



**Mission Consolidated Independent School District**

- 1201 Bryce Drive, Mission, Texas 78572
- Telephone: (956) 323 5505 Fax: (956) 323 5634
- Website: [www.mcisd.net](http://www.mcisd.net)

## *Notice and Agenda*

The Board of Trustees of the Mission Consolidated Independent School District will hold a **Regular Meeting on Wednesday, June 19, 2024, at 6:45 PM** in the **Mission CISD Annex, 925 E. Business HWY. 83, Mission, Tx 78572**. At this meeting, the Board may deliberate or act on any of the subjects listed on the following agenda. The President may change the order of items listed below for the convenience of the Board.

### **A G E N D A**

**I. Call Meeting to Order and Establish Quorum**

**II. Pledge of Allegiance and Moment of Silence**

1. U. S. Flag and Texas Flag -
2. Mission Statement, Collective Commitments, and Motto-

**III. Comments from the Public**

**IV. Public Comment(s) on Specific Agenda Item(s)**

**V. Interim Superintendent Update and Recognitions**

The Interim Superintendent may provide information to update the Board of Trustees on the following subjects: Student Extracurricular and Co-Curricular Achievement; District Awards and Recognitions; Recent and Upcoming Professional Staff and Leadership Development; Progress Reports on Student and Staff Initiatives Previously Approved by the Board of Trustees; and Communications Received from Other Governmental Entities Not Requiring Action by the Board of Trustees. This will be for informational purposes only. Board consideration of any subject included in the Superintendent's Report will not take place until the subject is placed on the agenda of a future board meeting for consideration and possible action. The Board's consideration of any subject at the present meeting will be limited to those subjects appearing elsewhere on the meeting agenda.

**VI. Presentation(s) to the Board of Trustees**

1. Legal Counsel Services

**VII. Discussion and Possible Action**

1. Contract for Legal Counsel Services 5
2. Approval of Revised 2024-2025 Academic School Calendar 8
3. Consideration and Approval of Heating, Ventilation, and Air Conditioning (HVAC) Projects 12

<b>4. Consideration and Approval of Final Completion, Less Betterment Fund Allowance, Less Liquidated Damages, and Final Payment for the Security Vestibules Project at Salinas Elementary – PBK Architects</b>	<b>25</b>
<b>5. Discussion and Possible Action to Change of Scope of Work and Budget for the Mission CISD Jose “Joe” Correa Jr. Agricultural Science Lab Construction Project</b>	<b>33</b>
<b>6. Approval of the 2024-2025 Compensation Plan</b>	<b>42</b>
<b>7. Approval of the 2024-2025 Student Handbook</b>	<b>55</b>
<b>8. Approval of the Optional Flexible School Day Program</b>	<b>146</b>
<b>9. Contract for Reading Intervention 6th-8th Program</b>	<b>159</b>
<b>10. Mission Consolidated Independent School District Budget for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025</b>	<b>163</b>
<b>VIII. Recommendation(s)</b>	
<b>1. Approval of the selection for:</b>	
a. Coordinator for Special Education	
b. Licensed Professional Counselor (LPC) - Stronger Connections Grant (2)	
c. Social Worker - Stronger Connections Grant (2)	
d. Special Education Diagnostician (3)	
e. Special Education Speech Language Pathologist	
f. Special Education School Psychologist	
<b>IX. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA. Any Trustee may request the removal of an item from the CONSENT AGENDA for individual consideration and action.</b>	
<b>1. Approval of New Employment Position</b>	
a. Stronger Connections Grant Licensed Professional Counselor Associate	<b>166</b>
<b>2. Bids, Proposals, and Purchases of \$50,000 and Over</b>	
a. Purchase of Ballistic Shields	<b>170</b>
b. Contract for Ambulance Services	<b>173</b>
c. Contract for Athletic and Accident Insurance	<b>176</b>
d. Contract for Copier Lease Services	<b>178</b>
e. Contract for Fire Alarm Inspections and Repairs	<b>183</b>
f. Contract for Fire and Security Alarm Monitoring	<b>186</b>
g. Contract for Musical Instruments and Supplies	<b>189</b>
h. Contract for Professional Development	<b>194</b>
i. Contract for Security Alarm Inspections and Repairs	<b>199</b>
j. Renewal for Employee Benefits Group Self-Insured Health Insurance	<b>202</b>
k. Renewal for Employer Paid and Voluntary Ancillary Insurance	<b>209</b>
l. Renewal for PreK-12 Digital Learning Software	<b>220</b>
<b>3. Renewal of Interlocal Cooperation Agreement with Hidalgo County Tax Assessment and Collection for Tax Year 2024</b>	<b>227</b>
<b>4. Memorandum of Understanding with City of Mission Police Services for the 2024 – 2025 School Year</b>	<b>228</b>
<b>5. Memorandum of Understanding with City of Palmhurst with Police Services for the 2024-2025 School Year</b>	<b>238</b>
<b>6. Memorandum of Understanding with City of Alton with Police Services for the 2024-2025 School Year</b>	<b>249</b>
<b>7. Memorandum of Understanding with Hidalgo County Precinct 3 Constable for the 2024-2025 School Year</b>	<b>259</b>
<b>8. General Fund Committed Fund Balance</b>	<b>265</b>

9. 2023-2024 Final Amended Budget	267
10. Donations	273
11. Approval of Minutes	
a. May 8, 2024, Regular Board of Trustees Meeting	299
b. May 15, 2024, Special Board of Trustees Meeting	307
c. May 21, 2024, Special Board of Trustees Meeting	311
d. May 27, 2024, Special Board of Trustees Meeting	316
e. May 31, 2024, Special Board of Trustees Meeting	320
X. Executive Session	
1. Private Consultation with Board Attorney (Texas Gov't Code §551.071)	
2. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)	
3. Discussion with Legal Counsel on Matters Related to the Separation and Release Agreement of Superintendent Dr. Carol G. Perez (Texas Gov't Code §551.071)	
4. Discussion on Matters Related to the Proposed Non-Renewal of the Chapter 21 Employment Contract of Superintendent Dr. Carol G. Perez (Texas Gov't Code §551.071, §551.074)	
5. Discussion on Matters Related to the Proposed Termination of the Chapter 21 Employment Contract of Superintendent Dr. Carol G. Perez (Texas Gov't Code §551.071, §551.074)	
XI. Action, if Necessary, on Matters Discussed in Executive Session	
1. Discussion and Action to Approve the Separation and Release Agreement of Superintendent Dr. Carol G. Perez	
2. Discussion and Action to Propose the Non-Renewal of the Chapter 21 Employment Contract of Superintendent Dr. Carol G. Perez	
3. Discussion and Action to Propose the Termination of the Chapter 21 Employment Contract of Superintendent Dr. Carol G. Perez	
XII. Board of Trustees Information Items	
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2. Self-Funded Health Insurance Financial Report and Updates	323
3. Preliminary 2024-2025 Budget	344
4. Financial Advisor - Strategic Financial Planning	399
5. Financial Reports:	
a. General Fund and Debt Service	405
b. Tax Levy Adjustments	408
c. Cash Disbursements	437
XIII. Important Dates to Remember	
1. No Scheduled Meetings for the Month of July 2024	
XIV. Adjournment	

In accordance with the Texas Open Meetings Act, the Board may enter into a closed meeting to deliberate any item that is listed above that fits within an exception listed in Subchapter D. Any final action, decision, or vote on a subject deliberated in closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

**This Notice was posted by 1:30 p.m., on June 14, 2024.**



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**Dr. Cris Valdez, Interim Superintendent of Schools  
Mission Consolidated Independent School District**

**SUBJECT:** Award Contract for Legal Counsel Services #115-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Consulting Services to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District requested a Request for Qualifications in accordance with Texas Government Code 2254, Professional and Consulting Services.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 5
- 2. Number of vendors planning to award: 1

**FUNDING SOURCE AND AMOUNT**

Respective Campus and Department Budgets

Estimated \$240,000

**RECOMMENDATION**

Approval of contract for Legal Counsel Services. The top firms are invited to present to the Board of Trustees at the June 19th Board of Trustees meeting.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Joel Garcia, Deputy Superintendent for Business & Support Services  
Anabel Garza, Coordinator for Purchasing

Bid Evaluation Matrix		Vendors				
		Education Compliance Solutions, LLC	Eichelbaum, Wardell, Hansen, Powell, & Muñoz, P.C	O'Hanlon, Demerath & Castillo, P.C	Powell Law Group, LLP	Walsh, Gallegos, Kyle, Robinson, & Roalson P.C
Criteria	Weight					
<b>Meet district's needs (100 points)</b>						
Firm's Experience & Reputation	20	12	20	20	20	20
Qualifications of Personnel	20	16	20	20	20	20
Reputation and quality of the vendor's service	20	12	20	20	20	20
The extent to which the goods or services meet the District's needs	20	12	20	18	20	20
Quality of references provided	15	15	15	15	15	15
Vendor's past relationship/performance with the District	5	0	5	4	0	3
<b>Total</b>	<b>100</b>	<b>66</b>	<b>100</b>	<b>96</b>	<b>95</b>	<b>97</b>

**Committee Members: Date: 6/6/2024**

- Joel Garcia - Deputy Superintendent for Business & Support Services (All matters below)
  - Blanca Lopez - Executive Director for Business Operations (All matters below)
  - Dora Garcia - Director for Budget and Finance (Matters dealing with contracts and procurement)
  - Elisa Pacheco - Director for Human Resources (Matters dealing with investigations & employment contracts)
  - Ricardo Rivera - Assistant Superintendent for Operations (Matters dealing with construction)
  - Dimitra Trejo - Director of Public Relations (Matters dealing with public information requests)
- Note: The Special Education department was selected as committee member but were unable to attend the ranking.

- Notes:**
- Education Compliance Solutions, LLC-** The firm has limited experience in the field and does not meet the District's needs (Expertise in the Construction, Human Resources, Public Relations, and the Procurement fields).
  - O'Hanlon, Demerath, & Castillo, PC-** Construction services are not listed.
  - Powell Law Group, LLP-** The District lacks experience with the vendor and their services.
  - Walsh, Gallegos, Kyle, Robinson, & Roalson, PC-** The firm has provided minimal Special Education services to the District.



**SUBJECT:** Approval of Revised 2024-2025 Academic School Calendar

**PRESENTER:** Kim Risica, Executive Director for Special Programs and School Improvement

**BACKGROUND INFORMATION**

In January 2024, the District Educational Improvement Council (DEIC) met and developed A and B academic calendar options. All Mission CISD employees then had the opportunity to vote on Calendar A or Calendar B. Votes were cast electronically by employees and results were submitted to the Office of Special Programs and School Improvement. The total number of employees voting was 1,421 with 783 (55.10%) voting for Calendar A and 638 (44.90%) voting for Calendar B. The calendar option with the most votes, Calendar A, was submitted and approved by the Board on January 24, 2024.

The approved 2024-2025 calendar has the week of March 10-14 designated for Spring Break. Historically, the district has aligned its Spring Break with the Rio Grande Valley Livestock Show and continued with the practice for 24-25. The RGV Livestock Show is scheduled for March 6-16, 2025. After the approval of the Mission CISD Academic Calendar, some of the neighboring districts along with South Texas College and UTRGV released calendars with Spring Break scheduled for March 17-21, 2025. After consideration by the administration, it was determined to be in the best interest of students and staff to align Spring Break with STC and UTRGV due to the possible impact on students enrolled in Dual Credit Courses.

**ADMINISTRATIVE CONSIDERATIONS**

Approval of Revised 2024-2025 Academic School Calendar to change Spring Break from March 10-14, 2025 to March 17-21, 2025.

**FUNDING SOURCE/AND AMOUNT**

N/A

**RECOMMENDATION**

Approval of Revised 2024-2025 Academic School Calendar

**CONTACT PERSON(S)**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction  
Kim Risica, Executive Director for Special Programs and School Improvement  
Edilberto Flores, Executive Director for PreK-12<sup>th</sup> Grade – MHS Vertical Team  
Cynthia Wilson, Executive Director PreK-12<sup>th</sup> Grade – VMHS Vertical Team  
Francisca Cruz, Executive Director for Special Education/Section 504, RTI, Dyslexia



**Mission C.I.S.D.**  
1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

**Kim Risica**  
Executive Director for Special Programs & School Improvement  
Mission CISD  
1201 Bryce Drive  
Mission, Texas 78572  
(956) 323-5550

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## 2024 – 2025 Calendars

### **Spring Break – March 10 – 14, 2025**

Mission CISD  
Donna ISD  
Mercedes ISD  
Harlingen CISD  
Texas A&M University

### **Spring Break – March 17 – 21, 2025**

Sharyland ISD  
McAllen ISD  
La Joya ISD  
PSJA ISD  
Weslaco ISD  
IDEA Public Schools  
South Texas College  
UTRGV  
UT Austin

### **Considerations:**

Dual Enrollment Courses – Aligned with STC and UTRGV  
Rio Grande Livestock Show – March 6 – 16

### **Background:**

The district has always aligned Spring Break with the RGV Livestock Show. The 24-25 Calendar, which was board approved on January 24, 2024 is aligned; however, many of our neighboring districts have opted to schedule their Spring Break the week after March 17-21.

Does a possible change to the week of March 17<sup>th</sup> need to be considered?





# Academic Calendar 2024 – 2025

1201 Bryce Drive  
Mission, TX 78572  
PH: 956-323-5500  
Website: [www.mcisd.net](http://www.mcisd.net)  
Board Approved: January 24, 2024

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## JULY 2024

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## AUGUST 2024

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## SEPTEMBER 2024

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## OCTOBER 2024

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## NOVEMBER 2024

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## DECEMBER 2024

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### REPORTING PERIODS

1<sup>st</sup> Reporting Period:  
August 14 – September 19

2<sup>nd</sup> Reporting Period:  
September 23 – October 31

3<sup>rd</sup> Reporting Period:  
November 4 – December 20

4<sup>th</sup> Reporting Period:  
January 8 – February 14

5<sup>th</sup> Reporting Period:  
February 18 – April 3

6<sup>th</sup> Reporting Period:  
April 7 – May 22

### HB 2610 MIN. OF INSTRUCTION

Elem: 172 days x 450 min. = 77,400

JHS: 172 days x 480 min. = 82,560

HS: 172 days x 480 min. = 82,560

### HOLIDAYS

Fall Break: November 25 - 29

Winter Break: Dec. 23 – Jan. 3

Spring Break: March 10 - 14

Easter: April 18 & April 21

Memorial Day: May 26

### BAD WEATHER MAKEUP DAYS

October 14, 2024

February 10, 2025

### OTHER DATES

Students' First Day: Aug. 14

Students' Last Day: May 22

### STATE TESTING DATES

December 3-13: STAAR EOC

April 8-May 2: STAAR/STAAR EOC Window

June 17-27: STAAR EOC Window

\* BOY Inservice/Workdays may be adjusted due to scheduling conflicts

	Staff Development
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## JANUARY 2025

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## APRIL 2025

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## JUNE 2025

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**Our Vision:** Mission CISD will prepare and inspire all students to be equipped to excel in the college and career of their choice, dominate 21st century skills in leadership, knowledge, language, and technology to compete in a global economy and serve as successful citizens in their community.

**Declaración de la Visión:** Mission CISD preparará e inspirará a todos los estudiantes a estar preparados para sobresalir en la universidad y la carrera de su elección, dominar habilidades del siglo 21 en liderazgo, conocimiento, lenguaje y tecnología para competir en una economía global y servir a su comunidad.



# Academic Calendar 2024 – 2025

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**PROPOSED REVISION: June 19, 2024**

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## MAY 2025

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## JUNE 2025

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**SUBJECT:** Consideration and Approval of Heating, Ventilation and Air Conditioning (HVAC) Projects

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Mission CISD prioritizes the safety and health of its students, staff, and community and ensures that all safety and health measures, including air quality, are addressed as a priority. School indoor air quality is particularly important as it may affect the health, performance, and comfort of school staff and students. The MCISD Five (5) Year Improvement Plan consists of facilities improvements district-wide that include improvements for drainage, roof replacements, lighting improvements, and replacement of HVAC systems. The plan shows that due to the campuses' age, certain items need to be assessed such as air handlers, blowers, and control systems.

Due to laws and requirements that regulate such equipment and the cost, this project is being considered a construction project, and as such the Texas Education Code 44.031 (a) requires the board of a school district considering a construction project to comply with bidding requirements.

Administration will use competitive sealed proposals (CSP's) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

At the June 01, 2021, Board of Trustees Workshop, DBR Mechanical, Electrical, Plumbing (MEP) Engineering made an air quality Heating, Ventilation and Air-Conditioning (HVAC) presentation.

At the August 11, 2021, Board of Trustees meeting, the Board approved an Indoor Air Quality (IAQ) project, proposed budget, and competitive sealed proposals (CSP's) as the procurement method. Administration presented and the Board approved the implementation of replacements and repairs to district-wide HVAC systems utilizing the Five (5) Year Plan.

At this same meeting, the Board approved soliciting for Request for Qualifications (RFQ's) for MEP Engineering Professional Services for the IAQ study and projects.

At the Regular Board of Trustees meeting held on September 8, 2021, the Board approved to accept Administrations rankings and enter into negotiations in the order of ranking for MEP professional design services for the IAQ projects. The highest-ranked firm was DBR MEP Engineering.

At the Regular Board of Trustees meeting held on October 20, 2021, the Board approved to enter into a contract with DBR MEP Engineering for the IAQ projects at a 5.5% construction cost fee.

In November of 2021, DBR began to conduct on-site building reviews.

On May 24, 2022, DBR submitted preliminary IAQ study reviews with priority rankings and estimated costs and began designs for Salinas, Cavazos, and Midkiff Elementary schools.

At the Regular Board meeting held on January 25, 2023, the Board approved the Final Design for the Indoor Air Quality Projects for Cavazos, Midkiff, and Salinas Elementary – DBR MEP Engineering

Note: Most campuses are scheduled for air quality projects with some more complicated and intensive than others. These three can be worked on quicker than others and we will begin. We continue to be in the design phase and those will be presented as completed by DBR MEP Engineering.

**Salinas Elementary School (Est. Cost \$2,775,000.00) (revised)**

The project scope consists of replacing the aging 27-year-old HVAC systems. This work includes air handlers, VAV boxes, air-cooled chillers, and associated pumps. The design increased air quality by providing air handlers with higher MERV filter rating capabilities and replacing the existing HVAC control system. In addition, the project includes converting the heating from hot water to electric heat to reduce maintenance upkeep.

**Hurla M. Midkiff Elementary School (Est. Cost \$2,325,000.00) (revised)**

The project scope consists of replacing the aging 21-year-old HVAC systems. This work includes outside air units, VAV boxes, and air handlers. The design increased air quality by replacing the nonfunctioning outside air units, providing air handlers with higher MERV filter rating capabilities, and replacing the existing HVAC control system.

**Raquel Cavazos Elementary (Est. Cost \$2,325,000.00) (revised)**

The project scope consists of replacing the aging 21-year-old HVAC systems. This work includes outside air units, VAV boxes, and air handlers. The design increased air quality by replacing the nonfunctioning outside air units, providing air handlers with higher MERV filter rating capabilities, and replacing the existing HVAC control system.

Schematic Design:

Rough sketches that develop a feasible conceptual design of the project.

Advertisements in the local newspapers were posted on February 08, 2023, and February 15, 2023. The process is for the submittals to be reviewed by the Purchasing Department Staff and the Administration Ranking Team to assure that firms meet the criteria based on demonstrated expertise, competence, and qualifications. Proposal(s) Bid Opening will be on Thursday, February 23, 2023. After the review, Administration will then recommend those firms to be reviewed and ranked in order of selection.

<u>Company Name</u>	<u>Base Bid &amp; Contingency</u>	<u>Days</u>
<b><i>Central Air and Heating Service Inc. (CAHS)</i></b>		
• Cavazos Elem. Base Bid	\$2,600,000.00	240
• Cavazos Elem. Contingency	\$ 140,000.00	
• Midkiff Elem. Base Bid	\$2,600,000.00	240
• Midkiff Elem. Contingency	\$ 140,000.00	
• Salinas Elem. Base Bid	\$2,400,000.00	240
• Salinas Elem. Contingency	\$ 165,000.00	
<b>Total Price:</b>	<b>\$8,045,000.00</b>	
<b><i>Carrier Corporation</i></b>		
• Cavazos Elem. Base Bid	\$2,750,000.00	674
• Cavazos Elem. Contingency	\$ 140,000.00	
• Midkiff Elem. Base Bid	\$2,750,000.00	674
• Midkiff Elem. Contingency	\$ 140,000.00	
• Salinas Elem. Base Bid	\$2,430,000.00	674
• Salinas Elem. Contingency	\$ 165,000.00	
<b>Total Price:</b>	<b>\$8,375,000.00</b>	

At the Regular Board meeting held on March 08, 2023, the Board approved the rankings and to enter into negotiations in the order of ranking for the Indoor Air Quality Projects for Cavazos Elem., Midkiff Elem. And Salinas Elem.

At the same Regular Board meeting the Board approved the Construction Documents for the Indoor Air Quality Projects for Bryan Elementary and Alton Memorial Jr. High School - DBR Engineering

Administration will proceed to advertise for competitive sealed proposals (CSP's). At this meeting, DBR MEP Engineers advised Administration and the Board of Trustees that there is no change in the estimated construction costs. As per DBR, the project budget estimates are current. Mr. Hugo Avila – DBR MEP Engineering presented.

Administration plans to present proposals and rankings for Bryan Elementary and AMJH at the May meetings.

### **Alton Memorial Junior High School**

The project scope consists of replacing the aging 21-year-old HVAC systems. This work includes replacing 23 roof-mounted air handlers, fan-powered terminal units, air-cooled chillers, chilled water pumps, building automation systems, and re-insulating chilled water lines above the ceilings. The design will increase air quality by providing air handlers with higher MERV filter rating capabilities, increased ventilation air, and better HVAC controls. In addition, the fan-powered terminal units will be replaced with single duct boxes which helps reduce maintenance up-keep.

Project Budget: \$7.9M

Design Development Documents: Completed February 7, 2023

Time to complete Construction Documents: March 3, 2023

### **Bryan Elementary School**

The project scope consists of replacing the aging 23-year-old HVAC systems. This work includes replacing six floor-mounted air handlers, air-cooled chillers chilled water pumps, terminal units, duct insulation in select areas, building automation systems, and exterior chilled water lines. The design will increase air quality by providing air handlers with higher MERV filter rating capabilities, increased ventilation air, and better HVAC controls.

Project Budget: \$2.6M

Design Development Documents: Completed February 7, 2023

Time to complete Construction Documents: March 3, 2023

### **Construction Documents:**

Communicating the design intent through further refinement of the written and graphic representation of all building materials, components, and equipment that can be quantified and useful to contractors.

A virtual project negotiations meeting was held on March 10, 2023, with Mr. Jeff Matz from Central Air and Heating Service Inc. (CAHS), Mr. Adrian Hernandez, Mr. Ricardo Rivera from MCISD, and Mr. Hugo Avila from DBR Engineering. During the negotiation, Central Air and Heating Service Inc. (CAHS) presented their Best and Final Offer (BAFO) of \$8,045,000.00 with no decrease in their initial proposal with 240 days of construction time

from the notice to proceed (NTP). Central Air and Heating (CAHS) only negotiated on the value engineering (VE) options to lower the years of warranty for parts. DBR Engineering did not recommend the option.

The Board of Trustees has the option to accept this BAFO, decline the offer, direct the Administration to continue negotiations with the contractor or to reject all offers, and re-advertise the project using the same specifications and design or direct the engineer to re-design the project.

If approved, Administration will work with our legal counsel to write and execute the contract so that the contractor can begin as soon as possible.

Note: The project's Best and Final Offer (BAFO) is \$145,000.00 over the estimated project budget.

At the Regular Board of Trustees Meeting held on April 19, 2023, the Board approved Consideration and Approval of the Best and Final Offer (BAFO) for the Indoor Air Quality Projects for Cavazos, Midkiff, and Salinas Elementary in the amount of \$8,045,000.00 with 240 construction Days with CAHS.

Cavazos \$2,740,000.00  
 Midkiff \$2,740,000.00  
 Salinas \$2,565,000.00

Bryan Elementary and AMJH project advertisements were posted on March 29, 2023, and April 05, 2023, in the local newspapers. The process is for the submittals to be reviewed by the Purchasing Department Staff and the Administration Ranking Team to assure that firms meet the criteria based on demonstrated expertise, competence, and qualifications. Proposal(s) Bid Opening was scheduled to be on Thursday, April 13, 2023, however, due to having to issue addendums to answer contractor questions the proposal date was extended to Thursday, April 20, 2023, to allow contractors more time.

After the review, Administration will then recommend those firms to be reviewed and ranked in order of selection. The recommendations will be presented for review at the Wednesday, May 10, 2023, Regular Board of Trustees meeting.

<u>Company Name</u>	<u>Base Bid &amp; Contingency</u>	<u>Days</u>
<b><i>Johnson Controls Inc. – 92.5 Points</i></b>		
	<u>Base Bid</u> <u>Contingency</u>	
• Bryan Elem.:	\$1,959,893.76 + \$130,000.00 = \$2,089,893.76	396 days
• AMJH:	\$4,120,331.87 + \$390,000.00 = \$4,510,331.87	396 days
	<b>Total for Both Projects: \$6,600,225.63</b>	
<b><i>Carrier Corporation – 90.5 Points</i></b>		
	<u>Base Bid</u> <u>Contingency</u>	
• Bryan Elem.:	\$1,610,000.00 + \$130,000.00 = \$1,740,000.00	590 days
• AMJH:	\$3,450,000.00 + \$390,000.00 = \$3,840,000.00	590 days
	<b>Total for Both Projects: \$5,580,000.00</b>	
<b><i>Central Air and Heating Service Inc. (CAHS) – 86.0 Points</i></b>		
	<u>Base Bid</u> <u>Contingency</u>	
• Bryan Elem.:	\$2,425,000.00 + \$130,000.00 = \$2,555,000.00	580-680 days
• AMJH:	\$5,750,000.00 + \$390,000.00 = \$6,140,000.00	580-680 days
	<b>Total for Both Projects: \$8,695,000.00</b>	

At the Regular Board of Trustees meeting held on May 10, 2023, the Board of Trustees approved the ranking criteria sheet, point system, and process. Johnson Controls Inc. was unofficially pre-ranked higher than Carrier Corporation although they were \$1,020,225.63 higher in total cost.

The Board of Trustees has the option to not accept Administrations unofficial pre-ranking and review all the firms proposal packages and conduct their ranking. The Board will then direct Administration to enter into negotiations with the top ranked firms in order selected.

The Board of Trustees has the option to accept Administrations unofficial pre-ranking and direct Administration to enter into negotiations with the top ranked firms in order. Should negotiations fail with the top ranked firm then Administration will cease negotiations and begin with the next ranked firm not being able to resume or re-negotiate with the previous.

Administrations goal is to be able to negotiate an agreement and bring it forward for Board consideration and approval to enter into a contract. The Board has the option to accept the offer, direct Administration to continue negotiations, decline any offer, and direct Administration to re-advertise.

At the Regular Board of Trustees meeting held on May 10, 2023, the Board approved the Consideration and Approval of Ranking and Enter Into Negotiations for the Indoor Air Quality Projects for Bryan Elementary and Alton Memorial Jr. High School with:

**Johnson Controls Inc. – 92.5 Points**

	<u>Base Bid</u>	<u>Contingency</u>	
• Bryan Elem.:	\$1,959,893.76	+ \$130,000.00	= \$2,089,893.76      396 days
• AMJH:	\$4,120,331.87	+ \$390,000.00	= \$4,510,331.87      396 days
<b>Total for Both Projects:</b>			<b>\$6,600,225.63</b>

A virtual project negotiations meeting was held on May 12, 2023, with Mr. Omar Rodriguez from Johnson Controls Inc. and Mr. Adrian Hernandez from MCISD. During the negotiations, Johnson Controls Inc. presented its best and final offer (BAFO) with no adjustments to its initial proposal.

**Johnson Controls Inc. – 92.5 Points**

	<u>Base Bid</u>	<u>Contingency</u>	
• Bryan Elem.:	\$1,959,893.76	+ \$130,000.00	= \$2,089,893.76      396 days
• AMJH:	\$4,120,331.87	+ \$390,000.00	= \$4,510,331.87      396 days
<b>Total for Both Projects:</b>			<b>\$6,600,225.63</b>

At the Regular Board of Trustees meeting held on June 21, 2023, the Board approved Consideration and Approval of the Best and Final Offer (BAFO) for the Indoor Air Quality Projects for Bryan Elementary and Alton Memorial Jr. High School with Johnson Controls Inc. with total budgets of \$6,600,225.63 with 396 construction days. Substantial Completion is October 24, 2024.

The Board of Trustees had the option to accept this BAFO or to decline the offer and direct Administration to enter into negotiations with the next contractor or to reject all offers and re-advertise the project using the same specifications and design or direct the engineer to re-design the project. The Board approved JCI's BAFO.

On September 6, 2023, at the Board of Trustees Workshop, a district-wide air-conditioning status presentation was given.

At the Regular Board of Trustees meeting held on September 13, 2023, the Board approved Request for Qualifications (RFQ's) for professional HVAC commissioning. This project requires HVAC Commissioning by a Mechanical, Electrical, and Plumbing (MEP Engineering) firm. Administration will advertise and rankings will be submitted to the Board for the selection.

If the commissioning firm is not a full-time employee of the District, the Board must select the firm on the basis of demonstrated competence and qualifications.

### **What is HVAC Commissioning?**

Commissioning is the process of thoroughly verifying and proving that building systems are installed and operating according to the criteria in the original design and engineering documentation.

Commissioning is basically a startup process for newly installed equipment, and it's just to make sure that everything is operating within the manufacturer's specifications. There's data that is collected during the operation of the equipment, so we can set a baseline and figure out where your systems at what we need to tweak, and make sure that it is set up properly.

We use this baseline during maintenance, this baseline helps us keep in line to maximize comfort, to extend the life of the system, and to make sure that we are saving as much energy as possible.

This process cannot be completed until the system is completely installed and operable.

Advertisements in the local newspapers were posted on October 04, 2023, and October 11, 2023. The process is for the submittals to be reviewed by the Purchasing Department Staff and the Administration Ranking Team to assure that firms meet the criteria based on demonstrated expertise, competence, and qualifications. The submission of RFQ's will be on October 19, 2023, and three (3) proposals were received. The Administration ranking team reviewed and pre-ranked the RFQ's on October 23, 2023, at 2 p.m.. After the review, Administration will then recommend the top firm to be reviewed and ranked in order of selection. The ranking team consisted of Mr. Adrian Hernandez, Maintenance Director, Mr. Leandro Ochoa, Maintenance Coordinator, Mr. Adan Rivera, Assistant Maintenance Coordinator and Mr. Ricardo Rivera, Assistant Superintendent for Operations and Ms. Daisy Cuevas, Purchasing Specialist who served as the facilitator.

At the Regular Board of Trustees meeting held on November 08, 2023, the Board approved to Enter Into Negotiations in the Order of Ranking for Professional Design Services for the HVAC Commissioning Services for Mission CISD Indoor Air Quality Project.

<b><u>Firms</u></b>	<b><u>Points</u></b>
DBR Engineering	92
LEAF Engineering	91
Terracon Consultants Inc.	86

On November 9, 2023, a conference with Mr. Tim Kilby and Mr. Hugo Avila from DBR Engineering was held.

At the Regular Board of Trustees meeting held on December 13, 2023, the Board approved DBR MEP Engineering (BAFO) in the amount of \$106,050.00 for Heating/Ventilation/Air Conditioning (HVAC) commissioning for the five (5) current air quality HVAC projects.

The Board of Trustees had the option to accept this BAFO, to decline the offer and direct Administration to enter into negotiations with the next firm, or to reject all offers and re-advertise the project using the same specifications.

Administration will work with our legal counsel to write and execute the contract. DBR Engineering is the awarded professional design service for the Indoor Air Quality projects and they are also the on-call Mechanical, Electrical, and Plumbing (MEP Engineers).

Also presented at the December 13, 2023 meeting was Consideration and Approval of Change Order #1 for five hundred seventy-seven (577) Delay Days for the Indoor Air Quality Project at Cavazos, Midkiff, and Salinas Elementary. If approved the new substantial completion would be August 27, 2025.

After a lengthy discussion on the long delay request, this agenda item was “pulled” and the Board directed Administration to continue communicating with DBR on why the contractor cannot use a different electrical equipment supplier and brand. As per DBR, the issue is only for the Salinas Elementary project.

DBR has also stated that the equipment currently at Salinas Elementary is equal to “best” practices is still in good condition and meets all electrical and building codes and could be used.

At the Regular Board of Trustees meeting held on Wednesday, January 24, 2024, Administration presented and the Board approved this agenda item. DBR and Central Air and Heating Service Inc. (CAHS) are requesting days due to the manufacturer’s shipping delays for the Indoor Air Quality Project at Cavazos, Midkiff, and Salinas Elementary, thus they present Consideration and Approval of Change Order #1 for Two hundred Twenty (220) Delay Days for the Mission CISD Indoor Air Quality Project at Cavazos, Midkiff, and Salinas Elementary. If approved the new substantial completion will be August 31, 2024.

The change order for delay days now encompasses all three project campuses.

A credit for Salinas Elementary electrical gear will be applied to project contingency. Amount is yet to be determined.

### **ADMINISTRATIVE CONSIDERATIONS**

At the June 05, 2024 Board Workshop, a presentation was made on the Mission CISD Review of Current Heating/Ventilation/Air Conditioning (HVAC) Systems. At the presentation, information was given on addressing the current five (5) HVAC projects being addressed. We addressed how these first five projects were selected by DBR MEP Engineering and the order of future projects using the air quality as the standard. Air standard was the primary standard at the time of selection due to the information and guide from health officials.

Since the time of first selection the Center for Disease Control (CDC) has since classified COVID as a “flu-like” virus and the priority signification has changed. If Administration is to continue with HVAC projects we will now need to evaluate the priority of the next projects by the age of the equipment and other current operational factors.

Mission CISD shows a balance from ESSER funding of approximately \$14 million for repair and replacement of HVAC systems. Charts shown at the meeting show projects listed as a priority by air quality and a chart listing as a priority by equipment age.

Primary factors and other HVAC information as well as our Energy Management Plan that we have was discussed. Future funding considerations and financial challenges were also discussed.

If we are to proceed direction will be needed as to how to allocate the remaining balance and to which campuses. As per the age chart MHS and VMHS are the next projects, however, these two campuses will absorb all the balance. Pearson and O’Grady Elementary campuses are currently having equipment breakdowns even though they are not next in line for repairs and replacement. As per DBR MEP Engineers, some work may be done at both high schools and the repairs also to be done at the two elementary campuses. However, at a later time we would need to go back to the high schools and complete the work.

**FUNDING SOURCE – ESSER FUNDS**

Est. Project Budget:	\$19,380,000.00
Project Contingency 20%:	\$ 5,700,000.00
Est. Professional Services 12%:	\$ 3,420,000.00
<b>Est. Total Project Cost:</b>	<b>\$28,500,000.00</b>

Project Budget for Cavazos Elem.	\$2,740,000.00
Project Budget for Midkiff Elem.	\$2,740,000.00
Project Budget for Salinas Elem.	<u>\$2,565,000.00</u>
Total Project Cost:	\$8,045,000.00

Project Budget for Bryan Elem.	\$2,089,893.76
Project Budget for AMJH.	<u>\$4,510,331.87</u>
Total Project Cost:	\$6,600,225.63

Current Const. Cost: \$14,645,225.63 (includes contingency allowance)

Contingency Allowance: \$965,000.00 (possible credit back if not used)

DBR Engineering Fee 5.5% of const. cost: \$805,487.41 (5 projects - subject to change - less)

DBR Engineering Commissioning Fixed Fee: \$106,050.00 (5 projects)

Balance: \$12,943,236.96

Balance: \$13,908,236.96 if all contingency allowance is not used (none used as of today)

**RECOMMENDATION**

This agenda item was presented at the Board of Trustees Workshop on Wednesday, June 5, 2024.

Administration presents Consideration and Approval of Heating, Ventilation and Air Conditioning (HVAC) Projects.

**EXHIBIT**

Initial Indoor Air Quality Projects (IAQ) listing  
District HVAC Projects by Age listing

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Adrian Hernandez, Director for Maintenance/Facilities/Construction/Energy Management  
Leandro Ochoa, Coordinator for Maintenance

### Initial Indoor Air Quality Projects

Priority	Campus	Age Yrs.	Est. Cost	Substantial Completion Date
1	Salinas Elem.	29	\$2,565,000.00	8/31/2024
2	Cavazos Elem.	24	\$2,740,000.00	8/31/2024
3	Midkiff Elem.	24	\$2,740,000.00	8/31/2024
4	Bryan Elem.	26	\$2,089,893.76	10/24/2024
5	AMJH	23	\$4,510,331.87	10/24/2024
6	Cantu Elem.	16	\$1,520,960.00	
7	O'Grady Elem.	17	\$999,600.00	
8	Mims Elem.	17	\$999,600.00	
9	Alton Elem.	Partial - 30	\$1,740,480.00	
10	VMHS	Main - 31 CATE - 24	\$7,663,600.00	
11	KWJH	Duct - 38 Units - 16	\$6,323,800.00	
12	Mission H.S.	Various Bldg. - 40	\$6,350,400.00	
13	Pearson Elem.	Partial - 26	\$3,136,000.00	
14	Castro Elem.	Partial - 26	\$3,136,000.00	
15	Leal Elem.	16	\$1,019,200.00	

Initial Indoor Air Quality Projects

16	MJH	21	\$6,272,000.00	
17	Roosevelt	31	\$490,000.00	
18	Marcell Elem.	14-26	\$2,156,000.00	
19	Waitz Elem.	16	\$1,176,000.00	
20	RCJH	19	\$392,000.00	
21	MCHS	11	\$588,000.00	
22	Escobar/Rios Elem.	16	\$960,400.00	

TOTAL EST.

\$44,924,040.00

IAQ Budget: \$28,500,000.00

22

Top 5 Priority Const. Cost: \$14,645,225.63 (includes contingency allowance)

Top 5 Priority Contingency Allowance: \$965,000.00 (possible credit back if not used)

DBR Engineering Fee 5.5% of const. cost: \$805,487.41 (5 projects - subject to change - less)

DBR Engineering Commissioning Fixed Fee: \$106,050.00 (5 projects)

Balance: \$12,943,236.96

Balance: \$13,908,236.96 if all contingency allowance is not used (none used as of today)

Est. Construction Cost Campuses #6 - #22: \$44,924,040.00

Cost to complete does not include contingency, engineering or commissioning fees

Est. construction costs are as of May 08, 2024 by DBR Engineering

District HVAC Projects by Age

Priority	Campus	Age Yrs.	Est. Cost	Substantial Completion Date	Est. Time for Design (Weeks)
1	Salinas Elem.	29	\$2,565,000.00	8/31/2024	
2	Cavazos Elem.	24	\$2,740,000.00	8/31/2024	
3	Midkiff Elem.	24	\$2,740,000.00	8/31/2024	
4	Bryan Elem.	26	\$2,089,893.76	10/24/2024	
5	AMJH	23	\$4,510,331.87	10/24/2024	
6	Mission H.S.	Various Bldg. - 40	\$6,350,400.00		12
7	VMHS	Main - 31 CATE - 24	\$7,663,600.00		12
8	Roosevelt	31	\$490,000.00		4
9	Alton Elem.	Partial - 30	\$1,740,480.00		8
10	Pearson Elem.	Partial - 26	\$3,136,000.00		8
11	Castro Elem.	Partial - 26	\$3,136,000.00		8
12	Marcell Elem.	14-26	\$2,156,000.00		8
13	MJH	21	\$6,272,000.00		12
14	RCJH	19	\$392,000.00		4
15	Escobar/Rios Elem.	18	\$960,400.00		4

23

District HVAC Projects by Age

16	O'Grady Elem.	17	\$999,600.00		8
17	Mims Elem.	17	\$999,600.00		8
18	Cantu Elem.	16	\$1,520,960.00		8
19	KWJH	Duct - 38 Units - 16	\$6,323,800.00		12
20	Waitz Elem.	16	\$1,176,000.00		4
21	Leal Elem.	16	\$1,019,200.00		8
22	MCHS	11	\$588,000.00		8

**TOTAL EST.**

**\$44,924,040.00**

24

IAQ Budget: \$28,500,000.00

Top 5 Priority Const. Cost: \$14,645,225.63 (includes contingency allowance)

Top 5 Priority Contingency Allowance: \$965,000.00 (possible credit back if not used)

DBR Engineering Fee 5.5% of const. cost: \$805,487.41 (5 projects - subject to change - less)

DBR Engineering Commissioning Fixed Fee: \$106,050.00 (5 projects)

Balance: \$12,943,236.96

Balance: \$13,908,236.96 if all contingency allowance is not used (none used as of today)

Est. Construction Cost Campuses #6 - #22: \$44,924,040.00

Cost to complete does not include contingency, engineering or commissioning fees

Est. construction costs are as of May 08, 2024 by DBR Engineering

**SUBJECT:** Consideration and Approval of Final Completion, Less Betterment Fund Allowance, Less Liquidated Damages, and Final Payment for the Security Vestibules Project at Salinas Elementary – PBK Architects

**PRESENTER:** Ricardo Rivera, Assistant Superintendent for Operations

**BACKGROUND INFORMATION**

Mission CISD Administration and Risk Management have been working cooperatively with law enforcement agencies to explore additional safety and security measures to ensure students and staff are safe and secure at all times. One security measure is to try to ensure that our campus front doors are equipped with the necessary security systems to limit or prohibit the entrance of intruders who may want to cause criminal intent. All our campuses have door security access systems and in addition, some campuses have entrance vestibules as an additional safety measure. Several elementary campuses are currently limited by these systems.

At the Regular Board of Trustees meeting held on Wednesday, November 13, 2019, the Board approved the following:

Administration requests to explore a project at campuses for the installation of door security and monitoring systems along with assessing the construction of a vestibule similar to ones constructed at MHS, RCJH, and Escobar/Rios (our most recently constructed or renovated campuses). All campuses are equipped with front door security cameras and call buttons where the front office staff needs to activate locking mechanisms to allow person entrance into the campus. However, not all campuses have a vestibule where visitors are checked and verified before being able to have access to the entire campus. The construction of vestibules will serve as an additional safety measure against possible intruders. Since many of our campus entrances are constructed differently there are varying options on how a vestibule may or may not be built. Some campuses may be as simple as constructing a glass barrier as a separation similar to what is installed at Escobar/Rios Elementary School. Other campuses may need to have a vestibule constructed at the entrance similar to what was just completed at VMHS. Other campuses may need more of a design due to not being able to utilize the other two options. The Construction and Maintenance departments will be responsible for the construction of these vestibules, however, due to the total costs and the need to ensure that we are meeting all building and ADA compliance codes and requirements we are requesting Consideration and Approval to Advertise for Request for Qualifications (RFQ) for the Selection of Architect/Consultant for Elementary Campus Security Vestibules Project.

The Board of Trustees must take the necessary action in accordance with Texas Education Code 44.035 which consists of the selection/designation of an architect/consultant and/or engineer to prepare construction documents for this project. The engineer and/or architect/consultant selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes) as applicable.

The selected architect/consultant/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget if required by Administration.

If the engineer or architect/consultant is not a full-time employee of the District, the Board must select the engineer or architect/consultant on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code.

On Wednesday, February 12, 2020, the Board selected EGV Architects, Inc. as the district's professional services firm to act as the district's representative for the duration of the project.

At the Regular Board of Trustees meeting held on Wednesday, June 24, 2020, the Board approved the following:

Consideration and Approval of Project and Proposed Budget for the Districtwide Security Vestibules Project.

Consideration and Approval as Design Build as Procurement Method for the Districtwide Security Vestibules Project.

There are twelve (12) district campuses that will require vestibules, however, seven (7) can be constructed using storefront framing. Each of these campuses has a different design and configuration and will be contracted out to vendors.

Before soliciting bids or proposals for this project, Texas Education Code 44.031(a) requires the board of a school district, considering a construction project to take the following action. 1. The board must consider the method of delivery that provides the best value for this project. Administration recommends competitive sealed proposals as the method of delivery due to the nature of the project. 2. Selection criteria for the project must also be considered. Attached is a copy of the recommended selection criteria used for previous District large-scale projects. 3. The Board must designate the selection committee to evaluate and rank the proposals. (This was reviewed and approved by the Purchasing Department)

After some delays in the original procurement, the method Administration recommends Consideration and Approval of Changing the Procurement Process from Design Build to Competitive Sealed Proposals (CSP) for the Districtwide Security Vestibules Project in order to expedite the project.

At the Regular Board of Trustees meeting held on September 09, 2020, the Board approved changing the procurement process from design-build to competitive sealed proposals (CSP) for the Districtwide Security Vestibules Project.

Advertisements in the local newspapers were posted on April 28, 2021, and May 05, 2021. A pre-proposal meeting was held on Thursday, May 06, 2021, with proposals scheduled to be publicly opened on Thursday, May 13, 2021. There were no proposals submitted and Administration extended the solicitation for an additional two weeks. A second pre-proposal meeting was held Thursday, May 20, 2021, and proposals were opened on Thursday, May 27, 2021, at 2:00 p.m. Pre-ranking of the proposals was conducted by Ms. Lorena Garcia, Mr. Ricardo Rivera, Ms. Dora Garcia, Mr. Joel Garcia, and Ms. Daisy Cuevas on Friday, May 28, 2021, at 11:00 a.m.

Pre-ranking of proposals by the Administration is a district process to pre-check if all requested documents and information in the Competitive Sealed Proposal (CSP) were submitted.

However, since the district no longer has a Facilities/Environment Committee and we now use the Board of Trustees Work Shop format Administration presents the option of presenting Consideration and Approval to Accept Administrations Rankings and Enter into Negotiations in the Order of Ranking for the Security Entrances for AMJH, KWJH, Pearson Elementary & Roosevelt Alternative Project

Two proposals were submitted for this project; however, one proposal was incomplete and could not be included in the ranking process thus Administration presented one proposal to consider.

Company and Base bid and Number of days

Risica & Sons, Inc.- Incomplete package

REFCO - \$85,625.00 - 60 days

Alternate: \$6,850.00 (4) sets of electric strikes, power supplies, and wall switches, furnished and installed

Total Proposal: \$92,475.00

Initial project negotiations were held on June 10, 2021, with Mr. Connor Friedrichs, REFCO V.P., Mr. Joel Garcia, and Mr. Ricardo Rivera. On Monday, June 14, 2021, REFCO submitted their best and final offer (BAFO). In their BAFO they also recommended substitution for door closers from a specified LCN model to a Stanley closer. After consulting with EGV Architects and our maintenance personnel the substitution is acceptable.

The Board of Trustees has the option to accept this BAFO, to decline the offer, and direct the Administration to reject all offers and re-advertise the project using the same specifications and design.

Administration presents Consideration and Approval to Accept the Best and Final Offer (BAFO) and to Enter Into a Contract for the Security Entrances for AMJH, KWJH, Pearson Elementary & Roosevelt Alternative.

BAFO Base Bid: \$81,000.00

Closer Substitution: (\$1,600.00)

BAFO Final (base): \$79,400.00

BAFO Alternate: \$6,850.00

Total Proposal: \$86,250.00

Construction Time: 60 days from notice to proceed (NTP)

At the Special Board of Trustees meeting held on June 23, 2021, the Board approved REFCO's Best and Final Offer of \$86,250.00 within 60 days. Notice to Proceed was effective July 27, 2021, with substantial completion will be September 25, 2021.

At the Regular Board of Trustees, Meeting held on September 8, 2021, the Board approved Change Order #01 for Thirty-three (33) delay days for the Security Entrances for Alton Memorial Jr. High, K. White Jr. High, Pearson Elementary & Roosevelt Alternative. If approved the new substantial completion will be October 28, 2021.

At the Regular Board of Trustees Meeting held on November 10, 2021, the Board approved the following items, Consideration, and Approval of Construction Change Directive #1 & #2 for "Credit" on Hardware Handle and Aluminum Frame Support for the Security Vestibules Project at Alton Memorial Jr. High, K. White Jr. High, Pearson Elementary & Roosevelt Alternative – EGV Architects

Const. Change Directive #1 Credit hardware handle:	(\$750.00)
Const. Change Directive #2 Aluminum Supports Cost:	<u>\$750.00</u>
Balance:	\$0.00

Accept Substantial Completion for the Security Vestibules Project at Alton Memorial Jr. High, K. White Jr. High, Pearson Elementary & Roosevelt Alternative - EGV Architects

At the Regular Board of Trustees meeting held on January 19, 2022, the Board approved the Final Completion of the Security Vestibules Project at Alton Memorial Jr. High, K. White Jr. High, Pearson Elementary & Roosevelt Alternative.

Total Construction Cost:  
Safety and Security grant in the award of \$252,229.00  
Leal, Mims & O'Grady (previously awarded) \$49,286.00  
Balance: \$202,943.00

At the Regular Board of Trustees meeting held on August 10, 2022, the Board approved the Project, Proposed Budget, Procurement Method, and Utilizing the On-call Professional Services for the Remaining Security Vestibules Project.

PBK Architect – On-call professional services  
Job Order Contracting (JOC) – Procurement method

At the Regular Board of Trustees meeting held on December 07, 2022, the Board approved Schematic Design for the Remaining Security Vestibules Project.

Schematic Design:

Rough sketches that develop a feasible conceptual design of the project.

Construction Documents:

Communicating the design intent through further refinement of the written and graphic representation of all building materials, components, and equipment that can be quantified and useful to contractors.

At the Regular Board of Trustees meeting held on March 08, 2023, the Board approved the Construction Documents for the Remaining Security Vestibules Project. The administration will move forward to advertise and possibly award the project. At this meeting, PBK Architects is to advise the Administration and the Board of Trustees if there is a change in the estimated construction costs.

PBK Architects was unable to attend to present these designs due to another commitment, however, they presented the agenda item at the Board meeting. They have submitted a revised estimated costs schedule.

**Initial Cost Estimate:**

Remaining Campuses and PBK Arch. Est. Const. Costs - \$308,816.54

Bryan Elem. - \$42,821.30  
Castro Elem. - \$60,957.38  
Cavazos Elem. - \$70,277.31  
Midkiff Elem. - \$73,048.10  
Salinas Elem. - \$61,712.45

**Revised Cost Estimate:**

Remaining Campuses and PBK Arch. New Est. Const. Costs - \$382,824.00  
**(\$74,007.46)**

Bryan Elem. - \$53,040.00  
Castro Elem. - \$75,504.00  
Cavazos Elem. - \$87,360.00  
Midkiff Elem. - \$90,480.00  
Salinas Elem. - \$76,440.00

An email notice was sent out to all Job Ordering Contracting Firms (JOC) on March 10, 2023. The process is for the submittals to be reviewed by the Purchasing Department Staff and the Administration Ranking Team to assure they were submitted as per specifications. The opening of the proposal(s) was on Thursday, March 30, 2023, at 12:00 p.m. after Administration reviewed the quotes they were considerably over the estimated budget provided by PBK Architects. Thus, the Administration presented Consideration and Approval to Enter Into Negotiations, Present the Best and Final Offer (BAFO) with the Lowest Proposal from the Job Order Contractor (JOCs), and Adjust the Budget for the Remaining Security Vestibules Project.

Administration asked PBK Architects if they intend to revise their cost estimate or to remain the same.

Note: At the Board Work Shop it was discussed to not accept the Job Ordering (JOC) proposals and change the procurement process and advertise as competitive sealed proposals (CSP's), the proposals were over the maximum threshold of \$500,000.00 established. Advertisements such as CSP's would be using the same plan and specifications.

Discussed was also to re-direct PBK Architects to re-design the project and if so the revised plans and specifications will be brought forward for Board review and approval.

The Board has the option to direct Administration to enter into negotiations with the lowest JOC proposal to possibly agree on a lower cost proposal. Negotiations will not entertain any recommendations for changing or reducing the scope of work in order to lower a proposal. At times<sup>29</sup> the term "Value Engineering" is mentioned

during negotiations, value engineering happens during the design phase of a project and not after proposals are submitted and opened. Value engineering adds “value” to a project and is not to be used to reduce the scope of work to lower a proposal. Any change of scope will need to be brought forward for the Board of Trustees review and approval.

At the Regular Board of Trustees Meeting held on April 19, 2023, the Board approved the Best and Final Offer (BAFO) with the Lowest Proposal from the Job Order Contractor (JOCs), and Adjust the Budget for the Remaining Security Vestibules Project.

8/A Builders LLC – BAFO - \$518,000.00

Notice to proceed was May 30, 2023, with 200 construction days with substantial completion on December 16, 2023.

At the Regular Board of Trustees Meeting held on December 13, 2023, the Board approved the Allowance Expenditure Authorization (AEA) #1 and Change Order #1 for delay days for the Security Vestibules Project.

*Change Order #1* - Inclement weather for a total of five (5) calendar days for Midkiff and Cavazos Elem. If approved the new substantial completion date is December 21, 2023.

**Bryan Elementary School**

*AEA #1* - Removal of skylight fixture and installation of metal panel cost \$3,828.95

*Change Order #1* - additional days for the removal and capping of an existing broken skylight at a total of five (5) calendar days and five (5) inclement weather days a total of ten (10) days. If approved the new substantial completion date is December 26, 2023.

**Castro Elementary School**

*AEA #1* - Roof Modification by installing metal sheet panels on both sides of the canopy and installing stucco front upper gable wall cost \$5,270.00.

*Change Order #1* - additional days to changes in the scope of work for the roof based on existing conditions a total of sixty (60) calendar days and five (5) inclement weather days a total of sixty-five (65) days. If approved the new substantial completion date is February 19, 2024.

**Salinas Elementary School**

*AEA #1* - The New Aluminum Storefront Door is \$6,317.95 and credit for the concrete sidewalk (\$5,000.00) costs of \$1,317.95.

*Change Order # 1* - additional days for Permitting delays by the City of McAllen for a total of eighty-seven (87) calendar days and changes in the scope of work based on existing conditions for a total of fifteen (15) calendar days. A total of one hundred and seven (107) days. If approved the new substantial completion date is April 01, 2024.

**Contingency Allowance:** **\$35,000.00**

Salinas Elem.: Storefront Door & Credit for concrete sidewalk:	\$ 1,317.95
Bryan Elem.: Removal of existing skylight and cap with metal panel:	\$ 3,828.95
Castro Elem.: Roof modification due to existing conditions:	<u>\$ 5,270.00</u>
Total:	<b>\$10,416.90</b>

Contingency Allowance Balance: **\$24,583.10**

At the Regular Board of Trustees Meeting held on January 24, 2024, the Board approved Consideration and Approval of Substantial Completion for the Security Vestibules Project at Bryan, Midkiff, and Cavazos Elementary.

As per past Board of Trustees approvals, Castro Elementary has a substantial completion date of February 19, 2024.

Salinas Elementary has a substantial completion date of April 01, 2024.

Note: Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. MCISD technology is currently working on computer, phone, and security camera connections.

At the Regular Board of Trustee meeting held on February 21, 2024, the Board approved Consideration and Approval of Substantial Completion for the Security Vestibules Project at Castro Elementary and Final Completion, Less Betterment Fund allowance, Less Liquidated Damages, and Final Payment for the Security Vestibules Project at Bryan, Midkiff, and Cavazos Elementary. The Project was completed on time with all punch-listed items completed. This project has no liquated damages and has a \$24,853.10 of contingency allowance in the project contract.

At the Regular Board meeting held on March 20, 2024, the Board approved Consideration and Approval of Final Completion, Less Betterment Fund Allowance, Less Liquidated Damages, and Final Payment for the Security Vestibules Project at Castro Elementary. The Project was completed on time with all punch-listed items completed.

At the Regular Board meeting held on April 10, 2024, the Board approved Allowance Expenditure Authorization (AEA) #2 and Change Order # 2 for Forty-five (45) delay days due to the roof modification due to existing conditions at Salinas Elementary and permitting delays by the City of McAllen. If approved the new substantial completion date is May 16, 2024.

<b>Contingency Allowance:</b>	<b>\$24,583.10</b>
Salinas Elem.: Roof modification due to existing conditions:	<u>\$ 5,400.00</u>
Contingency Allowance Balance:	<b>\$19,183.10</b>

At the Regular Board of Trustees meeting held on May 08, 2024, the Board approved Consideration and Approval of substantial completion for the Security Vestibules project at Salinas Elementary. Substantial completion is scheduled for May 16, 2024.

**Note:** Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. MCISD technology is responsible for computer, phone, and security camera connections.

**ADMINISTRATIVE CONSIDERATIONS**

PBK Architects and 8/A Builders, LLC are presenting Consideration and Approval of Final Completion, Less Betterment Fund Allowance, Less Liquidated Damages, and Final Payment for the Security Vestibules Project at Salinas Elementary. The Project was completed on time with all punch-listed items completed.

Mission CISD received a credit back of \$19,183.10 from the contingency budget. This concludes all the district vestibule projects.

**FUNDING SOURCE**

Local Funds

Construction Cost:	\$518,000.00
Contingency Allowance:	\$ 35,000.00
Professional Services/Design:	<u>\$ 40,000.00</u>
Cost:	\$593,000.00

**RECOMMENDATION**

This agenda item was presented at the Board of Trustees Workshop on Wednesday, June 5, 2024.

Administration presents Consideration and Approval of Final Completion, Less Betterment Fund Allowance, Less Liquidated Damages, and Final Payment for the Security Vestibules Project at Salinas Elementary – PBK Architects

**EXHIBIT**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations  
Adrian Hernandez, Director for Maintenance/Facilities/Construction/Energy Management

**SUBJECT:** Discussion and Possible Action to Change Scope of Work and Budget for the Mission CISD Jose "Joe" Correa Jr. Agricultural Science Lab Construction Project

**PRESENTER:** Rick Rivera, Assistant Superintendent for Operations  
Gerardo Gonzalez, Director for Career and Technical Education

**BACKGROUND INFORMATION**

In May of 2008, a successful construction bond election was concluded for a total amount of \$59,000,000.00. In August of 2008, the Texas Education Agency (TEA) approved the District's application for the Instructional Facilities Allotment (IFA) program.

During the district-wide needs assessment for 2006 and 2008, bond construction and renovation projects were identified and subsequently ranked by priority. The projects selected by this process were funded and completed. There continued to be a need district-wide for improvements that were not funded by either the 2006 or 2008 bonds.

On Saturday, March 24, 2012, a Facilities Committee Bond Workshop was held to consider projects utilizing the remaining funds from the proposed new elementary school, which no longer was to be built.

At the Facilities Committee meeting held on April 11, 2012, one of the projects discussed for possible Board recommendation was the renovation and construction of the Agricultural Science Facility.

At the Regular Board of Trustees meeting held on Wednesday, April 18, 2012, the Board approved PBK Architects for administrative construction services for the renovations at the Agricultural Science Facility. At this same meeting, the Board approved a total budget of \$700,000.00 for the renovations.

The new facility will provide additional holding pens for goats, sheep, pigs, hogs, and steers with wash racks, sand pits, lighting, and a parking area. If the budget allows a possible show arena, classroom, office, concession area, etc. may be built. The Agricultural Science Facility would be utilized by the district's agricultural and FFA programs.

At the Facilities Committee meeting held on Wednesday, December 05, 2012, PBK presented preliminary drawings of potential renovations and additions to the site along with preliminary drawings of a new MCISD driveway and parking area. Discussed at the meeting were possible budget constraints, particularly what the Agricultural instructors at both high schools are initially recommending. Possibly, only a driveway and parking area may be able to be constructed with the current budget.

At the Regular Board of Trustees meeting held on Wednesday, January 23, 2013, the Board considered and approved PBK Architects for a master plan design assessment for the agricultural science facilities renovation project. At this same Board of Trustees meeting, the Board decided to proceed to only fund the driveway and parking area at this time.

At the Facilities Committee meeting held on May 07, 2014, Committee Members reviewed two options for a master plan for the Agricultural Science Facility. After numerous design meetings with the Agricultural Instructors from both MHS and VMHS, PBK Architects presented a master plan. The master plan incorporated those recommended suggestions into two designs. One design is to construct one large facility to be shared by both schools. The second design is for individual facilities. The plan consists of individual hog, pig, goat,

lamb, and steer pens, with storage rooms, classrooms, concession stands, wash racks, an arena, loading shoots, and parking lots. To proceed with the project, the Board of Trustees must approve the construction project, approve an estimated total construction budget, approve the procurement method, and select an architect for the full design, development, and administration. The Facilities Committee tabled this project due to the probability that the master plan would be over budget.

The administration continued to meet with MHS and VMHS Agricultural Instructors along with PBK Architects on the master plan and has agreed to a conceptual preliminary design that will be suitable to both instructors and campuses. The next phase of this project is requesting consideration and approval for the construction of a new Agricultural Science Facility and a proposed budget.

At the Special Board of Trustees Meeting held on Wednesday, October 01, 2014, the Board approved the construction of a new Ag Facility and Budget.

At the Regular Board of Trustees Meeting held on Wednesday, March 11, 2015, the Board approved "Final" designs. PBK Architects will proceed to complete construction documents. The construction of the driveway and parking lot is under a separate budget and contract. Mr. Javier Hinojosa Civil Engineering is under contract for this portion of the work

At the Special Board of Trustees meeting held on Wednesday, August 26, 2015, the Board approved entering into a contract with D. Wilson Construction.

General Funds

Construction Budget:	\$2,750,000.00
Total Construction Budget:	\$3,500,000.00
Wilson Const. BAFO:	\$2,607,000.00

Project final completion: 08/20/2016

At the Regular Board of Trustees Meeting held on November 11, 2020, the Board was informed that discussions with the previous Administration were held concerning what to do with the old agricultural farm. Discussions centered on the that the old farm was in bad shape structurally and aesthetically and needed to be torn down since we now had built a new facility for both campuses. Discussions then were held on trying to keep some of the structure, pour concrete flooring, install tables, and make this into a picnic area. This did not occur and was not a priority project.

Recently, parents and students continue to use these old facilities. Upon inspecting the conditions and makeshift electrical and power installations we declared that this area was not safe and the maintenance department proceeded to disconnect all electrical power to these buildings due to a potential fire and electrical hazard.

The question has now been asked what are we to do with these old structures, thus this presentation to the Board of Trustees. Current pictures are attached to show the conditions of the buildings. A consideration is that the center structure is demolished due to its poor condition. With work and funding possibly the west and east structures may be salvaged for temporary holding pen(s) during livestock shows at the new facility. The other structure may be converted into a picnic area. Work that would need to be done is: (not all-inclusive)

- Demolition of at least one structure
- Removal of old electrical, plumbing, and camera devices
- Sandblasting of the structures
- Preparing and painting the structures
- Concrete flooring
- New installation of electrical, plumbing, and camera/security systems
- Possible repairs of pens
- Civil work
- Does not include any roofing work

Administration recommends Consideration and Approval of the Project and Proposed Budget for the Demolition of the Old Agricultural Science Barns Project.

Due to the increasing number of animal science projects for both Mission High School and Veterans Memorial High School, the CTE department is requesting to increase the number of animal pens at the current facility. The plan is for the current hog and goat/lamb pens to be split into two pens allowing additional project animals. This project will be a turn-key construction project to include the additional electrical outlets and water troughs needed. Due to the nature of the project design engineering will be required. PBK Architects was the original design team for the Agricultural Science Barn.

At the Regular Board of Trustees meeting held on August 11, 2021, the Board approved the project, proposed the budget, and utilized the on-call professional services for the Additional Animal Pens for the Agricultural Science Barns Project – PBK Architects. PBK Architects estimated project cost is \$50,000.00

At the Regular Board of Trustees meeting held on February 09, 2022, the Board approved the Schematic Design for the Additional Animal Pens for the Agricultural Science Barns Project – PBK Architects. Designs have been reviewed and approved by staff.

Schematic Design:

Rough sketches that develop a feasible conceptual design of the project.

Construction Documents:

Communicating the design intent through further refinement of the written and graphic representation of all building materials, components, and equipment that can be quantified and useful to contractors.

At the Regular Board meeting held on April 13, 2022, the Board approved the Final Design for the Additional Animal Pens for the Agricultural Science Barns Project.

Existing animal pens – 48 pens  
 Additional animal pens – 28 pens  
 Total animal pens: 76 pens

Advertisements in the local newspapers were posted on May 11, 2022, and May 23, 2022. The process is for the submittals to be reviewed by the Purchasing Department Staff and the Administration Ranking Team to assure that firms meet the criteria based on demonstrated expertise, competence, and qualifications. The bid opening was on June 9, 2022, and received two (2) proposals. The Administration Ranking Team reviewed the rankings on June 21, 2022, they were ranked using the approved criteria.

At the Regular Board of Trustees meeting held on Wednesday, August 10, 2022, the Board approved Consideration and Approval of Rankings and Enter Into Negotiations in the Order of Ranking for the Additional Animal Pens for the Agricultural Science Barns Project – 8/A Builders.

<u>Firm</u>	<u>Proposal</u>	<u>Pts.</u>
8/A Builders	\$66,000.00	93.7
G&G Contractors	\$259,800.00	67.0

A virtual project negotiations meeting was held on August 15, 2022, with Mr. Adan Rivera, Mr. Adrian Hernandez from MCISD, and Mr. Arnoldo Ochoa. from 8/A Builders. During the negotiations, 8/A Builders presented as their Best and Final Offer (BAFO) \$75,000.00 with an increase of \$9,000.00 from their initial proposal of \$66,000.00 with 84 days of construction time from the notice to proceed (NTP).

The Board of Trustees has the option to accept this BAFO, to decline the offer and direct Administration to enter into negotiations with the next contractor, or to reject all offers and re-advertise the project using the same specifications and design or direct the engineer to re-design the project.

If approved, Administration will work with our legal counsel to write and execute the contract so that the contractor can begin as soon as possible.

At the Regular Board Meeting held on Wednesday, September 21, 2022, the Board approved Consideration and Approval to Accept the Best and Final Offer (BAFO) for the Additional Animal Pens for the Agricultural Science Barns Project.

8/A Builders \$75,000.00 with 84 days of construction time from notice to proceed (NTP). Notice to proceed (NTP) was to be issued on Monday, October 17, 2022, with a Substantial Completion date of January 9, 2023.

At the meeting on Wednesday, October 12, 2022, Mission CISD, 8/A Builders, and PBK Architects discussed the notice to proceed (NTP) timing for the commencement of the construction of additional pens at the Joe Correa Ag Farm. It was previously discussed the NTP to be either Friday, October 07, 2022, or Monday, October 17<sup>th</sup>, however, in review of the timing commencing the project now would not be in the best interest of our students and their projects due to many projects already in their pens and new projects arriving weekly and the RGV Livestock Show being in March.

In the meeting, MCISD offered two options, one of which was to terminate the contract entirely or to keep the contract and PBK would then issue a change order now with a new notice to proceed date of March 26, 2023, as was the date given by Mr. Sergio Pena, CTE Director. By this date, Mr. Pena is to have parents and students vacant the facility of all projects from the pens. As per the meeting, there may possibly be a few steers still being housed on the south end of the building, and this should not be an issue. This option of delaying the project until March of 2023 was accepted by 8/A Builders. This was presented at the Regular Board of Trustees meeting held on Wednesday, October 12, 2022.

PBK Architects will submit a change order reflecting the change of notice to proceed. Also discussed was that any current expenses that have been incurred to date may be invoiced through the standard pay application process and they will be reviewed and processed for

payment if approved. Furthermore, it was discussed that due to the continuous rising costs of materials and possible delays, all materials needed for this project should be purchased now and stored and can be invoiced for payment. The original NTP was to be in October so materials should have already been ordered and likely stored, we are not anticipating change orders for the cost of material increases. Only the Board of Trustees can approve change orders for additional time or additional costs. Due to the current use of the building by the CATE/FFA Program, an extension time of two hundred forty-five (245) days is requested.

At the Regular Board of Trustees meeting held on November 09, 2022, the Board approved, Change Order #1 for Delay Days for the Additional Animal Pens for the Agricultural Science Barns Project. If approved the new construction start date is March 27, 2023, and the new substantial completion date will be June 19, 2023.

At the Regular Board of Trustees meeting held on May 10, 2023, the Board approved, Consideration, and Approval of Substantial Completion for the Additional Animal Pens for the Jose "Joe" Correa Jr. Agricultural Science Lab Project – PBK Architects

**Note:** Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

At the Regular Board meeting held on June 21, 2023, the Board approved Final Completion, Less Betterment Fund Allowance, Less Liquidated Damages, and Final Payment for the Jose "Joe" Correa Jr. Agricultural Science Lab Project. The project was completed on time with all punch list items completed. This project has no liquidated damages and the owner's contingency balance is to be credited back for the amount of \$10,000.00.

#### General/Local Funds

Est. Construction Project Budget:	\$170,000.00
Project Contingency 20%:	\$ 34,000.00
Est. Professional Services 12%:	<u>\$ 20,400.00</u>
Est. Total Project Cost:	\$224,400.00

#### \*Additional Animal Pens for the Agricultural Science Barns Project

BAFO:	\$75,000.00
Contingency Credit:	<u>(\$10,000.00)</u>
Final Cost:	\$65,000.00

The Career and Technical Education Program (CTE), is proposing two additional construction projects at the Jose "Joe" Correa Jr. Agricultural Science Lab Facility.

#### **Electrical**

During initial construction of Jose Correa Agricultural Farm, electrical plugs for fans were not installed on the southside of the farm. This was not done because the number of animals at the time did not merit the need for such. The growing interest has now changed the number of animal projects and needs at the farm. We have added new steer pens and this requires upgrades to the electrical infrastructure. The electrical circuits at the agricultural farm are being overloaded<sup>37</sup> by students attempting to cool animals in this area.

Electrical extension cords are used to run electricity for fans. These overload current circuits and cause the electrical breakers to shut off very frequently. This is caused by current wires overheating from the overloaded circuit. Some of the potential risks of this are an electrical fire, student safety by all the extension cords run, and the safety of animals at the farm. Funding for this project will be from general funds.

### **Bird Control**

The open structure at the farm, nesting areas, and the food fed to student project animals have invited some unwanted birds to the FFA farm. We are looking to remedy the situation by adding bird prevention methods of spikes and/or mesh. The main problem is pigeons but there are other types of birds that nest in the facility. Birds carry a great deal of diseases that have caused the demise of several student projects in the past. The birds' fecal matter is being swept in animal pens. Furthermore, birds swim in drinking water troughs which results in project animal illnesses. The project animals develop diarrhea and may also result in coccidiosis. These conditions counter-effect the steady progression of fattening the animal for shows. Bird fecal matter is left on corral rails. These bird types of diseases are known to also be transmitted to humans causing a safety issue for students. Funding for this project will be from general funds.

On October 10, 2023, Mr. Gerardo Gonzalez, CTE Director met with the campuses Agricultural Instructors at the facility to discuss their needs and a plan if this agenda was to be approved. The Instructors asked for the electrical outlets for the south steer pens and the temporary pens located in the south center areas. They also have requested that wire mesh be installed on the exterior perimeter of the building. The mesh will extend from the top of the exterior wall to the roof to cover all open areas. The purpose is to try to prevent any birds from entering the areas with animal projects. Wire mesh will also be used to cover the door and other openings for the prevention of birds. As per the meeting, the dates available for work to be done will be from March 25<sup>th</sup> – July 21<sup>st</sup>, 2024.

### **Teacher commitments:**

All teachers have agreed to teach their students and make themselves and students responsible for keeping doors closed. This will be done as a classroom lesson that includes maintaining to the best possible the farm area. The lessons will emphasize the expectations on how to secure doors so that birds are kept out of the facility as much as possible. If the electrical project extends after these dates, Teachers will move any animals away from areas where work is being done to allow for the completion of the electrical project.

The Board of Trustees must take the necessary action in accordance with Texas Education Code 44.035 which consisted of the selection/designation of an architect and/or engineer to prepare construction documents for this project. The engineer and/or architect selected or designated will have full responsibility for complying with the Texas Engineering Practice Act (Article 3271a, Vernon's Texas Civil Statutes) or Chapter 478, Acts of the 45th Legislature, Regular Session, 1937 (Article 249a, Vernon's Texas Civil Statutes) as applicable.

If the engineer or architect is not a full-time employee of the District, the Board must select the engineer or architect on the basis of demonstrated competence and qualifications as provided by Section 2254.004, Government Code. The selected architect/engineer along with preparing construction documents will be required to provide MCISD with an estimated project budget.

Administration will use Competitive Sealed Proposals (CSPs) as the procurement method as approved by the Board of Trustees in the February 2021 Board of Trustees meeting. This method was approved as the primary default method for projects.

At the Regular Board of Trustees meeting held on November 08, 2023, the Board approved Consideration and Approval of the Project, Proposed Budget, and Utilize the On-call Professional Services of PBK Architect for the Mission CISD Jose "Joe" Correa Jr. Agricultural Science Lab Construction Project.

### **ADMINISTRATIVE CONSIDERATIONS**

PBK Architects, Campus Administration, respective Campus Agricultural Instructors, Mr. Gerardo Gonzalez-CTE Director, and Administration have continued to meet on the design as per the scope of work and budget approved by the Board of Trustees.

On Wednesday, May 22, 2024, a meeting was held with each respective H.S. Ag Instructor(s) and an Asst. Principal (Principals were not available) along with Mr. Adrian, Mr. Gonzalez, PBK MEP Engineer Mr. Joe Dahr, and myself to finalize the plans and specifications in preparation to advertise for contractors. VMHS was in agreement with Option I which consisted of the bird screen and those electrical improvements and additions that both H.S. had originally requested. This scope of work was what was originally asked for by both H.S. and was presented and approved by the Board of Trustees with a budget of \$103,000.00 which included design fees. The design fee is \$35,000.00 which leaves a balance of \$68,000.00 for construction. With preliminary estimates from PBK, we will be a little short on the funding, however, we will not know until we receive actual proposals. Option I was designed with the input from both campuses.

After meeting with VMHS and they approved Option I, we proceeded to MHS and met with them for their possible final approval. While discussing the project and Option I they are requesting additional work to be done at the Ag facility which was not in the original request and not in the scope of work being designed by PBK. In addition to the bird screen and the electrical outlets they initially requested, they are requesting:

- That the most recent electrical outlets installed when we added the additional animal pens (May 2023) be raised at approximately a six-foot height level. These most recent outlets are on top of the masonry walls which are at about 42" from the ground. They are requesting for all of them to be mounted higher because at this level they state that the animals are chewing on the heat lamp and fan cords that they each install. They request that all of this be raised so the animals do not chew on the cords, however, this entails designing and building a metal structure to mount the outlets and strong enough to sustain the weight of whatever they plug in such as the heaters and fans plus the design and cost of moving the electrical outlets higher
- MHS states that the 9' high exterior brick walls are too high to allow sufficient air circulation into the building and that the animals may get sick or even die due to not enough air ventilation at ground level. They are requesting that fans be installed throughout the facility at ground level which will entail more electrical work or that air vents be installed into the masonry walls all around the facility to possibly provide air ventilation at ground level. More structural design work and cost will be required.

