Architect will determine final wall finish.
- Floor throughout the kitchen area will be a serviceable, non-slip, non-porous surface (i.e., quarry tile, Altro vinyl, etc.). Architect will determine final floor finish.
- Architect will determine final finishes in the dining room.

### **Codes/Compliances**

- All appropriate Waco City and McLennan County Health, Building, and ADA codes must be met in all areas of Kitchens. (<https://www.waco-texas.com/userfiles/cms-healthdepartment/file/Construction%20Guidelines.pdf>)

### **Small Wares**

- All Small wares will be purchased and supplied by Waco I.S.D. as part of a separate scope of work and through a separate funding source.

## **Plumbing Systems**

### ***Narrative prepared by O'Connell Robertson***

The following is a written description of the plumbing design criteria and plumbing systems anticipated for the proposed new Waco High School.

### **Introduction**

The high school will be a two level facility, approximately 370,000 sq ft facility, refer to architectural narrative for more information. The new school will house classrooms, science labs, administration, cafeteria and a kitchen support areas, competition and auxiliary gymnasium, fitness/locker room, auditorium, library, CTE areas and common areas.

The new building will be constructed while the existing building remains in operation. See architectural narrative for a further description of the new building and construction phasing

### **Plumbing and Fire Protection Design Criteria**

In addition to the codes and standards identified in the architectural / life safety portion the following Codes and Standards will also be used for the plumbing design of the project:

- International Fuel Gas Code – 2018
- NFPA 13 – Standard for the Installation of Sprinkler Systems
- NFPA 14 - Standard for the Installation of Standpipe Systems

### ***Plumbing Systems***

- Plumbing Site Utilities
  - Civil to extend a new 4" domestic water service to the building.
  - Civil to extend a new 6" fire suppression water supply to the building.
  - Civil to extend three (3ea) 6" sanitary sewer lines to building.
  - Natural gas will be provided to the campus by the gas service provider (Atmos).
  - Primary roof/storm drainage piping will extend from the buildings to the underground storm drainage system provided by Civil. Secondary (overflow) roof/storm drainage will sheet flow to local filter/detention pond, refer to architectural and civil.
  - All utilities will have required new service taps as the existing high school will remain operational and all existing services will remain active.
- Fire Protection Systems
  - The new building will be a two-level structure and will be fully protected with an automatic wet-pipe sprinkler system and will consist primarily of light hazard occupancy with some ordinary hazard areas (kitchen, science classrooms, storage rooms, janitor rooms and mechanical rooms). Due to the size of the main floor, multiple sprinkler system risers will be required. It is also anticipated that a dry system will be utilized for sprinkler coverage at the loading dock and other outdoor covered areas (i.e. CTE areas).



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- Municipal water service will be provided to the site and the building; refer to civil for additional information. A minimum 6" fire protection water service line will be extended to the new building to serve the sprinkler system.
- At this time, it is expected that the available water pressure and flow will be adequate to serve the building and neither a fire pump system nor a water storage tank is anticipated to be required. However, a flow test has been requested by the Civil Engineer; refer to Civil discussion of water utility service.
- Sprinkler heads are anticipated to be installed as follows (flex heads may be used for ease of installation):
  - Low ceiling (8 feet): concealed
  - High ceilings (>8 feet): concealed
  - Exposed structure: upright heads
  - Gym areas: upright heads with U.L. listed protective covering.
  - Areas subject to freezing: Dry sprinkler heads.
- Domestic Water (Hot/Cold) System:
  - General - Municipal water service will be provided to supply domestic water Refer to civil for additional information.
  - At this time Based on preliminary design data, a 6" domestic water service with a 3" domestic water meter will be required. A domestic water booster pump system is not anticipated to be required at this time, however, a flow test has been requested by the Civil engineer and should be available in the near future.
  - A water softener will be utilized to soften any make up water for any mechanical equipment requirements.
  - Hot water system –
    - Storage type, gas fired, high efficiency, water heaters will be utilized for the kitchen area and for the athletic shower areas. Lochinvar will be basis of design.
    - Hot water will be stored and delivered at minimum of 130°F to combat Legionella.
    - Point of use thermostatic mixing valves (conforming to ASSE 1070) will be provided at each sink and lavatory fixture to limit water temperature to 110°F.
    - Shower mixing valves will be thermostatic/pressure balancing (conforming to ASSE 1016 or CSA B125) to limit hot water outlet to 110°F.
    - Hot-water recirculation system: Pump(s), piping, balancing valves, controllers and all other accessories will be provided to ensure hot water delivery at each fixture within 30 seconds. The recirculation system will incorporate controls and installation requirements as mandated by the 2018 International Energy Conservation Code.
    - Local high efficiency electric storage water heaters will be provided for regular student restrooms, administrative areas, science rooms and other group areas.
    - Point of use water heater will be provided at any remote fixtures.
    - Domestic hot water will be supplied to the following areas: Nurse's room, administration, kitchen, special education and support areas, sports facility, science rooms, art rooms and faculty restrooms and student restrooms.
  - Domestic water system shall be zoned with shut-off valves for individual areas to allow for isolation without effecting the entire building.

- Backflow Prevention: Refer to civil narrative for requirements of the incoming service lines. Internal cross connection control program shall be part of the new plumbing design. All fixtures and/or equipment identified by the, City of Waco, Texas Conservation on Environmental Quality (TCEQ) and/or Waco ISD as a potential backflow hazard will be provided with an appropriate backflow prevention device.
- Sanitary Sewer
  - Multiple 6-inch wastewater lines will extend to 5'-0" outside the building for continuation by the site work contractor to a main sanitary sewer line. Each wastewater line will be provided with exterior two-way cleanouts for maintainability. Refer to Civil for additional information.
  - A grease interceptor (two compartment precast concrete tank with manhole access at grade) will be provided for collection of kitchen and culinary grease waste.
  - An acid dilution tank with a sampling tank will be provided for the chemical waste from the science lab area. A pH monitor will also be provided to monitor tank discharge.
  - Plaster traps will be provided in Art areas.
  - Cleanouts will be space 50-75ft.
  - Yard cleanouts will be placed in an underground meter vault with access door to prevent damage from land care.
  - I was reported by district personnel that the kitchen serves other schools in the area. This will be taken into account when sizing the grease trap.
- Storm Drainage
  - The primary roof drainage will be routed below slab for connection with the site storm drainage provided by Civil. This will require multiple storm drain connection points. Secondary (overflow) will discharge at grade and sheetflow to detention pond or similar areas. Refer to Civil for additional information.
- Natural Gas
  - Natural gas service to the site will be coordinated with the local gas company. Gas will be utilized for kitchen equipment, water heating equipment and HVAC equipment as appropriate as well as science labs.
- Plumbing Fixtures
  - Water Closets: White vitreous china, elongated bowl toilets with open front seats and 1.28 gpf automatic (battery) diaphragm type flush valves will be scheduled. Floor-mounted fixtures will be utilized in most Toilet Rooms.
  - Urinals: Wall-hung, white vitreous china fixtures with 0.5 gpf automatic (battery) flush valves. A floor drain will be located at each urinal battery.
  - Flush Valves: Automatic (battery) flush valves for water closets and urinals. Acceptable flush valves manufacturer are Sloan and Zurn.



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- Lavatories: Wall hung or counter mounted where desired, white vitreous china bowls with mechanically metered push button type faucets (Sloan or Intersan) in general student areas. Hot or tempered water will be connected to the remaining lavatories.
- Showers: Barrier-free shower systems with pressure-balancing flow control, diverter valves and hand-held sprays will be provided where required.
- Sinks: Stainless steel counter-mounted, single or double bowl, as appropriate to function, with gooseneck faucets and ADA/TAS compliant handles. Sinks in science lab areas will be epoxy drop-in counter mounted, single bowl with gooseneck faucets containing vacuum breakers.
- Mop Service Basins: Floor-mounted, constructed of composite molded stone, with lever handled service faucets, bucket hooks and five foot hoses. Faucets will be equipped with integral checks to prevent cross connection between hot and cold water. An additional ½" cold water hose bib will be installed adjacent to each mop basin for future connection to soap dispenser. A floor drain will be provided in each Janitor Room.
- Sink faucets: All sinks and mop basins will be scheduled with T&S Brass faucets or Chicago Faucet Co. brand faucets as basis of design.
- Drinking Fountains: Two level, electric water coolers of vandal resistant stainless steel construction (ELKAY VRC8S) will be provided throughout the buildings. Water cooler(s) in the gym areas will include water bottle filler.
- Hose Bibs: Interior hose bibs will be located below the lavatories of each group Toilet Room. Exterior wall hydrants will be of the freezeless, concealed box-type, located roughly 75 feet apart around the perimeter of the building. A freezeless type roof mounted hose bib will be provided at each roof area with mechanical equipment.
- Emergency Eyewash station will be provided in the Nurses Room
- Trap primers: All floor drains, subject to trap seal evaporation, will be provided with electronic trap primers or fixture generated trap primers.
- Floor drains: Floor drain will be provided in each restroom (gang or private), janitor closet, at emergency showers, mechanical rooms, kitchen, and miscellaneous areas.
- Science Labs:
  - Each science lab will have an emergency shut-off controller to turn off the domestic water supply and natural gas to the lab in the event of an emergency. The utility controllers will be provided in locations accessible to the instructors but not easily accessible to students.
  - Science labs will be provided with a Emergency Fixture with combination eye/face wash and shower, as required. An ASSE 1071 thermostatic mixer will be provided at each emergency combination eye/face wash and shower fixture to provide tepid water. A floor drain will be provided at each emergency shower, piped to the acid waste system.
  - Laboratory fume hoods will be provided with cup sinks, chemical resistant waste piping, domestic cold water and natural gas as required by usage.

- Piping
  - Domestic water piping will be type “K” or “L” copper water tube. Type “K” annealed temper will be used without joints below grade. Solder joints only. ProPress type joints are not an acceptable joining method.
  - All domestic water piping will be insulated; hot-water pipes to meet IECC requirements, cold-water pipes to control condensation.
  - Sanitary waste and vent piping will be service weight cast iron with hub and spigot fittings below grade and “no-hub” fittings inside the building. Schedule 40 PVC-DWV piping may be considered as a cost-saving measure for below-grade piping, except that PVC piping will not be allowed for the grease waste system or boiler room drainage.
  - Storm drainage piping will be service weight cast iron with hub and spigot fittings below grade and “no-hub” fittings inside the building. Horizontal storm drainage piping will be insulated to control condensation. Schedule 40 PVC-DWV piping may be considered as a cost-saving measure for below-grade piping.
- Miscellaneous
  - The irrigation control panels will be located in the main electrical rooms.
  - Plumbing vents to be located 25’ from outside air intakes and rise a minimum of 24” above the roof level, 36” above roof if located 10ft from a parapet.
  - The detergent systems at mop sinks will be provided with a separate hose bibb with integral backflow preventer.
  - Natural gas will be routed inside the building and then up to the roof to eliminate a climbing pole to access the roof.
  - Natural gas piping will be designed with multiple valves on the mains to accommodate isolation of lengths of piping.

Schematic Design Narrative for interim review.  
Not to be used for construction, bidding or permit purposes.

Narrative prepared by: David Meyer, P.E. #92665  
O'Connell Robertson  
TBPE Firm # F2708



**Mechanical Systems**

***Narrative prepared by O’Connell Robertson***

The following is a written description of the mechanical design criteria and mechanical systems anticipated for the proposed new Waco High School.

**Introduction**

The new building will be designed using the requirements and input from Waco ISD’s MEP, energy management, and maintenance staff as well as requirements/restrictions of the existing site. The new building will be constructed while portions of the existing Waco High School campus remain in operation. See architectural narrative for a further description of the new building and construction phasing.

Information herein includes feedback from a site walk and discussion on July 7, 2021 with Waco ISD and O’Connell Robertson staff.

**Design Criteria**

The following Codes and Standards will be used for the mechanical design of the project:

- Codes:
  - International Building Code (IBC) – 2018
  - International Mechanical Code (IMC) – 2018
  - International Energy Conservation Code (IECC) – 2018
  - City of Waco code amendments, where applicable
  - ASHRAE 62.1-2016 for ventilation requirements
  - NFPA – 90A: Standard for the Installation of Air-Conditioning and Ventilating Systems
  - NFPA – 96: Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations
  - TEA/TSS standards for laboratory/shop area ventilation and controls
  
- The HVAC systems will be designed to the climatic conditions listed below. The data is based on the ‘extreme’ weather data from the ASHRAE Handbook Fundamentals 2017:
 

Climatic Design Data:

○ Outdoor Cooling	104.2°F DB	/	80.3°F MCWB
○ Outdoor Dehumidification	77.3°F WB	/	82.0°F MCDB
○ Outdoor Evaporation	79.0°F WB		
○ Outdoor Heating	19.2°F DB		
○ Indoor Cooling	75°F DB	/	50% RH
○ Indoor Heating	70°F DB		

  - DB = Dry Bulb (deg. F)
  - WB = Wet Bulb (deg. F)
  - RH = Relative Humidity
  - HR = Humidity Ratio (grains of moisture per LB. Of dry air)
  - MCWB = Mean coincident wet bulb
  - MCDB = Mean coincident dry bulb

## Mechanical Systems

- General
  - The primary HVAC system serving the school shall be a 4-pipe chilled water and heating heating water system with variable air volume (VAV) distribution systems except for the administration area, which will be served by a dedicated DX-based system (see below).
    - A remote central utility plant (CUP) building will be provided with attached cooling tower yard. This CUP building will be located on the perimeter of the site adjacent to Trice Avenue and will have full truck access to chiller roll-up doors, electrical room entry, and cooling tower yard gates. See attachment “M1 CUP Layout” for preliminary block diagram layout of the CUP building.
  - Equipment Efficiencies: All equipment shall exceed IECC 2018 efficiencies wherever possible. The IECC Section 406.1 requirement for additional efficiency package will be met through reduced lighting power density.
  - MDF and IDF rooms: A mini-split system DX unit will be provided for after-hours cooling. A dedicated VAV terminal unit from the zone’s associated air handler will be provided for normal cooling during the day.
  - All pumps shall have 70% static efficiency or better at design operating points. All fans shall have 70% static efficiency or better at design operating points.
- Chilled Water Plant
  - Four 600-ton water-cooled variable speed centrifugal chillers and one 400-ton variable speed centrifugal ‘trim’ chiller will serve the building. A place for a sixth future or emergency chiller will be provided within the central plant. Chillers will have AHRI full-load and part-load efficiencies that exceed the 2018 IECC tabulated requirements. Where chiller refrigerants are no longer in production or being phased out within 5 years, ‘next generation’ refrigerants shall be used.
    - The trim chiller will be sized to accommodate low-load conditions and will operate as the lead chiller in the sequence of operations for the plant.
  - A full stainless steel, 5-cell crossflow cooling tower will serve the chiller plant with space and structure for a sixth cell. Each cell will be sized for 1800 gpm (7200 gpm total flow through the tower), with one VFD per fan with bypass. The tower will have a basin heater, gearbox-driven motors, access ladder and platform, and condenser water bypass. The cooling tower will be fully screened for aesthetics and sound considerations.
    - Waco ISD requested counterflow towers during the first site walk; however, requirements of the energy code to allow reduction in flow over all tower cells prompted the use of crossflow towers as counterflow nozzles would be limited to roughly 10-20% turndown without drying the media and causing scaling.
    - Controls for cooling towers will be set up such that the [number of tower cells active] = [number of chillers active x2] for best tower performance and tower fan efficiency. Condenser water flow would be constant volume, staged so that [number of chillers active] = [number of condenser water pumps active] with VFDs on each pump for soft start, balancing, and adjustment in the future as needed. At no time will the water flow

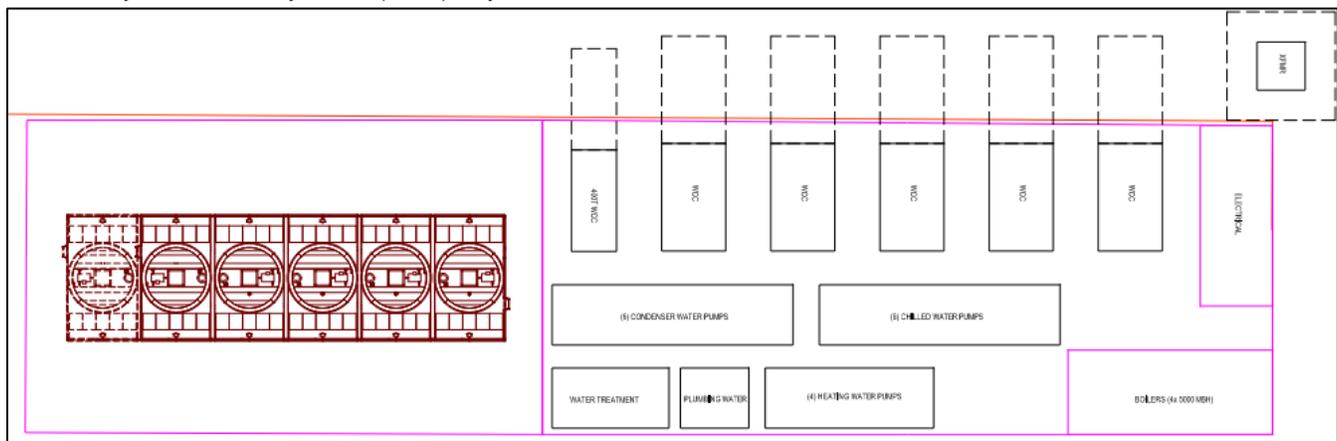


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over the tower cells be less than 50% of their design flow and well above the manufacturer's minimum flow to keep the media wet.

- Four variable speed primary chilled water pumps will be provided to serve both the chillers and the building load, each with a variable frequency drive. The pumps will be base-mount end-suction style, sized for 1500 gpm each for N+1 plant pump redundancy. A place for a fifth future or emergency pump will be provided within the central plant.
- Five variable speed condenser water pumps will be provided to serve the cooling towers, each with a variable frequency drive. The pumps will be base-mount double-suction style, sized for 1800 gpm each for N+1 plant pump redundancy. A place for a sixth future or emergency pump will be provided within the central plant.
- A coupon rack will be provided for each closed loop system for corrosion monitoring.
- Heating Water Plant
  - Four 5000 MBH direct-vented condensing boilers with a primary-secondary pumping configuration will provide the heating water to the building. These boilers will be controlled in a cascading method to allow for efficient part-load operation. A place for a fifth future or emergency boiler will be provided in the plant.
  - Four in-line pumps, one for each boiler, will serve as primary pumps to distribute water through each boiler's primary piping loop.
  - Three variable speed secondary heating water close-coupled end suction pumps with one VFD each will distribute the heating water to the building through the secondary piping system. The pumps will be sized for 800 gpm each for N+1 pump redundancy. A space for a fourth future/emergency pump will be provided.
  - A coupon rack will be provided for each closed loop system for corrosion monitoring.

### Preliminary Central Utility Plant (CUP) Layout



- Hydronic Piping Systems
  - HVAC piping will be routed indoors, either exposed in mechanical rooms or above ceiling, and direct-buried where applicable. It shall not be routed on the roof unless specifically serving a roof-mounted air handler.
  - Chilled and heating water piping located above grade shall be steel (2.5 inch diameter and above) or copper (2 inches diameter or less). Steel piping shall be schedule 40 black steel pipe with wrought steel fittings or welded fittings. Copper piping shall be Type “L” hard drawn piping with wrought copper fittings. Steel pipe shall be welded or flanged; copper pipe shall be soldered.
  - Where located indoors heating water piping shall be insulated with molded fiberglass insulation with a vapor barrier jacket and chilled water piping shall be insulated with phenolic insulation. Piping outdoors shall be insulated with rigid molded closed cell insulation with vapor barrier jacket. Piping located in mechanical rooms and less than 10 feet above the floor shall have an aluminum jacket. Piping located outdoors shall have an aluminum jacket.
  - Condensate drain piping shall be Type “L” copper tube. Piping indoors shall be insulated with cellular foam insulation with PVC jackets below 10 feet in exposed areas. Piping outdoors shall be insulated with cellular foam insulation and provided with aluminum jacketing. Condensate drains will be routed to the nearest floor drain for indoor equipment and nearest roof drain for roof-mounted air handlers.
  - Taps and isolation valves will be provided for future/emergency equipment.
- Water Treatment
  - The condenser water treatment system shall be based around Waco ISD’s existing relationship with Trane Water Treatment (contact: Jerry Desiree) with Garrat Callahan as an acceptable alternate vendor.
- Air Handling Systems
  - All air handling units shall be roof-mounted with an integral piping vestibule. Units shall be mixing type with MERV 11 filters, hydronic preheat coil, hydronic cooling coil, UV light array (sized for 40+ W/sf density for air-cleaning), fan array, and discharge air plenum.
  - All air handlers will be provided with a fan array consisting of at least 2 plenum fans. Each unit will be provided with 1 VFD per fan with bypass.
  - 4-pipe VAV Multiple Zone Air Handling Units (AHUs):
    - VAV AHUs shall be provided to serve the classrooms, library, performing arts, locker room and coaches’ offices, and shop areas. The units shall be located on the roof. The units shall deliver variable volume primary air to single duct VAV terminal units with heating heating water reheat coils.



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- There shall be a minimum of one terminal unit per zone. Each classroom, lab, theater, and music hall shall be a zone. At other spaces, a zone may serve up to three occupied rooms having common load and function characteristics.
- 4-pipe VAV Single Zone Air Handling Units:
  - VAV SZAHU's shall be provided to serve the gyms and cafeteria. The units shall be located on the roof.
  - Single zone units shall be provided with a heating water reheat coil for dehumidification mode.
  - CO2 based demand control outside air ventilation shall be provided with automatic modulating control of the outside air damper. An outside air economizer shall be provided.
- Science Energy Recovery Unit:
  - The science labs in the building will be served by a dedicated double-deck 100% outside air energy recovery unit utilizing an enthalpy energy recovery core.
  - The unit will be equipped with bypass dampers to bypass the enthalpy core
- DX System (Admin):
  - A DX HVAC system will be provided to serve the administration area. The system options are listed below; a final system decision shall be made by Waco ISD:
    - Option 1 - Multiple small single zone RTUs (heat pumps with electric backup heat)
      - Pros: Lowest cost; no real noise concerns
      - Cons: Shortest lifespan (~15 years); heavy maintenance (lots of filters, compressors, fan motors); poorer zoning (easier to add small capacity VAV boxes); largest architectural impact (many, many chases for ductwork)
    - Option 2 - Large VAV RTU (electric preheat) serving VAV boxes with electric heat
      - Pros: More controllability than option 1; slightly less cost than option 3; less maintenance than option 1
      - Cons: Least amount of control for complex equipment (will require a unitary controller with BACnet interface; usually lots of finger-pointing to accomplish controls sequences); hard to locate sound-producing compressors and condenser fans away from occupied spaces (may require roof treatment to attenuate sound); more expensive than option 1; fewer options and customization than option 3
    - Option 3 - Rooftop air handler with remote VRF heat pump piped to DX coil serving VAV boxes with electric heat
      - Pros: Best control (no unitary controllers) and most consistent controls with other air handlers on the project; flexibility with location of VRF heat pump on roof (can locate over non-sound-sensitive areas); very high efficiency; less maintenance than option 1; most customizable by far
      - Cons: Most expensive; maintenance of VRF (WISD comfort level)

The return and outside air systems shall be fully ducted.

- Exhaust Systems
  - Fully ducted exhaust systems shall be provided for janitor closets, toilet rooms, science labs and other areas as required by the mechanical code. Priority will be given to selecting fans with direct drive electronically commutated motors (ECMs) in lieu of belt-driven assemblies for ease of maintenance.
  - Shop areas will be provided with dedicated dust collection units and exhaust systems within the space designed to best industry standards for indoor air quality.
  - Science lab fume hoods will be provided with welded stainless steel round ductwork from the hood connection up to a stack exhaust fan on the roof. These systems will *not* be fed into the energy recovery unit serving the lab spaces.
- Kitchen Hood Ventilation Systems
  - Type I commercial kitchen hoods shall be provided as required at the cooking appliances. The hoods shall have a kitchen fan control center to modulate the exhaust air flow in response to appliance operation. The hoods shall be provided with a fire suppression system.
    - Grease fans will be provided with hinged access kits for ease of cleaning the grease duct system.
    - The grease duct system will be welded black iron or stainless steel ductwork.
    - All attempts will be made to provide more than 50% make-up air, at full hood exhaust flow, from adjacent spaces in the building. The remainder of make-up air will be provided from the kitchen air conditioning unit as necessary.
  - A Type II hood shall be provided at the dishwasher if a ductless unit is provided. Stainless steel ductwork will be used to connect the hood to a roof-mounted fan.
- HVAC Duct Systems
  - Except for special exhaust systems (kitchens, labs, shops, etc.) all ductwork shall be constructed of galvanized sheet steel. Construction, sheet metal gauges and specifications shall be in accordance with current SMACNA standards for the specified pressure classification.
  - Exhaust duct serving Type I kitchen hoods shall be welded black steel construction with ceramic fiber fire wrap. Dishwasher hood ductwork shall be stainless steel construction.
  - Supply, return air and outside air intake ductwork shall be externally insulated with fiberglass insulation. The first 10 feet of exhaust ductwork up to a roof-mounted exhaust fan shall be insulated with fiberglass insulation. Rigid fiberglass board shall be used at the mechanical rooms and fiberglass blanket at concealed areas.



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- Fully ducted return systems will be used for all systems.
- HVAC Controls
  - An open BACnet building automation system (BAS) will be specified listing three vendors, to be confirmed by Waco ISD. Preliminary list will include: Enviromatic (Reliable), Climatec (Alterton), and Trane; proposed basis-of-design is Enviromatic.
  - The BAS will have integration for building exterior lighting systems (including site lighting) and utility meters if requested by Waco ISD (e.g. kitchen electricity, gas, and water).
  - Tamper-proof covers will be installed on all control devices and thermostats located in the gyms, weight rooms, and other rooms identified by Waco ISD.
  - Controls wiring shall be required to be orange in color.
- Equipment Manufacturers  
Note: **Bold text** indicates the Basis of Design manufacturer.
  - Water-Cooled Chillers: **Trane**, JCI, Carrier
  - Cooling Towers: **Marley** – Waco ISD requested EvapCo; however, EvapCo cannot bid crossflow towers; Engineer suggests listing Baltimore Air Coil (BAC) as an acceptable second manufacturer
  - Boilers: **Lochinvar** – suggested others (to be verified by Waco ISD): Viessmann, Laars
  - Pumps: **Bell & Gossett**, Armstrong
  - Air Handling Units: **Trane**, JCI, Carrier
  - Variable Frequency Drives: **ABB**, Yaskawa
  - Air terminal units (VAV boxes): **Price**, Titus
  - Fans: **Greenheck**, Loren Cook
  - Split system and rooftop DX units: **Trane**, JCI, Carrier
  - VRF: **Mistubishi**, LG, Carrier/Toshiba (if VRF is pursued for admin area) – to be finalized with Waco ISD

### **Testing, Adjustment and Balancing**

- All new HVAC systems will be tested, adjusted and balanced by an independent, certified, TAB agency. Procurement of TAB contract will be by the general contractor. Suggested TAB companies include (to be verified by Waco ISD):
  - TAB Technologies
  - PHI
  - Fluid Balance, Inc.