At this MHS meeting, it was communicated that the original scope of work that was requested and the budget that the Board approved was what PBK Architects was

contracted to design and that due to these additional requests, the project cannot move forward.

Only the Board of Trustees has the authorization to approve a change of scope of work and only the Board can approve a change in the project budget. PBK Architects are not authorized to design or work outside the scope of work and estimated established project budget, thus, they have been directed to cease design work until further direction.

Cost estimates for the additional work suggested will not be known until a more definite request is discussed and engineering and design work is done.

The additional requested work will require changing the scope of work and budget, thus, the presentation to Change Scope of Work and Budget for the Mission CISD Jose "Joe" Correa Jr. Agricultural Science Lab Construction Project.

The Board of Trustees has the option to approve the recommendations or direct PBK Architects and Administration to proceed as per the original scope of work and estimated budget.

Campus Administration, CTE Department, and respective Agricultural Instructors have been given the approval to bring in animal projects into the facility. Should the project begin contractors will work collaboratively with the Instructors on temporarily relocating animal projects within the facility as needed.

**Schematic Design:**

Rough sketches that develop a feasible conceptual design of the project.

**Construction Documents:**

Communicating the design intent through further refinement of the written and graphic representation of all building materials, components, and equipment that can be quantified and useful to contractors.

**FUNDING SOURCE AND AMOUNT**

General/Local Funds

Preliminary estimated total budget by CTE Dept.:

Construction Budget:	\$68,000.00
Professional Design Fees:	<u>\$35,000.00</u>
Total Project Budget:	<u>\$103,000.00</u>

**RECOMMENDATION**

This agenda item was presented at the Board of Trustees Workshop on Wednesday, June 5, 2024.

Administration is presenting Discussion and Possible Action to Change Scope of Work and Budget for the Mission CISD Jose "Joe" Correa Jr. Agricultural Science Lab Construction Project.

Note: Prior to the Board meeting visits will be conducted to other Ag Facilities and communications will be scheduled with field experts concerning the additional requests. Information to be presented at the meeting.

**EXHIBIT**

N/A

**CONTACT PERSONS**

Ricardo Rivera, Assistant Superintendent for Operations

Gerardo Gonzalez, Director for Career and Technical Education

Adrian Hernandez, Director for Maintenance/Facilities/Construction/Energy Management

**SUBJECT:** 2024-2025 Employee Compensation Plan

**PRESENTERS:** Joel Garcia, CPM, Deputy Superintendent for Business Support Services

**BACKGROUND INFORMATION**

The 2024-2025 Employee Compensation Plan outlines salary adjustments, benefits, and other compensation-related matters for Mission CISD staff. This plan aims to ensure competitive and fair compensation to attract and retain high-quality employees.

**ADMINISTRATIVE CONSIDERATIONS**

A comprehensive booklet detailing the compensation plan will be distributed to the Board of Trustees for review and consideration.

**FUNDING SOURCE:**

Not Applicable

**RECOMMENDATION:**

Approve the 2024-2025 Employee Compensation Plan.

**CONTACT PERSON (S)**

Joel Garcia, CPM, Deputy Superintendent for Business & Support Services  
Elisa Pacheco, Director for Human Resources

# Mission CISD Compensation Plan

43

June 5, 2024

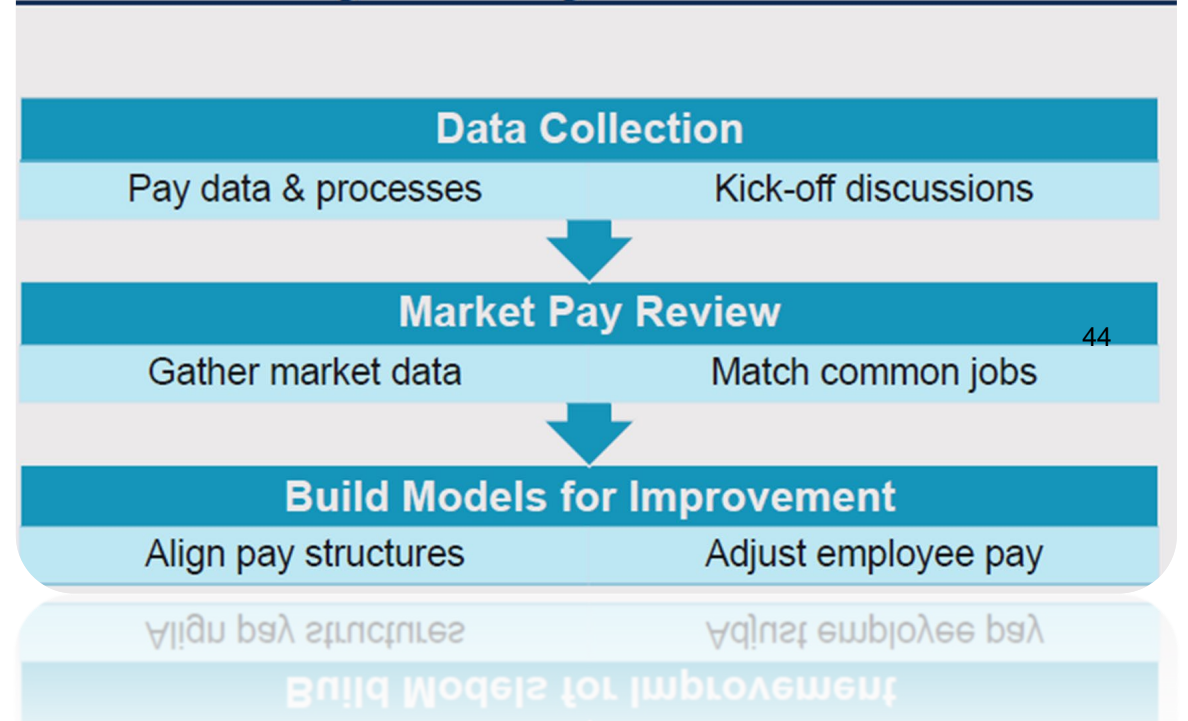




# Background

Mission CISD conducted a staffing study with Moak Casey and a salary and stipend study through the Texas Association of School Boards (TASB). Based on Moak Casey's recommendations, we absorbed vacant positions through attrition, generating savings in payroll costs without any layoffs, reductions in force, or non-renewals. TASB analyzed salary and stipend data to ensure compensation/pay and pay structures remain above market value.

## TASB Pay Study Process





# Market Peers

- Mission CISD:
  - Students: 14,502
  - Staff: 2,264
- Donna ISD:
  - Students: 12,870
  - Staff: 2,303
- Edinburg CISD:
  - Students: 33,911
  - Staff: 4,820
- La Joya ISD:
  - Students: 24,804
  - Staff: 4,018
- McAllen ISD:
  - Students: 20,081
  - Staff: 3,429
- Pharr-San Juan-Alamo ISD:
  - Students: 29,404
  - Staff: 4,692
- Sharyland ISD:
  - Students: 9,669
  - Staff: 1,365



# Funding Considerations for 2024-2025

## Legislative Update:

- Funding: No additional funding provided

## Student Basic Allotment:

- Current Amount: \$6,160
- Unchanged Since: 2019

## Inflation Impact:

- Inflation Rate: 20%
- Adjusted Amount:  $\$6,160 \times 20\% = \$1,232$
- Total Impact:  $\$1,232 \times 12,800 \text{ ADA} = \$15.7 \text{ million}$

## District's Financial Prudence:

- Mission CSD has followed TEA recommendations and demonstrated prudent savings.
- Savings Achieved: \$33.8 million saved over the past three fiscal years.

## Proposed Salary Plan for 2024-2025:

- We will use the fund balance to support a salary increase and cover the rise in self-funded health insurance costs.
- However, this method is not sustainable. We must continue to analyze data and right-size our budget and staffing levels.



# Compensation Package, 2024-2025

- We recommend a 2.5% salary increase for all professional staff and a 3% increase for all other staff. The estimated cost for these increases is approximately \$3.2 million.
- Additionally, as part of the compensation package, we propose increasing the employer contribution to health insurance by \$2.1 million.

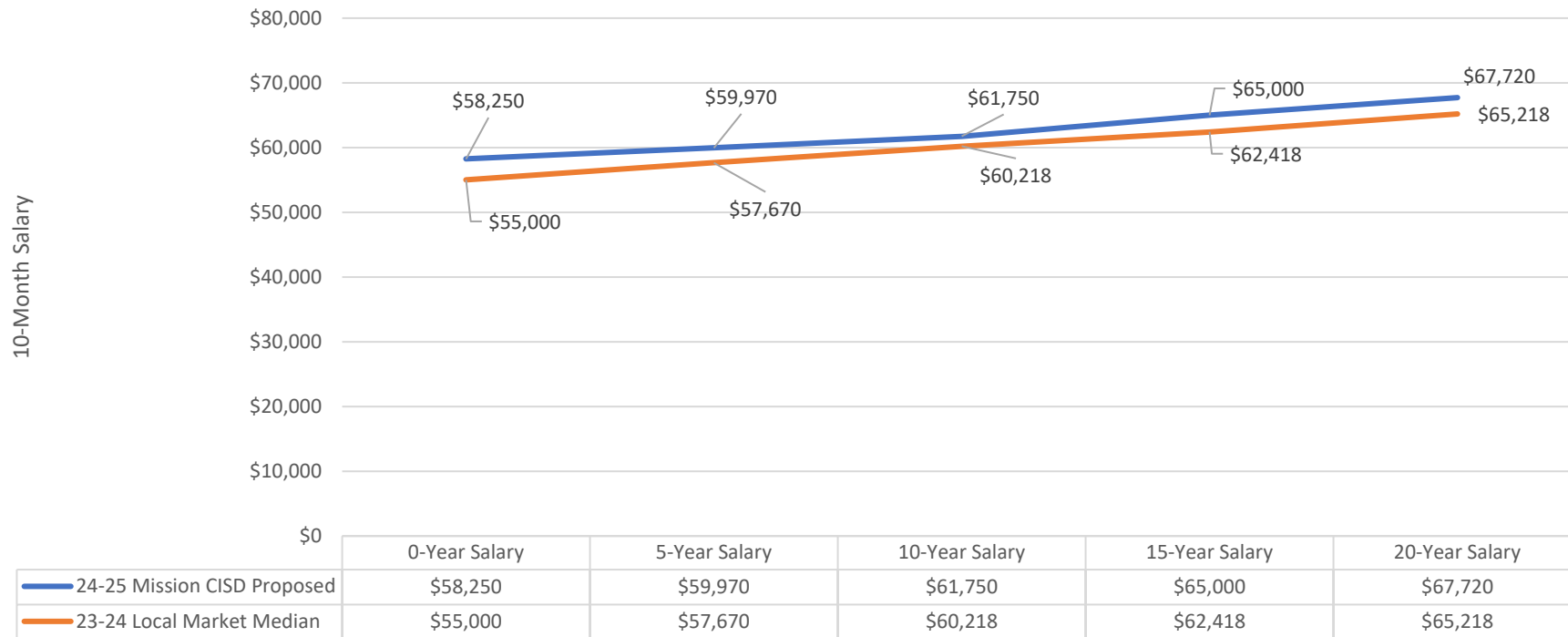
Pay Group	General Pay Increase	Adjustments	Estimated Total Increase
Teachers and Nurses (RN)	\$1,633,846	\$94,843	\$1,728,689
Administrative Professional	\$585,773	\$17,998	\$603,771
Clerical/Technical Support	\$207,715	\$4,898	\$212,613
Instructional Support Assistants	\$248,687	\$7,031	\$255,718
Auxiliary	\$431,857	\$49,703	\$481,560
<b>Total</b>	<b>\$3,107,878</b>	<b>\$174,473</b>	<b>\$3,282,351</b>
<b>% of Current Costs</b>	<b>2.6%</b>	<b>0.1%</b>	<b>2.7%</b>



# Market Comparison

The proposed increase will help Mission CISD stay competitive in the market.

Teacher Proposed Salary Plan, 2024-2025





# Teacher Salary Plan Proposal

- 0-Year Salary:

- Mission CISD \$58,250
- Local Market Median \$55,000
- Market Value: 106%

- 5-Year Salary:

- Mission CISD \$59,970
- Local Market Median \$57,670
- Market Value: 104%

- 10-Year Salary:

- Mission CISD \$61,750
- Local Market Median \$60,218
- Market Value: 103%

- 15-Year Salary:

- Mission CISD \$65,000
- Local Market Median \$62,418
- Market Value: 104%

- 20-Year Salary:

- Mission CISD \$67,720
- Local Market Median \$65,218
- Market Value: 104%

- 25-Year Salary:

- Mission CISD \$71,220



# Teacher Stipend Comparisons

- Master's Degree (Subject):
  - Mission CISD \$3,000
  - Local Market Median \$2,000
  - Market Value: 150%
- Secondary Math:
  - Mission CISD \$3,000
  - Local Market Median \$2,500
  - Market Value: 120%
- Secondary Science:
  - Mission CISD \$3,000
  - Local Market Median \$2,000
  - Market Value: 150%
- Special Education (High Needs):
  - Mission CISD \$3,000
  - Local Market Median \$1,375
  - Market Value: 218%
- Bilingual:
  - Mission CISD \$1,800
  - Local Market Median \$1,500
  - Market Value: 120%
- ESL (General):
  - Mission CISD \$1,700
  - Local Market Median \$1,200
  - Market Value: 142%
- National Board Certification:
  - Mission CISD \$3,000
  - Local Market Median \$3,000
  - Market Value: 100%



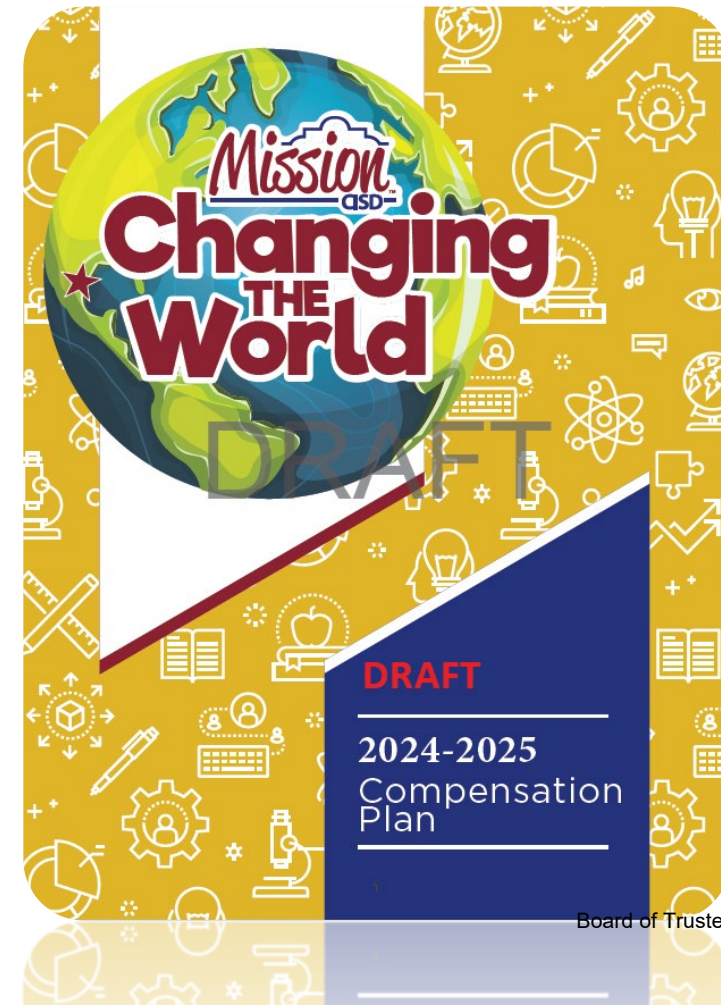
# Teacher Incentive Comparisons

- Dept Chair/Grade Leader HS
  - Mission CISD \$1,500
  - Local Market Median \$1,375
  - Market Value: 109%
- Dept Chair/Grade Leader MS
  - Mission CISD \$800
  - Local Market Median \$800
  - Market Value: 100%
- Dept Chair/Grade Leader ES
  - Mission CISD \$400
  - Local Market Median \$400
  - Market Value: 100%
- Mentor Teacher:
  - *Mission CISD \$500*
  - Local Market Median \$600
  - Market Value: 83%



# Proposed Changes

- **Draft Compensation Manual**
  - The proposed changes are in blue. Items in red will be deleted.
  - Additionally, we removed ESSER-funded positions, including ESSER Learning Loss Tutors.
  - We have also reviewed and updated as needed supplements for C&I, Fine Arts, and Athletics.





# Compensation Timeline

- June 19th Board of Trustees Meeting: Approval
- Effective Implementation Date: Fiscal Year 2024-2025



[Joel.Garcia@mcisd.org](mailto:Joel.Garcia@mcisd.org)

**SUBJECT:** Approval of Changes to the Student Handbook for the 2024-2025 School Year  
**PRESENTERS:** Joel Garcia, Deputy Superintendent for Business Support Services

**BACKGROUND INFORMATION**

As per the yearly update, the Student Handbook for the 2024-2025 school year has been reviewed in its entirety.

**ADMINISTRATIVE CONSIDERATIONS**

The changes to the Student Handbook for the 2024-2025 school year have been proposed and are being presented to the Board of Trustees. A copy of the entire revised Student Handbook is attached.

Any changes passed by the Legislature will be incorporated into the Legal Policy section of the Student Handbook prior to printing.

**FUNDING SOURCE:**

Not Applicable

**RECOMMENDATION:**

To approve the Changes to the Student Handbook for the 2024-2025 School Year

**CONTACT PERSON (S)**

Joel Garcia, Deputy Superintendent for Business & Support Services  
Sharon Roberts, Deputy Superintendent for Curriculum & Instruction  
Edilberto Flores, Executive Director for PreK-12<sup>th</sup> MHS Vertical Team  
Cynthia Wilson, Executive Director for PreK-12<sup>th</sup> VMHS Vertical Team  
Ruben Lopez, Manager for PEIMS/Student Services

# **2024-2025 MCISD Student Handbook**

## **Change Document**

## PREFACE

### ***To Students and Parents:***

Welcome to the 2023-2024 school year. For this new year to be successful for your child, we must all work together. This student handbook is designed to help us do this.

The Mission CISD Student Handbook contains information needed by both students and parents during the school year. The Handbook is divided into three sections:

- The first section (pages 3-34) contains **School-Related Information**, operations and requirements organized alphabetically by topic.
- The second section (pages 36-65) contains the Student Code of Conduct.
- The third section (pages 66-73) contains the **Acceptable Use Guidelines for Internet / Extranet System** with Parent Information Letter.

When the Handbook uses “we” or “our,” it means the school District and/or school administrators. When the Handbook uses “you” or “your,” it means the parent, legal guardian, or person who has accepted responsibility for a student, at least in regard to school matters. From time to time, the Handbook will use more general terms, such as “parents” and “school officials.” Regardless of the particular terminology, our intention is to speak directly to you as the adults who are responsible for working with us, the school officials, to make your children’s experience with the Mission CISD public schools a positive educational experience.

The Student Handbook has been developed by school District administrators. The content is reviewed by the Board of Trustees and is intended to be consistent with formally adopted School Board policies. If there is an apparent contradiction between information in the Handbook and a formally adopted Board policy, the school administration will interpret the Handbook in a way that is consistent with policy and may request guidance from the Board of Trustees.

**The Student Handbook is not a contract between the school and parents or students.** It can be amended at any time at the discretion of the school district. If the district makes changes to the Handbook during a school year, the administration of the district and the campus will communicate those changes in ways that are designed to inform parents and students of the new or revised information.

**We strongly recommend that parents review the entire handbook with their children and keep it as a reference during this school year. If you or your child has questions about any of the material in this handbook, please contact your child’s campus principal, teacher or counselor. The inside front cover contains campus phone numbers and the inside back cover contains helpful District Contacts including department names and phone numbers for your assistance. A copy of the District’s policy manual is available in hard copy at Central Office by contacting Craig Verley, Director for Public Relations at 323-5530 or on-line at [w www.tasb.org/policy/pol/private/108908](http://www.tasb.org/policy/pol/private/108908) or at the Mission CISD website at [w www.mcisd.net](http://www.mcisd.net).**

Thank you for your attention to your child's education. We look forward to the success of the coming year.

# Section I

## School-Related Information

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## ADMISSIONS

A student seeking enrollment in the District for the first time, or who is transferring in from another school district, must begin the enrollment process at the campus the student is zoned to attend. Questions regarding admissions and/or attendance zones are to be directed to the Director for Student Services at 956-323-5578.

## ASBESTOS MANAGEMENT PLAN

The District's Asbestos Management Plan, designed to follow state and federal regulations, is available in the Maintenance Department office. If you have any questions, please contact the Maintenance Department at 956-323-8960.

## ATTENDANCE

Regular school attendance is essential for the student to make the most of his or her education—to benefit from teacher-led and school activities, to build each day's learning on the previous day's, and to grow as an individual. Absences from class may result in serious disruption of a student's mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. Two state laws, one dealing with compulsory attendance, the other with attendance for course credit, are outlined in the following sections:

### Compulsory Attendance

The state compulsory attendance law requires that a student who is at least 6 years of age and who has not yet reached his or her nineteenth birthday must attend school and District-required tutorial sessions unless the student is otherwise legally exempted or excused. A student who voluntarily attends or enrolls after his or her nineteenth birthday is required to attend each school day. However, if a student who voluntarily enrolls after his or her nineteenth birthday has more than five unexcused absences in a semester, the District may revoke the student's enrollment. The student's presence on school property thereafter is then unauthorized and may be considered trespass.

On enrollment in prekindergarten or kindergarten, a child shall attend school. Pre-K and kinder students are subject to compulsory school attendance rules while they are enrolled in school. However, if the child has not reached mandatory compulsory attendance age (six years old as of September 1 of the current school year) the parent/guardian may withdraw the student from school and the child will no longer be in violation of compulsory attendance rules.

School employees must investigate and report violations of the state compulsory attendance law. A student absents from school without permission from any class, from required special programs, such as basic skills for ninth graders, or from required tutorials will be considered truant and subject to disciplinary action.

#### Truancy

To ensure your child receives the best education possible, attendance is of utmost importance. House Bill 2398, passed during the 84th Texas Legislative Session, enacted changes to the state's school attendance laws. As of this school year, after the third unexcused absence within a four-week period, the parent is issued a warning notice that the student is subject to truancy prevention measures (TEC §25.095); the parent must be informed: 1) of the student's absence; 2) of the parent's duty to monitor the student's school attendance and require the student to attend school; and 3) that the student is subject to truancy prevention measures. The school district must request a conference between school officials and the parent to discuss absences. The District Truancy Prevention Measure is implemented to include: 1) a behavior improvement plan; 2) school-based community service [i.e., behavior contract, parenting programs/meetings, drug awareness programs, afterschool tutoring; bullying/harassment counseling, etc.] and/or 3) counseling, mediation, mentoring, teen court, or other in-school or out-of-school services aimed at addressing the truant behavior.

If a student fails to attend school without excuse on 10 or more days or parts of days within a six-month period, the student shall be referred to truancy court within 10 school days of the student's 10th absence. Students ages 12 to 18 may be referred to truancy court.

### Exemptions to Compulsory Attendance

State law allows exemptions to the compulsory attendance requirements for several types of absences if the student makes up all work. These include the following activities and events:

- Is enrolled in and attending off-campus dual credit program courses and is not scheduled to be on campus during any part of the school day.
- Is participating in an off-campus work-based learning opportunity and is not scheduled to be on campus during any part of the school day. Students who are participating in an off-campus work-based learning opportunity and are scheduled to be on campus during any part of the school day should have their attendance recorded while they are on campus.
- Is enrolled **full-time** in Texas Virtual School Network (TXVSN) courses. See 12.2 Texas Virtual School Network (TXVSN) for information on recording daily attendance. Students who are enrolled in one or more TXVSN courses but attend a regular campus part of the day and who are not scheduled to be on campus during the official attendance-taking time should have their attendance recorded during the part of the day they are on campus. See 3.6.2.2 Alternative Attendance-Taking Time for Certain Student Populations for instructions on how to record attendance for these students.
- Is participating in an activity that is approved by your local school board and is under the direction of a professional staff member, an adjunct staff member, or a paraprofessional staff member of your school district. The adjunct staff member must have a minimum of a bachelor's degree and be eligible for participation in the Teacher Retirement System of Texas.
- Is participating, with local school board approval, in a short-term (for example, five-day) class that is provided by the Texas School for the Blind and Visually Impaired (TSBVI) or the Texas School for the Deaf (TSD) at a location other than the student's campus. The student must not be considered in attendance for FSP purposes on any day the student is traveling between the student's district and the location of the class but is not attending class. (However, travel days may be excused for compulsory attendance purposes.)

- Misses school for the purpose of observing religious holy days, including traveling for that purpose. Travel days for which the student is considered in attendance are limited to not more than one day for travel to and one day for travel from the site where the student will observe the holy days. Your school district may elect to excuse additional travel days; however, the student would be considered absent for the additional travel days for attendance accounting purposes.
- Is in grades six through 12 and misses school for the purpose of playing “Taps” at a military honors funeral held in Texas for a deceased veteran.
- Misses school for the purpose of attending a required court appearance, including traveling for that purpose. Travel days for which the student is considered in attendance are limited to not more than one day for travel to and one day for travel from the site where the student is required to appear in court. Your school district may elect to excuse additional travel days however, the student would be considered absent for the additional travel days for attendance accounting purposes.
- Is in the conservatorship of the DFPS and misses school: to participate in an activity ordered by a court under the Texas Family Code, Chapter 262 or Chapter 263, provided that scheduling the participation outside of school hours is not practicable or to attend an activity under a service plan under the Texas Family Code, Chapter 263, Subchapter B.
- Misses school for the purpose of serving as a student early voting clerk, if your school district has a policy allowing for this type of excused absence, or an election clerk or student election clerk. Your school district may excuse a student’s absence for this purpose for a maximum of two days in a school year.
- Misses school for the purpose of appearing at a governmental office to complete paperwork required in connection with the student’s application for US citizenship, including traveling for that purpose. Travel days for which the student is considered in attendance are limited to not more than one day for travel to and one day for travel from the site of the governmental office. Your school district may elect to excuse additional travel days; however, the student would be considered absent for the additional travel days for attendance accounting purposes.
- Misses school for the purpose of taking part in the student’s own US naturalization oath ceremony, including traveling for that purpose. Travel days for which the student is considered in attendance are limited to not more than one day for travel to and one day for travel from the site of the ceremony. Your school district may elect to excuse additional travel days; however, the student would be considered absent for the additional travel days for attendance accounting purposes.
- Is temporarily absent because of a documented appointment for the student or the student’s child that is with a health care professional licensed, certified, or registered to practice in the United States. A documented appointment with a health care professional includes an appointment of a student diagnosed with autism spectrum disorder with a health care practitioner to receive a generally recognized service<sup>91</sup> for persons with that disorder. To be considered temporarily absent, the student must begin classes or return to class on the same day of the appointment. The appointment must be supported by a document, such as a note, from the health care professional. A consultation over the phone or via (telemedicine) is considered an appointment with a health care professional. An appointment with a school nurse will not count for FSP funding as an appointment with a health care professional.
- Is absent as the result of a serious or life-threatening illness or related treatment that makes the student’s attendance infeasible. Documentation from a health care professional licensed, certified, or registered to practice in Texas must be provided that specifies the student’s illness and the anticipated period of the student’s absence relating to the illness or related treatment.
- Is in his or her junior or senior year of high school and misses school for the purpose of visiting an institution of higher education accredited by a generally recognized accrediting organization to determine the student’s interest in attending the institution. Your district must not excuse for this purpose more than two days during a student’s junior year and two days during a student’s senior year and must adopt a policy stating when an absence will be excused for this purpose and a procedure for verifying students’ visits to institutions of higher education.
- Is 17 years of age or older and pursuing enlistment in a branch of the US uniformed services or the Texas Army National Guard. Your district must not excuse the student for this purpose for more than four days of school during the period the student is enrolled in high school and must adopt a policy stating when an absence will be excused for this purpose and a procedure for verifying the student’s activities related to pursuing enlistment in a branch of the US uniformed services or the Texas Army National Guard.
- Is absent to visit with a parent, stepparent, or legal guardian who is an active duty member of the uniformed services and has been called to duty for, is on leave from, or is immediately returned from continuous deployment of at least four months outside the locality where the parent, stepparent, or guardian regularly resides. Your district is required to excuse up to five days for this purpose in a school year. An excused absence for this purpose must be taken no earlier than 60 days before the date of deployment or no later than 30 days after the date of return from deployment.
- Misses school for the purpose of visiting a driver’s license office to obtain a driver’s license or learner permit. The student must be enrolled in high school and 15 years of age or older. Your district may not excuse the student for more than one day of school during the period the student is enrolled in high school for each purpose (obtaining a driver’s license and obtaining a learner license). Your district must verify the student’s visit to the driver’s license office in accordance with the procedures adopted by your district.

In addition, a junior or senior student’s absence of up to two days related to visiting a college or university will be considered an exemption, provided the student receives approval from the campus principal, follows the campus procedures to verify such a visit, and makes up any work missed.

#### **Attendance for Credit**

To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who is in attendance for at least 75 percent but less than 90 percent of the days the class is offered may be given credit or a final grade for the class if the student completes a plan approved by the school’s principal that provides for the student to meet the instructional requirements

of the class. An attendance committee (see below) may give class credit or a final grade to a student because of extenuating circumstances. Alternative ways for students to make up work or regain credit lost because of absences are established by the Board and must include at least one option that does not require a student to pay a fee. The availability of such option must be substantially the same as the availability of the educational program for which the District may charge a fee. [See policy FP] The attendance committee shall adhere to the following guidelines to determine attendance for award of credit or a final grade:

- All absences will be considered in determining whether a student has attended the required percentage of days. If make-up work is completed satisfactorily, excused absences that are allowed under compulsory attendance requirements shall be considered days of attendance for this purpose. [See policy FEA(LEGAL)]
- A transfer or migrant student incurs absences only after his or her enrollment in the District. For a student transferring into the District after school begins, including a migrant student, only those absences after enrollment will be considered.
- In reaching consensus about a student's absences, the committee will attempt to ensure that its decision is in the best interest of the student.
- The committee will consider the acceptability and authenticity of documented reasons for the student's absences.
- The committee will consider whether the absences were for reasons over which the student or the student's parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit or be awarded a final grade.
- The committee may impose any of the following conditions for students with excessive absences to regain credit or be awarded a final grade:
  - Completing additional assignments, as specified by the committee or teacher.
  - Attending tutorial sessions as scheduled, which may include Saturday classes or before- and after-school programs.
  - Maintaining the attendance standards for the rest of the semester.
  - Taking an examination to earn credit. [See policy EHDB]
  - Attending a flexible school day program.
  - Attending summer school.

In all cases, the student must also earn a passing grade in order to receive credit.

The student or parent may appeal the committee's decision to the District's Board of Trustees in accordance with policy FNG(LOCAL).

#### **Absences**

When a student is absent from school, the student – upon returning to school – must, within five days, bring a note, signed by the parent, which describes the reason for the absence. A note signed by the student, even with the parent's permission, will not be accepted unless the student is 18 or older. Students absent for five (5) or more consecutive days for personal illness need to bring a note from a physician or health clinic. [See policy FEC(LOCAL)] Out of School Suspension (OSS) absences will be considered absences for purposes of perfect attendance.

A student absents from school for any reason, other than for a documented health care appointment, will not be allowed to participate in school- related activities on that day or evening. A student who must leave school during the day must bring a note from his or her parent that morning. A student who becomes ill during the school day should, with the teacher's permission, report to the school nurse. The nurse or campus staff will notify the student's parent should it be determined that the student should be sent home. Because class time is important, doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time.

Questions regarding absences in any given academic school year should be addressed before the beginning of the next academic school year. Discrepancies in absences not addressed before the beginning of the next academic school year will not be considered.

#### **Driver's License Attendance Verification**

To obtain a driver's license, a student between the ages of 16 and 18 must annually provide to the Texas Department of Public Safety a form obtained from the school verifying that the student has met the 90 percent attendance requirement for the semester preceding the date of application. The student can obtain this form at the high school of attendance campus office.

#### **BULLYING (INCLUDING CYBERBULLYING) / DAVID'S LAW**

Bullying is defined in Section 37.0832 of the Education Code as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

- Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property;
- Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
- Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
- Infringes on the rights of the victim at school.

Bullying includes cyberbullying. Cyberbullying is defined by Section 37.0832 of the Education Code as bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a

computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool.

### **Procedures for Reporting Allegations of Bullying**

The district is required to adopt policies and procedures regarding bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property; bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student's educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity. Bullying is prohibited by the district and could include hazing, threats, taunting, teasing, confinement, assault, demands for money, destruction of property, theft of valued possessions, name-calling, rumor-spreading, or ostracism.

If a student believes that he or she has experienced bullying or has witnessed bullying of another student, it is important for the student or parent, orally or in writing, to notify a teacher, school counselor, principal, or another district employee as soon as possible to obtain assistance and intervention. The administration will investigate any allegations of bullying or other related misconduct. The district will also provide notice to the parent of the alleged victim and the parent of the student alleged to have engaged in bullying. If the results of an investigation indicate that bullying has occurred, the administration will take appropriate disciplinary action and may notify law enforcement in certain circumstances. Disciplinary or other action may be taken even if the conduct did not rise to the level of bullying. Available counseling options will be provided to these individuals, as well as to any students who have been identified as witnesses to the bullying. Any retaliation against a student who reports an incident of bullying is prohibited. Upon the recommendation of the administration, the Board may in response to an identified case of bullying, decide to transfer a student found to have engaged in bullying to another classroom at the campus. In consultation with the student's parents, the student may also be transferred to another campus in the district. The parent of a student who has been determined by the district to be a victim of bullying may request that his or her child be transferred to another classroom or campus within the district. More information about the District's bullying policy can be found in Board Policy FFI(LOCAL) on the website or at the Central Administration Office.

A student or other may anonymously report an alleged incident of bullying by calling or texting 1-206-406-6485 or [www.stayalert.info](http://www.stayalert.info) or emailing [report@stayalert.info](mailto:report@stayalert.info).

### **BULLYING PREVENTION (TEA)**

Mission CISD adheres to bullying prevention policies and procedures for bullying as determined by Texas Education Code (TEC), §37.0832 are:

- (1) ensure and appropriately integrate into instruction research-based content designed to reduce bullying for students in that age group, which are:
  - a. for students in early primary:
    - i. explicit direct instruction designed so students can recognize bullying, including cyberbullying, behaviors, and how to report them;
    - ii. age-appropriate classroom culture-building discussions that encourage peers to intervene when they observe bullying occur; and
    - iii. explicit direct instruction that characterizes bullying as a behavior that results from the student's need to acquire more mature social or coping skills, not an immutable trait;
  - b. for students in secondary:
    - i. explicit direct instruction on the brain's neuroplasticity so the student recognizes bullying, including cyberbullying, the behavior can come from a developmental need to acquire more social skills, can change when the brain matures and learns better ways of coping, and is not an immutable trait; and
    - ii. classroom-culture or school-culture-building discussions that portray bullying as undesirable behavior and means for attaining or maintaining social status in school, and to dissuade students from using bullying as a tool for reputation management;
    - iii. explicit direct instruction is designed so students recognize the role reporting plays in promoting a safe school community
- (2) define how positive school culture and building healthy relationships between students and staff will be measured in alignment with the school and LEA's mission, vision, and values, using an age-appropriate survey that includes relevant questions on bullying, including cyberbullying, that includes appropriate privacy controls in compliance with the Family Educational Rights and Privacy Act (FERPA, 20 U.S.C. § 1232g), and define who is responsible to develop and oversee the implementation of action plans based on the results that address student concerns regarding bullying, including cyberbullying;
- (3) require each LEA campus to establish a committee, which ~~must~~ include parents and secondary level students and may be incorporated into an existing committee that otherwise meets the requirements of these minimum standards, to address bullying by focusing on prevention efforts and health and wellness initiatives;

- (4) develop a policy for the reporting of bullying, including cyberbullying, incidents:
  - a. the policy must outline an easy mechanism(s) for reporting bullying, including cyberbullying, incidents both anonymously and identifiable by students and staff to an appropriate campus staff member(s)
  - b. the policy should recognize that, while one or more staff members may be designated, students are encouraged to report incidents of bullying to any trusted staff member, and that any staff member aware of such incidents must relay any reports to the appropriate designated staff member(s);and
  - c. the policy should provide for a tracking mechanism to allow for LEA-level staff to periodically monitor the reported counts of bullying incidents, and that declines in the count of bullying incidents may represent not only improvements in the campus culture because bullying declines but also declines in the campus culture because of a decline in openness to report incidents;
- (5) provide support for research-based interventions taken both for the students who engage in bullying behaviors and the students who were targeted by the bullying behaviors;
- (6) include a rubric or checklist to assess an incident of bullying and to determine the LEA's response to the incident.
- (7) in connection with the policy in subsection 4 and the rubric/checklist in subsection 6 any actions taken in response to bullying, including cyberbullying, must comply with state and federal law regarding students with disabilities.

### **CAREER & TECHNICAL EDUCATION (CTE)**

Mission CISD offers a variety of Career & Technical Education courses. Students can receive 0.5 to 1.0 high school credit in Junior High School by enrolling in the following CTE courses:

- Touch System Data Entry (Keyboarding) Fundamentals of Computer Science Interpersonal Studies
- Principles of Construction Principles of Manufacturing Robotics Programming & Design
- Personal Communications (Speech) Horticultural Science Landscape Design & Management
- Principles of Arts/AV Video Game Design

Students in grades 9-12 can take courses in any of our ~~29~~ **27** Programs of Study in ~~15~~ **13** available Career Clusters: Agriculture, Food & Natural Resources; Architecture & Construction; Arts/AV Technology & Communications; Business Management & Administration; Education & Training; Finance; Health Science; Hospitality & Tourism; Human Services; Information Technology; Law, Public Safety, Corrections & Security; Manufacturing; Marketing; Science, Technology, Engineering & Mathematics (~~STEM~~); Transportation, Distribution & Logistics. Admission to these programs is based solely on interest and grade level of the student.

In 2014-2015, Mission CISD began implementation of the Career & Technical Education Early College High School with an emphasis on intensive training in Welding, Diesel Technology and Manufacturing. In 2016-2017, the CTE Early College program added Education & Training, Business Administration and Law Enforcement Academies. Students participating in these Academies have an opportunity to earn a Level I, Level II or Associate Degree with South Texas College by the time they graduate from high school. Veterans Memorial High School also initiated the Patriot Early College Academy in the 2019- 2020 school year focusing on Business, Architectural Design and Engineering. Students enrolled in our regular comprehensive high school programs at Mission High School and Veterans Memorial High School also have various opportunities to earn Business and Industry-based Certifications and Licensures that will allow them to be workforce ready upon high school graduation.

Certifications in Business and Industry through South Texas College are also readily available for all students based on their Endorsement and Program of Study. In 2017-2018, our District began a new Health Science initiative for juniors and seniors focusing on the Certified Nurse Assistant and Phlebotomy Certifications. For the 2019-2020 school year, these opportunities were expanded to include Patient Care Technician Assistant, EKG Technician, and Pharmacy Technician programs as well. We also introduced the Manicure Specialist Specialty Certification through our Cosmetology program. For the 2020- 2021 school year, our District will offer the Barbering State Licensure program, which had been requested by many male students in our District previously. For the 2021-2022 school year, our district will begin offering the Cybersecurity Program via Project Lead the Way (PLTW) at Mission High, Veterans Memorial High, and Mission Collegiate High Schools. We also initiated the Patient Care Technician Assistant and Emergency Medical Technician (EMT) training programs at Mission Collegiate High School in January 2022. For the 2023-2024 school year, our CTE program will offer Viticulture in the Plant Science program of study. We will also begin offering the Video Game Design and Practicum in Law Enforcement programs of study for interested students at the high school level. This will provide students with 2 hours of intense training to get them ready for the workforce. **During the 2024-2025 school year we will begin a partnership with STC with the Fire Science Program of Study.** The District will take the necessary steps to ensure a lack of English Language Skills or Learning Disabilities will not be a barrier to admission or participation in any Career & Technical Education programs. For further information about any of our available programs, please contact your assigned Academic or CTE Counselor; Mission High School, please contact (956) 323- 5700. Veterans Memorial High School, please contact (956) 323-3000. You may also contact our Director for Career & Technical Education at (956) 323-5508.

**CELLULAR PHONES AND OTHER TELECOMMUNICATIONS DEVICES OR AUDIO OR OTHER ENTERTAINMENT DEVICES**

Unless specifically permitted by District- or campus-level administration, the District prohibits students from using or publicly displaying cellular telephones or other telecommunication devices before the last bell at the end of the school day. The District also prohibits using or publicly displaying audio or other entertainment devices at any time. For consequences regarding violation of the use of these items, see the Student Code of Conduct, page 42, of this booklet.

**The District will not be responsible for damaged, lost or stolen telecommunications devices.**

**CHANGE OF ADDRESS AND TELEPHONE NUMBER**

A student's home campus must be notified immediately of any change of address and telephone number where the student resides or where mail is sent concerning the student. If a student moves out of the District, the student's campus must be notified immediately.

**CHILD NUTRITION PROGRAM (CNP) (Food Services)**

Mission CISD, Child Nutrition participates in the National School Lunch Program (NSLP), the School Breakfast (SB) Program, the CACFP At-Risk Supper Program, and the Summer Seamless Option (SSO) summer meal program. Mission CISD is a Community Eligibility Provision (CEP) approved district. All MCISD students receive breakfast, lunch and supper at no charge. Interactive program menus and nutritional analysis may be accessed through the Child Nutrition Program web page under MCISD website. ~~Monthly menus are distributed to all elementary students and are available to secondary students upon request.~~ Students and parents may sign up on the CNP website to receive monthly menus via email. Menus are posted in each campus front office and/or in each classroom.

Mission CISD CNP follows all state and federal nutritional guidelines, and the Mission CISD Wellness Policy. Further information may be found on the Mission CISD website, on the CNP web pages. The CNP office is located at 1202 W. Griffin Parkway. Information regarding this program may be obtained from the Child Nutrition Program Director at 956-323-3800.

**CLOSED CAMPUS**

All District schools have been designated as closed campuses. Students are not permitted to leave their campus during regular school hours, unless they are accompanied by their parents, legal guardians or designees of record.

**COMMUNICABLE DISEASES / CONDITIONS**

To protect other students from contagious illnesses/conditions, students infected with certain diseases/conditions are not allowed to come to school while contagious. If a parent suspects that his or her child has a communicable or contagious disease/condition, the parent should contact the school nurse or principal so that other students who might have been exposed can be alerted. The school nurse or the principal's office can provide information from the Texas Department of Health regarding these diseases.

**Parents of a student with a communicable or contagious disease/condition should phone the school nurse or principal so that other students who might have been exposed to the disease can be alerted.**

**Among the more common of these diseases are the following:**

Amebiasis	Gastroenteritis, Viral	<b>Influenza</b>	Salmonellosis
Campylobacteriosis	German Measles (Rubella)	Measles (Rubeola)	Shigellosis
Scabies	Giardiasis	Meningitis, Bacterial	Streptococcal
Chicken Pox	Hepatitis	Mumps	Tuberculosis
Common Cold w/fever	Impetigo	Pinkeye (Conjunctivitis)	Typhoid Fever
COVID-19	Infectious Mononucleosis	Ringworm	Whooping Cough
Fifth Disease			

**BACTERIAL MENINGITIS**

Schools must exclude a student from attendance while the disease is contagious and until the re-admittance criteria have been met. [See policy FFAD] State law specifically requires the District to provide the following information:

**WHAT IS MENINGITIS?**

Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is most common and the least serious. Bacterial meningitis is the most common form of serious bacterial infection with the potential for serious, long-term complications. It is an uncommon disease, but requires urgent treatment with antibiotics to prevent permanent damage or death.

**WHAT ARE THE SYMPTOMS?**

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms. Children (over 1 year old) and adults with meningitis may have a severe headache, high temperature, vomiting, sensitivity to bright lights, neck stiffness or joint pains, and drowsiness or confusion. In both children and adults, there may be a rash of tiny, red-purple spots. These can occur anywhere on the body. The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results.

### **HOW SERIOUS IS BACTERIAL MENINGITIS?**

If it is diagnosed early and treated promptly, the majority of people make a complete recovery. In some cases, it can be fatal or a person may be left with a permanent disability.

### **HOW IS BACTERIAL MENINGITIS SPREAD?**

Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. The germs live naturally in the back of our noses and throats, but they do not live for long outside the body. They are spread when people exchange saliva (such as by kissing; sharing drinking containers, utensils, or cigarettes). The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks, or even months. The bacteria rarely overcome the body's immune system and cause meningitis or another serious illness.

### **HOW CAN BACTERIAL MENINGITIS BE PREVENTED?**

Do not share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

Vaccines against pneumococcal disease are recommended both for young children and adults over 64. A vaccine against four meningococcal serogroups (A, C, Y, W-135) is available. These four groups cause the majority of meningococcal cases in the United States. Also, a vaccine is recommended by some groups for college students, particularly freshmen living in dorms or residence halls. The vaccine is safe and effective (85–90 percent). It can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for up to five years.

### **WHAT SHOULD YOU DO IF YOU THINK YOU OR A FRIEND MIGHT HAVE BACTERIAL MENINGITIS?**

You should seek prompt medical attention.

### **WHERE CAN YOU GET MORE INFORMATION?**

Your school nurse, family doctor, and the staff at your local or regional health department office are excellent sources for information on all communicable diseases. You may also call your local health department or Regional Texas Department of Health office to ask about meningococcal vaccine. Additional information may also be found at the web sites for the Centers for Disease Control and Prevention, <http://www.cdc.gov/>, and the Texas Department of Health, <http://www.tdh.state.tx.us/>.

<b>QUESTIONS AND ANSWERS ABOUT METHICILLIN-RESISTANT STAPHYLOCOCCUS AUREUS (MRSA) IN SCHOOLS AS PER THE CDC:</b>
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### **WHAT TYPE OF INFECTIONS DOES MRSA CAUSE?**

In the community, most MRSA infections are skin infections that may appear as pustules or boils which often are red, swollen, painful, or have pus or other drainage. These skin infections commonly occur at sites of visible skin trauma, such as cuts and abrasions, and areas of the body covered by hair (e.g. back of neck, groin, buttock, armpit, beard area of men).

Almost all MRSA skin infections can be effectively treated by drainage of pus with or without antibiotics.

*More serious infections, such as pneumonia, bloodstream infections, or bone infections, are very rare in healthy people who get MRSA skin infections.*

### **HOW IS MRSA TRANSMITTED?**

MRSA is usually transmitted by direct skin-to-skin contact or contact with shared items or surfaces that have come in contact with someone else's skin infection (e.g. towels, used bandages).

### **IN WHAT SETTINGS DO MRSA SKIN INFECTIONS OCCUR?**

MRSA skin infections can occur anywhere.

Some settings have factors that make it easier for MRSA to be transmitted.

- These factors, referred to as the 5 C's, are as follows: Crowding, frequent skin-to-skin Contact, Compromised skin (i.e., cuts or abrasions), Contaminated items and surfaces, and lack of Cleanliness.
- Locations where the 5 C's are common include schools, dormitories, military barracks, households, correctional facilities, and daycare centers.

### **HOW DO I PROTECT MYSELF FROM GETTING MRSA?**

You can protect yourself by:

- practicing good hygiene (e.g., keeping your hands clean by washing with soap and water or using an alcohol-based hand sanitizer and showering immediately after participating in exercise);
- covering skin trauma such as abrasions or cuts with a clean dry bandage until healed;
- avoiding sharing personal items (e.g., towels, razors) that come into contact with your bare skin; and using a barrier (e.g., clothing or a towel) between your skin and shared equipment such as weight-training benches;
- maintaining a clean environment by establishing cleaning procedures for frequently touched surfaces and surfaces that come in direct contact with people's skin.

### **SHOULD SCHOOLS CLOSE BECAUSE OF AN MRSA INFECTION?**

The decision to close a school for any communicable disease should be made by school officials in consultation with local and Board of Trustees Meeting 6/19/24

or state public health officials. However, in most cases, it is not necessary to close schools because of an MRSA infection in a student. It is important to note that MRSA transmission can be prevented by simple measures such as hand hygiene and covering skin infections.

### **SHOULD THE SCHOOL BE CLOSED TO BE CLEANED OR DISINFECTED WHEN AN MRSA INFECTION OCCURS?**

Covering infections will greatly reduce the risks of surfaces becoming contaminated with MRSA. In general, it is not necessary to close schools to “disinfect” them when MRSA infections occur. MRSA skin infections are transmitted primarily by skin-to-skin contact and contact with surfaces that have come into contact with someone else’s skin infection. When MRSA skin infections occur, cleaning and disinfection should be performed on surfaces that are likely to contact uncovered or poorly covered infections. Cleaning surfaces with detergent-based cleaners or Environmental Protection Agency (EPA) -registered disinfectants is effective at removing MRSA from the environment.

### **SHOULD THE ENTIRE SCHOOL COMMUNITY BE NOTIFIED OF EVERY MRSA INFECTION?**

Usually, it should not be necessary to inform the entire school community about a single MRSA infection. When an MRSA infection occurs within the school population, the school nurse and school physician should determine, based on their medical judgment, whether some or all students, parents and staff should be notified. Consultation with the local public health authorities should be used to guide this decision.

### **SHOULD THE SCHOOL BE NOTIFIED THAT MY CHILD HAS AN MRSA INFECTION?**

Parents are not required to notify school officials of an MRSA infection.

### **SHOULD STUDENTS WITH MRSA SKIN INFECTIONS BE EXCLUDED FROM ATTENDING SCHOOL?**

Unless directed by a physician, students with MRSA infections should not be excluded from attending school. Exclusion from school and sports activities should be reserved for those with wound drainage (“pus”) that cannot be covered and contained with a clean, dry bandage and for those who cannot maintain good personal hygiene.

### **I HAVE AN MRSA SKIN INFECTION. HOW DO I PREVENT SPREADING IT TO OTHERS?**

Cover your wound. Keep wounds that are draining or have pus covered with clean, dry bandages until healed. Follow your healthcare provider’s instructions on proper care of the wound. Pus from infected wounds can contain staph, including MRSA, so keeping the infection covered will help prevent the spread to others. Bandages and tape can be discarded with the regular trash. Clean your hands frequently. You, your family, and others in close contact should wash their hands frequently with soap and water or use an alcohol-based hand sanitizer, especially after changing the bandage or touching the infected wound. Do not share personal items. Avoid sharing personal items, such as towels, washcloths, razors, clothing, or uniforms that may have had contact with the infected wound or bandage. Wash sheets, towels, and clothes that become soiled with water and laundry detergent. Use a dryer to dry clothes completely.

### **MCISD REPORTING AND OUTBREAK MANAGEMENT:**

**As per HCHD, Staph is not typically subject to mandatory disease reporting in Texas. If more than two staph infections occur in the same setting (classroom or office), it is possible that transmission is occurring in that setting.**

**MCISD Communicable Disease Guidelines state parents will be notified in writing when more than 2 communicable disease cases occur in a classroom. For more information on MRSA log onto [www.cdc.gov/Features/MRSAinSchools/](http://www.cdc.gov/Features/MRSAinSchools/). Methicillin-resistant *Staphylococcus aureus*,(MRSA)**

**[h <https://www.cdc.gov/mrsa/community/index.html>](https://www.cdc.gov/mrsa/community/index.html)**

### **COMPLAINTS AND CONCERNS BY STUDENTS OR PARENTS**

Usually student or parent complaints or concerns can be addressed simply—by a phone call or a conference with the teacher. For those complaints and concerns that cannot be handled so easily, the District has adopted a standard complaint policy at FNG in the District's policy manual. A copy of this policy may be obtained in the principal's office or on-line at **[www.tasb.org/policy/pol/private/108908](http://www.tasb.org/policy/pol/private/108908)** or at the Mission CISD website at **[www.mcisd.net](http://www.mcisd.net)**. In general, the student or parent should first discuss the complaint with the campus principal. If unresolved, a written complaint and a request for a conference should be sent to the Superintendent. If still unresolved, the District provides for the complaint to be presented to the Board of Trustees.

### **COMPUTER RESOURCES**

To prepare students for an increasingly computerized society, the District has made a substantial investment in computer technology for instructional purposes. Use of these resources is restricted to students working under a teacher's supervision and for approved purposes only. **Students and their parents will be asked to sign a user agreement, included in this handbook, regarding use of these resources; violations of this agreement may result in withdrawal of privileges and other disciplinary action.** Students and their parents should be aware that e-mail using District computers is not private and may be monitored by District staff. [For additional information, see policy CQ]

### **CONDUCT**

As required by law, the District has developed and adopted a Student Code of Conduct that prohibits certain behaviors and establishes standards of acceptable behavior—both on and off campus—and consequences for violation of the standards. Students and parents need to be familiar with the standards set out in the Student Code of Conduct, as well as campus and classroom rules. See the Student Code of Conduct, pages 36-65, for prohibited behaviors and standards of acceptable behavior. To achieve the best possible learning environment for all students, the Student Code of Conduct and other campus rules of

behavior will apply whenever the interest of the District is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities. The District has disciplinary authority over a student in accordance with the Student Code of Conduct.

## **CORRESPONDENCE COURSES AND DISTANCE LEARNING**

### **Texas Virtual School Network**

The Superintendent or designee shall establish procedures for students to enroll in courses provided by the Texas Virtual School Network (TxVSN). Enrollment in courses through the TxVSN shall not be subject to limitations the District may impose for other distance learning courses.

### **Other Distance Learning**

The Superintendent or designee shall establish procedures governing the use of other distance learning courses, including correspondence courses, as a means of earning credit in a subject or course. In order to receive credit, a student shall obtain approval from the principal or designee prior to enrollment in the course. For information, see the student's campus counselor or the student's principal. [For additional information, see policy EHDE]

## **COUNSELING**

### **Academic Counseling**

Students and their parents are encouraged to talk with a school counselor, teacher, or principal to learn about course offerings, the graduation requirements of various programs, and early graduation procedures. Each spring, students in grades 6 through 12 will be provided information on anticipated course offerings for the next year and other information that will help to make the most of academic and career opportunities. To plan for the future, including attendance at a college, university, or training school or pursuit of some other type of advanced education, students should work closely with the counselor in order to take the high school courses that best prepare them. The counselor can also provide information about entrance exams and deadlines for application, as well as information about automatic admission to state colleges and universities, financial aid, housing, and scholarships.

### **Personal Counseling**

The school counselor is available to assist students with a wide range of personal concerns, including such areas as social, family, or emotional issues, or substance abuse. School counselors may seek the assistance of a Licensed Professional Counselor. As part of the MCISD's continuing effort to improve our student's educational experience, students now have free access to a MCISD Licensed Professional Counselor. Licensed professional counselors (LPCs) are master's-degreed mental health service providers with extensive training in working with individuals, families and groups to assist in treating their mental health needs. LPC's may also make available information about community resources to address any additional concerns.

**Please note:** The school will not conduct a psychological examination, test, or treatment without first obtaining the parent's written consent, unless required by state or federal law for special education purposes or by the Texas Education Agency for child abuse investigations and reports. [For more information, refer to policy FFE and FFG(EXHIBIT)]

### **CREDIT BY EXAM—If a Student Has Taken the Course (With Prior Instruction)**

The principal or designee, or the attendance committee, as applicable, shall have authority to offer a student the opportunity to demonstrate mastery in a subject or to earn course credit by examination when the student has had prior instruction in a subject and when:

1. The student is enrolling in the District from a non-accredited school [see FD];
2. The student has failed a subject or course; or
3. The student has earned a passing grade in a subject or course but has failed to earn credit because of excessive absences [see FEC].

Examinations shall assess the student's mastery of the essential knowledge and skills and shall be administered according to established District procedures.

Prior to offering a student an opportunity to demonstrate mastery or earn credit by this method, an appropriate District employee shall review the student's educational records to determine whether the student has had prior instruction in the subject or course. [See EHDB(LOCAL)]

### **CREDIT BY EXAM—If a Student Has Not Taken the Course (Without Prior Instruction)**

A student will be permitted to take an exam to earn credit for an academic course for which the student has had NO PRIOR INSTRUCTION. The passing score required to earn credit on a District-approved criterion-referenced exam is 80%. If a student plans to take an exam, the student (or parent) must register with the principal or designee no later than 30 days prior to the scheduled testing date. If the District agrees to administer an alternate examination or to administer the examination on an alternate date, the parent may purchase the test from a State Board-approved university or shall pay an appropriate fee to the District. [For further information, see policy EHDC] In addition, the District shall give a student in grades 6-12 credit for an academic subject in which the student has received no prior instruction if the student scores:

1. A three or higher on a College Board advanced placement examination that has been approved by the Board for the applicable course;
2. A scaled score of 50 or higher on an examination administered through the College-Level Examination Program and approved by the Board for the applicable course; or

3. Eighty percent or above on any other criterion-referenced test approved by the Board for the applicable course.

If a student is given credit in a subject on the basis of an examination on which the student scored 80 percent or higher, the District shall enter the examination score on the student’s transcript and the student is not required to take an end-of-course (EOC) assessment 39.023(c) The District shall administer each exam approved by the Board not fewer than four times each year. The District must provide windows to test between January 1 and March 31; April 1 and June 30; July 1 and September 30; and October 1 and December 31; unless the exam’s administration date is established by an entity other than the District. The days need not be consecutive but shall be designed to meet the needs of all students. The dates must be publicized in the community. The dates set by Mission Consolidated Independent School District are as follows:

<b>Registration Period</b>	<b>Testing Dates</b>
June 5 – July 21	Between July 1 and Sept. 30 (8:00am to 11:00am or 5:00pm - 8:00pm)
	Tues., Sept. 5
	Wed., Sept. 6
	Thurs., Sept. 7
July 24 -Sept.1	Between Oct. 1 and Dec. 31 (8:00am to 11:00am or 5:00pm - 8:00pm)
	Tues., Nov. 7
	Wed., Nov. 8
	Thurs., Nov. 9
Nov. 6 – Dec. 15	Between Jan. 1 and March 31 (8:00am to 11:00am or 5:00pm - 8:00pm)
	Tues., Feb. 6
	Wed., Feb. 7
	Thurs., Feb. 8
Mar. 18 – April 26	Between April 1 and June 30 (8:00am to 11:00am or 5:00pm - 8:00pm)
	Tues., June 4
	Wed., June 5
	Thurs., June 6

<b>Registration Period</b>	<b>Testing Dates</b>
June 3 - July 25	Between July 1 and Sept. 30 (8:00 am to 11:00 am or 5:00 pm to 8:00 pm)
	Tues., Sept. 3
	Wed., Sept. 4
	Thurs., Sept. 5
July 29 - Sept. 6	Between Oct. 1 and Dec. 31 (8:00 am to 11:00 am or 5:00 pm to 8:00 pm)
	Tues., Nov. 5
	Wed., Nov. 6
	Thurs., Nov. 7

Nov. 4 - Dec. 13	Between Jan. 1 and March 31 (8:00 am to 11:00 am or 5:00 pm to 8:00 pm)
	Tues., Feb. 4
	Wed., Feb 5
	Thurs., Feb 6
March 17 - April 25	Between April 1 and June 30 (8:00 am to 11:00 am or 5:00 pm to 8:00 pm)
	Tues., June 3
	Wed., June 4
	Thurs., June 5

**DAMAGE TO SCHOOL PROPERTY**

No student shall damage or deface any District building or grounds. A parent or other person who has the duty of control and reasonable discipline of a child is liable for any property damage proximately caused by:

1. The negligent conduct of the child if the conduct is reasonably attributable to the negligent failure of the parent or other person to exercise that duty; or
2. The willful and malicious conduct of a child who is at least twelve years of age but under eighteen years of age.

If a child, age ten through sixteen, engages in conduct that results in damage to District property, the District may institute formal charges for the purpose of having the juvenile court order the child, or parent, to make full or partial restitution to the District in accordance with law. [For further information, see policy FNCB]

**DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION**

The District believes that all students learn best in an environment free from dating violence, discrimination, harassment and retaliation and that their welfare is best served when they can work free from this prohibited conduct while attending school. Students are expected to treat other students and District employees with courtesy and respect; to avoid behaviors known to be offensive; and to stop those behaviors when asked or told to stop. District employees are expected to treat students with courtesy and respect. The Board has established policies and procedures to prohibit and promptly respond to inappropriate and offensive behaviors that are based on a person’s race, color, religion, gender, national origin, or disability or any other basis prohibited by law. [See policy FFH]

**Dating Violence**

Dating violence occurs when a person in a current or past dating relationship intentionally uses physical, sexual, verbal or emotional abuse to harm, threaten, intimidate or control the other partner. Dating violence or abusive conduct of a sexual nature is considered harassment if the conduct is so severe, persistent or pervasive that it affects the student’s ability to participate in or benefit from an educational program or activity; or creates an intimidating, threatening, hostile or offensive educational environment; substantially or unreasonably interferes with the student’s academic performance; or otherwise adversely affects the student’s educational opportunities. Examples of dating violence against a student may include, but are not limited to, physical or sexual assaults, name-calling, put-downs, threats to hurt the student or the student’s family members or members of the student’s household, destroying property belong to the student, threats to commit suicide or homicide if the student ends the relationship, attempts to isolate the student from friends and family, stalking, or encouraging others to engage in these behaviors.

**Discrimination**

Discrimination is defined as any conduct directed at a student on the basis of race, color, religion, gender, national origin, disability or any other basis prohibited by law, that negatively affects the student.

**Harassment**

Harassment in general terms, is conduct so severe, persistent or pervasive that it affects the student’s ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile or offensive educational environment; or substantially interferes with the student’s academic performance. A copy of the District’s policy is available on the District’s Web site. Examples of harassment may include, but are not limited to, offensive or derogatory language directed at a person’s religious beliefs or practices, accent, skin color or need for accommodation; threatening or intimidating conduct; offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; graffiti or printed material promoting racial, ethnic or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

### **Sexual Harassment**

Sexual harassment of a student by an employee, volunteer, or another student is prohibited. Sexual harassment of a student by an employee or volunteer does not include necessary or permissible physical contact not reasonably construed as sexual in nature. However, romantic and other inappropriate social relationships, as well as all sexual relationships, between students and District employees are prohibited, even if consensual. Examples of prohibited sexual harassment may include, but not be limited to, touching private body parts or coercing physical contact that is sexual in nature; sexual advances; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

### **Retaliation**

Retaliation against a person who makes a good faith report of discrimination or harassment, including dating violence, is prohibited. Retaliation against a person who is participating in an investigation of alleged discrimination or harassment is also prohibited. A person who makes a false claim or offers false statements or refuses to cooperate with a District investigation, however, may be subject to appropriate discipline. Retaliation against a student might occur when a student receives threats from another student or an employee or when an employee imposes an unjustified punishment or unwarranted grade reduction. Retaliation does not include petty slights and annoyances from other students or negative comments from a teacher that are justified by a student's poor academic performance in the classroom.

### **Reporting Procedures**

Any student who believes that he or she has experienced dating violence, discrimination, harassment, or retaliation should immediately report the problem to a teacher, counselor, principal, or other District employee. The report may be made by the student's parent. See policy FFH(LOCAL) for the appropriate District officials to whom to make a report.

### **Investigation of Report**

To the extent possible, the District will respect the privacy of the student; however, limited disclosures may be necessary to conduct a thorough investigation and to comply with law. Allegations of prohibited conduct, which includes dating violence, discrimination, harassment, and retaliation, will be promptly investigated. The District will notify the parents of any student alleged to have experienced prohibited conduct involving an adult associated with the District. In the event prohibited conduct involves another student, the District will notify the parents of the student alleged to have experienced the prohibited conduct when the allegations, if proven, would constitute a violation as defined by policy. If the District's investigation indicates that prohibited conduct occurred, appropriate disciplinary or corrective action will be taken to address the conduct. The District may take disciplinary action even if the conduct that is the subject of the complaint was not unlawful. A student or parent who is dissatisfied with the outcome of the investigation may appeal in accordance with policy FNG(LOCAL).

## **DISCRIMINATION**

See DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION

## **DISPLAY OF YOUR CHILD'S ARTWORK, PROJECTS, AND OTHER SPECIAL WORK PRODUCTS**

As a parent, if you choose that your child's artwork, special projects, photographs and the like not be displayed to the community on the District's Web site, in printed material, by video, or any other method of communication, you must notify the principal in writing.

## **DISTRIBUTION OF PUBLISHED MATERIALS OR DOCUMENTS**

### **School Materials**

Publications prepared by and for the school may be posted or distributed, with prior approval by the principal, sponsor, or teacher. Such items may include school posters, brochures, murals, etc. The school newspaper and the yearbook are available to students. All school publications are prepared under the supervision of a teacher, sponsor, and the principal.

### **Non-school Materials from Students**

Unless a student obtains specific prior approval from the principal, written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or auditory materials that were not developed under the oversight of the school may not be posted, sold, circulated, or distributed on any school campus. To be considered, any non-school material must include the name of the sponsoring organization or individual. The decision regarding approval will be made in two school days. The student may appeal the principal's decision in accordance with policy FNG. Any student who posts material without prior approval will be subject to disciplinary action in accordance with the Student Code of Conduct. Materials displayed without this approval will be removed.

### **Non-school Materials from Others**

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the District or by a District-affiliated school support organization will not be sold, circulated, distributed, or posted on any District premises by any District employee or by persons or groups not associated with the District, except as permitted by policy GKDA. To be considered, any non-school material must meet the limitations on content established in the policy and include the name of the sponsoring organization or individual.

## **DRESS CODE FOR STUDENTS**

See pages 36-65 in the Student Code of Conduct portion of this document

## **EMERGENCY MEDICAL TREATMENT AND INFORMATION**

Parents/guardians are asked to update their child's medical history yearly, especially current medical conditions and all current medications taken. In case of a medical emergency, the parent is also asked to give their consent to give/obtain emergency medical treatment. Please contact the school nurse to update any new information. MCISD maintains epinephrine auto-injectors for the emergency treatment of anaphylaxis (a serious and potentially life-threatening allergic reaction). In accordance with Texas Education Code, Chapter 38, and local policy, District nurses and other designated (and trained) school personnel can administer auto-injectable epinephrine to anyone who is reasonably believed to be experiencing a life-threatening allergic reaction. Trained staff is available at all on-campus events. An immediate 911 call and transport by ambulance to an emergency room is required anytime auto-injected epinephrine is administered. The school's emergency epinephrine is not intended to replace student-specific orders and does not extend to activities off the school grounds (transportation to and from school, field trips, etc.). If your child has an allergy or health condition that requires the use of auto-injected epinephrine, it is your responsibility to provide the child's epinephrine auto-injector and medical orders to the school nurse on or before the first day of class.

## **EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS**

Participation in school and school-related activities is an excellent way for a student to develop talents, receive individual recognition, and build strong friendships with other students; participation, however, is a privilege, not a right.

Eligibility for participation in many of these activities is governed by state law as well as rules of the University Interscholastic League (UIL)— a statewide association overseeing inter-district competition. The following requirements apply to all extracurricular activities:

- A student who receives at the end of a grading period a grade below 70 in any academic class, other than a class identified as honors or advanced by either the State Board of Education or by the local Board of Trustees, may not participate in extracurricular activities for at least three school weeks.
- A student with disabilities who fails to meet the standards in the individualized education program (IEP) may not participate for at least three school weeks.
- An ineligible student may practice or rehearse.
- A student is allowed in a school year up to ten absences not related to post-district competition, a maximum of five absences for post-district competition prior to state, and a maximum of two absences for state competition. All extracurricular activities and public performances, whether UIL activities or other activities approved by the Board, are subject to these restrictions.
- A student who misses a class because of participation in an activity that has not been approved will receive an unexcused absence. **Please note:** Sponsors and coaches of extracurricular activities, including interscholastic athletics and marching band, may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. No provision of an extracurricular behavioral standard shall have the effect of discriminating on the basis of gender, race, disability, religion, or ethnicity.

The principal shall approve such behavior standards before they are communicated to students. Students shall be informed of any extracurricular behavior standards at the beginning of each school year or, in the case of interscholastic athletics and marching band, at the time the students report for workouts or practices that occur prior to the actual beginning of classes. Students and their parents shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity. Organizational standards of conduct of an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of conduct that are also violations of the Student Code of Conduct may result in the independent disciplinary actions. If a violation is also a violation of school rules, the consequences specified by the Student Code of Conduct or by local policy will apply in addition to any consequences specified by the organization. [For further information, see policies FM, FO and FNC]

## **FAMILY AND COMMUNITY ENGAGEMENT PROGRAM**

See the District's website [https://www.mcisd.net/apps/pages/index.jsp?uREC\\_ID=217861&type=d&pREC\\_ID=478998](https://www.mcisd.net/apps/pages/index.jsp?uREC_ID=217861&type=d&pREC_ID=478998) for a complete overview of the Family and Community Engagement Program; upon request, a hard copy of the overview is also available through the campus Home/School/Community Liaison or you may contact the Coordinator for Family and Community Engagement at 956-323-5559.

## **FEES**

Materials that are part of the basic educational program are provided with state and local funds and are at no charge to a student. A student, however, is expected to provide his or her own pencils, paper, erasers, and notebooks and may be required to pay certain other fees or deposits, including:

- Costs for materials for a class project that the student will keep.
- Membership dues in voluntary clubs or student organizations and admission fees to extracurricular activities.
- Security deposits.
- Personal physical education and athletic equipment and apparel.
- Voluntarily purchased pictures, publications, class rings, yearbooks, graduation announcements, etc.
- Voluntarily purchased student accident insurance.

- Musical instrument rental and uniform maintenance, when uniforms are provided by the District.
- Personal apparel used in extracurricular activities that becomes the property of the student.
- Parking fees and student identification cards.
- Fees for lost, damaged, or overdue library books.
- Fees for driver training courses, if offered.
- Fees for optional courses offered for credit that require use of facilities not available on District premises.
- Summer school for courses that are offered tuition-free during the regular school year.
- A reasonable fee for providing transportation to a student who lives within two miles of the school.
- A fee not to exceed \$50 for costs of providing an educational program outside of regular school hours for a student who has lost credit because of absences and whose parent chooses the program in order for the student to meet the 90 percent attendance requirement. The fee will be charged only if the parent or guardian signs a District-provided request form.

**Waiver of Fee**

Upon receipt by the District of reliable proof that a student and his or her parent or guardian are unable to pay a fee or deposit required by the school, such fee or deposit shall be waived. Such student and his or her parent or guardian must present evidence of their inability to pay to the appropriate principal who shall determine eligibility for a fee waiver. [For further information, policy FP]

**FOOD ALLERGY NOTIFICATION**

The District must request, at the time of enrollment, that the Parent or Guardian of each student attending a District school disclose the student’s food allergies.

**FREEDOM FROM DISCRIMINATION**

- See BULLYING (INCLUDING CYBERBULLYING) See CONDUCT
- See HAZING
- See SEXUAL HARASSMENT / SEXUAL ABUSE

**GANG ACTIVITIES**

See page 57 in the Student Code of Conduct portion of this booklet.

**GENERAL EMERGENCY RESPONSE**

Your Mission CISD team has an ongoing commitment to the safety and security of your child(ren). A part of that commitment includes responses to situations that may arise, based on a comprehensive emergency response plan that involves all aspects of our operations.

In each situation, our first and primary responsibility is to focus on the safety of our students and staff. We know that communication with you is an important part of any emergency situation and we will always work to provide factual information as quickly as possible. However, even with the technology available for mass communication with you, that communication will not come until we have met our initial safety responsibilities.

In addition to striving for timeliness in our communication, we take great care in providing correct information to avoid confusion and further worry.

After any security situation or emergency in our schools, district administration conducts a review with all parties involved to help identify areas for improvement. Those opportunities for improvement are then incorporated into our plans so we can provide improved responses and service.

**GRADUATION**

**Requirements for a Diploma**

To receive a high school diploma from the District, a student must successfully complete the curriculum requirements identified by the State Board of Education (SBOE) and perform satisfactorily on state-required assessments [Algebra 1 EOC, English 1 and English 2 EOCs, US History EOC, and Biology EOC]. A student who does not pass the state assessment tests will have additional opportunities to take the test.

**Course Requirements**

To graduate, a student must complete the courses required by the District in addition to the courses mandated by the state. The list of courses required for each of the programs may be found below and in the District’s Curriculum Bulletin.

## Graduation Requirements

REQUIRE D COURSE S:	FOUNDATI ON:	ENDORSEMENT (including Foundation requirements):	DISTINGUISHED LEVEL (including Foundation and Endorsement requirements):
English	4	4	4
Mathematics	3	4	4 including Algebra II
Science	3	4	4
Social Studies	3	3	3
P.E.	1	1	1
Health	½	½	½
Other Languages	2	2	2
Fine Arts	1	1	1
Speech	½	½	½
Technology Applications	1	1	1
College Readiness	1	1	1
Electives	2	4	4
<b>TOTAL:</b>	<b>22</b>	<b>26</b>	<b>26</b>

### Foundation Program

The courses that satisfy District requirements under the foundation program, including courses for the distinguished level of achievement and courses for endorsements offered by the District, shall be listed in appropriate District publications.

#### Foundation Program without an Endorsement

The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program without an endorsement. Graduation under the foundation program without an endorsement shall be permitted only as authorized under state law and rules.

#### Foundation Program with an Endorsement

The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with an endorsement.

#### Distinguished Level of Achievement

The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with the distinguished level of achievement.

#### Consistent Application for Graduating Class

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

**Instruction on Proper Interaction with Peace Officers:** Students must receive instruction in proper interaction with police officers at least once before graduation from high school.

**Instruction in Cardiopulmonary Resuscitation (CPR):** Students must receive instruction in CPR at least once in grades 7 - 12 before graduation.

**Financial Aid Application Confirmation:** As confirmation of a student's completion and submission of a free application for federal student aid (FAFSA) or a Texas application for state financial aid (TASFA), the District shall accept the following:

1. A screenshot that includes the processed date field in ApplyTexas Counselor Suite FAFSA data;
2. Notification, such as a copy of an email, from the United States Department of Education verifying completion of the FAFSA;
3. A copy or screenshot of the FAFSA acknowledgement page;
4. A screenshot of the TASFA submission acknowledgement page (from those institutions that offer an electronic form);
5. An acknowledgement receipt from an institution of higher education (IHE); or
6. A copy of a financial aid award letter from an IHE.

(For students who choose not to complete and submit a FAFSA or a TASFA, [See ERF (LEGAL)] Board of Trustees Meeting 6/19/24

The District shall maintain individual student documentation of the financial aid application requirement as an education record. (See FL)

**Calculation**

The District shall include in the calculation of class rank semester grades earned in high school credit courses taken in the following subject areas only: English, mathematics, science, and social studies. The calculation shall include failing grades.

<p style="text-align: center;"><b><u>ENGLISH</u></b></p> <p>ENGLISH I/ESOL I  ENGLISH II/ESOL II  ENGLISH III/AP/IB/DUAL  ENGLISH IV/AP/IB/DUAL  INDEPENDENT STUDY IN ENGLISH/DUAL  COLLEGE PREPARATORY  ENGLISH COURSE</p>	<p style="text-align: center;"><b><u>SCIENCE</u></b></p> <p>BIOLOGY/AP/DUAL  INTEGRATED PHYSICS AND CHEMISTRY (IPC)  CHEMISTRY/AP/IB/DUAL  PHYSICS/AP/IB/DUAL  AP PHYSICS 1:  ALGEBRA-BASED AP PHYSICS 2:  ALGEBRA-BASED AP PHYSICS C  PRINCIPLES OF TECHNOLOGY ASTRONOMY  AQUATIC SCIENCE  EARTH AND SPACE  SCIENCE ENVIRONMENTAL SYSTEMS AP  ENVIRONMENTAL SCIENCE SCIENTIFIC RESEARCH  AND DESIGN ANATOMY AND PHYSIOLOGY MEDICAL  MICROBIOLOGY  PATHOPHYSIOLOGY  FOOD SCIENCE  ADVANCED ANIMAL SCIENCE  ADVANCED PLANT AND SOIL SCIENCE  FORENSIC SCIENCE BIOTECHNOLOGY  I BIOTECHNOLOGY II  ENGINEERING DESIGN AND PROBLEM-SOLVING  PRINCIPLES OF ENGINEERING</p>	<p style="text-align: center;"><b><u>SOCIAL STUDIES</u></b></p> <p>US HISTORY/AP/DUAL  US GOVERNMENT  ECONOMICS/AP/DUAL/  ADVANCED WORLD HISTORY  STUDIES  WORLD GEOGRAPHY  STUDIES  SPECIAL TOPICS IN SOCIAL STUDIES  PERSONA  L FINANCIAL LITERACY/ECONOMICS</p>
<p style="text-align: center;"><b><u>MATH</u></b></p> <p>ALGEBRA I  GEOMETRY  ALGEBRA II  ALGEBRAIC REASONING  PRECALCULUS  MATH MODELS WITH APPLICATIONS  INDEPENDENT STUDY IN MATHEMATICS  ADVANCED QUANTITATIVE REASONING  STATISTICS/AP  AP CALCULUS AB  AP CALCULUS BC  AP COMPUTER SCIENCE A  COLLEGE PREPARATORY MATH COURSE</p>		

**Exclusions**

The calculation of class rank shall exclude grades earned in any elective course; any academic course taken as a substitute for a physical education course; an assigned remediation or tutoring course; any course for which a pass/fail grade is assigned; summer school; or through credit by examination, with or without prior instruction.

In addition, the calculation of class rank shall exclude grades earned in a distance learning course, unless the grade is earned in a course taken through the Texas Virtual School Network (TxVSN).

## Weighted Grade System

The District shall categorize and weight eligible courses as Advanced, Pre-Advanced Placement (AP), College Preparatory (CP), and Regular in accordance with provisions of this policy and as designated in appropriate District publications.

### Categories

- Advanced Courses:* Eligible AP and dual credit courses shall be categorized and weighted as Advanced courses.  
*Pre-AP/Honors Courses:* Eligible Pre-AP/Honors courses shall be categorized and weighted as Pre-AP courses.  
*College Preparatory Courses:* Eligible CP courses shall be categorized and weighted as CP courses.  
*Regular Courses:* All other eligible courses shall be categorized and weighted as Regular courses.

## Weighted Grade Point Average

The District shall convert semester grades in eligible courses to grade points in accordance with the following chart and shall calculate a weighted grade point average (GPA):

Quality of Work	Numerical Grade	AP*/Dual Credit	Pre-AP*	CP	Regular
Excellent	100	4.9	4.3	3.4	3.1
	99	4.8	4.2	3.3	3.0
	98	4.7	4.1	3.2	2.9
	97	4.6	4.0	3.1	2.8
	96	4.5	3.9	3.0	2.7
	95	4.4	3.8	2.9	2.6
	94	4.3	3.7	2.8	2.5
	93	4.2	3.6	2.7	2.4
	92	4.1	3.5	2.6	2.3
	91	4.0	3.4	2.5	2.2
Fair	90	3.9	3.3	2.4	2.1
	89	3.8	3.2	2.3	2.0
	88	3.7	3.1	2.2	1.9
	87	3.6	3.0	2.1	1.8
	86	3.5	2.9	2.0	1.7
	85	3.4	2.8	1.9	1.6
	84	3.3	2.7	1.8	1.5
	83	3.2	2.6	1.7	1.4
	82	3.1	2.5	1.6	1.3
	81	3.0	2.4	1.5	1.2
Passing	80	2.9	2.3	1.4	1.1
	79	2.8	2.2	1.3	1.0
	78	2.7	2.1	1.2	0.9
	77	2.6	2.0	1.1	0.8
	76	2.5	1.9	1.0	0.7
	75	2.4	1.8	0.9	0.6
	74	2.3	1.7	0.8	0.5
	73	2.2	1.6	0.7	0.4
	72	2.1	1.5	0.6	0.3
	71	2.0	1.4	0.5	0.2
70	1.9	1.3	0.4	0.1	

Failing grades will have zero grade point value.

\*Gifted and Talented students will be served through the Pre-AP/Honors and AP programs.

### Transferred Grades

When a student transfers semester grades for courses that would be eligible under the Regular category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.

When a student transfers semester grades for courses that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign additional weight based on the categories and grade weight system used by the District if a similar or an equivalent course is offered to the same class of students in the District.

Students who transfer into the District with letter grades shall have letter grades converted to numerical grades for purposes of determining grade point averages and class rank using the following scale:

A+	98	C+	78
A	95	C	75
A-	92	C-	72
B+	88	D	70
B	85	F	65
B-	82		

### Local Graduation Honors

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank in accordance with this policy and administrative regulations by using grades available at the time of calculation at the end of the fifth six-week grading period of the senior year.

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

### Honor Graduates

The District shall recognize the following two categories of local honor graduates.

#### *Mission Merit Graduate*

To be a Mission Merit Graduate, a student must:

1. Receive credit for eight or more state-approved Pre-AP, AP, and/or dual credit courses;
2. Rank in the top quartile of the class according to the weighted GPAs;
3. Have not earned a failing semester grade in any course; and
4. Complete the graduation requirements for the foundation program with the distinguished level of achievement.

A student who qualifies as a Mission Merit Graduate shall be eligible to wear an honor stole during graduation ceremonies.

#### *Mission Academic Excellence Award*

The Mission Academic Excellence award shall be given to the number of students equal to the top five percent of the senior class. Calculation of the weighted GPA for this award shall be based on grades earned through the first semester of the senior year. To be eligible to receive this recognition, a student must:

1. Complete a combined total of eight or more Pre-AP, AP, and dual credit courses during the student's freshman, sophomore, and junior years;
2. Have not earned a failing semester grade in any course; and
3. Complete the graduation requirements for the foundation program with the distinguished level of achievement.

### Valedictorian and Salutatorian

The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank, respectively. To be eligible for this local graduation honor, a student must

1. Have been continuously enrolled in the same District high school for the four regular semesters immediately preceding graduation; and
2. Have qualified for the Mission Academic Excellence Award.

The District shall also recognize the third-ranking student meeting the same eligibility criteria listed above.

#### *Breaking Ties*

In case of a tie in weighted GPAs, the District shall apply the following methods, in this order, to determine recognition as valedictorian or salutatorian:

1. Count the number of weighted AP and dual credit courses taken by each student involved in the tie.
2. Calculate a weighted GPA using only AP and dual credit courses.

If the tie is not broken after applying these methods, the District shall recognize all students involved in the tie as sharing the honor and title.

### Highest Ranking Graduate

The student meeting the local eligibility criteria for recognition as the valedictorian shall also be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.

### **Certificates of Coursework Completion**

The District shall issue a certificate of coursework completion to a student who has successfully completed state and local credit requirements for graduation but has failed to meet all applicable state testing requirements. [See EIF, FMH]

### **Special Education**

A student receiving special education services who successfully completes the requirements of his or her IEP, including performance on a state assessment required for graduation, shall receive a high school diploma. A student's admission, review, and dismissal (ARD) committee shall determine if the student will be required to meet satisfactory performance on an assessment for purposes of graduation. [See Graduation of Students Receiving Special Education Services, below, and EKB] 19 TAC 101.3023(a).

### **HARASSMENT**

See DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION

### **HAZING**

Students must not participate, either individually or in a group, in hazing behaviors toward another student. Such behaviors involve any knowing, intentional, or reckless act, occurring on or off campus, by one person alone or acting with others, directed against a student, that endangers the mental, physical health or safety of a student for the purposes of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization. For a more detailed definition of what constitutes hazing, refer to Student Code of Conduct page 58.

### **HEALTH SCREENINGS**

The District will conduct vision, hearing, spinal, and Acanthosis Nigricans checks in designated grades as per Board Policy FFAA. In addition, the District conducts yearly height and weight screenings on all students. Other screenings conducted as needed include dental, head and blood pressure checks. Parents have the option to contact the school nurse if they refuse to have the screenings conducted at school and instead prefer to have their doctor conduct the screenings. Undiagnosed and untreated hearing/vision problems can interfere with learning and contribute to poor performance in school. If your child fails his/her hearing or vision screenings and is referred, you have 30 days from the date of the referral to submit examination results. If there is a financial need, please contact the campus nurse immediately. Vouchers are available for eye exams and glasses if your family meets the requirements. Please be advised that classroom accommodations will be made and implemented pending treatment.

### **HOMELESS LIAISON**

The McKinney-Vento Homeless Assistance Act, reauthorized in January 2002, ensures educational rights and protections for children and youth experiencing homelessness. The Coordinator for Family and Community Engagement is the liaison for services to students who are determined to be homeless, as defined by federal law. If you believe your child may be eligible for services or assistance, contact 956-323-5559.

### **HONOR ROLLS**

Honor rolls are established to recognize student academic achievement. The District shall publish the honor roll each six weeks in the local newspapers. The following criteria shall be followed in determining eligibility:

1. Grades 1-2: There shall be no honor roll.
2. Grades 3-5:
  - a. A student must have a grade average of 90 or above, with no C's.
  - b. Physical education, health, and fine arts grades shall not be included in the grade average.
3. Grades 6-12:
  - a. A student must have all A's;
  - b. A student must have one B with the remainder A's; or
  - c. A student must have a grade average of 90 or above, with no C's.

### **HUMAN SEXUALITY INSTRUCTION**

As a part of the District's curriculum, students receive instruction related to human sexuality. As per state law, the curriculum presents abstinence as the preferred choice of behavior and the only 100 percent effective method of preventing pregnancy and sexually transmitted diseases.

### **IMMUNIZATION**

A student must be fully immunized against certain diseases or must present a certificate or statement that, for medical or reasons of conscience, including a religious belief, the student will not be immunized. For exemptions based on reasons of conscience, only official forms issued by the Texas Department of Health, Immunization Division, can be honored by the District. In order to qualify under this standard, a parent must use only an official proper form obtained in writing (after September 1, 2003) from the Texas Department of Health, Immunization Division, 1100 West 49<sup>th</sup> Street, Austin, TX 78756. The form must be notarized and submitted to the principal or nurse within 90 days of notarization. Each child in the family must have a separate form. The school nurse can provide information on age-appropriate doses or on an acceptable physician-validated history of illness required by the Texas Department of Health. Proof of immunization may be personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation. Students cannot register without proper immunization

For further information, see Texas Administrative Code (TAC) Title 25 Health Services Section 97.61 to 97.72. Students, coming from another school district within Texas, that are unable to provide proper documentation can be given up to 30 days to provide a record. However, if their document shows them to be deficient, they must be immunized before coming to school.

If a student should not be immunized for medical reasons, the student or parent must present a certificate signed by a U.S. licensed physician stating that, in the doctor's opinion, the immunization required poses a significant risk to the health and well-being of the student or any member of the student's family or household. This certificate must be renewed yearly unless the physician specifies a life-long condition. [For further information, see policy FFAB]

Meningococcal vaccine is being required for entrance by most colleges. If vaccine is administered before 18 years of age, the cost is approximately \$25.00; if it is administered after 18 years of age, the cost is approximately \$220.00.

## LAW ENFORCEMENT AGENCIES

### **Questioning of Students**

When law enforcement officers or other lawful authorities wish to question or interview a student at school:

- The principal will verify and record the identity of the officer or other authority and ask for an explanation of the need to question or interview the student at school.
- The principal ordinarily will make reasonable efforts to notify the parents unless the interviewer raises what the principal considers to be a valid objection.
- The principal ordinarily will be present unless the interviewer raises what the principal considers to be a valid objection.
- The principal will cooperate fully regarding the conditions of the interview, if the questioning or interview is part of a child abuse investigation.

### **Students Taken into Custody**

State law requires the District to permit a student to be taken into legal custody:

- To comply with an order of the juvenile court.
- To comply with the laws of arrest.
- By a law enforcement officer if there is probable cause to believe the student has engaged in delinquent conduct or conduct in need of supervision.
- By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court.
- To comply with a properly issued directive to take a student into custody.
- By an authorized representative of Child Protective Services, Texas Department of Family and Protective and Regulatory Services, a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in the Family Code relating to the student's physical health or safety.

Before a student is released to a law enforcement officer or other legally authorized person, the principal will verify the officer's identity and, to the best of his or her ability, will verify the official's authority to take custody of the student. The principal will immediately notify the Superintendent and will ordinarily attempt to notify the parent unless the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parents. Because the principal does not have the authority to prevent or delay a custody action, notification will most likely be after the fact.

### **Notification of Law Violations**

The District is also required by state law to notify:

- All instructional and support personnel who have responsibility for supervising a student who has been arrested or referred to the juvenile court for any felony offense or for certain misdemeanors.
- All instructional and support personnel who have regular contact with a student who has been convicted, received deferred prosecution, received deferred adjudication or adjudicated of delinquent conduct for any felony offense or certain misdemeanors.

[For further information, see policy GRA]

## LEARNING DIFFICULTIES

See SPECIAL PROGRAMS

## MEDICINE AT SCHOOL

Often, students have to take prescription medication for a certain period of time as treatment for a medical condition. If at all possible, we ask that you schedule the timing of the doses so that the child takes the medicine at home. Medications to be given once-, twice-, or three-times- a-day should be given at home unless otherwise medically indicated. **Nonprescription medication, upon a parent's written request, accompanied by a physician's order and when properly labeled in the original container.**

~~If students have to take medicine at school, the parent/guardian must make a written request to the principal or nurse.~~ The school nurse or other authorized school employee will administer medications only from a container that appears to be the properly labeled original prescription container or from a properly labeled unit dosage container filled by the nurse from a properly labeled original prescription container. Only the nurse or other authorized school employees are permitted to administer prescription medicines at school. **Other than prescription asthma medicine, diabetic treatment or anaphylaxis treatment for students with severe allergies that may result in anaphylaxis, we do not permit students to carry their own medications and self-administer.**

Students with asthma, diabetes or children with severe allergies that may result in anaphylaxis will be allowed to carry and self-administer their prescription asthma, diabetes or anaphylaxis medicine under certain conditions. The student must have demonstrated to his or her doctor and to the school nurse that the child has the skills necessary to self-administer the asthma, diabetes or anaphylaxis medicine. Additionally, the parent/guardian must provide us a written authorization for self-administration and a written statement from student's doctor that the student has asthma and is capable of self-administration and that includes the name and purpose of the medicine, the prescribed dosage, the times and circumstances for administration, and the period for which the medicine is prescribed. [For further information, see policy FFAC]

District employees will not give a student prescription medication, nonprescription medication, herbal substances, anabolic steroids, or dietary supplements, with the following exceptions:

- Authorized employees, in accordance with policy FFAC, may administer:
  - Prescription medication, provided by the parent, along with a written request, and in the original, properly labeled container.
  - Medication from a properly labeled unit dosage container filled by a registered nurse or another qualified District employee from the original, properly labeled container.
  - Nonprescription medication, upon a parent's written request, accompanied by a physician's order and when properly labeled in the original container.
  - ~~➢ Nonprescription medication, provided by the parent, along with a written request, and in the original, properly labeled container.~~
  - Herbal or dietary supplements, provided by the parent, if required by the student's individualized education program (IEP) or Section 504 plan for a student with disabilities.
- In certain emergency situations, the District will maintain and administer to a student nonprescription medication, but only:
  - In accordance with the guidelines developed with the District's medical advisors; and
  - When the parent has previously provided written consent to emergency treatment on the District's form.

Controlled medications cannot be carried by students or self-administered. The parent is required to supply the campus nurse with a one-month supply. Medication must be counted upon receipt and signed by two adults. Ex: Nurse/Parent or 2 staff members. Scheduled 2 and schedule 3 pain medications will NOT be administered at school unless the student has documented chronic illness and is on the student IHP.

~~Any medication that needs to be given more than ten consecutive days must, in addition to parent's signature, have a doctor's written order.~~

Nonprescription medication, upon a parent's written request, accompanied by a physician's order and when properly labeled in the original container.

**Medications from Mexico will not be given.**

**All medications will be kept in the nurse's office other than prescription asthma medicine, diabetic treatment or anaphylaxis treatment for students with severe allergies that may result in anaphylaxis, if the prescribing doctor and parent have consented.**

### **MRSA (METHICILLIN-RESISTANT STAPHYLOCOCCUS AUREUS):**

See COMMUNICABLE DISEASES/CONDITIONS

### **OBTAINING INFORMATION AND PROTECTING STUDENT RIGHTS**

Your child will not be required to participate without parental consent in any survey, analysis, or evaluation—funded in whole or in part by the

U.S. Department of Education—that concerns:

- Political affiliations or beliefs of the student or the student's parent.
- Mental or psychological problems of the student or the student's family.
- Sexual behavior or attitudes.
- Illegal, antisocial, self-incriminating, or demeaning behavior.
- Critical appraisals of individuals with whom the student has a close family relationship.
- Relationships privileged under law, such as relationships with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of the student or parents.
- Income, except when the information is required by law and will be used to determine the student's eligibility to participate in a special program or to receive financial assistance under such a program.

**You will be able to inspect the survey** or other instrument and any instructional materials used in connection with such a survey, analysis, or evaluation. [For further information, see policy EF]

### **"Opting Out" of Surveys and Activities**

As a parent, you also have a right to receive notice and opt your child out of participating in:

- Any survey concerning the private information listed above, regardless of funding.
- School activities involving the collection, disclosure, ~~or~~ use of personal information gathered from your child for the purpose of marketing or selling that information.

- Any non-emergency, invasive physical examination or screening required as a condition of attendance, administered and schedule by the school in advance and not necessary to protect the immediate health and safety of the student. Exceptions are hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law. [See policies EF and FFAA]

As a parent, you also have a right:

- **To request information regarding the professional qualifications** of your child's teachers, including whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; whether the teacher has an emergency permit or other provisional status for which state requirements have been waived; and undergraduate
- and graduate degree majors, graduate certifications, and the field of study of the certification or degree. You also have the right to request information about the qualifications of any paraprofessional who may provide services to your child.
- **To review teaching materials**, textbooks, and other teaching aids and instructional materials used in the curriculum, and to examine tests that have been administered to your child.
- To inspect a survey created by a third party before the survey is administered or distributed to your child.
- To review your child's student records when needed. These records include:
  - Attendance records,
  - Test scores,
  - Grade,
  - Disciplinary records,
  - Counseling records,
  - Psychological records,
  - Applications for admission,
  - Health and immunization information,
  - Other medical records,
  - Teacher and counselor evaluations,
  - Reports of behavioral patterns, and
  - State assessment instruments that have been administered to your child.
- **To grant or deny any written request from the District** to make a videotape or voice recording of your child. State law, however, permits the school to make a videotape or voice recording without parental permission for the following circumstances:
  - When it is to be used for school safety;
  - When it relates to classroom instruction or a co-curricular or extracurricular activity; or
  - When it relates to media coverage of the school.
- **To remove your child temporarily from the classroom**, if an instructional activity in which your child is scheduled to participate conflicts with your religious or moral beliefs. The removal cannot be for the purpose of avoiding a test and may not extend for an entire semester. Further, your child must satisfy grade-level and graduation requirements as determined by the school and by the Texas Education Agency.

**OPTIONS AND REQUIREMENTS FOR PROVIDING ASSISTANCE TO STUDENTS WHO HAVE LEARNING DIFFICULTIES OF WHO NEED OR MAY NEED SPECIAL EDUCATION**

See SPECIAL PROGRAMS

**PARENTAL INVOLVEMENT PROGRAM**

See FAMILY AND COMMUNITY ENGAGEMENT PROGRAM

**PARENTAL OBSERVATIONS**

Parents are welcome to observe their children in the classroom. In order to preserve an environment that is conducive to learning and for the safety of students, observations must be made in accordance with the following procedures.

1. The term "parents" means biological, adoptive, or foster parents and legal guardians as determined by court order. The term "parents" also includes other relatives with whom a student resides and who are standing in parental relation to the student (e.g., a grandparent with whom the student resides and who is acting as a parent in the absence of a biological or adoptive parent). Unless standing in parental relation to a student, other non-parent relatives or friends of the family are not permitted to observe students at school. Parent representatives and advocates are not permitted to observe students at school.
2. Observations are limited to two times per year (one time per semester).
3. Observations are limited to one class period.
4. The principal, in consultation with the teacher, will approve the date and time of all parental observations in advance.
5. Parents must first report to the campus office and comply with all procedures for visitors (e.g., showing identification, permitting a background check, if applicable, and obtaining a pass). At the discretion of school staff, a parent may be escorted to the classroom or accompanied during part of all of the observation. For confidentiality and security purposes, parents may not take pictures or make audio or video recordings during observations.

6. If at any time, the teacher or principal determines that the observation is disruptive, the parent must immediately leave. Parents must leave the campus immediately upon the request of any district administrator or security personnel.
7. These classroom observation procedures do not apply to parents' having lunch with their children or classroom parties. However, on such occasions, parents must still comply with other campus rules, such as reporting first to the campus office, showing identification, allowing a background check, obtaining a pass, and leaving campus upon request of a school administrator.

Principals and other school administrators have authority at all times to control access to school property by parents and other campus visitors. Principals and other school administrators may limit the access of parents and other campus visitors to school property, including limiting access to particular parts of a campus or prohibiting access altogether. During school hours, all parents must report to the office before going to any other part of the campus. This is an important security measure, and failure to respect this procedure may result in the parent being denied access to school property.

Requests by an independent evaluator to observe a special education student should be forwarded to the Special Education Department. The Director of Special Education and campus principal will determine the conditions for these observations.

#### **PARENTAL RIGHTS**

See OBTAINING INFORMATION AND PROTECTING STUDENT RIGHTS.

#### **PEST MANAGEMENT PLAN**

The District applies only pest control products that comply with state and federal guidelines. Except in an emergency, signs will be posted 48 hours before application. Parents who want to be notified prior to pesticide application inside their child's school assignment area may contact the Maintenance Department at 956-323-8960.

#### **PHYSICAL ACTIVITY FOR STUDENTS IN ELEMENTARY, JUNIOR HIGH, AND HIGH SCHOOL**

In accordance with EHAB, EHAC, and FFA, the District will ensure that students in kindergarten through grade 5 engage in moderate to vigorous physical activity for at least 30 minutes per day or 135 minutes per week. Students in grade 6 through 8 shall engage in 30 minutes of moderate to vigorous physical activity per day for at least four semesters OR at least 225 minutes of moderate or vigorous physical activity within a two-week period for at least four semesters. Students in a high school Physical Education course shall be actively engaged 50% of the time in moderate to vigorous physical activity. A parent's handwritten excuse from physical activity participation will be honored for a maximum of 2 days. A physician's medical excuse will be required for any ailment/injury requiring more than 2 days' exemption. If a child requires more than 2 days' exemption from physical activity, they will be assigned supplemental activities/assignments, as permitted. For additional information on the District's requirements and programs regarding elementary, junior high and high school student physical activity requirements, please see the campus principal.

#### **Parental Access to Student Fitness Results**

Each year the Fitnessgram Physical Assessment must be administered to all students in grades 3-12 that are in P.E. or classes that may be substituted for P.E. Parents may request a copy of their child's Fitnessgram Physical Assessment by submitting a letter to the principal at the end of the school year.

#### **PLEDGES OF ALLEGIANCE AND A MINUTE OF SILENCE**

Texas law requires students to recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag each school day. Parents may submit a written request to the principal to excuse their child from reciting a pledge.

A minute of silence will follow recitation of the pledges. The student may choose to reflect, pray, meditate, or engage in any other silent activity so long as the silent activity does not interfere with or distract others. [See policy EC for more information]

#### **PRAYER**

Each student has a right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt instructional or other activities of the school. The school will not require, encourage, or coerce a student to engage in or to refrain from such prayer or meditation during any school activity.

#### **PROMOTION AND RETENTION**

In kindergarten, promotion to the next grade level shall be based on the student meeting grade-level standards in the core areas of language arts, mathematics, science, and social studies as measured by attainment of an overall core subject average of Satisfactory (S) or better with a letter grade of at least an S in language arts.

In grades 1-5, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards for all subject areas and a grade of 70 or above in language arts and mathematics.

In grades 6-8, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in three of the following areas: language arts, mathematics, science, and social studies.

In grades 9-12, mastery of at least 70 percent of the objectives on District-approved tests shall be required. Grade-level advancement for students in grades 9–12 shall be earned by course credits. Changes in grade-level classification shall be made at the beginning of the fall or spring semester.

If a student fails to demonstrate proficiency on a state-mandated assessment, the student shall be provided accelerated instruction in accordance with state law. Additionally, students in grades 5 and 8 shall be subject to all provisions of grade advancement testing, which is explained in the following sentence: Except when a student will be assessed in reading or mathematics above his or her enrolled grade level, students in grades 5 and 8 must meet the passing standard (when required by law) on the applicable state-mandated assessments in reading and mathematics to be promoted to the next grade level, in addition to the District's local standards for mastery and promotion.

[For further information, see policy EIE]

### **P SYCHOTROPIC DRUGS**

Teachers and other District employees may discuss a student's academic progress or behavior with the student's parents or another employee as appropriate; however, they will not recommend use of psychotropic drugs. A District employee who is a registered nurse, an advanced nurse practitioner, a physician, or a certified or credentialed mental health professional can recommend that a student be evaluated by an appropriate medical practitioner, if appropriate. "Psychotropic drug" means a substance used in the diagnosis, treatment, or prevention of a disease or as a component of a medication and intended to have an altering effect on perception, emotion, or behavior. It is commonly described as a mood- or behavior-altering substance. [For further information, see policy FFAC]

### **R RELEASE FROM SCHOOL**

Because class time is important, doctor's appointments should be scheduled, if possible, at times when the student will not miss instructional time. Students returned to class should remain in class unless otherwise directed by the campus nurse. Testing days are instructional days, and students will not be released early.

A student who will need to leave school during the day must bring a note from his or her parent that morning. A student who becomes ill during the school day should, with the teacher's permission, report to the school nurse. The nurse will decide whether or not the student should be sent home and will notify the student's parent. A student will be sent home when the student has a temperature of 100° or higher. Student must be free from fever at least 24 hours without the use of fever-reducing medication such as Tylenol or Motrin before returning to school, or must have a letter from the physician that they do not have a communicable disease.

A student will not be released from school at times other than at the end of the school day except with permission from the principal or designee and according to the campus sign-out procedures. Testing days are instructional days, and students will not be released early, except as previously described.

Unless the principal has granted approval because of extenuating circumstances, a student will not regularly be released before the end of the instructional day.

Students are not permitted to leave their campus during regular school hours, unless they are accompanied by their parents, legal guardians or designee of record.

### **Withdrawing from School**

A student under 18 may be withdrawn from school only by a parent. The school requests notice from the parent at least three days in advance so that records and documents may be prepared.

On the student's last day, the withdrawal form must be presented to each teacher for current grade averages and book clearance; to the librarian to ensure a clear library record; to the clinic for health records; to the counselor for the last report card and course clearance; and finally, to the principal. A copy of the withdrawal form will be given to the student and a copy placed in the student's permanent record.

A student who is 18 or older, who is legally married, or who is an emancipated minor as declared by a court may withdraw without parental signature.

### **R EPORT CARDS**

Written reports of absences and student grades or performance in each class or subject are issued to parents each grading period. At the end of the first three weeks of a grading period, parents are notified if the student's grade average is near or below 70, or below the expected level of performance. If a student receives a grade of less than 70 in any class or subject during a grading period, the parents are requested to schedule a conference with the teacher of that class or subject.

### **R ETALIATION**

See DATING VIOLENCE, DISCRIMINATION, HARASSMENT, AND RETALIATION

## **S AFETY**

### **Accident Prevention**

Student safety on campus and at school-related events is a high priority of the District. Although the District has implemented safety procedures, the cooperation of students is essential to ensure school safety. A student should:

- Avoid conduct that is likely to put the student or other students at risk.
- Follow the behavioral standards in this handbook and the Student Code of Conduct, as well as any additional rules for behavior and safety set by the principal, teachers, or bus drivers.
- Remain alert to and promptly report to a teacher or the principal safety hazards, such as intruders on campus and threats made by any person toward a student or staff member.
- Know emergency evacuation routes and signals.
- Follow immediately the instructions of teachers, bus drivers, and other District employees who are overseeing the welfare of students.

### **Accident Insurance**

Soon after school opens, parents will have the opportunity to purchase low-cost accident insurance that will help meet medical expenses, in the event of injury to their child.

Except for the purchase of insurance against bodily injury sustained by students while training for or engaging in interscholastic athletic competition or while engaging in school-sponsored activities on a school campus, the District, under state law, cannot pay for medical expenses associated with a student's injury.

## **S CHOLARSHIPS AND GRANTS**

Many national and local scholarships are available to students. Information on such scholarships is available to students and parents via the school websites, Channel 17 and Channel One along with scholarship flyers posted throughout the school. Applications for scholarships may be picked up in the guidance office. A few scholarships require online submission. Opportunities to file Free Application for Federal Student Aid (FAFSA) are also provided several times within the Spring Semester. For further information, please call the guidance office. Students who have a financial need according to federal criteria and who complete the Recommended High School Program or Distinguished Achievement Program may be eligible under the TEXAS Grant Program for tuition and fees to Texas public universities, community colleges, and technical schools, as well as to private institutions. [For further information, see the principal or counselor and policy EJ]

## **S CHOO L CLINIC INFORMATION**

See the "For Parents" section on the Mission CISD Health Services website to access more information regarding the School Clinic [www.mcisd.net – About Us – District Departments – Health Services – For Parents].

## **S CHOO L HEALTH ADVISORY COUNCIL (SHAC)**

The School Health Advisory Council (SHAC) is an advisory group of individuals who represent different segments of the community. By law, a majority of the members must be persons who are parents of students enrolled in the District and who are not employed by the District. The Mission CISD SHAC is made up of parents, community members, students, and District staff working together to improve the health of all students and families through coordinated school health programs. Through a coordinated effort, the District approved the newly revised Mission CISD Wellness Policy. Additional information regarding the District's School Health Education Advisory Council is available on the District website. [See also policies BDF and EHAA]

## **S EARCHES**

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, District officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law. Students have full responsibility for the security of their lockers, and for vehicles parked on school property. It is the student's responsibility to ensure that lockers and vehicles are locked and that the keys and combinations are not given to others. Students shall not place, keep, or maintain any article or material that is forbidden by District policy in lockers or in vehicles parked on school property. [For further information, see policy FNF]

### **Vehicles on Campus**

Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle any time there is reasonable cause to do so, with or without the presence of the student. A student has full responsibility for the security and content of his or her vehicle and must make certain that it is locked and that the keys are not given to others. See also the Student Code of Conduct.

### **Trained Dogs**

The District shall use specially trained non-aggressive dogs to sniff out and alert to the current presence of concealed prohibited items, illicit substances defined in Board policy FNCF, and alcohol. Visits by trained dogs to the schools will not be announced. Trained dogs will be used to conduct random searches in vacant rooms, vacant common areas, around student lockers, and around vehicles parked on school property. If contraband of any kind is found, the student shall be subject to appropriate disciplinary action and will be referred to legal authorities for possible criminal prosecution.

### **Metal Detector Searches**

The District may utilize permanent (walk-through) or portable (handheld) metal detectors on school property if the Superintendent or designee deems the use of such equipment to be in the best interest of the District. When such equipment is deployed, students may be subject to metal detector searches on a daily basis. [For further information, see policy FNF(LOCAL)]

### **Random Drug Testing**

The District requires the random drug-testing of any student in grades 6-12 who chooses to participate in school-sponsored extracurricular activities or request a permit to park a vehicle on school property. [For further information, see policy FNF(LOCAL)]

### **S EXTING**

Sexting is defined as taking, sending, or forwarding obscene, sexually oriented or sexually explicit nude or partially nude images of oneself or others, or sending or forwarding texts that are obscene, sexually oriented or sexually explicit. In some instances, such acts have been classified as illegal, i.e. child pornography.

### **S SEXUAL HARASSMENT / SEXUAL ABUSE / TRAFFICKING OR OTHER MALTREATMENT OF CHILDREN**

Students must not engage in unwanted and unwelcome verbal or physical conduct of a sexual nature directed toward another student or a District employee. This prohibition applies whether the conduct is by word, gesture, or any other sexual conduct, including requests for sexual favors. All students are expected to treat other students and District employees with courtesy and respect, to avoid any behaviors known to be offensive, and to stop these behaviors when asked or told to stop. The District will notify the parents of all students involved in sexual harassment by students when the allegations are not minor, and will notify parents of any incident of sexual harassment or sexual abuse by an employee. To the greatest extent possible, complaints will be treated as confidential. Limited disclosure may be necessary to complete a thorough investigation. A complaint alleging sexual harassment by another student or sexual harassment or sexual abuse by a staff member may be presented by a student and/or parent in a conference with the principal or designee or with the Title IX coordinator, Elisa Pacheco, at 956-323-5641. The student or parent may appeal the decision regarding the outcome of the investigation in accordance with Board policy FNCJ.

Child trafficking of any sort is prohibited by the Penal Code. Sex trafficking involves forcing a person, including a child, into sexual abuse, assault, indecency, prostitution, or pornography. Labor trafficking involves forcing a person, including a child, to engage in forced labor or services. [For further information, see policy FFG]

### **S SOCIAL EVENTS**

School rules apply to school social events to which a student brings a guest. Guests are expected to observe the same rules as students attending the event, and the person inviting the guest will share responsibility for the conduct of the guest.

### **S PECIAL PROGRAMS**

The District provides special programs for gifted and talented students, homeless students, bilingual students, migrant students, students with limited English proficiency, students with dyslexia, and students with disabilities. The coordinator of each program can answer questions about eligibility requirements, as well as programs and services offered in the District or by other organizations. A student or parent with questions about these programs should contact the Curriculum and Instruction Division at 956-323-5507 or 956-323-5513. Department phone numbers by program are also provided on the inside back cover for your assistance.

### **Aiding Students Who Have Learning Difficulties or Who Need Special Education or Section 504 Services**

For those students who are having difficulty in the regular classroom, all school districts and open enrollment charter schools must consider tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (RTI). The implementation of RTI has the potential to have a positive impact on the ability of districts and charter schools to meet the needs of all struggling students. If a student is experiencing learning difficulties, his or her parent may contact the individual(s) listed below to learn about the school's overall general education referral or screening system for support services. This system links students to a variety of support options, including making a referral for a special education evaluation or for a Section 504 evaluation to determine if the student needs specific aids, accommodations, or services. A parent may request an evaluation for special education or Section 504 services at any time.

**Special Education Referrals:** If a parent makes a written request for an initial evaluation for special education services to ~~the director~~ **the executive director** of special education services or an administrative employee of the school district or open enrollment charter school, the district or charter school must respond no later than 15 school days after receiving the request. At that time, the district or charter school must give the parent a prior written notice of whether it agrees to or refuses to evaluate the student, along with a copy of the **Notice of Procedural Safeguards**. If the school district or charter school agrees to evaluate the student, it must also give the parent the opportunity to give written consent for the evaluation. Please note that a request for a special education evaluation may be made verbally and does not need to be in writing. Districts and charter schools must still comply with all federal prior written notice and procedural safeguard requirements and the requirements for identifying, locating, and evaluating children who are suspected of being a child with a disability and in need of special education. However, a verbal request does not require the district or charter school to respond within the 15-school-day timeline. If the district or charter school decides to evaluate the student, it must complete the student's <sup>initial</sup> evaluation and evaluation report no later than 45 school days from the day it receives a parent's written consent to evaluate the student. However, if the student is absent from school during

the evaluation period for three or more school days, the evaluation period will be extended by the number of school days equal to the number of school days that the student is absent. There is an exception to the 45-school-day timeline. If a district or charter school receives a parent's consent for the initial evaluation at least 35 but less than 45 school days before the last instructional day of the school year, it must complete the written report and provide a copy of the report to the parent by June 30 of that year. However, if the student is absent from school for three or more days during the evaluation period, the June 30th due date no longer applies. Instead, the general timeline of 45 school days plus extensions for absences of three or more days will apply. Upon completing the evaluation, the district or charter school must give the parent a copy of the evaluation report at no cost.

Additional information regarding special education is available from the district or charter school in a companion document titled [Parent's Guide to the Admission, Review, and Dismissal Process](#).

**Contact Person for Special Education Referrals:** The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for special education services is:

Contact Person: Francisca Cruz, Executive Director for Special Education  
Phone Number: 323-5570

#### **Notice of Updated Criteria for a Related Service under IDEA 2004**

The components of a related service as outlined by IDEA 2004 include: 1) Purpose (34CFR§300.1(a); 2) Continuum of Alternative Placements (34CFR§300.551(a); 3) Placements (34CFR§300.552(b)(2)). Mission CISD adheres to the principle that a related service is defined as developmental, corrective, and other supportive services as may be required to assist a child with a disability to benefit from the student's special education services (U.S.C.§1401). Upon a referral for an evaluation for a related service eligibility (e.g., special education counseling), the student is tested. If eligible, an Individual Education Plan (IEP) with measurable goals and objectives is developed based on the findings of the evaluation. The Admission, Review and Dismissal (ARD) committee reviews the IEP and recommends the appropriate setting/service provider for implementation of the IEP goals. Diligence will be given in determining the outcome of the aforementioned system, following the child-centered process, and ensuring that each identified student receive related service recommendations that are individualized and appropriate for that student.

#### **Response to Intervention (RTI)**

RTI involves the use of "data-based decision making" to effectively address instruction and implement scientifically-based interventions [and/or appropriate accommodations](#). Students are able to move in and out of the individual tiers based on how well they respond to intervention. Within an RTI framework, instruction is determined by the needs of the students in the classroom. Data is collected at each tier by a campus RTI core team to determine the efficacy and fidelity of instruction and intervention, to address the individual academic and/or behavioral needs of the student, and to develop appropriate instruction and interventions to address these needs. Should regular education, together with these early intervention efforts be insufficient to meet the needs of the struggling student, or there are grounds to suspect that the student has a physical or mental impairment, the District should consider seeking parental consent for an evaluation under Section 504 or Special Education (IDEA), as appropriate to the student.

#### **Section 504**

Students who have a mental or physical impairment which substantially limits one or more of life's major activities may be eligible under Section 504 of the Rehabilitation Act of 1973, as amended. Section 504 protects the rights of individuals with disabilities in programs and activities that receive federal funds. Section 504 provides that: *"No otherwise qualified individual with a disability in the United States... shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance..."* [34 C.F.R. §104.4(a)] Section 504 provides eligible students with equal opportunity when compared to their same age, non-disabled peers and based on their individual needs due to disability.

Mission CISD provides a *"free appropriate public education (FAPE) to each qualified and eligible person with a disability who is in the school district's jurisdiction, regardless of the nature or severity of the person's disability."*

**Section 504 Referrals:** Each school district or charter school must have standards and procedures in place for the evaluation and placement of students in the district's or charter school's Section 504 program. Districts and charter schools must also implement a system of procedural safeguards that includes notice, an opportunity for a parent or guardian to examine relevant records, an impartial hearing with an opportunity for participation by the parent or guardian and representation by counsel, and a review procedure.

**Contact Person for Section 504 Referrals:** The designated person to contact regarding options for a student experiencing learning difficulties or regarding a referral for evaluation for Section 504 services is:

Contact Person: Erika Miller Morales, District Section 504/Dyslexia/RTI  
Coordinator Phone Number: 956-323-5626.

**Additional Information:** The following websites provide information and resources for students with disabilities and their families:

- [Legal Framework for the Child-Centered Special Education Process](#)
- [Partners Resource Network](#)
- [Special Education Information Center](#)
- [Texas Project First](#)

## **Dyslexia**

In Texas, the identification and instruction of students with dyslexia and related disorders are mandated and structured by the Texas Education Code and the Texas Administrative Code. The Texas Education Agency provides procedures for early identification of, instruction for, and accommodations for students with dyslexia and related disorders in **The Dyslexia Handbook, 2021 Update: Procedures Concerning Dyslexia and Related Disorders, 2024 Update.** (<https://tea.texas.gov/sites/default/files/texas-dyslexia-handbook-2021.pdf>)- (<https://tea.texas.gov/academics/special-student-populations/dyslexia-and-related-disorders>)

## **S T A T E - M A N D A T E D A S S E S S M E N T T E S T S**

Students at certain grade levels will take state assessment tests in the following subjects, as well as routine testing and other measures of achievement:

- Mathematics, annually in grades 3–8; and EOC Algebra I;
- Reading, annually in grades 3–8;
- English language arts: EOC English I and II (Reading and Writing);
- Social studies in grades 8; and EOC U.S. History;
- Science in grades 5 and 8; and EOC Biology;
- TELPAS tests for all our Emergent Bilingual Students (Kinder - 12<sup>th</sup> grade)
- Any other subject and grade required by federal law.

**NOTE:** [See policy EKB]

## **S T E R O I D S**

Parents and students should be aware that state law prohibits students from possessing, dispensing, delivering, or administering an anabolic steroid. Anabolic steroids are for medical use only, and only a physician can prescribe use. Under state law, bodybuilding, muscle enhancement, or the increase of muscle bulk or strength through the use of an anabolic steroid or human growth hormone by a healthy student is not a valid medical use and is a criminal offense.

## **S T U D E N T R E C O R D S ( F a m i l y E d u c a t i o n a l R i g h t s a n d P r i v a c y A c t )**

Both federal and state law safeguard student records from unauthorized inspection or use and provide parents and "eligible" students certain rights. For purposes of student records, an "eligible" student is one who is 18 or older OR who is attending an institution of postsecondary education.

The law specifies that certain general information about Mission Consolidated Independent School District students is considered "directory information" and will be released to anyone who follows procedures for requesting it. That information includes:

- A student's name, address, telephone number, and date and place of birth.
- The student's photograph, participation in officially recognized activities and sports, and weight and height of members of athletic teams.
- The student's dates of attendance, grade level, enrollment status, honors and awards received in school, and most recent school previously attended.
- The student's e-mail address.

A parent or an eligible student may prevent the release of any or all directory information regarding a student. This objection must be made in writing to the principal within ten school days of the child's first day of this school year. [See the **DIRECTORY INFORMATION ACKNOWLEDGEMENT FORM** attached to this handbook.]

Virtually all information pertaining to student performance, including grades, test results, and disciplinary records, is considered confidential educational records. Release is restricted to:

- The parents—whether married, separated, or divorced—unless parental rights have been legally terminated and if the school is given a copy of the court order terminating these rights. Federal law requires that, as soon as the student becomes 18 or is emancipated by a court, control of the records goes to the student. However, the parents may continue to have access to the records, if the student is a dependent, for tax purposes.
- District staff members who have what federal law defines as a "legitimate educational interest" in a student's records. Such persons would include school officials (such as Board members, the Superintendent, and principals), school staff members (such as teachers, counselors, and diagnosticians), or an agent of the District (such as a medical consultant).
- Various governmental agencies or in response to a subpoena or court order.
- A school to which a student transfers or in which he or she subsequently enrolls.

Release to any other person or agency—such as a prospective employer, or for a scholarship application—will occur only with parental or student permission as appropriate. The District must comply with a request by a military recruiter or an institution of higher education for students' names, addresses, and telephone listings, unless parents have advised the District not to release their child's information without prior written consent.

The principal is the custodian of all records for currently enrolled students at the assigned school.

The Coordinator for Fixed Assets/Warehouse, Ana-Vely Uresti-Munoz, (956-323-8900), is the custodian of all records for students who have withdrawn or graduated.

A parent or eligible student may inspect records during regular school hours. If circumstances prevent inspection during these hours, the District will either provide a copy of the requested records, or make other arrangements for the parent or student to review the requested records. The records custodian or designee will respond to reasonable requests for explanation and interpretation of the records. A parent (or the student if he or she is 18 or older or is attending an institution of postsecondary education) may inspect the student's records and request a correction if the records are considered inaccurate or otherwise in violation of the student's privacy rights. If the District refuses the request to amend the records, the requestor has the right to request a hearing. If the records are not amended as a result of the hearing, the requestor has 30 school days to exercise the right to place a statement commenting on the information in the student's record. Although improperly recorded grades may be challenged, contesting a student's grade in a course is handled through the general complaint process defined by policy FNG.

Copies of student records are available at a cost of fifty cents per page, payable in advance. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, one copy of the record will be provided at no charge upon written request of the parent.

**Please note:** Parents or eligible students have the right to file a complaint with the U.S. Department of Education if they believe the District is not in compliance with federal law regarding student records. The District's policy regarding student records is available from the principal's or Superintendent's office. The parent's or eligible student's right of access to, and copies of, student records does not extend to all records. Materials that are not considered educational records—such as teachers' personal notes about a student that are shared only with a substitute teacher—do not have to be made available to the parents or student.

### **S UICIDE PREVENTION PROGRAM**

Counselors, Mental Health Specialists, and teachers will use the Jason Foundation Curriculum and other suicide prevention programs in a classroom or group setting which provides students with knowledge, skills and strategies that will enable them to help a friend (or themselves) who may be depressed or considering suicide.

### **T EACHER QUALIFICATIONS:**

You may request the following information, which we will provide to you in a timely manner:

1. Whether your child's teacher(s) have met state qualification and licensing criteria for their grade levels and subject areas.
2. Whether your child's teacher(s) are serving under emergency or other provisional status that is less than full state certification.
3. The bachelor's degree major of your child's teacher(s) and any graduate degrees held, and the field of certification or degree.
4. Whether your child receives services from paraprofessionals and, if so, their qualifications.

### **T ELEMEDICINE FOR STUDENTS**

Parents or guardians can register during online school registration through the parent portal (<https://www.mcisd.net>).

### **T EXTBOOKS**

State-approved textbooks are provided free of charge for each subject or class. Books must be covered by the student, as directed by the teacher, and treated with care. A student who is issued a damaged book should report the damage to the teacher. Any student failing to return a book issued by the school loses the right to free textbooks until the book is returned or paid for by the parent. However, a student will be provided textbooks for use at school during the school day. [For further information, see policy CMD]

### **T OBACCO PROHIBITED**

The District and its staff strictly enforce prohibitions against the use of tobacco products by students and others on school property or at school- sponsored or school-related activities. [See the Student Code of Conduct Handbook and policies FNCD and GKA]

### **T RANSPORTATION**

#### **School-Sponsored**

Students who participate in school-sponsored trips are required to use transportation provided by the school to and from the event. The principal, however, may make an exception if the parent makes a written request that the student be released to the parent or to another adult designated by the parent.

#### **School Buses and Other School Vehicles**

The District makes school bus transportation available to all students living two or more miles from school. This service is provided at no cost to students. Bus routes and any subsequent changes are posted at the school. A parent may also designate a child-care facility or grandparent's residence as the regular pickup and drop-off location for his or her child. The designated facility or residence must be on an approved stop on an approved route. Further information may be obtained by calling the Transportation Department at 956-323-8930 or the individual campus office. See the Student Code of Conduct for provisions regarding transportation to the disciplinary Alternative Education Program.

Students are expected to assist District staff in ensuring that buses remain in good condition and that transportation is provided safely. When riding in District vehicles, students are held to behavioral standards established in this handbook and the Student Code of Conduct. Students must:

- Follow the driver's directions at all times.
- Enter and leave the bus or van in an orderly manner at the designated stop nearest home.
- Keep feet, books, band instrument cases, and other objects out of the aisle.
- Not deface the bus or van or its equipment.
- Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus or van.
- Be seated while the vehicle is moving.
- Wait for the driver's signal upon leaving the bus or van and before crossing in front of the vehicle.

When students ride in a District van or passenger car, seat belts must be fastened at all times.

Misconduct will be punished in accordance with the Student Code of Conduct; bus-riding privileges may be suspended. Please see the Transportation Department website for an extensive list of Bus Safety Rules; Infractions and Consequences for Conduct Inside the Bus; and Fee Schedule and Disciplinary Consequences for Vandalism and Defacing [www.mcisd.net – About Us – District Departments – Transportation].

### **T R U A N C Y**

To ensure your child receives the best education possible, attendance is of utmost importance. House Bill 2398, passed during the 84<sup>th</sup> Texas Legislative Session, enacted changes to the state's school attendance laws. As of this school year, after the **third u unexcused absence within a four-week period**, the parent is issued a warning notice that the student is subject to truancy prevention measures (TEC §25.095); the parent must be informed: 1) of the student's absence; 2) of the parent's duty to monitor the student's school attendance and require the student to attend school; and 3) that the student is subject to truancy prevention measures. The school district **must** request a conference between school officials and the parent to discuss absences. The District Truancy Prevention Measure is implemented to include: 1) a behavior improvement plan; 2) school-based community service [i.e., behavior contract, parenting programs/meetings, drug awareness programs, after-school tutoring; bullying/harassment counseling, etc.] and/or 3) counseling, mediation, mentoring, teen court, or other in-school or out-of-school services aimed at addressing the truant behavior.

If a student fails to attend school without excuse on **10 or more days or parts of days within a six-month period**, the student shall be referred to truancy court within 10 school days of the student's 10<sup>th</sup> absence. Students ages 12 to 18 may be referred to truancy court.

### **V E N D I N G M A C H I N E S**

The District has adopted policies and implemented procedures to comply with state and federal food service guidelines for restricting student access to vending machines. For more information regarding these policies and guidelines see the Director for Child Nutrition Program. [See policies CO and FFA



**Mission C.I.S.D.**  
1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

### **Letter to Parent/Students**

State Law requires each school district to adopt a Student Code of Conduct. The Student Code of Conduct includes statements of the right and responsibilities of parents, administrators, teachers, and students. It also describes consequences for unacceptable behavior.

All our schools are expected to promote a climate of mutual respect for the rights of all members of the school community. Students are expected to respect the rights and privileges of other students, teachers and District staff members. The District's rules of conduct and discipline are established to achieve and maintain a safe and orderly environment. Students who violate the rights of others or who violate District or school rules will be subject to consequences designed to correct inappropriate behavior. We all need to create an environment where teachers can teach and students can learn.

We wish to express our gratitude to all parents, students and staff members for their role in providing the best possible learning environments where all students can succeed.

Sincerely,

Dr. Cris Valdez  
Interim Superintendent of Schools

# SECTION II

## STUDENT CODE OF CONDUCT

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### Purpose of a Student Code of Conduct

The Student Code of Conduct that follows is the District's response to the requirements of Chapter 37 of the Texas Education Code. The law requires the District to establish standards of student conduct and to identify the circumstances under which a student may be removed from a classroom, campus, or disciplinary alternative education program, transferred to a disciplinary alternative education program, suspended, or expelled. The Code provides information to parents and students regarding expectations for behavior, consequences of misconduct, and procedures for administering discipline.

We provide you a copy of the Code annually; a copy is also available for review in the principal's office of each campus in the District. This Code is not a contract and can be amended by the District at any time. However, any change or amendment to the Code will be approved by the Board of Trustees.

Violations of the Code of Conduct are documented by teachers and other professional employees using campus discipline referral forms. Teachers and principals may impose campus or classroom rules in addition to those found in the Student Code of Conduct. These rules may be posted in classrooms or given to the student and may or may not also constitute violations of the Student Code of Conduct.

## Expectations for Student Behavior

Each student is expected to:

- Demonstrate courtesy and respect for others.
- Behave in a responsible manner.
- Attend all classes, regularly and on time.
- Be prepared for each class; take appropriate materials and assignments to class.
- Be well groomed and dressed appropriately, as articulated in the MCISD Student Handbook.
- Obey all campus and classroom rules.
- Respect the rights and privileges of other students and of teachers and other District staff.
- Respect the property of others, including District property and facilities.
- Cooperate with or assist the school staff in maintaining safety, order and discipline.
- Pay required fees and fines, unless they are waived.
- Avoid violations of the Student Code of Conduct.

## Dress Code for Students

The District's dress code is established to teach grooming and hygiene, instill discipline, prevent disruption, avoid safety hazards, and teach respect for authority.

Students shall be dressed and groomed in a manner that is clean and neat and that will not be a health or safety hazard to themselves or others.

The District prohibits any clothing or grooming that in the principal's judgment may reasonably be expected to cause disruption of or interference with normal school operations.

### The District prohibits:

1. Students from wearing make-up that is distracting or draws attention to the student that, at the discretion of the principal or his/her designee, is inappropriate.
2. Pictures, emblems, or writing on clothing and personal items that:
  - a. Is lewd, offensive, vulgar, obscene, or violent.
  - b. Advertises or depicts tobacco products, alcoholic beverages, drugs, or any other prohibited substance.
  - c. **Is distracting or draws attention to the student that, at the discretion of the principal or his/her designee, is inappropriate.**
3. The wearing of see-through shirts or blouses, sleeveless undershirts, muscle shirts, vests, cutoff T-shirts, tube tops, tank tops and any blouse or shirt that does not cover the stomach or waist, even if covered by another piece of clothing such as a sweater or jacket.
4. The wearing of low-cut, shoulder less/strapless, spaghetti strap or string tie/halter blouses, shirts or dresses and clothing where undergarments can be seen.
5. Brand name tags and imprints on clothing and personal items that may be depicted as negative and/or offensive (i.e. "Drunken Monkey", "Drunkmunky", "Homies", etc.). **Discretion by the principal or his/her designee will prevail.**
6. Paraphernalia/accessories, activities, and/or gestures, which symbolize gang and/or group membership, including the following:
  - a. Wearing beads and/or crosses that are all black, embroidered, or are identified with gang and/or group colors.
  - b. Wearing tee shirts, sweat shirts, windbreakers, and jackets that depict the identity of a particular gang and/or group.
  - c. Wearing shoes that identify with a particular gang and/or group, such as tennis shoes or sports shoes altered from their original color with paint or markers, shoe laces depicting a gang and/or group color, etc.
  - d. Wearing gang- and/or group-related clothing combinations such as a shirt/pant combination in a particular color or colors.
  - e. Participating in any gang and/or group fights, and any act of violence against student or school personnel.
  - f. Exhibiting any behavior or gestures that symbolize gang and/or group membership, or are associated with gangs and/or groups.
  - g. Vandalizing school property with gang- and/or group-related signs or literature. All students are also prohibited from possessing folders, book covers, etc., which depict gang- and/or group-related signs or literature.

The outlined code regarding specific modes, paraphernalia/accessories, activities, or gestures of the student body is subject to change at any time when a gang and/or group changes its identifying colors, paraphernalia/accessories, activities, or gestures. The aforementioned code also applies to any new gang and/or group, or any gang and/or group not mentioned herein.

**In addition:**

1. The District has adopted a standardized dress code for students in grades PK-8. [See page 65 for excerpts from Policy FNCA(LOCAL)]
  2. All clothing must be worn in a proper, customary manner.
  3. Over-sized, ill-fitting pants, **shirts** and other similar items of clothing are not allowed.
  4. Students are prohibited from wearing pants below the waistline that are designed to be worn at the waistline.
  5. Students are prohibited from wearing pants that expose skin at the waistline unless a tucked-in shirt/blouse is worn that is long enough to cover skin at all times (i.e. when raising arms, bending over, sitting down, etc.).
  6. Capri pants or crop pants that are not tight-fitting will be allowed. Bermuda shorts are not considered to be Capri pants or crop pants. **Discretion by the principal or his/her designee will prevail.**
  7. Leggings, jeggings, and form-fitting (stretch, spandex, etc.) pants are not allowed in grades 4-12 **8**.
  8. All shirts designed to be tucked in must be tucked in correctly. Discretion by the principal or his/her designee will prevail.
  9. Students shall wear appropriate undergarments. No pajama-type clothing is allowed. Clothing where undergarments can be seen or that expose skin or underwear is not allowed.
  10. Torn or Tattered Jeans
    - a. Tattered Jeans with tears three inches or more above the knee are allowed but must be worn with tights/leggings under them (holes may be patched from the inside).
    - b. Tattered Jeans with tears only below the three-inch mark above the knee are allowed to be worn without tights/leggings.
    - ~~c. Excessively torn jeans are not allowed.~~
  11. Shorts:
    - a. Students in pre-kindergarten through third grade are allowed to wear shorts.
    - b. Students in 4th through 12th grade shall be allowed to wear walking shorts (Bermuda shorts) that are not shorter than three inches above the knee.
    - c. Basketball and Drawstring shorts are allowed only for ELEMENTARY.
    - d. Non-acceptable shorts for SECONDARY:
      1. No terry or fleece shorts
      - ~~2. No basketball type shorts~~
      3. No short shorts
      4. No torn shorts
      - ~~5. No drawstring shorts~~
- The discretion of the principal or his/her designee will prevail.**
12. Colored Jeans are allowed.
  13. Dresses and skirts may be no shorter than two inches above the top of the knee, nor may slits in clothing extend more than two inches above the knee.
  14. Trench coats, dusters, ~~hooded sweatshirts~~, and overcoats are not allowed, except in inclement weather. Hoods are not to be worn inside buildings.
  15. Students are prohibited from wearing earrings or studs on any part of their bodies other than their ear lobes on school premises and during participation in any extracurricular activity. This includes string, plastic plugs, bandages, gauges, etc., which are used to keep the pierced hole open. Plastic plugs and/or gauges are not permitted.
  16. Exposed rosary beads are not allowed.
  17. Hats, caps, hoods, beanies, sweatbands, hairnets, and bandanas are not allowed. Headbands must be worn appropriately to restrain hair, and not across the forehead.
  18. Sunglasses are prohibited unless prescribed.
  19. Appropriate footwear shall be worn at school. Shoes that present a safety concern are not allowed. Sneakers/Tennis shoes should be worn for PE participation. Flip-flops/thongs and/or soccer slides are not allowed. Steel toe footwear is not allowed. All footwear must have a closed heel or have a strap around the rear of the ankle in grades PK - 12. Socks must be worn, when appropriate.
  20. Hair must be clean, neatly combed and out of the eyes and face. Mohawks will not be allowed. Hair that is styled in a manner that is extreme, outlandish, distracting or draws attention to the student is not allowed.
  21. Hair coloring is limited to only natural hair colors.
  22. Tattoos must be covered for all elementary ~~and junior high school~~ students. At the **junior high and** high school level, the covering of tattoos will be at the discretion of the principal or his/her designee.
  23. Sideburns shall not extend beyond the bottom of the earlobe. Mustaches, beards and goatees will be allowed at the high school level, but shall be neatly trimmed. Eyebrow(s) shall not be shaved or altered.
  - ~~24. The wearing of artificial nails and/or nails that are painted or styled in a manner that is distracting or draws attention to the student is prohibited at the elementary level.~~

25. Grooming, combing hair, and applying make-up or nail polish are not allowed in the classroom.
26. The District has adopted standardized attire for all students assigned to the DAEP at Roosevelt Alternative School. All students assigned to the DAEP will adhere to the standardized dress requirement. The dress code will be discussed with the students and parents during the scheduled in-take conference.
27. **The discretion of the principal or his/her designee will prevail.**

The student and parent may determine the student’s personal dress and grooming standards, provided that they comply with the general guidelines set out above in the District’s dress code.

If the principal determines that a student’s grooming violates the dress code, the student shall be given an opportunity to correct the problem at school. If not corrected, the student shall be assigned to in-school suspension for the remainder of the day.

A student whose clothing violates the dress code shall be assigned to in-school suspension either for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school

Repeated offenses may result in more serious disciplinary action. Appropriate discipline procedures shall be followed in all cases.

The principal, in cooperation with the sponsor, coach, or other person in charge of an extracurricular activity, recognition ceremony, or Board recognition event, may regulate the dress and grooming of students who participate in the activity. Students who violate those standards may be removed or excluded from the activity for a period determined by the principal or sponsor and may be subject to other disciplinary action. [See policy FNCA(LOCAL)]

### General Authority to Impose Discipline

The Texas Legislature has delegated the authority to manage independent school districts and discipline students to the Board of Trustees and its employees. The school has the authority to administer discipline whenever the interest of the school is involved, on or off school property, in conjunction with or independent of classes and school-sponsored activities. The District’s disciplinary authority applies:

- during the regular school day and while the student is going to and from school on District transportation;
- within 300 feet of school property;
- while the student is participating in any activity during the school day on school grounds;
- during lunch (whether on or off school campus);
- while the student attends any school-related activity of the District, regardless of time or location;
- while the student is on school property of another Texas school district or attending a school activity of a school in another Texas school district;
- for any school-related misconduct, regardless of time or location;
- when the student retaliates or threatens retaliation against a school employee, regardless of time and location;
- when the District has a reasonable belief that the student has engaged in conduct that would be punishable as a felony, as provided by Texas Education Code § 37.006;
- when the student is involved in criminal mischief on or off school property or at a school-related event;
- when the student makes a false alarm or report of bombing, fire, or other emergency involving a public school, regardless of time or location;
- when the student makes a terrorist threat involving a public school, regardless of time or location; and
- when the student commits aggravated robbery against another student, regardless of time or location.

All District facilities, any other real property that is owned, rented, or leased by the District, and the area within 1,000 feet of any of those facilities is a **gang-free zone** under state law. The penalties from the juvenile or criminal justice systems for certain organized criminal activity occurring within a “gang-free zone” will be enhanced. See “Gang-Free Zones” in the Definitions, page 57, for more complete information.

### Discipline of Students with Disabilities

Federal law regarding the education of students with disabilities (IDEA and Section 504) imposes specific procedures and limitations on the discipline of students with disabilities. [See policy FOF(LEGAL)] For further information on this topic, please contact the principal, who will direct you to special education staff, or Francisca Cruz, Executive Director at (956) 323-5570. Information is also available to parents of students with disabilities in the “Explanation of Rights and Procedural Safeguards of a Parent with a Child with Disabilities in School,” which is provided to parents at the time of admission to special education and at ~~every ARD~~ every annual ARD meeting.

### Prohibited Conduct

A significant part of the District’s educational mission is to inculcate or instill the habits and manners of civility and to teach students the boundaries of socially appropriate behavior. In furtherance of this mission, students will be subject to disciplinary consequences if they engage in any of the following prohibited conduct while they are subject to the school’s jurisdiction as described in this Code of Conduct:

1. Scholastic dishonesty, which includes, but is not limited to, cheating on a test or any other assignment, plagiarism, unauthorized collaboration with another person in preparing written work or any other assignment for which a grade is awarded, falsifying records or school passes
2. Conduct that can cause injury to person or property, which may include dating violence
3. Leaving classroom, school grounds, or school-sponsored events without permission
4. Using profanity, lewd or vulgar language, or obscene gestures
5. Scuffling or fighting or other inappropriate physical contact that does not meet the definition of simple assault
6. Stealing
7. Lying about the conduct of other students or making false accusations about District employees
8. Disobeying school rules about conduct on school buses
9. Failing to comply with lawful directives given by school personnel
10. Failing to comply with campus or District policies, including nutritional policies
11. Selling of food items at school, unless as part of a school-approved activity
12. Bullying, cyberbullying, harassment, and making hit lists, which include the following offenses:
  - a. Committing extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person), or forcing an individual to act through the use of force or threat of force
  - b. Making ethnic, racial, or religious slurs or any other harassment based on race, color, national origin, religion, or disability
  - c. Verbal abuse or derogatory or offensive remarks addressed to others, which may include dating violence
  - d. Damaging or vandalizing property of other students
  - e. Conduct that constitutes sexual harassment or sexual abuse whether the conduct is by word, gesture, or any other sexual conduct, including without limit, requests for sexual favors, which may include dating violence
13. Committing or assisting in a robbery, theft, or burglary
14. Any misbehavior that gives school officials reasonable cause to believe that the conduct will substantially disrupt the school program or incite violence
15. Damaging, defacing, tagging or vandalizing District property – including textbooks, locker, furniture, facilities and other equipment
16. Unless specifically permitted by District- or campus-level administration, using or publicly displaying audio or other entertainment devices
17. Unless specifically permitted by District- or campus-level administration, using or publicly displaying a cellular telephone or other telecommunications device before the last bell at the end of the school day
18. Using or possessing ammunition, mace or pepper spray
19. Using or possessing a pellet gun, BB gun, air-powered rifle, toy gun, or any other instrument that may be perceived by a third party as a firearm
20. Using or possessing a taser, stun-gun, or similar device
21. Using or exhibiting school supplies (i.e., pencils, pens, scissors, etc.), or other items (i.e., razor, box cutter, chain, etc.) in a manner that threatens to inflict or actually inflicts bodily harm to another person or oneself
22. Using or possessing drug paraphernalia (roach clips, rolling papers, needles, baggies with residue, razor blades, pipes, etc.)
23. Using or possessing martial arts objects (i.e., shurikan [throwing stars], nunchakus [“nun-chucks”], tonfa [wooden weapon], staff, baton [short stick], bolo [long cord with weights at end])
24. Using or possessing fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device
25. Using or possessing a laser pointer for other than a classroom related approved activity
26. Inappropriate or offensive physical or sexual contact, whether or not it is consensual
27. Inappropriate exposure of a student’s body parts, including exposure of any portions of the body that are ordinarily covered by clothing or required to be covered by the dress code
28. Behaving in any way that disrupts the school environment or educational process
29. Using, possessing or smoking tobacco products or electronic smoking devices such as e-cigarettes or non-tobacco nicotine-delivery products or accessories and any other substance that is intended to or does result in a student’s being “under the influence” of the substance, as that term is defined in this Student Code of Conduct
30. Using or possessing matches or a lighter
31. Using or possessing a knife with a blade of 5 ½ inches or less
32. Truancy, i.e., skipping school or cutting class without the parent’s or school’s knowledge or permission
33. Using, possessing or distributing any substance represented to be an illegal drug, a dangerous

- drug, a controlled substance, alcohol, or a prescription drug
34. Violating the District's policy on taking prescription drugs and over-the-counter drugs at school
  35. Violating computer use policies, rules, or agreements signed by the student and/or agreements signed by the student's parent or guardian
  36. Gambling of any kind
  37. Violating safety rules
  38. Violating dress or grooming standards
  39. Being a member of, pledging to become a member of, or soliciting another person to join or pledge a public-school fraternity, sorority, secret society, or gang
  40. Gang-related behavior or activity, including tagging of personal property on campus
  41. Assisting, encouraging, promoting, or attempting to assist in the commission of a serious offense
  42. Failing to report the commission of a serious offense by another student to a school official
  43. Hazing
  44. Making a false alarm or report of bombing, fire, or other emergency involving a public school, which includes the following offenses:
    - a. Pulling a fire alarm or discharging a fire extinguisher in a building owned or operated by MCISD, when there is no smoke, fire, or danger that requires evacuation
    - b. Calling 911 when no emergency exists
  45. Making a terroristic threat involving a public school
  46. Retaliating against any school employee or volunteer
  47. Repeatedly violating previously communicated campus or classroom standards of behavior
  48. Violating DAEP rules while assigned to the DAEP
  49. Engaging in any conduct punishable as a felony, which includes the offenses of:
    - c. Causing an employee to be in contact with the blood, bodily fluids, saliva, urine, or feces of any person or animal
    - d. Placing graffiti on any tangible property owned by the District
    - e. Distributing, selling, delivering, or attempting to distribute, sell or deliver any substance represented to be an illegal drug, a dangerous drug, a controlled substance, or alcohol
    - f. Online harassment
  50. Committing an assault of any kind, which may include dating violence
  51. Selling, giving, or delivering to another person or possessing, using or being under the influence of marijuana or a controlled substance or a dangerous drug
  52. Selling, giving, or delivering to another person an alcoholic beverage; committing a serious act or offense while under the influence of alcohol; or possessing, using, or being under the influence of alcohol
  53. Engaging in conduct that contains the elements of an offense relating to an abusable volatile chemical
  54. Engaging in conduct that contains the elements of public lewdness or indecent exposure
  55. Engaging in conduct that contains the elements of improper photography or visual recording
  56. Using, exhibiting, or possessing a firearm, except as permitted for participation or preparation for a school-sanctioned shooting sports educational activity sponsored by Texas Parks & Wildlife and that is not located on school property
  57. Using, exhibiting, or possessing an illegal knife
  58. Using, exhibiting, or possessing a club
  59. Using, exhibiting, or possessing a prohibited weapon
  60. Possessing material that is pornographic
  61. Engaging in conduct that constitutes dating violence, including the intentional use of physical, sexual, verbal or emotional abuse to harm, threaten, intimidate or control another person with whom the student has or has had a dating relationship
  62. Engaging in conduct that contains the elements of aggravated assault, sexual assault, or aggravated sexual assault
  63. Engaging in conduct that contains the elements of arson
  64. Engaging in conduct that contains the elements of murder, capital murder, or criminal attempt to commit murder or capital murder
  65. Engaging in conduct that contains the elements of indecency with a child
  66. Engaging in conduct that contains the elements of aggravated kidnapping
  67. Engaging in conduct that contains the elements of aggravated robbery against another student
  68. Engaging in conduct that contains the elements of manslaughter
  69. Engaging in conduct that contains the elements of criminally negligent homicide

70. Engaging in conduct that contains the elements of continuous sexual abuse of a young child or children

71. Engaging in conduct that contains the elements of deadly conduct

## Disciplinary Consequences

In deciding concerning suspension, removal to the DAEP, expulsion, or placement in a JJAEP, regardless of whether the decision concerns mandatory or discretionary disciplinary action, the Campus Behavior Coordinator (CBC) and other administrators shall consider:

1. Self-defense.
2. Intent or lack of intent at the time the student engaged in the conduct.
3. A student's disciplinary history.
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.
5. Student's status in the conservatorship of the Department of Family and Protective Services.
6. Student's status as a student who is homeless.

The following discipline management techniques may be used, alone or in combination, for misbehavior that violates the Student Code of Conduct or campus or classroom rules:

- Oral correction
- Cooling-off time or "time-out" in a setting separate from other students that is not locked and from which the exit is not physically blocked by furniture, a closed door held shut from the outside, or another inanimate object
- Seating changes within the classroom
- Counseling by teachers, counselors, or administrative personnel
- Parent-teacher conferences
- Temporary confiscation of items that disrupt the educational process.

Unless specifically permitted by District- or campus-level administration, any student using or publicly displaying a cellular telephone or other telecommunications device before the last bell at the end of the school day, or using or publicly displaying an audio or other entertainment device, will have the item confiscated. Persistent violation will result in the following consequences:

- 1<sup>st</sup> offense – Item(s) will be confiscated and returned to the parent/guardian only after school.
- 2<sup>nd</sup> offense – Same or other item(s) will be confiscated and parent/guardian will have to pay a \$15.00 administrative fee before the item is released.
- 3<sup>rd</sup> offense – Same or other item(s) will be confiscated and kept by the school until the end of the semester or 60 days, whichever is longer.
- 4<sup>th</sup> offense – Student will be placed at DAEP

Refusal to surrender item, upon request by an administrator, shall result in placement in the Disciplinary Alternative Education Program (DAEP). **Mission CISD is not responsible for any loss, monetary or material, incurred as a result of the confiscation of the cellular phone or other telecommunications device, or audio or other entertainment device.**

Confiscation of food items being sold at school, unless as part of a school-approved activity

Since the Mission CISD Nutrition Policy, approved by the School Health Advisory Council, states that no food may be provided other than by food services during the instructional day, and since Mission CISD follows all state and federal nutritional guidelines, food items may not be sold at school, unless as part of a school-approved activity. Violations of this prohibited conduct will result in the following consequences:

- 1<sup>st</sup> offense – Item(s) will be confiscated and returned to parent/guardian at mandatory parent conference
- 2<sup>nd</sup> offense – Item(s) will be confiscated, money will be temporarily confiscated and returned to parent at mandatory parent conference; student will be placed in ISS for three days
- 3<sup>rd</sup> offense – Item(s) will be confiscated, money will be temporarily confiscated and returned to parent at mandatory parent conference; student will be placed in OSS for three days
- 4<sup>th</sup> offense – Student will be placed at DAEP

Refusal to surrender item, upon request by an administrator, shall result in placement in the Disciplinary Alternative Education Program (DAEP): Grade reductions as permitted by policy

Rewards or demerits

Behavioral contracts

Sending the student to the office or other assigned area

Assigned school duties other than class tasks

Withdrawal of privileges, such as participation in extracurricular activities, participation in graduation exercises, and eligibility for seeking and holding honorary offices, and/or membership in school-sponsored clubs or organizations

Consequences or penalties identified in individual student organizations' codes of conduct bylaws, constitutions, or rules

Withdrawal or restriction of bus privileges

School-assessed and school-administered probation

Citation or ticket from School Resource Officers or school security personnel

Referral to outside agency and/or legal authority for criminal prosecution in addition to disciplinary measures imposed by the

District.