### **Commissioning of HVAC Systems**

- Commissioning will be required as per 2018 IECC. The Contractor shall support all commissioning efforts. The commissioning agent will be identified in the future by Waco ISD and will provide commissioning specifications to the design team.

Schematic Design Narrative for interim review.  
Not to be used for construction, bidding or permit purposes.  
Narrative prepared by: Aaron Anderson, P.E. #126698  
O'Connell Robertson

## **Electrical Systems**

### ***Narrative prepared by O'Connell Robertson***

The following is a written description of the electrical design criteria and systems anticipated for the proposed new Waco High School.

#### **Introduction**

Refer to the architectural portion of the narrative for building information such as square footages and programmed spaces. The new building will be constructed while the existing building remains in operation. See architectural narrative for a further description of the construction phasing.

#### **Design Criteria**

The following Codes and Standards will be used for the electrical design of the project:

- National Electrical Code – 2020
- International Energy Conservation Code (IECC) – 2018
- City of Waco code amendments

#### **Service and Distribution**

- Oncor is responsible for the design and installation of the utility transformers and metering, any poles necessary to extend service to the site, primary service conductors and all conductor terminations at the transformer. The contractor is responsible for the utility transformer pad, primary and secondary conduits to/from the transformer, including any pull-boxes and risers. Fees may be charged directly to the customer by Oncor for extending electrical service to the site.
- Capacitors will be sized to provide power factor correction at the service entrance.
- Three 480/277-Volt, three-phase services will be provided for the site at the following locations:
  - 3000-Amp at the central utility plant.
  - 1600-Amp at the east side of the main building during Phase 1.
  - 1600-Amp at the west side of the main building during Phase 2.
- The main electrical room will feature a switch and fuse switchboard, distribution panels, branch panelboards, and dry-type step down transformers (480 primary-120/208 secondary). Secondary electrical rooms will serve specific areas and be equipped with distribution panels, branch panels, and transformers.
- The switchboard, all distribution panels, and panels serving sensitive equipment will be protected by Surge Protection Devices (SPD).
- The switchboard, all distribution panels, and all branch panels will be sized to accommodate 20% growth.
- A docking station will be provided at the exterior of the central plant. These will allow for hooking up a temporary generator.



## **Waco High School**

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- *Add Alternate: A diesel, optional standby generator system will be provided for selected critical loads in the building such as egress lighting and MDF/IDF room loads.*

#### **Power**

- Wall receptacles:
  - 20A specification grade with faceplate.
  - Tamper resistant in all areas except where not required by code.
  - Labeled with circuit number and panel.
- Exterior receptacles will additionally include a weatherproof cover.
- Kitchen
  - Served by dedicated, recessed panelboard(s).
  - All kitchen receptacles will be GFCI protected and labeled.
  - All kitchen loads under hoods will be protected by shunt trip breakers fed through a multi-pole contactor adjacent to the panelboard.
- Cord reels with tamper resistant GFCI quadraplexes will be provided in designated areas such as labs and shop spaces.
- Each science lab will feature:
  - Dedicated 208/120V panelboard.
    - Emergency Power Off (EPO) button located by the door will shut down power via multi-pole contactor located adjacent to the panelboard.
    - EPO will also provide shutoff for gas and water, if applicable.
  - Fume hoods will be powered by 120-volt circuits to cover integral lights and outlets.
  - All receptacles will be on dedicated circuits.
- MDF and IDF rooms will have dedicated 208/120V panelboards with 100% spare capacity.
  - All circuits will be dedicated.
  - Receptacle layout per the Technology Consultant's design.

#### **Power – Mechanical Equipment**

- Three-phase motors will be provided with a phase monitoring module in series with the NEMA type controllers.
- All mechanical equipment will be provided with nearby convenience receptacles.

#### **Lighting – Interior**

- Majority of the light fixtures will be designed for dimming, compatible with 2018 IECC daylight controls where required. LED lighting will be used in all areas. LED lighting will be by major manufacturers, with rated life of 50,000 hours or more and 5-year warranty.
- Majority of the lighting is planned to be 2-by-4 lay-in, grid-mounted acrylic or direct/indirect fixtures, with LED lamps. All LED Drivers will be capable of dimming.
- Mechanical, electrical, MDF, IDF and janitor rooms will consist of surface-mounted or suspended, lensed industrial-type fixtures with LED lamps.

- Gymnasiums will have high-bay fixtures with vandal resistant housings and/or wire guards to protect from impact.
- Cafeteria, Commons Areas, Lobby, Media Centers, and similar rooms will have appropriate lighting to meet the needs of these spaces as determined by the programming process.
- Majority of the lighting will be 277-volts with 120-volts serving selected fixtures.

### **Lighting – Exterior**

- New site lighting will be provided for the visitor and staff parking, parent drop-off, bus loop and delivery areas. In addition, security lighting will be provided at perimeter of buildings to include canopies and pedestrian walkways. Site lighting will be LED type, 4000K, with all fixture's full cut-off type.
- Power for lighting at exterior signage will be provided as required by design.
- As required by the city of Waco lighting ordinance:
  - Lighting levels at the property line will not exceed 3.0 footcandles.
  - Parking lot light levels will have a minimum of 1.4 footcandles with a uniformity ratio of 4:1.

### **Lighting controls**

- Exterior lighting will be controlled by lighting control panels connected to the BAS system.
- Lighting controls will include dual technology (passive infra-red and acoustic) motion and daylight sensors as required by IECC. Both ceiling-mounted occupancy- and vacancy-type sensors will be used. Lighting in corridors, public rest rooms, and large spaces such as the gyms, cafeteria, and media center will be controlled by relay panels tied to the BAS system.
- Classrooms will have dimming controls and switches located at the teacher's desk.
- Classrooms will have separate lighting control zone for projectors.
- Lights with auto-on function will turn on 50% of the lights in a space with the remainder to be controlled by manual switching.
- Wall switches in the gyms and other similar spaces will be cut keyed type, not toggle type.
- Lighting and controls for the stage and auditorium areas will be designed by a theatrical consultant subcontracted as part of project design team.

### **Lighting – Emergency Egress**



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- In the corridors, hallways, passageways, classrooms, rest rooms and selected spaces, there will be emergency egress light fixtures with integral battery units (*ALTERNATE: tied to generator for emergency power*) spaced to provide 1 foot-candle on the floor.
- Exit signs with integral battery units (*ALTERNATE: tied to generator for emergency power*) will be installed at locations to direct people to the building exits.
- At each point of egress from the building, emergency lighting with battery-backup (*ALTERNATE: tied to generator for emergency power*) will be provided.
- Night (unswitched) lighting will be provided at entry points to the building and elsewhere as directed by the Owner and per applicable building codes.

### Special Systems

- Fire Alarm System: Voice evacuation system consisting of addressable fire alarm control panel, remote fire alarm annunciator (located in the Administration area), indicating devices, initiating devices and all related equipment. The system will include building-wide voice evacuation, per the IFC. Based on the size of the building multiple addressable sub-panels and NAC Power Supplies/Amplifiers will be required to accommodate connections to all required devices.

### Equipment Manufacturers

Note: Bold text indicates the Basis of Design manufacturer.

- Distribution Gear: ABB, **Schneider Electric (Square D)**
- Interior Lighting Fixtures: **Acuity**, Signify
- Lighting Controls: **nLight**, Signify
- Fire Alarm: **Silent Knight**, Notifier

### Commissioning of Electrical Systems

- Commissioning will be required as per 2018 IECC. The Contractor shall support all commissioning efforts. The commissioning agent will be identified in the future by Waco ISD and will provide commissioning specifications to the design team.

Schematic Design Narrative for interim review.

Not to be used for construction, bidding or permit purposes.

Narrative prepared by: Ed Sapir and Logan Grieve, EIT

Reviewed by: Jeremy Zorn, PE #99218

O'Connell Robertson

TBPE Firm # F2708

## **Technology Design**

### ***Narrative prepared by True North Consulting Group***

True North Consulting Group (TNCG) met with the District Technology to determine the district standards and scope of services. During that meeting, the Technology Scope Matrix outlining technology scope for both in the construction contract scope and those items preferred to be Owner provided and/or installed. The Technology Scope Matrix will be the foundation for future meetings with District Staff, Architect and Architect's MEP Consultants throughout the DD process. Reflecting the meeting discussions and project communications to date, we respectfully present this Program Narrative for Waco High School Technology Systems.

The technology program requirements detailed in this narrative and budget estimate shall be the basis for the final design documentation process. The Preliminary Magnitude Cost Estimate following the Program Narrative is based upon those technology elements to be included in the Construction Manager at Risk's (CMR's) Guaranteed Maximum Price (GMP) for the project. If revisions, additions or subtractions are required, TNCG requires immediate notification in order to include any changes.

## **Cabling Infrastructure**

"Cabling Infrastructure" in this section is defined as a combination of all copper and optical fiber telecommunications cables, equipment/patch cables, and connecting hardware. The cabling infrastructure recommended for installation will be a combination of unshielded twisted pair (UTP) copper cable and fiber optic cable.

- Horizontal (Station) Cabling
  - Horizontal cabling is the cabling between the work area telecommunications outlet and the telecommunications room (TR). Horizontal cabling is often referred to as "station cabling". All horizontal cabling will be Category 6A; the District standard is Panduit.
  - The typical telecommunication outlet will have two (2) data-grade cables. These cables will terminate on modular patch panels in the telecommunication rooms (TRs).
  - Teacher's stations will receive two (2) data grade cables. Student stations will receive two (2) data grade cables on two walls (a total of four (4) student data drops). Offices will receive three data-grade cables on two walls.
  - Additional data outlets will be installed in accessible ceiling spaces throughout the building for wireless network access points and security camera locations.
  - In all, it is estimated that this Campus will require approximately (875) standard dual jack telecommunication outlets, (125) wireless access point outlets, and (225) outlets for IP cameras and other peripheral devices.
- Intra-Building Backbone Cabling
  - Backbone Cabling is the cable and hardware interconnecting telecommunication rooms (TRs), building demarcation rooms, equipment rooms, and server rooms. The backbone cabling will consist of the following cable types:



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- Multi-Pair Voice Cabling: Voice backbone cabling will consist of 25-pair Category 3 cables.
- Fiber Optic Data Cabling: Data backbone cabling would consist of OS2 Single-mode fiber optic cabling. Each TR/IDF will receive a 24-strand Single-mode cable from the MER/MDF.

### **Premise Security**

- “Premise security” in this section is defined as a combination of door access control and IP (Internet Protocol) digital video surveillance systems.
- Card Access
  - The card access system in this section is defined as the entry control system and equipment that allows authorized personnel into designated secure areas. Access control also refers to the process of managing databases or records and determining levels of authorized entry, such as who will be granted access and when they may enter the designated space. The District Standard is Open Options with HID.
  - Doors requiring card readers will be fitted with electronic strikes or electronic panic hardware, request for exit motion sensors, and recessed door status switches. It is anticipated that there will be approximately (45) doors requiring access control.
- IP Surveillance System
  - The interior cameras will be in a fixed position and come with a varifocal lens allowing the camera to be used in a wide-angle or telescopic application without purchasing new hardware. District Standard is Mileston xProtect with Axis Cameras.
  - The exterior cameras will be similar to the interior described above but will be rated for outdoor use. Exterior cameras may also have pan/tilt/zoom capabilities allowing the user to control where the camera is positioned and zoom in and out on the item or person being monitored.
  - The cabling for IP Cameras is the same cabling used in the voice and data distribution system. The cameras connect to the data switches in the distributed telecommunications rooms and are then sent across the Local Area Network (LAN) to a central server device where the video signals are stored as digital files.
  - There will be approximately (150) interior fixed cameras and (75) exterior cameras.