The following disciplinary measures may be used, alone or in combination with each other or any of the above techniques, for misbehavior that violates the Student Code of Conduct or campus or classroom rules:

- In-school suspension
- Detention
- Suspension from school, not to exceed three school days at one time
- Formal removal from class by the teacher
- Removal to a disciplinary alternative education program
- Extension of disciplinary alternative education program removal term for additional offenses while in the alternative program
- Expulsion from school

***What minimum procedures will be provided each student facing discipline other than detention?*** Each student will be told what infraction the CBC believes the student to have committed. Each student will then be given the opportunity to tell his or her side of the incident. The student's admission of the offense negates the need for further investigation or procedures, though the CBC may seek further information if desired.

***How and when will we contact you about disciplinary action?*** Parents are responsible to provide to the campus administration each year the address and telephone number(s) at which parents can be reached and to update those numbers as necessary during the school year. School officials will use the information provided by the parent to contact parents about disciplinary matters. Parents will be notified of all code of conduct violations in a reasonable amount of time by telephone or in writing. Campus administrators are not required to notify parents of incidents by telephone on the day of the incident. If the CBC cannot reach you by telephone or in person, written notice will be mailed that day or the following business day to the last address you have provided to the campus.

***What consequences will occur when a student is an accomplice in an offense?*** Any student who assists, encourages, promotes, or attempts to assist in the commission of a serious offense will receive the same punishment as a student who actually engages in the conduct.

***What are the expectations for student reporting of offenses?*** A student who has knowledge that another student or students have committed a serious offense is expected to report that information to a school official. If the administrator learns that a student failed to report the commission of a serious offense, the student will be subject to a lesser disciplinary consequence, either one step lower than that required for the serious offense of which the student had knowledge or a shorter term of discipline.

## Physical Restraint

In some circumstances, it may be necessary for a District employee to use force, but not deadly force, to physically restrain a student in order to lead, guide, and direct the student or to protect the student or any other person from physical injury, to obtain possession of a weapon or other dangerous object, to protect property from serious damage, to remove a student who is refusing to comply with a legitimate directive from a school employee from a specific location in order to restore order or to impose disciplinary measures to restrain an irrational student, or to maintain order and discipline in the class or activity.

## In-School Suspension

For minor infractions of the Student Code of Conduct or campus or classroom rules, teachers or administrators may assign a student to one or more days of in-school suspension where, under the supervision of a *certified teacher or a paraprofessional*, students will complete assignments given them by their regular teachers. Both the length of the assignment and restrictions on participation in school-sponsored or school-related extracurricular activities during the suspension are left to the discretion of the CBC.

If a student is placed in in-school suspension for an extended period of time, he/she will be offered an opportunity to complete the courses in which he/she was enrolled at the time of the removal before the beginning of the next school year. This opportunity may be by via summer school, correspondence courses, distance learning, or other avenues. The parent/guardian will be assessed the ordinary charges associated with the program.

## Detention

For minor infractions of the Student Code of Conduct or campus or classroom rules, teachers or administrators may detain students after school hours or during lunch on one or more days. When detention is used, notice will first be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for the necessary transportation of the student. Except in the case of a student who is 18 years of age or older, the detention will not begin until the parents have been notified. The student's parents, if the student is a minor, may be required to provide transportation when the student has been assigned to detention.

## Suspension

***When and for how long will a student be suspended?*** The CBC may suspend a student for a maximum of three school days at a time if the student violates the Code of Conduct by engaging in any prohibited conduct. Both the length of the suspension and restrictions on participation in school-sponsored or school-related extracurricular activities during the suspension are left to the Board of Trustees Meeting 6/19/24

discretion of the CBC.

***How many times can a student be suspended?*** Neither state law nor this Code of Conduct imposes a limit on the number of times a student may be suspended during a semester or school year.

## Formal Removal from Class by Teacher

**What is the difference between being sent to the office and formal teacher removal?** Students may be sent to the CBC's office for committing minor classroom infractions. However, a student who has been documented to repeatedly interfere with a teacher's ability to communicate effectively with the students in the class or with the ability of the students to learn, or who behaves in a manner the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students or with the ability of other students to learn will be formally removed from the teacher's classroom.

**What is the process for formally removing a student from a teacher's classroom?** Within three class days of the removal, a conference

will be held between the CBC or other appropriate administrator, the student's parent or guardian, the teacher removing the student from class, and the student. Pending the conference, the CBC may place the student in another appropriate classroom, in-school suspension, or a disciplinary alternative education program. Following the conference, the CBC will order the placement of the student. The CBC will not return the student to the teacher's class without that teacher's consent, unless the Placement Review Committee determines that such placement is the best or only alternative.

**Are there any special limitations associated with formal teacher removal?** If a teacher removes a student from class because the student committed any kind of assault against the teacher, the student may not be returned to the teacher's class without the teacher's consent.

## Disciplinary Alternative Education Program

### General DAEP Information

**What is a DAEP?** The District operates a Disciplinary Alternative Education Program (DAEP) for students who have committed certain serious offenses (see pages 44-49). The DAEP:

1. is in a setting other than the student's regular classroom;
2. is located apart from the student's regular school campus;
3. separates students in the DAEP from students in the regular program or in another disciplinary setting in the same building as the DAEP;
4. separates elementary school students assigned to DAEP from secondary school students assigned to DAEP;
5. focuses on English language arts, mathematics, science, history, and self-discipline;
6. provides for students' educational and behavioral needs;
7. provides supervision and counseling;
8. is taught by certified teachers; and
9. provides at least a 7-hour school day, including lunch and other breaks, but not longer than 10 hours each day.

No student who has engaged in behavior warranting a DAEP assignment will be placed in an unsupervised setting, other than an out-of-school suspension pending the DAEP conference.

**Where is the DAEP? Will it operate during the school day? Is transportation provided?** MCISD's disciplinary alternative education program is located at the Roosevelt Alternative School, 407 E. 3<sup>rd</sup> Street, Mission, TX 78572, and operates between the hours of 7:45 am and 4:15 pm. District transportation is provided, and parents are responsible for making sure students attend while assigned. Failure to attend the DAEP is a violation of compulsory attendance laws. Parents may be prosecuted if their child fails to attend while assigned; students may be referred to Truancy Court for failure to attend while assigned.

**What is the DAEP Dress Code?** The District has adopted standardized attire for all students assigned to the DAEP at Roosevelt Alternative School. All students assigned to the DAEP will adhere to the standardized dress code. The dress code will be discussed with the students and parents during the scheduled in-take conference.

**What kinds of courses are taught at the DAEP?** Instruction in the DAEP will focus on English language arts, mathematics, science, history, and self-discipline. The District will provide an opportunity for students who have been placed in the DAEP to complete a foundation curriculum course in which the student was enrolled at the time of removal before the beginning of the next school year, if the term of the student's placement is such that the student is not able to continue enrollment in all his or her courses. The opportunity to complete coursework will be provided through any method available, which may include summer school, distance learning, or correspondence courses. The District will not assess any charge for the student to complete a course under this provision.

**TERM OF PLACEMENT:** Students are assigned to DAEP with a written removal order that states a specific term of placement that is the number of successful school days that must be served. Students will be credited with a "successful day" of DAEP assignment if the student is present, completes all assigned work, follows all rules of the DAEP, and engages in no additional violations of the Student Code of Conduct. The length of all DAEP assignments is at the discretion of the CBC, within the guidelines stated below.

days up to one full year from the date of the order. The CBC issuing the removal order will use his or her best professional judgment, considering the factors considered in all disciplinary actions, in making a DAEP placement. The duration of the placement will be determined by the sending CBC. In some circumstances, a placement term may be longer than one year if, after a review, the CBC determines that the student is a threat to the safety of other students or to employees or that an extended placement would be in the student's best interest.

Ordinarily a DAEP assignment will not extend beyond the end of a school year. However, if the CBC making the placement determines:

1) that the student's presence in the regular classroom or at the student's regular campus poses a danger of physical harm to the student or another individual; or 2) the student has engaged in serious or persistent misbehavior that violates the District's Student Code of Conduct, then the assignment may be continued to the next school year.

"Serious misbehavior" and "persistent misbehavior" are defined on pages 61-63 of this Code.

The DAEP administrator may extend the original term of removal based on new violations that occur while the student is assigned to the DAEP, including violation of DAEP rules, by following the procedures for initial DAEP placement, i.e., a conference with student and parents.

House Bill (HB) 114 amends Texas Education Code, Chapter 37 to address mandatory discipline requirements related to marijuana, tetrahydrocannabinol(THC) and e-cigarettes.

- This bill requires a student to be placed in the DAEP if the student possesses, uses, or is under the influence of, or sells, gives, or delivers marijuana or THC within 300 feet of school property or at a school-related event.
- Placement in DAEP is also required if a student possesses, uses, sells, gives, or delivers to another person an e-cigarette within 300 feet of school property or at a school-related event.

If a DAEP is at capacity, a student who commits an offense related to marijuana, THC, e-cigarettes, alcohol, or abusable volatile chemicals shall be placed in in-school suspension (ISS) until a place in a DAEP becomes available or the period of the student's placement ends. If a DAEP is at capacity when a student who engaged in violent conduct needs to be placed, a district may move a student placed in DAEP for conduct related to marijuana, THC, an e-cigarette, alcohol, or an abusable volatile chemical to ISS to make room for the student who engaged in violent conduct. If a district removes a student from a DAEP to ISS, the student must be returned to a DAEP if a place becomes available before the end of the period of placement.

*Are some offenses subject to a different length of assignment?* Yes. A student who has received punishment through the criminal justice system for continuously sexually abusing or sexually assaulting another student, regardless of whether the conduct occurred on or off school property, and who cannot be assigned to a campus other than a campus where the victim of the assault is assigned may be assigned to the DAEP for so long as both students are enrolled in the District. Assignment to an alternative education program based on Title 5 or aggravated robbery felony conduct may also be subject to a different length of assignment.

**SCHOOL-RELATED ACTIVITIES:** Students assigned to the DAEP may not attend or participate in extracurricular activities during the term of their assignment.

**STUDENTS YOUNGER THAN TEN:** Students younger than ten who commit an expellable offense will be placed in a disciplinary alternative education program for elementary age students.

**STUDENTS YOUNGER THAN SIX:** Students younger than six will not be placed in a disciplinary alternative education program for any reason other than bringing a firearm to school.

**STUDENTS 21 OR OLDER:** Students twenty-one years of age or older who have been admitted to the District for the purpose of completing the requirements for a high school diploma will not be placed in the DAEP. If the student engages in conduct that would otherwise require placement in DAEP, the District will revoke the admission of the student.

**EFFECT OF WITHDRAWAL:** Withdrawing a student from school does not affect the District's authority to schedule and conduct a conference on the conduct and enter an order of removal, regardless of whether the student or parent is present to participate. The order of removal will be included with the records sent to any transferring school, including another public school, a campus charter program, or an open-enrollment charter school, and that district or school will be empowered to exercise its authority to honor the removal. Furthermore, even if we do not complete the removal process and issue a removal order, we will send disciplinary records to the next school, and that school has the authority to complete the removal process and issue a removal order.

Students who transfer out of this District to another public or private school, including students who withdraw from this District for the purpose of home schooling, and students who do not attend MCISD's disciplinary alternative education program for the duration of the placement for any reason (other than reasons which constitute an "excused absence" under District policy), will be required upon return to this District to complete the number of days missed in the disciplinary alternative education program before being allowed to return to the regular campus, unless their records indicate that the term of removal was served in another school district or charter school.

**EFFECT OF TRANSFER INTO DISTRICT:** If a student transfers into this District from another school district in which the student was placed in a disciplinary alternative education program, MCISD may continue the DAEP placement under the terms of

the order provided by the sending school district.

If a student transfers into this District from an open-enrollment charter school or from another state and the District receives a copy of the removal order in the records from the other school, the District may enforce the terms of that removal order, provided the grounds for removal to DAEP in the charter school or other state are grounds for removal in the District.

**GRADUATING SENIORS IN THE DAEP:** When a student is placed in the DAEP during the 12<sup>th</sup> grade, the District may allow that student to participate in graduation ceremonies, provided that all prerequisites for graduation are met and provided that the student has successfully completed all of the days that the student was placed in the DAEP. If the student in question has unexcused absences or has not completed his or her days in the DAEP for any other reason, such as withdrawal or transfer to another school district, the student will not be allowed to participate in graduation ceremonies. Any decision concerning participation in graduation ceremonies will be made by the student's home campus principal, whose decision is final.

**Conduct That Warrants DAEP Placement**

**SCHOOL-RELATED CONDUCT:** The CBC will place a student in DAEP if the student:

    makes a false report of bombing, fire, or other emergency involving a public school, regardless of when the false report is made or the place from which the false report is made

    makes a terroristic threat involving a public school, regardless of when the threat is made or the place from which the threat is made. The CBC will place a student in DAEP if the student commits any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Conduct punishable as a felony
- Assault resulting in bodily injury

- Offenses relating to marijuana, controlled substances and dangerous drugs
- Offenses relating to alcohol
- Offenses relating to abusable volatile chemicals
- Indecent exposure
- Public lewdness
- Retaliation against a school employee, regardless of where the conduct takes place
- Serious or persistent misbehavior, subject to administrative discretion as described in the following section Definitions of the above offenses can be found in the Definition section of the Code of Conduct, pages 52-65.

A student who is charged with an offense warranting expulsion will be suspended for three class days and then placed in the DAEP pending the expulsion hearing.

**What is “serious offense” or “persistent misbehavior?”** “Serious offense” includes the following offenses, which will always result in DAEP placement:

Conduct punishable as a felony, which includes without limitation:

- Distribution of any substance represented to be an illegal drug, a dangerous drug, a controlled substance, or alcohol
- Placing graffiti on any tangible property owned by the District
- Harassment of any public servant, i.e., causing an employee to be in contact with the blood, bodily fluids, saliva, urine, or feces of any person or animal with the intent to assault, harass, or alarm
- Assault resulting in bodily injury, which may include dating violence
- Making a false report of bombing, fire, or other emergency involving a public school, which includes the following offenses:
  - pulling a fire alarm or discharging a fire extinguisher in a building owned or operated by the District when there is no smoke, fire, or danger that required evacuation
  - calling 9-1-1 when no emergency exists
- Terroristic threat involving a public school
- Offenses relating to marijuana, controlled substances and dangerous drugs
- Offenses relating to alcohol
- Offenses relating to abusable glue, volatile chemicals and aerosol paint
- Indecent exposure
- Public lewdness
- Retaliation against a school employee, regardless of where the conduct takes place
- Online harassment

Serious misbehavior also includes the following offenses. The CBC will exercise discretion in making assignments for the serious offenses listed here and will consider all the facts and circumstances in determining appropriate disciplinary action:

- Using profanity, lewd or vulgar language, or obscene gestures directed at a school employee
- Lying about the conduct of other students or making false accusations about District employees
- Failing to comply with campus or District policies
- Bullying, cyberbullying, harassment, and making hit lists, which include the following offenses:
  - Committing extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person), or forcing an individual to act through the use of force or threat of force
  - Making ethnic, racial, or religious slurs or any other harassment based on race, color, national origin, religion, or disability, against students, employees, or volunteers
  - Verbal abuse or derogatory or offensive remarks addressed to others, which may include dating violence
  - Damaging or vandalizing property of other students
  - Conduct that constitutes sexual harassment or sexual abuse whether the conduct is by word, gesture, or any other sexual conduct, including without limit, requests for sexual favors, which may include dating violence
- Committing or assisting in a robbery, theft, or burglary
- Damaging or vandalizing District property when the value of the damage is less than \$1,500
- Using or possessing a pellet gun, air-powered rifle, toy gun, or any other instrument that may be perceived by a third party as a firearm
- Using or possessing a taser, stun-gun, or similar device
- Possessing or using martial arts objects, unless the conduct amounts to an assault resulting in bodily injury
- Inappropriate physical or sexual contact, whether or not it is consensual
- Inappropriate or indecent exposure of a student’s body parts, including exposure of any portions of the body that are ordinarily covered by clothing or required to be covered by the dress code
- Possessing or using any substance represented to be an illegal drug, a dangerous drug, a controlled substance, or alcohol
- Gambling of any kind

- Hazing
- Improper photography or visual recording
- Repeatedly violating other previously communicated campus or classroom standards of behavior
- Committing an assault of any kind, which may include dating violence
- Committing any act listed as “Prohibited Conduct” in this Code of Conduct

“Persistent misbehavior” consists of two or more separate violations of the Student Code of Conduct in general or repeated violations of the same offense.

**CONDUCT UNRELATED TO SCHOOL - TITLE 5 OFFENSES + FELONY AGGRAVATED ROBBERY:**

A student will be removed from

class and placed in a disciplinary alternative education program based on off-campus criminal conduct punishable as a felony under Title 5, Texas Penal Code or felony aggravated robbery. However, if more than a year passes from the date of the off-campus criminal offense to the time that the CBC learns of the offense, the CBC is not required to place the student in the DAEP.

**What are Title 5 offenses?** Title 5 offenses are crimes against the person, identified in Title 5 of the Texas Penal Code. Specifically, Title 5 offenses include: murder; capital murder; manslaughter; criminally negligent homicide; kidnapping; aggravated kidnapping; continuous sexual abuse of young child or children; indecency with a child; improper photography or visual recording; sexual assault; aggravated assault; aggravated sexual assault; injury to a child, elderly individual, or disabled individual; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; and tampering with a consumer product.

**CONDUCT UNRELATED TO SCHOOL - NON-TITLE 5 OFFENSES:** A student will be removed from class and placed in a disciplinary alternative education program for off-campus criminal conduct punishable as a felony, other than offenses defined by Title 5, Texas Penal Code, or felony aggravated robbery if the administration determines that the student’s continued presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process. However, if more than a year passes from the date of the off-campus criminal offense to the time that the CBC learns of the offense, the CBC is not required to place the student in the DAEP.

**RELATIONSHIP OF CRIMINAL JUSTICE SYSTEM AND THE SCHOOL DISTRICT:** The school District may place a student in the DAEP regardless of any action or lack of action taken by the criminal justice system. However, in some circumstances, the District may re-assess the punishment based on information from law enforcement authorities.

***Does a student have to be arrested or convicted of a felony offense before the District can place the student in a DAEP?***

No. A student may be removed from class and placed in the DAEP if the CBC determines that the student committed an offense requiring DAEP assignment while he or she was under the school’s jurisdiction. The District will send the required information about the removal to the juvenile authorities.

When the assignment is necessary because of CONDUCT UNRELATED TO SCHOOL, the removal is based on the CBC’s reasonable belief that the student has committed a felony offense. If the out-of-school offense is neither a Title 5 felony nor felony aggravated robbery, before the student is placed in the DAEP, the CBC must also determine that the continued presence of the student in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

In determining whether there is a reasonable belief that a student has engaged in conduct defined as a felony offense in the Penal Code, the CBC may consider all information available, including information furnished by law enforcement.

***What options does the school have if the student is found guilty of a Title 5 felony offense or felony aggravated robbery?***

The CBC must place the student in DAEP if the conviction, deferred prosecution, or determination of delinquency occurs during the school year while the student is enrolled in a District school and the student is not otherwise confined under the authority of the criminal justice system. The CBC also has the authority to expel the student to the DAEP or JJAEP in which the District participates. See Permissive Expulsion to JJAEP or DAEP of Students with Criminal Histories in the Expulsion portion of the Code for more complete information.

***What happens if the courts say the student did not commit the offense or the student is not prosecuted for other reasons?***

If, after the placement, the superintendent receives notice from an appropriate law enforcement agency that the student was found not guilty of the felony offense and the case was dismissed with prejudice, or that the student was not prosecuted and no formal proceedings, deferred adjudication, or deferred prosecution was initiated, the superintendent will review the student’s placement in the DAEP. **This review is not necessary if the reason for the removal is an offense that must result in DAEP placement because the conduct occurred on or within 300 feet of school property or at any school-related activity or event, regardless of time or place. The student will ordinarily remain in the DAEP until the term of removal has been completed, regardless of additional information from an appropriate law enforcement agency.**

The student will remain in the DAEP pending the review, which will take place within three class days of the superintendent’s receiving the notice. The parents or guardian will be provided an opportunity for input. However, if after the review the superintendent believes that the presence of the student in the regular classroom threatens the safety of other students or teachers, the superintendent may continue the student’s placement in the DAEP.

***If the student is not being prosecuted for the out-of-school offense, but the school wants to continue the DAEP placement, what rights of appeal does the student have?*** The student or the parent or guardian may appeal the decision of the superintendent to continue the student's placement in the DAEP to the MCISD Board of Trustees. The appeal will be heard at the next regularly scheduled board meeting, where the board will review the notice letter from law enforcement and receive information from the superintendent and the student or the student's parent or guardian. The decision of the Board of Trustees is appealable to the Commissioner of Education. The student remains in the DAEP pending all appeals.

**JUVENILE COURT-ORDERED PLACEMENT IN DAEP:** The juvenile court may order a student to attend the District's DAEP as a condition of probation, regardless of whether the school District has a basis for imposing discipline on the student. When the juvenile court orders a student to attend the DAEP as a condition of probation, the District, after receiving a copy of the order, will immediately transfer the student to the DAEP for the period of time designated by the court. However, state law prohibits the juvenile court from ordering a student who has been expelled from the District to attend the DAEP.

**OTHER COURT-ORDERED PLACEMENT IN DAEP:** When the District receives a copy of an order from a justice or municipal court indicating that a student must attend the DAEP as a condition of a term of probation under Code of Criminal Procedure 45.051, the CBC will hold a conference as described in Procedures for Removal to an DAEP and determine whether the student should be assigned to the DAEP or should remain in the regular school setting. The CBC will consider the nature of the misdemeanor offense resulting in the order in making this determination.

**SEX OFFENDER PLACEMENT IN DAEP:** A student who is currently required to register as a sex offender may be removed from the regular classroom and placed in another setting according to the requirements of state law.

A student who is a registered sex offender under any form of court supervision must be placed in the DAEP or a JJAEP in which the District participates, in accordance with the District's agreement with the juvenile board or in accordance with a court order, for at least one semester. If a student who is a registered sex offender under court supervision moves or transfers into the District, the District may require the student to complete an additional semester in the appropriate alternative setting without conducting a review or it may count any time the student has been in an alternative setting toward the mandatory one semester assignment.

A student who is a registered sex offender and who is not under any form of court supervision may be placed in the DAEP or a JJAEP in which the District participates, in accordance with the District's agreement with the juvenile board or in accordance with a court order, for at least one semester or in the regular classroom. However, the District may not place a student in the regular classroom if District officials determine that the student's presence in the regular classroom (1) threatens the safety of other students or teachers, (2) will be detrimental to the educational process, or (3) is not in the best interest of the District's students.

At the end of the first semester of placement in an appropriate alternative setting, the District shall convene a committee to review the student's placement. The committee will be composed of a teacher from the student's home campus, the student's parole, probation, or juvenile probation officer, an instructor from the alternative setting, the principal of the home campus or CBC, and a District counselor. The committee by majority vote will determine a recommendation to be made to the superintendent or designee regarding whether the student should continue placement in the alternative setting or be returned to the regular campus.

The superintendent or designee shall follow the committee's recommendation on placement unless the superintendent or designee determines that the student's presence in the regular classroom (1) threatens the safety of other teachers and students, (2) will be detrimental to the educational process, or (3) is not in the best interest of the District's students. If the superintendent or designee determines that the student should remain in the alternative setting, then before the beginning of the next school year, and any additional school years, the District must convene the committee to review and determine the student's placement, using the same standards set out in this paragraph.

A student who is a registered sex offender not under court supervision who moves or transfers into the District will be placed in the regular classroom or an appropriate alternative setting using the committee recommendation and review process described above.

The student or parent may appeal the District's decision regarding placement by asking for a conference among the superintendent or designee, the parent, and the student. The conference is limited to the factual question of whether the student is or is not a registered sex offender. If the District determines that the student is a registered sex offender, then student will be placed as described above, and that decision is final and cannot be appealed.

An ARD committee will make decisions about placement of a student with disabilities who is a registered sex offender.

### **Procedures for Removal to DAEP**

***Will the student have a chance to dispute the allegations?*** Before a student is placed in a disciplinary alternative education program, the principal or other administrator will tell the student briefly why he or she is being removed to that program and explain that the student will have an opportunity to give his or her version of events at a conference to be scheduled and held within three class days. In most circumstances, the student will be suspended pending the placement conference.

***Will parents have an opportunity to provide input?*** Within three class days after the date the student is charged with the offense, the CBC will contact the parent by telephone or in writing to schedule and hold a conference with the student, the teacher who removed the student from class (if any), and the parents and will make efforts to ensure that all invited parties can attend.

***What if the parent cannot attend the conference?*** The District may proceed with the conference without the parents or student present, so long as the parents and student have been notified of the conference. Whether or not the parents attend the conference, the student will receive oral or written notice at the conference from the CBC of the reason(s) for the removal and the offense the student is charged with violating. The student will have an opportunity at that time to explain or respond to the reasons for removal. The student and parents will receive a written notice no later than two business days after the conference memorializing

the conference and stating the length of the removal to the DAEP, if applicable, and any conditions or other requirements related to the DAEP assignment, i.e., a written removal order.

**What information will be provided to the juvenile authorities?** When a student is placed in the DAEP for a mandatory placement reason, a copy of the removal order, the child and parent's names and address, names and address of any witnesses, and a complete statement of the circumstances surrounding the conduct will be forwarded to the authorized officer of the juvenile court in the county in which the student resides.

### **Emergency Placement**

The CBC may order a student immediately placed in a disciplinary alternative education program if his or her behavior is so unruly, disruptive, or abusive that it seriously interferes with school operations or activities. At the time the student is placed in DAEP under this emergency provision, the student will be told of the reason for the placement, which must be one of the District's reasons for DAEP placement under this Code.

### **Appeal of DAEP**

**Placement** The student remains in the DAEP during all appeals.

A decision by the CBC to place a student in the DAEP may be appealed to the Superintendent or designee. The appeal must be in writing and filed with the Superintendent or designee within three business days of receipt of the DAEP removal order. The appeal must state all bases for the appeal and what remedy the student or parent is seeking. The Superintendent or designee will review the written appeal and the record of the removal prepared at the campus level. At his or her discretion, the Superintendent or designee may schedule a conference with the student or parent. If a conference is scheduled, it will be held within five business days, after which a written decision will be issued within seven business days.

If no conference is scheduled, the Superintendent or designee will issue a written decision within seven business days after the appeal is received. The Superintendent or designee's decision may be appealed to the Board of Trustees by filing a written appeal with the Superintendent within three business days after receipt of the decision. The written appeal must state all the bases for appeal and the remedy the student or parent is seeking. At the next regular Board meeting after the appeal is received and for which proper notice can be posted, the Board will review the complete record of the disciplinary action, including all written appeals. The Board may choose to take no action after reviewing the record and appeal, which has the effect of sustaining the last administrative decision. The Board may also choose to schedule an appeal at a future meeting at which the parents and administration may make an oral presentation. The Board's decision in either case is final and may not be appealed.

### **0-Day Review of DAEP Status**

**What does a review consist of? Who attends?** Both the discipline and the academic status of students assigned to the DAEP will be reviewed in 60 school days, but in any event, at least every 120 calendar days. At the review, the parents may make arguments for the student's return to the regular classroom. If the student is in high school and is to remain in the DAEP, the administration, together with the parents, will establish a plan designed to assist the student's progress toward meeting high school graduation requirements. The District is not required to provide all a student's courses necessary for graduation while the student is assigned to the DAEP, but must offer an opportunity for the student to complete courses before the beginning of the next school year without charge to the student.

### **Assessment of DAEP Students**

**What does an assessment consist of? Who will be assessed? How often?** The District will assess a student who is placed in the DAEP for 90 school days or longer for academic growth in the areas of reading and mathematics. The assessment will be administered initially on placement of the student in the DAEP and subsequently on or near the date of the student's release. This assessment is in addition to the state-mandated TAKS assessment.

## **Expulsion**

**STUDENTS YOUNGER THAN TEN:** Students younger than ten who commit expellable offenses will be placed in a disciplinary alternative education program.

**STUDENTS YOUNGER THAN SIX:** Students younger than six will not be expelled or placed in a disciplinary alternative education program for any reason other than bringing a firearm to school.

**STUDENTS 21 OR OLDER:** Students twenty-one years of age or older who have been admitted to the District for the purpose of completing the requirements for a high school diploma will not be expelled to the JJAEP. If the student engages in conduct that would otherwise require placement in JJAEP, the District will revoke the admission of the student,

### **Conduct that Warrants Expulsion**

**MANDATORY EXPULSION:** A student will be expelled if the student, on school property or while attending a school-sponsored or school-related activity on or off school property:

1. Intentionally, knowingly, or recklessly carries on or about his person a handgun, illegal knife, or club, or intentionally or knowingly possesses a prohibited weapon, unless pursuant to written regulations or written authorization of the District;

2. Commits aggravated assault, sexual assault, aggravated sexual assault, arson, murder, capital murder, criminal attempt to commit murder or capital murder, indecency with a child, aggravated kidnapping, aggravated robbery, manslaughter, or criminally negligent homicide, or continuous sexual abuse of a young child or children;

3. Sells, gives, or delivers to another person or possesses, uses, or is under the influence of marijuana or a dangerous drug, if the conduct is punishable as a felony.
4. Sells, possesses, gives, or delivers to another person an alcoholic beverage, or commits a serious act or offense while under the influence of alcohol, or uses or is under the influence of an alcoholic beverage, if the conduct is punishable as a felony.

A student will also be expelled if he or she commits any offense listed in items 1-4 above against a District employee or volunteer in retaliation for or as a result of the person's employment or other work in the District, without regard to where the conduct occurs.

Please note that a student **will not** be expelled **solely** because of a firearm offense when the use, possession, or exhibition of the firearm occurs at an approved target range facility that is not located on school property while the student is participating in or preparing for a school-sponsored shooting sports competition or a shooting sports educational activity that is sponsored or supported by the Texas Parks & Wildlife Department or a shooting sports organization working with the TPWD. Furthermore, the exception stated in this paragraph does not by itself authorize a student to bring a firearm on school property.

Definitions of the above offenses can be found in the Definitions section of the Code of Conduct.

**PERMISSIVE EXPULSION FOR CONDUCT ON OR IN PROXIMITY TO SCHOOL:** A student may be expelled, in the discretion of the superintendent or CBC in view of all the facts and circumstances, for any of the following offenses when they occur on or within 300 feet of school property, as measured from any point on the school's real property boundary line:

1. Drug, alcohol, or abusable volatile chemical offenses, regardless of the amount.
2. Assault resulting in bodily injury against a school employee or volunteer.
3. Deadly conduct.
4. Making a false alarm or report of bombing, fire, or other emergency involving a public school.
5. Making a terroristic threat involving a public school.
6. Committing any offense stated in item 1 and 2 under MANDATORY EXPULSION.
7. Committing documented serious misbehavior while assigned to the DAEP despite documented behavior

interventions. "Serious misbehavior is defined on pages 60-61 of this Code.

**PERMISSIVE EXPULSION FOR CONDUCT OUTSIDE OF SCHOOL:** A student may be expelled, in the discretion of the superintendent or CBC in view of all the facts and circumstances, for any of the following offenses, regardless of where they occur:

1. Intentionally or knowingly damaging personal property, including real estate and tangible personal property belonging to any public school or institution of higher education, and the amount of loss is greater than \$1,500.
2. Intentionally or knowingly damaging the property of any other person without the person's consent, and the amount of loss is greater than \$1,500.
3. Making a false report or alarm or a terroristic threat involving a public school.
4. Assaulting an employee or volunteer in retaliation for or because of the person's relationship with the school and the assault results in bodily injury.
5. Committing aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, criminal attempt to commit capital murder, or aggravated robbery against another student.
6. Committing any offense listed at items 1-4 under MANDATORY EXPULSION on the school property of another Texas school district or while attending a school-sponsored or school-related activity of another Texas school district.

**TITLE 5 FELONIES OR FELONY AGGRAVATED ROBBERY:** The administration also has the authority to expel a student to the Juvenile Justice Alternative Education Program (JJAEP) or the DAEP, after an opportunity for a hearing, if it determines that the student's presence in the regular classroom threatens the safety of other students or teachers, is detrimental to the educational process, or is not in the best interest of the District's students. Expulsion to JJAEP or DAEP is not limited in this instance to when the student has received deferred prosecution or has been determined delinquent for a Title 5 felony offense or felony aggravated robbery, but may also be imposed if the student is charged with engaging in conduct defined as a Title 5 felony offense or felony aggravated robbery, has been referred to a juvenile court for allegedly engaging in delinquent conduct for conduct defined as a Title 5 felony offense or felony aggravated robbery, has received probation or deferred adjudication for a Title 5 felony offense or felony aggravated robbery, has been convicted of a Title 5 felony offense or felony aggravated robbery, or has been arrested for or charged with a Title 5 felony offense or felony aggravated robbery if the administration determines that the student's presence in the regular classroom threatens the safety of other students or teachers, is detrimental to the educational process, or is not in the best interest of the District's students.

The administration can order expulsion to JJAEP or DAEP based on Title 5 felony conduct or felony aggravated robbery regardless of the date of the conduct, where the alleged offense occurred, whether the student was enrolled in the District at the time, or whether the student has successfully completed any court disposition requirements. A student expelled and ordered placed in an alternative setting in this circumstance is subject to that placement until: (1) the student graduates from high school; (2) the Title 5 felony or felony aggravated robbery charges are dismissed or reduced to a misdemeanor offense; or (3) the student completes the term of the placement or is assigned to another program, even if the student transfers to

another Texas school district.

**The decision regarding expulsion placement in this circumstance is final and may not be appealed.**

## **PERMISSIVE EXPULSIONS**

The expulsion committee may, instead of sending a student to the JJAEP, send the student to the DAEP and determine the time for the placement. The committee may not send a student to the DAEP in cases where there is a mandatory expulsion.

### **Procedures for Expulsion**

Before a student is expelled, the student will have an opportunity for a due process hearing that will include the following:

1. At least three business days prior written notice of the charges and the proposed sanctions so as to afford a reasonable opportunity for preparation, including a written invitation to the student's parent or guardian to attend the expulsion hearing. The notice will also include the date, time, and location of the hearing and the names of adult witnesses who will present evidence at the hearing;
2. Right to a hearing before the Superintendent or a designee;
3. Opportunity to testify and to present evidence and witnesses in his or her defense; and
4. Opportunity to examine the evidence presented by the school administration and to question the administration's witnesses.

**REPRESENTATIVE:** At the hearing, the student is entitled to an adult representative or legal counsel who can provide guidance to the student and who is not an employee of the District. The District may hold the hearing regardless of whether the student, the student's parent or guardian, or another adult representing the student attends, provided the District makes a good-faith effort to inform the student and the student's parent or guardian of the time and place of the hearing.

**EVIDENCE:** In an expulsion hearing, the District may rely on hearsay evidence of school administrators who investigate disciplinary infractions. This means that the school administration may present evidence or statements taken from students without revealing the identity of the student. The decision will be based exclusively on the evidence presented at the hearing. The student may be expelled based on the Superintendent or designee's reasonable belief that the evidence shows it is more likely than not that the student committed the offense(s) with which he or she was charged.

**EXPULSION ORDER:** The administration will deliver a copy of the order expelling the student to the student's parent or guardian, who is responsible for providing adequate supervision for the student during the period of expulsion.

In addition to notifying the parents, and not later than the second business day after the date an expulsion hearing is held, the administration will deliver a copy of the expulsion order to the authorized officer of the juvenile court in the county in which the student resides. The administration will also provide the child's and parent's names and address, names and addresses of any witnesses, and a complete statement of the circumstances surrounding the conduct to the juvenile board, as required by Family Code § 52.041.

**GUIDELINES FOR TERM OF EXPULSION:** An expulsion may be for as brief a time as four school days up to one full year from the date of the order. The administrator issuing the expulsion order will use his or her best professional judgment, taking into account the factors considered in all disciplinary actions, in setting a term of expulsion. In some circumstances, an expulsion term may be longer than one year if, after a review, the administrator determines that the student is a threat to the safety of other students or to employees or that an extended expulsion would be in the student's best interest.

**EFFECT OF WITHDRAWAL:** Withdrawal from school does not affect the District's authority to schedule and conduct a hearing on the conduct and enter an order of expulsion, regardless of whether the student or parent are present to participate. The order of expulsion will be included with the records transferred to the new school district, including another public school, a campus charter program, or an open-enrollment charter school, and that district will be empowered to exercise its authority to honor the expulsion. Furthermore, even if we do not complete the expulsion process and issue an expulsion order, we will send disciplinary records to the next school, and that school has the authority to complete the expulsion process and issue an expulsion order.

Students who transfer out of this District to another public or private school, including students who withdraw from the District for the purpose of home schooling, and students who do not attend the Juvenile Justice Alternative Education Program for the duration of the placement for any reason (other than reasons that constitute an "excused absence" under District policy), will be required upon return to the District, to complete the number of days missed in the JJAEP program before being allowed to return to the regular campus, unless the student's records indicate the student served the days of expulsion in another district.

**EFFECT OF TRANSFER INTO DISTRICT:** If a student transfers into this District from another school district in which the student was expelled, MCISD may continue the expulsion under the terms of the order provided by the sending school district.

If a student transfers into this District from an open-enrollment charter school or from another state and the District receives a copy of the expulsion order in the records from the other school, the District may enforce the terms of that expulsion order, provided the grounds for expulsion in the open-enrollment charter school or other state are grounds for expulsion in the District.

If a student transfers into this District from another school district in which the student was placed in the juvenile justice alternative education program, this District shall continue the term of expulsion at the juvenile justice alternative education program under the previous school's order.

**EFFECT ON CREDITS:** Expelled students will not receive credit for courses not completed because of an expulsion. Students may use correspondence courses or credit by examination, within the limits set by District policy, to earn graduation units. Students are responsible for all costs associated with correspondence courses or credit by examination.

**GRADUATING SENIORS AND EXPULSION:** When a student is expelled during the 12<sup>th</sup> grade, the District may allow that student to participate in graduation ceremonies, provided that all prerequisites for graduation are met. Any decision concerning participation in graduation ceremonies will be made by the student's home campus principal, whose decision is final.

## Appeal of Expulsion to Board of Trustees

### **A student is expelled during all appeals.**

A decision by the superintendent or designee to expel a student may be appealed to the Board by filing a written appeal within three business days receipt of the expulsion order. The written appeal must state all the bases for appeal. At the next regular meeting after the appeal is received and for which proper notice can be given, the Board will review the complete record of the expulsion, including all written appeals. The Board may choose to take no action after reviewing the record and appeal, which has the effect of sustaining the expulsion. The Board may also choose to schedule an appeal at a future meeting at which the parents may make an oral presentation of the appeal. The Board's decision regarding an oral appeal is final and may not be appealed.

If the Board permits an oral presentation, the administration may also be asked to speak. No new evidence or information, including witnesses or documents, will be permitted or considered. The Board may set reasonable time limitations for presentations.

### **Emergency Expulsion**

A CBC or the superintendent may order the immediate expulsion of a student if the administrator reasonably believes that the action is necessary to protect people or property from imminent harm. At the time of the emergency expulsion, the student will be given oral notice of the reasons for the action, which must be a reason for which the student could be expelled on a non-emergency basis. Formal due process as explained on page 48-52 will occur within a reasonable time thereafter.

## **Summer School**

Our summer school program is not part of the regular school year program. MCISD students, enrolled during the previous school year, voluntarily and/or by invitation, attend summer school to earn additional credits, to re-take courses they did not pass in the regular school year, to receive intensive instruction in subject areas where they did not demonstrate mastery on the state assessment instruments, or to complete courses necessary for graduation that were incomplete because of the student's placement in DAEP. During summer school, students are expected to abide by the rules of conduct that are in place during the school year. We will handle minor, isolated violations of conduct expectations through parent conferences; however, students who commit serious offenses or who have persistent behavior problems while enrolled in summer school will be withdrawn from the program.

## **Definitions**

### **ABUSABLE VOLATILE CHEMICAL OFFENSES**

No student shall inhale, ingest, apply, use, or possess an abusable volatile chemical with intent to inhale, ingest, apply or use any of these in a manner:

1. Contrary to the directions for use, cautions, or warnings appearing on a label of a container of the chemical;
2. Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination, or elation, or change, distort, or disturb the person's eyesight, thinking process, balance, or coordination.

Health and Safety Code 485.031

No student shall knowingly deliver to a person younger than 18 an abusable volatile chemical that does not contain additive material in accordance with rules adopted by the Commissioner of Health.

Health and Safety Code 485.032

No student shall knowingly use or possess with intent to use inhalant paraphernalia to inhale, ingest, or otherwise introduce into the human body an abusable volatile chemical. No student shall knowingly deliver, sell, or possess with intent to deliver or sell inhalant paraphernalia knowing that that person who receives it intends to use it to inhale, ingest, apply, use, or otherwise introduce into the human body an abusable volatile chemical.

Health and Safety Code 485.033

### **AGGRAVATED ASSAULT**

"Aggravated assault" is defined as causing serious bodily injury to another or using or exhibiting a deadly weapon during the commission of any assault.

Penal Code 22.02(a)

"Serious bodily injury" is defined as bodily injury that creates a substantial risk of death or that causes death, serious permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.

"Deadly weapon" is defined as a firearm or anything manifestly designed, made, or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or

serious bodily injury.

Penal Code 1.07(46), (17)

**AGGRAVATED KIDNAPPING**

- (a) A person commits an offense if he intentionally or knowingly abducts another person with the intent to:
  - (1) hold him for ransom or reward;
  - (2) use him as a shield or hostage;
  - (3) facilitate the commission of a felony or the flight after the attempt or commission of a felony;
  - (4) inflict bodily injury on him or violate or abuse him sexually;
  - (5) terrorize him or third person; or
  - (6) interfere with the performance of any governmental or political function.
- (b) A person commits an offense if the person intentionally or knowingly abducts another person and uses or exhibits a deadly weapon during the commission of the offense.

Penal Code 20.04

**AGGRAVATED ROBBERY**

- A person commits an offense if he commits robbery and he:
- (1) causes serious bodily injury to another;
  - (2) uses or exhibits a weapon; or
  - (3) causes bodily injury to a person or threatens or places another person in fear of imminent bodily injury or death if the other person is 65 years of age or older or a disabled person, i.e., an individual with a mental, physical, or developmental disability who is substantially unable to protect himself from harm.

Penal Code 29.031

A person commits robbery if, in the course of committing theft as defined in Chapter 31 and with intent to obtain or maintain control of the property, he

- (1) intentionally, knowingly, or recklessly causes bodily injury to another; or
- (2) intentionally or knowingly threatens or places another in fear of imminent

bodily injury or death. Penal Code 29.02

**AGGRAVATED SEXUAL ASSAULT**

“Aggravated sexual assault” is defined as sexual assault (see page 61) in which the actor:

- 1. Causes serious bodily injury or attempts to cause the death of the victim or another person in the course of the same criminal episode; or
- 2. By acts or words, places the victim in fear that death, serious bodily injury, or kidnapping will be imminently inflicted on any person; or
- 3. By acts or words occurring in the presence of the victim, threatens to cause death, serious bodily injury, or kidnapping; or
- 4. Uses or exhibits a deadly weapon in the course of the same criminal episode; or
- 5. Acts in concert with another, who commits a sexual assault directed toward the same victim and occurs during the same criminal episode; or
- 6. Assaults a victim who is younger than 14 years of age or is 65 years

of age or older. Penal Code 22.021

**ARSON**

- (a) A person commits an offense if the person starts a fire, regardless of whether the fire continues after ignition, or causes an explosion with intent to destroy or damage:
  - (1) any vegetation, fence, or structure on open-space land; or
  - (2) any building, habitation, or vehicle:
    - (A) knowing that it is within the limits of an incorporated city or town;
    - (B) knowing that it is insured against damage or destruction
    - (C) knowing that it is subject to a mortgage or other security interest;
    - (D) knowing that it is located on property belonging to another;
    - (E) knowing that it has located within it property belonging to another; or
    - (F) when he is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.
- (b) It is an exception to the application of Subsection (a)(1) that the fire or explosion was a part of the controlled burning of open- spaced land.
- (a-2)A person commits an offense if the person intentionally starts a fire or causes an explosion and in so doing:
  - (1) recklessly damages or destroys a building belonging to another; or
  - (2) recklessly causes another person to suffer bodily injury or death.

Penal Code 28.02

## ASSAULT

Assault is defined as:

1. Intentionally, knowingly, or recklessly causing bodily injury to another. Penal Co 22.01(a)(1)
2. Intentionally or knowingly threatening another with imminent bodily injury. Penal Code 22.01(a)(2)
3. Intentionally or knowingly causing physical contact with another when the person knows or should reasonably believe that the other will regard the contact as offensive or provocative. Penal Code 22.01(a)(3)

“Bodily injury” is defined as physical pain, illness, or any impairment of physical condition. Penal Code 1.07(8)

Education Code 25.0341 (a)

## BULLYING

Bullying is a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

1. has the effect or will have the effect of physically harming a student, damaging a student’s property, or placing a student in reasonable fear of harm to student’s person or of damage to the student’s property;
2. is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
3. materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
4. infringes on the rights of the victim at school.

**Bullying includes cyberbully.** (See page 9) State law (TEC 37.0832) on bullying prevention applies to:

1. Bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;
2. Bullying that occurs on a publicly or privately-owned school bus or vehicle being used for transportation of student to or from school or a school-sponsored or school-related activity; and
3. Cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student’s educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

Education Code 37.0832

## CAPITAL MURDER, CRIMINAL ATTEMPT TO COMMIT CAPITAL MURDER

- (a) A person commits an offense of capital murder if he commits murder (see page 46) as defined under Section 19.02(b)(1) and:
- (1) the person murders a peace officer or fireman who is acting in the lawful discharge of an official duty and who the person knows is a peace officer for fireman;
  - (2) the person intentionally commits the murder in the course of committing or attempting to commit kidnapping, burglary, robbery, aggravated sexual assault, arson, or obstruction or retaliation;
  - (3) the person commits the murder for remuneration or employs another to commit the murder for remuneration or the promise of remuneration;
  - (4) the person commits the murder while escaping or attempting to escape from a penal institution;
  - (5) the person, while incarcerated in a penal institution, murders another:
    - (A) who is employed in the operation of the penal institution; or
    - (B) with the intent to establish, maintain, or participate in a combination or in the profits of a combination;
  - (6) the person:
    - (A) while incarcerated for an offense under this section or Section 19.02, murders another; or
    - (B) while serving a sentence of life imprisonment or a term of 99 years for an offense under Section 20.04, 22.021, or 29.03, murders another;
  - (7) the person murders more than one person:
    - (A) during the same criminal transaction; or
    - (B) during different criminal transactions but the murders are committed pursuant to the same scheme or course of conduct; or
  - (8) the person murders an individual under six years of age.

Penal Code 19.03

## **CONTINUOUS SEXUAL ABUSE OF A YOUNG CHILD OR CHILDREN**

- (a) In this section, “child” means a person younger than 17 years of age who is not the spouse of the actor.
- (b) A person commits an offense if:
  - (1) during a period that is 30 or more days in duration, the person commits two or more acts of sexual abuse, regardless of whether the acts of sexual abuse are committed against one or more victims; and
  - (2) at the time of the commission of each of the acts of sexual abuse, the actor is 17 years of age or older and the victim is a child younger than 14 years of age.
- (c) For purposes of this section, “act of sexual abuse” means any act that is a violation of one or more of the following penal laws:
  - (1) aggravated kidnapping under Section 20.04(a)(4), if the actor committed the offense with the intent to violate or abuse the victim sexually;
  - (2) indecency with a child under Section 21.11(a)(1), if the actor committed the offense in a manner other than by touching, including touching through clothing, the breast of a child;
  - (3) sexual assault under Section 22.011;
  - (4) aggravated sexual assault under Section 22.021;
  - (5) burglary under Section 30.02, if the offense is punishable under Subsection (d) of that section and the actor committed the offense with the intent to commit an offense listed in Subdivisions (1)-(4); and
  - (6) sexual performance by a child under Section 43.25.
- (g) It is an affirmative defense to prosecution under this section that the actor:
  - (1) was not more than five years older than:
    - (A) the victim of the offense, if the offense is alleged to have been committed against only one victim; or
    - (B) the youngest victim of the offense, if the offense is alleged to have been committed against more than one victim;
  - (2) did not use duress, force, or a threat against a victim at the time of the commission of any of the acts of sexual abuse alleged as an element of the offense; and
  - (3) at the time of the commission of any of the acts of sexual abuse alleged as an element of the offense:
    - (A) was not required under Chapter 62, Code of Criminal Procedure, to register for life as a sex offender; or
    - (B) was not a person who under Chapter 62 had a reportable conviction or adjudication for an offense under this section or an act of sexual abuse as described by Subsection (c).

Penal Code 21.02 (a)-(c), (g)

## **CONTROLLED SUBSTANCE AND DANGEROUS DRUG**

Controlled substances or dangerous drugs include but are not limited to marijuana; any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, barbiturate; synthetic hallucinogens (“bath salts”); synthetic cannabinoids; anabolic steroid; or any prescription medicine provided to any person other than the person for whom the prescription was written.

Health and Safety Code Ch. 481, 482 Policy FNCF Local

## **CRIMINAL MISCHIEF**

- (a) A person commits an offense if, without the effective consent of the owner:
  - (1) he intentionally or knowingly damages or destroys the tangible property of the owner;
  - (2) he intentionally or knowingly tampers with the tangible property of the owner and causes pecuniary loss or substantial inconvenience to the owner or a third person; or
  - (3) he intentionally or knowingly makes markings, including inscriptions, slogans, drawings, or paintings, on the tangible property of the owner.
- (h) An offense under this section is a state jail felony if the amount of the pecuniary loss to real property or to tangible personal property is \$1,500 or more but less than \$20,000 and the damage or destruction is inflicted on a public or private elementary school, a secondary school, or institution of higher education.

Penal Code 28.03

## **CRIMINALLY NEGLIGENT HOMICIDE**

Causing the death of an individual by acting with criminal negligence, i.e., with respect to circumstance surrounding his conduct or the result of his conduct when he ought to be aware of a substantial and unjustifiable risk that the circumstances exist or the result will occur. The risk must be of such a nature and degree that the failure to perceive it constitutes a gross deviation from the standard of care that an ordinary person would exercise under all the circumstances as viewed from the actor’s viewpoint. 122

Penal Code 19.05, 6.03(d)

## **CYBERBULLYING**

Bullying (see page 9) that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool

Education Code 37.0832

## **DATING VIOLENCE**

An act by an individual that is against another individual with whom that person has or has had a dating relationship and that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the individual in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself. "Dating violence" may include the intentional use of physical, sexual, verbal, or emotional abuse by a person to harm, threaten, intimidate, or control another person in a dating relationship.

For purposes of this section, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature, but does not include a casual acquaintanceship or ordinary fraternization.

Family Code 71.0021

## **DEADLY CONDUCT**

A person engages in deadly conduct if he recklessly engages in conduct that places another in imminent danger of serious bodily injury or knowingly discharges a firearm at or in the direction of one or more individuals or a habitation, building, or vehicle and is reckless as to whether it is occupied. Recklessness and danger are presumed if the person knowingly points a firearm at or in the direction of another whether or not the actor believed the firearm to be loaded.

A person acts recklessly, or is reckless, with respect to circumstances surrounding his conduct or the result of his conduct when he is aware of but consciously disregards a substantial and unjustifiable risk that the circumstances exist or the result will occur. The risk must be of such a nature and degree that its disregard constitutes a gross deviation from the standard of care that an ordinary person would exercise under all the circumstances as viewed from the actor's viewpoint.

Penal Code 22.05, 6.03(c)

## **DISRUPTION OF CLASSES AND/OR LAWFUL ASSEMBLY**

Conduct by students either in or out of class that for any reason - whether because of time, place, or manner of behavior - materially disrupts class work or involves substantial disorder or invasion of the rights of others is prohibited.

Student demonstrations and similar activities shall be prohibited when there is evidence that may reasonably lead school authorities to forecast substantial disruption of, or material interference with, normal school operations or approved school activities.

No person shall be permitted, on school property or on public property within 500 feet of school property, to willfully disrupt, alone or in concert with others, the conduct of classes or other school activities.

Conduct that disrupts the educational activities of a school includes:

1. Emissions by any means of noise of an intensity which prevents or hinders classroom instruction.
2. Enticement or attempted enticement of students away from classes or other school activities which students are required to attend.
3. Prevention or attempted prevention of students from attending classes or other school activities which students are required to attend.
4. Entrance into a classroom without consent of either the principal or teacher and either through acts of misconduct and/or use of loud or profane language causing disruption of class activities.

For purposes of this provision, "school property" shall include the public-school campuses or school grounds upon which any public school is located, and any grounds or buildings used by District schools for assemblies or other school-sponsored activities.

For purposes of this provision, "public property" shall include any street, highway, alley, public park, or sidewalk.

Education Code 37.124

No person or group of persons acting in concert may intentionally engage in disruptive activity or disrupt a lawful assembly on the campus or property of any school in the District. Disruptive activity means:

1. Obstructing or restraining the passage of persons in an exit, entrance, or hallway or any building without the authorization of the administration of the school.
2. Seizing control of any building or portion of a building for the purpose of interfering with any administrative, educational, research, or other authorized activity.
3. Preventing or attempting to prevent by force or violence or the threat of violence any lawful assembly by the

school administration.

4. Disrupting by force or violence or the threat of force or violence a lawful assembly in progress.

5. Obstructing or restraining the passage of any person at any exit or entrance to said campus or property or preventing or attempting to prevent by force or violence or by threats thereof the ingress or egress of any person to or from said property or campus without the authorization of the administration of the school.

A lawful assembly is disrupted when any person in attendance is rendered incapable of participating in the assembly due to the use of force or violence or due to a reasonable fear that force or violence is likely to occur.

Education Code 37.123

#### **E-CIGARETTE**

An electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine or other substances to the individual inhaling from the device; a component, part, or accessory for the device, regardless whether sold separately from the device.

Health and Safety Code 161.081 (1-a)

#### **GANG ACTIVITY**

A “gang” is defined as any group of two or more individuals whose purposes may include the commission of illegal acts. A gang is a prohibited fraternity, sorority, or society as defined by Education Code 37.121.

Gang activities and gang involvement are described as:

1. Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, graffiti, or other items that are evidence of membership or affiliation in a gang.
2. Committing any act or using any speech, either verbal or non-verbal such as gestures, handshakes, and the like, that indicates membership or affiliation in a gang.
3. Promoting interest in any gang or gang activity, including but not limited to:
  - a. Soliciting others for membership.
  - b. Requesting any person to pay protection or otherwise intimidating or threatening any person.
  - c. Committing any other illegal act or other violation of District policies.
  - d. Inciting other students to act with physical violence toward any other person.
  - e. Engaging in concert with others in intimidating, fighting, assaulting, or threatening to assault others.
  - f. Painting, writing, or otherwise inscribing gang-related graffiti, messages, symbols, or signs, on school property, or on property of students or staff.

#### **GANG-FREE ZONES**

All District schools and any other property owned, rented, or leased by the District are “gang-free zones.” Certain criminal offenses that occur in, on, or within 1,000 feet of a school or any other property owned, rented, or leased by the District will be enhanced **in the criminal justice system** to the next highest category of offense if they are determined to be committed by a person who is a member of a criminal street gang, unless the offense is already punishable as a first-degree felony.

Affected offenses include (1) murder, capital murder, arson, aggravated robbery, robbery, aggravated kidnapping, kidnapping, aggravated assault, aggravated sexual assault, sexual assault, forgery, deadly conduct, and assault resulting in bodily injury; (2) unlawful manufacture, transportation, repair, or sale of firearms or prohibited weapons; (3) obscene display or distribution, obscenity, sale, distribution, or display of harmful material to a minor, sexual performance by a child, employment harmful to children, possession or promotion of child pornography when a child younger than 18 years of age is depicted or involved in the offense.

Penal Code 72.028; Subchapter B, Chapter 43; Penal Code

#### **GRAFFITI**

A person commits an offense if, without the effective consent of the owner, the person intentionally or knowingly makes markings, including inscriptions, slogans, drawings, or paintings on the tangible property of the owner with (1) aerosol paint; (2) an indelible marker; or (3) an etching or engraving device.

Penal Code 28.08 (a)

The District also defines “tagging” as graffiti.

#### **HARASSMENT**

“Harassment” means threatening to cause harm or bodily injury to another student, engaging in sexually intimidating conduct, causing physical damage to the property of another student, subjecting another student to physical confinement or restraint, or maliciously taking any action that substantially harms another student’s physical or emotional health and safety.

Education Code 37.001 (b) (1)

## **HARASSMENT OF PUBLIC SERVANT**

A person commits an offense if, with the intent to assault, harass, or alarm, the person causes another person the actor knows to be a public servant to contact the blood, seminal fluid, vaginal fluid, saliva, urine, or feces of the actor, any other person, or an animal while the public servant is lawfully discharging an official duty or in retaliation or on account of an exercise of the public servant's official power or performance of an official duty.

Penal Code 22.11 (a)(2)

## **HAZING**

"Hazing" means any intentional, knowing, or reckless act occurring on or off school property directed against a student, by one person alone or acting with others, that endangers the mental or physical health or the safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are or include other students. The term includes but is not limited to:

1. Any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.
2. Any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to any unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
4. Any activity that intimidates or threatens the student with ostracism, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above.
5. Any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of the Penal Code.

Education Code 37.151

A person commits an offense if the person commits any of the following:

1. Engages in hazing.
2. Solicits, encourages, directs, aids, attempts to aid another in an act of hazing.
3. Recklessly permits hazing to occur.
4. Has firsthand knowledge of the planning of a specific hazing incident involving a student, or first-hand knowledge that a specific hazing incident has occurred, and knowingly fails to report that knowledge in writing to the principal, Superintendent or designee.

Education Code 37.152

## **HIT LIST**

"Hit list" means a list of people targeted to be harmed using a firearm, a knife, or any other object to be used with intent to cause bodily harm. Education Code 37.001(b)(2)

## **IMPROPER PHOTOGRAPHY OR VISUAL RECORDING**

- (a) In this section, "promote" means to manufacture, issue, sell, give, provide, lend, mail, deliver, transfer, transmit, publish, distribute, circulate, disseminate, present, exhibit, or advertise, or to offer or agree to do the same.
- (b) A person commits an offense if the person:
  - (1) photographs or by videotape or other electronic means visually records another:
    - (A) without the other person's consent; and
    - (B) with intent to arouse or gratify the sexual desire of any person; or
  - (2) knowing the character and content of the photograph or recording, promotes a photograph or visual recording described by Subdivision (1).

Penal Code 21.15

## **INDECENCY WITH A CHILD**

- (a) A person commits an offense if, with a child younger than 17 years of age, whether the child is of the same or opposite sex, the person:
  - (1) engages in sexual contact with the child or causes the child to engage in sexual contact; or
  - (2) with intent to arouse or gratify the sexual desire of any person:
    - (A) exposes the person's anus or any part of the person's genitals, knowing the child is present; or
    - (B) causes the child to expose the child's anus or any part of the child's genitals.

- (b) It is an affirmative defense to prosecution under this section that the actor:
  - (1) was not more than three years older than the victim and of the opposite sex; and
  - (2) did not use duress, force, or a threat against the victim at the time of the offense; or
  - (3) was the spouse of the child at the time of the offense.
- (c) In this section, “sexual contact” means the following acts, if committed with the intent to arouse or gratify the sexual desire of any person:
  - (1) any touching by a person, including touching through clothing, of the anus, breast, or any part of the genitals of a child; or
  - (2) any touching of any part of the body of a child, including touching through clothing, with the anus, breast, or any part of the genitals of a person.

Penal Code 21.11

**INDECENT EXPOSURE**

A person commits an offense if he exposes his anus or any part of his genitals with intent to arouse or gratify the sexual desire of any person, and he is reckless about whether another is present who will be offended by his act.

Penal Code 21.08

**MANSLAUGHTER**

Recklessly causing the death of an individual, i.e., acting, with respect to circumstances surrounding his conduct or the result of his conduct when he is aware of but consciously disregards a substantial and unjustifiable risk that the circumstances exist or the result will occur. The risk must be of such a nature and degree that its disregard constitutes a gross deviation from the standard of care that an ordinary person would exercise under all the circumstances as viewed from the actor’s viewpoint.

Penal Code 19.04, 6.03(c)

**MURDER**

[Subsections (a) and (b) are not pertinent to school offenses.]

- (c) A person commits an offense of murder if he:
  - (1) intentionally or knowingly caused the death of an individual;
  - (2) intends to cause serious bodily injury and commits an act clearly dangerous to human life that caused the death of an individual; or
  - (3) commits or attempts to commit a felony, other than manslaughter, and in the course of and in furtherance of the commission or attempt, or in immediate flight from the commission or attempt, he commits or attempts to commit an act clearly dangerous to human life that causes the death of an individual.

Penal Code 19.02

**ONLINE HARASSMENT**

- (a) A person commits an offense if the person uses the name or persona of another person to create a web page on or to post one or more messages on a commercial social networking site:
  - (1) without obtaining the other consent; and
  - (2) with the intent to harm, defraud, intimidate, or threaten any person.
- (b) A person commits an offense if the person sends an electronic mail, instant message, text message, or similar communication that references a name, domain address, phone number, or another item of identifying information belonging to any person:
  - (1) without obtaining the other person’s consent;
  - (2) with the intent to cause a recipient of the communication to reasonably believe that the other person authorized or transmitted the communication; and
  - (3) with the intent to harm or defraud any person.

Penal Code 33.07

“Identifying information” means (A) name, social security number, date of birth, and government-issued identification number; (B) unique biometric data, including the individual’s fingerprint, voice print, and retina or iris image; (C) unique electronic identification number, address, and routing code, financial institution account number; and (D) telecommunication identifying information or access device.

Penal Code 32.51

**PAGING DEVICE OR CELLULAR TELEPHONE**

A “paging device or cellular telephone” is a telecommunications device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor.

Education Code 37.082

## PERSISTENT MISBEHAVIOR

“Persistent misbehavior” consists of two or more separate violations of the Student Code of Conduct in general or repeated violations of the same offense.

## POSSESSION

“Possession” means having actual or constructive control of an item either on the student’s person, or in a car, locker, bag, or other article under the actual or constructive control of the student, regardless of the student’s knowledge or intent to possess the item.

## PROHIBITED WEAPONS

“Prohibited weapons” are defined as follows:

A firearm (any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use; any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or firearm silencer). Penal Code 46.03(a), 46.01(3); 18 U.S.C. § 921(a)(3)

1. A handgun (any firearm that is designed, made, or adapted to be fired with one hand). Penal Code 46.03 (a), 46.01 (5)
2. A destructive device (any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine, or device similar to any of these devices. The term does not include an antique firearm). 18 U.S.C. § 921(a)(4)
3. An illegal knife as defined by law (knife with a blade over 5 ½ inches, hand instrument designed to cut or stab another by being thrown, dagger, bowie knife, sword, spear). Penal Code 46.01(6), 46.03(a)
4. An explosive weapon (any explosive or incendiary bomb, grenade, rocket, or mine that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror, and includes a device designed, made or adapted for delivery or shooting an explosive weapon). Penal Code 46.01(2)
5. A machine gun (any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger). Penal Code 46.01(9)
6. A short-barrel firearm (rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches). Penal Code 46.01(10)
7. A switchblade knife (any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or centrifugal force, but not a knife that has a spring, detent, or other mechanism designed to create a bias toward closure and that requires exertion to the blade by hand, wrist, or arm to overcome the bias toward closure to open the knife). Penal Code 46.01 (11)
8. A firearm silencer (any device designed, made, or adapted to muffle the report of a firearm). Penal Code 46.01 (4)
9. Knuckles (any instrument consisting of finger rings or guards made of a hard substance that is designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles). Penal Code 46.01(8)
10. Armor-piercing ammunition (handgun ammunition that is designed primarily for the purpose of penetrating metal or body armor and to be used primarily in pistols and revolvers). Penal Code 46.01(12)
11. A chemical dispensing device (device other than a small chemical dispenser sold commercially for personal protection, that is designed, made, or adapted for the purpose of causing an adverse psychological or physiological effect on a human being). Penal Code 46.01(14)
12. A zip gun (a device or combination of devices that was not originally a firearm and is adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance). Penal Code 46.01(16)
13. A tire-deflation device (a device, including a caltrop or spike strip, that, when driven over, impedes or stops the movement of a wheeled vehicle by puncturing one or more of the vehicle’s tires). Penal Code 46.01 (17)
14. A club (an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace and tomahawk). Penal Code 46.01(1), 46.03(a)

A student shall not interfere with normal activities, occupancy, or use of any building or portion of the campus or of any school bus engaged in the transportation of students to and from school-sponsored activities by exhibiting, using, or threatening to exhibit or use a firearm.

## **PUBLIC LEWDNESS**

A person commits an offense if he knowingly engages in any of the following acts in a public place or, if not in a public place, he is reckless about whether another is present who will be offended or alarmed by his:

- (1) act of sexual intercourse;
- (2) act of deviate sexual intercourse;
- (3) act of sexual contact; or
- (4) act involving contact between the person's mouth or genitals and the anus or genitals of an animal

or fowl. Penal Code 21.07

## **RETALIATION**

Intentionally or knowingly harms or threatens to harm another by an unlawful act:

- (1) in retaliation for or on account of the service or status of another as a:
  - (A) public servant
  - (B) person who has reported or who the actor knows intends to report the occurrence of a crime; or
- (2) to prevent or delay the service of another as a:
  - (A) public servant, witness, prospective witness, or informant; or
  - (B) person who has reported or who the actor knows intends to report the occurrence of a crime.

A person commits an offense if the person posts on a publicly accessible website the residence address or telephone number of a person he or she knows is a public servant or a member of a public servant's family or household with the intent to cause harm or threat of harm to the individual or a member of the individual's family or household in retaliation for or on account of the service or status of the individual as a public servant.

"Informant" means a person who has communicated information to the government in connection with any governmental function.

"Harm" means anything reasonably regarded as loss, disadvantage, or injury, including harm to another person in whose welfare the person affected is interested.

Penal Code 1.07 (25), 36.06

## **SELF-DEFENSE**

- (a) Except as provided in Subsection (b), a person is justified in using force against another when and to the degree he reasonably believes the force is immediately necessary to protect himself against the other's use or attempted use of unlawful force.
- (b) The use of force against another is not justified:
  - (1) in response to verbal provocation alone;
  - (2) to resist an arrest or search that the actor knows is being made by a peace officer, or by a person acting in a peace officer's presence and at his direction, even though the arrest or search is unlawful, unless the resistance is justified under Subsection (c);
  - (3) if the actor consented to the exact force used or attempted by the other;
  - (4) if the actor provoked the other's use or attempted use of unlawful force, unless:
    - (A) the actor abandons the encounter, or clearly communicates to the other his intent to do so reasonably believing he cannot safely abandon the encounter; and
    - (B) the other nevertheless continues or attempts to use unlawful force against the actor; or
  - (5) if the actor sought an explanation from or discussion with the other person concerning the actor's differences with the other person while the actor was:
    - (A) carrying a weapon in violation of Section 46.02; or
    - (B) possessing or transporting a weapon in violation of Section

46.05. Penal Code 9.31 (a)-(b)

## **SERIOUS MISBEHAVIOR**

"Serious misbehavior" means:

- deliberate violent behavior that poses a direct threat to the health or safety of others
- extortion, meaning the gaining of money or other property by force or threat
- conduct that threatens, however communicated, to commit an offense, inflict bodily injury on someone, to accuse someone of any offense, to expose a person to hatred, contempt, or ridicule, to harm someone financially, or to cause a public servant to take or refuse to take some action
- public lewdness
- indecent exposure
- criminal mischief

- personal hazing
- harassment of students or employees by making obscene communication in writing, by telephone, or electronically

## SERIOUS OFFENSE

“Serious offense” includes, but is not limited to, the following offenses:

- Conduct punishable as a felony, which includes without limitation:
  - distribution of any substance represented to be an illegal drug, a dangerous drug, a controlled substance, or alcohol
  - placing graffiti on any tangible property owned by the District
  - harassment of a public servant, i.e., causing an employee to be in contact with the blood, bodily fluids, saliva, urine, or feces of any person or animal with the intent to assault, harass or alarm
- Assault resulting in bodily injury, which may include dating violence
- Making a false report of bombing, fire, or other emergency involving a public school, in which includes the following offenses:
  - Pulling a fire alarm or discharging a fire extinguisher in a building owned or operated by the District when there is no smoke, fire, or danger that requires evacuation
  - Calling 9-1-1 when no emergency exists
- Terroristic threat involving a public school
- Offenses relating to marijuana, controlled substances and dangerous drugs
- Offenses relating to alcohol
- Offenses relating to abusable glue, volatile chemicals and aerosol paint
- Indecent exposure
- Public lewdness
- Retaliation against a school employee, regardless of where the conduct takes place
- Using profanity, lewd or vulgar language, or obscene gestures directed at a school employee
- Lying about the conduct of other students or making false accusations about District employees
- Failing to comply with campus or District policies
- Bullying, cyberbullying, harassment, and making hit lists, which include the following offenses:
  - Committing extortion, coercion, or blackmail (obtaining money or another object of value from an unwilling person), or forcing an individual to act through the use of force or threat of force
  - Making ethnic, racial, or religious slurs or any other harassment based on race, color, national origin, religion, or disability, against students, employees, or volunteers
  - Verbal abuse or derogatory or offensive remarks addressed to others, which may include dating violence
  - Damaging or vandalizing property of other students
  - Conduct that constitutes sexual harassment or sexual abuse whether the conduct is by word, gesture, or any other sexual conduct, including without limit, requests for sexual favors, which may include dating violence
- Committing or assisting in a robbery, theft, or burglary
- Damaging or vandalizing District property when the value of the damage is less than \$1,500
- Using or possessing a pellet gun, air-powered rifle, toy gun, or any other instrument that may be perceived by a third party as a firearm
- Possessing or using martial arts objects, unless the conduct amounts to an assault resulting in bodily injury
- Inappropriate physical or sexual contact, whether or not it is consensual
- Inappropriate or indecent exposure of a student’s body parts, including exposure of any portions of the body that are ordinarily covered by clothing or required to be covered by the dress code
- Possessing or using any substance represented to be an illegal drug, a dangerous drug, a controlled substance, or alcohol
- Gambling of any kind
- Hazing
- Improper photography or visual recording
- Repeatedly violating other previously communicated campus or classroom standards of behavior
- Committing an assault of any kind, which may include dating violence

## **SEXUAL ASSAULT**

“Sexual assault” is defined as intentionally or knowingly causing physical sexual contact or sexual penetration of another person without that person’s consent. Sexual assault is without the consent of the other person if the actor compels the other person to submit or participate by use of physical force or violence, or threat of force or violence, and the other person believes the actor has the present ability to execute the threat; or the other person cannot consent.

Penal Code 22.011

## **TERRORISTIC THREAT**

A “terroristic threat” is a threat to commit any offense involving violence to any person or property with the intent to:

- (1) cause a reaction of any type to his threat by an official or volunteer agency organized to deal with emergencies
- (2) place any person in fear of imminent serious bodily injury; or
- (3) prevent or interrupt the occupation or use of a building; room; place of assembly; place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place; or
- (4) cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service.

**TITLE 5 FELONY OFFENSE**

<b>C h a p t e r</b>	<b>§ and Offense</b>	<b>A felony when:</b>
1 9	19.02 Murder	always
	19.03 Capital Murder	always
	19.04 Manslaughter	always
	19.05 Criminally Negligent Homicide	state jail felony
2 0	20.02 Unlawful Restraint	the actor recklessly exposes the victim to substantial risk of serious bodily injury
	20.03 Kidnapping	always
	20.04 Aggravated Kidnapping	always
2 1	21.02 Continuous Sexual Abuse of a Young Child or Children	always
	21.06 Homosexual Conduct	never
	21.07 Public Lewdness	never
	21.08 Indecent Exposure	never
	21.11 Indecency with a Child	always
	21.15 Improper Photography or Visual Recording	state jail felony
2 2	22.01 Assault	against a person the actor knows is a public servant while servant lawfully discharging an official duty or in retaliation or on account of an exercise of official power
	22.011 Sexual Assault	always
	22.015 Coercing Gang Membership	always
	22.02 Aggravated Assault	always
	22.021 Aggravated Sexual Assault	always
	22.04 Injury to a Child, Elderly Individual, or Disabled Individual	always
	22.041 Abandoning or Endangering Child	always
	22.05 Deadly Conduct	knowingly discharge a firearm at or in direction one or more individuals or a habitation, building, or vehicle and is reckless as to whether it is occupied
	22.07 Terroristic Threat	cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service
	22.08 Aiding Suicide	causes suicide or attempted suicide that results in serious bodily injury
	22.09 Tampering with Consumer Product	Always
	22.10 Leaving a Child in a Vehicle	Never
22.11 Harassment of Public Servant	state jail felony	

**UNDER THE INFLUENCE**

“Under the Influence” means not having the normal use of mental or physical faculties; however, the student need not be legally intoxicated.

District officials may determine that a student is under the influence based on information from other students, employees, or patrons or the student’s admission that student used a prohibited substance (alcohol, dangerous drug, controlled substance, or any other intoxicant) at school or recently enough prior to being at school or a school activity that the student would experience the effects of using the substance while at school or the school activity.

## USE

“Use” means a student has voluntarily introduced into his or her body by any means a prohibited substance recently enough that it is detectable by the student’s physical appearance, actions, breath, or speech.

## VOYEURISM

A person commits an offense if the person, with the intent to arouse or gratify the sexual desire of the actor, observes another person without the other person’s consent while the other person is in a dwelling or structure in which the person has a reasonable expectation of privacy.

Penal Code 21.16

Excerpts from Board Policy FNCA(LOCAL) pertaining to standardized dress for students in grades PK – 8: PreK – Grade 5

1. Shirts: ~~Short or long sleeve knit polo style shirts or t-shirts shall be worn tucked in.~~ Shirt styles and colors to be worn shall be determined by the administration at each campus.
2. Pants: Pant styles shall be determined by the campus administration and shall adhere to the guidelines of the approved District student dress code in the student handbook/Student Code of Conduct. Plain pants must fit at the waist and shall not have any designs, logos, or emblems down the length of the pants.
3. Belts: ~~While not required at every campus and grade level,~~ Belts when worn must fit properly.
4. Skirts: Skirts shall be permitted as long as they meet the fit and length requirements of the approved District student dress code in the student handbook/Student Code of Conduct.