### **A/V Multimedia**

- The acronym “AVS” used here in this document stands for Audio & Video Systems and represents inclusively the campus classroom and common area audio & video technology systems. Summary of campus technology subsystems included in the cost estimate below:
- Building Public Address (PA) and administration front office communications systems shall include :
  - The general Public Address System shall be a one-way to the classrooms (no call in switches) and shall be based on Valcom IP6000Classroom independent audio zone paging

- Specialty space independent audio zone paging, such as library, gym, cafeteria, etc.
- Hallways and outside public address audio paging shall be two independent zones.
- Simplified bell / MP3 audio event scheduling system
- Campus master clock system with secondary clocks in common areas only
- Radio AM & FM tuner with input for MP3 player and or internet radio
- Telephone paging interface
- Reception desk push-to-talk microphone
- Common area ceiling-mounted loudspeakers, 2x2 tile replacement type
- Ceiling-mounted classroom to serve as PA
- UPS backup power for 30-minute uptime
  
- Classroom Audio & Video devices shall include
  - Ceiling mounted video projector with mount (project onto whiteboard – caution here)
  - Ceiling mounted equipment enclosure
  - C2G Ceiling Amplifier and wo (2) Ceiling Speakers
  - Classroom multimedia audio playback amplifier
  - Teacher's workstation input plate with HDMI, USB-C, and 3.5m audio (stereo mini)
  - Airtame Wireless Collaboration
  - Remote Controls for Projectors
  - Cost estimate assumes one hundred and twenty (120) classroom projection systems throughout the school
  
- Digital Signage
  - Large flat panel displays mounted to the wall
  - In-wall box behind each display for data and power
  - Digital signage player behind each display
  - Cost estimate assumes ten (10) locations throughout the school



- Specialty Space Technology Systems
  - The Library shall have a video projection system with similar inputs to typical classrooms, except that it will receive a larger ceiling-mounted non-interactive projector, and the image will be displayed on a large HD format motorized projection screen
  - The Performing Arts Center (PAC) shall include a local sound reinforcement system with a 48 digital input audio mixer, input plates, loudspeakers, 32 channel wireless microphone system, and CD player with MP3 input. In addition to the sound system, the PAC shall have a video presentation system with large HD format projection screen, wall-mounted video projector, and local presenter connectivity input plates.
  - Large Volume/ High ceiling Fine Arts spaces (Band, Choir, Dance, BlackBox) shall have a video projection system with similar inputs to typical classrooms, except that it will receive a larger ceiling-mounted non-interactive projector, and the image will be displayed on a large HD format motorized projection screen
  - The Cafeteria shall include a basic sound reinforcement system with microphone inputs and loudspeakers as well as a large HD format from projection screen and video projector with local presenter input plate.
  - The Large Group Instruction (LGI) space shall have a combinable/dividable room system that includes two standalone projection systems with typical classroom inputs, projectors, and motorized projection screens. Each side will have a wall controller for choosing which mode (divided/combined) to set the room to and for controlling the basic system functions (on/off, volume up/down, input selection). When the room is in divided mode, the systems will function independently. When the room is in combined mode, a single input will be displayed on both of the screens and the sound will play over all of the loudspeakers.
  - The Gymnasiums shall have a local sound reinforcement system with an audio mixer, microphone input plates, CD player with MP3 input, and loudspeakers. Scoreboards and game clocks will be specified by the Architect elsewhere and are not included in this technology scope.
  - The Weight room will have a basic sound reinforcement system with audio inputs and loudspeakers as well as a large HD format from projection screen and video projector with local presenter input plate.
  - CTE Special Spaces
  - Culinary Arts Lab with Video and Menu Board/ Bistro
    - Culinary Arts in addition to a standard classroom, the lab will have multiple displays and a strategically placed PTZ camera to display the work/ prep and cook surfaces throughout the space.
    - Visual Arts/ Broadcast Studio

- Visual Arts shall have a standard classroom with collaboration-type group learning.
  - The attached broadcast suite will be outfitted with audio and video control rooms,
  - the studio will have a cyclorama wall and the ability to support
  - virtual set programming. Multiple cameras and green screens (virtual sets) will be provided. Additionally, a 4'x4' pipe grid with curtain track and theatrical broadcast lighting.
  - Photography shall be supported in the Broadcast Studio
- Business/ Marketing Labs (Computer Labs)
    - Business/ Marketing labs shall have a standard classroom with additional PC support, collaboration-type group learning.



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Technology Scope Responsibility Matrix:

Waco ISD - Waco HS Technology Scope Responsibility Matrix 06-21-21		est.	TNCG Design & Specify	TNCG Design & Specify per Owner's Standard	A/E Specifications	Contractor Furnished; Contractor Installed	Contractor Furnished; Contractor Installed Owner Allowance Procured Separately	Owner Furnished; Contractor Installed	Owner Furnished; Owner Installed	Notes
						CF/CI		OF/CI	OF/OI	
1	Structured Data Cabling		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				CAT 6A District Standard Panduit w Singlemode OS2 Fiber (12 Strand - LC)
2	PA/Clock Systems		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				One-Way paging, multi-zone and all-call - Valcom IP6000
3	Local Sound Reinforcement Systems		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				FA/ GYMS/ CAFÉ/ LIBRARY/ LECTURE HALL (ANY ROOM OVER CAPACITY OF 40)
4	Flat Panel Displays (Non-interactive)		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Verify Qty and Location with Owner
5	Digital Signage Players		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Per District Standard - AIRTAME 2
6	Access Control Systems		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Per District Standard - Open Options w/ Mercury
7	Security Intrusion System		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Per District Standard - Bosch
8	Outside Plant Fiber Optic Entrance Routing		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				UPN - Coordinate Phasing with District
9	Projector Cabling/AV Connectivity		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				HDMI/ USB-C/ 3.5mm. Projector w/ remote control, speakers - C2G Ceiling Speakers w/ Amp
10	Manual Projection Screens		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Manual screens specified by Consultant
11	Powered Projection Screens		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Electrified screens specified by Consultant
12	Interactive Flat Panel Displays		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Separate Spec Section - Harold Dalton
13	IP Surveillance Cameras		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Interior and exterior IP Cameras per Stds. Cabling in cabling bid (CFCI)
14	Distributed Antenna System		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				Allowance
15	UPS Systems for AV Systems		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>				APC/ Middle Atlantic
16	Wireless Access Points			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			Ruckus
17	Network Electronics			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			Cisco
18	UPS Systems for Network Systems			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			APC 3000
19	VoIP Phone System			<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		Mitel
20	Computers								<input checked="" type="checkbox"/>	Dell PC and Chromebooks
21	Document Cameras								<input checked="" type="checkbox"/>	TBD
22	Computer Furniture								<input checked="" type="checkbox"/>	TBD

## **Theatre Equipment**

### ***Narrative prepared by O'Connell Robertson***

Stage Rigging and Curtain Systems Section 116133; Drawing series "TR" Procurement: Procure within the General Construction Contract as an Allowance to allow latitude in subcontractor selection and coordinated installation.

Theatre - Estimated cost of construction: \$700,000

Black Box – Estimated cost of construction: \$100,000

## **Theatre**

The stage rigging system will include manually operated counterweight linesets and single speed motorized stage electrics. A package of stage curtains for masking and projection of scenic elements.

A smoke control system will be used in lieu of a fire curtain. This system also replaces the required smoke vents on the roof of the stage house.

Approximately 37 manually operated counterweighted rigging linesets will be mounted on 8" centers for the full depth of the stage, except where motorized sets occur. Each lineset will have a single pipe utility batten to be used for mounting curtains and scenery. A double pipe batten will be used for linesets with bi-parting curtain tracks. Batten extensions will be provided for masking purposes. Counterweighted line sets will be operated from an elevated locking rail. Counterweight arbors will be loaded from an elevated loading gallery, along the rigging wall below the gridiron. Approximate payload capacities will be 1,500 lbs. for manual linesets.

Stage production lighting, above the stage, will be mounted to four (4) dedicated single speed, 16 feet per minute, motorized stage electric battens, evenly spaced over the stage with a payload capacity of 2250 lbs. per electric. Motorized line sets will be operated from a motor control panel located at stage level, at the locking rail, and corded pendant. Lineshaft hoist assemblies will be mounted to the gridiron surface. Overspeed brakes will be used. Pantographs will be used for cable management from the gridiron to the stage electric. Similar lineshaft hoists will be used for three orchestra shell enclosure ceilings.

The main curtain and valance will be raised and lowered on a manual counterweight lineset.

Equipment will be mounted in an under-hung configuration. The rigging wall is to be determined. Noted that no devices can be mounted to this wall or within 3'-0" of this wall on the adjacent upstage/downstage walls. Refer to forthcoming sketches.

An assortment of stage draperies will be provided for masking. The grand curtain and grand valance will be sewn with 100% fullness. Traveling draperies will be sewn with 50% fullness. Dead hung draperies (Legs, Borders) will be sewn flat and will be 25%-50% longer than the batten so that they may be hung flat or have tied-in fullness. The cyclorama and scrim will be sewn flat. All curtain fabric will be inherently flame retardant (IFR). An assortment of rigging accessory items will also be provided. An anticipated drapery list is as follows:



Curtain Type	Use/Location	Qty	Fabric
Grand Curtain	Downstage	1	25 oz. IFR velour, dark color complementing room, 100% fullness, lined
Grand Valance	Downstage	1	25 oz. IFR velour, dark color complementing room, 100% fullness, lined
Traveler	Mid & Upstage	2	25 oz. IFR velour, black, 50% fullness
Legs	As required	3 pr	25 oz. IFR velour, black, sewn flat
Border	As required	5	25 oz. IFR velour, black, sewn flat
Scrim	As required	1	Seamless sharks-tooth, black
Cyclorama	As required	1	Seamless muslin, bleached white
Heat Stop borders		10	Fiberglass heat-resistant, black

An assortment of rigging accessory items will also be provided. These items include:

- Fiber rope rigging (includes drop box rigging)
- Synthetic rope
- single-grove rope blocks
- sand bags
- Sundays to tie off sand bags

### **Black Box**

The rigging system will consist of a continuous track with masking curtain panels, sewn flat, that will enclose the room. Additional masking curtains will be provided that can be tied to the pipe battens supported by the catwalks. An anticipated drapery list as follows:

Curtain Type	Use/Location	Qty	Fabric
Tracked masking panels	Room perimeter	11	25 oz. IFR velour, dark color complementing room, sewn flat, 12' width
Loose masking panels	Loose	6	25 oz. IFR velour, dark color complementing room, sewn flat, 10' width

### **Stage and House Dimming/Control System**

Furnish equipment and supervise installation of control heads, dimmers, signal distribution, high voltage outlets and plugstrips.

Specification 116163, Drawings series "TL"

Procurement: Procure within the General Construction Contract as an Allowance to allow latitude in equipment selection and coordinated installation.

Theatre - Estimated cost of construction: \$380,000

Black Box – Estimated cost of construction: \$165,000

## **Theatre and Black Box**

A series of DMX controlled relay panels and/or remotely controlled DMX breaker panels will provide switched circuits. Relays operating at 120VAC will control switched production circuits for lighting and effects equipment as well as control of worklight and running lights in technical areas. Control will be via DMX-512 over the stage lighting control system.

The stage lighting system will be controlled through an Ethernet based digital network. The network will be run throughout the theatre and support spaces for connection of virtually all stage lighting control components. Connection of designer's remote video may be made at multiple locations along the network. The primary control console for the Theatre will be a microprocessor based memory control console similar to the ETC EOS family console.

A wireless hand-held control device will be provided for remote control and focusing of lighting instruments at multiple locations including the stage, catwalks and side lighting positions.

A multi-scene control station will be provided on stage of the theatre to allow recall of certain pre-programmed stage and houselight scenes. This will allow non-technical personnel to recall specific lighting presets for activities not requiring complicated lighting cues.

A system of portable locally dimmed and switched circuits will be provided for stage lighting distribution. Lighting circuit outlets will be located at various positions around the stage and theatre.

A stage edge safety lighting system installed in the floor at the apron and stage edge. This system will provide small LED lights at the perimeters of the stage edge that act as visual warnings.

## **Houselight Control**

Houselight control will be accomplished through programmable control stations located on stage, near the stage lighting control, audio control, and at strategic entrances to the audience chamber of the theatre. Toggle on/off control with keyed enable/disable will be provided at audience chamber entrances. Multiple-scene preset control will be provided at other locations. Scene presets will be configured on the stage lighting console then recorded to the houselight systems.

## **Work Lighting**

The stage will have non-dim switched outlets on the electric battens for connection of lighting and effects, including work lights. Over-stage, galleries and catwalk work lights will have local as well as remote control at the stage manager's panel. Non-dimmed fluorescent lighting will be provided for work lighting in the catwalk areas, over the gridiron and for general task lighting. Refer to SKE drawings for quantities and locations.

### **Stage Lighting Instruments**

Section 116153; No drawings

Procurement: Procure as Owner Direct Purchase OR within the General Construction Contract as an Allowance

Theatre - Estimated cost of construction: \$450,000

Black Box – Estimated cost of construction: \$300,000



## **Theatre and Black Box**

A beginning inventory of portable incandescent and LED lights, and follow spotlights similar to Strong Supertrouper medium throw. Accessories including lighting effects equipment, cable, and hardware appropriate for this facility and its users will be provided. Instruments will be manufactured by ETC, Strand Selecon, and/or, Strong Lighting, Robert Juliat, Lycian, ETC/Selador, Color Kinetics, Martin, Vari\*-Lite, Clay Paky, or High End, and others as appropriate and equal in quality and performance. Contractor will be responsible for unpacking and hanging instruments on storage racks or battens, grouped by fixture type. The contractor will not be responsible for hanging and focusing a stage lighting plot. Follow spots will be installed in the spot locations by the contractor.

All lighting instruments will be provided with lamps, safety cables, heavy-duty yoke, heavy truss clamp and appropriate plug. All electrical fixtures and equipment in this section shall be listed by a Nationally Recognized Testing Laboratory. All instruments shall be 3-wire grounded type with leads encased in 36" long black sleeving and have a matte black, high-heat resistant finish. Owner will be responsible for hanging and focusing of instruments.

### **Portable Stage Dimming Equipment**

Section 11 61 64, No drawings.