Grades 6 – 8

1. Shirts: ~~Short or long sleeve knit polo style shirts shall be worn tucked in.~~ Each grade level shall be assigned a color specific to its grade based upon the school colors of the campus, as determined by the administration.
2. Pants: ~~Plain blue jeans~~ Pants must fit at the waist and shall not have any designs, logos, or emblems down the length of the pants.
3. Belts: ~~Belts shall be required and must fit appropriately.~~ Belts when worn must fit properly.
4. Skirts: ~~Blue jean~~ Skirts shall be permitted as long as they meet the fit and length requirements of the approved District student dress code in the student handbook/Student Code of Conduct.

# **ACCEPTABLE USE GUIDELINES**

## **SECTION III**

**MISSION CONSOLIDATED INDEPENDENT  
SCHOOL DISTRICT  
INTERNET / EXTRANET SYSTEM**

## Mission Consolidated Independent School District Internet Acceptable Use Agreement

Please read this document carefully before signing.

Internet access is available to students and teachers in the Mission Consolidated Independent School District.

We are very pleased to bring this access to Mission Consolidated Independent School District and believe the Internet offers vast, diverse, and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Students and teachers have access to:

1. Electronic mail (e-mail) communication with people all over the world.
2. Information and news from research institutions.
3. Public domain software and graphics of all types for school use.
4. Discussion groups on a plethora of topics ranging from Chinese culture to the environment to music to politics.
5. Access to many University Library Catalogs, the Library of Congress, and ERIC, a large collection of relevant information to educators and students.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Mission Consolidated Independent School District has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We (Mission Consolidated Independent School District) firmly believe that the valuable information and interaction available on this worldwide network far outweigh the possibility that users may procure material that is not consistent with the educational goals of the District.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. In general, this requires efficient, ethical and legal utilization of the network resources. If a Mission Consolidated Independent School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.

The Mission CISD *Student Code of Conduct* identifies violations and additional consequences that may be considered. The signature(s) on the Student Participation Agreement page is(are) legally binding and indicate(s) the party(parties) who signed has(have) read the terms and conditions carefully and understand(s) their significance.

## Internet--Terms and Conditions of Use

1) **Acceptable Use** - The purpose of the backbone networks making up the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Mission Consolidated Independent School District. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret.

2) **Privileges** - The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. (Each student or teacher who receives an account will be part of a discussion with a Mission Consolidated Independent School District staff member pertaining to the proper use of the network.) The system administrators will deem what is inappropriate use and their decision is final. Also, the system administrators may close an account at any time as required. The administration, faculty, and staff of Mission Consolidated Independent School District may request the system administrator to deny, revoke, or suspend specific user accounts.

3) **Network Etiquette** – Users are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Be polite. Do not become abusive in your messages to others.
- Use appropriate language. Do not swear, use vulgarities or any other inappropriate language.
- Illegal activities are strictly forbidden.
- Do not reveal your personal address or phone numbers of students or colleagues. Alert your teacher if you meet a suspicious person on the Internet. Know where you are in cyberspace and follow that site's rules.
- Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in such a way that you would disrupt the use of the network by other users.
- All communications and information accessible via the network should be assumed to be private property. Don't cut, copy, or plagiarize Internet content. Always cite your sources.
- Cyberbullying is strictly prohibited.
- The use of unauthorized software to bypass our internet filter is strictly prohibited and will result on immediate account suspension.

4) Mission Consolidated Independent School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Mission Consolidated Independent School District will not be responsible for any damages you suffer. These include loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Mission Consolidated Independent School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

5) **Security** - Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a system administrator or your Mission Consolidated Independent District Administrator for Technology Systems. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to logon to the Internet as a system administrator will result in cancellation of user privileges and/or other disciplinary actions as described in the *Student Code of Conduct*. Any user

identified as a security risk or having a history of problems with other computer

systems may be denied access to the Internet.

6) **Vandalism** - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to any of the Internet backbones. This includes, but is not limited to,

1. The uploading or creation of computer viruses.
2. Use of any software having the purpose of damaging the Mission Consolidated Independent School District's systems or other user's system.

## **TERMINATION/REVOCAION OF SYSTEM USER ACCOUNT**

The District may suspend or revoke a system user's access to the District's system upon any violation of District policy and/or administrative regulation. Prior to suspension or revocation of system service, or as soon as practicable, the principal or designee will inform the system user of the suspected violation and give him or her an opportunity to present an explanation, as outlined in the *Electronic Communication and Data Management CQ (Regulations)*.

## **INDIVIDUAL USER RESPONSIBILITIES**

The following rules will apply to all users of the District's electronic information/communications system.

## **INFORMATION CONTENT/THIRD PARTY SUPPLIED INFORMATION**

System users and parents of students with access to the District's system should be aware that use of the system may provide access to other electronic communications systems in the global electronic network that may contain inaccurate and/or objectionable material.

A student knowingly bringing prohibited materials into the school's electronic environment will be subject to disciplinary action in accordance with District Policy.

## **Use of Handheld devices**

These devices include: iPhone, smart phone, tablets, or other mobile devices (this list is not exhaustive).

- Unless express permission is granted, mobile devices should not be used to make calls, send messages, search the internet, take photos or use any other application during school lessons and other educational activities, such as assemblies.
- Mobile devices must not disrupt classroom lessons with ringtones or beeping.
- Using mobile devices to bully and threaten other students is unacceptable and will not be tolerated. In some cases, it can constitute criminal behavior.
- It is forbidden for students to "gang up" on another student and use their mobile devices to take videos and pictures of acts to denigrate and humiliate that student and then share the recording/pictures to other students or upload it to a website for public viewing. This also includes using mobile devices to photograph or film any student without their consent. It is a criminal offense to use mobile devices to menace, harass or offend another person and almost all calls, text messages and emails can be traced.
- Mobile devices are not to be used in changing rooms or toilets or used in any situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school.

## **ONLINE CONDUCT**

The individual in whose name a system account is issued will be responsible at all times for its proper use.

System users may not use another person's system account without written permission from the campus administrator or Network Administrator, as appropriate. Attempts by a user to log on to the District's system as another user will result in cancellation of user privileges and shall result in other disciplinary action.

Transmission of material, information, or software in violation of any District policy or local, state, or federal law is prohibited.

System users must not encourage the use of tobacco, alcohol or controlled substances or otherwise promote any other activity that is prohibited by District policy or state or federal law.

System users identifying a security problem in the District's system must notify the appropriate teacher, Network Administrator, or immediate supervisor.

To reduce unnecessary system traffic, a student may use real-time features such as talk/chat/Internet relay chat only as approved and supervised by the classroom teacher.

System users must remove electronic mail in accordance with established retention guidelines. Such messages will be removed by the principal or designee if timelines are not respected by the system user. The principal may remove the file of a user who continues to exceed disk space quotas after seven calendar days of notification.

System users may not download copyrighted material exclusively for their own use.

System users may redistribute noncommercial copyrighted programs or data only with the express permission of the owner or authorized person. Such permission must be specified in the document or must be obtained directly from the author in accordance with applicable copyright laws, District policy and administrative regulations. System users may upload public domain programs to the system.

System users may also download public domain programs for their own use or non-commercially redistribute a public domain program. System users are responsible for determining whether a program is in the public domain.

## **GENERAL MISCONDUCT VIOLATIONS**

State law requires that the following violations be reported to the principal or other appropriate administrator, who will send notification to the parent or guardian within 24 hours of receiving the report. Students with disabilities are subject to applicable state and federal law in addition to the *Student Code of Conduct*. To the extent any conflict exists, state and/or federal law will prevail.

The following behaviors are prohibited. Disciplinary actions are described in the *Student Code of Conduct*.

- Violating computer use policies, rules or agreements signed by the student, and/or agreements signed by the student's parent or guardian.
- Using the Internet to threaten students or employees, or to cause disruption to the educational program.
- Sending or posting messages that are abusive, obscene, sexually-oriented, threatening, harassing, damaging to another's reputation, or illegal.

- Engaging in verbal or written exchanges that threaten the safety of another student, a school employee, or school property.
- Possessing published or electronic material that is designed to promote or encourage illegal behavior or could threaten school safety.
- Possessing material that is pornographic.
- Downloading, duplicating or distributing of copyrighted media such as images, audio and video files.

# Mission Consolidated Independent School District Internet Acceptable Use Agreement

## STUDENT PARTICIPATION AGREEMENT

### STUDENT

I understand and will abide by the Internet Acceptable Use Agreement as outlined in the 2023- 2024 Student Handbook. I further understand that any violation of the regulations in the Internet Acceptable Use Agreement is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken.

Campus: \_\_\_\_\_

User's (Student's) Full Name: \_\_\_\_\_

User's (Student's) Signature: \_\_\_\_\_

### PARENT OR GUARDIAN

Date: \_\_\_\_\_ ID #: \_\_\_\_\_ Grade Level: \_\_\_\_\_

As the parent or guardian of this student, I have read the Internet Acceptable Use Agreement. I understand that this access is designed for educational purposes. Mission Consolidated Independent School District has taken precautions to eliminate controversial material. However, I also recognize it is impossible for Mission CISD to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print): \_\_\_\_\_

Parent or Guardian's Signature: \_\_\_\_\_

### SPONSORING TEACHER

(Must be signed if the applicant is a student.)

I have read the Internet Acceptable Use Agreement and agree to promote THIS agreement with the student. Because the student may use the network for individual work or in the context of another class, I cannot be held responsible for the student use of the network. As the sponsoring teacher I do agree to instruct the student on acceptable use of the network and proper network etiquette.

Teacher's Name (please print): \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_

## MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

### District Policy for Videotaping, Photographing, or Recording Students

Be advised that Section 26.009 (b) of the Texas Education Code permits school districts to make a videotape or photograph of a child or record or authorize the recording of a child's voice if the videotape or voice recording is used for purposes of safety, including the maintenance of order and discipline, in common areas of the school or on school buses, for purposes related to a co-curricular or extracurricular activity; or for a purpose related to regular classroom instruction or media coverage of the school. Parent permission is not required by law; however, if you have an objection to the videotaping, photographing, or recording of your child, or the use of those images as described above, please contact the campus principal.

*For more information, call the Public Information Office at (956)323-5530 Monday through Friday, 8:00 AM to 5:00 PM*

## MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

### CONTRACTUAL DISCLAIMER

The provisions and information set forth in this handbook are intended to be informational and not contractual in nature. Thus, this handbook is not intended and shall not be construed to constitute a contract between the Mission Consolidated Independent School District and any student, prospective student, agency of the local, state or federal government, or any other person or legal entity of any and every nature whatsoever.

The District hereby reserves and retains the right to amend, alter, change, delete or modify any of the provisions of this handbook at any time, without notice in any manner that the Administration or the Board of Trustees of the District deems to be in the best interest of the District. The contents of this student handbook apply to all students and programs in the District and do not amend, abridge or replace Board Policies of Administrative Regulations established by the District. As necessary, principals may include supplementary regulations and directives pertinent to their individual campuses.

Students and their parents are required to acknowledge that they have received and read the 2023-2024 Student Handbook/Student Code of Conduct/Acceptable Use Guidelines by signing and returning the Receipt Form.

**SUBJECT:** Approval of the Optional Flexible School Day Program

**PRESENTER:** Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction

**BACKGROUND INFORMATION**

The Optional Flexible School Day Program (OFSDP) is an alternate method of attendance accounting, allowing flexible hours and days of attendance for students who have dropped out of school or are at-risk of dropping out of school. A student attending an OFSDP under the TEC, §29.0822, may be counted in average daily attendance (ADA) for purposes of funding under the TEC, Chapters 46, 48, and 49, only for the actual number of contact hours the student receives, not to exceed 720 hours or 43,200 minutes per 12-month period. Students enrolled in the traditional program for part of the year and the OFSDP program for part of the year may not earn more than one ADA.

The district has been using the OFSDP program since 2011 for high school students and since 2021 for kinder through 12<sup>th</sup> grade to recover days of attendance. Administration is recommending using the Optional Flexible School Day Program for all eligible at-risk students in kinder through 12<sup>th</sup> grades who as a result of attendance requirements under the TEC, §25.092, will be denied credit for one or more classes in which the student has been enrolled.

**ADMINISTRATIVE CONSIDERATIONS**

Approval of the Optional Flexible School Day Program for kinder-12<sup>th</sup> grade at-risk students. The district will be required to submit progress reports based upon pre-determined criteria including demographic data and student graduation and progress.

**RECOMMENDATION**

Approval of the Optional Flexible School Day Program

**FUNDING SOURCE / AMOUNT**

N/A

**CONTACT PERSON(S)**

Mr. Joel Garcia, CPM, Deputy Superintendent for Business and Support Services  
Mr. Ruben Lopez, Manager for PEIMS and Student Services

# Texas Education Agency



## APPLICATION

Updated April 2024

## Optional Flexible School Day Program (OFSDP)

2024-2025 School Year

**ELIGIBLE APPLICANTS:** The Texas Education Agency (TEA) will make available to eligible school districts and open-enrollment charter schools an application form that must be completed and submitted annually to the TEA for approval.

## Definition of Program Provisions

### Eligible Students

A student in any grade level is eligible to participate in an OFSDP authorized under the [TEC, §29.0822](#), if the student is:

- at risk of dropping out of school, as defined by the [TEC, §29.081](#),
- attending a campus implementing an approved innovative campus plan,
- attending a TEA-designated ECHS as defined by the [TEC, §29.908](#), P-TECH, or ICIA,
- attending a community-based dropout recovery education program, as defined by the [TEC, §29.081\(e-1\) or \(e-2\)](#), or
- not meeting attendance requirements under the [TEC, §25.092](#), resulting in denied credit for one or more classes in which the student has been enrolled.

**AND**

There must be an agreement in writing to the student's participation:

- by the student, if the student is over 18 years of age; or
- by the student and the student's parent or person standing in parental relation to the student, if the student is less than 18 years of age and not emancipated by marriage or court order.

### Assessment

The student must take the required state assessments specified under the [TEC, §39.023](#), during the regularly scheduled assessment calendar.

### Participation in University Interscholastic League (UIL)

A student enrolled in an OFSDP under the [TEC, §29.0822](#), may participate in a competition or other activity sanctioned or conducted under the authority of the University Interscholastic League (UIL) only if he or she meets all UIL eligibility criteria.

### Attendance Credit

A student attending an OFSDP under the TEC, §29.0822, may be counted in average daily attendance (ADA) for purposes of funding under the TEC, Chapters 46, 48, and 49, only for the actual number of contact hours the student receives, not to exceed 720 hours or 43,200 minutes per 12-month period. **Students enrolled in the traditional program for part of the year and the OFSDP program for part of the year may not earn more than one ADA.**

### Board Approval

The board of trustees of a school district must include the OFSDP as an item on a regular agenda for a board meeting. Board of trustees of a school district must discuss the progress of the program before approving the program and applying to operate an OFSDP (see Appendix Two).

## **Continuation or Revocation of Program Authorization**

Applications are approved for a period of one (1) school year. Continuation of the approval for the OFSDP will be contingent on the demonstrated success of the program. Determination of success will include a review and analysis of data provided in the mandatory final progress report(s). The commissioner of education may revoke authorization for participation in the OFSDP after consideration of relevant factors, including performance of students participating in the program on assessment instruments required under the TEC, Chapter 39; the percentage of students participating in the program who graduate from high school; and other criteria agreed to in the application and adopted by the commissioner of education. A decision to revoke approval of the program by the commissioner of education is final and may not be appealed.

## **Reporting Requirements**

Following approval of the application, the applicant may be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. When requested, reports will require applicants to disclose the overall progress of the students in the program, the number of students enrolled in the program (disaggregated by ethnicity, age, gender, and socioeconomic status), the number of students graduating from high school (disaggregated by ethnicity, age, gender, and socioeconomic status), and additional criteria selected by the applicant and agreed to by the commissioner. The TEA will provide notice to applicants and additional instructions for completion of reports at least 45 days before the date a report is due, or as soon as possible, in order to give school districts and charter schools adequate time to prepare and submit the reports to the TEA. The TEA may request additional reports as necessary to monitor and assess progress of students participating in the program.

## Provisions of Agreement

### Article I – Parties to Agreement

This agreement is entered into by and between the Texas Education Agency, an agency of the State of Texas, hereinafter referred to as the “TEA,” and

Mission Consolidated Independent School District

\_\_\_\_\_  
(Legal Name of School District or Open-Enrollment Charter School)

located at

1201 Bryce Drive, Mission, TX 78572

\_\_\_\_\_  
(Physical Address)

hereinafter referred to as “district.”

### Article II – Period of Agreement

The period of the agreement, as detailed by participating campus in **Appendix 5**, is for a maximum of one (1) school year plus an additional thirty (30) school days if the district is applying for credit recovery. **Note that the agreement term is subject to annual renewal.**

### Article III – Purpose of Agreement

The district must perform all the functions and duties set out in the agreement, the authorizing program statute, and applicable regulations.

### Article IV – Reporting Requirements

The district may be required to submit progress reports based on criteria selected by the applicant and agreed to by the commissioner. The TEA may request additional reports as necessary to monitor and assess progress of students participating in the program.

### Article V – General and Special Provisions to the Agreement

Attached hereto and made a part hereof by reference is each of the provisions indicated below with an “X” beside it:

- Appendix One, Assurances
- Appendix Two, Board Approval
- Appendix Three, Attendance and Compliance Procedures of Proposed Program (Attach PDF File)
- Appendix Four, District Contacts
- Appendix Five, Participating Campuses, Student Eligibility, and Period of Agreement (Attach Excel File)

**Article VI – Application Process**

- For questions or assistance regarding this application, email [opfex@tea.texas.gov](mailto:opfex@tea.texas.gov) or call 512-463-8916.
- Applications should be submitted 30 days prior to the start of the program. Start date(s) on Appendix 5 should be at least thirty (30) days after the application is submitted.
- Applications submitted by July 15th should be approved by August 15th.
- Email the complete application and attachments to: [opfex@tea.texas.gov](mailto:opfex@tea.texas.gov).
- Email subject line should indicate: OFSDP Application - District Name, County District Number

**Article VII – Agreement**

AGREED and accepted on behalf of the school district or open-enrollment charter school to be effective on the earliest date written above by a person authorized to bind the district.

Typed Name Dr. Criselda Valdez

\_\_\_\_\_  
Authorized Signature

Typed Title Interim Superintendent

## Appendix One Assurances

The definition of terms of the application applies to this Appendix One, Assurances. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

**Page limit: Submit no additional pages for Appendix One. All information requested must be included with this form.**

The district agrees to enroll only eligible students to participate in an OFSDP authorized under this application. A student is eligible to participate in an OFSDP authorized under the TEC, §29.0822, if:

1. the student meets one of the following conditions:
  - the student is at risk of dropping out of school, as defined by the [TEC, §29.081](#); or
  - the student is attending a campus implementing an approved innovative campus plan; or
  - the student is attending a community-based dropout recovery education program, as defined by the [TEC, §29.081\(e-1\) or \(e-2\)](#); or
  - the student is attending a campus with an approved early college high school program designation as defined by the [TEC, §29.908](#); or
  - the student, as a result of attendance requirements under the [TEC, §25.092](#), will be denied credit for one or more classes in which the student has been enrolled.

and

2. there is an agreement in writing to the student’s participation
  - by the student, if the student is over 18 years of age; or
  - by the student and the student’s parent or person standing in parental relation to the student, if the student is less than 18 years of age and not emancipated by marriage or court order.

The district agrees:

1. to administer mandatory assessment instruments during the regular assessment cycle to students enrolled in OFSDPs;
2. to ensure all instructional materials and facilities are comparable or exceed the required standards for students in similar programs;
3. that the students participating in an OFSDP will not be isolated from other academic and vocational programs of the school district and that all students will have access to school counselors for pre- and post-entry counseling, academic or personal counseling, and career counseling;
4. to provide faculty and administrators with baccalaureate or advanced degrees, highly qualified staff, and certified teachers as required by 19 Texas Administrative Code §129.1027 for the program;
5. to adopt a policy that does not penalize students participating in an OFSDP in accordance with the 90% rule (TEC, §25.092[a]) or the 75% to 90% rule for class credit (TEC, §25.092[a-1]);
6. to adopt a policy to require students to attend regularly scheduled instruction for the OFSDP with penalties for nonattendance including filing truancy charges, if appropriate;
7. to track the number of minutes the student receives instruction each day and to comply with applicable sections of the [Student Attendance Accounting Handbook](#).

8. to comply with all reporting requirements established by the TEA;
9. not to discriminate based on disability, race, color, national origin, religion, or sex; and
10. to prohibit a student participating in an OFSDP from participating in a competition or other activity sanctioned or conducted under the authority of the UIL unless the student meets all UIL eligibility requirements.

**AGREED** and accepted terms and conditions of Appendix One on behalf of the school district or open-enrollment charter school by persons authorized to bind the district.

Iris Iglesias, President; Phone # (956)323-5505

Name, Title, and Telephone Number of School Board President

June 19, 2024

Signature of SchoolBoard President

Date

Dr. Criselda Valdez, Interim Superintendent; Phone # (956)323-5505

Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

June 19, 2024

Signature of Person Authorized to Bind the District or Charter School

Date

**Appendix Two**  
**Board Approval**

The definition of terms of the application applies to this Appendix Two, Board Approval. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

**Page limit: Submit no additional pages for Appendix Two. All information requested must be included with this form.**

1. The board of trustees of the school district or the governing board of the open-enrollment charter school **agrees to include the OFSDP as an item on the agenda** concerning the proposed application.
  
2. The board of trustees of the school district or the governing board of the open-enrollment charter school must discuss the progress of the program before applying to operate an OFSDP.

The proposed OFSDP application was on the agenda and discussed at the board meeting conducted on:

Month: June

Day: 19

Year: 2024

Time: 6:30 p.m.

Location: Mission CISD Board Room; 925 E U.S. Business 83, Mission, TX 78572

**Agreed and accepted on behalf of the school district or open-enrollment charter school by persons authorized to bind the district.**

Iris Iglesias, President; Phone # (956)323-5505

Name, Title, and Telephone Number of School Board President

June 19, 2024

Signature of School Board President

Date

Dr. Criselda Valdez, Interim Superintendent; Phone # (956)323-5505

Name, Title, and Telephone Number of District Superintendent or Charter School Chief Operations Officer

June 19, 2024

Signature of Person Authorized to Bind the District or Charter School

Date

## Appendix Three

### Attendance and Compliance Procedures of Proposed Program

The definition of terms of the application applies to this Appendix Three, Attendance and Compliance Procedures of Proposed Program. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

**Page limit: Submit a separate PDF document to concisely provide the information below, labeled with the corresponding number, for Appendix Three. All information requested must be included with this form and should be reviewed by the District PEIMS Coordinator prior to submission.**

1. Describe the program goals and objectives.
2. Indicate the proposed schedule offered to students participating in the OFSDP, including days of the week and times.
3. Provide an outline of staff positions and resource personnel (teachers, administrators, counselors, support staff, etc.) associated with the program. Include contact hours each staff position will be obligated to the program.
4. Describe the procedures for identifying students, including how the school confirms and documents student eligibility and obtaining student and parental consent for OFSDP participation.
5. Indicate the estimated number of OFSDP students that will be served per teacher.
6. **If** the OFSDP program will offer special education, career and technology education, pregnancy-related services, or bilingual education, indicate how services will be provided, the teacher certification standards in each program area, and how services will comply with the [Student Attendance Accounting Handbook](#).
7. OFSDP requires a teacher of record to record the actual number of students’ instructional minutes on any given day. NOTE: absences and days present do not exist in the OFSDP

Explain the following:

- a. How the classroom teacher will verify the number of instructional minutes a student receives each day.
- b. How the district will ensure that minutes for students who did not attend a minimum of 45 minutes on a particular day are not reported for funding.
- c. How the district will ensure that students transferring from the traditional program (ADA Codes 0-6) to OFSDP (ADA Codes 7-8) will not generate more than one ADA in total for the school year and that students will not receive more than 10,800 minutes per course. It is recommended that the district apply the following formula to determine the maximum OFSDP minutes a student is eligible = (Calendar School Days - Traditional Days Present) x 240.
- d. How the district will ensure that students are not coded in a traditional program on the same day that the student is accumulating OFSDP instructional minutes.
- e. How the district will ensure that attendance practices and records comply with Sections 2.2.3 and 11.6 of the [Student Attendance Accounting Handbook](#).
- f. How Student Detail Audit reports for the OFSDP track will be reviewed and certified each six-week attendance reporting period.

8. If eligible OFSDP students participate in a credit recovery program offered in the summer, funding is limited to the attendance necessary for the student to recover class credit. Please describe how attendance will be monitored to ensure additional minutes are not reported for funding.
9. If students are attending a community-based dropout recovery education program as defined by TEC, §29.081 (e-1) or (e-2):
  - a. Will the district operate the dropout recovery education program or utilize an education management organization? If services will be contracted, please provide the organization name, accreditation status and the name of the accrediting agency.
  - b. Indicate how students will be offered or provided referrals for mental health services.
10. If students are attending a dropout recovery program offered in a remote or hybrid setting, as defined by TEC, §29.081 (e-2):
  - a. Describe the curriculum credentials, certifications, or other course offerings that relate directly to employment opportunities in the state.
  - b. Describe the individual learning plan or process used to monitor each student's progress.
  - c. Indicate how students will be served by an academic coach and local advocate.
  - d. Indicate the date of the month that monthly student progress reports will be provided to the student's school district.
  - e. Provide the location and a brief description of the in-person student engagement center.

## Appendix Four District Contacts

The definition of terms of the application applies to this Appendix Four, Contact(s) Sheet. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

Page limit: Submit no additional pages for Appendix Four. All information requested must be included with this form.

### District Contacts for the Application

District/Charter School Superintendent:	Dr. Criselda Valdez
Mailing Address:	1201 Bryce Drice
City, State, Zip Code:	Mission, Texas 78572
Telephone Number:	(956)323-5505
Email Address:	criselda.valdez@mcisd.org

District PEIMS Coordinator:	Ruben Lopez
Email Address:	rlopez94@mcisd.org

OFSDP Contact Name:	Joel Garcia
Email Address:	joel.garcia@mcisd.org

OFSDP Contact Name:	Blanca Lopez
Email Address:	bilope20@mcisd.org

***NOTE: Most of the contact for the approved OFSDP is done via email. A valid email address(es) must be submitted on this form. Provide the full name(s) of the person(s) who is (are) the email contact(s) to ensure that the TEA has accurate information.***

## Appendix Five Participating Campuses, Student Eligibility, and Period of Agreement

The definition of terms of the application applies to this Appendix Five, Participating Campuses, Student Eligibility, and Period of Agreement. The school district or open-enrollment charter school hereinafter called “district” does hereby certify and agree to the following conditions of the agreement.

**Page limit: Submit no additional pages for Appendix Five. All information requested must be included with this template and submitted in a separate Excel file.**

Download and complete Appendix 5, which can be found on the [OFSDP webpage](#) under the *Applications and Templates* section.

Once completed, email the following to [OPFLEX@tea.texas.gov](mailto:OPFLEX@tea.texas.gov):

1. The application (in PDF file format)
2. Appendix Three (in PDF file format)
3. Appendix Five (in MS Excel file format)

**\*All file names should include the district/charter school’s name**

**SUBJECT:** Award Contract for Reading Intervention 6<sup>th</sup> - 8<sup>th</sup> Program #210-25-2

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Reading Intervention 6<sup>th</sup> – 8<sup>th</sup> Program services to meet the District’s needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 8
- 2. Number of responses planning to award: 1

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

**RECOMMENDATION**

Administration recommends awarding the contract to Istation.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Sharon A. Roberts Deputy Superintendent Curriculum & Instruction  
Anabel Garza, Coordinator for Purchasing



# Mission C.I.S.D.

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2024 Term Contract:	Reading Intervention 6 <sup>th</sup> – 8th #210-25-2
Awarded To:	1. <u>Istation</u>
Term:	One Year
Term Period:	July 2024 – June 2025

<b>TABULATIONS</b>							
	<b>AVERAGE SCORES</b>						
<b>Criteria</b>	<b>Istation</b>	<b>Liberty Source (LION)</b>	<b>McGraw Hill (Achieve 3000)</b>	<b>Mindplay</b>	<b>Beable</b>	<b>Curriculum Associates (i-Ready)</b>	<b>Read Naturally</b>
Cost of service/product (per year)	\$63,110.00	\$51,724.00	\$164,815.00	\$105,000.00	\$136,000.00	\$90,160.00	\$27,292.00
Price of service/product (rubric points - 40 max)	17.0	21.0	7.0	10.0	8.0	12.0	40.0
Program is aligned to TEKS for each respective grade level	5.4	2.4	4.1	2.2	4.0	3.9	3.4
Screeners available for BOY, MOY, EOY	5.2	2.4	4.0	2.1	4.0	4.2	1.7
Assessments measure critical areas of reading development	5.4	2.4	4.2	2.2	4.0	3.7	1.6
Program provides prescriptive web-based/interactive reading lessons	5.6	2.4	4.3	2.2	4.2	3.9	1.7
Assessments are adaptive, adjusting the difficulty of the content based on each student's performance	5.6	2.8	4.7	2.3	4.1	4.1	1.8
Program provides targeted grammar and writing skill development and provides practice opportunities	5.2	2.3	4.3	2.4	3.7	3.8	1.7
Program provides opportunities to practice writing constructed responses (short and extended)	4.8	2.3	4.8	2.2	3.2	3.4	1.7
Writing assessments mirror STAAR redesign writing modes (informational, argumentative, correspondence)	5.1	2.6	4.7	2.2	3.3	3.6	1.4
Usage and growth reports available at various levels (teacher, campus, district)	5.6	3.0	5.0	2.8	4.4	4.4	2.4
Past relationship with vendor	5.4	1.7	5.2	1.7	2.8	3.4	1.7
<b>TOTAL SCORE</b>	<b>70.3</b>	<b>45.4</b>	<b>52.3</b>	<b>32.4</b>	<b>45.8</b>	<b>50.4</b>	<b>59.0</b>
<b>RANK</b>	<b>1</b>	<b>6</b>	<b>3</b>	<b>7</b>	<b>5</b>	<b>4</b>	<b>2</b>
Total number of First choice votes	7	1	0	0	0	1	0
Total number of Second choice votes	1	0	1	0	5	2	0
Total number of Third choice votes	0	0	8	0	0	0	1
<b>TOTAL SCORE</b>	<b>7.5</b>	<b>1</b>	<b>2.5</b>	<b>0</b>	<b>2.5</b>	<b>2</b>	<b>0.25</b>
<b>RANK</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>6</b>

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Note that the committee did not vote on the RFP submitted by Prep Academy Tutors USA because the vendor did not meet the criteria of being a adaptive, software-based intervention program. All of the other vendors met that essential component.

## Committee Members

Name	Position
Anna Hernandez	teacher
Beatriz Garcia	teacher
Monica Lara Mendoza	literacy coach
Yvette Nevarez	teacher
Jessica Dominguez	principal
Cecilia Villarreal-Rodriguez	teacher
Brenda Betancourt	principal
Amy Tarantola	assistant principal
Adan Ramirez	principal

**SUBJECT:** Approval of the Mission Consolidated Independent School District Budget for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025

**PRESENTER:** Joel Garcia, Deputy Superintendent for Business and Support Services

**BACKGROUND INFORMATION**

Sections 44.002 through 44.006 of the Texas Education Code establish the legal basis for the budget development in school districts. The District’s budget must be prepared by June 19th. This date is set by the State Board of Education. The Board President must call a public hearing of the Board of Trustees, giving ten days public notice in a newspaper, for the adoption of the District’s budget. The District published the notice on June 7, 2024 in the Progress Times. Any taxpayer in the district may be present and participate in the meeting. The budget must be legally adopted by June 30, 2024.

House Bill 5, 83<sup>rd</sup> Legislative Session, requires school districts to separately budget and prioritize state compensatory education funding and any other funding necessary to sufficiently support the cost of additional accelerated instruction for students who fail to perform satisfactorily on an end of course assessment instrument.

House Bill 3 (HB3) was passed by the 86<sup>th</sup> Legislature and signed into law on June 11, 2019 by Governor Greg Abbott. HB3 requires school districts to reduce the maintenance and operations (M&O) tax rate in accordance with the Education Code and Tax Code. The District is required to submit property value information to the Texas Education Agency (TEA) in August once Hidalgo County Certified Values are available. These values will determine the District’s Maximum Compressed Rate (MCR) and TEA will provide this rate to Mission CISD.

**ADMINISTRATIVE CONSIDERATIONS**

The budget must be prepared and approved at least at the fund and function levels to comply with the State’s legal level of control mandates. The budget was developed using an Average Daily Attendance of 13,113 students.

Budgets for the General Fund and Debt Service Fund must be adopted by the Board. All other budgets are presented for information purposes only and are not subject to Board approval.

**FUNDING SOURCE AND AMOUNT:**

State Compensatory Education - Accelerated Instruction funds: \$375,808\*

General Fund Budget: \$194,260,607

Debt Service Fund Budget: \$12,440,668

\* Amount included in the General Fund Budget

**RECOMMENDATION:**

Approval of the Mission Consolidated Independent School District Budget for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025.

- A. Approval of the State Compensatory Education - Accelerated Instruction funds in the amount of \$375,808
- B. Approval of the General Fund Budget of: \$194,260,607 and Debt Service Budget of \$12,440,668 for a total budget of \$206,701,275.

**CONTACT PERSON (S)**

Joel Garcia, Deputy Superintendent for Business and Support Services  
Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance



2024 - 2025 Proposed Budget

		<b>GENERAL FUND 1XX</b>	<b>DEBT SERVICE 599</b>	<b>TOTAL</b>
<b>REVENUES</b>				
LOCAL OTHER SOURCES	5700	\$ 30,031,602	\$ 9,630,237	\$ 39,661,839
STATE SOURCES	5800	137,776,428	2,810,431	140,586,859
FEDERAL SOURCES	5900	16,601,482	-	16,601,482
TOTAL REVENUES		<u>\$ 184,409,512</u>	<u>\$ 12,440,668</u>	<u>\$ 196,850,180</u>
<b>EXPENDITURES</b>				
11 INSTRUCTION		\$ 103,856,877	\$ -	\$ 103,856,877
12 INSTRUCTIONAL RESOURCE & MEDIA		2,623,139	-	2,623,139
13 CURRICULUM & INSTRUCT STAFF DV		2,671,832	-	2,671,832
21 INSTRUCTIONAL LEADERSHIP		2,920,190	-	2,920,190
23 SCHOOL LEADERSHIP		10,280,356	-	10,280,356
31 GUIDANCE COUNSELING & EVAL SVC		7,118,168	-	7,118,168
32 SOCIAL WORK SERVICES		468,416	-	468,416
33 HEALTH SERVICES		1,934,234	-	1,934,234
34 STUDENT (PUPIL) TRANSPORTATION		5,031,131	-	5,031,131
35 FOOD SERVICE		15,100,838	-	15,100,838
36 EXTRACURRICULAR ACTIVITIES		7,470,258	-	7,470,258
41 GENERAL ADMINISTRATION		6,354,898	-	6,354,898
51 FACILITIES MAINTENANCE & OPS		19,489,179	-	19,489,179
52 SECURITY & MONITORING SERVICES		3,383,593	-	3,383,593
53 DATA PROCESSING SERVICES		3,200,091	-	3,200,091
61 COMMUNITY SERVICES		172,726	-	172,726
71 DEBT SERVICE		1,754,817	12,440,668	14,195,485
81 FAC ACQUISITION & CONSTRUCTION		83,479	-	83,479
95 PAYMENTS JJAEP		20,000	-	20,000
99 OTHER INTERGOV. CHARGES		326,385	-	326,385
TOTAL EXPENDITURES		<u>\$ 194,260,607</u>	<u>\$ 12,440,668</u>	<u>\$ 206,701,275</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES		<u>\$ (9,851,095)</u>	<u>\$ -</u>	<u>\$ (9,851,095)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
OTHER SOURCES	7900	\$ 23,315,171	\$ -	\$ 23,315,171
OTHER USES	8900	(23,315,171)	-	(23,315,171)
TOTAL OTHER FINANCING SOURCES (USES)		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
NET CHANGE IN FUND BALANCE		<u>\$ (9,851,095)</u>	<u>\$ -</u>	<u>\$ (9,851,095)</u>

**SUBJECT:** Approval of New Grant-Funded Employment Position: Stronger Connections Grant Licensed Professional Counselor Associate

**PRESENTER:** Joel Garcia, CPM, Deputy Superintendent for Business and Support Services

### **BACKGROUND INFORMATION**

The district applied for and received a \$1.2 million Stronger Connections Grant for 2024-2025 and 2025-2026, which is to support systemic change in the way that schools address and respond to bullying, violence, and acts of hate. The grant supports academic and non-academic needs of students by providing safe, inclusive, and supportive learning environments while addressing mental, behavioral, emotional, and physical health and well-being of students. The grant funds two licensed professional counselors, two social workers, and one Licensed Professional Counselor. The district does not have a Licensed Professional Counselor Associate, so a new grant-funded position is needed. The grant will fund the Licensed Professional Counselor Associate at a Pay Grade 4.

### **ADMINISTRATIVE CONSIDERATIONS**

Approval of New Grant-Funded Employment Position: Stronger Connections Grant Licensed Professional Counselor Associate

### **FUNDING SOURCE**

Stronger Connections Grant Funds

### **RECOMMENDATION**

Approval of New Grant-Funded Employment Position: Stronger Connections Grant Licensed Professional Counselor Associate

### **CONTACT PERSON (S)**

Joel Garcia, CPM, Deputy Superintendent for Business and Support Services  
Dr. Sharon Roberts, Deputy Superintendent for Curriculum & Instruction  
Elisa Pacheco, Director for Human Resources  
Jesse Trevino, Director for Guidance, Counseling, and Mental Health



## Office of Human Resources

### JOB DESCRIPTION

<b>Job Title:</b>	Stronger Connections Grant - Licensed Professional Counselor Associate (LPC-Associate)	<b>Wage/Hour Status:</b>	Exempt
<b>Reports to:</b>	Director for Guidance & Counseling	<b>Pay Grade:</b>	AP-04
<b>Dept./School:</b>	Guidance & Counseling Dept	<b>Length of Work Year:</b>	207
<b>Funding:</b>	289-31-6118-STR-897-00-0-00-2024 Stronger Connections Grant-2 Year Cycle	<b>Date Revised:</b>	5/23/2024

#### PRIMARY PURPOSE:

Identify and assist students and their families, and school systems in overcoming barriers that interfere with learning through the use of assessment, counseling, consultation, and coordination of school and community resources. Organize and implement counseling services in treating mental, behavioral, and emotional problems and disorders.

#### QUALIFICATIONS:

##### Education/Certification:

1. Master's Degree or higher
2. Must hold current License as a LPC Associate in Texas

##### Special Knowledge/Skills/Abilities:

1. Must be able to manage a student caseload for multiple campuses simultaneously
2. Thorough knowledge of social services and programs available to meet a range of mental health, physical health, academic, and social service needs, as well as knowledge of state, local, and federal laws impacting the lives of students (e.g. laws regarding child abuse and neglect).
3. Ability to conduct interventions within a broad range of settings in a professional manner and with acumen.
4. Must be able to work independently demonstrating persistence, self-motivation, and excellent communication, organizational and time management skills.
5. Ability work effectively within a multidisciplinary team, maintain appropriate boundaries, and serve as a liaison between school and community.

##### Experience:

1. A minimum of one to two years of successful work experience in general mental health and behavioral counseling including crisis intervention and/or trauma counseling.
2. One year experience working with PK-12 and/or college students (preferred)
3. Experience in crisis response

## **MAJOR RESPONSIBILITIES AND DUTIES:**

### **Instructional Management**

1. Conducts assessments of students and families with the goal of improving student social, emotional, behavioral, and academic outcomes.
2. Conducts reliable and valid assessments of students and families to inform the design of interventions to remove barriers to learning.
3. Assists in curriculum writing for mental health, including instruction about mental health conditions, substance abuse, skills to manage emotions, establishing and maintaining positive relationships, and responsible decision-making; and suicide prevention, including recognizing suicide-related risk factors and warning signs as required by Senate Bill 11 of the 86<sup>th</sup> Legislature.
4. Completes assessment of campus needs to prioritize service delivery.
5. Provides consultation to school personnel, parents/guardians, and community partners for the purpose of enhancing their understanding of student needs, developing effective interventions, and building school capacity.
6. Cooperates with administrators and teachers to provide guidance on appropriate classroom placement as well as assisting in procedures for grouping of students.
7. Assists in the 504/special education referral process, developing behavioral intervention plans and participate in the 504/ARD meetings when appropriate.

### **School/Organizational Climate**

8. Communicates effectively and maintains a professional relationship with colleagues, students, parents, and community members.
9. Serve on threat assessment and safe and supportive school team.

### **School/Organizational Improvement**

10. Provides counseling, consultation, and coordination of services to meet mental health needs of the student.
11. Counsels and serves as a resource for parents/guardians on problems affecting the educational, physical, emotional, or social growth of the student.
12. Provides behavioral counseling including crisis intervention and addressing mental health issues.
13. Develops and provides staff development in the areas of crisis intervention/counseling and mental health/behavioral issues such as alcohol/substance abuse, suicide prevention, grief and trauma-informed practices, mental health or psychological first aid, medications, bullying prevention, healthy relationships, internet safety, child/sexual/physical/emotional abuse, and training related to the safe and supportive school program.
14. Supports school counselors and school resources officers identifying students who may be at risk of hurting themselves or others and to establish a safe mental health placement for student (Section 26 & 28).

### **Administration and Fiscal/Facilities Management**

15. Complies with district policies, as well as state and federal guidelines.
16. Implements programs within budget limits.

### **Student Management**

17. Works cooperatively with principal, attendance clerks and attendance officers to provide information concerning students.
18. Provides support with issues including substance abuse, bullying, anger management, careers, depression, relationships, LGBTQ issues, self-image, stress and suicide.
19. Utilizes effective counseling techniques with individual, classroom, and/or groups of students to provide assistance in meeting educational, occupational, and mental health needs.
20. Provides crisis counseling and consultation to students and their families.
21. Keeps counseling relationship confidential except when the student's condition requires intervention in accordance with policy.
22. Develops counseling plans and goal setting for students.
23. Conferences with students, teachers, and parents concerning failing grades and work for improvement.
24. Recruits for and/or coordinate special interests programs.
25. Initiates schedule changes to accommodate needs of students.

26. Assists students through crises and life challenges they face in connection with mental health, developmental disabilities and addiction diseases.

**Professional Growth and Development**

27. Attends in-services, workshops and participates in local, state and national professional organizations.  
28. Conducts oneself in a professional, ethical manner in accordance with board policies, administrative regulations and employee handbook; complies with TEA code.

**School/Community Relations**

29. Cooperates in the role of licensed professional counselor associate with appropriate agencies, community groups, and school organizations.  
30. Organizes and conducts parent meetings when there is an interest or need.  
31. Works cooperatively with and coordinates the use of community referral services.

**Other**

32. Performs all duties in a safe manner to avoid injury to oneself and/or others.  
33. Performs other duties as requested by immediate supervisor.

**SUPERVISORY RESPONSIBILITIES:**

None

**WORKING CONDITIONS:**

**Mental Demands/Physical Demands/Environmental Factors:**

**Tools/Equipment Used:** Personal computer and peripherals; standard instructional equipment

**Posture:** Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:** Frequent walking

**Lifting:** Regular light lifting and carrying (less than 15 pounds); may lift and move text books and classroom equipment

**Environment:** Work inside, may work outside; regular exposure to noise

**Mental Demands:** Maintain emotional control under stress; work prolonged or irregular hours

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. I understand that this position is contingent upon a specific U.S. Department of Education grant that has been awarded to the MCISD and does not further obligate the MCISD to employ the applicant once the grant has ended. I understand the requirements and acknowledge that I have received a copy of this job description.

Employee's Signature: \_\_\_\_\_

Date \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

Date \_\_\_\_\_

The Mission Consolidated Independent School District does not discriminate against any employee or applicant for employment because of race, color, gender, age, national origin, disability, military status, or on any other basis prohibited by law.

**SUBJECT:** Award Purchase of Ballistic Shields, Buyboard #670-22  
**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Ballistic Shields to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The purchase will be made using an Inter-local Purchasing Co-op. Using an Inter-local Purchasing Co-op complies with purchase requirements of TEC 44.031(a)(4) and local board policy requiring an approved purchasing method for contracts valued at \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 3
- 2. Number of vendors planning to award: 1

**FUNDING SOURCE AND AMOUNT**

Respective department budget

Estimated \$169,711.00

**RECOMMENDATION**

Administration recommends awarding the contract to Galls.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda Director for Safety and Security/Emergency Mgmt  
Anabel Garza, Coordinator for Purchasing



# Mission C.I.S.D.

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2024 Term Contract:	Ballistic Shields BuyBoard #670-22
Awarded To:	1. <u>Galls</u>
Term:	One-time Purchase
Term Period:	June 2024 – Completion



**MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
QUOTE TABULATION FORM**

DATE: 5/23/24

REQ NO.

DEPARTMENT/CAMPUS: Safety and Security Dept

VENDOR NAME:		Patriot 3					Galls					Guardian				
		Contact Name:		Phone #			Contact Name:		Phone #			Contact Name:		Phone #		
		Davide Tylar		540-891-7353			NA		1-800-876-42421			NA		413-858-8880		
Qty	Detailed Desc. - color, size, etc.	Page No.	Quoted Price	Sub-total	Disc. %	Total	Page No.	Quoted Price	Sub-total	Disc. %	Total	Page No.	Quoted Price	Sub-total	Disc. %	Total
22	PBE VANGUARD L 21 X 36 W VIEWPORT & LIGHT LEVEL 3 BALLISTIC SHIELD			0.00		0.00		7,614.12	167,510.64		167,510.64		10,500.00	231,000.00		231,000.00
1	Shipping Fee			0.00		0.00		2,200.00	2,200.00		2,200.00		273.00	273.00		273.00
22	Hardline NIJ3 Ballistic 3 Shield		4,400.00	96,800.00		96,800.00			0.00		0.00			0.00		0.00
22	Light System Hardline NIJ3		500.00	11,000.00		11,000.00			0.00		0.00			0.00		0.00
1	Freight		695.64	695.64		695.64			0.00		0.00			0.00		0.00
				0.00		0.00			0.00		0.00			0.00		0.00
				0.00		0.00			0.00		0.00			0.00		0.00
				0.00		0.00			0.00		0.00			0.00		0.00
				0.00		0.00			0.00		0.00			0.00		0.00
				0.00		0.00			0.00		0.00			0.00		0.00
<b>GRAND TOTAL</b>						108,495.64					169,710.64					231,273.00

If not using lowest vendor, please explain why:

Galls is an established vendor with a reputable history, and is also a member of BuyBoard.

Principal or Administrator Signature: \_\_\_\_\_

Martin V. Castaneda  
Martin V. Castaneda (May 23, 2024 12:05 CDT)

Date: May 23, 2024

Purchasing Department Signature (20K<): \_\_\_\_\_

[Signature]

Date: 5-23-24

**SUBJECT:** Award Contract for Ambulance Services #185-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Ambulance Services to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 1
- 2. Number of vendors awarded for line items: 1

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

Estimated \$50,000

**RECOMMENDATION**

Administration recommends awarding the contract to Lifestar EMS, Inc.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Leticia Ibarra, Athletic Director  
Anabel Garza, Coordinator for Purchasing



# Mission C.I.S.D.

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2025 Term Contract:	Ambulance Services #185-25-0
Awarded To:	1. <u>Lifestar EMS, Inc.</u>
Term:	One Year
Term Period :	July 2024 – June 2025



Mission Consolidated Independent School District  
 Tabulation Form  
 Ambulance Services 185-25-0

			LIFESTAR EMS, INC.		
			Vendor #		
			Moises Segovia		
			956-660-6543		
			<a href="mailto:lifestarems.rgv@gmail.com">lifestarems.rgv@gmail.com</a>		
			Total Cost Selected #		
			\$800.00		
			4		
#	Items	Quantity Required	Unit Price	Notes	Total Cost
#0-1	Jr High Events - For Football, Will be stationed at two of the Junior High campuses on a weekly rotation schedule while also being on-call for the other two campuses.	1	\$200	\$200/hr per BLS Ambulance	\$200
#0-2	Sub-Varsity Events – Price for sub-varsity event at an Advance Life Support level of care with on-call support to one other high school campus	1	\$200	\$300/hr per ALS Ambulance	\$200
#0-3	Varsity Events – Price for a varsity event at an Advance Life Support or higher level of care with no on-call support to other locations	1	\$200	\$400/hr per MICU Ambulance	\$200
#0-4	Multiple Events – Price for multiple events at the same site, on the same day (for all events)	1	\$200	\$400/hr per MICU Ambulance	\$200

**SUBJECT:** Award Contract for Athletic and Accident Insurance #460-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

Mission CISD currently provides a basic excess student athletic insurance for its athletes and UIL participants that renews on August 1, 2024. This insurance covers all interscholastic football and all other interscholastic sports activities, for both boys and girls. Coverage includes all sponsored games, scrimmages, practices, and supervised group travel activities. In addition, the insurance provides coverage for all activities under UIL competition (i.e. cheerleading, band, ROTC, FFA, and vocational). Benefits are provided for accidental injuries for which medical treatment by a physician, surgeon, dentist, registered nurse, hospital services, or X-rays are rendered.

The student athletic insurance will become the primary insurance carrier when an athlete has no insurance or has coverage with CHIPS or Medicaid. When an athlete has private insurance, the student athletic insurance will become the secondary insurance.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a) requiring an approved method of procurement for expenditures of similar categories valued at an annual aggregate cost of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- |   |   |
|---|---|
| 1. Number of responses received:        | 3 |
| 2. Number of vendors planning to award: | 1 |

**FUNDING SOURCE AND AMOUNT**

General Funds

Estimated Budget	\$250,000
------------------	-----------

**RECOMMENDATION**

Administration recommends awarding the contract to Texas Insurance Service Center, Inc.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Sylvia Cruz, Director for Payroll, Employee Benefits, and Risk Mgmt  
Anabel Garza, Coordinator for Purchasing

Bid Evaluation Matrix		Vendors		
		Covergame USA Inc. dba Monarch Management	Texas Insurance Service Center Inc / The Brokerage Store	Student Insurance Plans
Criteria	Weight			
<b>Price of service/product (40 points)</b>		\$ 237,340.00	\$ 245,348.00	\$ 242,134
Base Proposal	40	40	38.69	39.21
<b>Meet District's needs (60 points)</b>				
Vendor's reputation	15	10	15	12
Reputation and quality of the vendor's goods or service	15	15	15	12
The extent to which the goods or services meet the District's needs	20	18	20	20
Vendor's past relationship/performance with the District	5	3	5	0
References provided	5	5	5	5
<b>Total</b>	<b>100</b>	91	99	88

**Committee Members:** \_\_\_\_\_ **Date:** 6/3/24

Sylvia Cruz - Director for Employee Benefits & Risk Management

Leticia Ibarra - Athletic Director

Laura Armendariz - Athletic Trainer

Timothy Ferren - Athletic Trainer

Kim Reynolds - Athletic Trainer

Notes:

**Covergame USA Inc-** Initially submitted a one-year benefit plan, whereas the RFP requested a two-year benefit plan.

Responses to follow up questions were not timely, and not all questions were answered.

Received fewer points for vendor's past relationship/ performance with the District due to changes in servicing vendors, impacting their past relationship with the District.

**Student Insurance Plan-** District does not have prior experience with this vendor or their services.

**SUBJECT:** Award Contract for Copier Lease Services #190-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Copier Lease Services to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- |                                  |   |
|----------------------------------|---|
| 1. Number of responses received: | 6 |
| 2. Number of vendors awarded:    | 1 |

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

Estimated \$50,000

**RECOMMENDATION**

Administration recommends awarding the contract to Ricoh.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Noe Pena, Director for Technology Systems  
Anabel Garza, Coordinator for Purchasing



# Mission C.I.S.D.

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2025 Term Contract:	Copier Lease Services #190-25-0
Awarded To:	1. <u>Ricoh</u>
Term:	Three Year
Term Period:	July 2024 – June 2025



Mission Consolidated Independent School District  
 Tabulation Sheet  
 Copier Lease Services RFP# 190-25-0

VENDOR		Copy Graphics Inc.						Dahill Office Technology						Ricoh					
		Contact Name: David Valdez Phone # 959-631-0205 Email: dvaldez@copyg.com						Contact Name: Dana Daniels Phone # 210-805-8200 x 10508 Email: dana.daniels@xerox.com						Contact Name: Aissa Acevedo Phone # 956-607-6465 Email: Aissa.Acevedo@Ricoh-USA.com					
Qty	Detailed Desc	Note	Monthly Fee	Sub-total	Black and White (per copy)	Color (per copy)	Overages	Note	Monthly Fee	Sub-total	Black and White (per copy)	Color (per copy)	Overages	Note	Monthly Fee	Sub-total	Black and White	Color	Overages (per copy)
15	Item #1 Low Volume Copier - Rental	Service Plan includes parts, labor toners, and drums.	\$ 32.65	\$ 489.75	\$ 0.0180	\$ 0.0800		BW Service and Supply Structure (included in pricing) Includes all OEM toner, parts, and services with the exception of paper. All labor and preventative maintenance.	\$ 46.08	\$ 691.20	Unlimited	\$ 0.035		Maintenance: 40,000,000 BW Annually & Color. Includes all toner, parts, labor, service calls, and staple refills, preventative Maintenance. Excludes paper.	\$ 39.87	\$ 598.05	\$10.75		BW-\$0.0039 Color \$0.035
70	Item #2 Mid Volume Copier - Rental	Service Plan includes parts, labor toners, and drums. Excludes staples. Staples provided at \$45.00 for 15,000 count box.	\$ 150.95	\$ 10,566.50	\$ 0.0088	\$ 0.0455		BW Service and Supply Structure (included in pricing)	\$ 221.51	\$ 15,505.70	Unlimited	\$ 0.035			\$ 92.96	\$ 6,507.20	\$ 15.60		BW-\$0.0039 Color \$0.035
43	Item #3 High Volume Copier - Rental	Service Plan includes parts, labor toners, and drums. Excludes staples. Staples provided at \$85.00 for 15,000 count box.	\$ 229.75	\$ 9,879.25	\$ 0.0046			BW Service and Supply Structure (included in pricing)	\$ 550.12	\$ 23,655.16	Unlimited	\$ 0.035			\$ 182.44	\$ 7,844.92	\$ 230.10		BW-\$0.0039 Color \$0.035
5	Item #4 High Volume Production Copier - Rental	Service Plan includes parts, labor toners, and drums. Excludes staples. Staples provided at \$85.00 for 15,000 count box.	\$ 224.58	\$ 1,122.90	\$ 0.0046			BW Service and Supply Structure (included in pricing)	\$ 801.77	\$ 4,008.85	Unlimited	\$ 0.035			\$ 592.88	\$ 2,964.40	\$ 391.04		180 BW-\$0.0039 Color \$0.035
<b>Total</b>				\$ 22,058.40						\$ 43,860.91		\$ 8,363.15			\$ 17,914.57	\$ 13,102.75	Cost of Maintenance		

\$ 201.02 \$ 613.92  
 \$ 3,780.21 \$ 8,406.40 \$ 46,919.81  
 \$ 11,859.86 \$ - \$ 52,224.06  
 \$ 15,841.09 \$ 9,020.32 \$ 31,017.32

Note:	Monthly	
	BW	Color
Low volume estimated usage	931	640
Med volume estimated usage	35,798	15,396
High volume estimated usage	214,977	3,877
<b>TOTAL</b>	<b>251,706</b>	<b>19,913</b>

	Yearly	
	BW	Color
	11,168	7,674
	429,569	184,756
	2,578,230	46,517
<b>TOTAL</b>	<b>3,018,967</b>	<b>238,947</b>

Note:  
 Copy Graphics did not provide a price per color copy on high and production-volume copiers.

Mission Consolidated Independent School District  
 Tabulation Sheet  
 Copier Lease Services RFP# 190-25-0

VENDOR		Toshiba Business Solutions						Total Imaging Solutions Inc.						Ubeo, LLC						
		Contact Name: Roberto Arteaga Jr.						Contact Name: Silver Esparza						Contact Name: Andrew Colino						
		Phone # 956-463-6802						Phone # 956-578-4732						Phone # 956-551-6678						
		Email: roberto.arteafr@toshiba.com						Email: sesparza@tistx.us						Email: acolino@ubeo.com						
Qty	Detailed Desc	Note	Monthly Fee	Sub-total	Black and White (per copy)	Color (per copy)	Overages (per copy)	Note	Monthly Fee	Sub-total	Black and White (per copy)	Color (per copy)	Overages (per copy)	Note	Monthly Fee	Sub-total	Black and White (per copy)	Color (per copy)	Overages (per copy)	
15	Item #1 Low Volume Copier - Rental	Service includes all parts, labor, staples, travel, toner, and supplies, except paper.	\$ 56.05	\$ 840.75	\$ 0.00403	\$ 0.04803		40,000,000 BW Copies. Maintenance, travel time, parts, labor, toner, and staples. Excludes paper.	\$ 108.71	\$ 1,630.65		\$ 0.08		Overages for BW copies will be billed at \$0.004 only after the full amount of copies has been depleted.	Annual aggregate allowance of 40,000,000 pooled BW copies already built into the pricing. Maintenance includes all toner, staples, parts, and labor.	\$ 75.86	\$ 1,137.90		\$ 0.0425	BW-\$0.0039
70	Item #2 Mid Volume Copier - Rental		\$ 130.91	\$ 9,163.70	\$ 0.00403	\$ 0.04803			\$ 278.57	\$ 19,499.90		\$ 0.08			\$ 171.62	\$ 12,013.40		\$ 0.0425		
43	Item #3 High Volume Copier - Rental		\$ 142.53	\$ 6,128.81	\$ 0.00403	\$ 0.04803			\$ 447.94	\$ 19,261.42		\$ 0.08			\$ 534.62	\$ 22,988.66		\$ 0.0425	181	
5	Item #4 High Volume Production Copier - Rental		\$ 360.84	\$ 1,804.20	\$ 0.00403	\$ 0.04803			\$ 753.54	\$ 3,767.70		\$ 0.08			\$ 1,145.35	\$ 5,726.75		\$ 0.0425		
<b>Total</b>				\$ 17,937.46	\$ 12,166.44	\$ 11,476.62			\$ 44,159.67	\$ 19,115.76					\$ 41,866.71	\$ 10,155.25				

\$ 41,580.52

\$ 63,275.43

\$ 52,021.96

Mission Consolidated Independent School District  
 Bid Evaluation Matrix  
 Copiers RFP# 190-25-0

Bid Evaluation Matrix		Vendors					
		Copy Graphics Inc.	Dahill DBA Xerox	Ricoh USA Inc.	Toshiba America	Total Imaging Solutions	UBEO, LLC
Criteria	Weight						
Price of service/product	40	\$46,920.00	\$52,224.00	\$31,017.00	\$41,581.00	\$63,275.00	\$52,022.00
Base Proposal		26	24	40	30	20	24
Reputation of Vendor (References)	15	10	5	13	13	10	10
Meet district's needs							
Quality of the vendor's goods and/or service	10	4	3	8	6	6	7
Quality of Service/Maintenance Plan provided	5	4	2	5	5	4	4
Specifications align with the requirements	5	5	5	5	5	4	5
Technical support/response time	10	6	2	9	8	6	6
Reliability of product	10	3	3	9	9	4	6
Past relationship with district	5	0	2	5	5	0	0
<b>Total</b>	<b>100</b>	<b>58</b>	<b>45</b>	<b>93</b>	<b>81</b>	<b>53</b>	<b>62</b>

**Committee Members:**

Dora Garcia, Director of Budget and Finance  
 Noe Pena, Director for Technology Systems  
 Dimitra Trejo, Director of Public Relations  
 Jose Alberto Gonzalez, E-Rate/Network Manager

Copy Graphics Inc.- After a thorough evaluation, the committee concluded that the brand offered, Kyocera, does not exhibit the same level of reliability and efficiency as other copier brands, particularly in meeting the District's needs.  
 Dahill DBA Xerox- While the vendor currently serves as our print provider, recent assessments suggest that there may be areas where their services could better align with our district's needs, particularly in terms of customer support, device functionality, and other related aspects.  
 Total Imaging Solutions & UBEO, LLC- The cost exceeds the District's budgetary constraints and the equipment fails to align with the specific needs of the District.

**SUBJECT:** Award Contract for Fire Alarm Inspections and Repairs #184-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Fire Alarm Inspections and Repairs to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 4
- 2. Number of vendors awarded for line items: 4

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

Estimated \$50,000

**RECOMMENDATION**

Administration recommends awarding the contract to all vendors listed on the tabulation form.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda, Director for Safety and Security/ Emergency Mgmt  
Anabel Garza, Coordinator for Purchasing



# Mission C.I.S.D.

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2025 Term Contract:	Fire Alarm Inspections and Repairs #184-25-0
Awarded To:	<ol style="list-style-type: none"><li>1. <u>Artcom Communications South LLC dba Starr Telecom</u></li><li>2. <u>Safeguard Fire &amp; Security (Repairs only)</u></li><li>3. <u>Security International Inc (Repairs only)</u></li><li>4. <u>Superior Alarms (Repairs only)</u></li></ol>
Term:	One Year
Term Period :	July 2024 – June 2025



Mission Consolidated Independent School District  
 Tabulation Form  
 Fire Alarm Inspections and Repairs 184-25-0

#	Items	Fire Alarm	Artcom Communications South LLC dba Starr Telecom			Safeguard Fire & Security			Security International, Inc			Superior Alarms		
			Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost
		<b>Total Cost Selected # Selected (\$)</b>	\$13,500.00			\$15,300.00			\$29,700.00			\$15,900.00		
			0			0			0			30		
			\$0			\$0			\$0			\$15,900		
#	Items	Fire Alarm	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost
0														
#0-1	Alton Elementary	DMP - XR550	\$450	Annual	\$450	\$590	Annual	\$590	\$750	Annual	\$750	\$600	Annual	\$600
#0-2	Bryan Elementary	DMP - XR200	\$450	Annual	\$450	\$590	Annual	\$590	\$750	Annual	\$750	\$600	Annual	\$600
#0-3	Cantu Elementary	DMP - XR550	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-4	Castro Elementary	DMP - XR200	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-5	Cavazos Elementary	DMP - XR550	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-6	Escobar Rios Elementary	DMP - XR500N	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-7	Leal Elementary	DMP - XR500N	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-8	Marcell Elementary	DMP - XR200	\$450	Annual	\$450	\$590	Annual	\$590	\$750	Annual	\$750	\$600	Annual	\$600
#0-9	Midkiff Elementary	DMP - XR200	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-10	Mims Elementary	DMP - XR550	\$450	Annual	\$450	\$530	Annual	\$530	\$750	Annual	\$750	\$550	Annual	\$550
#0-11	O'Grady Elementary	DMP - XR200	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-12	Pearson Elementary	DMP - XR200	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-13	Salinas Elementary	DMP - XR500N	\$450	Annual	\$450	\$590	Annual	\$590	\$750	Annual	\$750	\$600	Annual	\$600
#0-14	Waitz Elementary	DMP - XR200	\$450	Annual	\$450	\$430	Annual	\$430	\$750	Annual	\$750	\$450	Annual	\$450
#0-15	Alton Memorial Jr High	DMP - XR550	\$450	Annual	\$450	\$630	Annual	\$630	\$1,600	Annual	\$1,600	\$650	Annual	\$650
#0-16	K White Jr High	DMP - XR200	\$450	Annual	\$450	\$730	Annual	\$730	\$1,600	Annual	\$1,600	\$750	Annual	\$750
#0-17	Mission Jr High	DMP - XR550	\$450	Annual	\$450	\$630	Annual	\$630	\$1,600	Annual	\$1,600	\$650	Annual	\$650
#0-18	Rafael Cantu Jr High	DMP - XR500N	\$450	Annual	\$450	\$630	Annual	\$630	\$1,600	Annual	\$1,600	\$650	Annual	\$650
#0-19	Alternative / Options Academy	DMP - XR200	\$450	Annual	\$450	\$820	Annual	\$820	\$2,500	Annual	\$2,500	\$850	Annual	\$850
#0-20	Mission Collegiate High	DMP - XR550	\$450	Annual	\$450	\$820	Annual	\$820	\$2,500	Annual	\$2,500	\$850	Annual	\$850
#0-21	Mission High	DMP - XR550	\$450	Annual	\$450	\$820	Annual	\$820	\$2,500	Annual	\$2,500	\$850	Annual	\$850
#0-22	Veterans Memorial High	DMP - XR550N	\$450	Annual	\$450	\$820	Annual	\$820	\$2,500	Annual	\$2,500	\$850	Annual	\$850
#0-23	Child Nutrition	DMP XR500N	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
#0-28	Annex Building	DMP - XR550	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
#0-24	Student Services	DMP - XR200	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
#0-25	Record Storage	DMP - XR200	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
#0-30	Transportation	DMP -	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
#0-26	Correa Ag Farm	DMP - XR150	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
#0-27	Central Office	DMP - XR200	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
#0-29	Farmers	DMP -	\$450	Annual	\$450	\$330	Annual	\$330	\$350	Annual	\$350	\$350	Annual	\$350
1														
#1-1	Service Call													
	8:00 AM - 5:00 PM		\$65.00	Per hour		\$65	Per Tech/Per hour		\$82.50	Per hour		\$85.00	Per hour	
	After hours and holidays		\$97.50	Per hour		\$110	Per Tech/Per hour		\$123.75	Per hour		\$127.50	Per hour	
Repairs														
1	The contractor shall provide repair estimate within twenty-four (24) hours.													
2	The contractor shall provide the estimate and obtain approval from the Safety & Security Department of any estimated costs up to \$5,000													
3	The contractor shall not start work until an approved Purchase Order is in place													
4	Any estimated costs of over \$5,000 will need comparable quotes.													

**SUBJECT:** Award Contract for Fire and Security Alarm Monitoring #181-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Fire and Security Alarm Monitoring to meet the District’s needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 4
- 2. Number of vendors awarded for line items: 1

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

Estimated \$50,000

**RECOMMENDATION**

Administration recommends awarding the contract to Artcom Communications South LLC dba Starr Telecom.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda, Director for Safety and Security/ Emergency Mgmt  
Anabel Garza, Coordinator for Purchasing



**Mission C.I.S.D.**  
1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2025 Term Contract:	Fire and Security Alarm Monitoring #181-25-0
Awarded To:	1. <u>Artcom Communications South LLC dba Starr Telecom</u>
Term:	One Year
Term Period:	July 2024 – June 2025



Mission Consolidated Independent School District  
 Tabulation Form  
 Fire and Security Alarm Monitoring 181-25-0

					Safeguard Fire & Security					Security International, Inc					Superior Alarms					Artcom Communications South LLC dba Starr Telecom				
					Vendor #101654					Vendor #10974					Vendor #97913					Vendor #106714				
					Daniel Backhaus					Tanya Wychopen					Alan Yoder					Robert Camargo				
					956-618-7233					956-381-6655					956-682-6005					956-580-1333				
					daniel@safeguardsecurity.us					tanyaw@sialarm.net					alan@superioralarms.com					robertc@artcomsouth.com				
Total Cost Selected #					\$14,040.00					\$14,130.00					\$14,400.00					\$13,680.00				
					0					0					0					0				
#	Items	FireModel	Security Model	Quantity Required	Fire Monitoring Fee	Security Monitoring Fee	Cellular Monitoring Fee	Notes	Total Cost	Fire Monitoring Fee	Security Monitoring Fee	Cellular Monitoring Fee	Notes	Total Cost	Fire Monitoring Fee	Security Monitoring Fee	Cellular Monitoring Fee	Notes	Total Cost	Fire Monitoring Fee	Security Monitoring Fee	Cellular Monitoring Fee	Notes	Total Cost
#0-1	Alton Elementary	SIMENS MXL-IQ	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-2	Bryan Elementary	PYROTRONICS-MXL-IQ	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-3	Cantu Elementary	SILENT KNIGHT-5820 XL	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-4	Castro Elementary	GE/EDWARD S-EST2	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-5	Cavazos Elementary	GE/EST-QS-1	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-6	Escobar Rios Elementary	NOTIFIER-NFS-640	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-7	Leal Elementary	SIEMENS-MXL	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-8	Marcell Elementary	SIEMENS-MXL	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-9	Midkiff Elementary	GE/EST-QS-1	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-10	Mims Elementary	NOTIFIER-NFS-640	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-11	O'Grady Elementary	NOTIFIER-NFS-640	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-12	Pearson Elementary	NOTIFIER-AF-200	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-13	Salinas Elementary	PYROTRONICS-PXL	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-14	Waitz Elementary	DMP-XR2500	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-15	Alton Memorial Jr High	SILENT KNIGHT-5820	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-16	K White Jr High	NOTIFIER-CPU-3030-D	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-17	Mission Jr High	NOTIFIER-AFD-200	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-18	R Cantu Jr High	FIRELITE-MS9600LS	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-19	Alternative High	DMP-XRL200	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-20	Mission Collegiate High	SILENT KNIGHT-5820 XL	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-21	Mission High	SILENT KNIGHT	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-22	Veterans Memorial High	GE/EST3	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-23	Child Nutrition	GE/EST-QS-1	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-24	Annex Building	FIRELITE-MS-5UD	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-25	Student Services	DMP-XR200	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-26	Record Storage	DMP-XR2500F	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-27	Transportation	XR550/NO FIRE ALARM	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-28	Agriculture Building	EX150/NO FIRE ALARM	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-29	Central Office	XR200/NO FIRE ALARM	DMP	1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
#0-30	Farmers			1	\$ 9.50	\$ 9.50	\$ 20	Per Month Rate	\$ 39	\$ 15.75	\$ 13.75	\$ 9.75	Per Month Rate	\$ 39	\$ 10	\$ 10	\$ 20	Per Month Rate	\$ 40	\$ 10	\$ 10	\$ 18	Per Month Rate	\$ 38
<b>TOTAL MONTHLY SUM</b>									<b>\$ 1,170</b>					<b>\$ 1,178</b>					<b>\$ 1,200</b>					<b>\$ 1,140</b>
					Unit Price			Notes	Cost	Unit Price			Notes	Cost	Unit Price			Notes	Cost	Unit Price			Notes	Cost
#0-30	Service Calls (8:00am-5:00pm)			1	\$ 95.00		per tech/per hour	\$ 95.00		\$ 82.50		per hour	\$ 82.50		\$ 85.00		per technician	\$ 85.00		\$ 65.00		per technician	\$ 65.00	
#0-31	Service Calls (after hours and holidays)			1	\$ 110.00		per tech/per hour	\$ 110.00		\$ 123.75		per hour	\$ 123.75		\$ 127.50		per technician	\$ 127.50		\$ 97.50		per technician	\$ 97.50	

**SUBJECT:** Award Contract for Musical Instruments and Supplies #271-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Musical Instruments and Supplies to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 13
- 2. Number of vendors awarded for line items: 13

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

Estimated \$175,000

**RECOMMENDATION**

Administration recommends awarding the contract to all vendors listed on the tabulation form.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Carlos Garcia, Director of Fine Arts  
Anabel Garza, Coordinator for Purchasing



# Mission C.I.S.D.

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2025 Term Contract:	Musical Instruments and Supplies #271-25-0
Awarded To	<ol style="list-style-type: none"><li>1. <u>Focus Camera LLC</u></li><li>2. <u>Guitar Center Stores dba Music and Arts</u></li><li>3. <u>JW Pepper &amp; Son, Inc</u></li><li>4. <u>Jim Melhart Piano and Organ dba Melhart Music Center</u></li><li>5. <u>Music in Motion</u></li><li>6. <u>Shar Products Company</u></li><li>7. <u>Steinway Piano Gallery</u></li><li>8. <u>Sweet Pipes</u></li><li>9. <u>Sweetwater Sound LLC</u></li><li>10. <u>Taylor Music Inc</u></li><li>11. <u>Washington Music Sales Center, Inc</u></li><li>12. <u>Wenger Corporation</u></li><li>13. <u>West Music</u></li></ol>
Term:	One Year
Term Period :	July 2024 – June 2025



Mission Consolidated Independent School District  
 Tabulation Form  
 Musical Instruments and Supplies # 271-25-0

Focus Camera LLC 905 McDonald Ave Brooklyn, NY 11218		Vendor# 718-431-7964 Alba Castillo	<a href="mailto:bids@focuscamera.com">bids@focuscamera.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	5%	Minimum discount 5%, but can go as high as 25%	
Manufacture Price Discount	5%	Minimum discount 5%, but can go as high as 25%	
Custome Price Discount	5%	Minimum discount 5%, but can go as high as 25%	
Internet/Online Price Discount	5%	Minimum discount 5%, but can go as high as 25%	
Shelf Price Discount	5%	Minimum discount 5%, but can go as high as 25%	

Guitar Center Stores dba Music and Arts 5295 Westview Dr. Suite 300 Frederick, MD 21703		Vendor #1615 301-620-4040 Amanda Tieman	<a href="mailto:schools@musicarts.com">schools@musicarts.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	0%	0% off educator discount, which ranges from 0-60% off store pricing	

JW Pepper & Son, Inc 191 Sheree Blvd, PO Box 642 Exton, PA 19341		Vendor #61490 800-345-6296 Anthony T Carollo	<a href="mailto:southwestern@jwpepper.com">southwestern@jwpepper.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	0%	Print catalogs are available upon request but also available digitally on the Pepper website	
Manufacture Price Discount	0%	No discount	
Custom Price Discount	0%	No discount	
Internet/On-Line Price Discount	0%	Items and prices are available on the Pepper website; <a href="http://www.jwpepper.com">www.jwpepper.com</a>	
Shelf Price Discount	0%	No discount	

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Jim Melhart Piano and Organ dba Melhart Music Center 3325 N 10th Street McAllen, TX 78501		Vendor #49790 956-682-6147 Joel Narro	<a href="mailto:Joel@melhart.com">Joel@melhart.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	25%	Discount ranges from 0-25% of MSRP	
Manufacture Price Discount	30%	Discount ranges from 0-25% of MSRP	
Internet/On-Line Price Discount	25%	Discount ranges from 0-25% of MSRP	
Shelf Price Discount	40%	Discount ranges from 0-25% of MSRP	

Music in Motion 1601 E Plano Pkwy, Suite 100 Plano, TX 75074		Vendor #44687 800-445-0649 Kristi Graham	<a href="mailto:bids@musicmotion.com">bids@musicmotion.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	6%	Website serves as company online catalog. Shipping & Handling will be added after bid discount is applied. S&H information can be found on company website: <a href="http://www.musicmotion.com">www.musicmotion.com</a>	
Internet/On-Line Price Discount	6%	Website serves as company online catalog. Shipping & Handling will be added after bid discount is applied. S&H information can be found on company website: <a href="http://www.musicmotion.com">www.musicmotion.com</a>	
Shelf Price	6%	Discount will be provided for any Showroom purchase at our Plano, TX store.	