Procurement: Procure as Owner Direct Purchase OR within the General Construction Contract as an Allowance.  
Estimated cost of construction: \$65,000

Portable dimmer strips and power connection cables will be provided for use in the theatre to supplement the dimming system infrastructure. Portable dimming equipment shall be powered by three-phase, 120/208V, 20A power, and be equipped with twist-lock connectors. Strips shall have six (6) 1.2kW dimmers with grounded stage pin receptacles. Control shall be via DMX512 protocols. Heavy-duty C-clamps shall be provided for mounting.

### **Fixed Theatre Seating**

Section 126100; Drawing series "TC"

Procurement: Procure within the General Construction Contract as an Allowance to allow latitude in product selection and coordinated installation.

Estimated cost of construction: \$180,000

Approximately 600 fixed seats are being provided. Standard self-rising theatre chair with wood arms, plastic back and edge reveal, decorative aisle end panel with aisle light, some with movable end panels/arms for transfer seating, standard upholstery. Also includes approximately 4% attic stock of fully assembled seat pan, seat back, end standards, arm rests, and additional fabric for future replacement due to wear or damage.

Loose Theatre Seating

Section 12 70 10; Drawing series "A"

Procurement: Procure as Owner Direct Purchase OR within the General Construction Contract as an Allowance.

Theatre - Estimated cost of construction: \$24,000

Black Box – Estimated cost of construction: \$125,000

## **Theatre**

Approximately 30 seats with an allowance of \$800 per seat. Upholstery furnished under Section 127000 and installed under this section.

## **Black Box**

Approximately 200 seats with an allowance of \$390 per chair. Upholstered and padded back, pan, and armrest. Seats are gangable.

Platform System

Section 11 61 23; Drawing series "TP"

Procurement: Procure as Owner Direct Purchase OR within the General Construction Contract as an Allowance.

Theatre - Estimated cost of construction: \$125,000

Black Box – Estimated cost of construction: \$80,000

## **Theatre**

Approximately 287 square feet of fixed platform system will be provided for orchestra pit filler. The platform is an aluminum frame construction with a  $\frac{3}{4}$ " plywood deck which can have various floor coverings applied. Equal to Wenger Strata Staging System

## **Black Box**

Approximately 540 square feet of portable, adjustable height platforms will be provided for audience seating in the Black Box. Removable railings will be provided. Storage carts will be provided for 25% of equipment. Equal to Wenger StageTek platform system.

## **Electrical for Theatrical Lighting**

Drawing series SKE, Specification division 26 (Documents are initiated by Schuler Shook with final engineering and documentation by electrical engineer.)

Procurement: Procure as part of base General Construction Contract.

Furnish and install standard back boxes, conduit, and high-voltage wiring; install equipment furnished under Section 11 61 63.

Theatre

LED house lighting fixtures are approximately \$1,200/fixture. The theatre will require approximately 70 LED fixtures.

## **Structural for Theatrical Rigging**

Furnish and install structural steel required for theatrical equipment mounting.

Reference drawings series SK (Advisories are initiated by Schuler Shook with final engineering by project structural engineer)

Procurement: Procure as part of base General Construction Contract.

In the Theatre above the stage will be wide-flange I-beams, running upstage/downstage, for the mounting of motorized hoists for electric battens, adjustable reflector ceiling panels, pulleys, and other rigging equipment. Catwalks over the house will support performance lighting and provide access to variable acoustic curtain machines and tracks as well as house lights for maintenance.



## **FURNITURE, FIXTURES AND EQUIPMENT**

### **Loose Theatre Equipment**

Procurement outside of construction contract

Loose equipment for daily operation of the theatres will be required. These items should be procured outside of the construction contract to avoid unnecessary contractor mark-up. Items can include:

Itemized Details

1. Personnel lift (additional) and ladders
2. Tools and hardware
3. Storage cabinets for tools, color media, wardrobe supplies and make-up
4. Desks, tables, chairs
5. Portable platforms
6. Choral risers
7. Instrument risers
8. Conductor riser
9. Music stands, chairs, lights
10. Portable roll-down dance floor and storage cart
11. Concert piano (grand)
12. Rehearsal piano (upright)
13. Washers and dryers
14. Box truss, hardware, and accessories

Note: The estimated costs in this document include design contingencies for 2022 bid, but do not account for general contractor overhead, profit, escalations, or general conditions.

Concert Enclosure System - Alternate  
Section 116113, Drawing series "TO"

Procurement: Procure as Owner Direct Purchase OR within the General Construction Contract as an Allowance.  
Estimated cost of construction: \$200,000

An orchestra enclosure (shell) will be provided to acoustically enhance band, orchestra, and choral performances. The enclosure will include ceiling reflector pieces per a configuration developed by the acoustic consultant. Ceiling pieces will store in the fly loft on motorized line sets (see Section 116133, motorized linesets are included in this alternate). . The ceiling pieces will have integral lighting fixtures providing approximately 100 foot candles illumination at the stage. Enclosure will be equal to Diva by Wenger.

1. Anticipated Itemized Details
  - a. Ceilings
  - b. Three pieces suspended on motorized line sets
  - c. Integral lighting utilizing Source 4 PARS or LEDs
  - d. Non-removable from battens by users
  - e. No use of grand curtain when downstage ceiling is deployed
2. Finish painted hardboard

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**Section 6 - Estimate of Probable Costs**

The following table illustrates the estimate of probable costs as provided by the design team.

Waco ISD - Waco High School Estimate	
Conceptual Project Cost Estimate Worksheet	
Total Building Square Footage	371,187
Cost per Square Foot	325
<b>Total Project Cost</b>	<b>\$ 120,635,775</b>

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**Section 7 - Exhibits**

Refer to the following pages for exhibits referenced in the Schematic Design Submittal document.

- Project Manual Table of Contents
- Waco High School Schematic Design Space Program
- Civil 30x42 Schematic Design Drawings

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**Section 8 - Meeting Minutes**

The following meeting minutes are documents of the Schematic Design process.

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**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Kyle DeBeer

**RE: Review and Discuss Redistricting Process**

=====

**Background Information**

After each decennial Census, the Board must review the population in each single-member district and, if necessary, redraw those districts to equalize the number of people in each.

At its meeting on Nov. 21, 2019, the Board engaged the Law Office of Michael Morrison to provide legal services related to the 2020 Census and redistricting. Mr. Morrison and David Guinn provided legal services to assist the Board with redistricting following the 1980, 1990 and 2010 Censuses. (Mr. Guinn has since retired.)

Mr. Morrison will provide the Board with an overview of the redistricting process and preliminary assessment of the 2020 Census data and its implications for Waco ISD's trustee districts.

**Fiscal Implications**

Funding for legal services related to redistricting is included in the District's budget.

**Administrative Recommendation(s):**

For discussion only.



# Waco Independent School District

## Board Meeting

September 9, 2021

Mike Morrison

# Review

## One-Person One-Vote

- **The determination is based on the population variance:**
  - (1) between that of the highest and lowest populated Districts, and**
  - (2) among all Districts**
- Variance is measured in terms of the numerical difference between a district and the ideal
- Deviation is the percentage of the departure from the ideal
- The maximum deviation — the percentage of the variance between the highest and lowest populated districts — **may not exceed 10%, without a compelling justification**
- The average deviation — the mean of the average of all precincts collectively — **subject to no specific limitation**
- Judicial and Executive Officers' districts are not subject to the one - person one - vote standard

## Avoid Unlawful Discrimination

The 5th and 14th amendments prohibit the federal and state governments from drawing distinctions among individuals based solely on differences irrelevant to any legitimate governmental objective, including race and ethnicity

**This guarantee was specifically extended to the right to vote by the 15th amendment**

### The Voting Rights Act

**Dilution - VRA §2**

**Retrogression — VRA §§ 4 and 5**

- **While preclearance is no longer required, retrogression remains a concern**

“Our decision in no way affects the permanent nationwide ban on racial discrimination in voting found in § 2. We issue no holding on § 5 itself, only on the coverage formula. Congress may draft another formula based on current conditions.” *Shelby County, Ala. v. Holder*, 570 U.S. 529, 557 (2013).

## **In summary, the process requires:**

- **Determining whether redistricting is required, based on the 2020 Census**

## **If required, any plan must:**

- Balance population among the Trustee Districts;
- Comply with the equal protection guarantees of the Constitution;
- Consider traditional redistricting criteria (next slide);
- Navigate the dilemma created by the dual requirements of:
  - Satisfying the Voting Rights Act, while
  - Avoiding a reverse racial Gerrymander.

# Traditional Redistricting Criteria

**Caveat: The “Horns of the Dilemma” — Plans must also avoid reverse racial Gerrymanders**

“Districts that are bizarrely shaped and noncompact, and that otherwise neglect traditional districting principles and deviate substantially from the hypothetical court-drawn district, for predominately racial reasons are unconstitutional.” *Bush v. Vera*, 116 S.Ct. 1941 (1996)

- **Maintaining the Core of Existing Districts** — for the benefit of those represented
- **Protecting Incumbency** — again, for the benefit of voters who chose the incumbent
- **Use of Existing Election Precincts** — once more for the voters, to reduce confusion
- **Maintaining Communities of Interest** — this does not apply to partisanship
- **Compactness and Contiguity** — no salients or “bar-bells”
- **Use of Natural or Physical Boundaries** — something that can be seen on the ground
- **Duties of the office** —

<b>Waco ISD</b>			<b>Benchmark</b>			8.28.2021		
Ideal	21688							
	<b>Total</b>	<b>White</b>	<b>Black</b>	<b>Other</b>	<b>Hispanic</b>	<b>Total Minority</b>	<b>Var.</b>	<b>Dev.</b>
	<u>108440</u>	<u>39266</u>	<u>22611</u>	<u>6644</u>	<u>39919</u>	<u>69174</u>		
		36.21%	20.85%	6.13%	36.81%	63.79%		
Dst.	total	white	black	other	hispanic	total minority		
1	19457	4877	5738	1165	7677	14580	<b>-2231</b>	<b>-10.29%</b>
		25.07%	29.49%	5.99%	39.46%	74.93%		
2	19920	4686	6863	835	7536	15234	<b>-1768</b>	<b>-8.15%</b>
		23.52%	34.45%	4.19%	37.83%	76.48%		
3	24243	7246	3161	1239	12597	16997	<b>2555</b>	<b>11.78%</b>
		29.89%	13.04%	5.11%	51.96%	70.11%		
4	22101	10766	3356	983	6996	11335	<b>413</b>	<b>1.90%</b>
		48.71%	15.18%	4.45%	31.65%	51.29%		
5	22719	11691	3493	2422	5113	11028	<b>1031</b>	<b>4.75%</b>
		51.46%	15.37%	10.66%	22.51%	48.54%		
<b>Max Var</b>	<b>4786</b>		<b>Max Dev</b>	<b>22.07%</b>	<b>Board of Est.</b>	<b>15.76%</b>		

# Areas Affected

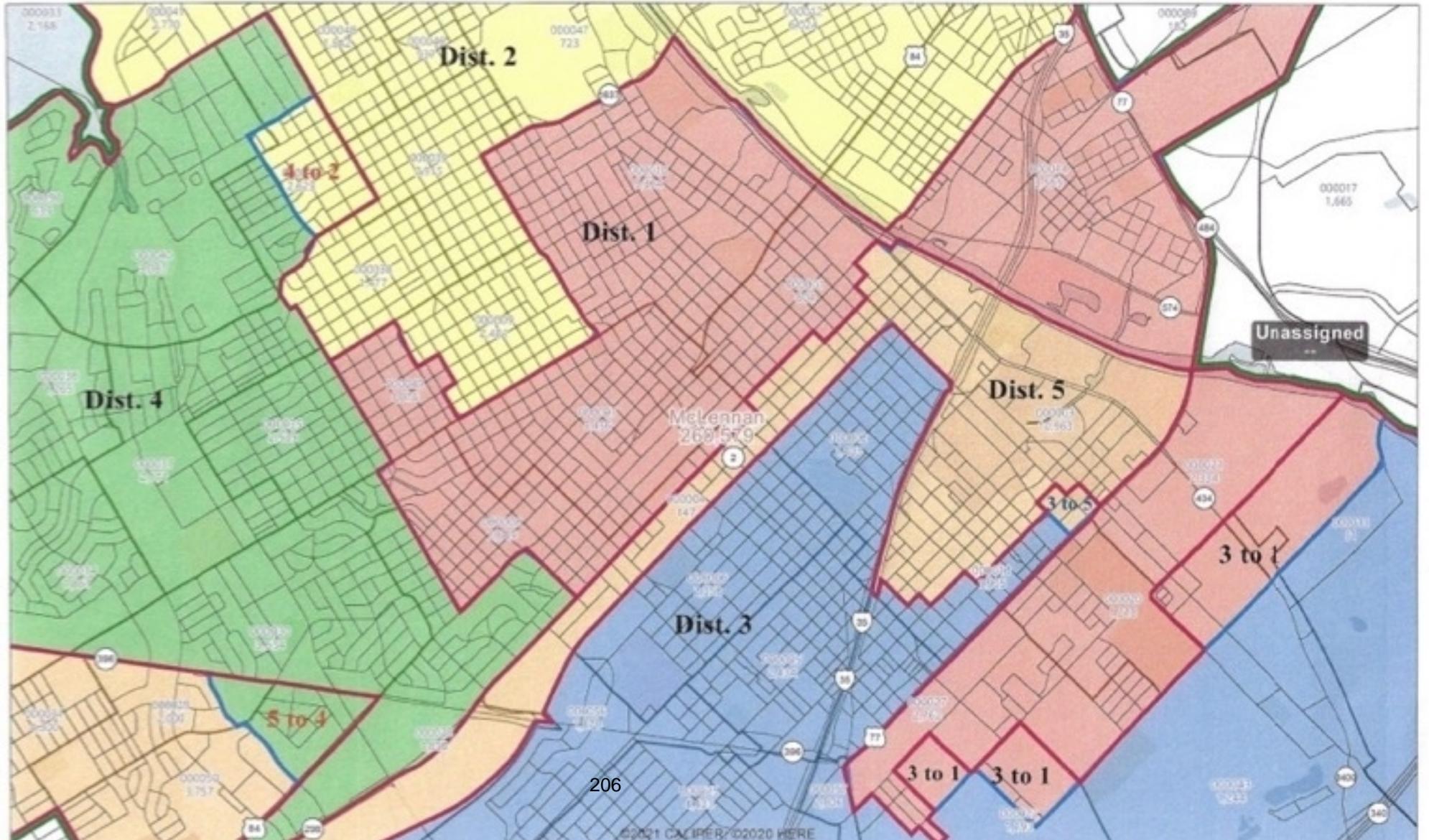
Transfers from:

Dist. 4 to Dist. 2

Dist. 5 to Dist. 4

Dist. 3 to Dist. 5

Dist. 3 to Dist. 1



<b>Waco ISD</b>		<b>Working Draft One</b>				9.3.2021		
<b>Ideal</b>	<b>21688</b>							
	<b>Total</b>	<b>White</b>	<b>Black</b>	<b>Other</b>	<b>Hispanic</b>	<b>Total Min.</b>	<b>Var.</b>	<b>Dev.</b>
	<u>108440</u>	<u>39266</u>	<u>22611</u>	<u>6644</u>	<u>39919</u>	<u>69174</u>		
		36.21%	20.85%	6.13%	36.81%	63.79%		
<b>Dst.</b>	<b>total</b>	<b>white</b>	<b>black</b>	<b>other</b>	<b>hispanic</b>	<b>total minority</b>		
1	21070	5564	6077	1280	8149	15506	<b>-618</b>	<b>-2.85%</b>
		26.41%	28.84%	6.07%	38.68%	73.59%		
2	21326	4906	7124	869	8427	16420	<b>-362</b>	<b>-1.67%</b>
		23.00%	33.41%	4.07%	39.52%	77.00%		
3	22213	6345	2757	1063	12048	15868	<b>525</b>	<b>2.42%</b>
		28.56%	12.41%	4.79%	54.24%	71.44%		
4	21566	10722	3309	1005	6530	10844	<b>-122</b>	<b>-0.56%</b>
		49.72%	15.34%	4.66%	30.28%	50.28%		
5	22265	11729	3344	2427	4765	10536	<b>577</b>	<b>2.66%</b>
		52.68%	15.02%	10.90%	21.40%	47.32%		
<b>Max Var</b>	<b>1195</b>		<b>Max Dev</b>	<b><u>5.51%</u></b>	<b>Board of Est.</b>	<b>3.94</b>		

# 2021 Benchmark -v- 2021 Working Draft One

## Benchmark

1	-2231	-10.29%		Max Var	4786
2	-1768	-8.15%			
3	2555	11.78%			
4	413	1.90%		<b>Max Dev</b>	<u>22.07%</u>
5	1031	4.75%			
over	2555	11.78%		# Single	5
under	-2231	-10.29%		# at large	2
				<b>Bd of Est.</b>	<u>15.76%</u>

## Working Draft

1	-618	-2.85%		Max Var	1195
2	-362	-1.67%			
3	525	2.42%			
4	-122	-0.56%		<b>Max Dev</b>	<u>5.51%</u>
5	577	2.66%			
over	577	2.66%		# Single	5
under	-618	-2.85%		# at large	2
				<b>Bd of Est.</b>	<u>3.94%</u>

# What's next?

## **Before moving forward:**

- Refine the map
  - Identify and correct errors

## **Moving forward:**

Work with the Board to . . .

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Jerry Allen

**RE: Review and Discuss Districtwide Library Improvements**

=====

**Background Information**

The attached presentation represents an update on the evolution and implementation of our “Helping Kids and Improving Libraries” initiative for the modernization of our campus libraries.

**Fiscal Implications**

Federal ESSER funds are being used for the library modernization project.

**Administrative Recommendation(s):**

Report Only.



# Waco ISD Library Update

”Helping Kids and Improving Libraries”

# “Helping Kids and Improving Libraries”



## Interlocal Agreement

- City of Waco
- Waco ISD

2020 -2021



## Improving our Campus Libraries

- Library Coordinator
- Campus Librarians
- Updated collections
- Updated design/furniture

2021 -2023

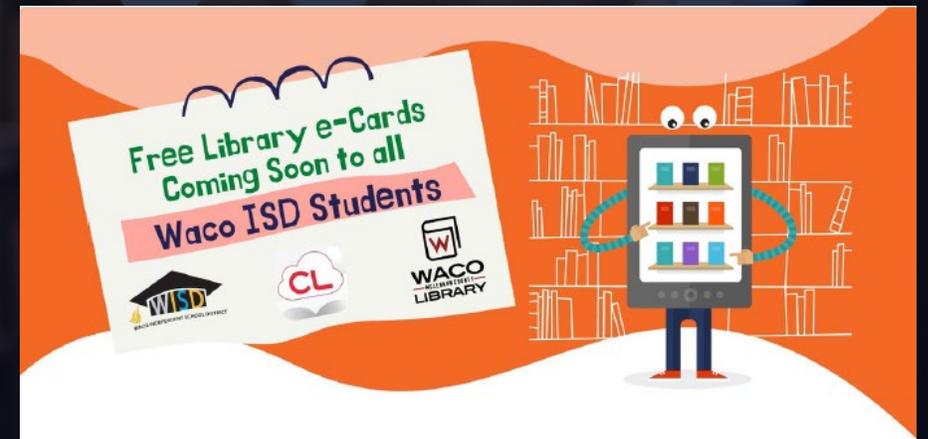


## Improving our processes and curriculum

- Training for staff
- Sustainability

2021 - future

# Interlocal Agreement: “Helping Kids and Improving Libraries”



# Improving our Campus Libraries: “Helping Kids and Improving Libraries”

District  
Coordinator

- District Library Coordinator – Diane McDaniel

2021 Campus  
Librarians

- 2021: Bells Hill, Lake Air, Cesar Chavez, Tennyson, G.W. Carver, Dean Highland, and a shared position at Hillcrest/Parkdale.

2022 Campus  
Librarians

- 2022: Alta Vista, Brook Ave, JH Hines, Cedar Ridge, Crestview, Kendrick, Mountainview, Provident Heights, South Waco, and separate Hillcrest/Parkdale.



# Improving our Campus Libraries: “Helping Kids and Improving Libraries”

## “Weeding” Books: The Science

- 236,058 books in circulation
- 152,283 (64.5%) of those books were older than 2005
- 25,966 (11%) were newer than 2016
- American Library Association recommends 20:1 relevant books to student ratio and to “weed” 5% per year.



## “Weeding” Books: The Art

- Finding the books that are still relevant.
- Creating “Home Libraries” for students.
  - Research shows books at home promotes lifelong literacy.
- Creating display cases for students to be able to see the books.
  - This allows student to SEE the collection and get excited.



# Improving our Campus Libraries: “Helping Kids and Improving Libraries”

## Design Process

- Creating equity in the libraries.
- Libraries in our curriculum: Rotation vs Flexible
- Librarian benefits to campus:
  - Teacher Resources, training, research skills, collection development, literacy focus



## Modernizing the Library

- O’Connell Robertson interior design team
  - Furniture
  - Shelving
  - Paint





“Helping kids and  
improving libraries”

**Waco Independent School District**

**Board of Trustee Meeting Agenda Item**

**Date:** September 9, 2021

**Contact Person:** Kourtni Parnell

**RE: Review and Discuss House Bill 4545 Requirements for Accelerated Instruction**

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**Background Information:**

House Bill 4545, passed in the 87th Regular Legislative Session, became effective on June 16, 2021. The statute establishes requirements for accelerated instruction for students who do not pass the State of Texas Assessments of Academic Readiness (STAAR). Students must now be provided no less than 30 hours of accelerated instruction during the summer or subsequent school year for each STAAR assessment that was not passed or taken. Instruction must be delivered in a 1-on-1 or small group setting of no more than 3 students. Districts are able to meet the requirements by assigning students to a classroom teacher who is a certified master, exemplary, or recognized teacher. For students who did not take or pass the reading or math STAAR assessment in grades 3-8 or any End-of-Course exam, districts must establish an accelerated learning committee to develop an individual educational plan.

During the 2021 spring budget planning process, the district reallocated State Comp and Title I funds to ensure that every school has teachers to provide pull-out instruction for students who need additional support. The release of federal ESSER funding provided the opportunity to add even more positions to expand the number of teachers available for academic interventions. In addition to implementing staffing changes, campus master schedules at all levels have been revised to ensure an appropriate structure for interventions. Furthermore, the Curriculum and Instruction Department has provided professional development, instructional expectations, and resources for Tier II and III interventions.

Next steps include supporting campuses with linking the Data-Driven Instruction (DDI) process to targeted interventions that include learning plans and progress monitoring. Students who receive intervention services will have a targeted plan in place by September 20, 2021.

**Fiscal Implications:**

Thirty-three positions were added in 2021-2022 to provide academic interventions for our students. 100% of these positions were funded through State Comp, Title I and/or ESSER funding.

**Administrative Recommendation(s):**

Report Only

# House Bill 4545 Requirements for Accelerated Instruction

September 9, 2021

# The New Requirements



Removed retentions and retesting



Mandated 30 hours of Accelerated Instruction for all students who do not pass STAAR or students are taught by a certified master, exemplary, or recognized teacher



Created Accelerated Learning Committees (ALC)



# Removed Retentions and Retesting

- ✓ Students in grades 5 & 8 can no longer be retained based on STAAR criteria alone
- ✓ Only one opportunity to take the Reading and Math STAAR in grades 3-8
- ✓ English III and Algebra II optional STAAR EOCs no longer offered



# Accelerated Learning

- ✓ Required if students do not pass STAAR in grades 3-8 or any EOC
- ✓ Includes students who did not test
- ✓ Instruction must align to the TEKS
- ✓ Supplemental to core instruction (time cannot occur during lunch, PE, recess, fine arts, athletic classes, CTE class, etc.)
- ✓ Minimum of 30 hours (per test) during the school year or subsequent summer



# Accelerated Learning

- ✓ If within the school year, accelerated instruction must occur at least once per week
- ✓ No more than three students in a group (unless parent waives)
- ✓ Provided by a person with training in applicable instructional materials
- ✓ Parent cannot waive accelerated instruction
- ✓ The school can hold student to compulsory attendance requirements



## Created Accelerated Learning Committees (ALC)

- ✓ Accelerated Learning Committees are required for students who do not pass STAAR Reading or Math in grades 3, 5, and 8
- ✓ A plan must be in place before the first day of instruction of the subsequent year
- ✓ For the 2021-2022 school year only, plans can be made at the beginning of the year
- ✓ The plan must be documented in writing and shared with the student's parent or guardian

225



## Accelerated Learning Committees

- ✓ Eliminates Grade Placement Committees and the Student Success Initiative
- ✓ Students are required to perform at the appropriate grade level by the conclusion of school year (pass STAAR)
- ✓ If a student does not pass STAAR the subsequent school year, the ALC must meet with the Superintendent or a designee to:
  - 1) Identify the reason
  - 2) Adjust learning plans to ensure students success

# Waco ISD Plan to Address HB4545



RTI campus committees



Accelerated instruction time



Student learning plans in Branching  
Minds



# Campus Committees

## Campus Leadership Team

- Review data to ensure fidelity of Tier 1
- Place students in Tier 2 & 3 interventions
- 3 x year (after universal screening or other major data points)

## Grade (Content) Level Team (GLT)

- Reviews and revises Tier 2 groups & plans based on data
- Problem solve for students who aren't making sufficient progress in the core curriculum (Tier 1)
- Meets 1 x month or after TCA

## Student Assistance Team

- Review and revise Tier 3 Plans
- Problem solve for students not making progress in Tier 2
- Recommend students for special education or Section 504 referrals
- Meets every 3 weeks



# Student Learning Plans: Branching Minds

- ✓ All students who fail STAAR should be in Tier 2 or 3 intervention
- ✓ CLT determines level based on other sources of data as outlined in RTI entrance/exit criteria
- ✓ Plans written, updated, and stored in Branching Minds
- ✓ For 2021-2022 accelerated learning plans will be completed by 9/20



## Accelerated Instruction Time:n Tier 2

### **Accelerated instruction time can occur in the following ways for students**

- ✓ Additional guided reading/literacy circles (elementary/middle)
- ✓ WIN Time (secondary)
- ✓ Additional guided math time (teachers pull students in small groups)
- ✓ Additional intervention time scheduled in master schedule (as long as district required minutes of instruction are met)
- ✓ After school tutoring (ESSER funds)



## Accelerated Instruction Time: Tier 3

### Accelerated instruction time can occur in the following ways for students

- ✓ A student intervention teacher pulls students during a scheduled time (elementary)
- ✓ Student is assigned to an additional math or reading elective class taught by a student intervention teacher (secondary)
- ✓ Elementary teachers continue to provide additional guided reading and math as indicated in Tier 2
- ✓ Students attend tutoring before or after school (elementary and secondary)
- ✓ Continue WIN Time

# INTERVENTION CYCLE

August/Sept.