Mission Consolidated Independent School District  
 Tabulation Form  
 Musical Instruments and Supplies # 271-25-0

Shar Products Company 2465 S. Industrial Hwy Ann Arbor, MI 48104		Vendor # 866-742-7261 Jonathan Peters	<a href="mailto:school@sharmusic.com">school@sharmusic.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Internet/Online Price Discount	10%	Discount off regular (non-sale, non-discounted) pricing on <a href="http://www.sharmusic.com">www.sharmusic.com</a> ; excludes Things4Strings products, drop-ship items, trade-in/blemished/clearance inventory, rentals, SharWay and RePlay.	

Steinway Piano Gallery 1201 N Loop 1604 W. Suite 107 San Antonio TX, 785258		Vendor# 210-375-2888 Deborah Moore	<a href="mailto:deborah@steinwayofsanantonio.com">deborah@steinwayofsanantonio.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	10%	Discount on new products only. Additional discounts may be available based on quantities ordered per quote.	

Sweet Pipes 5889 S Williamson Blvd. Suite 1305 Port Orange, FL 32128		Vendor# 817-277-9922 Billy Ferguson	<a href="mailto:sales@sweetpipes.com">sales@sweetpipes.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	10%	We offer up to a 10% discount on items as follows : 10% off all Yamaha, Canto, Da Capo Recorders and neckstraps 10% off all Yamaha, Canto, Da Capo Recorders and neckstraps. 10% off all Sweet Pipes Publications (item #'s beginning with SP). 5% off Aulos recorders and Remo Percussion. Sonor, Studio 49 and Remo Instruments, request a quote. 0% off all other catalog items	
Internet/On-Line Price Discount	10%		
Shelf Price Discount	10%		

Sweetwater Sound, LLC 5501 Us Hwy 30 W Fort Wayne, IN 46818		Vendor# 800-222-4700 Kyle Travis	<a href="mailto:procurementoffice@sweetwater.com">procurementoffice@sweetwater.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	3%	Discount percentages apply to the vast majority of our Sweetwater catalog. However, some of our vendor agreements include a Unilateral Pricing Policy that may prevent any retailer from selling a product below our manufacturers' fixed prices. Should this impact any items on your purchase order, we'll inform you and offer the item at the lowest price that retailers can offer. We appreciate your understanding.	

Taylor Music Inc 513 S. Main Aberdeen, SD 57401		Vendor# 99182 800-872-2263 Mary McKinney	<a href="mailto:mary@taylormusic.com">mary@taylormusic.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	0%	Additional Discounts available 0-60% request quote	
Internet/On-Line Price Discount	0%	Additional Discounts available 0-60% request quote	

Washington Music Sales Center, Inc 11151 Veirs Mill Road Wheaton, MD 20902		Vendor# 1614 301-946-8808 Trey Smith	<a href="mailto:bids@chucklevins.com">bids@chucklevins.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount	0%	email <a href="mailto:bids@chucklevins.com">bids@chucklevins.com</a> for maximum discount	
Manufacture Price Discount	0%	email <a href="mailto:bids@chucklevins.com">bids@chucklevins.com</a> for maximum discount	
Custom Price Discount	0%	email <a href="mailto:bids@chucklevins.com">bids@chucklevins.com</a> for maximum discount	

Mission Consolidated Independent School District  
 Tabulation Form  
 Musical Instruments and Supplies # 271-25-0

Internet/On-Line Price Discount	0%	email bids@chucklevins.com for maximum discount
Internet/On-Line Price Discount	0%	email bids@chucklevins.com for maximum discount

Wenger Corporation 555 Park Drive Owatonna, MN 55060	Vendor# 83510 507-774-8344 Nancy Moreno	<a href="mailto:nancy.moreno@wengercorp.com">nancy.moreno@wengercorp.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Catalog Price Discount	5%	Discount valid for one year with option to renew. Freight charges and Installation charges, if requested, will be added to quote on a per project basis. Call your Wenger Area Sales Representative for a quote.

West Music 1212 5th Street, PO Box 5521 Coralville, IA 52241	Vendor# 84240 800-397-9378 Stephanie Adams	<a href="mailto:bids@westmusic.com">bids@westmusic.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Internet/On-Line Price Discount	5%	Discount will be taken off the current advertized price on our website ( <a href="http://www.westmusic.com">www.westmusic.com</a> ) at the time of order. Discount excludes the following; Gameplan materials, Wenger brand products, items sold as USED/DEMO, Band/Orchestra Instruments, and Concert/Marching Percussion & Equipment. Orders will receive Free Shipping, except for items with an Oversize Shipping Rate. Oversize shipping rates can be found listed with their items on our website ( <a href="http://www.westmusic.com">www.westmusic.com</a> ).

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**SUBJECT:** Award Contract for Professional Development #230-25-0  
**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Professional Development services to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 23
- 2. Number of vendors awarded for line items: 20

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

Estimated \$700,000

**RECOMMENDATION**

Administration recommends awarding the contract to all vendors listed on the tabulation form.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Sharon A. Roberts, Deputy Superintendent Curriculum and Instruction  
Anabel Garza, Coordinator for Purchasing



# Mission C.I.S.D.

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2025 Term Contract:	Professional Development #230-25-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>1<sup>st</sup> Class Educator, LLC</u></li> <li>2. <u>As Strategy, LLC</u></li> <li>3. <u>Benchmark Education Company LLC</u></li> <li>4. <u>Cengage Learning Inc (Gale Division)</u></li> <li>5. <u>Comprehensive Training Center</u></li> <li>6. <u>Houghton Mifflin Harcourt Publishing Company</u></li> <li>7. <u>Instruction Partners</u></li> <li>8. <u>Kids U US Inc. dba Fueling Brains</u></li> <li>9. <u>Leo Gomez and Consultants LLC – Dual Language Training Institutes</u></li> <li>10. <u>Math-A-Matics Tutoring</u></li> <li>11. <u>Rivera Education Consulting, LLC</u></li> <li>12. <u>S3strategies, LLC</u></li> <li>13. <u>Savvas Learning Company LLC</u></li> <li>14. <u>STEM Detective, LLC</u></li> <li>15. <u>Studies Weekly, Inc.</u></li> <li>16. <u>The 4Green Group, LLC dba 4Green Educational</u></li> <li>17. <u>The Flippen Group – Capturing Kids’ Hearts</u></li> <li>18. <u>The Writing Academy LLC</u></li> <li>19. <u>Taz Wallace Consulting – TW Consulting</u></li> <li>20. <u>UTJ Holdco, Inc. dba Teaching Strategies, LLC</u></li> </ol>
Term:	One Year
Term Period :	July 2024 – June 2025



1st Class Educator, LLC 2209 Outlook Dr St. Louis, Missouri 63136	Vendor # 682-305-7788 Locha Brooks	<a href="mailto:LochaBrooks@1stClassEducator.com">LochaBrooks@1stClassEducator.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	

As Strategy Limited Liability Company 301 S McDowell Street 1251726 Charlotte, NC 28204	Vendor # 844-476-9848 Alvarys Santana	<a href="mailto:contracting@as-strategy.com">contracting@as-strategy.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	50%	An additional 3% discount for 5 days payment

Benchmark Education Company LLC 145 Huguenot Street 8th Floor New Rochelle NY 10801	Vendor #1524 914-637-7200 Kyle Koon	<a href="mailto:Kkoon@benchmarkeducation.com">Kkoon@benchmarkeducation.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	Paid implementation training for core or supplemental product: On-site: \$3,100, Virtual: \$2,700 (per consultant day) Follow up training for supplemental products: On-site: \$2,795 (per consultant day) Classroom Demonstrations (modeling) and Coaching: On-site: \$3,900, Virtual: \$3,400 (per consultant day) Customized training: On-site: \$3,900, Virtual: \$3,400 (per consultant day)

Cengage Learning Inc (Gale Division) 27555 Executie Dr., Ste. 270 Farmington Hills MI 48331	Vendor #6265 800-877-4253 Jami Walker	<a href="mailto:bidteam@cengage.com">bidteam@cengage.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Catalog Price Discount	0%	Pricing varies by publisher and title: multiple site

Comprehensive Training Center 1710 N. Ed Carey Dr. Harlingen, TX 78550	Vendor # 956-365-4100 Linda V. Alaniz	<a href="mailto:linda@erigrants.com">linda@erigrants.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Shelf Price Discount	0%	CTC's pricing table is included on the RFP response

Houghton Mifflin Harcourt Publishing Company 125 High Street Boston, MA 02110	Vendor #100431 800-225-5425 Shawn Weirather	<a href="mailto:hmh.bids@hmhco.com">hmh.bids@hmhco.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	0% discount / Please see the attached Professional

Instruction Partners 604 Gallatin Ave, Suite 202 Nashville, TN 37206	Vendor # 469-573-4321 Jaeil Kim	<a href="mailto:jaeil.kim@instructionpartners.org">jaeil.kim@instructionpartners.org</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	Instruction Partners sells time-bound services

Kids U US Inc. dba Fueling Brains 825 Town and Country Lane Unit 175/12th Floor Houston, TX 77024	Vendor #105581 409-356-8436 Shaft Premji	<a href="mailto:shaft@fuelingbrains.com">shaft@fuelingbrains.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	Please see "Mission RFP PD Pricing Guide" in the

Leo Gomez and Consultants, LLC dba Dual PO Box 420 Edinburg, TX 78540	Vendor # 105617 956-467-9505 Dr. Leo Gomez	<a href="mailto:leo@ditigomez.com">leo@ditigomez.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	20%	\$250 per-participant or \$200 per-participant -

Math-A-Matics Tutoring 8524 Hwy 6N #466 Houston, TX 77095	Vendor # 832-598-7245 Dawn Brown	<a href="mailto:info@mathamaticstutoring.com">info@mathamaticstutoring.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	PD Pricing is in proposal since there are errors on

Rivera Educational Consulting, LLC 1314 Vance Street Edinburg, TX 78539	Vendor # 106875 956-289-9921 Gloria C. Rivera	<a href="mailto:gloria.c.rivera@gmail.com">gloria.c.rivera@gmail.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	Rivera Educational Consulting (aka Texas ColorBands) provides professional development and consulting/coaching services to K-12 staff and leaders at the campus and school district levels. Our firm specializes on deconstructing the accountability system and improving student achievement outcomes via tailored data-use workshops that include a suite of instructional tools for each school and/or audience type. We build leader and teacher capacity using our signature ColorBands processes and instructional tools, included with at least 1 full day professional development per day school. All ColorBands instructional tools are included in the cost of at least one full day of professional development (\$1,800 per full day). Cost for one-half day is \$1,000. We offer no discount on our services. Our signature ColorBands instructional materials, which are updated yearly to align to the latest year's accountability system, are provided at no cost to individual schools who have contracted services for at least one day with our professional development services. The total rate per day for professional development, consulting, or coaching is \$1,800. (daily rate) multiplied by the total number of days contracted at a particular school or district. Quantity of days is selected by campus or district. UOM is \$1,800. daily. Half day is \$1,000. per site and does not include ColorBands signature tools unless our firm has already presented the equivalence of a full day workshop to the campus for the current academic school year. This same rate applies to mentoring and coaching services at the leadership, data team, or instructional team level. Target Audience is Administrators, Elementary Teachers, and Secondary Teachers.

s3strategies, LLC 9605 Topeka Ave Lubbock, TX 79424	Vendor # 806-441-8399 Sherry Owens	<a href="mailto:sherry.owens@s3strategies.net">sherry.owens@s3strategies.net</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	Professional Development; \$3,750 per day

Savvas Learning Company LLC 15 East Midland Ave, Suite 502 Paramus NJ 07652	Vendor # 201-236-7000 Pam McNair	<a href="mailto:proposals@savvas.com">proposals@savvas.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	Please work with your Account
STEM Detective, LLC 3255 Las Palmas St. Apt 205 Houston, TX 77027	Vendor # 920-809-9642 Benjamin Glover	<a href="mailto:stemdetective@stemdetective.com">stemdetective@stemdetective.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	10%	10% off PD

Studies Weekly, Inc. 1140 North 1430 West Orem, UT 84057	Vendor # 1773 281-838-5015 Christina Spears	<a href="mailto:christina.spears@studiesweekly.com">christina.spears@studiesweekly.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Catalog Price Discount	35%	Cost for Face-to-face training sessions (up to six

The 4Green Group, LLC dba 4Green Educational 633 S. Brick Road Columbia, SC.	Vendor # 803-470-6265 Dr. Toneka Green	<a href="mailto:Support@4greenedconsulting.com">Support@4greenedconsulting.com</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	4%	4% discount of the monthly or quarterly invoice.

The Flippen Group, LLC dba Capturing Kids' Hearts 1199 Haywood Dr College Station TX 77845	Vendor #71565 979-575-7884 Dr. Michael Holt	<a href="mailto:michael.holt@capturingkidshearts.org">michael.holt@capturingkidshearts.org</a>
Category Description	Catalog Discount as a Percentage	Notes
Custom Price Discount	0%	By selecting a systemic training package there may be several discounts. Check with Mark Hartmann for additional discounts. Mark.hartmann@capturingkidshearts.org

The Writing Academy LLC 3502 Columbia Memorial Pkwy Kemah, TX 77565		Vendor #99904 281-549-4466 Jaclyn Holloway	<a href="mailto:jaclyn@teachbig.com">jaclyn@teachbig.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Custom Price Discount		0%	We do not offer a discount on our services. We

Taz Wallace Consulting-TW Consulting 2273 Woodridge Dr. Adrian MI 49221		Vendor #42348 419-410-0061 Tavarski Wallace	<a href="mailto:t.wallace@itracktwc.com">t.wallace@itracktwc.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Catalog Price Discount		0%	All Inclusive Price Per Day for RFP Area 2.2

UTJ Holdco, Inc. DBA Teaching Strategies, LLC 4500 East West Highway #300 Bethesda, Maryland 20814		Vendor # 301-634-0818 Sayra Huges, Sr. Director of RFPs	<a href="mailto:legal@teachingstrategies.com">legal@teachingstrategies.com</a>
Category Description	Catalog Discount as a Percentage	Notes	
Custom Price Discount		0%	

Notes:

Three vendors did not submit the RFP Package, therefore, missing contact information. Disqualified due to incomplete submission.

**SUBJECT:** Award Contract for Security Alarm Inspections & Repairs #183-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Security Alarm Inspections and Repairs to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

The District solicited Requests for Proposals in compliance with TEC Sec 44.031(a), requiring an approved procurement method for expenditures of similar categories valued at an annual aggregate of \$50,000 or greater.

A summary of the response review and evaluation process is as follows:

- 1. Number of responses received: 4
- 2. Number of vendors awarded for line items: 4

**FUNDING SOURCE AND AMOUNT**

Respective campus and departmental budgets

Estimated \$50,000

**RECOMMENDATION**

Administration recommends awarding the contract to all vendors listed on the tabulation form.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda, Director for Safety and Security/ Emergency Mgmt  
Anabel Garza, Coordinator for Purchasing

FY2025 Term Contract:	Security Alarm Inspections and Repairs #183-25-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Artcom Communications South LLC dba Starr Telecom</u></li> <li>2. <u>Safeguard Fire &amp; Security (Repairs only)</u></li> <li>3. <u>Security International Inc (Repairs only)</u></li> <li>4. <u>Superior Alarms (Repairs only)</u></li> </ol>
Term:	One Year
Term Period :	July 2024 – June 2025

Mission CISD  
 Tabulation Form  
 Security Alarm Inspections and Repairs 183-25-0

Total Cost Selected # Selected (\$)	Artcom Communications South LLC dba Starr Telecom					Safeguard Fire & Security			Security International, Inc			Superior Alarms		
	Vendor #					Vendor #101654			Vendor #10974			Vendor #97913		
	Robert Camargo					Daniel Backhaus			Tanya Wychopen			Alan Yoder		
	956-580-1333					956-618-7233 ext209			956-381-6655			956-682-6005		
	<a href="mailto:robertc@artcomsouth.com">robertc@artcomsouth.com</a>					<a href="mailto:daniel@safeguardsecurity.us">daniel@safeguardsecurity.us</a>			<a href="mailto:tanyaw@sialarm.net">tanyaw@sialarm.net</a>			<a href="mailto:alan@superioralarms.com">alan@superioralarms.com</a>		
	\$6,750.00					\$7,910.00			\$8,026.00			\$8,450.00		
	0					0			0			0		

#	Items	SecurityAlarm	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost
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0														
#0-1	Alton Elementary	DMP - XR550	\$225	Annual	\$225	\$290	Annual	\$290	\$180	Annual	\$180	\$300	Annual	\$300
#0-2	Bryan Elementary	DMP - XR200	\$225	Annual	\$225	\$290	Annual	\$290	\$219	Annual	\$219	\$300	Annual	\$300
#0-3	Cantu Elementary	DMP - XR550	\$225	Annual	\$225	\$205	Annual	\$205	\$275	Annual	\$275	\$225	Annual	\$225
#0-4	Castro Elementary	DMP - XR200	\$225	Annual	\$225	\$205	Annual	\$205	\$219	Annual	\$219	\$225	Annual	\$225
#0-5	Cavazos Elementary	DMP - XR550	\$225	Annual	\$225	\$205	Annual	\$205	\$219	Annual	\$219	\$225	Annual	\$225
#0-6	Escobar Rios Elementary	DMP - XR500N	\$225	Annual	\$225	\$205	Annual	\$205	\$219	Annual	\$219	\$225	Annual	\$225
#0-7	Leal Elementary	DMP - XR500N	\$225	Annual	\$225	\$205	Annual	\$205	\$375	Annual	\$375	\$225	Annual	\$225
#0-8	Marcell Elementary	DMP - XR200	\$225	Annual	\$225	\$290	Annual	\$290	\$375	Annual	\$375	\$300	Annual	\$300
#0-9	Midkiff Elementary	DMP - XR200	\$225	Annual	\$225	\$205	Annual	\$205	\$375	Annual	\$375	\$225	Annual	\$225
#0-10	Mims Elementary	DMP - XR550	\$225	Annual	\$225	\$255	Annual	\$255	\$219	Annual	\$219	\$275	Annual	\$275
#0-11	O'Grady Elementary	DMP - XR200	\$225	Annual	\$225	\$205	Annual	\$205	\$219	Annual	\$219	\$225	Annual	\$225
#0-12	Pearson Elementary	DMP - XR200	\$225	Annual	\$225	\$205	Annual	\$205	\$180	Annual	\$180	\$225	Annual	\$225
#0-13	Salinas Elementary	DMP - XR500N	\$225	Annual	\$225	\$290	Annual	\$290	\$180	Annual	\$180	\$300	Annual	\$300
#0-14	Waitz Elementary	DMP - XR200	\$225	Annual	\$225	\$205	Annual	\$205	\$219	Annual	\$219	\$225	Annual	\$225
#0-15	Alton Memorial Jr High	DMP - XR550	\$225	Annual	\$225	\$305	Annual	\$305	\$375	Annual	\$375	\$325	Annual	\$325
#0-16	K White Jr High	DMP - XR200	\$225	Annual	\$225	\$355	Annual	\$355	\$375	Annual	\$375	\$375	Annual	\$375
#0-17	Mission Jr High	DMP - XR550	\$225	Annual	\$225	\$305	Annual	\$305	\$375	Annual	\$500	\$325	Annual	\$325
#0-18	R Cantu Jr High	DMP - XR500N	\$225	Annual	\$225	\$305	Annual	\$305	\$500	Annual	\$275	\$325	Annual	\$325
#0-19	Alternative / Options Academy	DMP - XR200	\$225	Annual	\$225	\$415	Annual	\$415	\$219	Annual	\$219	\$425	Annual	\$425
#0-20	Mission Collegiate High	DMP - XR550	\$225	Annual	\$225	\$415	Annual	\$415	\$219	Annual	\$219	\$425	Annual	\$425
#0-21	Mission High	DMP - XR550	\$225	Annual	\$225	\$415	Annual	\$415	\$575	Annual	\$575	\$425	Annual	\$425
#0-22	Veterans Memorial High	DMP - XR550N	\$225	Annual	\$225	\$415	Annual	\$415	\$575	Annual	\$575	\$425	Annual	\$425
#0-23	Child Nutrition	DMP - XR500N	\$225	Annual	\$225	\$190	Annual	\$190	\$180	Annual	\$180	\$200	Annual	\$200
#0-28	Annex Building	DMP - XR550	\$225	Annual	\$225	\$290	Annual	\$290	\$180	Annual	\$180	\$200	Annual	\$200
#0-24	Student Services	DMP - XR200	\$225	Annual	\$225	\$190	Annual	\$190	\$180	Annual	\$180	\$200	Annual	\$200
#0-25	Record Storage	DMP - XR200	\$225	Annual	\$225	\$190	Annual	\$190	\$180	Annual	\$180	\$200	Annual	\$200
#0-30	Transportation	DMP -	\$225	Annual	\$225	\$190	Annual	\$190	\$180	Annual	\$180	\$200	Annual	\$200
#0-26	Correa Ag Farm	DMP - XR150	\$225	Annual	\$225	\$190	Annual	\$190	\$180	Annual	\$180	\$300	Annual	\$300
#0-27	Central Office	DMP - XR200	\$225	Annual	\$225	\$290	Annual	\$290	\$180	Annual	\$180	\$300	Annual	\$300
#0-29	Farmers	DMP -	\$225	Annual	\$225	\$190	Annual	\$190	\$180	Annual	\$180	\$300	Annual	\$300

#	Service Calls	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost	Unit Price per Service Area	Notes	Total Cost
#1-1	8:00 AM - 5:00 PM	\$65.00	Per hour					\$82.50	Per hour		\$85.00	Per hour	
	After hours and holidays	\$97.50	Per hour					\$123.75	Per hour		\$127.50	Per hour	

- Repairs
- The contractor shall provide repair estimate within twenty-four (24) hours.
  - The contractor shall provide the estimate and obtain approval from the Safety & Security Department of any estimated costs up to \$5,000
  - The contractor shall not start work until an approved Purchase Order is in place
  - Any estimated costs of over \$5,000 will need comparable quotes.

**SUBJECT:** Renewal Contract for Employee Benefits Group Self-Insured Health Insurance #400-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Employee Benefits Group Self-Insured Health Insurance to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

On June 21, 2023, the Board of Trustees awarded Bid No. 400-24-0, for Employee Benefits Group Self-Insured Health Insurance for one year, with the option to renew for two additional years. This will be the first renewal (year 2).

The review process concluded that the District would benefit from renewing this contract.

**FUNDING SOURCE AND AMOUNT**

Respective Department Budgets

**RECOMMENDATION**

Administration recommends renewing all awarded vendors with the exception of the stop loss insurance.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Sylvia Cruz, Director for Employee Benefits & Risk Management  
Anabel Garza, Coordinator for Purchasing



**Mission C.I.S.D.**  
 1201 Bryce Drive,  
 Mission, TX 78572  
 P: (956) 323-5500

FY2025 Term Contract:	Employee Benefits Group Self-Insured Health Insurance #400-25-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Blue Cross Blue Shield of Texas</u> <ul style="list-style-type: none"> <li>• Administrative Services</li> </ul> </li> <li>2. <u>Blue Cross Blue Shield of Texas Integrated PBM through Prime Rx</u> <ul style="list-style-type: none"> <li>• Pharmacy Benefit Manager</li> </ul> </li> <li>3. <u>Health Equity through Blue Cross Blue Shield of Texas</u> <ul style="list-style-type: none"> <li>• COBRA Services</li> </ul> </li> <li>4. <u>Miracle Medical</u> <ul style="list-style-type: none"> <li>• Chronic Condition Management</li> </ul> </li> </ol>
Term:	One Year
Term Period :	October 2024 – September 2025



## Employee Benefits Group Self Insured RFP # 400-24-0

Presented by:  
Valeria Ybarra, Consultant  
Acrisure LLC dba Carlisle Insurance

# Employee Benefits Group Self-Insured RFP# 400-24-0

## RFP Structure:

### 1. Administrative Services (ASO or TPA)

- a) Administrative services are responsible for the overall administration of the plan, including claims adjudication, customer service, etc.
- b) RFP analysis included measurement of the following services: (1) Network discounts (expenses to the district), (2) Network strength and access to care, (3) Claims processing accuracy, (4) Claims process timelines, and (5) Procedures to claim processing

### 2. Stop Loss Insurance

- a) Stop Loss Insurance is a “behind the scenes” insurance coverage that establishes the Districts overall financial risk and limits.
- b) RFP analysis included measurement of the following Stop Loss services: (1) Premium expense, (2) Strength of contract, and (3) Integration

### 3. Pharmacy Benefit Manager (PBM)

- a) The PBM is responsible for the administration and discounting of all medications.
- b) RFP analysis included measurement of the following services: (1) Wholesale price discount, (2) Dispensing fees, (3) Rebates, (4) Pharmacy Drug List (PDL), (5) Contract strength, and (6) Integration

### 4. COBRA Services

- a) The COBRA vendor is responsible for providing employees any and all required notices and tracking and for the processing of COBRA participants.
- b) RFP analysis was measured the following: (1) Ease of Integration with COBRA eligible lines of coverage (2) Premium expense



# Proposals Received

## **Administrative Services**

- Blue Cross Blue Shield of Texas
- United Healthcare
- Texas Municipal League (TML)

## **Stop Loss Insurance**

- Blue Cross Blue Shield of Texas
- United Healthcare
- Liberty Insurance
- Zurich

## **Pharmacy Benefit Manager**

- Prime
- Optum (integrated and stand alone)
- PCA Rx
- International Rx
- Express Scripts
- WellDyne
- Araya

## **COBRA Services**

- Blue Cross Blue Shield of Texas
- United Healthcare
- Texas Municipal League
- Creative Benefit Administrators

## **Chronic Condition Management**

- Miracle Medical

**Total Proposals: 19**



# Recommendations

**Summary:** A detailed analysis was conducted by evaluating Mission CISD's claims history. Through the analysis and RFP process, the projected fixed cost savings is **\$635,753** annually. Due to claim volume, the aggregate attachment point is expected to increase by **14%**. Please note, actual expenses are based on employee enrollment and claim volume.

**Effective Date:** October 1, 20223

## 1. Administrative Services

- Recommended carrier: Blue Cross Blue Shield (BCBS) of Texas
- Proposed cost: \$51.07 per employee per month
- Variance from current: 0%
- Projected annual savings: \$0
- Agent of Record: Jeff Everitt

## 2. Stop Loss Insurance

- Recommended carrier: Liberty Insurance through SA Benefit Services
- Proposed premium cost: \$49.18 per employee per month
- Attachment point: \$804.65 per employee per month
- Variance from current: 17%
- Agent of Record: Jeff Everitt

## 3. Pharmacy Benefit Manager

- Recommended carrier: BCBS Integrated PBM through Prime Rx
- Proposed rebate value: \$1,787,940
- Variance from current: 40%
- Projected annual increase: \$526,426.56
- Agent of Record: Jeff Everitt

## 4. COBRA Services

- Recommended carrier: Health Equity through BCBS
- Proposed cost: \$10 per participant
- Variance from current: 0%
- Projected annual increase: \$0
- Agent of Record: Jeff Everitt

## 5. Chronic Condition Management

- Recommended carrier: Miracle Medical
- Proposed cost: Variable, based on utilization
- Agent of Record: None

**Maximum plan cost: \$20,757,841**

**\*\*Includes stop loss premium, administrative fee, annual attachment point and pharmacy rebates**





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**SUBJECT:** Renewal Contract for Employer Paid and Voluntary Ancillary Insurance #415-25-0

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure Employer Paid and Voluntary Ancillary Insurance to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

On June 21, 2023, the Board of Trustees awarded Bid No. 415-24-0, for Employer Paid and Voluntary Ancillary Insurance for one year, with the option to renew for two additional years. This will be the first renewal (year 2).

The review process concluded that the District would benefit from renewing this contract.

**FUNDING SOURCE AND AMOUNT**

Estimated \$0 for the District.

**RECOMMENDATION**

Administration recommends renewing all awarded vendors.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Sylvia Cruz, Director for Employee Benefits & Risk Management  
Anabel Garza, Coordinator for Purchasing



**Mission C.I.S.D.**

1201 Bryce Drive,  
Mission, TX 78572  
P: (956) 323-5500

FY2025 Term Contract:	Employer Paid and Voluntary Ancillary Insurance #415-25-0
Awarded To:	<ol style="list-style-type: none"> <li>1. <u>Davis Vision</u> <ul style="list-style-type: none"> <li>• Group Voluntary Vision</li> </ul> </li> <li>2. <u>MetLife</u> <ul style="list-style-type: none"> <li>• Group Dental</li> <li>• Pet Insurance</li> <li>• Legal Services</li> </ul> </li> <li>3. <u>The Standard Insurance Company</u> <ul style="list-style-type: none"> <li>• Employer Paid Basic Life &amp; Accidental Death and Dismemberment</li> <li>• Group Voluntary Life &amp; Accidental Death and Dismemberment</li> <li>• Voluntary Accident</li> <li>• Voluntary Critical Illness</li> <li>• Voluntary Hospital Indemnity</li> </ul> </li> <li>4. <u>The Hartford</u> <ul style="list-style-type: none"> <li>• Group Voluntary Disability Income Insurance</li> </ul> </li> <li>5. <u>Colonial Life</u> <ul style="list-style-type: none"> <li>• Voluntary Cancer</li> </ul> </li> <li>6. <u>Creative Benefit Administrators</u> <ul style="list-style-type: none"> <li>• Medical &amp; Dependent Care Flexible Spending Account (FSA) Administration</li> </ul> </li> <li>7. <u>Medical Air Services Association Inc (MASA)</u> <ul style="list-style-type: none"> <li>• Emergency Medical Transportation</li> </ul> </li> <li>8. <u>Experian</u> <ul style="list-style-type: none"> <li>• ID Theft/Credit Monitoring</li> </ul> </li> <li>9. <u>Texas Republic Life</u> <ul style="list-style-type: none"> <li>• Voluntary Whole Life Insurance</li> </ul> </li> </ol>
Term:	One Year
Term Period :	October 2024 – September 2025



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# Employer Paid and Voluntary Ancillary RFP 415-24-0

Presented by:  
Valeria Ybarra, Consultant  
Acrisure LLC dba Carlisle Insurance

# Employer Paid and Voluntary Ancillary RFP# 415-24-0

## RFP Goals and Measurements:

1. Price
2. Carrier financial strength and servicing capabilities
3. Network size
4. Carrier experience with other school districts
5. Minimum disruption for Mission CISD employees and administration

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# Proposals Received

## Group Voluntary Vision

- Davis Vision
- Blue Cross Blue Shield of Texas
- Aflac
- Cigna
- Eyetopia TPA
- Humana
- Independent Eye Care MSO
- National Vision Administrators
- The Standard

## Group Voluntary Dental

- Humana
- Ameritas
- Blue Cross Blue Shield of Texas
- Aflac
- Cigna
- Delta Dental
- Guardian Life Insurance Company
- Lincoln Financial
- Met Life
- The Standard
- United Healthcare

## Employer Paid Basic Life and Accidental Death & Dismemberment (AD&D)

- Met Life
- Symetra
- The Hartford
- The Standard

## Group Voluntary Life and AD&D

- Met Life
- Symetra
- The Hartford
- The Standard
- Trustmark

## Group Voluntary Disability Income Insurance

- The Hartford
- The Standard

## Voluntary Accident, Cancer, Critical Illness & Hospital Indemnity

- Aetna
- All State
- Aflac
- Combined Insurance CHUBB
- Guardian
- Lincoln Financial
- Met Life
- Ochs Inc.
- Prudential
- Symetra
- The Standard
- The Hartford
- Transamerica
- The Hartford
- Mutual of Omaha
- United Healthcare
- Wellfleet Workplace

## Voluntary Whole Life

- Texas Life Insurance
- Texas Republic Life Insurance

## Medical and Dependent Care Flexible Spending Account Administration

- David K Young Consulting
- Creative Benefit Administrators

## Other Lines of Coverage Received:

- Pet Insurance – Met Life
- Legal Coverage – Met Life
- Identity Theft – Experian
- Credit Monitoring – Experian
- Financial Wellness – Experian
- Term Life – 5Star, Mass Mutual
- Emergency Transportation – MASA

Total Number: 59

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# Recommendations

Effective Date: October 1, 2023

## 1. Group Voluntary Vision

- Recommended carrier: Davis Vision
- Variance from current: 0%
- Agent of Record: Jeff Everitt

## 2. Group Dental

- Recommended carrier: Met Life
- Variance from current: -8.5%
- Agent of Record: Jeff Everitt

## 3. Employer Paid Basic Life & AD&D

- Recommended carrier: The Standard
- Variance from current: -26%
- Projected annual savings (District): \$7,346
- Agent of Record: Jeff Everitt

## 4. Group Voluntary Life and AD&D

- Recommended carrier: The Standard
- Variance from current: -7%
- Agent of Record: Jeff Everitt

## 5. Group Voluntary Disability Income Insurance

- Recommended carrier: The Hartford
- Variance from current: 0%
- Agent of Record: Jeff Everitt

## 6. Voluntary Accident

- Recommended carrier: The Standard
- Variance from current: -12%
- Agent of Record: Jeff Everitt

## 7. Voluntary Cancer

- Recommended carrier: Colonial Life
- Variance from current: 0%
- Agent of Record: Jeff Everitt

## 8. Voluntary Critical Illness

- Recommended carrier: The Standard
- Variance from current: Variable Savings based on Age and Rating Class
- Agent of Record: Jeff Everitt

## 9. Voluntary Hospital Indemnity

- Recommended carrier: The Standard
- Variance from current: 32%-49% savings based on enrollment
- Agent of Record: Jeff Everitt

## 10. Medical & Dependent Care Flexible Spending Account (FSA) Administration

- Recommended carrier: Creative Benefit Administrators
- Variance from current: 0%

## 11. Other Voluntary

Emergency Transportation – MASA

- Agent of Record: Jeff Everitt

Pet Insurance – MetLife

- Agent of Record: Jeff Everitt

Legal – Met Life

- Agent of Record: Jeff Everitt

ID Theft/Credit Monitoring – Experian

- Agent of Record: Jeff Everitt

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# Recommendations

1. Group Voluntary Vision: Davis Vision
2. Group Voluntary Dental : Met Life
3. Employer Paid Basic Life & AD&D: The Standard
4. Group Voluntary Life and AD&D: The Standard
5. Group Voluntary Disability Income Insurance: The Hartford
6. Voluntary Accident: The Standard
7. Voluntary Cancer: Colonial Life
8. Voluntary Critical Illness: The Standard
9. Voluntary Hospital Indemnity: The Standard
10. Medical and Dependent Care FSA: Creative Benefit Administrators 215
11. Other Voluntary: MASA, Met Life, Experian





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# Employer Paid and Voluntary Ancillary RFP 415-24-0 WHOLE LIFE

217

Presented by:  
Valeria Ybarra, Consultant  
Acrisure LLC dba Carlisle Insurance

# Voluntary Whole Life Insurance

## **Response**

- Texas Life Insurance
- Texas Republic Life
- Total Responses: 2

## **Recommendation**

- Texas Republic Life
- Agent of Record: Jeff Everitt & Associates

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**CARLISLE**  
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**SUBJECT:** Renewal Contract for PreK-12 Digital Learning Software #211-25-1

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

This contract intends to provide a method to procure PreK-12 Digital Learning Software to meet the District's needs.

**ADMINISTRATIVE CONSIDERATIONS**

On June 22, 2022, the Board of Trustees awarded Bid No. 211-23-1, for the PreK-12 Digital Learning Software for one year, with the option to renew for two additional (one-year) terms. This will be year three, the last renewal.

The Purchasing Department reviewed last year's purchases.

The review process reached the following conclusions:

- (1) The District would benefit from renewing this contract.
- (2) All equipment, supplies, and services are purchased as needed.

**FUNDING SOURCE AND AMOUNT**

Federal Funds

Estimated \$122,000.00

**RECOMMENDATION**

Administration recommends renewing with Nearpod Inc.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Sharon A. Roberts, Deputy Superintendent Curriculum & Instruction  
Anabel Garza, Coordinator for Purchasing



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OUR MISSION

FY2025 Term Contract:	PreK-12 Digital Learning Software #211-25-1
Awarded To:	1. <u>Nearpod Inc</u>
Term:	One Year
Term Period :	July 2024 – June 2025

Mission Consolidated Independent School District  
 Tabulation Form  
 PreK-12 Digital Learning Software 211-25-1

VENDOR NAME:		Learning Explorer Inc			Liminex Inc dba Goguardian, and acting on behalf of itself and its Affiliates, including Pear Deck, and Snapwiz dba Edulastic			Nearpod Inc		
		Contact Name: Erin Alberts			Contact Name: Kimberly Spencer			Contact Name: Natali Barski-Meyman		
		Phone #: 617-470-0640			Phone #: 888-310-0410			Phone #: 305-677-5030		
		Email: <a href="mailto:ealberts@learningexplorer.com">ealberts@learningexplorer.com</a>			Email: <a href="mailto:rfp@goguardian.com">rfp@goguardian.com</a>			Email: <a href="mailto:vendorforms@nearpod.com">vendorforms@nearpod.com</a>		
Qty	Detailed Desc	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total	Note	Quoted Price	Sub-total
<b>Year 1</b>										
15000	Digital Interactive Software for all Campuses		\$ 5.75	\$ 86,250.00	Pear Deck Subscription	\$ 3.40	\$ 51,000.00	Nearpod premium plus; flocabulary plus; nearpod EL, college & career exploration	\$ 7.78	\$ 116,700.00
15000	Optional Resource License for all campuses				Edulastic Enterprise Student Licenses	\$ 2.40	\$ 36,000.00	Digital citizenship; SEL; 21 century pkg; historical perspectives & literacy; nearpod math	\$ 8.71	\$ 130,650.00
3	Professional Development (days)	free	\$ -	\$ -	Individual Schools can purchase customized training and on-going PD	\$ 4,000.00	\$ 12,000.00	Up to 6 hours of onsite training	\$ 2,500.00	\$ 7,500.00
1	One-time implementation fee	waived	\$ 2,495.00	\$ -				Total Cost Mission CISD wants to purchase is Software and PD		\$ 124,200.00
<b>Total Year 1</b>		<b>25%</b>		<b>\$ 64,687.50</b>			<b>\$ 99,000.00</b>			<b>\$ 254,850.00</b>
<b>Year 2</b>										
15000	Digital Interactive Software for all Campuses		5.75	\$ 86,250.00	Pear Deck Subscription	\$ 3.40	\$ 51,000.00	Nearpod premium plus; flocabulary plus; nearpod EL, college & career exploration	8.17	\$ 122,550.00
15000	Optional Resource License for all campuses				Edulastic Enterprise Student Licenses	\$ 2.40	\$ 36,000.00	Digital citizenship; SEL; 21 century pkg; historical perspectives & literacy; nearpod math	9.14	\$ 137,100.00
3	Professional Development (days)	free		\$ -	Individual Schools can purchase customized training and on-going PD	\$ 4,000.00	\$ 12,000.00	Up to 6 hours of onsite training	2,675.00	\$ 8,025.00
<b>Total Year 2</b>		<b>25%</b>		<b>\$ 64,687.50</b>			<b>\$ 99,000.00</b>			<b>\$ 130,575.00</b>
<b>Year 3</b>										
15000	Digital Interactive Software for all Campuses		\$ 5.75	\$ 86,250.00	Pear Deck Subscription	\$ 3.40	\$ 51,000.00	Nearpod premium plus; flocabulary plus; nearpod EL, college & career exploration	\$ 8.58	\$ 128,700.00
15000	Optional Resource License for all campuses				Edulastic Enterprise Student Licenses	\$ 2.40	\$ 36,000.00	Digital citizenship; SEL; 21 century pkg; historical perspectives & literacy; nearpod math	\$ 9.60	\$ 144,000.00
3	Professional Development (days)	free		\$ -	Individual Schools can purchase customized training and on-going PD	\$ 4,000.00	\$ 12,000.00	Up to 6 hours of onsite training	\$ 2,862.25	\$ 8,586.75
<b>Total Year 3</b>		<b>25%</b>		<b>\$ 64,687.50</b>			<b>\$ 99,000.00</b>			<b>\$ 137,286.75</b>

<b>Note:</b>	
	Achieve3000: Is a platform refer to as Actively Learn which is 3rd-8th grade
	EREFLECT Inc did not submit Mission CISD packet; Is a platform for keyboarding
	Pearson Virtual Schools: Cost too high and they are online courses
	Sirius Education Solutions: Is a platform for 3rd-8th grade and EOC
	Stride Learning: Cost too high and they are online courses

Mission Consolidated Independent School District  
 Evaluation Matrix  
 PreK-12 Digital Learning Software 211-25-1

Bid Evaluation Matrix		Learning Explorer Inc	Liminex Inc dba GoGuardian, and acting on behalf of itself and its Affiliates, including Pear Deck, and Sanpwiz dba Edulastic	Nearpod Inc
Criteria	Weight	\$ 64,687.50	\$ 99,000.00	\$ 254,850.00
<b>Price of service/product (20 points)</b>				
Base Proposal	20	20	13	10
<b>Meet district's needs (78 points)</b>				
Engaging for all students	6	3.25	3.71	5.92
Interactive lessons for all content areas and elective courses	6	3	3.29	5.54
Ready-made adaptable interactive lessons for all content areas including CTE and special populations that correlate to the TEKS.	6	2.42	1.64	5.08
Provide access to a content library for all users	6	3.17	2	5.54
Informal/formal assessments i.e. open-ended questions, polls, quizzes, drawing, fill in the blank as well as note-taking capabilities	6	3.75	3.43	5.77
Assessment methods utilizing STAAR Redesign formatted questions such as hot text, drag and drop, text entry, constructed response, match table grid, multiple choice, multiselect, inline choice (drop down), etc.	6	4.08	3.86	4.38
Provide immediate online reporting at the student, classroom, and campus levels.	6	2.67	3.93	5.54
Provide personalization features that include interactive resources such as: simulation activities, virtual field trips, videos, audio recording, 3D models	6	2.41	2.64	5.54
Allows the import of teacher-created content/lessons such as Microsoft Powerpoint and Google Slide presentations	6	3.75	4.5	5.23
Supports single sign-on (SSO) through Clever	6	3.83	3.79	6
Integration with Google Classroom	6	4.25	4.64	5.92
Preferred: Interactive videos from a variety of sources that may be included in the lessons	6	3	2.36	5.38
Preferred: Vocabulary development activities	6	2.25	2.14	5.31
<b>Past relationship with vendor (2 points)</b>	2	0	1	2
<b>Total</b>	100	62	56	83

Committee Members:  
 Marissa Saenz  
 Laquanta Bivens-Hernandez  
 Faustino Cedillo  
 Vanessa Ojeda  
 Judy Rodriguez  
 James Shults  
 Diamond Tijerina  
 Yvonne Ayala  
 Natalie Gomez  
 Shaila Silva  
 Brenda Betancourt  
 Araceli Escalona

Notes:  
 Mission CISD had demo presentations on 6/15/2022 from the top 3 vendors according to our scope of work on the RFP. Evaluation is based on all the items requested Digital Interactive Software for all campuses, Optional Resource, and Professional Development. At the end of the evaluation, Mission CISD committee members have determined to opt-out of the optional resource.



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FY2025 Term Contract:	PreK-12 Digital Learning Software #211-25-1
Awarded To:	1. <u>Nearpod Inc</u>
Term:	One Year
Term Period :	July 2024 – June 2025

Mission Consolidated Independent School District  
 Tabulation Form  
 PreK-12 Digital Learning Software 211-25-1

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		Phone #: 617-470-0640			Phone #: 888-310-0410			Phone #: 305-677-5030		
		Email: ealberts@learningexplorer.com			Email: rfp@goguardian.com			Email: vendorforms@nearpod.com		
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<b>Year 2</b>										
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<b>Total Year 3</b>		<b>25%</b>		<b>\$ 64,687.50</b>			<b>\$ 99,000.00</b>			<b>\$ 137,286.75</b>

<b>Note:</b>	Achieve3000: Is a platform refer to as Actively Learn which is 3rd-8th grade
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Mission Consolidated Independent School District  
 Evaluation Matrix  
 PreK-12 Digital Learning Software 211-25-1

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Provide personalization features that include interactive resources such as: simulation activities, virtual field trips, videos, audio recording, 3D models	6	2.41	2.64	5.54
Allows the import of teacher-created content/lessons such as Microsoft Powerpoint and Google Slide presentations	6	3.75	4.5	5.23
Supports single sign-on (SSO) through Clever	6	3.83	3.79	6
Integration with Google Classroom	6	4.25	4.64	5.92
Preferred: Interactive videos from a variety of sources that may be included in the lessons	6	3	2.36	5.38
Preferred: Vocabulary development activities	6	2.25	2.14	5.31
<b>Past relationship with vendor (2 points)</b>	2	0	1	2
<b>Total</b>	100	62	56	83

Committee Members:  
 Marissa Saenz  
 Laquanta Bivens-Hernandez  
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 Diamond Tijerina  
 Yvonne Ayala  
 Natalie Gomez  
 Shaila Silva  
 Brenda Betancourt  
 Araceli Escalona

Notes:  
 Mission CISD had demo presentations on 6/15/2022 from the top 3 vendors according to our scope of work on the RFP. Evaluation is based on all the items requested Digital Interactive Software for all campuses, Optional Resource, and Professional Development. At the end of the evaluation, Mission CISD committee members have determined to opt-out of the optional resource.

**SUBJECT:** Renewal of Interlocal Cooperation Agreement with Hidalgo County Tax Assessment and Collection for Tax Year 2024

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

Since the 1999-2000 school year, the Hidalgo County Tax Office has collected taxes for Mission CISD. This partnership has been cost-effective and beneficial. For the 2024-2025 fiscal year, starting July 1, 2024, Hidalgo County will charge a fee of \$79,008, the same as the previous year.

**ADMINISTRATIVE CONSIDERATIONS**

Under the Interlocal Cooperation Act, Texas Government Code Chapter 791, this agreement allows local government entities to collaborate to meet public and governmental needs and objectives.

**FUNDING SOURCE AND AMOUNT**

General Fund: \$79,008

**RECOMMENDATION**

Approve the renewal of the Interlocal Cooperation Agreement with Hidalgo County Tax Assessment and Collection for Tax Year 2024.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance  
Pablo “Paul” Villarreal Jr., RTA, Hidalgo County Tax Assessor/Collector

**SUBJECT:** Approval of Interlocal Agreement with the City of Mission for Police Services for the 2024 - 2025 School Year

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

### **BACKGROUND INFORMATION**

The City of Mission will provide fifteen (15) Texas Certified Police Officers to Mission CISD.

The Mission CISD, with the cooperation of the City of Mission Police Department, will attempt to achieve the following objectives:

1. Provide a safe learning environment.
2. The reduction of drug and alcohol abuse, and juvenile crime among students.
3. Educate targeted students and faculty in the following:
  - The identification of gangs and their effects.
  - The identification of drugs and their effects.
  - Development of positive decision-making skills.
  - Development of individual self-esteem, self-worth, and self-respect.
  - Development of drug, alcohol, and gang resistance techniques.
4. Develop good rapport among police, students, faculty, and the community while maintaining a positive law and order role model for the students.
5. Participate in other school activities and events when appropriate.
6. Report documented incidents of a delinquent or criminal nature to the campus Principal and Operations Commander.
7. Take positive enforcement action when confronted by a violation of Federal Law, State Law, or any City Ordinance.

### **ADMINISTRATIVE CONSIDERATIONS**

The agreement's performance period shall commence on the 5th day of August 2024, and end on the 23rd day of May 2025.

The total cost of the basic agreement (excluding supplemental duty pay) is estimated at \$1,092,823, and the CONTRACTOR agrees to use its best effort to perform all work described for this estimated cost.

Under this agreement, reimbursement for state-mandated training for School Resource Officers attending training is capped at \$1,500 per officer per school year for those assigned to a Mission CISD campus. The total estimated training cost will not exceed \$22,500.

The agreement has been reviewed by Legal Counsel.

**FUNDING SOURCE AND AMOUNT**

Basic Agreement	\$1,092,823
State-mandated Training	<u>22,500</u>
General Fund Estimated	\$1,115,323

**RECOMMENDATION**

Approval of Interlocal Agreement with the City of Mission for Police Services for the 2024 - 2025 School Year.

**CONTACT PERSON (S)**

Joel Garcia, Deputy Superintendent for Business & Support Services  
Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda, Director for Safety and Security/ Emergency Mgmt

**MEMORANDUM OF UNDERSTANDING  
FOR POLICE SERVICES**

This MEMORANDUM OF UNDERSTANDING FOR POLICE SERVICES (Agreement) is made by and between the City of Mission, Texas (Contractor) and the Mission Consolidated Independent School District (Agency) this \_\_ day of June 2024.

**PREMISES**

Whereas, Chapter 791 of the Texas Government Code authorizes local governments to contract with each other to provide governmental functions and services, and

Whereas, the Texas Education Code §37.081 gives the Board of Trustees the power to employ security personnel and commissioned peace officers to carry out the effects of that Chapter, and

Whereas, the City of Mission, Texas is a Texas Municipality and Home Rule City as set forth in VTCA Government Code § 791.003 (4), and

Whereas, the Mission Consolidated Independent School District is a Texas School District and local governmental entity as set forth in VTCA Government Code §791.003, and

Whereas, the Mission CISD School Resource Officers and the City of Mission all have the authority to perform law enforcement functions within their respective jurisdictional areas, and

Whereas, the Parties are of the opinion that achieving the objectives of law enforcement, the protection of students, and maintenance of a safe learning environment within the Mission CISD can be facilitated by establishing a cooperative approach to law enforcement, and that the performance of this Agreement is in the common interest of both parties and that the division of cost fairly compensates the performing party for the services under this contract,

Whereas, the parties, in performing governmental functions or in paying for the performance of governmental functions hereunder shall make that performance, or those payments from current revenues legally available to each party:

Now therefore, in consideration of the promises and mutual covenants herein contained, it is agreed, under the authority of Section 791.001 – 791.029 of the Texas Government Code and Section 37.081 of the Texas Education Code, as follows:

## AGREEMENT

### ARTICLE 1. STATEMENT OF WORK:

CONTRACTOR agrees to perform, in a good professional manner to be approved by the AGENCY, the following:

- I. The CONTRACTOR shall assign and provide to AGENCY’S campuses fifteen (15) Texas Certified Police Officers during the 2024-2025 school year. Specific campus and time assignments will be mutually agreed to by the Operations Commander and AGENCY. Time assignments are not limited to any particular time of day. CONTRACTOR agrees that officers may be assigned to sporting events or other extra-curricular activities as coordinated by the AGENCY’s Director of Safety & Security. Any officer assigned under this Agreement will be subject to the approval of the Superintendent, Director of Safety & Security and the campus Principal. The assigned officer(s) will provide services during regular school hours on each and every day classes are in session. The parties acknowledge the importance of having the same officer(s) present at the district on a day-to-day basis in order to promote continuity and familiarity with the district and students. The parties agree that any substitutions of personnel by the CONTRACTOR will be discussed and mutually agreed upon before the substitution is made.
  
- II. CONTRACTOR shall provide police presence on and around school campuses and all AGENCY property, including, without limitation, traffic enforcement and pedestrian crosswalk policing, etc. The Chief of Police and Superintendent may vary the duties of each officer taking into account the safety of each student, school district employee, and non-school person. The assigned officer(s) will coordinate and cooperate with the Director of Safety & Security and the campus Principal, but will be directly supervised by the Chief of Police. The duties, schedule and responsibilities of the assigned officer(s) on days when classes are not in session will be mutually agreed upon and determined by the Chief of Police, the Director of Safety & Security and the campus Principal.  
At all times during the term of this Agreement, the law enforcement personnel provided by the CONTRACTOR will remain, and shall be considered, employees of the CONTRACTOR and not employees of the AGENCY. The CONTRACTOR will be responsible for maintaining accurate records of the dates and hours of service, and any other information regarding the personnel assigned to the AGENCY that may be necessary in connection with the performance of this Agreement.

Unless agreed to in advance in particular situations, any officer assigned to serve at any AGENCY campus will dress in a uniform identifying him/her as a member of the Police Department of the CONTRACTOR and will carry the usual equipment, such as sidearm, belt and holster, badge, and the like. At all times covered by this Agreement, any officer assigned to serve at any AGENCY campus will be a commissioned, full-time, regular-duty peace officer employed and properly trained by the CONTRACTOR.

The AGENCY's Director of Safety & Security and the Principal of each campus that uses the services of a campus peace officer will coordinate and work with that peace officer(s) with respect to the law enforcement services provided and any special issues that warrant increased attention. The Director of Safety & Security and the campus Principal will have the discretion to establish the daily tasks of the officer assigned to that campus, including designating specific campus issues to be addressed.

- III. CONTRACTOR shall ensure that assigned officers comply with all departmental policies and procedures, including, but not limited to, city policies and state and federal statutes, procedures, and directives.
- IV. Officers may execute arrest authority.
- V. Officers shall function as Certified Peace Officers of the State of Texas and shall comply with all duties and obligations which they have under state and federal law as licensed peace officers.

## ARTICLE 2. OBJECTIVES:

CONTRACTOR'S objectives under this Agreement include, but are not limited to, the following:

1. Provide a safe learning environment by fulfilling their obligations as licensed peace officers.
2. Serve as a visible deterrent, through their presence and actions as peace officers to reduce drug abuse, alcohol abuse and other crime amongst students.
3. Educate faculty in the following:
  - Identification of gangs and their effects
  - Identification of drugs and their effects
4. Participate in other school activities and events when appropriate.
5. Report incidents (in writing) of a delinquent criminal nature to the Director of Safety & Security, the campus Principal and Operations Commander.

6. Take positive enforcement action as a law enforcement officer when confronted by a violation of Federal Law, State Law, and any City Ordinance.
7. Promote and support organizational strategies of the District to address the causes and reduce the fear of crime and social disorder through problem-solving tactics and their work as peace officers within the District.

ARTICLE 3. DUTIES AND RESPONSIBILITIES OF THE AGENCY:

The AGENCY will provide the following to the CONTRACTOR:

1. Work space on campus
2. Access to telephones
3. Administrative and clerical support whenever possible from the campus and central office
4. Supplies and materials within an approved budget, and
5. Other support as requested

ARTICLE 4. JURISDICTION AND SCOPE OF DUTIES OF EMPLOYED OFFICERS:

The agency hereby determines that the jurisdiction of any officer exercising the terms under this agreement shall include all territory, within the boundaries of the School District and also all property outside the boundaries of the District that is owned, leased, or rented by or otherwise under the control of the Mission CISD. The agency further determines that the Police Officers assigned under this agreement shall have the following powers:

- I.) All the powers privileges and immunities as police officers.
- II.) The powers to enforce all laws, including municipal ordinances, county ordinances and state laws, and may, in accordance with Chapter 52, Texas Family Code take a juvenile into custody.
- III.) Enforcing any and all laws of Hidalgo County and the State of Texas and the rules of the school district which have a direct bearing on the safety and welfare of students within the District.
- IV.) The Mission Police Officers provided under the terms of this agreement shall have jurisdiction and lawful authority to provide police services under the terms of this agreement even if they are off duty. However, nothing in this Agreement shall require any Mission Police Officer to provide police services pursuant to this agreement if off duty.

ARTICLE 5. TERMS:

The period of performance of the agreement shall commence on the 5<sup>th</sup> day of August 2024 and shall end on the 23<sup>rd</sup> day of May 2025. The total number of days for payment will be 179 days. This is based on 172 instructional and 7 staff development days. No cost will be incurred or charged on the agreement prior to the starting date or subsequent to the ending date. All days are payable based on eight (8) hour day terms.

ARTICLE 6. SUPPLEMENTAL DUTY PAY:

The CONTRACTOR will provide the services of uniformed, sworn law enforcement personnel for the purpose of providing security and crowd control for athletic and special events sponsored by the AGENCY. The CONTRACTOR will provide the number of officers reasonably necessary as requested by the AGENCY for any such event. The CONTRACTOR will designate an officer in charge at each such event, and such officer in charge will coordinate the services provided with a representative of the AGENCY.

ARTICLE 7. CONSIDERATION:

It is estimated that the total cost of the basic agreement (excluding supplemental duty pay) will not exceed **\$1,092,822.67** and the CONTRACTOR agrees to use its best effort to perform all work described for this estimated cost. If at any time the total cost for performance of said work will be greater than above estimated cost, then CONTRACTOR shall notify AGENCY to the effect, giving its revised estimate of the total cost. AGENCY is not obligated to pay any amount exceeding the estimated cost indicated in this section unless such amount is approved by AGENCY in writing before the cost is incurred.

ARTICLE 8. TRAINING:

The AGENCY will reimburse the CONTRACTOR for state-mandated training for School Resource Officers attending training in the amount that will not exceed \$1,500.00 per school year, per officer assigned to a Mission CISD campus providing duties under this agreement. It is estimated that the total cost of the basic agreement for training will not exceed **\$22,500.00**. The CONTRACTOR will provide the AGENCY with copies of documents indicating satisfactory completion of the state-mandated course. Once proper documentation has been provided to the AGENCY, payment will be processed within 15-30 days.

ARTICLE 9. PAYMENT:

Payment for services will be processed only when proper documentation has been provided for the AGENCY business office for payment. Proper business accounting will be utilized. Once proper documentation has been provided to the AGENCY, payment will be processed within 15-30 days.

ARTICLE 10. MEDIATION:

It is the policy of the State of Texas to encourage the resolution of any disputes through alternative dispute resolution procedures such as non-binding mediation. Any dispute between the parties to this agreement that is not resolved through informal discussion may be submitted to a mutually acceptable mediation service or provider for non-binding mediation. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking legal or equitable relief from a court of competent jurisdiction.

ARTICLE 11. VENUE AND JURISDICTION:

The parties acknowledge that the exclusive venue for any such action for breach of this agreement shall be the County and District courts of Hidalgo County, Texas.

ARTICLE 12. MODIFICATION OF AGREEMENT:

This document constitutes the entire agreement between the AGENCY and CONTRACTOR and may be modified only by a written agreement executed by both the AGENCY and CONTRACTOR.

ARTICLE 13. DUTIES:

Officers shall only be assigned duties by the District that are consistent with their existing obligations as licensed peace officers. The AGENCY shall not assign officers duties involving:

- (1) routine student discipline or school administrative tasks; or
- (2) contact with students unrelated to the law enforcement duties of the peace officer, resource officer, or security personnel.

ARTICLE 14. NO WAIVER OF GOVERNMENTAL IMMUNITY:

Neither the Mission Consolidated Independent School District nor the City of Mission, Texas do, by way of this contract, waive governmental immunity from suit, or from liability, except as expressly set forth by the Texas Legislature in the Texas Local Government Code. The fact that the Mission CISD and the City of Mission have entered into this agreement shall not in any way, constitute a deliberate waiver of immunity by either entity, which immunities are expressly reserved by both parties.

ARTICLE 15. RESPONSIBILITY:

This Agreement is a contract for the performance of governmental functions by governmental entities, and the parties will be engaged in the conduct of a governmental function while providing and/or performing any service under this Agreement. With respect to the services provided under this Agreement, the CONTRACTOR will be an independent contractor to the AGENCY. Any

peace officer assigned to duty at any AGENCY campus pursuant to this Agreement will not be considered an employee of the AGENCY, but will at all times remain an employee of the CONTRACTOR.

It is understood and agreed between the parties that each party will be responsible for its own acts or omissions, including the acts or omissions of its employees, officers, trustees, and agents. Where injury or property damage results from the joint or concurring negligence of both parties, liability, if any, will be shared by each party on the basis of comparative responsibility in accordance with the applicable laws of the State of Texas, subject to all defenses, including governmental immunity. Under no circumstances shall AGENCY be subject to any tort liability for which it is currently immune.

The parties specifically agree that each party will be individually and respectively responsible for responding to, dealing with, insuring against, defending, and otherwise handling and managing any complaint, claim, or cause of action brought against itself, its respective employees, officers, trustees or agents, resulting from the provision of services pursuant to this Agreement.

Nothing in this Agreement will be construed to waive, modify, or amend any legal defense available to the parties, or any past or present Trustee, officer, agent, or employee, including, but not limited to governmental immunity from suit as provided by law.

ARTICLE 16. MISCELLANEOUS:

There are no third-party beneficiaries to this Agreement.

AGENCY may terminate this Agreement at any time and for any or no reason by providing seven days prior written notice to CONTRACTOR.

**CONTRACTOR:**

**City of Mission**

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Mike Perez  
City Manager

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Cesar Torres  
Chief of Police

**AGENCY:**

**Mission Consolidated Independent School District**

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Iris Iglesias, President  
Mission CISD Board of Trustees

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Criselda Valdez, Ed. D.  
Interim Superintendent for Schools

**SUBJECT:** Approval of Interlocal Agreement with the City of Palmhurst for Police Services for the 2024 - 2025 School Year

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

### **BACKGROUND INFORMATION**

The City of Palmhurst will provide two (2) Texas Certified Police Officers to Mission CISD.

The Mission CISD, with the cooperation of the City of Palmhurst Police Department, will attempt to achieve the following objectives:

1. Provide a safe learning environment.
2. The reduction of drug and alcohol abuse, and juvenile crime among students.
3. Educate targeted students and faculty in the following:
  - The identification of gangs and their effects.
  - The identification of drugs and their effects.
  - Development of positive decision-making skills.
  - Development of individual self-esteem, self-worth, and self-respect.
  - Development of drug, alcohol, and gang resistance techniques.
4. Develop good rapport among police, students, faculty, and the community while maintaining a positive law and order role model for the students.
5. Participate in other school activities and events when appropriate.
6. Report documented incidents of a delinquent or criminal nature to the campus Principal and Operations Commander.
7. Take positive enforcement action when confronted by a violation of Federal Law, State Law, or any City Ordinance.

### **ADMINISTRATIVE CONSIDERATIONS**

The agreement's performance period shall commence on the 5th day of August 2024, and end on the 23rd day of May 2025.

The total cost of the basic agreement (excluding supplemental duty pay) is estimated at \$110,000, and the CONTRACTOR agrees to use its best effort to perform all work described for this estimated cost.

Under this agreement, reimbursement for state-mandated training for School Resource Officers attending training is capped at \$1,500 per officer per school year for those assigned to a Mission CISD campus. The total estimated training cost will not exceed \$3,000.

The agreement has been reviewed by Legal Counsel.

**FUNDING SOURCE AND AMOUNT**

Basic Agreement	\$110,000
State-mandated Training	<u>3,000</u>
General Fund Estimated	\$113,000

**RECOMMENDATION**

Approval of Interlocal Agreement with the City of Palmhurst for Police Services for the 2024 - 2025 School Year.

**CONTACT PERSON (S)**

Carol G. Perez, Ed.D. Superintendent of Schools  
Joel Garcia, Deputy Superintendent for Business & Support Services  
Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda, Director for Safety and Security/ Emergency Mgmt

**INTERLOCAL AGREEMENT  
FOR POLICE SERVICES**

This INTERLOCAL AGREEMENT FOR POLICE SERVICES (Agreement) is made by and between the City of Palmhurst, Texas (Contractor) and the Mission Consolidated Independent School District (Agency) this \_\_\_\_ day of \_\_\_\_ 2024.

**PREMISES**

Whereas, Chapter 791 of the Texas Government Code authorizes local governments to contract with each other to provide governmental functions and services, and

Whereas, the Texas Education Code §37.081 gives the Board of Trustees the power to employ security personnel and commissioned peace officers to carry out the effects of that Chapter, and

Whereas, the City of Palmhurst, Texas is a Texas Municipality and Home Rule City as set forth in VTCA Government Code §791.003(4), and

Whereas, the Mission Consolidated Independent School District is a Texas School District and local governmental entity as set forth in VTCA Government Code §791.003, and

Whereas, the Mission CISD School Resource Officers and the City of Palmhurst all have the authority to perform law enforcement functions within their respective jurisdictional areas, and

Whereas, the Parties are of the opinion that achieving the objectives of law enforcement, the protection of students, and maintenance of a safe learning environment within the Mission CISD can be facilitated by establishing a cooperative approach to law enforcement, and that the performance of this Agreement is in the common interest of both parties and that the division of cost fairly compensates the performing party for the services under this contract,

Whereas, the parties, in performing governmental functions or in paying for the performance of governmental functions hereunder shall make that performance, or those payments from current revenues legally available to each party:

Now therefore, in consideration of the promises and mutual covenants herein contained, it was agreed, under the authority of Section 791.001 – 791.029 of the Texas Government Code, as follows:

## AGREEMENT

### ARTICLE 1. STATEMENT OF WORK:

CONTRACTOR agrees to perform, in a good professional manner to be approved by the AGENCY, the following:

- I. The CONTRACTOR shall assign and provide to AGENCY'S campus two (2) Texas Certified Police Officers during the 2024-2025 school year. Specific campus and time assignments will be mutually agreed to by the Operations Commander and AGENCY. Time assignments are not limited to any particular time of day. CONTRACTOR agrees that officers may be assigned to sporting events or other extra-curricular activities as coordinated by the AGENCY's Director of Safety & Security. Any officer assigned under this Agreement will be subject to the approval of the Superintendent, Director of Safety & Security and the campus Principal. The assigned officer(s) will provide services during regular school hours on each and every day classes are in session. The parties acknowledge the importance of having the same officer(s) present at the district on a day-to-day basis in order to promote continuity and familiarity with the district and students. The parties agree that any substitutions of personnel by the CONTRACTOR will be discussed and mutually agreed upon before the substitution is made.
  
- II. CONTRACTOR shall provide police presence on and around school campuses and all AGENCY property, including, without limitation, traffic enforcement and pedestrian crosswalk policing, etc. The Chief of Police and Superintendent may vary the duties of each officer taking into account the safety of each student, school district employee, and non-- school person. The assigned officer(s) will coordinate and cooperate with the Director of Safety & Security and campus Principal, but will be directly supervised by the Chief of Police. The duties, schedule and responsibilities of the assigned officer(s) on days when classes are not in session will be mutually agreed upon and determined by the Chief of Police, the Director of Safety & Security and the campus Principal.

At all times during the term of this Agreement, the law enforcement personnel provided by the CONTRACTOR will remain, and shall be considered, employees of the CONTRACTOR and not employees of the AGENCY. The CONTRACTOR will be responsible for maintaining accurate records of the dates and hours of service, and any other information regarding the personnel assigned to the AGENCY that may be necessary in connection with the performance of this Agreement.

Unless agreed to in advance in particular situations, any officer assigned to serve at any AGENCY campus will dress in a uniform identifying him/her as a member of the Police Department of the CONTRACTOR and will carry the usual equipment, such as sidearm, belt and holster, badge, and the like. At all times covered by this Agreement, any officer assigned to serve at any AGENCY campus will be a commissioned, full-time, regular-duty peace officer employed and properly trained by the CONTRACTOR.

The Director of Safety & Security and the Principal of each campus that uses the services of a campus peace officer will coordinate and work with that peace officer(s) with respect to the law enforcement services provided and any special issues that warrant increased attention. The Director of Safety & Security and campus Principal will have the discretion to establish the daily tasks of the officer assigned to that campus, including designating specific campus issues to be addressed.

- III. CONTRACTOR shall ensure that assigned officers comply with all departmental policies and procedures, including, but not limited to, city policies and state and federal statutes, procedures, and directives.
- IV. Officers may execute arrest authority.
- V. Officers shall function as Certified Peace Officers of the State of Texas and shall comply with all duties and obligations which they have under state and federal law as licensed peace officers.

ARTICLE 2. OBJECTIVES:

CONTRACTOR'S objectives under this Agreement include, but are not limited to, the following:

1. Provide a safe learning environment by fulfilling their obligations as licensed peace officers.
2. Serve as a visible deterrent, through their presence and actions as peace officers to reduce drug abuse, alcohol abuse and other crime amongst students.
3. Educate faculty in the following:
  - Identification of gangs and their effects
  - Identification of drugs and their effects
4. Participate in other school activities and events when appropriate.
5. Report incidents (in writing) of a delinquent criminal nature to the Coordinator of Safety & Security, the campus Principal and Operations Commander.
6. Take positive enforcement action as a law enforcement officer when confronted by a violation of Federal Law, State Law and any City Ordinance.
7. Promote and support organizational strategies of the District to address the causes and reduce the fear of crime and social disorder through problem solving tactics and their work as peace officers within the District.

ARTICLE 3. DUTIES AND RESPONSIBILITIES OF THE AGENCY:

The AGENCY will provide the following to the CONTRACTOR:

1. Work space on campus
2. Access to telephones
3. Administrative and clerical support whenever possible from the campus and central office
4. Supplies and materials within an approved budget, and
5. Other support as requested

ARTICLE 4. JURISDICTION AND SCOPE OF DUTIES OF EMPLOYED OFFICERS

The agency hereby determines that the jurisdiction of any officer exercising the terms under this agreement shall include all territory, within the boundaries of the School District and also all property outside the boundaries of the District that is owned, leased or rented by or otherwise under the control of the Mission CISD. The agency further determines that the Police Officers assigned under this agreement shall have the following powers:

- I.) All the powers privileges and immunities as police officers.
  
- II.) The powers to enforce all laws, including municipal ordinances, county ordinances and state laws, and may, in accordance with Chapter 52, Texas Family Code take a juvenile into custody.
  
- III.) Enforcing any and all laws of Hidalgo County and the State of Texas and the rules of the school district which have a direct bearing on the safety and welfare of students within the District.
  
- IV.) The City of Palmhurst Police Officers provided under the terms of this Interlocal agreement shall have jurisdiction and lawful authority to provide police services under the terms of this agreement even if they are off duty. However, nothing in this agreement shall require any Palmhurst Police Officer to provide police services pursuant to this agreement if off duty.

ARTICLE 5. TERMS:

The period of performance of the agreement shall commence on the 5<sup>th</sup> day of August 2024 and shall end on the 23<sup>rd</sup> day of May 2025. The total number of days for payment will be 179 days. This is based on 172 instructional and 7 staff development days. No cost will be incurred or charged on the agreement prior to the starting date or subsequent to the ending date. All days are payable based on eight (8) hour-day terms.

ARTICLE 6. SUPPLEMENTAL DUTY PAY:

The CONTRACTOR will provide the services of uniformed, sworn law enforcement personnel for the purpose of providing security and crowd control for athletic and special events sponsored by the AGENCY. The CONTRACTOR will provide the number of officers reasonably necessary as requested by the AGENCY for any such event. The CONTRACTOR will designate an officer in charge at each such event, and such officer in charge will coordinate the services provided with a representative of the AGENCY.

The CONTRACTOR will bill separately for any such services provided pursuant to this section.

ARTICLE 7. CONSIDERATION:

It is estimated that the total cost of the basic agreement (excluding supplemental duty pay) will not exceed **\$110,000.00** and the CONTRACTOR agrees to use its best effort to perform all work described for this estimated cost. If at any time the total cost for performance of said work will be greater than above estimated cost, then CONTRACTOR shall notify AGENCY to the effect, giving its revised estimate of the total cost. AGENCY is not obligated to pay any amount exceeding the estimated cost indicated in this section unless such amount is approved by AGENCY in writing before the cost is incurred.

ARTICLE 8. TRAINING:

The AGENCY will reimburse the CONTRACTOR for state-mandated training for School Resource Officers attending training in the amount that will not exceed \$1,500.00 per school year, per officer assigned to a Mission CISD campus providing duties under this agreement. It is estimated that the total cost of the basic agreement for training will not exceed **\$3,000.00**. The CONTRACTOR will provide the AGENCY with copies of documents indicating satisfactory completion of the state-mandated course. Once proper documentation has been provided to the AGENCY, payment will be processed within 15-30 days.

ARTICLE 9. PAYMENT:

Payment for services will be processed only when proper documentation has been provided for the AGENCY business office for payment. Proper business accounting will be utilized. Once proper documentation has been provided to the AGENCY, payment will be processed within 15-30 days.

ARTICLE 10. MEDIATION:

It is the policy of the State of Texas to encourage resolution of any disputes through alternative dispute resolution procedures such as non-binding mediation. Any dispute between the parties to this agreement which is not resolved through informal discussion may be submitted to a mutually acceptable mediation service or provider for non binding mediation. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking legal or equitable relief from a court of competent jurisdiction.

ARTICLE 11. VENUE AND JURISDICTION:

The parties acknowledge that exclusive venue for any such action for breach of this agreement shall be the County and District courts of Hidalgo County, Texas.

ARTICLE 12. MODIFICATION OF AGREEMENT:

This document constitutes the entire agreement between the AGENCY and CONTRACTOR and may be modified only by written agreement executed by both the AGENCY and CONTRACTOR.

ARTICLE 13. DUTIES:

Officers shall only be assigned duties by the District which are consistent with their existing obligations as licensed peace officers under state law.

ARTICLE 14. NO WAIVER OF GOVERNMENTAL IMMUNITY:

Neither the Mission Consolidated Independent School District or the City of Palmhurst, Texas do, by way of this contract, waive governmental immunity from suit, or from liability, except as expressly set forth by the Texas Legislature in the Texas Local Government Code. The fact that the Mission CISD and the City of Palmhurst have entered into this agreement shall not in any way, constitute a deliberate waiver of immunity by either entity, which immunities are expressly reserved by both parties.

ARTICLE 15. RESPONSIBILITY:

This Agreement is a contract for the performance of governmental functions by governmental entities, and the parties will be engaged in the conduct of a governmental function while providing and/or performing any service under this Agreement. With respect to the services provided under this Agreement, the CONTRACTOR will be an independent contractor to the AGENCY. Any peace officer assigned to duty at any AGENCY campus pursuant to this Agreement will not be considered an employee of the AGENCY, but will at all times remain an employee of the CONTRACTOR.

It is understood and agreed between the parties that each party will be responsible for its own acts or omissions, including the acts or omissions of its employees, officers, trustees, and agents. Where injury or property damage result from the joint or concurring negligence of both parties, liability, if any, will be shared by each party on the basis of comparative responsibility in accordance with the applicable laws of the State of Texas, subject to all defenses, including governmental immunity. Under no circumstances shall AGENCY be subject to any tort liability for which it is currently immune.

The parties specifically agree that each party will be individually and respectively responsible for responding to, dealing with, insuring against, defending and otherwise handling and managing any complaint, claim or cause of action brought against itself, its respective employees, officers, trustees or agents, resulting from the provision of services pursuant to this Agreement.

Nothing in this Agreement will be construed to waive, modify or amend any legal defense available to the parties, or any past or present Trustee, officer, agent or employee, including, but not limited to governmental immunity from suit as provided by law.

ARTICLE 16. MISCELLANEOUS:

There are no third-party beneficiaries to this Agreement.

AGENCY may terminate this Agreement at any time and for any or no reason by providing seven days' prior written notice to CONTRACTOR.

CONTRACTOR:

City of Palmhurst

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Lorie A. Lopez  
City Manager

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Michael A. Vela  
Chief of Police

AGENCY:

**Mission Consolidated Independent School District**

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Iris Iglesias, President  
Mission CISD Board of Trustees

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Criselda Valdez, Ed. D.  
Interim Superintendent for Schools

**SUBJECT:** Approval of Interlocal Agreement with the City of Alton for Police Services for the 2024 - 2025 School Year

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

### **BACKGROUND INFORMATION**

The City of Alton will provide six (6) Texas Certified Police Officers to Mission CISD.

The Mission CISD, with the cooperation of the City of Alton Police Department, will attempt to achieve the following objectives:

1. Provide a safe learning environment.
2. The reduction of drug and alcohol abuse, and juvenile crime among students.
3. Educate targeted students and faculty in the following:
  - The identification of gangs and their effects.
  - The identification of drugs and their effects.
  - Development of positive decision-making skills.
  - Development of individual self-esteem, self-worth, and self-respect.
  - Development of drug, alcohol, and gang resistance techniques.
4. Develop good rapport among police, students, faculty, and the community while maintaining a positive law and order role model for the students.
5. Participate in other school activities and events when appropriate.
6. Report documented incidents of a delinquent or criminal nature to the campus Principal and Operations Commander.
7. Take positive enforcement action when confronted by a violation of Federal Law, State Law, or any City Ordinance.

### **ADMINISTRATIVE CONSIDERATIONS**

The agreement's performance period shall commence on the 5th day of August 2024, and end on the 23rd day of May 2025.

The total cost of the basic agreement (excluding supplemental duty pay) is estimated at \$167,363, and the CONTRACTOR agrees to use its best effort to perform all work described for this estimated cost.

Furthermore, the City of Alton has received funding through the COPS Hiring Program and will pay 100% of the salaries of four (4) Texas Certified Police Officers.

Under this agreement, reimbursement for state-mandated training for School Resource Officers attending training is capped at \$1,500 per officer per school year for those assigned to a Mission CISD campus. The total estimated training cost will not exceed \$9,000.

The agreement has been reviewed by Legal Counsel.

**FUNDING SOURCE AND AMOUNT:**

Basic Agreement	\$167,363
State-mandated Training	<u>9,000</u>
General Fund Estimated	\$176,363

**RECOMMENDATION:**

Approval of Interlocal Agreement with the City of Alton for Police Services for the 2024 - 2025 School Year.

**CONTACT PERSON (S)**

Joel Garcia, Deputy Superintendent for Business & Support Services  
Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda, Director for Safety and Security/ Emergency Mgmt

## **INTERLOCAL AGREEMENT FOR POLICE SERVICES**

This INTERLOCAL AGREEMENT FOR POLICE SERVICES (Agreement) is made by and between the City of Alton, Texas (Contractor) and the Mission Consolidated Independent School District (Agency) this \_\_\_\_ day of June 2024.

### **PREMISES**

Whereas, Chapter 791 of the Texas Government Code authorizes local governments to contract with each other to provide governmental functions and services, and

Whereas, the Texas Education Code §37.081 gives the Board of Trustees the power to employ security personnel and commissioned peace officers to carry out the effects of that Chapter, and

Whereas, the City of Alton, Texas is a Texas Municipality and Home Rule City as set forth in VTCA Government Code §791.003(4), and

Whereas, the Mission Consolidated Independent School District is a Texas School District and local governmental entity as set forth in VTCA Government Code §791.003, and

Whereas, the Mission CISD School Resource Officers and the City of Alton all have the authority to perform law enforcement functions within their respective jurisdictional areas, and

Whereas, the Parties are of the opinion that achieving the objectives of law enforcement, the protection of students, and maintenance of a safe learning environment within the Mission CISD can be facilitated by establishing a cooperative approach to law enforcement, and that the performance of this Agreement is in the common interest of both parties and that the division of cost fairly compensates the performing party for the services under this contract,

Whereas, the parties, in performing governmental functions or in paying for the performance of governmental functions hereunder shall make that performance, or those payments from current revenues legally available to each party:

Now therefore, in consideration of the promises and mutual covenants herein contained, it was agreed, under the authority of Section 791.001 – 791.029 of the Texas Government Code, as follows:

## AGREEMENT

### ARTICLE 1. STATEMENT OF WORK:

CONTRACTOR agrees to perform, in a good professional manner to be approved by the AGENCY, the following:

- I. The CONTRACTOR shall assign and provide to AGENCY'S Alton campuses six (6) Texas Certified Police Officers during the 2024-2025 school year. Specific campus and time assignments will be mutually agreed to by the CONTRACTOR and AGENCY. Time assignments are not limited to any particular time of day. CONTRACTOR agrees that officers may be assigned to sporting events or other extra-curricular activities and coordinated by the AGENCY designee. Any officer assigned under this Agreement will be subject to the approval of the Superintendent, Director of Safety & Security, and the campus Principal. The assigned officer(s) will provide services during regular school hours on each day classes are in session. The parties acknowledge the importance of having the same officer(s) present at the district on a day-to-day basis in order to promote continuity and familiarity with the district and students. The parties agree that any substitutions of personnel by the CONTRACTOR will be discussed and mutually agreed upon before the substitution is made.
  
- II. CONTRACTOR shall provide police presence on and around school campuses and all AGENCY property, including, without limitation, traffic enforcement and pedestrian crosswalk policing, etc. The Chief of Police and Superintendent may vary the duties of each officer taking into account the safety of each student, school district employee, and non-- school person. The assigned officer(s) will coordinate and cooperate with the AGENCY's Director of Safety & Security and campus Principal but will be directly supervised by the Chief of Police. The duties, schedule, and responsibilities of the assigned officer(s) on days when classes are not in session will be mutually agreed upon and determined by the Chief of Police and the AGENCY's Director of Safety & Security.

At all times during the term of this Agreement, the law enforcement personnel provided by the CONTRACTOR will remain, and shall be considered, employees of the CONTRACTOR and not employees of the AGENCY. The CONTRACTOR will be responsible for maintaining accurate records of the dates and hours of service, and any other information regarding the personnel assigned to the AGENCY that may be necessary in connection with the performance of this Agreement.

Unless agreed to in advance in particular situations, any officer(s) assigned to serve at any AGENCY campus will dress in a uniform identifying him/her as a member of the Police Department of the CONTRACTOR and will carry the usual equipment, such as sidearm, belt and holster, badge, and the like. At all times covered by this Agreement, any officer assigned to serve at any AGENCY campus will be a commissioned, full-time, regular-duty peace officer employed and properly trained by the CONTRACTOR.

The AGENCY's Director of Safety & Security and Principal of each campus that uses the services of a campus peace officer will coordinate and work with that peace officer(s) with respect to the law enforcement services provided and any special issues that warrant increased attention. The AGENCY's Director of Safety & Security and campus Principal will have the discretion to establish the daily tasks of the officer assigned to that campus, including designating specific campus issues to be addressed.

- III. CONTRACTOR shall ensure that assigned officers comply with all departmental policies and procedures, including, but not limited to, city policies and state and federal statutes, procedures, and directives.
- IV. Officers may execute arrest authority.
- V. Officers shall function as Certified Peace Officers of the State of Texas and shall comply with all duties and obligations which they have under state and federal law as licensed peace officers.

## ARTICLE 2. OBJECTIVES:

CONTRACTOR'S objectives under this Agreement include, but are not limited to, the following:

- 1. Provide a safe learning environment by fulfilling their obligations as licensed peace officers.
- 2. Serve as a visible deterrent, through their presence and actions as peace officers to reduce drug abuse, alcohol abuse, and other crime amongst students.
- 3. Educate faculty in the following:
  - Identification of gangs and their effects
  - Identification of drugs and their effects

4. Participate in other school activities and events when appropriate.
5. Report incidents (in writing) of a delinquent criminal nature to the Agency's Director of Safety & Security, the campus Principal, and the CONTRACTOR's Operations Commander.
6. Take positive enforcement action as a law enforcement officer when confronted by a violation of Federal Law, State Law, and any City Ordinance.
7. Promote and support organizational strategies of the District to address the causes and reduce the fear of crime and social disorder through problem-solving tactics and their work as peace officers within the District.

ARTICLE 3. DUTIES AND RESPONSIBILITIES OF THE AGENCY:

The AGENCY will provide the following to the CONTRACTOR:

1. Work space on campus
2. Access to telephones
3. Administrative and clerical support whenever possible from the campus and central office
4. Supplies and materials within an approved budget, and
5. Other support as requested

The agency hereby determines that the jurisdiction of any officer exercising the terms under this agreement shall include all territory, within the boundaries of the School District and also all property outside the boundaries of the District that is owned, leased or rented by or otherwise under the control of the Mission CISD. The agency further determines that the Police Officers assigned under this agreement shall have the following powers:

ARTICLE 4. JURISDICTION AND SCOPE OF DUTIES OF EMPLOYED OFFICERS

- I.) All the powers privileges and immunities as police officers.
- II.) The powers to enforce all laws, including municipal ordinances, county Ordinances and state laws, and may, in accordance with Chapter 52, Texas Family Code take a juvenile into custody.
- III.) Enforcing any and all laws of Hidalgo County and the State of Texas and the rules of the school district which have a direct bearing on the safety and welfare of students within the District.
- IV.) The Alton Police Officers provided under the terms of this Interlocal agreement shall have jurisdiction and lawful authority to provide police services under the terms of this agreement even if they are off duty. However, nothing in this Agreement shall require any Alton Police Officer to provide police services pursuant to this agreement if off duty.

ARTICLE 5. TERMS:

The period of performance of the agreement shall commence on the 5<sup>th</sup> day of August 2024 and shall end on the 23<sup>rd</sup> day of May 2025. The total number of days for payment will be 179 days. This is based on 172 instructional and 7 staff development days. No cost will be incurred or charged on the agreement prior to the starting date or subsequent to the ending date. All days are payable based on eight (8) hour-day terms.

ARTICLE 6. SUPPLEMENTAL DUTY PAY:

The CONTRACTOR will provide the services of uniformed, sworn law enforcement personnel for the purpose of providing security and crowd control for athletic and special events sponsored by the AGENCY and coordinated by the Director for Safety & Security. The CONTRACTOR will provide the number of officers reasonably necessary as requested by the AGENCY for any such event. The CONTRACTOR will designate an officer in charge at each such event, and such officer in charge will coordinate the services provided with a representative of the AGENCY.

The CONTRACTOR will bill separately for any such services provided pursuant to this section.

ARTICLE 7. CONSIDERATION:

It is estimated that the total cost of the basic agreement (excluding supplemental duty pay) will not exceed \$167,362.35. The CONTRACTOR agrees to use its best effort to perform all work described for this estimated cost. If at any time the total cost for performance of said work will be greater than above estimated cost, then CONTRACTOR shall notify AGENCY to the effect, giving its revised estimate of the total cost. AGENCY is not obligated to pay any amount exceeding the estimated cost indicated in this section unless such amount is approved by AGENCY in writing before the cost is incurred. Furthermore, the City of Alton has received funding through the COPS Hiring Program and will pay 100% of the salaries of four (4) Texas Certified Police Officers.

ARTICLE 8. TRAINING:

The AGENCY will reimburse the CONTRACTOR for state-mandated training for School Resource Officers attending training in the amount that will not exceed \$1,500.00 per school year, per officer assigned to a Mission CISD campus providing duties under this agreement. It is estimated that the total cost of the basic agreement for training will not exceed \$9,000.00. The CONTRACTOR will provide the AGENCY with copies of documents indicating satisfactory completion of the state-mandated course. Once proper documentation has been provided to the AGENCY, payment will be processed within 15-30 days.

ARTICLE 9. PAYMENT:

Payment for services will be processed only when proper documentation has been provided for the AGENCY business office for payment. Proper business accounting will be utilized. Once proper documentation has been provided to the AGENCY, payment will be processed within 15-30 days.

ARTICLE 10. MEDIATION:

It is the policy of the State of Texas to encourage the resolution of any disputes through alternative dispute resolution procedures such as non-binding mediation. Any dispute between the parties to this agreement that is not resolved through informal discussion may be submitted to a mutually acceptable mediation service or provider for non-binding mediation. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking legal or equitable relief from a court of competent jurisdiction.

ARTICLE 11. VENUE AND JURISDICTION:

The parties acknowledge that the exclusive venue for any such action for breach of this agreement shall be the County and District courts of Hidalgo County, Texas.

ARTICLE 12. MODIFICATION OF AGREEMENT:

This document constitutes the entire agreement between the AGENCY and CONTRACTOR and may be modified only by a written agreement executed by both the AGENCY and CONTRACTOR.

ARTICLE 13. DUTIES:

Officers shall only be assigned duties by the District that are consistent with their existing obligations as licensed peace officers under state law.

ARTICLE 14. NO WAIVER OF GOVERNMENTAL IMMUNITY:

Neither the Mission Consolidated Independent School District nor the City of Alton, Texas do, by way of this contract, waive governmental immunity from suit, or from liability, except as expressly set forth by the Texas Legislature in the Texas Local Government Code. The fact that the Mission CISD and the City of Alton have entered into this agreement shall not in any way, constitute a deliberate waiver of immunity by either entity, which immunities are expressly reserved by both parties.

ARTICLE 15. RESPONSIBILITY:

This Agreement is a contract for the performance of governmental functions by governmental entities, and the parties will be engaged in the conduct of a governmental function while providing and/or performing any service under this Agreement. With respect to the services provided under this Agreement, the CONTRACTOR will be an independent contractor to the AGENCY. Any peace officer assigned to duty at any AGENCY campus pursuant to this Agreement will not be considered an employee of the AGENCY, but will at all times remain an employee of the CONTRACTOR.

It is understood and agreed between the parties that each party will be responsible for its own acts or omissions, including the acts or omissions of its employees, officers, trustees, and agents. Where injury or property damage results from the joint or concurring negligence of both parties, liability, if any, will be shared by each party on the basis of comparative responsibility in accordance with the applicable laws of the State of Texas, subject to all defenses, including governmental immunity. Under no circumstances shall AGENCY be subject to any tort liability for which it is currently immune.

The parties specifically agree that each party will be individually and respectively responsible for responding to, dealing with, insuring against, defending, and otherwise handling and managing any complaint, claim, or cause of action brought against itself, its respective employees, officers, trustees or agents, resulting from the provision of services pursuant to this Agreement.

Nothing in this Agreement will be construed to waive, modify, or amend any legal defense available to the parties, or any past or present Trustee, officer, agent, or employee, including, but not limited to governmental immunity from suit as provided by law.

ARTICLE 15. MISCELLANEOUS:

There are no third-party beneficiaries to this Agreement.

AGENCY may terminate this Agreement at any time and for any or no reason by providing seven days' prior written notice to CONTRACTOR.

CONTRACTOR:  
City of Alton

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Jeff Underwood  
City Manager

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Mark Perez  
Chief of Police

**AGENCY:**

**Mission Consolidated Independent School District**

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Iris Iglesias, President  
Mission CISD Board of Trustees

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Criselda Valdez, Ed. D.  
Interim Superintendent for Schools

**SUBJECT:** Approval of Interlocal Agreement with the Hidalgo County Precinct #3 Constable for the 2024 - 2025 School Year

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

Hidalgo County Precinct #3 Constable will provide three (3) County Commissioned Peace Officers.

The Mission CISD, with the cooperation of the Hidalgo County Precinct #3 Constable, will attempt to achieve the following objectives:

1. Assist with the safety and security of faculty, students, and members of Mission CISD and the community
2. Reduce crimes committed by juveniles, reduce juvenile delinquency behavior, and increase school attendance
3. Assist Mission CISD by responding to emergencies or other exigent circumstances at a District Campus or facility in which the response of a peace officer would be appropriate.

**ADMINISTRATIVE CONSIDERATIONS**

The agreement's performance period shall commence on the 1st day of September 2024, and end on the 31st day of August 2025.

The total cost of the basic agreement is estimated at \$269,145, and the CONTRACTOR agrees to use its best effort to perform all work described for this estimated cost.

The agreement has been reviewed by Legal Counsel.

**FUNDING SOURCE AND AMOUNT**

General Fund Estimated	\$269,145
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**RECOMMENDATION:**

Approval of Interlocal Agreement with the Hidalgo County Precinct #3 Constable for the 2024 - 2025 School Year.

**CONTACT PERSON (S)**

Joel Garcia, Deputy Superintendent for Business & Support Services  
Blanca I. Lopez, Executive Director for Business Operations  
Martin Castañeda, Director for Safety and Security/ Emergency Mgmt

STATE OF TEXAS           §  
  §  
COUNTY OF HIDALGO   §

**INTERLOCAL COOPERATION AGREEMENT BETWEEN  
MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
AND THE COUNTY OF HIDALGO, TEXAS**

THIS Interlocal Cooperation Agreement, hereinafter referred to as “Agreement” is made on this the \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between **MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT**, hereinafter referred to as “District” and the **COUNTY OF HIDALGO, TEXAS**, hereinafter referred to as “Constable Precinct #3” pursuant to the authority granted and in compliance with the provisions of the Texas interlocal Cooperation Act, (the “Act”) Chapter 791, Texas Government Code, as follows:

**WITNESSETH:**

**WHEREAS**, the District is organized as an Independent School District under the laws of the State of Texas for the purpose of educating and providing other activities, which assist and benefit the youth and general community; and

**WHEREAS**, an Interlocal Agreement may be entered into by any local government which includes a political subdivision, and which is defined in Section 791.003(4) and (5) of the Local Government Code, as any corporate and political entity organized under state law, and

**WHEREAS**, District seeks to increase the safety and security for faculty, students, and members of the community; and

**WHEREAS**, County and District have a common interest in reducing crimes committed by juveniles and reducing juvenile delinquency behavior and increasing school attendance; and

**WHEREAS**, District has requested that three (3) County peace officers be available to assist the District by responding to emergencies or other exigent circumstances at a District campus or facility in which the response of a peace officer or officers would be appropriate;

**NOW, THEREFORE**, County and District, in consideration of the mutual promises, covenants, and agreements set forth in this Agreement, County and District agree as follows:

1. County by and through the Constable Precinct #3 will, pursuant to its applicable personnel policies, rules, and procedures, hire three (3) commissioned peace officers and the necessary support staff to continue to provide security and support at the District. The County peace officers shall use their best efforts to address crimes committed by juveniles and reduce juvenile delinquency behavior as well as assist the District in its efforts to increase school attendance.
2. During the term of this Agreement, such peace officers at all times, shall remain and be treated as employees of the County and shall be subject to all applicable personnel policies, rules, and procedures of the County.

3. In addition to the duties identified in paragraph 1 herein, the County agrees that such peace officers assigned to the District shall use their best efforts to respond to emergencies or other exigent circumstances that may exist at District campuses and facilities during regular school hours in which the response of a peace officer or officers would be appropriate. However, the peace officers shall use their sole judgment and/or discretion to determine whether the situation merits an emergency or exigent circumstance requiring response by such a peace officer or officers. The district agrees that the County shall not be liable for failure to respond to any incident at a District campus or facility.
4. The parties agree that the peace officers will not be required to perform any school administrative duties required by law, other than those identified herein, nor will the peace officers be required to perform the duties of a District security guard.
5. **Term.** The period of performance of this Agreement shall commence on September 1, 2024, and terminate on August 31, 2025. Either party shall have the right to terminate this Agreement with or without cause upon sixty (60) days' written notice.
6. **Work Hours.** The peace officers shall be assigned to District business from 8:00 a.m. to 5:00 p.m., Monday through Friday or lieu thereof "at such other times as agreed by District and County".
7. **Time Off.** The County agrees to notify the District's Safety & Security Department when either peace officer takes sick leave or has scheduled vacation, overtime, or compensatory time off in accordance with County notice provisions.
8. The County, through Constable Precinct #3, may, but is not required to, consult with the District prior to making any staffing changes in connection with this Agreement but the recruiting, hiring, and retention of County personnel shall remain the sole prerogative Constable Precinct #3. However, should the District believe that either peace officer is not fulfilling their job duties or meeting the District's expected performance standards under this Agreement, the District shall notify the Constable Precinct #3 with specific information regarding such non-performance. The county shall, within fifteen (15) days, correct the unsatisfactory performance. Should the County fail to correct or address the District's non-performance concerns, the District shall have the prerogative to terminate this Agreement upon an additional fifteen (15) days written notice to the County.
9. The District shall contribute 100% of the costs associated with administering the performance of this Agreement at the District; within fifteen (15) days of receiving an invoice from the County, the District agrees to pay to the County one match payment in the amount of two hundred sixty-nine thousand, one hundred forty-four and 79/100 Dollars (**\$269,144.79**) as consideration to the County for the continued implementation of the Agreement at the District.
10. Each party agrees to conform to its own applicable purchasing laws, regulations, policies and procedures with respect to the portion of the services under this Agreement performed by each party.
11. **Termination.** Either party shall have the right to terminate this Agreement with or without cause upon sixty (60) days written notice.

12. **Conflict of Applicable Law.** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between and provision of this Agreement and any present or future law, ordinance, or administrative, executive, or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.
13. **No waiver.** No waiver by any party hereto of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.
14. **Entire Agreement.** This Agreement contains the entire contract between the parties hereto and each party acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by County and District, and not otherwise.
15. **TEXAS LAW TO APPLY.** THIS AGREEMENT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, AND ALL OBLIGATIONS OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN HIDALGO COUNTY, TEXAS. THE PARTIES HEREBY CONSENT TO PERSONAL JURISDICTION IN HIDALGO COUNTY, TEXAS.
16. **Notice.** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests, or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to District:                   Mission Consolidated Independent School District  
   Attention: Dr. Carol G. Perez, Superintendent  
   1201 Bryce Drive  
   Mission, Texas 78572

If to County:                    Hidalgo County, Texas  
   Attention: Richard Cortez, County Judge  
   PO Box 1356  
   Edinburg, Texas 78540-1356

With Copy to:                   Hidalgo County Constable Precinct No. 3  
   Attention: Constable Lazaro Gallardo, Jr.  
   730 N. Breyfogle, Suite B  
   Mission, Texas 78574

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

17. **Additional Documents.** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.
18. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.
19. **Assignment.** This Agreement shall not be assignable.
20. **Headings.** The headings and captions contained in this Agreement are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.
21. **Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and singular shall include the plural whenever and as often as may be appropriate.
22. **Authority to Execute.** The execution and performance of this agreement by District and County have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of District and County in accordance with its terms.
23. **Governmental Purpose.** Each party hereto is entering into this Agreement for the purpose of providing for governmental services or functions and will pay for such services out of current revenues available to the paying party as herein provided.
24. **No Waiver of Governmental Immunity.** Neither County nor District, via this agreement, waive governmental immunity from suit, or from liability, except as expressly set forth by the Texas Legislature. The fact that County and District have entered into this agreement shall not in any way, constitute a deliberate waiver of immunity by either entity, which immunities are expressly reserved by both parties.
25. **Commitment of Current Revenues Only.** In the event that during any term hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then any party may terminate this Agreement upon ninety (90) days written notice to the other party. Each of the parties hereto agrees, however, to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of each party.
26. **Non-Discrimination:** The Agreement and all related activities shall be conducted in a manner that does not discriminate against any person on a basis prohibited by applicable law or County and District policy, including without limitation to race, color, national origin, religion, sex, age, veteran status, or disability.

**WITNESS THE HANDS OF THE PARTIES** and effective as of the day and year first written above.

**CONTRACTOR:**

**Hidalgo County**

\_\_\_\_\_  
Richard Cortez  
County Judge

**ATTEST:**

\_\_\_\_\_  
Arturo Guajardo Jr., County Clerk

**APPROVED AS TO FORM:**

Office of Criminal District Attorney, Toribio “Terry” Palacios,

By: \_\_\_\_\_

**AGENCY:**

**Mission Consolidated Independent School District**

\_\_\_\_\_  
Iris Iglesias, President  
Mission CISD Board of Trustees

\_\_\_\_\_  
Criselda Valdez, Ed. D.  
Interim Superintendent for Schools

**SUBJECT:** General Fund Committed Fund Balance

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by formal action of the District's Board of Trustees. The committed amounts cannot be used for any other purpose unless the board of trustees removes or changes the specified use.

**ADMINISTRATIVE CONSIDERATIONS**

The District has construction projects that started in the 2023-2024 school year that will continue in the 2024-2025 school year. These construction projects and new construction projects will be moved from the General Fund Unassigned Fund Balance to the Committed Fund Balance.

**FUNDING SOURCE AND AMOUNT**

General Fund Unassigned Fund Balance decrease of \$18,545,825.

General Fund Committed Fund Balance increase of \$18,545,825.

**RECOMMENDATION:**

Approval of General Fund Committed Fund Balance.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance  
Yajaira Paredes, Accountant

## 2023-2024 Capital Outlay Balances as of May 31, 2024

Construction In Progress			
Project Name	Total Cost	YTD Paid	Balance
Batting Cage & Discuss Assessment	\$ 1,500.00	\$ -	\$ 1,500.00
Canopy at VMHS Food Truck Area and O'Grady Sp. Education Area	\$ 103,000.00	\$ -	\$ 103,000.00
District Wide Roofing Repair	\$ 8,182,135.90	\$ -	\$ 8,182,135.90
Farmers Project - Citrus Horcuture Lab	\$ 411,879.18	\$ 351,200.76	\$ 60,678.42
HVAC Indoor Air Quality - Alton Memorial Jr. High School	\$ 4,780,592.12	\$ 738,750.60	\$ 4,041,841.52
HVAC Indoor Air Quality - Bryan Elementary School	\$ 2,233,661.67	\$ 407,631.37	\$ 1,826,030.30
HVAC Indoor Air Quality - Cavazos Elementary School	\$ 2,923,993.28	\$ 1,319,220.50	\$ 1,604,772.78
HVAC Indoor Air Quality - Midkiff Elementary School	\$ 2,924,073.28	\$ 1,050,754.50	\$ 1,873,318.78
HVAC Indoor Air Quality - Salinas Elementary School	\$ 2,733,339.50	\$ 504,635.50	\$ 2,228,704.00
Jose "Joe" Correa Jr. Agricultural Science Lab	\$ 224,400.00	\$ -	\$ 224,400.00
KWJH Marquee	\$ 62,861.54	\$ 8,250.00	\$ 54,611.54
KWJH Switchgear / Power Distribution Transformer	\$ 144,316.57	\$ 7,416.25	\$ 136,900.32
Leo Najo Baseball Field Concrete	\$ 7,653.65	\$ -	\$ 7,653.65
NOC - Annex - Generator	\$ 67,745.00	\$ 5,675.00	\$ 62,070.00
NOC - Annex - HVAC Installation	\$ 119,525.00	\$ 78,675.00	\$ 40,850.00
Pearson Project Fit America	\$ 8,000.00	\$ -	\$ 8,000.00
SAFE - Safety & Facilities Enhancement	\$ 4,768,797.00	\$ -	\$ 4,768,797.00
Security Vestibules @ Bryan, Castro, Cavazos, Midkiff, & Salinas	\$ 559,051.61	\$ 493,342.66	\$ 65,708.95
TEA Mandate Districtwide Fencing & Window Screen Film	\$ 694,815.00	\$ 43,204.46	\$ 651,610.54
<b>TOTAL - Construction In Progress</b>	<b>\$ 30,951,340.30</b>	<b>\$ 5,008,756.60</b>	<b>\$ 25,942,583.70</b>
New Projects 2024-2025			
Project Name	Total Cost	YTD Paid	Balance
HVAC Indoor Air Quality - Alton Elementary School	\$ 2,744,797.50	\$ -	\$ 2,744,797.50
HVAC Indoor Air Quality - Cantu Elementary School	\$ 2,744,797.50	\$ -	\$ 2,744,797.50
HVAC Indoor Air Quality - Mims Elementary School	\$ 2,744,797.50	\$ -	\$ 2,744,797.50
HVAC Indoor Air Quality - O'Grady Elementary School	\$ 2,744,797.50	\$ -	\$ 2,744,797.50
<b>TOTAL - Not Started</b>	<b>\$ 10,979,190.00</b>	<b>\$ -</b>	<b>\$ 10,979,190.00</b>
<b>GRAND TOTAL</b>	<b>\$ 41,930,530.30</b>	<b>\$ 5,008,756.60</b>	<b>\$ 36,921,773.70</b>

**SUBJECT:** 2023-2024 Final Amended Budget

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

### **BACKGROUND INFORMATION**

In accordance with TEA budget and accounting procedures guidelines, the District's official budget includes the General Fund and Debt Service. The adoption of the budgets associated with these funds, and subsequent amendments, should be approved by the Board of Trustees. The authority to approve a budget or a budget amendment for a grant program, however, lies with the granting agency and not with the District's Board.

The budget amendments are broken down into the following two categories:

1. Programmatic or policy changes – amendments that are necessary because of policy changes or program revisions that increase/decrease the budget.
2. Adjustment of original estimates – amendments that are necessary because the original amounts required adjustments but do not increase/decrease the budget.

### **ADMINISTRATIVE CONSIDERATIONS**

All requests for budget amendments have been reviewed and are justified for the programmatic or policy changes and adjustments of original estimates.

### **FUNDING SOURCE AND AMOUNT**

#### **General Finance:**

**Child Nutrition Program:** To ensure all departmental accounts are adequately funded for the fiscal year end, we will present a functional budget amendment at the June 19, 2024 Board of Trustees meeting. This amendment will increase the General Fund balance by \$372,935.

**Functional Budget Amendment:** To ensure all departmental accounts are adequately funded for the fiscal year end, we will present a functional budget amendment. This amendment will not impact the General Fund balance.

**Debt Service:**

**Cash Defeasance:** On May 3, 2024, the District had a cash defeasance of Unlimited Tax Refunding Bonds Series 2016. This amendment will decrease the Debt Service Fund balance by \$2,618,000.

**RECOMMENDATION:**

Approval of 2023-2024 Final Amended Budget.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance  
Fabiola Barberena, Accountant

**Mission Consolidated Independent School District**  
**GENERAL FUND**  
**Final Budget Amendment for the Month of June 2024**  
**Fiscal Year 2023 - 2024**

Description	Amended Budget April 10, 2024	Final Budget Amendment	Amended Budget June 19, 2024
<b>Audited Beginning Fund Balance</b>	<b>\$ 110,128,230</b>		<b>\$ 110,128,230</b>
Revenues:			
5700 - Local	\$ 36,371,386	\$ 257,679	\$ 36,629,065
5800 - State	134,376,089	1,583,554	135,959,643
5900 - Federal	18,888,146	877,039	19,765,185
<b>Total Revenues</b>	<b>\$ 189,635,621</b>	<b>\$ 2,718,272</b>	<b>\$ 192,353,893</b>
Expenditures:			
11 Instruction	\$ 97,612,908	\$ 1,799,585	\$ 99,412,493
12 Inst. Res. & Media Services	2,543,113	5,365	2,548,478
13 Curriculum Dev. & Inst. Staff Dev.	2,485,095	335,312	2,820,407
21 Inst. Leadership	2,759,271	111,703	2,870,974
23 School Leadership	10,277,463	(38,774)	10,238,689
31 Guide., Counseling & Eval. Ser.	6,697,486	177,000	6,874,486
32 Social Work Services	324,960	4,184	329,144
33 Health Services	1,899,921	37,462	1,937,383
34 Student (Pupil) Trans.	5,384,835	567,604	5,952,439
35 Food Services	16,794,385	(126,691)	16,667,694
36 Curricular/Extracurricular Act.	7,853,232	288,849	8,142,081
41 General Administration	6,766,847	123,709	6,890,556
51 Plant Maint. & Operations	22,276,286	678,177	22,954,463
52 Security and Monitoring Serv.	4,518,012	46,321	4,564,333
53 Data Processing Services	3,705,558	30,329	3,735,887
61 Community Services	157,451	62,346	219,797
71 Debt Service	1,449,609	17,944	1,467,553
81 Fac. Acquisition & Const.	28,346,378	(1,775,088)	26,571,290
95 Pmt. to Juv. Justice Alt. Ed. Prg.	10,000	-	10,000
99 Other Intergovernmental Charges	298,185	-	298,185
<b>Total Expenditures</b>	<b>\$ 222,160,995</b>	<b>\$ 2,345,337</b>	<b>\$ 224,506,332</b>
7900 - Other Sources	\$ 23,775,290	\$ -	\$ 23,775,290
8900 - Other Uses	(23,775,290)	-	(23,775,290)
<b>Total Other Financing Sources &amp; (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Un-Audited Ending Fund Balance</b>	<b>\$ 77,602,856</b>	<b>\$ 372,935</b>	<b>\$ 77,975,791</b>

Mission Consolidated Independent School District  
**DEBT SERVICE FUND**  
**Final Budget Amendment for the Month of June 2024**  
**Fiscal Year 2023 - 2024**

Description	Amended Budget Feb 21, 2024	Final Budget Amendment	Amended Budget June 19, 2024
<b>Audited Beginning Fund Balance</b>	\$ 3,388,898		\$ 3,388,898
Revenues:			
5700 - Local	\$ 8,834,627	\$ -	\$ 8,834,627
5800 - State	2,680,274	-	2,680,274
<b>Total Revenues</b>	<b>\$ 11,514,901</b>	<b>\$ -</b>	<b>\$ 11,514,901</b>
Expenditures:			
7100 Debt Service	\$ 8,481,047	\$ 2,618,000	\$ 11,099,047
<b>Total Expenditures</b>	<b>\$ 8,481,047</b>	<b>\$ 2,618,000</b>	<b>\$ 11,099,047</b>
7900 - Other Sources:	\$ -	\$ -	\$ -
8900 - Other Uses	-	-	-
<b>Total Other Financing Sources &amp; (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Un-Audited Ending Fund Balance</b>	<b>\$ 6,422,752</b>	<b>\$ (2,618,000)</b>	<b>\$ 3,804,752</b>

**Mission Consolidated Independent School District  
GENERAL FUND  
Budget Amendment for the Month of June 2024  
Fiscal Year 2023 - 2024**

Campus/Department	Amount	Type	Reason
001 - Mission High School	\$5,725	Functional	Cover Deficit Accounts
001- Mission High School	\$600	Functional	Event Interpreter
002- Veterans Memorial High School	\$5,000	Functional	Security Guards for Summer School
041 - Mission Jr. High School	\$671	Functional	Cover Deficit Accounts
041 - Mission Jr. High School	\$4,200	Functional	Substitute Assistant Principal
102 - Castro Elementary	\$3,642	Functional	Cover Deficit Accounts
104 - Marcell Elementary	\$485	Functional	Cover Deficit Accounts
108 - Cantu Elementary	\$1,645	Functional	Cover Deficit Accounts
108 - Cantu Elementary	\$648	Functional	Cover Deficit Accounts
111 - O'Grady Elementary	\$175	Functional	Region One Workshop
115 - Midkiff Elementary	\$54	Functional	Cover Deficit Accounts
116 - Escobar-Rios Elementary	\$614	Functional	Cover Deficit Accounts
Bilingual Department	\$2	Functional	Cover Deficit Accounts
Teacher Incentive Allotment	\$248,800	Functional	Teacher Incentive Allotment 10% District Reserve
District-Wide Budget Amendment	\$2,073,076	Functional	Adjust Revenues to State Aid/Expenditures to Year End Projection
Child Nutrition Program	\$372,935	Revenues	Child Nutrition Program Excess Revenues

**Additional Information:**  
 General Fund balance is increasing by \$372,935 due to an excess in CNP revenues. All other budget amendments to revenues and expenditures are functional and do not affect the fund balance.

**Approvals:**

\_\_\_\_\_  
 Director for Budget and Finance

\_\_\_\_\_  
 Executive Director for Business Operations

**Mission Consolidated Independent School District  
DEBT SERVICE FUND  
Budget Amendment for the Month of June 2024  
Fiscal Year 2023 - 2024**

Campus/Department	Amount	Type	Reason
District-Wide Budget Amendment	\$2,618,000	Expenditure	Cash Defeasance of Unlimited Tax Bonds

**Additional Information:**

Debt Service Fund balance is decreasing by \$2,618,000 due to the cash defeasance of Unlimited Tax Refunding Bonds Series 2016 on May 3, 2024.

**Approvals:**

\_\_\_\_\_  
Director for Budget and Finance

\_\_\_\_\_  
Executive Director for Business Operations

**SUBJECT:** Donations

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

In accordance with Board Policy CDC (Legal), all bequest of property for the benefit of the public schools shall, when not otherwise directed by the grantor, vest the property in the Board. Funds or other property donated, or the income therefrom, may be expended:

1. For any purpose designated by the donor that is in keeping with the lawful purposes of the schools that are to benefit from the donation; or
2. For any legal purpose if the donor designated no specific purpose.

The District receives donations from various sources throughout the school year. The majority of donations are given to the student activity funds to be used for student travel and awards. Some donations are in cash and some are non-cash, such as equipment, food, and services.

**ADMINISTRATION CONSIDERATION**

For the period reported, total donations were \$11,494.40. The largest cash donation received was \$3,000. The largest noncash donation received was \$250. These donations benefit our students.

**FUNDING SOURCE AND AMOUNT**

Not applicable.

**RECOMMENDATION:**

Approval of donations.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance  
Yajaira Paredes, Accountant





MISSION GISD  
CASH and INKIND/NONCASH DONATION FORM

VMHS - volleyball booster

4-11-24

CAMPUS NAME

Date

Team Funded UG

NAME OF DONOR

Address

Humble, Tx 77347

City, State, Zip

Telephone Number

1,225.40

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

DONATION AMOUNT

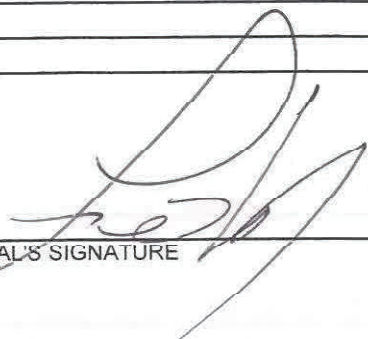
5552

Check #

Revenue Account Number

Description of Noncash donation-(Include an estimated value).

List below any restrictions for this donation: (Attach letter from donor if one is provided)

  
PRINCIPAL'S SIGNATURE

4/15/24  
Date

Instructions:



MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM

VMHS  
CAMPUS NAME

4/23/24  
Date

Martha Medina  
NAME OF DONOR

Address

Mission, TX 78572  
City, State, Zip

956-279-8004  
Telephone Number

60<sup>00</sup>  
DONATION AMOUNT

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

Revenue Account Number

Check #

Description of Noncash donation-(Include an estimated value).  
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List below any restrictions for this donation: (Attach letter from donor if one is provided)  
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[Signature]  
PRINCIPAL'S SIGNATURE

4/24/24  
Date

Instructions:

**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

R. Canales Elementary-114  
CAMPUS NAME

04.24.24  
Date

Sergio Rivas (WLS INC)  
NAME OF DONOR

311 W. Tom Landry St. A  
Address

Mission, TX 78572-3911  
City, State, Zip

936-844-7983  
Telephone Number

\$350.00  
DONATION AMOUNT

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

401-00-5744-000-114  
Revenue Account Number

15088  
Check #

**Description of Noncash donation-(Include an estimated value).**  
TOE D.T.

**List below any restrictions for this donation: (Attach letter from donor if one is provided)**  
None

Nelly Flores  
PRINCIPAL'S SIGNATURE

4/24/24  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

KWHITE JR HIGH  
CAMPUS NAME

4/25/2024  
Date

LEADERSHIP MISSION  
NAME OF DONOR

P.O BOX 1425  
Address

MISSION, TX 78572  
City, State, Zip

(956) 467-8612  
Telephone Number

\$550.00  
DONATION AMOUNT

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

865-00-2191-059-042-00-0-00  
Revenue Account Number

1250  
Check #

**Description of Noncash donation (Include an estimated value).**

DONATION WILL BE FOR GEM CLUB (SCIENCE) FIELDTRIP TO STATE AQUIRIUM AS AN INCENTIVE FOR PARTICIPATION  
IN CLUB ACTIVITIES THROUGHOUT SCHOOL YEAR

**List below any restrictions for this donation: (Attach letter from donor if one is provided)**

  
PRINCIPAL'S SIGNATURE

4/25/2024  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

Mission High School  
CAMPUS NAME

4/30/2024  
Date

Maria Garza  
NAME OF DONOR

2020 N Inspiration Rd  
Address

MISSION, TEXAS 78572  
City, State, Zip

956-500-0002  
Telephone Number

\$770.00  
DONATION AMOUNT

	x	
Check	Cash	Inkind/Noncash donation

865-00-2191-032-001-00-000  
Revenue Account Number

Check #

**Description of Noncash donation-(Include an estimated value).**

Seven hundred seventy dollars CASH donation to the Construction Club of Mission High School

**List below any restrictions for this donation: (Attach letter from donor if one is provided)**

Cash donation is to be used fro any Construction Club activities , such as banquets, awards,  
travel expenses meals, meetings, etc

SAF 570439 of 4-29-24

*Jose E. Mejia A.A.*  
PRINCIPAL'S SIGNATURE

4/30/2024  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

Mission High School  
CAMPUS NAME

4/30/2024  
Date

MHS High Flyer Booster Club  
NAME OF DONOR

1421 North Trosper Blvd  
Address

MISSION, TEXAS 78573  
City, State, Zip

956-240-8771  
Telephone Number

\$300.00  
DONATION AMOUNT

x		
Check	Cash	Inkind/Noncash donation

865-00-2191-991--001-00-000 058HF  
Revenue Account Number

57103593  
Check #

**Description of Noncash donation-(Include an estimated value).**

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List below any restrictions for this donation: (Attach letter from donor if one is provided)

To be used towrd the Cheese Cake Factory expense, HighFlyer WT 82444,, San Antonio

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*Jose E. Mejia A.A.*  
PRINCIPAL'S SIGNATURE

4/30/2024  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.



**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

Mission High School  
CAMPUS NAME

5-2-24  
Date

STX JROTC Conference

918 Villa Del Lago

NAME OF DONOR  
Donna, Texas 78537

Address  
956-735-7479

City, State, Zip

Telephone Number

\$500

DONATION AMOUNT

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

865-00-2191-045-001-00-000  
Revenue Account Number

103  
Check #

Description of Noncash donation (Include an estimated value).

List below any restrictions for this donation: (Attach letter from donor if one is provided)

For JROTC Club, for banquets, shirts, awards, purchasing of equipment

SAF 570442 OF 5-2-24

Jose E. Mejia A.A.  
PRINCIPAL'S SIGNATURE

5-2-24  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

MAY 20 2024  
Reported



**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

Escobar Pios Elem -116  
CAMPUS NAME

5/8/24  
Date

Various Parents (3rd)  
NAME OF DONOR

3505 N. Prosper Rd,  
Address

Mission, TX 78573  
City, State, Zip

956-323-8400  
Telephone Number

\$65.00  
DONATION AMOUNT

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Check	Cash	Inkind/Noncash/donation

\* Items were donated for the concession.

Revenue Account Number

Check #

**Description of Noncash donation-(Include an estimated value).**

Skittles (18 ct)  
Takis (18 ct)  
King Pops (20 ct)  
Takis (25 ct)

**List below any restrictions for this donation: (Attach letter from donor if one is provided)**

[Signature]  
PRINCIPAL'S SIGNATURE

05/15/2024  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number 286. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

Escobar Rios Elem -16

CAMPUS NAME

5/18/24

Date

Various Parents 4th/5th

NAME OF DONOR

3505 N. Trasper Rd

Address

Mission, TX 78573

City, State, Zip

956-323-8400

Telephone Number

\$250.00

DONATION AMOUNT

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Check	Cash	Inkind/Noncash donation

\* Items were donated for the concession.

Revenue Account Number

Check #

Description of Noncash donation-(Include an estimated value).

Starbursts/Skittles (18 ct)	condensed cheddar (107 oz)
Kingpops (44 ct)	24 pk cokes (2)
Kingpops (20 ct)	(2) water bottles (40 ct)
Airhead Extremes (18 ct)	Airheads (120 ct)
Airhead Extremes (18 ct)	1 bag of airheads (27 servings)
Kingpops (32 ct)	3 boxes of ziploc bags (50 ct each)
Takis (18 ct)	Fruit Roll Ups (72 ct)
chocolate bars (18 ct)	Skwinkles (48 ct)
Kingpop (15 ct)	Small bars Airheads (140 ct)
Airheads, Extreme (18 ct)	Takis (18 ct)
Hersheys (18 ct)	Airheads (36 ct)
	Funyons (50 ct)

List below any restrictions for this donation: (Attach letter from donor if one is provided)

*Donna J. Carr*

PRINCIPAL'S SIGNATURE

05/15/2024

Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number 207r. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

MHS MARIACHI  
CAMPUS NAME

5/14/2024  
Date

Blanca Olvera  
NAME OF DONOR

2720 Ebany Ave  
Address

McAllen, Texas 78501  
City, State, Zip

\_\_\_\_\_  
Telephone Number

\$150.00  
DONATION AMOUNT

X		
Check	Cash	Inkind/Noncash donation

865-00-2191-098--001-00-000  
Revenue Account Number

1729  
Check #

**Description of Noncash donation-(Include an estimated value).**

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**List below any restrictions for this donation: (Attach letter from donor if one is provided)**

For Mariachi Club --- to be used for meals, awards, shirts, travel      SAF 570460

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Jose E. Mejia A.A.  
PRINCIPAL'S SIGNATURE

5/14/2024  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.



# MISSION CISD CASH and INKIND/NONCASH DONATION FORM

MHS MARIACHI  
CAMPUS NAME

5/14/2024  
Date

PALOMITA BLANCA ADULT DAY CARE  
NAME OF DONOR

1352 E 1ST ST STE H  
Address

MISSION, TEXAS 78572  
City, State, Zip

956-580-3322  
Telephone Number

\$50.00  
DONATION AMOUNT

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

865-00-2191-098--001-00-000  
Revenue Account Number

10014  
Check #

Description of Noncash donation-(Include an estimated value).

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List below any restrictions for this donation: (Attach letter from donor if one is provided)

For Mariachi Club --- to be used for meals, awards, shirts, travel      SAF 570460

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Jose E. Mejia A.A.  
PRINCIPAL'S SIGNATURE

5/14/2024  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

ALTON MEMORIAL JR. HIGH  
CAMPUS NAME

5/15/2024  
Date

CECILIA VILLARREAL-RODRIGUEZ  
NAME OF DONOR

1701 Tulip Ave.  
Address

McAllen, TX 78504  
City, State, Zip

956-393-8509  
Telephone Number

\$234.00  
DONATION AMOUNT

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

865-00-2191-013-043-00-000  
Revenue Account Number

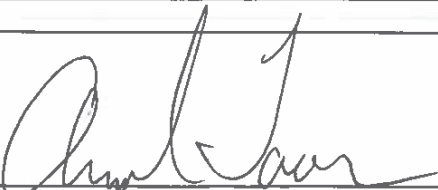
\_\_\_\_\_  
Check #

**Description of Noncash donation-(Include an estimated value).**

NATIONAL HONOR SOCIETY

**List below any restrictions for this donation: (Attach letter from donor if one is provided)**

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PRINCIPAL'S SIGNATURE

5-15-24  
Date

**Instructions:**

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.



MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM

midcity HS  
CAMPUS NAME

5/20/24  
Date

Dr. Mona Parra S  
NAME OF DONOR

Address

Mission Tx 78572  
City, State, Zip

Telephone Number

\$ 25.00  
DONATION AMOUNT

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

Revenue Account Number

Check #

Description of Noncash donation-(Include an estimated value).

To be used as needed for students and staff.

List below any restrictions for this donation: (Attach letter from donor if one is provided)

None.

[Signature]  
PRINCIPAL'S SIGNATURE

[Signature]  
Date

Instructions:

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM

MIDKIFF 115  
CAMPUS NAME

5/20/24  
Date

Palomos Pharmacy LLC  
NAME OF DONOR

909 Business PK Drive  
Address

Mission Tx 78572  
City, State, Zip

Telephone Number

\$ 200.00  
DONATION AMOUNT

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

461 00 5744  
Revenue Account Number


9277  
Check #

Description of Noncash donation-(Include an estimated value).

To be used as needed for students and staff.

List below any restrictions for this donation: (Attach letter from donor if one is provided)

None

  
PRINCIPAL'S SIGNATURE

05/22/2024  
Date

Instructions:

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM

MIDKIFF HS  
CAMPUS NAME

5/20/24  
Date

Imelda Becho  
NAME OF DONOR

1101 Perkins  
Address

MISSION TX 78572  
City, State, Zip

607-3402  
Telephone Number

\$30.00  
DONATION AMOUNT

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

461 00 5744  
Revenue Account Number

1183  
Check #

Description of Noncash donation-(Include an estimated value).

To be used as needed for students and staff.

List below any restrictions for this donation: (Attach letter from donor if one is provided)

None

  
PRINCIPAL'S SIGNATURE

5/22/2024  
Date

Instructions:

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.

MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM

MIDKIFF 115  
CAMPUS NAME

5/20/24  
Date

Drunken Chicken  
NAME OF DONOR

104 North Mayberry St  
Address

MISSION TX 78572  
City, State, Zip

Telephone Number

100.00  
DONATION AMOUNT

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

461 00 5744  
Revenue Account Number

1023  
Check #

Description of Noncash donation-(Include an estimated value).

To be used as needed for students and staff.

List below any restrictions for this donation: (Attach letter from donor if one is provided)

none

  
PRINCIPAL'S SIGNATURE

05/22/2024  
Date

Instructions:

This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.



**MISSION CISD  
CASH and INKIND/NONCASH DONATION FORM**

ALTON MEMORIAL JR. HIGH  
CAMPUS NAME

5/22/2024  
Date

THE FLIPPEN GROUP LLC  
NAME OF DONOR

1199 HAYWOOD DRIVE  
Address

COLLEGE STATION, TX 77845-5639  
City, State, Zip

979-703-6780  
Telephone Number

\$200.00  
DONATION AMOUNT


<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check	Cash	Inkind/Noncash donation

461-00-5744-001-043-000 STAFF ACCOUNT 47133  
Revenue Account Number                      Check #

**Description of Noncash donation-(Include an estimated value).**

NSS DONATION/CAPTURING KIDS' HEART

**List below any restrictions for this donation: (Attach letter from donor if one is provided)**

  
PRINCIPAL'S SIGNATURE

5-22-24  
Date

**Instructions:**

**This form is to be used whenever a campus receives a donation. Send the original form to the Finance Director and attach a copy to the receipt. The account number should be included and any restrictions stated by the donor. If funds are restricted, call the Business Office for account number. Some grants or donations will be classified as special revenues and require a new grant budget to be set up.**



**Mission Consolidated Independent School District**  
• 1201 Bryce Drive • Mission, Texas 78572  
• Telephone (956) 323-5505 • Fax (956) 323-5634  
• Website: [www.mcisd.net](http://www.mcisd.net)

## *Board of Trustees Minutes*

The Board of Trustees of the Mission Consolidated Independent School District held a **Regular Meeting** on **Wednesday, May 8, 2024, at 6:30 PM** in the **Mission CISD Annex, 925 E. Business HWY. 83, Mission, TX 78572.**

### **I. Call Meeting to Order and Establish Quorum**

Vice President Iris Iglesias called the meeting to order at 6:34 PM. The meeting was properly posted; a quorum was present. Board Members present besides Iris Iglesias were Minnie Rodgers, Juan Gonzalez, Superintendent, Dr. Carol G. Perez, Jerry Zamora, and Veronica "Betty" R. Mendoza. (Roy Vela and Petra Ramirez did not attend the meeting)

### **II. Pledge of Allegiance and Moment of Silence**

#### **1. U.S. Flag and Texas Flag-**

#### **2. Mission Statement, Collective Commitments, and Motto-**

Mrs. Iris Iglesias asked if we could rise for the Pledge of Allegiance, Texas Flag, Mission Statement, Collective Commitments, Mission CISD Motto, and a Moment of Silence.

### **III. Comments from the Public**

None

### **IV. Public Comment(s) on Specific Agenda Item(s)**

None

### **V. Superintendent's Update and Recognitions**

Dr. Carol G. Perez- Superintendent informed the Board of the following: She stated we will begin tonight congratulating our Mission CISD top 3 Students for each High School for the upcoming Commencement Ceremonies. Students your hard work and dedication shine as a beacon of excellence and Mission CISD is immensely proud of your achievements.

Mission High School Students were recognized: Valedictorian Daniella Dayanira Escojido, Salutatorian Bryana Viridian, and Third Ranking Alexa Tovar Guerra.

Veterans Memorial High School students were recognized: Valedictorian Nikolas Alexander Salinas, Salutatorian Elliah Jade Rodriguez, and Third Ranking Kailey Ann Kaufman.

Mission Collegiate High School Students were recognized: Valedictorian Ricardo Ochoa II, Salutatorian Sebastian Elijah Ruizsoriano, and Third Ranking Samantha Olivia Yanez.

Mission CISD Celebrates the 2023-2024 District Teacher of the Year and Staff Member of the Year. We surprised our District Secondary Teacher of the Year, Karisma Pena Garcia, at Collegiate High School. We are very proud of her and a big congratulations to her. We also went to Salinas Elementary and surprised Michelle Luera, as District Elementary Teacher of the Year. Each Year Education Foundation of Mission CISD also provides a \$500.00 check to each Employee of the Year. We also visited Mission High School and surprised Ms. Diana Newton as the District Staff Member of the Year. She also received her

**Mission CISD Board of Trustees Minutes**  
**May 8, 2024**  
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\$500.00 check from the Education Foundation of Mission CISD. We thank the Education Foundation for their support of our staff.

In other news our Guidance, Counseling, and Mental Health Department have students participating in the Hidalgo County May Mental Health Month Proclamation Ceremony. You will see that some of our children and our staff will be wearing green to continue to raise Awareness for Mental Health throughout May.

Also, in some of our high schools, they have the Glitz & Glamour Boutique. They are also receiving gowns, tuxedos, clothing items, shoes, and things that can help our students for either graduation or prom. It has been very successful.

A huge congratulations to our Mission CISD Capturing Kids Hearts National Showcase Schools. We had 19 of the Mission CISD schools that have earned Capturing Kids Hearts National Showcase Recognition. As we shared last week the district earned the National Showcase Recognition for Capturing Kids Hearts. The following campus Principals were recognized: Alton Elementary, 2 years, Bryan Elementary, Cantu Elementary, 2 years, Castro Elementary, 2 years, Cavazos Elementary, Escobar-Rios Elementary, 2 years, Leal Elementary, 2 years, Marcell Elementary, Midkiff Elementary, 2 years, Mims Elementary, O'Grady Elementary, 2 years, Pearson Elementary, 2 years, Salinas Elementary, 2 years, Waitz Elementary, 2 years, Alton Memorial JHS, 2 years, K. White JHS, 2 years, Mission Collegiate High School, 2 years, Mission High School, and Veterans Memorial High School, 2 years.

Attendance Matters: Congratulations to Campuses Recognized for Attendance Incentives. The following schools were recognized: Bryan Elementary \$1,000.00, Castro Elementary \$1,000.00, Cavazos Elementary \$2,000.00, and Mission Collegiate High School \$1,000.00.

Next Item we'd like to recognize Mission Collegiate High School because they did it again for the ninth consecutive year Mission Collegiate High School is recognized as one of the best high schools by the U.S. News and World Report. Congratulations!

Business and Support Services the Texas Association for Pupil Transportation called (TAPT) Road-éo Competition: Congratulations to our school bus drivers, Rodolfo Montes and Leonel Garcia, on their outstanding performance at the Texas Association for Pupil Transportation (TAPT) Road-éo Competition in Mesquite, TX! Rodolfo clinched first place and will represent Texas at the Nationals as the sole Transit State of Texas Representative. Leonel earned a well-deserved third place. Your skills and dedication are truly commendable! Mr. Noe Soto was also recognized at the Regionals. Congratulations! Also, with this department, Mission CISD Transportation was named among the 100 Best Public Fleets for a 2nd Year in a Row! Mission CISD Transportation has once again been named among the 100 Best Public Fleets, securing the #79 spot on the 2024 list. This recognition from the 100 Best Fleets in the Americas program highlights our ongoing commitment to excellence across the following criteria: Accountability, Financial Management, Technology, and Information Use, Doing It Right the First Time, Collaboration, Quick Efficient Turnaround, Creativity, Competitive Pricing, Performance Recognition, Staff Development, High Trust Culture, and Resource Stewardship. Congratulations to our team for your continued dedication and outstanding performance. Well, what can we say the awards just come piling in because of the outstanding work that our staff continues to do and it's a total team effort in every division. Congratulations!

Athletics Department: We'd like to congratulate the Mission Eagles baseball team on making playoffs. Congratulations to them! Congratulations to the Mission Veterans Patriots baseball team on making playoffs!

Family and Student Outreach with Family and Community Engagement/Migrant and McKinney Venturo Departments: They had the Migrant Senior Recognition. They also have had the District Parent Advisory Committee Approval of the District Parent Policy and the Mckinney Vento CREO Program. They continue to be active in working with our families and our students.

Career and Technical Education Health Science: At Veterans Memorial High School the Health Science Academy was honored with a customary Pinning Ceremony on May 1, 2024, on Patient Care, Phlebotomy, Pharmacy, and Community Emergency Response Team. They have a plethora of programs and many students participated.

Business and Support Services: Our Health Services Happy Nurses Week to all of our nurses. We did send them a thank you. Happy National Nurses Week! This week, we honor our 40 remarkable school nurses at Mission CISD. Each day, they provide nurturing care to our 14,000 students with unmatched compassion. Thank you for your dedication to keeping our schools healthy and helping our students thrive. You are truly our superheroes!

Mission CISD Finance Division-Certificate of Achievement for Excellence in Financial Reporting. We are proud to announce

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that Mission CISD has once again received the GFOA's Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ending June 30, 2023. This is our third consecutive year earning this top honor in governmental accounting and financial reporting. Congratulations to our finance team and internal auditor for their dedication and transparency. Your efforts continue to set a high standard and maintain our commitment to excellence and transparency in financial operations. Thank you for your exceptional work!

Business and Support Services and Curriculum and Instruction: Save the Date Mission CISD Commencement Ceremonies will be held May 25, 2024, at Payne Arena. Mission High School at 9:00 AM, Veterans Memorial High School at 2:00 PM, and Mission Collegiate at 6:00 PM.

## **VI. Presentation(s) to the Board of Trustees**

### **1. Students Advancing to State**

Dr. Sharon Roberts, Deputy Superintendent for Curriculum and Instruction, presented the Fine Arts Department students advancing to State. Mr. Gerardo Gonzalez, Career and Technical Education Director, presented the Career and Technical Education First Robotics Competition, First Tech Challenge, Law Enforcement, Skills USA, Business Professionals of America, Health Science Technology, Cosmetology, and Future Business Leaders of America.

### **2. Property Casualty Alliance of Texas (PCAT) Bus Driver of the Year**

Mr. Joel Garcia, Deputy Superintendent for Business and Support Services, stated "Next on the agenda is Property Casualty Alliance of Texas (PCAT) Bus Driver of the Year. The PCAT Bus Driver of the Year program wants to honor the best of the best: The Mission CISD bus driver who exhibits professionalism in all that he/she does to help Mission CISD safely transport students to and from school every day. Some of the five character points that this award looks at are Leadership, Attitude, Perseverance, Student and Parent Relationships, and Technical Skill."

Ms. Kelly Pdrotti from Carlise Insurance presented Ms. Marlen Mendez with the 2023-2024 PCAT Bus Driver of the Year commendation, along with a special certificate, tumbler, and tote. Congratulations to Ms. Mendez!

### **3. Annual Compliance Announcement of Board of Trustees' Continuing Education Credit (CEC) Hours**

Dr. Carol G. Perez stated "The next Item is the Annual Compliance Announcement of Board of Trustees' Continuing Education Credit (CEC) Hours. Annual Compliance Announcement of Board of Trustees' Continuing Education Credit (CEC) Hours for Iris Iglesias, Juan Gonzalez, Petra Ramirez, Minnie Rodgers, Jerry Zamora, and Veronica "Betty" Mendoza. They have completed and or exceeded the required continuing education hours. All board members listed have met or exceeded the requirements for the continued education hours requirement for the 2023-2024 school year."

## **VII. Discussion and Possible Action**

### **1. Proclamation 2024 for K-12 Science, K-8 Technology Applications, Personal Financial Literacy and Economics, and Several Career and Technical Education Courses**

Dr. Sharon Roberts stated "This item is the Proclamation 2024 for K-12 science, K-8 technology applications, Personal Financial Literacy and Economics, and several Career and Technical Education courses. In your pink folder, I have the breakdown of the maximum costs because we're still working on numbers and exactly what we want to purchase because these purchases are made for four or 8 years, so for us for the elementary science K-fifth-grade option for 8 years, it will be \$836,933.00 if we have the lab kits it will be \$340,234.00. As you can see 6<sup>th</sup>-8th grade comes with the kits at \$480,925.00. Continuing on for Biology, Chemistry, and Physics for 8 years it will be \$704,567.00. For IPC for 8 years, it will be \$10,911.00, Aquatic Science/Earth Systems/Environment Science \$64,126.00, Personal Financial Literacy /Economics Savvas \$78,604.55., K-8 Technology Applications we have been using Learning.com. The Textbook Adoption Committees also selected that so that would be \$281,606.00 I separated these from the CTE where the subtotal is about \$2.8 million and then going down to the current technical education Family Consumer Science, Health Science, and STEM courses will be \$93,560.00 on iCEV for 4 years only, rather than the 8 years because things will change and we want to make sure that we you know have the best and most current resources for our students we want to make sure that as information changes we are current, which is a little different than with the other adoptions there are other proclamations for core content they make you change those every 8, 10 to 12 years. For Child Development, Cybersecurity, Health Science, and a few other CTE courses, the vendor will be eDynamics for a maximum total of \$125,760.00. Pharmaseer will use nha at \$66,000, Compuscholar will be used for Computer Science at a total of \$28,560, and Assessment Technologies is the other CTE vendor for Pharmacy Tech at a cost of about \$33,300. The total maximum cost will be \$3,066,483.58 and all of this will come from our instructional materials allotment funding. We don't have to pay it all in one

year, we can pay it off a bit every year. Right now, we have about \$3.2 million and then we're getting a new allotment next year in July to continue. Are there any questions?"

Mrs. Veronica "Betty" R. Mendoza, Board Member, asked, "How many years did you say?"

Dr. Sharon Roberts, responded, "For CTE, we are asking for four years, and for the core content we are asking for eight years. For curriculum writing this summer with K through 12, Science was allocated a lot more time because the teachers will be trained on the new TEKS and new adoption before they go into the curriculum writing so that way it is 8 years for K-12 science and personal financial literacy. For technology applications and for our CTE courses we'll go with the 4 year right now. There are a lot of good vendors that are out there that are coming out with more curriculum for the CTE courses. They provide the curriculum along with the uh practice assessments for the CCMR industry-based certification. We want to make sure we keep that open."

Mrs. Veronica "Betty" R. Mendoza, responded, "But you mentioned that we would pay it in years."

Dr. Sharon Roberts, responded, "Yes ma'am. Since this adoption are for longer than one year, what some vendors do is give us different options for payment. So every other year we get money from the state on instructional materials allotment, which is what all the adoptions from the Proclamations come from IMA and some of the vendors will give us like we make a payment now, and again you make one in two 2 years. Everyone's IMA funding is a little different but we also know that we're going to have the money because every other year we get money from the state to fund these instructional materials. Are there any other questions? Just as a reminder, we started with board approved committee members from each campus in March. The vendors came in and presented to a committee of teachers. Every campus had to select teachers that would be part of the adoption and then those committee members took all of this back to their teachers and all the teachers had the opportunity to vote on their selection. These are the selections based upon the committees of selected teachers and all teachers were provided the opportunity to vote. We really do try to make sure that everybody votes. Most everybody in the CTE courses do vote. In technology applications they all voted, personal financial literacy, they all voted, 6 to 12 science they all voted, K to 5 science we had about a 90% participation on the voting. Are there any questions on that?"

Dr. Carol G. Perez, responded, "So what is the recommendation"

Dr. Sharon Roberts, responded, "The recommendation is to go with the selections that are listed here at the cost that is the maximum cost. Once we finalize counts, like I said, this should come down a little and we will continue and get better counts, then the cost will come down, but I want to go ahead and give the maximum cost right now."

A motion was made by Mrs. Veronica "Betty" R. Mendoza" for approval. Motion second by Mr. Jerry Zamora. The motion passed unanimously. Vote 5-0

## **2. 2024-2025 Allotment and TEKS Certification**

Dr. Sharon Roberts stated "Our next item we had to bring this after we adopted the science adoptions because the next item that we have is the approval of the 2024 Allotment and TEKS Certification. You have in your pink folder as well you have on a copy of the entire TEKS Certification that shows you all the resources and the curriculum that we use in core content and we will be asking for the board president's signature. We have to upload that to the state but we had to wait for the K-12 science textbooks to be adopted and board approved before we can move forward with the TEKS Certification. This next part is asking for permission and approval to move forward with the TEKS Certification. Again this is all the Core Curriculum and all the current CTE resources under Proclamation 2024. We all work together in C&I to verify that all the courses that we have are 100% TEKS aligned and all of our CTE courses as well as PE/Health and Fine Arts are all TEKS-aligned which is part of the TEKS Certification."

A motion was made by Mr. Juan Gonzalez for approval. Motion second by Mrs. Veronica "Betty" R. Mendoza. The motion passed unanimously. Vote 5-0

## **3. Purchase of MCISD School Supply Kits**

Dr. Sharon Roberts stated "The next item that we have for discussion, we brought these three items last week, but we did not have the cost amount. That's why we're bringing them this week. The next item is the Purchase of MCISD School Supply Kits and Mrs. Risica will present this item."

Mrs. Kim Risica, Executive Director for Special Programs and School Improvement, stated "Tonight we're bringing forward and requesting approval on the Award of the Purchase of Students School Supply Kits. We did have a total of 8 vendors who submitted.

Part of the process was that they submit a sample of each of the 3 Supply Kits that we were requesting. We did have a committee, this last week of school principals from the elementary, junior high, and high school levels as well as some of our C&I Administrators to review all of the supply kits and they're very basic. It's just a starter kit and parents understand we did look at items that kiddos need to start the school year pencils, scissors, glue, paper, composition books, folders, and highlighters those types of supplies, so they do have enough on the first day of school and they're ready to go. We did look at all of the different kits they were packaged differently very much the same except for probably the packaging. In your packet, there is a list of all the vendors that submitted, the tabulation as well. the evaluation, and the people who served on the evaluation committee. The funding is going to be provided through federal funds and the estimated cost is \$166,987.00. Tonight we are um asking for Approval to Award the Purchase of Students' School Supply Kits to National Art School Supplies.”

Mrs. Veronica “Betty” R. Mendoza, Board Member, asked, “Do you have a sample of the Kits?”

Mrs. Kim Risica responded “I turned all of the samples back into purchasing because I guess they contact the vendors to see whether they want them back, but I can bring one, they're really nice. The ones that we went with are individually boxed and they are labeled. We have a kit that is for pre-k through first grade, second through fifth, and a secondary kit. They're boxed in a nice heavy-duty cardboard box, which makes it very easy to pass them out to the teachers. The delivery will be at the end of July and then based upon the student counts at each campus our wonderful Fixed Assets Warehouse Department will deliver them that first week before we start they pass them out to the teachers according to their counts in their classroom. I can bring a sample. The last couple of years we've gone with a different vendor every year and you know they're all very similar. We're just looking at cost for the most part.”

A motion was made by Ms. Minnie Rodgers for approval. Motion second by Mr. Jerry Zamora. The motion passed unanimously. Vote 5-0

#### **4. Consideration and Approval of Substantial Completion for the Security Vestibule Project at Salinas Elementary – PBK Architects**

Mr. Ricardo Rivera, Assistant Superintendent for Operations, stated, “We have Consideration and Approval of Substantial Completion for the Security Vestibule Project at Salinas Elementary. As per the project site review with Administration, PBK Architects, and 8/A Builders is determined to be substantially completed. This Agenda Item was presented at the Board of Trustees Workshop on Wednesday, May 1, 2024. The Administration presents Consideration and Approval of Substantial Completion for the Security Vestibules Project at Salinas Elementary. This concludes the Vestibuluel Projects for the district.”

A motion was made by Ms. Minnie Rodgers for approval. Motion second by Mrs. Veronica “Betty” R. Mendoza. The motion passed unanimously. Vote 4-0, 1 abstained by Mrs. Iris Iglesias.

### **VIII. Recommendation(s)**

#### **1. Approval of Superintendent’s Recommendations Regarding Employment and Contract Status of Classroom Teachers (Tex. Gov’t Code § 551.074):**

- a. Re-Employ Probationary Contract Employees**
- b. Terminate Probationary Contract Employees**
- c. Renew Term-Contract Employees**
- d. Propose Non-Renewal Term Contracts Employees**
- e. Offer Employment Agreement to Eligible Employees**

Mr. Joel Garcia, Deputy Superintendent for Business and Support Services, stated, “Next is Recommendation and Approval of Superintendent’s Recommendations Regarding Employment and Contract Status of Classroom Teachers (Tex. Gov’t Code §551.074). As specified in Board Policy DC(LEGAL), a district shall employ each classroom teacher, principal librarian, nurse, or school counselor under a term contract as provided by Education Code Chapter 21, Subchapter E. Education Code 21.002. Some of the considerations tonight will be Re-Employ Probationary, Contract Employees, Terminate Probationary Contract Employees, Renew Term Contract Employees, Propose Non-Renewal Term Contract Employees, and Offer Employment Agreements to Eligible Employee. This items will be presented in Executive Session and Mrs. Pacheco will be providing the (inaudible).”

### **IX. Items to Consider: The Board will consider and may act on the following items under a CONSENT AGENDA Any Trustee may request the removal of an item from the CONSENT AGENDA for individual**

**consideration and action.**

Dr. Perez stated “For the Consent Agenda Items we are looking at Agenda Items #1 through #17a for approval.”

Motion made by Ms. Minnie Rodger for approval to Accept the Consent Agenda Items #1 through #17a. Motion second by Mr. Juan Gonzalez. Motion passed unanimously. Vote 5-0

- 1. TSTC Migrant Academic Achievement Residency Summer Experience (MAARS)**
- 2. UTRGV Summer One-Week Day Camp**
- 3. Purchase of Advanced Placement Exams**
- 4. Purchase of Pre-Advanced Placement (Pre-AP) Curriculum for 2024-2025**
- 5. Purchase of TEKS Resource System**
- 6. Purchase of K-5th Grade Math Professional Development through Texas Education Agency’s (TEA) Learning Acceleration Support Opportunities (LASO) Cycle II Grant**
- 7. Approval to Enter Into Negotiations in the Order of Ranking for the General Construction Services, and Ranking Criteria for the Mission CISD Phase I Fencing and Window Screen Film Grant Project – Sam Garcia Architects**
- 8. Approval to Enter Into Negotiations in the Order of Ranking for the General Construction Services, and Ranking Criteria for the Mission CISD Phase II Fencing and Window Screen Film Grant Project – Sam Garcia Architects**
- 9. Approval to Enter Into Negotiations in the Order of Ranking for the General Construction Services, and Ranking Criteria for the Mission CISD District-Wide Roofing Repairs for the Mission CISD Central Office and Annex Buildings – EGV Architects**
- 10. Approval of the Best and Final Offer (BAFO) for the Mission CISD Safety & Facilities Enhancement Project**
- 11. Approval of the Best and Final Offer (BAFO) for the Mission CISD Job Order Contracting**
- 12. Approval of the Project, Proposed Budget, Procurement Method, and Utilize the On-call Professional Services for Project Fit America at Pearson Elementary**
- 13. Bids, Proposals, and Purchases of \$50,000 and Over**
  - a. Purchase of Network Monitoring Services**
  - b. Renewal of 403 (b) Plan & 457 Deferred Compensation Plan and Administration Services**
  - c. Renewal of Certified Nursing Assistant (CNA) Certification**
  - d. Renewal of Classroom and Instructional Supplies**
  - e. Renewal of Comprehensive Online TEKS-Based High School Credit Accrual/Recovery Program**
  - f. Renewal of Fine Paper and Print Shop Supplies**
  - g. Renewal of Grounds Maintenance Equipment, Supplies, & Repairs**
  - h. Renewal of Health and Medical Equipment and Supplies**
  - i. Renewal of Instructional Technology Software**
  - j. Renewal of Library Books**
  - k. Renewal of Office Supplies**
  - l. Renewal of On-Call and Cable Drops**
  - m. Renewal of Online Assessment and Data Management Platform**

- n. Renewal of Parental Involvement Program
- o. Renewal of Pest Control Services
- p. Renewal of Phonics Instructional Program
- q. Renewal of Reading Intervention Elementary Program
- r. Renewal of Science Equipment and Supplies
- s. Renewal of TELPAS Online Practice Software
- t. Renewal of Vehicle Equipment, Supplies, and Repairs
- 14. Memorandum of Understanding with the Hidalgo County Juvenile Justice Alternative Education Program for Discretionary Expulsions for the 2024-2025 School Year
- 15. Resolution Stating Annual Review of Investment Policy and Investment Strategies CD (LOCAL)
- 16. Donations
- 17. Approval of Minutes
  - a. April 10, 2024, Regular Board of Trustees Meeting

**X. Executive Session**

Vice President Iglesias called the Board into Executive Session at 7:41 PM and back into Open Session at 8:23 PM

- 1. Private Consultation with Board Attorney (Texas Gov't Code §551.071)
- 2. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)

**XI. Action, if necessary, on Matters Discussed in Executive Session**

**Item VIII. Recommendations**

- 1. Approval of Superintendent's Recommendations Regarding Employment and Contract Status of Classroom Teachers (Tex. Gov't Code § 551.074)

Dr. Perez, stated, the Administration recommends that the Board of Trustees approve the Contracts of Teachers as presented in Executive Session. Motion made by Ms. Minnie Rodgers to approve. Motion second by Mr. Jerry Zamora. Motion passed unanimously. Vote 5-0

Mr. Juan Gonzalez, Board Member, thanked the Community and Mission CISD for the opportunity to serve on the Board and wished the best to the new Board Members coming in.