BOY Assessments

March - June

Intervention is provided and monitored

After EOY Assessments CLT will Review/Tier for next year.

September

CLT Tiers Students

SLP are written in GLT

Parent Letters are sent home

Intervention is provided and monitored

October -  
December

Intervention is provided and monitored

January-  
February

MOY Assessments

CLT Reviews/Tiers Students

SLP are written in GLT

Intervention is provided and monitored

# Resources for Accelerated Instruction

- ✓ Reallocated Title I and SCE funding to restructure staffing
- ✓ Added Interventionists using ESSER funding

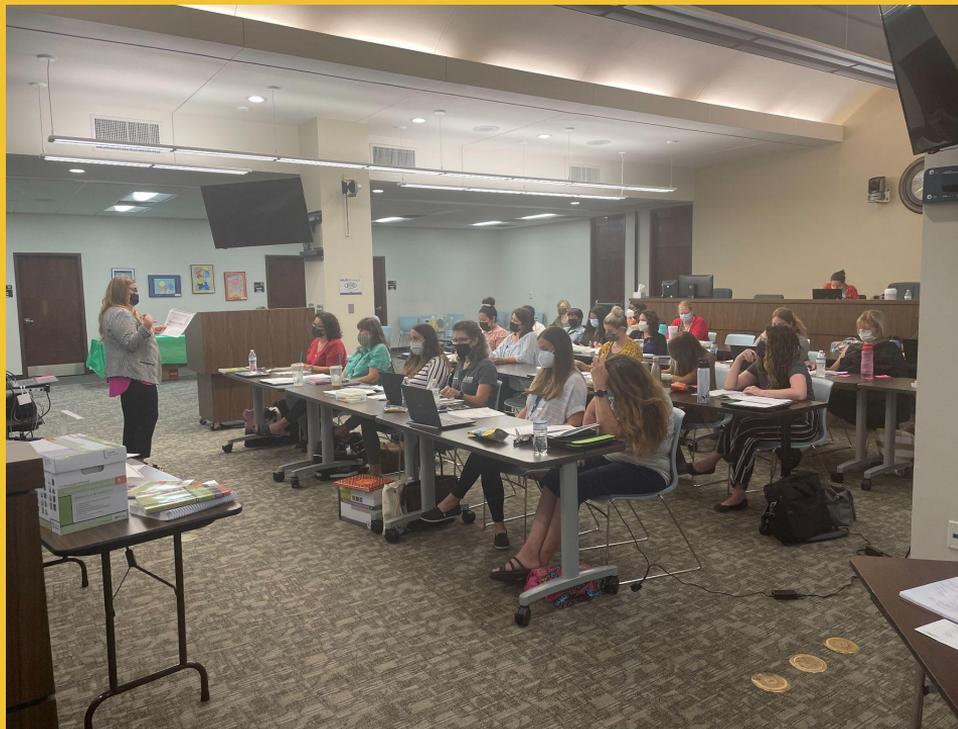
<b>Interventionists by Year and Funding Source</b>			
<b>2021-2022 Total</b>	<b>Title/SCE</b>	<b>ESSER</b>	<b>2020-2021 Total</b>
<b>60</b>	<b>44</b>	<b>16</b>	<b>27</b>

# Resources for Accelerated Instruction

- ✓ Aligned the staffing structure to support a Multi Tiered System of Support (MTSS)
- ✓ Reconfigured master schedules at the elementary and secondary level
- ✓ Purchased materials and training such as additional LLI kits, Do the Math kits, books, Neuhaus, and Reading Plus to support intervention
- ✓ Campuses received extra funding for tutoring
- ✓ Requested increase to extra duty pay for teachers who tutor
- ✓ Additional materials for campuses budgeted with ESSER funding

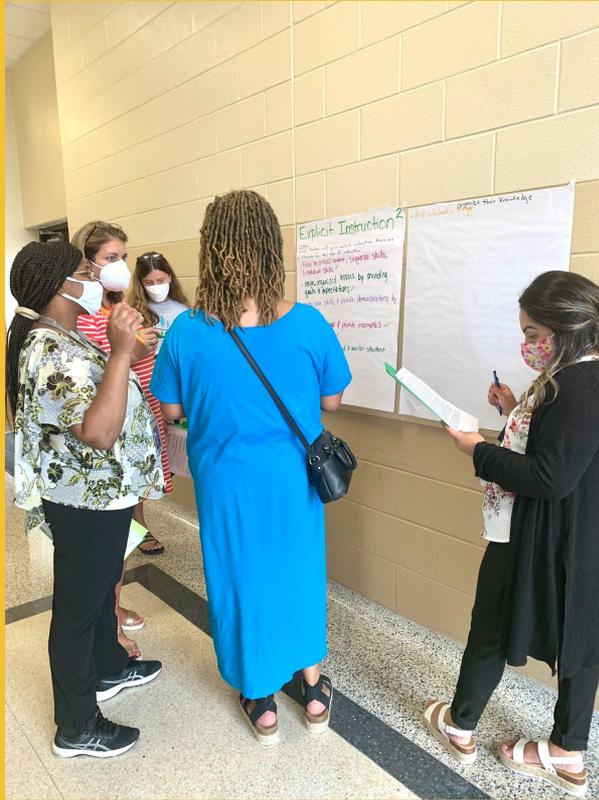
## Funding for Interventions

<b>Interventionists</b>	\$1,374,000
<b>Reading Curriculum/Training</b>	\$529,000
<b>Math Curriculum/Training</b>	\$166,950
<b>Intervention Supplies</b>	\$531,000
<b>Campus Allocations for Interventions</b>	\$1,471,676



## *Benchmark Assessment Training for Interventionists*

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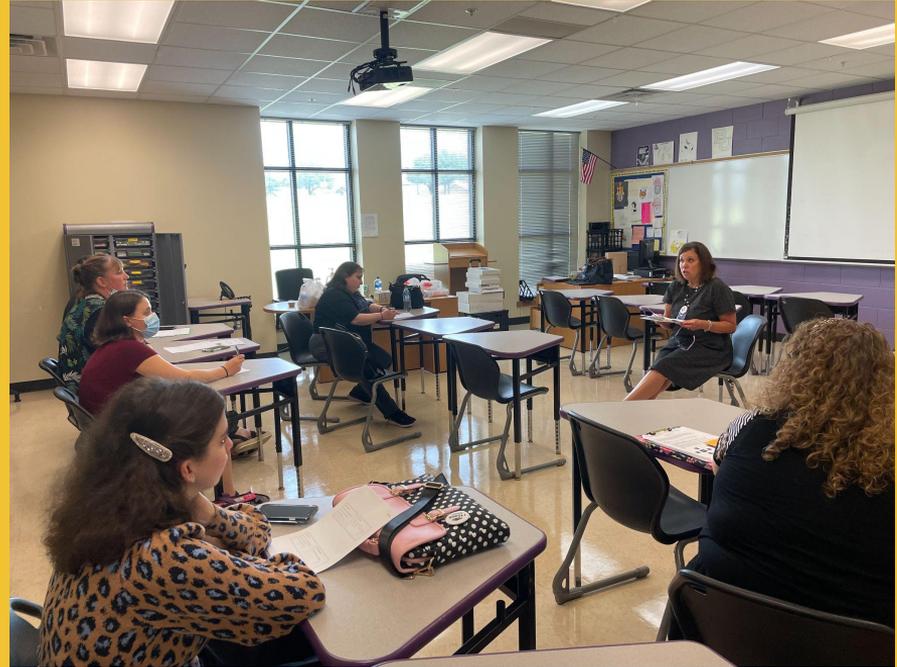
*Explicit Instruction*

237



*Leveled Literacy Intervention*

## High School Interventionists Training



238

Training with Literacy Trainers



*Do the Math Training Virtually!*

# Questions



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WACO INDEPENDENT SCHOOL DISTRICT

# Board of Trustees Operating Procedures



WACO ISD BOARD OF TRUSTEES, CLOCKWISE FROM TOP:

Angela Tekell, Stephanie Korteweg, Jose Vidaña,  
Jeremy Davis, Keith Guillory, Cary DuPuy, and Allen Sykes.



# WACO INDEPENDENT SCHOOL DISTRICT

## Board Operating Procedures

Proposed for Adoption Summer 2021

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*Note: This document is intended to assist board members and administrators in carrying out their duties. It is not enforceable by third-parties. In the event of an apparent conflict between this document and Board policy, Board policy prevails.*

## Basic Agenda

The basic meeting agenda is the list of business items to be discussed and/or voted on by the Board at a legally called meeting.

## Developing the Board Meeting Agenda

1. Agendas are created by the Superintendent in consultation with the Board President to ensure the agenda and topics are appropriate. (Policy BE Local)
2. The President shall ensure that any topics the Board or individual Trustees have requested to be addressed are on the agenda within 30 days of the written request. The Board President shall not have authority to remove from the agenda a subject requested by a Trustee without that Trustee's specific authorization. (Policy BE Local)
3. The deadline for submitting items for inclusion on the agenda is noon of the seventh day before scheduled meetings. (Policy BE Local)
4. Agenda requests shall be in writing/email to the Superintendent within the timelines set in policy and shall be copied to the President.

## THE 2021-2022 WACO ISD BOARD OF TRUSTEES.



## Board Meeting Notification

1. Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least two hours prior to the time of an emergency meeting. (Policy BE Local)
2. Any items added to the agenda after the original posting shall be done in accordance with state law.

## Board Meeting Structure

The purpose of workshops is for board members to have the opportunity to review, discuss, question, consider and ask clarifying questions on workshop items. Only action items that need immediate board consideration will be placed on workshop agendas.

The purpose of the regular meeting on the fourth Thursday is to review, discuss and consider the regular business of the district and recognize students, staff and community members.

The purpose of the special meeting is to cover unique district needs. Action may or may not be taken at a special meeting. The meeting will be posted as a special meeting.



**STUDENTS ARE  
RECOGNIZED  
DURING SPECIAL  
RECOGNITION.**

## Opening Statement

The Board President will open each meeting at the conclusion of the executive session (if any) with a statement that outlines the purpose and decorum of the meeting. This statement shall be reviewed and revised as necessary as a part of the yearly board reorganization and review of the Board Operating Procedures.

### OPENING STATEMENT:

- *This meeting of the Waco Independent School District Board is hereby called to order. All items discussed or voted upon this evening have been posted as required by state law. [As applicable: We have been in executive session under Texas Government Code Section \_\_\_\_\_. No action was taken.]*
- *I extend a warm welcome to those present [As applicable: and to our television viewers.]*
- *The Board's purpose is to set goals, listen to reports of the superintendent, approve budgets, contracts, and personnel appointments, and make policy for the District. We are not here to make management decisions or solve problems of individuals. Management is the responsibility of the superintendent and staff.*
- *I ask that you turn your cell phones to silent alert if you have not already done so.*
- *We appreciate the time you have taken to join us and for your interest in the Waco Independent School District.*

## TRUSTEES MAKE TEACHERS FEEL SPECIAL.



### **IF ANYONE HAS SIGNED UP TO SPEAK TO AN AGENDA ITEM:**

*We have had one or more persons sign up to speak to one or more of the open meeting agenda items this evening. The Board encourages comments about open meeting agenda items from members of the public. Anyone who has signed up to speak in advance of the meeting in accordance with board procedures will do so in accordance with the law, Board policy and Board rules. The Board asks that each participant's comments pertain to the agenda item under consideration. Unless adjusted by the presiding officer, comments by each speaker will be no longer than 3 minutes. (Per the time limit from the District's BED(LOCAL)).*

### ***Insert optional text if the presiding officer will adjust the Board's procedures on public comment for the meeting:***

*Due to the large number of individuals wishing to speak today and in the interest of time, the following adjustments to the public comment procedures will apply:*

\_\_\_\_\_ (describe the adjustments)

### ***Add the following if the board is not using simultaneous translation equipment:***

*For any member of the public who is accompanied by a translator, your time will be doubled as required by law.*



## BOARD MEMBERS SERVE AS MENTORS IN SCHOOLS.

- *In addition, the Board has adopted policies to provide prompt and equitable resolution of complaints and concerns for employees, students or their parents, and the general public. Copies of our District policies and procedures on public comment and filing complaints are available \_\_\_\_\_ (location)."*
- **Moment of Silence:** *And now may we pause for prayer, contemplation, reflection or meditation.*

## A HIGHLIGHT OF MEETINGS IS SEEING STUDENTS AND THEIR PRINCIPALS.



### Executive Session

1. The Board may not conduct an executive session (closed meeting) unless a quorum of the Board first meets in an open meeting for which proper notice has been given, and during which the presiding officer announces that a closed meeting will be held and announces the section(s) of the Open Meetings Act under which the closed meeting will be held.
2. During the closed meeting, the Board may only discuss or deliberate on matters which are included on the agenda and are authorized by the Open Meetings Act to be discussed or deliberated in a closed meeting.
3. A final action, decision or vote on a matter deliberated in a closed meeting may only be made or taken during open meeting.
4. The Board must keep either a certified agenda or taped recording of each closed meeting, including the date and time. The certified agenda or taped recording may be made available to the public only under a court order.
5. Matters discussed in closed session should be kept confidential.
6. Subjects held for Executive Session:
  - a. All personnel issues must be conducted in an executive session unless specifically required by the Texas Open Meetings Law, Government Code Sections 551.074 and 551.082.
  - b. Anything that violates right to privacy, i.e., Texas Open Meetings Act, Texas Public Information Act, cannot be placed on the open agenda. Government Code 551.082 and 551.0821 and Board Policy FL(LEGAL).

- c. Anything falling under the Texas Government Code Section 551.072 which is discussing purchase, exchange, lease or value of real property and Section 551.071 which is private consultation with the Board’s attorney.
- d. Anything falling under Texas Government Code Sections 551.0785 (Medical records or psychiatric records), 551.076 (Security), 418.175-418.182 (Emergency Management), and 551.087 (Economic Development Negotiations).



**SPECIAL  
RECOGNITION HELPS  
STUDENTS BUILD  
CONFIDENCE AND  
DEVELOP SOCIAL  
SKILLS.**

## Consent Agenda

1. The consent agenda is included as part of the regular agenda but contains items of a routine and/or recurring nature that can be voted on all at once unless a board member or administrator requests that an item be pulled out and considered individually.
2. Items usually contained in the consent agenda include, but are not limited to:
  - a. Routine and/or recurring items
  - b. Annual renewals of Regional ESC and TEA items
  - c. Budget amendments
  - d. Tax refunds for more than \$500
  - e. Financial information
  - f. Minutes of regular and special Board meetings, including joint meetings with City of Waco
  - g. Routine personnel items
  - h. Routine bid recommendations

## Board Member Conduct During Board Meetings

1. The Board shall observe the parliamentary procedures in Robert’s Rules of Order, except as otherwise provided in Board procedural rules or by law.
2. Board members are expected to attend and participate in duly called meetings. Board members shall inform the Superintendent if he/she will not be able to attend the meeting or will be late within 72 hours of the meeting or as soon as possible.

3. Board members should come to the board meetings prepared to discuss and take action on all items on the agenda. At a minimum, each Board member is expected to have done the following prior to arrival at every board meeting:
  - a. Studied the material in the board packet sent to them prior to the meeting.
  - b. When possible, resolve questions about an agenda item beforehand by contacting the Superintendent or Assistant Superintendent.



**STUDENTS ENJOY MEETING BOARD MEMBERS OUTSIDE THE CLASSROOM.**

### Public Comment Under §551.007

1. In accordance with the Texas Open Meetings Act and Board policy, public comment shall be limited to items on the agenda posted with notice of the meeting.
2. Individuals who wish to address the Board shall sign up with the Board's designee before the meeting begins and shall indicate the agenda item on which they wish to comment.
3. Except as permitted by Board policy (e.g. an individual is addressing the board through a translator), an individual's comments to the Board shall not exceed three minutes per meeting.
4. When necessary, the presiding officer may establish an overall time limit for public comment and/or adjust the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

**BOARD MEMBERS ARE AN INTEGRAL PART OF GRADUATION CEREMONIES.**



## Board Member and Audience Response to Public Comments

1. Board members will listen attentively to any public comments.
2. Upon recognition by the presiding officer, any board member may ask clarifying questions of a speaker. If a board member does so, the question(s) and the speaker's response(s) will not count against the speaker's time limit.
3. Unless recognized by the presiding officer, neither board members nor audience members will respond or enter into discussion with a speaker.
4. The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any person continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the person removed from the meeting (Policy BD(LOCAL)).



**STUDENTS ARE  
RECOGNIZED  
FOR THEIR  
ACHIEVEMENTS.**

## Hearings

1. A hearing usually occurs during a Level 3 grievance to the Board.
2. Hearings may be held in open or closed session, depending on the situation, but are usually held in closed session.
3. During the hearings, the Board is assembled to gather input only.
4. The Board generally will not answer questions or enter into dialogue except with their attorney in the case of an employee hearing. Board members may ask clarifying questions.
5. Rules for the hearing will be strictly adhered to:
  - a. Response will be limited to 10 minutes (or as assigned/modified by the Board President)
  - b. The Board will accept written and/or oral testimony.
  - c. The Board will avoid duplicate testimony.
  - d. The Board will avoid any derogatory comments.
  - e. The Board may adopt additional rules as it deems appropriate.
6. At the conclusion of the hearing or at a subsequent meeting, the Board will determine the results of the hearing.

## Voting Procedures

1. The Board President shall halt discussion that does not apply to the business before the Board. The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item and that time limit has expired. Aside from these limitations, the President shall not interfere with debate as long as members wish to address themselves to an item under consideration. (Policy BE(LOCAL))
2. The Board President may make motions, second motions, enter into debate or discussion and vote on all matters coming before the Board.
3. No member shall vote on a motion in which he or she has a direct financial interest not common to other members of the Board.
4. Except in a conflict of interest as defined by law, board members shall cast a vote.
5. All votes, including dissenting and abstaining votes, shall be recorded in the minutes of the Board meeting.
6. Voting shall be by voice vote or a show of hands, as directed by the President. Upon request of any board member, voting shall be by roll call vote. (Policy BE(LOCAL))
7. Each board decision, even when there are dissenting votes, shall be an action by the whole board and binding upon each member. Individual members are encouraged to express their opinions during the discussion of motions, but following the vote, members are encouraged to accept the decision of the whole Board.

**TRUSTEES INSPIRE  
STUDENTS TO PLAN  
FOR THE FUTURE.**



## Individual Board Members Communications with Staff

1. Board members are entitled to the information they require to make informed decisions on the matters before them. If a member requests information that requires an excessive amount of staff time to compile, the Superintendent and Board President shall consult with the member to find a reasonable solution.

2. Board members may e-mail or call the Superintendent with information requests. The Superintendent may, if appropriate, forward the request to other staff members.
3. Information requested by a board member in almost all cases will be provided to all Trustees.
4. Board members will not attempt to influence or exert influence on the staff in order to coerce them into making particular recommendations or decisions.



**BOARD MEMBERS  
SHARE THEIR  
SPECIAL TALENTS  
AND INTERESTS.**

### Board Members Visits to Campuses

1. Board members may visit campuses but should coordinate with the Superintendent before the visit if the visit is not for a scheduled campus activity.
2. Board members are not to go into teachers' classrooms or on campuses for the purpose of investigation or personnel evaluation.
3. Trustees should wear some form of identification (name badge or district ID) when visiting campuses in an official capacity.

**WACO ISD'S  
SUPERINTENDENT IS  
ACTIVELY INVOLVED  
IN SPECIAL  
RECOGNITION.**



## Communications

1. The Board is committed to, and encourages, community input through the use of surveys, public forums, the district web site, district publications and on-going communications forums.
2. The Superintendent may meet with the Board President on a routine basis to discuss issues of the District. No decisions shall be made that would otherwise require board approval.
3. The Superintendent and the Board President will communicate information in a timely manner to all board members.
4. Unless otherwise approved or authorized by the Board, individual members cannot speak in an official capacity or otherwise represent the views of the Board.
5. Board members are encouraged to notify the Executive Director for Communications of contacts they have had with the media.
6. Any board member may respond to general, factual inquiries. If the board member is unsure of the correct facts, they should direct the inquiry to the Superintendent or Executive Director for Communications.



**TRUSTEES HELP  
HONOR TEACHERS  
FOR THEIR HARD  
WORK.**

## Board Member Correspondence Retention

1. Board business transmitted on personal accounts is subject to the Public Information Act (PIA).
2. As public officials of a government entity, board members are charged with the responsibility of maintaining any such correspondence personally whether the correspondence be through U.S. mail, e-mail, Facebook messaging or other social networking.
3. The following table identifies the type of correspondence a board member may receive in his or her personal accounts that require retention:

CORRESPONDENCE: <b>Administrative</b>	Anything related to the “formulation, planning, implementation, modification, or redefinition of the programs services, or projects of the District and the administrative policies and procedures that govern them.”	<b>3 years</b>
CORRESPONDENCE: <b>General</b>	Anything pertaining to the “regular and routine operation” of Board policy and District programs, services or projects.	<b>1 year</b>

If a board member believes he/she has correspondence that falls into one of the above categories requiring a longer retention period, please forward it to the Superintendent for safekeeping. It is not necessary to forward e-mail correspondence sent to a board member’s wacoisd.org e-mail account.

## BOARD MEMBERS TAKE THE OATH OF OFFICE.



### Complaints

1. Board members should limit discussion regarding complaints and should consider directing the person making the complaint to the appropriate chain of command within the District.
2. Board members should inform the citizen of his/her due process and remind them that the Board member needs to remain impartial in case the situation comes before the Board at a later date.
3. Board members shall inform the Superintendent of complaints brought to them if they feel it is appropriate or necessary.



**TRUSTEES  
ENCOURAGE  
STUDENTS TO  
CONTINUE THEIR  
EDUCATION.**

## Board Officers

1. Election of officers shall be held at the first Board meeting following elections. Policy BDAA(LOCAL).
2. The Board will elect a president and secretary in accordance with Policy BDAA(LEGAL) and other Board officer positions as specified in Policy BDAA(LOCAL).
3. The Board may reorganize and elect officers at other times of the year by placing “reorganization of the Board” or other appropriate notice on the agenda. Policy BE(LEGAL).
4. No member may hold office until he or she has at least one year experience on the Board.
5. Process:
  - a. Any board member may make nominations
  - b. Nominations will not be closed until all who wish to make a nomination have done so.
  - c. More than one person may be nominated for a given office.
6. The Board may choose to go into a closed meeting to discuss the qualifications of the nominee(s) after nominations have closed and before taking a vote unless all nominees state their preferences for discussion in open meeting in accordance with Policy BEC(LEGAL).
7. The vote for board officers must occur in open meeting. No vote will be taken by secret ballot per Policy BE(LEGAL).
8. Officers must be elected by a majority vote of the Board. If no nominee receives a majority vote, the Board will continue discussions and will reopen nominations.
9. Responsibilities of the Board President:
  - a. Shall preside at all board meetings.
  - b. Shall appoint, with input from board members, members to ad hoc task forces and committees created by the Board.
  - c. Shall call special meetings.
  - d. Shall sign all legal documents required by law.

- e. Shall fulfill all duties and obligations as required by Board Policy and state and federal statutes, regulations and rules.
10. Responsibilities of the Vice-President:
- a. Shall act in capacity of President in the absence of the President.
  - b. Shall fulfill all duties and obligations as required by board policy and state and federal statutes, regulations and rules.
11. Responsibilities of the Secretary:
- a. Shall ensure that accurate records are kept.
  - b. Shall act as President in the absence of the President and Vice- President.

**STUDENTS  
APPRECIATE THE  
INVESTMENT  
BOARD MEMBERS  
MAKE.**



## Superintendent's Evaluation

1. The Superintendent will have a formative evaluation each August and a summative evaluation every January.
2. The evaluation of the Superintendent shall be conducted in accordance with district policy. The evaluation instrument shall have been developed collaboratively between the Superintendent and the Board, adopted in advance, and shall be based upon observable, job-related behavior.
3. The Board will develop and review outcome-based evaluation instruments annually for the Superintendent.
4. The Superintendent's evaluation is confidential by law.



**TRUSTEES OFTEN  
ATTEND EVENTS IN  
THE COMMUNITY.**

### Campaigning for Re-Election

1. During work hours school district employees will not be solicited for endorsement by any board member campaigning for re-election. Use of district materials and systems (including district e-mail communications) will not be used by any employee to discuss or solicit support of any candidate running for election or re-election as per the Texas Education Code Section 11.168, as amended by the 79th Legislature, 2005.
2. The Board, as a whole, will not endorse any candidate running for public office.
3. Board members, as private citizens, may endorse any candidate of their choice and may put endorsement signs in their private yards.

**ENJOYING STUDENT  
SUCCESS AT ALL  
LEVELS.**



### Purchasing Tickets

District funds may be used to purchase tickets special community events benefitting the district. Board members interested in attending specific local events may purchase tickets on their own. School event tickets will be complimentary to all board members.

## Reviewing Board Operating Procedures

1. Board members shall review the Board Operating Procedures annually.
2. A work session may be called to review and/or update them if necessary.



**ADOPT-A-SCHOOL  
OFFERS A GLIMPSE  
INTO EVERYDAY  
SCHOOL ACTIVITIES.**



# Code of Ethics

## AS A MEMBER

of the Board, I shall promote the best interests of the District as a whole and, to that end, shall adhere to the following ethical standards:

### EQUITY IN ATTITUDE

- **I will** be fair, just, and impartial in all my decisions and actions.
- **I will** accord others the respect I wish for myself.
- **I will** encourage expressions of different opinions and listen with an open mind to others' ideas.

### TRUSTWORTHINESS IN STEWARDSHIP

- **I will** be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- **I will** be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns.
- **I will** work to ensure prudent and accountable use of District resources.
- **I will** make no personal promise or take private action that may compromise my performance or my responsibilities.

### HONOR IN CONDUCT

- **I will** tell the truth.
- **I will** share my views while working for consensus.
- **I will** respect the majority decision as the decision of the Board.
- **I will** base my decisions on fact rather than supposition, opinion, or public favor.

### INTEGRITY OF CHARACTER

- **I will** refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- **I will** consistently uphold all applicable laws, rules, policies, and governance procedures.
- **I will** not disclose information that is confidential by law or that will needlessly harm the District if disclosed.

### COMMITMENT TO SERVICE

- **I will** focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking, and evaluation.
- **I will** diligently prepare for and attend Board meetings.
- **I will** avoid personal involvement in activities the Board has delegated to the Superintendent.
- **I will** seek continuing education that will enhance my ability to fulfill my duties effectively.

### STUDENT-CENTERED FOCUS

- **I will** be continuously guided by what is best for all students of the District.