**XII. Board of Trustees Information Items**

- 1. Personnel Employments, Resignations, Transfers, and Compensation Changes
- 2. Self-Funded Health Insurance Financial Report
- 3. Self-Funded Health Insurance Update
- 4. Strategic Cash Defeasance: Enhancing Fiscal Stability and Reducing Debt for Our District
- 5. Preliminary 2024-2025 Budget
- 6. Internal Audit Quarterly Report
- 7. Financial Reports:
  - a. General Fund and Debt Service
  - b. Tax Levy Adjustments
  - c. Cash Disbursements

Dr. Carol G. Perez, stated, "The Board of Trustees Information Items were all discussed at last week's Board Workshop. Are there any questions from the Board on any of those items?"

Board Members, responded, “No”

**XIII. Important Dates to Remember**

1. **Wednesday, May 15, 2024, Special Board of Trustees Meeting: Canvass of Results for the Mission CISD School Board of Trustees Election, May 4, 2024, at 6:30 PM. Location: Mission CISD Annex**
2. **May 17-18, 2024, Region One School Board Association Conference**
3. **Saturday, May 25, 2024, High School Graduations-Location: Payne Arena, Hidalgo, TX**
  - a. **Mission High School at 9:00 AM**
  - b. **Veterans Memorial High School at 2:00 PM**
  - c. **Collegiate High School at 6:00 PM**
4. **June Board Meetings:**
  - a. **Wednesday, June 5, 2024, Board of Trustees Workshop at 6:30 p.m. Location: Mission CISD Annex**
  - b. **June 12-15, 2024, Summer Leadership Institute**
  - c. **Wednesday, June 19, 2024, Public Hearing at 6:15 PM Location: Mission CISD Annex**
  - d. **Wednesday, June 19, 2024, Regular Board of Trustees Meeting and Budget Adoption Meeting at 6:30 PM Location: Mission CISD Annex**

**XIV. Adjournment**

No Motions were made to adjourn the meeting.

Vice President Iglesias adjourned the meeting at 8:25 PM

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Iris Iglesias, President  
Mission CISD Board of Trustees

**ATTEST:**

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Veronica “Betty” R. Mendoza, Secretary  
Mission CISD Board of Trustees

Mission CISD Board of Trustees Minutes  
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**Mission Consolidated Independent School District**  
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## *Board of Trustees Minutes*

The Board of Trustees of the Mission Consolidated Independent School District held a **Special Meeting** on **Wednesday, May 15, 2024, scheduled to begin at 6:30 PM** in the **Mission CISD Annex, 925 E. Business HWY. 83, Mission, TX 78572.**

### **I. Call Meeting to Order and Establish Quorum**

Vice President Iris Iglesias called the meeting to order at 6:30 PM. The meeting was properly posted; a quorum was present. Board Members present besides Iris Iglesias were Petra B. Ramirez, Veronica “Betty” R. Mendoza, Minnie Rodgers, Jerry Zamora, and Dr. Carol G. Perez, Superintendent of Schools. (Juan Gonzalez and Roy Vela did not attend the meeting)

### **II. Pledge of Allegiance and Moment of Silence**

Mrs. Iris Iglesias asked if we could rise for the Pledge of Allegiance, Texas Flag, Mission Statement, Collective Commitments, Mission CISD Motto, and a Moment of Silence.

### **III. Public Comment(s) on Specific Agenda Item(s)**

None

### **IV. Approval of Canvass of Results for the Mission CISD School Board of Trustees Election, May 4, 2024**

Dr. Carol G. Perez, Superintendent of Schools, “Stated item number four Approval of Canvass of Results for the Mission CISD School Board of Trustees Election, May 4, 2024, Mr. Joel Garcia will present.”

Mr. Joel Garcia, Deputy Superintendent for Business and Support Services, stated “The canvass is the official tally of votes for any given election. The purpose of the canvass is to account for every ballot cast and ensure that every valid vote cast is included in the election totals. The canvass accounts for every ballot cast on Election Day, every on-time absentee ballot, every accepted provisional ballot, and every on-time overseas and military absentee ballot. The Texas Secretary of State May 4, 2024, Election Law Calendar states that the local canvass for the May 4, 2024, General Election must be held not earlier than the third day after election day, Tuesday, May 7, 2024, and not later than the eleventh day after election day Wednesday, May 15, 2024. The Hidalgo County Elections Division will prepare a tabulation of election returns. The report is broken down into three sections: Section 1 Summary Report, Section 2 Cumulative Report, and Section 3 Precinct by Precinct Report. We have Ms. Sylvia Cruz who will be reading the report.”

Ms. Sylvia Cruz, Director for Payroll, Employee Benefits & Risk Management, stated “The item before us is the Official Canvass of the General Election Returns for the May 4<sup>th</sup> Board of Trustees election. It is a great honor for us to conduct this ministerial action and we would like to thank the candidates for making a solemn commitment to serving the district by running for their respective places. I have placed the official return report before you I will read aloud the numbers for the candidates for 22 precincts.”

Mission C.I.S.D. Board of Trustees Election – May 4, 2024												
Official Election Results - Tally Sheet Section												
Place 2	Iris "Coach" Iglesias	310	37	105	27	1	52	27	8	24	11	0
	Connie Garza	193	23	89	20	1	37	46	8	28	5	2
Place 3	Abby Reyna	194	25	89	18	0	41	45	4	34	6	1
	Jerry Zamora	305	36	105	30	3	48	28	12	18	10	1
Place 4	Natividad"Nati" Sosa	266	23	82	24	1	34	21	6	26	7	2
	Roy Vela	236	35	112	24	1	54	51	10	26	9	0
Place 5	Juan Gonzalez	179	19	86	21	1	37	39	3	29	7	0
	Dolores "Loli" Reyna	321	42	108	25	1	51	32	13	23	9	2

Mission C.I.S.D. Board of Trustees Election – May 4, 2024	
Official Election Results - Tally Sheet Section	
Place 2	Total Votes
Iris "Coach" Iglesias	1,854
Connie Garza	1,324
Place 3	
Abby Reyna	1,250
Jerry Zamora	1,937
Place 4	
Natividad"Nati" Sosa	1,601
Roy Vela	1,579
Place 5	
Juan Gonzalez	1,234
Dolores "Loli" Reyna	1,928

**Having received the number of votes and declared duly elected, the winners were:**

**Place 2 — Iris “Coach” Iglesias**

**Place 3 — Jerry Zamora**

**Place 4 — Natividad “Nati” Sosa**

**Place 5 — Dolores “Lolis” Reyna**

Motion made by Mr. Jerry Zamora to accept the votes as they were presented. Motion seconded by Ms. Minnie Rodgers.  
Motion passed unanimously. Vote 5-0

#### **V. Oath of Office**

JoAnne Garcia, Judge of the Probate Court of Hidalgo County, TX, administered the oath of office to Mrs. Nelda Iris Iglesias for Place 2 of the Mission CISD Board of Trustees. Sergio Munoz Jr., Texas State Representative Dist. 26 administered the oath of office to Mr. Jerry Zamora for Place 3 of the Mission CISD Board of Trustees. Jaime Tijerina, Texas Thirteenth District Court of Appeals Judge administered the oath of office to Mrs. Natividad Sosa for Place 4 of the Mission CISD Board of Trustees. Horacio Pena Jr., Judge, Attorney at Law Judge administered the oath of office to Mrs. Dolores Reyna for Place 5 of the Mission CISD Board of Trustees.

After taking the oath of office, the Board of Trustees thanked their families, friends, voters/supporters/constituents, etc., and all expressed their eagerness to continue to work on the Board to help the District progress and move forward by providing what is in the best interest of the students.

#### **VI. Possible Nomination and Election of Mission CISD Board of Trustees Officers and Board of Trustees Reorganization**

Dr. Carol G. Perez “Stated the next Item is the Possible Nomination and Election of Mission CISD Board of Trustees Officers and Board of Trustees Reorganization.”

Mrs. Natividad Sosa, Board Member, responded, “I move to reorganize the Board and nominated Iris Iglesias for President, Jerry Zamora for Vice President, and Veronica Mendoza for Secretary.”

A motion was made by Mrs. Natividad Sosa for approval. Motion seconded by Mrs. Dolores Reyna. Motion passed unanimously.  
Vote 7-0

#### **VII. Important Dates to Remember**

**1. May 17-18, 2024, Region One School Board Association Conference**

**2. Saturday, May 25, 2024, High School Graduations-Location: Payne Arena, Hidalgo, TX**

**a. Mission High School at 9:00 a.m.**

**b. Veterans Memorial High School at 2:00 p.m.**

**c. Collegiate High School at 6:00 p.m.**

**3. June Board Meetings:**

**a. Wednesday, June 5, 2024, Board of Trustees Workshop at 6:30 p.m. Location: Mission CISD Annex**

**b. June 12-15, 2024, Summer Leadership Institute**

**c. Wednesday, June 19, 2024, Public Hearing at 6:15 p.m. Location: Mission CISD Annex**

**d. Wednesday, June 19, 2024, Regular Board of Trustees Meeting and Budget Adoption Meeting at 6:30 p.m. Location: Mission CISD Annex**

### **VIII. Adjournment**

Motion made by Mrs. Petra Ramirez that the meeting is adjourned. Motion seconded by M. Minnie Rodgers. Motion passed.  
Vote 7-0

President, Iglesias adjourned the meeting at 7:16 p.m.

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Iris Iglesias, President  
Mission CISD Board of Trustees

### **ATTEST:**

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Veronica "Betty" R. Mendoza, Secretary  
Mission CISD Board of Trustees



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## *Board of Trustees Minutes*

The Board of Trustees of the Mission Consolidated Independent School District held a **Special Meeting** on **Wednesday, May 21, 2024, scheduled to begin at 6:30 PM** in the **Mission CISD Annex, 925 E. Business HWY. 83, Mission, TX 78572.**

### **I. Call Meeting to Order and Establish Quorum**

President Iris Iglesias called the meeting to order at 6:34 PM. The meeting was properly posted; a quorum was present. Board Members present besides Iris Iglesias were Petra B. Ramirez, Veronica “Betty” R. Mendoza, Minnie Rodgers, Jerry Zamora, Dolores Reyna, Natividad Sosa, and Dr. Carol G. Perez, Superintendent of Schools.

### **II. Pledge of Allegiance and Moment of Silence**

#### **1. U. S. Flag and Texas Flag -**

#### **2. Mission Statement, Collective Commitments, and Motto-**

Mrs. Iris Iglesias asked if we could rise for the Pledge of Allegiance, Texas Flag, Mission Statement, Collective Commitments, Mission CISD Motto, and a Moment of Silence.

### **III. Public Comment(s) on Specific Agenda Item(s)**

None

### **IV. Discussion and Possible Action**

#### **1. Consideration and Possible Action Regarding Procurement of Legal Services**

Dr. Carol G. Perez, Superintendent of Schools, stated “Item One is Consideration and Possible Action Regarding Procurement of Legal Services.”

Mr. Jerry Zamora, Board Member, stated, “I move that we appoint O’Hanlon, Demerath & Castillo.”

Ms. Minnie Rodgers, Board Member, responded, “Shouldn’t we have a discussion before?”

Mrs. Veronica “Betty” R. Mendoza, Board Member, responded, “It’s after that.”

Mrs. Petra Ramirez, Board Member, asked, “Why are we appointing a legal? Why do we need another legal person?”

Mr. Jerry Zamora responded, "I would like for the other legal person to go ahead and have second eyes on different things like the contract that we have of our superintendent."

Dr. Carol G. Perez responded, "Excuse me, excuse me, I'm sorry madam president, however, we can only talk about things that are on the agenda."

Mrs. Iris Iglesias, Board President, responded, "Right, Mr. Zamora you need to refrain from it being directed."

Mr. Jerry Zamora responded, "I am just answering the question."

Mrs. Petra Ramirez asked, "Is that the only reason, Sir?"

Mr. Jerry Zamora responded, "Yes"

Mrs. Petra Ramirez responded, "So you don't trust our lawyer?"

Mr. Jerry Zamora responded, "I spoke to our lawyer and he thought it was a good idea to do that."

Mrs. Iris Iglesias asked, "Any other discussion?"

Mrs. Petra Ramirez responded, "Ma'am, I have something to say before we vote on this. The thing is like here four of us four board members, you know sit here with all seven of us. I don't know if the rest of you knew what or who were going to get because I was in the dark I just found out that you wanted O'Hanlon on this. Why were we not given at least that you were all putting this, because if you follow the rules in, you know in special meetings, it's supposed to be something that is very urgent that we need to cover, what is the urgency?"

Mrs. Natividad Sosa, Board Member, responded, "Is our attorney here?"

Mrs. Petra Ramirez responded, "Yes our attorney is here."

Mrs. Iris Iglesias responded, "Yes our attorney is here."

Mrs. Natividad Sosa responded, "Can you read the policy on special board meetings?"

Mr. Eric Munoz, Legal Counsel, responded, "I can certainly look it up, I don't have it memorized."

Mrs. Petra Ramirez responded, "It is, you know in special meetings they are supposed to be held because it's something urgent that cannot wait for the next meeting. That is my question so we couldn't wait for the next meeting does it have to be done today? Really the question is what is the urgency?"

Mr. Jerry Zamora responded, "Does it matter if it's done today or tomorrow or another day? Does it really matter of the time?"

Mrs. Petra Ramirez responded, "Well, you know, we didn't have to meet today, you know, everybody has something to do but of course and the thing is we're fine. The thing is why aren't we let know, I want to hear from the other board members did you all know that it was going to be O'Hanlon that was going to be brought forward?"

Mrs. Veronica "Betty" R. Mendoza responded, "I don't think it's I don't think it's replacing the attorney Mrs. Ramirez."

Mrs. Petra Ramirez responded, "No we are not replacing he has a contract."

Mrs. Veronica "Betty" R. Mendoza responded, "(inaudible) it's different areas that want to be looked at a little closer it has nothing to do with one specific area. I think that's what Mr. Zamora was leading towards in explaining his reasoning behind this, but I want to make sure that everyone understands here that we are not asking to replace the attorney at this time, the attorney the legal that we have at this time."

Mrs. Petra Ramirez responded, "And I understand that it's not to replace, our attorney has the contract till the end of June."

Mrs. Veronica "Betty" R. Mendoza responded, "But you mentioned (inaudible)"

Mrs. Petra Ramirez responded, "(inaudible) to be brought hopefully you know, but all I want to know is where is the transparency for all board members (inaudible)."

Mr. Jerry Zamora responded, "(inaudible) but we are bringing it up (inaudible)"

Mrs. Natividad Sosa responded, "It isn't uncommon for districts to work with more than one Law Firm you can have other attorneys come in for special projects."

Mrs. Petra Ramirez responded, "I am very aware of that. I know that some districts have up to eight, but you know, I'm not questioning the (inaudible) of our lawyer right now the time will come, what I am saying is like what is the urgency? I want transparency on the urgency of why we had to do it why, because I mean our lawyer I feel like it's a slap in the face, you know, like we have to bring somebody else after our lawyer has been phenomenal for the last 20 plus years."

Mr. Jerry Zamora responded, "I spoke to him Mrs. Ramirez I spoke to him and he thought it was a great idea."

Mrs. Petra Ramirez responded, "I'm sure he wasn't going to advise you knowing him he is not going to advise you any other way."

Mr. Jerry Zamora responded, "He could of"

Mrs. Petra Ramirez responded, "He is an extra professional man."

Mrs. Veronica "Betty" R. Mendoza asked "Legal did you have a response? I know you said you were going to look up some information as to?"

Mr. Eric Munoz responded, "As to policy on special meetings and (inaudible) board president discretion a special meeting may be called."

Mrs. Dolores Reyna, Board Member, responded, "Excuse me Petra, I have a comment in reviewing this I was under the understanding that the district had already gone out and had used O'Hanlon for other special projects, so apparently they're on the vendor's list. So that's transparency that they were already used prior on certain occasions. Right? So therefore, since they were on the vendors' list, then I personally felt well that's transparent they are on the vendor's list the board had used them before on just a special project, right and I feel that this is a special project then if they were successful in their services, then I felt that it was (inaudible)."

Mrs. Petra Ramirez responded, "So Mrs. Dolores, you are telling me that you were aware that O'Hanlon was the one that was going to be brought up you knew about it?"

Mrs. Dolores Reyna responded, "No, I asked about the vendors I asked if there was another vendor if there was already a vendor in the district that if and if there were other attorneys that had been used in the district prior, okay, and then when Mr. Zamora spoke to the attorney as he said right now, he said he was okay with it that they had worked with them before then they were going to work together."

Mr. Jerry Zamora responded, "I spoke to the president and advised her if she would put this in a meeting, that's why."

Mrs. Petra Ramirez responded, "That's what you know, but I feel like you just came up with a name she's telling me that you asked for the vendor, but after you probably knew that it was coming up."

Mrs. Dolores Reyna responded, "No, I asked who the vendor were."

Mrs. Natividad Sosa responded, "Ma'am don't put words on people's mouths because that's not what she said."

Mr. Jerry Zamora responded, "I (inaudible) spoke with the president."

Mrs. Petra Ramirez responded, "No, look at what she said."

Mrs. Natividad Sosa responded, "After she was elected she requested (inaudible) the vendors."

Mrs. Petra Ramirez responded, "Oh there you have it, now you answered my question it had not been answered you see and I was not satisfied with the answer because you had not told me after she was elected she decided to look at the vendors. Okay, so now she had that in mind that it was going to or whatever the plan was, you know, it was very obvious because if you (inaudible) in the form I knew that it was coming something was going to come up because you yourself stated that you would be finding other legal guidance. Okay, but my question here is let's be transparent let's be you know, we are part I don't know about Ms. Rodgers, but I didn't know I mean somebody tell us something before we just come and sit here and I'm sure that you know, most of you are aware of this."

Mrs. Natividad Sosa responded, "And I do believe that Mr. Zamora and the board president spoke to legal about the wording for the item."

Mr. Jerry Zamora responded, "I did."

Mrs. Natividad Sosa responded, "Maybe a little bit more could have been shared but it is regarding a special project and it will not be replacing our current legal."

Mrs. Veronica "Betty" R. Mendoza responded, "And I want to make it clear Mrs. Ramirez that I had no idea who this firm was Mr. Zamora like Mrs. Nati just stated that Mr. Zamora spoke with the president, so I'm not sure who knew who didn't know but if I'm not mistaken, are we up for bids at this time Mr. Garcia or Legal?"

Mr. Joel Garcia, Deputy Superintendent for Business and Support Services, responded "Mrs. Mendoza to answer your question yes, we are seeking requests for qualifications for legal counsel as Mrs. Ramirez mentioned the current contract with Eichelbaum ends at the end of June, so we will be bringing to the June 19th board meeting the list of legal counsel so that the board like in previous Professional Services (inaudible). Did that answer your question?"

Mrs. Veronica "Betty" R. Mendoza responded, "Yes Sir."

Mrs. Natividad Sosa responded, "I believe after reviewing the vendors' list I think it was O'Hanlon had worked with Mission CISD since as far as it was 2017 and they worked in several different occasions with the district on Special Projects."

Mrs. Petra Ramirez responded, "Yes we had, we had hired him for several projects that he did for us too."

Mrs. Natividad Sosa responded, "And I support the motion because this firm is not just some random firm, I mean almost every training that I've been to as a board member I have received training from one of the attorneys of the 17 that they have and I want to say that they represent almost half of region one, so it's not just a random name. I guess if you (inaudible).

Mrs. Petra Ramirez responded, " I know he's not a random name I know who he is. He's the firm, I know, you know the firm itself who he represents he's been in a lot of cases within the valley, you know in and out of whatever you want to call it political world, regular world, whatever-but I know who O'Hanlon is. Thank you."

Mr. Jerry Zamora asked, "When was this posted?"

Dr. Carol G. Perez responded, "This was posted on May 17, 2024."

Mr. Jerry Zamora responded, "Which was what day?"

Dr. Carol G. Perez responded, "Which was Friday last Friday."

Mrs. Iris Iglesias responded, "On Friday."

Mr. Jerry Zamora responded, "So if any of the board members questioned the idea of what was posted they could have called yourself or the board president. Correct?"

Dr. Carol G. Perez responded, "As a matter of fact yes, Cindy our secretary does send the board agenda to everybody

even to different organizations such as the media and so forth. She posted it at 5:00 o'clock so she sends it out and that's what's typically done for every board workshop, every board meeting whether it's a special board meeting or a regular board meeting."

Mr. Jerry Zamora responded, "Thank you Doc"

Mrs. Iris Iglesias asked, "Any other discussions?"

Board Members responded, "No"

A motion was made by Mr. Jerry Zamora for approval. Motion seconded by Mrs. Natividad Sosa  
The motion passed unanimously. Vote 6-1, 1 opposed by Mrs. Petra Ramirez

## **V. Important Dates to Remember**

### **1. Saturday, May 25, 2024, High School Graduations-Location: Payne Arena, Hidalgo, TX**

- a. Mission High School at 9:00 a.m.**
- b. Veterans Memorial High School at 2:00 p.m.**
- c. Collegiate High School at 6:00 p.m.**

### **2. June Board Meetings:**

- a. Wednesday, June 5, 2024, Board of Trustees Workshop at 6:30 p.m. Location: Mission CISD Annex**
- b. June 12-15, 2024, Summer Leadership Institute**
- c. Wednesday, June 19, 2024, Public Hearing at 6:15 p.m. Location: Mission CISD Annex**
- d. Wednesday, June 19, 2024, Regular Board of Trustees Meeting and Budget Adoption Meeting at 6:30 p.m. Location: Mission CISD Annex**

## **VI. Adjournment**

Motion made by Mrs. Veronica "Betty" R. Mendoza that the meeting is adjourned. Motion seconded by Mrs. Petra Ramirez  
Motion passed. Vote 7-0

President, Iglesias adjourned the meeting at 6:49 p.m.

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Iris Iglesias, President  
Mission CISD Board of Trustees

## **ATTEST:**

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Veronica "Betty" R. Mendoza, Secretary  
Mission CISD Board of Trustees



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## *Board of Trustees Minutes*

The Board of Trustees of the Mission Consolidated Independent School District held a **Special Meeting on Monday, May 27, 2024, scheduled to begin at 6:30 PM** in the **Mission CISD Annex, 925 E. Business HWY. 83, Mission, TX 78572.**

### **I. Call Meeting to Order and Establish Quorum**

President Iris Iglesias called the meeting to order at 6:31 PM. The meeting was properly posted; a quorum was present. Board Members present besides Iris Iglesias were Minnie Rodgers, Petra Ramirez, Veronica "Betty" R. Mendoza, Jerry Zamora, Dolores Reyna, Natividad Sosa, and Superintendent, Dr. Carol G. Perez.

### **II. Pledge of Allegiance and Moment of Silence**

#### **1. U. S. Flag and Texas Flag**

#### **2. Mission Statement, Collective Commitments, and Motto-**

Mrs. Iris Iglesias led in the Pledge of Allegiance and she also asked for a Moment of Silence. She stated, "This is our last Monday in May Memorial Day we honor and remember the brave souls who paid the ultimate price in defending our freedoms. Let's honor and thank them in our moment of silence."

### **III. Public Comment(s) on Specific Agenda Item(s)**

Raymond Longoria addressed the Board on the Process of hiring a new attorney and the ethics

John Shergold addressed the Board on Sections 5, #2, and #3 on the Agenda

Connie Garza addressed the Board on the Special Meeting Agenda

### **IV. Discussion and Possible Action**

#### **1. Discussion and Action to Approve Legal Services Agreement with the Law Firm of O'Hanlon, Demerath, & Castillo PC.**

Dr. Carol G. Perez stated, "The next item is Discussion and Possible Action Number One. Discussion and Action to Approve Legal Services Agreement with the Law Firm of O'Hanlon Demerath, & Castillo PC."

Mr. Jerry Zamora, Board Member, responded, "I move to approve the Legal Services Agreement with the Law Firm of O'Hanlon, Demerath, & Castillo PC."

Mrs. Natividad Sosa, Board Member, responded, "I seconded the motion."

Mrs. Iris Iglesias, Board President, asked, "Any discussions?"

Mrs. Petra Ramirez, Board Member, asked, "Yes, can we go over it in public or not?"

Mrs. Natividad Sosa responded, "It's available to the public on the Agenda."

Mrs. Petra Ramirez responded, "And why can't I ask a question?"

Mrs. Natividad Sosa responded, "You can go ahead."

Mrs. Petra Ramirez responded, "Thank you, that is what I was asking or trying to ask the questions that I have. Ok, isn't Legal coming up somebody?"

Mrs. Natividad Sosa responded, "We haven't moved on the item ma'am."

Mrs. Petra Ramirez responded, "Ok, I will go ahead and vote and then I will ask the questions when they are opened."

Dr. Carol G. Perez responded, "You have to discuss now."

Mrs. Petra Ramirez responded, "Can anybody answer me on the letter (inaudible) terms on the very first one where it says to provide legal services to Mission Independent School District and then in parentheses Districts why? Number one the very first one."

Legal Counsel, Mr. Castillo, responded, "Trustee Ramirez the parentheses is just so we don't have to put Mission Consolidated Independent School District throughout the contract it's just an abbreviation for the district."

Mrs. Petra Ramirez responded, "Okay, now you explained it to me because I was thinking when I saw District that you were going to do everything that Hansen is doing right now. That was my understanding that's why I questioned it. I am not a lawyer I am just a plain school teacher and I needed clearance that's why I needed to know if that was (inaudible). Thank you, Sir."

Mrs. Natividad Sosa responded, "Mrs. Ramirez our last special called meeting we discussed that the firm, if approved by the board, would come in for a special project not replacing our current legal. We discussed it several times during that meeting and I would like people of the public to please go and watch that video of the meeting because we did discuss several things that were addressed as far as transparency when it comes to this firm and what they would do and how we selected and we also gave feedback about the firm in that same meeting that is available to the community on the website. I have reached out to the board president about being able to livestream our meetings because I think that's the best thing that we can do for the community to be able to watch it right there and then and not have to go back because it could be a little confusing to find it on the website."

Mrs. Petra Ramirez responded, "Mrs. Sosa it's not that I'm naive I know exactly what went on at the last meeting, but you know what it can always be repeated twice or three times or as many times to make sure that there is plenty of transparency."

Mrs. Natividad Sosa responded, "That is why I am saying it."

Mrs. Petra Ramirez responded, "That is why I was asking (inaudible) whatever question I have needs to be answered ma'am and that's it you know, like I said, I am not naive as to what happened the last time I really fully remember the questions that were asked and what you all said about why, but there are people here tonight that were not here the last time. It's good for transparency because they need to know and they've asked a lot for transparency. That word is going to be embedded in this District because we need transparency, ma'am."

Mrs. Natividad Sosa responded, "Yes, I love transparency."

Mrs. Petra Ramirez responded, "And I'm not naive, thank you."

Mrs. Veronica "Betty" R. Mendoza, Board Member, responded, "Do you have any other discussion, Mrs. Ramirez?"

Mrs. Petra Ramirez responded, "Yes, I think I do."

Mrs. Veronica "Betty" R. Mendoza responded, "So you can discuss it now. Any other question?"

Mrs. Petra Ramirez responded, "No retainer fee, thank you, that's awesome that saves us some money because we need it I wanted to thank you. I want for you to understand that when I questioned this, you know it's not because I don't believe in you or because I really don't know or heard of you like I said I'd watch. Last week I said, I know who you are in your business and I know the political world too, you know, I know I've been seeing things, but you know, which is fine. I just want you to know that's not anything against you guys. Okay, I respect you and I respect your firm and I am willing to work whatever we have, but there are certain things that I do not agree with and I will always stand for what I think in my mind and I don't care what anybody thinks that is in the best interest of our children, our staff, and Mission CISD."

Mrs. Natividad Sosa asked, "Is it on the contract that there is something that you don't agree on or on the selection of the firm?"

Mrs. Petra Ramirez responded, "Neither one ma'am because I would have said it I would of not have said what I just finished saying."

Mrs. Iris Iglesias responded, "All right any other discussion?"

Mrs. Petra Ramirez responded, "I am opposing because last week I'd be a hypocrite to say that I didn't agree with (inaudible) I didn't vote for it, and for me to say now that I'm agreeing because I really don't. Thank you."

A motion was made by Mr. Jerry Zamora for approval. Motion second by Mrs. Natividad Sosa. The motion passed unanimously. Vote 6-1, 1 opposed by Mrs. Petra Ramirez.

## **V. Executive Session**

President Iglesias stated, "The Superintendent has made an objection to deliberations about her closed session. However, the board is still entitled to receive legal advice in closed session. We will now retreat to a closed session for legal advice."

President Iglesias called the Board into Executive Session at 6:56 PM and back into Open Session at 8:07 PM

- 1. Private Consultation with Board Attorney (Texas Gov't Code §551.071)**
- 2. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee or to Hear a Complaint or Charge Against an Officer or Employee (Texas Gov't Code §551.074)**
- 3. Discussion with Legal Counsel on Matters Related to Superintendent's Employment Contract and/or Superintendent's Employment Status (Texas Gov't Code §551.071)(Texas Gov't Code §551.074)**

## **VI. Action, if necessary, on Matters Discussed in Executive Session**

- 1. Discussion and Possible Action on Matters Related to Superintendent's Employment Contract and/or Superintendent's Employment Status**

President Iglesias stated, "Item to discuss. Discussion and Possible Action on Matters Related to the Superintendent's Employment Contract and/or Superintendents Employment Status."

Mr. Jerry Zamora stated, "I move to direct legal counsel to negotiate a separation agreement with Dr. Carol Perez Superintendent of Schools to place Dr. Perez on paid administrative leave effective immediately and name Dr. Roberts as Acting Superintendent until an Interim Superintendent can be named."

Mrs. Natividad Sosa responded, "Seconded"

A motion was made by Mr. Jerry Zamora for approval. Motion second by Mrs. Natividad Sosa. The motion passed unanimously. Vote 5-1, 1 opposed by Mrs. Petra Ramirez and 1 abstained by Ms. Minnie Rodgers.

## **VII. Important Dates to Remember**

- 1. Wednesday, June 5, 2024, Board of Trustees Workshop at 6:30 PM. Location: Mission CISD Annex**
- 2. June 12-15, 2024, Summer Leadership Institute**
- 3. Wednesday, June 19, 2024, Public Hearing at 6:15 PM. Location: Mission CISD Annex**
- 4. Wednesday, June 19, 2024, Regular Board of Trustees Meeting and Budget Adoption Meeting at 6:30 PM. Location: Mission CISD Annex**

## **VIII. Adjournment**

Motion made by Mrs. Petra Ramirez that the meeting be adjourned. Motion seconded by Mrs. Dolores Reyna. Motion passed. Vote 7-0.

President, Iglesias adjourned the meeting at 8:08 p.m.

---

Iris Iglesias, President  
Mission CISD Board of Trustees

**ATTEST:**

---

Veronica "Betty" R. Mendoza, Secretary  
Mission CISD Board of Trustees



**Mission Consolidated Independent School District**  
• 1201 Bryce Drive • Mission, Texas 78572  
• Telephone (956) 323-5505 • Fax (956) 323-5634  
• Website: [www.mcisd.net](http://www.mcisd.net)

## *Board of Trustees Minutes*

The Board of Trustees of the Mission Consolidated Independent School District held a **Special Meeting** on **Friday, May 31, 2024**, scheduled to begin at **12:00 PM** in the **Mission CISD Annex, 925 E. Business HWY. 83, Mission, TX 78572**.

### **I. Call Meeting to Order and Establish Quorum**

President Iris Iglesias called the meeting to order at 12:01 PM. The meeting was properly posted; a quorum was present. Board Members present besides Iris Iglesias were Petra Ramirez, Veronica "Betty" R. Mendoza, Jerry Zamora, Dolores Reyna, Natividad Sosa, and Acting Superintendent, Dr. Sharon Roberts. (Ms. Minnie Rodgers did not attend the meeting)

### **II. Pledge of Allegiance and Moment of Silence**

#### **1. U. S. Flag and Texas Flag**

#### **2. Mission Statement, Collective Commitments, and Motto-**

Mrs. Iris Iglesias asked if we could rise for the Pledge of Allegiance, the Texas Flag, the Mission Statement, Collective Commitments, Mission CISD Motto, and a Moment of Silence.

### **III. Public Comment(s) on Specific Agenda Item(s)**

Ruth Garcia addressed the Board on the Performance of the Superintendent

### **IV. Executive Session**

President Iglesias called the Board into Executive Session at 12:12 PM and back into Open Session at 1:45 PM

#### **1. Private Consultation with Board Attorney (Texas Gov't Code §551.071)**

#### **2. Discussion on Matters Related to Naming an Interim Superintendent of Schools (Texas Gov't Code §551.071) (Texas Gov't Code §551.074)**

### **V. Action, if necessary, on Matters Discussed in Executive Session**

#### **1. Discussion and Possible Action to Name an Interim Superintendent of Schools**

President Iglesias stated, "Item five Action, if necessary, on Matters Discussed in Executive Session. Possible Action to Name an Interim Superintendent of Schools."

Mrs. Natividad Sosa, Board Member responded, "I make a motion to name Dr. Cris Valdez as Interim Superintendent and authorize the board president to finalize and execute the Interim Superintendent of Schools."

Mrs. Veronica "Betty" R. Mendoza, Board Member responded, "I seconded the motion."

Mrs. Iris Iglesias, Board President asked, "Any discussion?"

Mr. Jerry Zamora, Board Member responded, "After discussion today in executive session I do believe that this Board is really following the Mission CISD model which is success for every student and I think that she would make a good Interim Superintendent."

Mrs. Dolores Reyna, Board Member responded, "I'd like to add that she was not the only applicant considered we discussed ten names that were brought to us by legal, and for those of you who don't know Dr. Cris Valdez was here as an Assistant Superintendent of Curriculum and Instruction. She moved on to get her doctorate from the University of Texas and she went to gain the experience she right now is at Region One and her department is Curriculum and Instruction. When she was here at the (inaudible) of Assistant Superintendent of Curriculum and Instruction we were at 89% in curriculum instruction. She wore many hats. She oversaw business operations, safety and security, and Special Ed., so she as Assistant Superintendent was well versed in all areas so we decided that as a board she was in the best interest of our school district and our students and staff that we are recommending Dr. Cris Valdez to be the Interim of Mission CISD."

Mrs. Petra Ramirez, Board Member responded, "I abstain but not because I don't agree with the rest of the board I abstain because, at this particular time, it's a personal decision of mine."

A motion was made by Mrs. Natividad Sosa for approval. Motion second by Veronica "Betty" R. Mendoza. The motion passed unanimously. Vote 5-0, 1 abstained by Mrs. Petra Ramirez.

## **VI. Important Dates to Remember**

- 1. Wednesday, June 5, 2024, Board of Trustees Workshop at 6:00 PM Location: Mission CISD Annex**
- 2. Wednesday, June 5, 2024, Special Board of Trustees Meeting at 7:30 PM Location: Mission CISD Annex**
- 3. Wednesday, June 19, 2024, Public Hearing at 6:15 PM Location: Mission CISD Annex**
- 4. Wednesday, June 19, 2024, Regular Board of Trustees Meeting and Budget Adoption Meeting at 6:30 PM Location: Mission CISD Annex**

## **VII. Adjournment**

Motion made by Mrs. Petra Ramirez that the meeting be adjourned. Motion seconded by Mrs. Dolores Reyna. Motion passed. Vote 6-0.

President, Iglesias adjourned the meeting at 1:49 PM.

---

Iris Iglesias, President  
Mission CISD Board of Trustees

**ATTEST:**

---

Veronica "Betty" R. Mendoza, Secretary  
Mission CISD Board of Trustees

**SUBJECT:** Personnel Employments, Resignations, Transfers and Compensation Changes

**PRESENTER:** Dr. Criselda Valdez, Interim Superintendent of Schools

**BACKGROUND INFORMATION**

Professional employees and support staff members have been employed by the Mission Consolidated Independent School District. Employees requested and were granted transfers that affected their campus, position title and/or pay grade, or were reassigned, which affected their campus, position title and/or pay grade.

Letters of resignation and letters of retirement were received from Mission CISD employees.

Changes in compensation to employees after performance on the contract or duties for the job assignment have begun (subsequent to the May 8, 2024, report to the Board) are also included for staff members.

**FUNDING SOURCE:**  
See Attachments

**RECOMMENDATION:**

No recommendation or action required. For Information Only.

**CONTACT PERSON(S):**

Joel Garcia, CPM, Deputy Superintendent for Business & Support Services  
Elisa Pacheco, Director for Human Resources

**SUBJECT:** Self-Funded Health Insurance Financial Report and Updates  
**PRESENTER:** Joel Garcia, Deputy Superintendent for Business & Support Services

**BACKGROUND INFORMATION**

Mission CISD administers a self-funded group health insurance plan through Blue Cross Blue Shield of Texas, offering High Deductible, Base, and High Plan options. The district bears financial responsibility for healthcare benefits, managing claims through the Health Insurance Fund.

**ADMINISTRATIVE CONSIDERATIONS**

The actual revenues ending April 2024 amounted to \$15,721,722, while the actual expenditures totaled \$13,541,791. The excess of revenues over expenditures was \$2,179,931. As of April 30, 2024, the total net position stood at \$2,626,053.

Please find the Self-Funded Group Health Insurance Financial Report attached for your reference. Notably, there was one significant claim for April 2024 amounting to \$35,366.

In addition, Alliant, the District’s Insurance Consultant, will be presenting the Employee Benefits Group Self-Insured Health Insurance and Employer Paid and Voluntary Ancillary Renewals.

Lastly, Prime Therapeutics, the District’s Pharmaceutical Pharmacy Manager, will be presenting the Diabetic GLP-1 review and savings program.

**FUNDING SOURCE AND AMOUNT**

N/A

**RECOMMENDATION**

Presentation only; no formal recommendation required.

**CONTACT PERSON(S)**

Joel Garcia, Deputy Superintendent for Business & Support Services  
Blanca Lopez, Executive Director for Business Operations  
Sylvia Cruz, Director for Employee Benefits & Risk Management  
Lemon Garcia, Employee Benefits/Payroll Accountant



# Self-Funded Health Insurance Update



# Self Funded Health Insurance Fund Statement of Revenues, Expenditures and Changes in Net Position for 10 months ending April 2024

## Medical, Pharmacy and Admin Cost

- Actual Revenues: \$15,721,722
- Actual Expenditures: \$13,541,792
- The excess revenues over expenditures was \$2,179,931
- Total Net Position: \$2,626,053
  - The District increased its contribution by 20%

Operating Revenues	Actual	%
<i>Premiums:</i>		
Medical - Employee	\$ 2,612,239.77	16.62%
Medical - Employer	\$ 12,984,932.34	82.59%
Administrative Fees-Refunds	\$ -	0.00%
Claim Credits		0.00%
Pharmacy Credits/Rebates		0.00%
Stop Loss Insurance	\$ 116,429.94	0.74%
Cobra	\$ 5,208.38	0.03%
<b>Non - Operating Revenues</b>		
Interest Revenue	\$ 2,911.58	0.02%
<b>Total Revenues</b>	<b>\$ 15,721,722.01</b>	<b>100%</b>
<b>Operating Expenses</b>		
<i>Claims:</i>		
Medical	\$ 8,357,415.79	61.72%
Pharmacy - RX	\$ 4,226,897.99	31.21%
<i>Administrative Fees:</i>		
Medical	\$ 13,881.11	0.10%
Aggregate Stop Loss	\$ 48,240.32	0.36%
Specific Stop Loss	\$ 869,440.36	6.42%
Independent External Review Fees	\$ -	0.00%
Vendor Fees	\$ -	0.00%
PCORI Fees	\$ -	0.00%
Consulting Fees	\$ 13,333.32	0.10%
<b>Non-Operating Expenses</b>		
Other Expenses	\$ 12,582.60	0.09%
<b>Total Expenses</b>	<b>\$ 13,541,791.49</b>	<b>100.00%</b>
<b>Operating Income (Loss)</b>		
	<b>\$ 2,179,930.52</b>	
<b>Income (Loss) Before Contributions &amp; Transfers</b>		
	<b>\$ 2,179,930.52</b>	
<b>Contributions &amp; Transfers</b>		
Transfers In (Payable to General Finance)	\$ 2,676,732.00	
Transfer out (Payable to General Finance)	\$ (2,230,610.00)	
<b>Change in Net Position</b>	<b>\$ 2,179,930.52</b>	
<b>Total Net Position - Beginning Unaudited</b>	<b>\$ -</b>	
<b>Total Net Position - Ending Unaudited</b>	<b>\$ 2,626,052.52</b>	



# Self Funded Health Insurance Fund

## Statement of Revenues, Expenditures and Changes in Net Position for 10 months ending April 2024

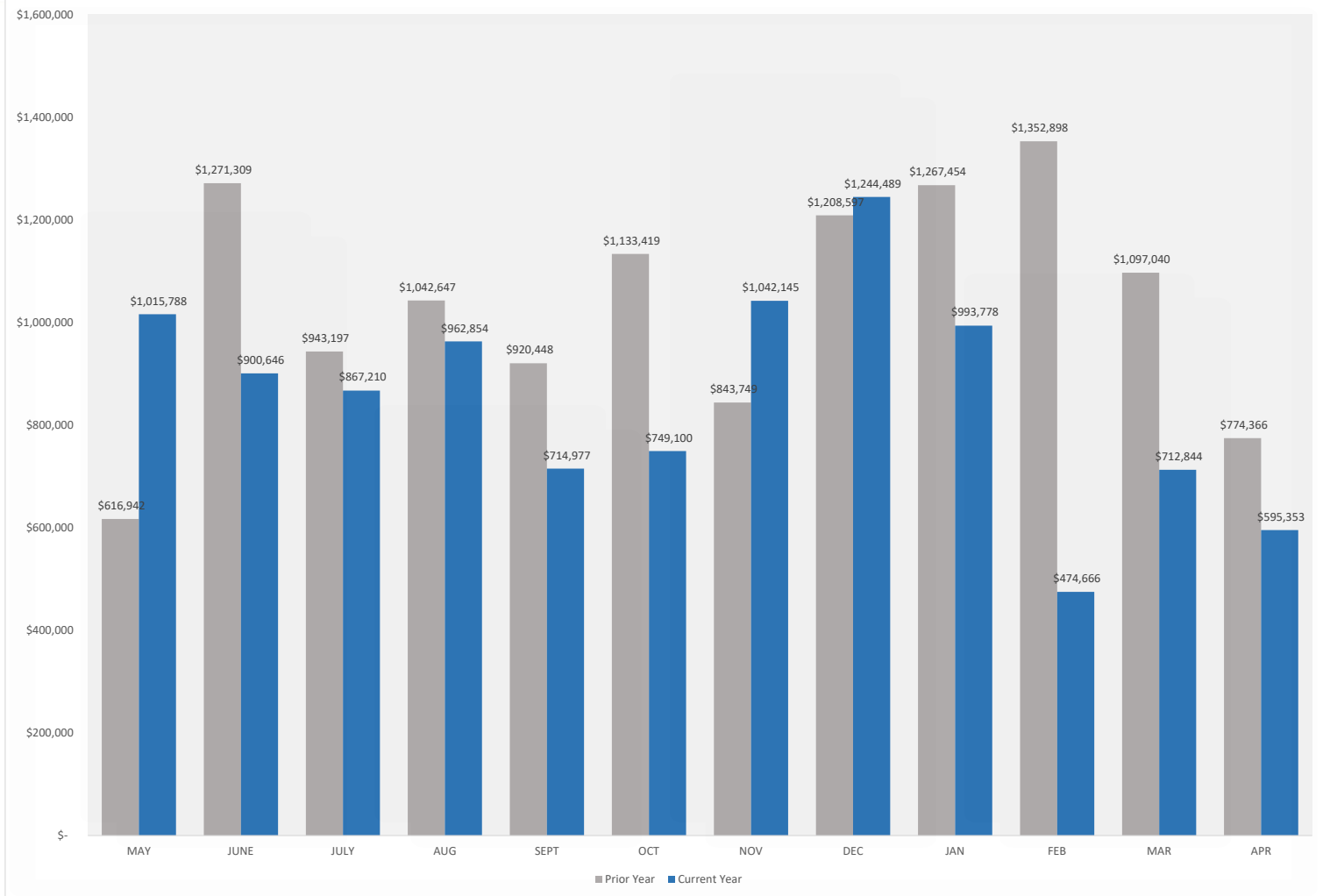
### Paid Claims

- Medical Claims: 61.72%
  - \$8,357,416
- Pharmacy Claims: 31.21%
  - \$4,226,898
- Administrative Fees: 7.07%
  - \$957,477
    - Medical: \$13,881
    - Aggregate Stop Loss: \$48,240
    - Specific Stop Loss: \$869,440
    - Consulting Fees: \$13,333
    - Other: \$12,583

Operating Revenues	Actual	%
<i>Premiums:</i>		
Medical - Employee	\$ 2,612,239.77	16.62%
Medical - Employer	\$ 12,984,932.34	82.59%
Administrative Fees-Refunds	\$ -	0.00%
Claim Credits		0.00%
Pharmacy Credits/Rebates		0.00%
Stop Loss Insurance	\$ 116,429.94	0.74%
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<b>Non - Operating Revenues</b>		
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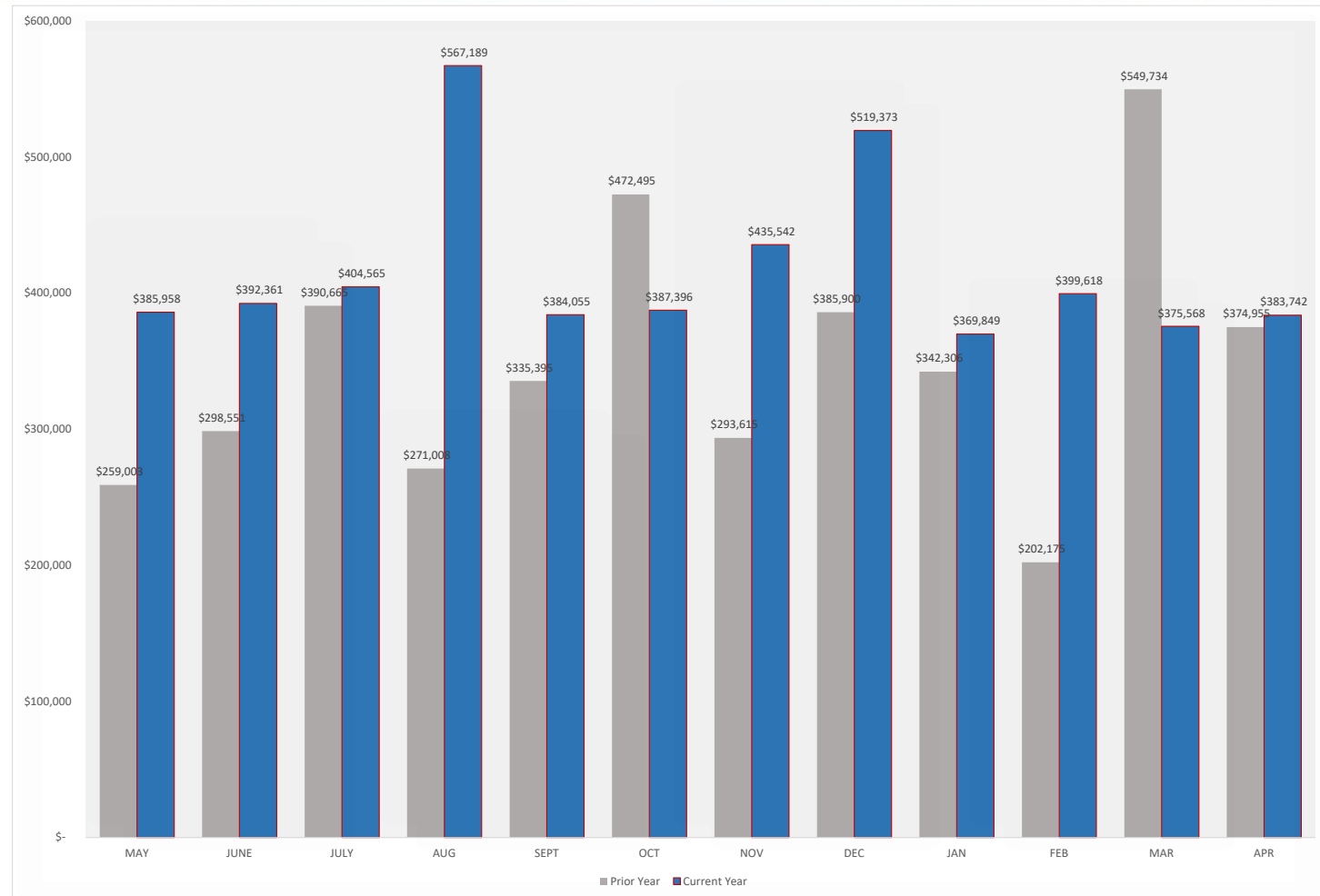


# Medical Claims Expenditure Overview 12 Month Trend – April 2024





# Pharmacy Claims Expenditure Overview 12 Month Trend – April 2024





# Self Funded Health Insurance Fund Pharmacy Cost - Savings

- **Flex Access Co-Pay Assistance Program**

- District Approved Program April 2023
- Full Year 2023 Savings
  - \$76,816
- January 2024:
  - \$40,534
- February 2024:
  - \$19,863
- March 2024:
  - \$27,792
- April 2024:
  - \$8,190

**Total Savings: \$173,195**

## FlexAccess™

Savings for You and Your Members



Unlocks access to copay assistance programs across multiple dispensing channels, including retail



**Impact:**

• 135 claims / 31 utilizers

• **Autoimmune, Cancer, HIV and Growth Hormone medications**

**No PEPM fee | 20% Shared Savings Program Fee**



**Specialty Costs and Use Keep Rising**

- Specialty diseases are largely non-preventable
- Key area of focus for research, development and new product launches
  - 66% of FDA approvals in 2020 and 43% of FDA approvals in 2021
  - 65% of new drug approvals for rare diseases and cancer



**Designed to Deliver Value**

- 80% of specialty medications have a copay assistance program
- Member cost share reduced at time of fill
- Plan spend reduced by leveraging full value of manufacturer assistance
- All member payments count toward accumulators
- Complements your total drug management strategy



**Savings Opportunities on Targeted Drugs**

- Up to \$9 PMPM gross savings\*
- Applies to over 200 drugs\*\*
- Quarterly reporting to demonstrate financial impact on specialty cost

Not compatible with Non-PPO, HMO or grandfathered plans

## Estimated Net Savings

**\$155,225**

\*Prime Internal ASO book of business data 2021. Savings may differ depending on current benefit design.  
\*\*Subject to change.  
Flex Access is a trademark of Prime Therapeutics, LLC.  
Flex Access is a product owned by Prime Therapeutics LLC which is a separate pharmacy benefit management company contracted by Blue Cross and Blue Shield of Illinois, BCBSIL, as well as several independent Blue Cross and Blue Shield Plans, has an ownership interest in Prime Therapeutics.  
Blue Cross®, Blue Shield® and the Cross and Shield Symbols are registered service marks of the Blue Cross and Blue Shield Association, an affiliation of independent Blue Cross and Blue Shield Plans.

# A Summary of the District's Renewals



# Employer Paid Carrier Renewals

Standard

- Employer paid Life Insurance (\$10,000)

BCBS

- Self-Funded Medical and Pharmacy Administration

Liberty Mutual

- Stop Loss Administration renewal will not be finalized until September 2024





# Employer Paid Carrier Renewals

*The District's employer paid \$10,000 Basic Life and AD&D benefit with the Standard is under Rate Guarantee.*

The District's Self-Funded Medical/Pharmacy plan will see a slight increase in overall plan administration fees, as outlined below.

Renewal	2023-24	2024-25
Administration Fee	\$38.63	\$39.98
Commissions	\$4.00	\$4.00
Wellness Allowance	\$0.39	\$0.39
MDLive/Virtual Visits	\$0.52	\$0.52
Claim Fiduciary	\$1.00	\$1.00
Wellbeing Management	\$4.95	\$4.95
Third-party Stop Loss Accommodation	\$0.50	\$0.50
EAP 1-3 Sessions	\$1.08	\$1.08
Prescription Drug Rebate Credit	(\$70.95)	(\$84.65)
Medical Rebate Credit	(\$2.50)	(\$2.50)
<b>Net Administration Fee PCPM</b>	<b>(\$22.38)</b>	<b>(\$34.73)</b>
<b>Fee w/o Rx Rebate Credit</b>	<b>\$48.57</b>	<b>\$49.92</b>





# Employer Paid Carrier Renewals

Standard



- Employer paid Life Insurance (\$10,000)

*The District's employer paid \$10,000 Basic Life and AD&D benefit with the Standard is under Rate Guarantee.*





# Voluntary Ancillary Benefits

Creative Benefit Administrators (CBA)	• FSA
Colonial	• Cancer
Davis Vision	• Vision
Hartford	• Disability
MASA	• Ground/Air Emergent Care
MetLife	• Dental
Standard	• Accident • Critical Illness • Hospital Indemnity • Voluntary Term Life
Texas Republic Life	• Whole Life

*All benefits, except for Dental with MetLife, are under Rate Guarantee. District employees will not see any changes in their premium contributions.*





# MetLife – Dental Renewal

Low Plan	Current	Renewal	Increase in Monthly Contributions	Increase in Bi-Weekly Contributions
EE Only	\$14.70	\$15.58	\$0.88	\$0.41
EE + Dependents	\$38.59	\$40.91	\$2.32	\$1.07

High Plan	Current	Renewal	Increase in Monthly Contributions	Increase in Bi-Weekly Contributions
EE Only	\$24.41	\$25.87	\$1.46	\$0.67
EE + Dependents	\$63.84	\$67.67	\$3.83	\$1.77

Enrollment Assumptions by plan	Low Plan	High Plan
EE	517	326
EF	387	250

Unfortunately, the District’s voluntary dental plans ran at a loss and MetLife is needing to increase rates. The District had a rate cap of +6% for the new 2024-25 plan year which will benefit your employees.





# MetLife – Dental Renewal Option to switch from 2-tier to 4-tier rates

LOW Plan	Current	Renewal	Change in Monthly Premium	Change in Bi-Weekly Contributions
EE	\$15.58	\$14.42	-\$1.16	-\$0.54
ES	N/A	\$28.64	-\$12.27	-\$5.66
EC	N/A	\$32.60	-\$8.31	-\$3.84
EF	\$40.91	\$50.19	\$9.28	\$4.28

High Plan	Current	Renewal	Change in Monthly Premium	Change in Bi-Weekly Contributions
EE	\$25.87	\$23.34	-\$2.53	-\$1.17
ES	N/A	\$46.34	-\$21.33	-\$9.84
EC	N/A	\$53.04	-\$14.63	-\$6.75
EF	\$67.67	\$81.56	\$13.89	\$6.41





## MetLife – Dental Renewal Option to switch from 2-tier to 4-tier rates

Enrollment Assumptions by plan	Low Plan	High Plan
EE	517	326
ES	53	29
EC	102	54
EF	232	167

Our recommendation is for the District to allow MetLife to change the voluntary dental rates to a 4-tier structure.

- ✓ Most of the District's employees will benefit from this
- ✓ This will also simplify administration and benefit options by providing all employees with the same 4-tier election choices as the Medical and Vision.



# Mission CSD Diabetic GLP1 review



**Data Parameters: October 1, 2022 | September 30, 2023**

**Presented by:**

**Cathy Walsh, Prime Therapeutics, Account Executive**

**Theresa Villars, BSPHarm, MBA | BCBS Clinical Account Consultant**

# Evolving Management of GLP-1s for Diabetes

**JAN.  
2023**



**Diabetes GLP-1 PA** added to all commercial plans.

**APRIL  
2023**



**Mounjaro added** as Preferred Brand on all Drug Lists

**JUNE  
2023**



Launch PA technology to **use real-time medical claims data** for diabetes diagnosis AND history of diabetes Rx on new PA requests

**SEPT.  
2023**



**PA look-back period updated** for diagnosis and medication claims to 999 days

**OCT.  
2023**



PA criteria updated to require **type 2 diagnosis for renewal** reviews in addition to new reviews

**NOV.  
2023**



PA criteria updated to **require chart notes** for diagnosis documentation if no medical claims identified

**JAN.  
2024**



**Continuation of therapy removed.** All utilizers without diagnosis and diabetes medication history will go through review

**FWA Monitoring**

**PCM Engagement**

**Member Outreach**

**Utilization Trend Monitoring**

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# Core Category Components of Trend



## Top 5 Core Categories by Total Cost PMPM Absolute Change

Category	Total Cost PMPM	PMPM Change	Utilization	Inflation	Mix
DIABETES	\$58.74	\$17.83	\$6.63	\$0.42	\$10.78
AUTOIMMUNE	\$16.13	\$4.39	\$2.48	\$1.05	\$0.86
MULTIPLE SCLEROSIS	\$3.26	\$3.26	\$3.26		
CANCER	\$7.25	\$2.94	\$2.01	\$0.16	\$0.77
LUNG DISORDERS	\$2.53	\$2.27	\$1.87	\$0.00	\$0.39
All Others	\$44.11	(\$0.32)	\$0.23	\$0.47	(\$1.01)

# GLP-1 Deep Dive



OZEMPIC (semaglutide)	\$19.60
MOUNJARO (tirzepatide)	\$7.93
TRULICITY (dulaglutide)	\$5.78
RYBELSUS (semaglutide)	\$3.89
VICTOZA (liraglutide)	\$0.43
All Others	\$0.27
<b>Total Cost PMPM</b>	<b>\$37.91</b>



		PMPM Change	Utilization	Inflation	Mix	Trend
<b>GLP-1</b>		\$15.44	\$13.39	\$0.39	\$1.66	68.7%
OZEMPIC (semaglutide)	DIABETES	\$9.30	\$8.10	\$0.29	\$0.92	90.3%
MOUNJARO (tirzepatide)	DIABETES	\$7.93	\$7.93			
RYBELSUS (semaglutide)	DIABETES	(\$1.24)	(\$1.26)	\$0.03	(\$0.01)	-24.1%
VICTOZA (liraglutide)	DIABETES	(\$0.54)	(\$0.59)	\$0.02	\$0.03	-55.6%
BYDUREON (exenatide)	DIABETES	(\$0.25)	(\$0.25)	\$0.00	\$0.00	-48.0%
All Others		\$0.24	\$0.19	\$0.05	\$0.00	4.4%

## A new opt-in pharmacy benefit, **GLP-1 New to Therapy** is now available

This new program aims to reduce the drug waste and cost of care associated with starting GLP-1 therapy. Members starting this therapy often need to modify medication and/or dose until they find what works best. This program helps to reduce the drug waste until the member's treatment is stabilized.



### Diabetes Management Strategy

- **Products\* initially included: Bydureon, Mounjaro, Ozempic, Rybelsus, Trulicity**
- **Does NOT impact current utilizers; only new utilizers or members that have not had a claims history within the past 120 days**
- **Members will be limited to a 30-day supply for the initial fill of their GLP-1. Member is eligible for 90 day fill thereafter. If they change medication or dosing strengths, they may also be limited to a 30-day supply limit for the initial fill of the new medication**

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\*products included are subject to change

Third-party brand names are the property of their respective owners.



**SUBJECT:** Preliminary 2024-2025 Budget

**PRESENTER:** Joel Garcia, CPM, Deputy Superintendent for Business and Support Services

**BACKGROUND INFORMATION**

The Finance Division will present an overview of Mission CISD's financial status, covering fiscal years 2022-2023, 2023-2024, and preparations for 2024-2025.

**ADMINISTRATIVE CONSIDERATIONS**

Not applicable.

**FUNDING SOURCE AND AMOUNT**

Not applicable.

**RECOMMENDATION**

Not applicable.

**CONTACT PERSON (S)**

Joel Garcia, CPM, Deputy Superintendent for Business and Support Services

# Preliminary 2024 - 2025 Budget Workshop 7

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June 5, 2024



# Budget and Proposed Tax Rate Public Hearing

- Sections 44.002 through 44.006 of the Texas Education Code establishes the legal basis for the budget development in school districts. The District's budget must be prepared by June 19<sup>th</sup>. This date is set by the State Board of Education.
- The Board President must call a public hearing of the Board of Trustees, giving ten days public notice in a newspaper, for the adoption of the district's budget.
- Any taxpayer in the district may be present and participate in the public hearing. The budget must be legally adopted by June 30<sup>th</sup>.

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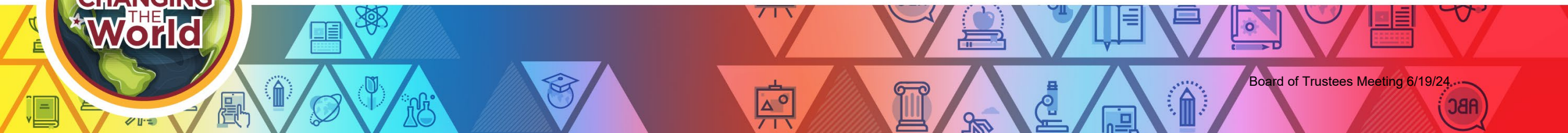
# Agenda

Overview of Mission CISD's financial status, covering fiscal years

- 2022-2023
- 2023-2024
- 2024-2025



# 2022-2023 Last Year





# Fiscal Year 2022-2023 Financial Update

## Background

- Mission CISD is committed to transparent financial management strategically allocating resources for educational excellence.
- The district's financial health is multifaceted, drawing from sources such as Average Daily Attendance (ADA) for Foundation School Program (FSP) funds, local taxes, federal funds, grants, and prudent investments.
- This comprehensive strategy ensures a diverse and sustainable revenue base supporting its educational commitment.

## Strategic Utilization of ESSER Funds

- Mission CISD strategically utilized Elementary and Secondary School Emergency Relief (ESSER) funds during the fiscal year to pay for instructional salaries, freeing up local funds to overcome supply chain challenges that would have impacted capital projects.
- As ESSER II and ESSER III funds reach exhaustion, the District will shift back to local funding sources.



# Fiscal Year 2022-2023 Financial Update

## Fiscal Performance

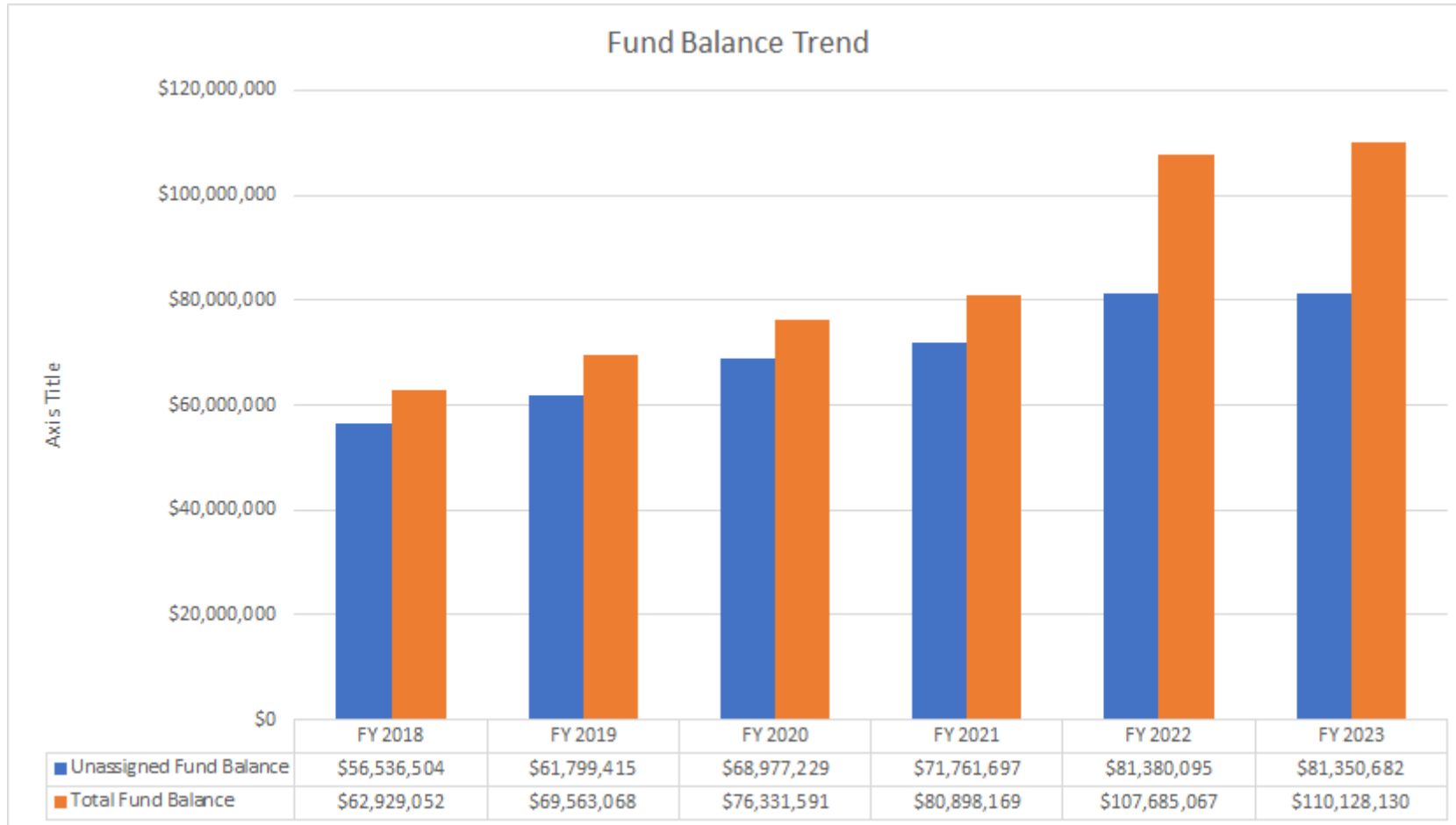
- The District projected State Aid at \$110,808,324. As of September 2023, our Near Final Summary of Finance stands at \$110,807,892.
- The Annual Comprehensive Financial Report (Year Ended June 30, 2022) reflects a robust fiscal performance.
- The general fund balance increased by \$2,443,063, reaching \$110,128,130. Of this, approximately 74% (\$81,350,682) is unassigned, providing flexibility for strategic spending.
- Additionally, \$18,375,949 is earmarked in the committed fund balance for crucial construction projects.

## Summary

- Mission CISD's 2022–2023 budget showcased resilience amid challenges, with a keen focus on maintaining educational standards.
- The alignment of the 2023 projected state aid budget with the near-final summary of finance affirms the District's commitment to accurate financial projections and responsible resource allocation.



# Fiscal Year 2022-2023 Financial Update



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**The ESSER Years:** From FY 2020 to FY 2023, the fund balance increased by \$33,796,539.



# Fiscal Year 2022-2023 Financial Update

- **Non-Spendable Fund Balance:** includes amounts that cannot be spent because they are either not in spendable form or are legally contractually required to be maintained intact.
- **Restricted Fund Balance:** is either imposed by law or by creditors, grantors, contributors, or other government laws or regulations.
- **Committed Fund Balance:** is a result of school board approval requiring funds to be used only for specific purposes.
- **Unassigned Fund Balance** – is available for spending, also known as the District’s rainy day fund.

CATEGORY	Fiscal Year 2022-2023
Non-Spendable	\$2,537,507
Restricted Fund Balances	\$7,863,992
Committed Fund Balances	\$18,375,949
Unassigned Fund Balance	\$81,350,682
<b>Total Fund Balance</b>	<b>\$110,128,130</b>



# Fiscal Year 2022-2023 Financial Update

## Unassigned Fund Balance

- Also known as our district's "rainy day fund," this balance is crucial for our financial flexibility. It allows the District to respond effectively to unexpected challenges and opportunities. Maintaining a robust unassigned fund balance is vital for the District's financial health, providing a buffer that supports continuity of operations, thereby safeguarding educational commitments against economic fluctuations.

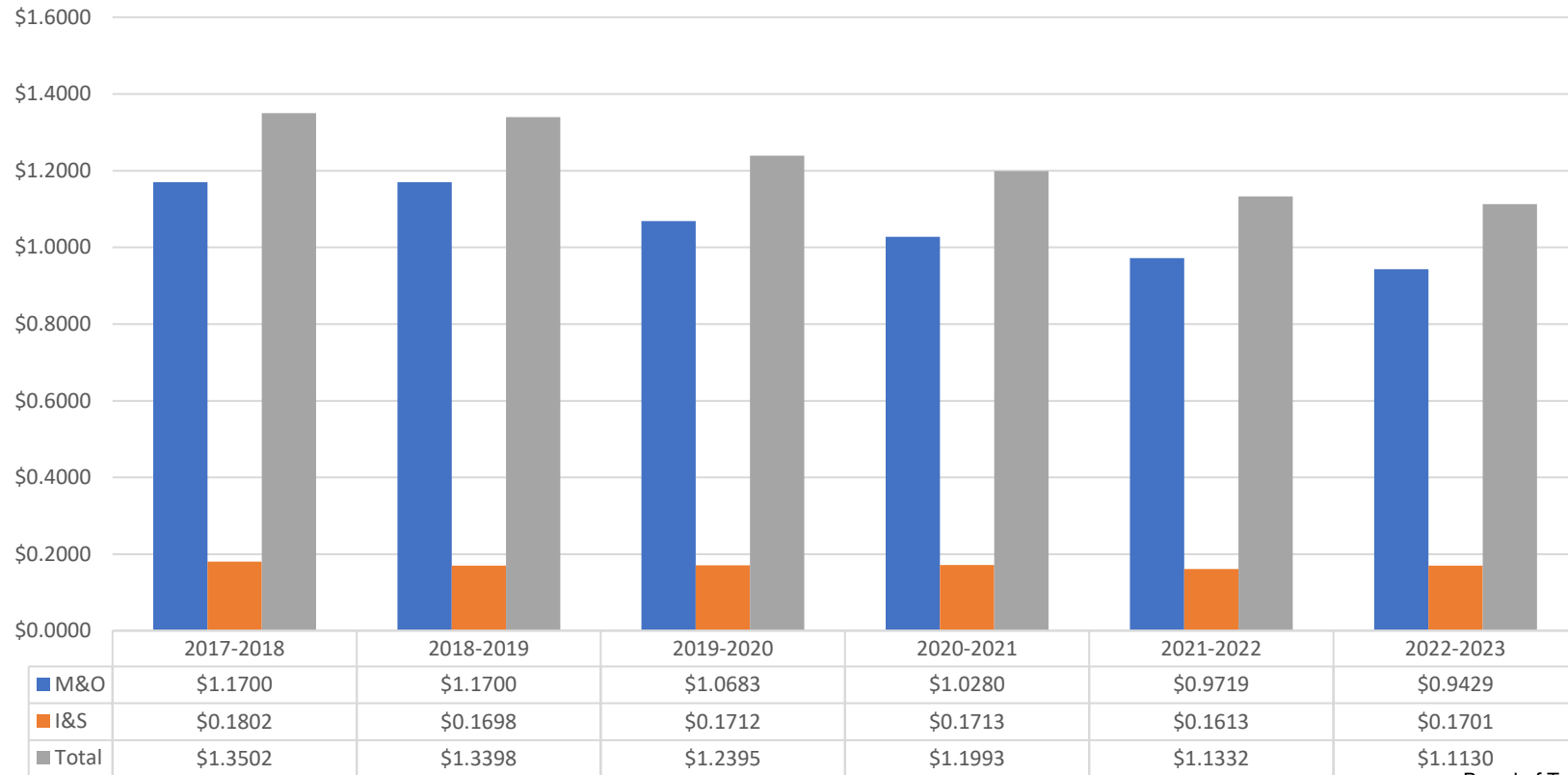
Fiscal Year 2022-2023		
Unassigned Fund Balance	Total	Percent of Fund Balance
3-Month Operating Expenditures	\$45,618,099	56.1%
Unassigned	\$35,732,583	43.9%
<b>Total</b>	<b>\$81,350,682</b>	<b>100%</b>



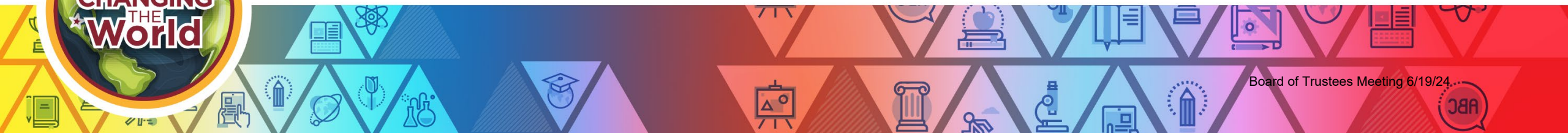
# Fiscal Year 2022-2023 Financial Update

Mission CSD has reduced its tax rate by 0.2372 cents from 2018-2023, demonstrating its commitment to fiscal efficiency.

Tax Rate Trend (Per \$100)



# 2023-2024 Current Year





# Disclaimer

All estimates are preliminary and subject to change as information becomes available.

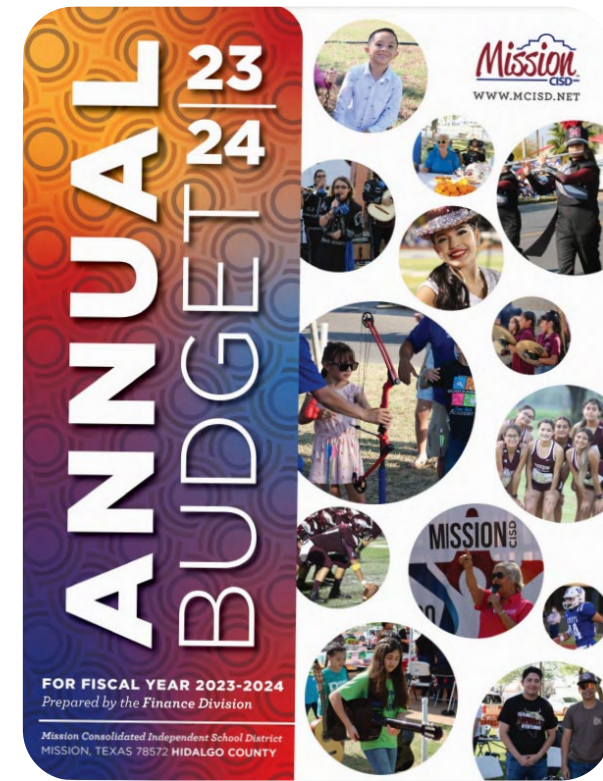


# Fiscal Year 2023-2024 Financial Update

## Balanced Budget

For the fifth consecutive year, the board approved a balanced budget. The Superintendent ensures prudent expenditure of funds.

The District earned the Meritorious Budget Award for the 2023-2024 Annual Budget Book.

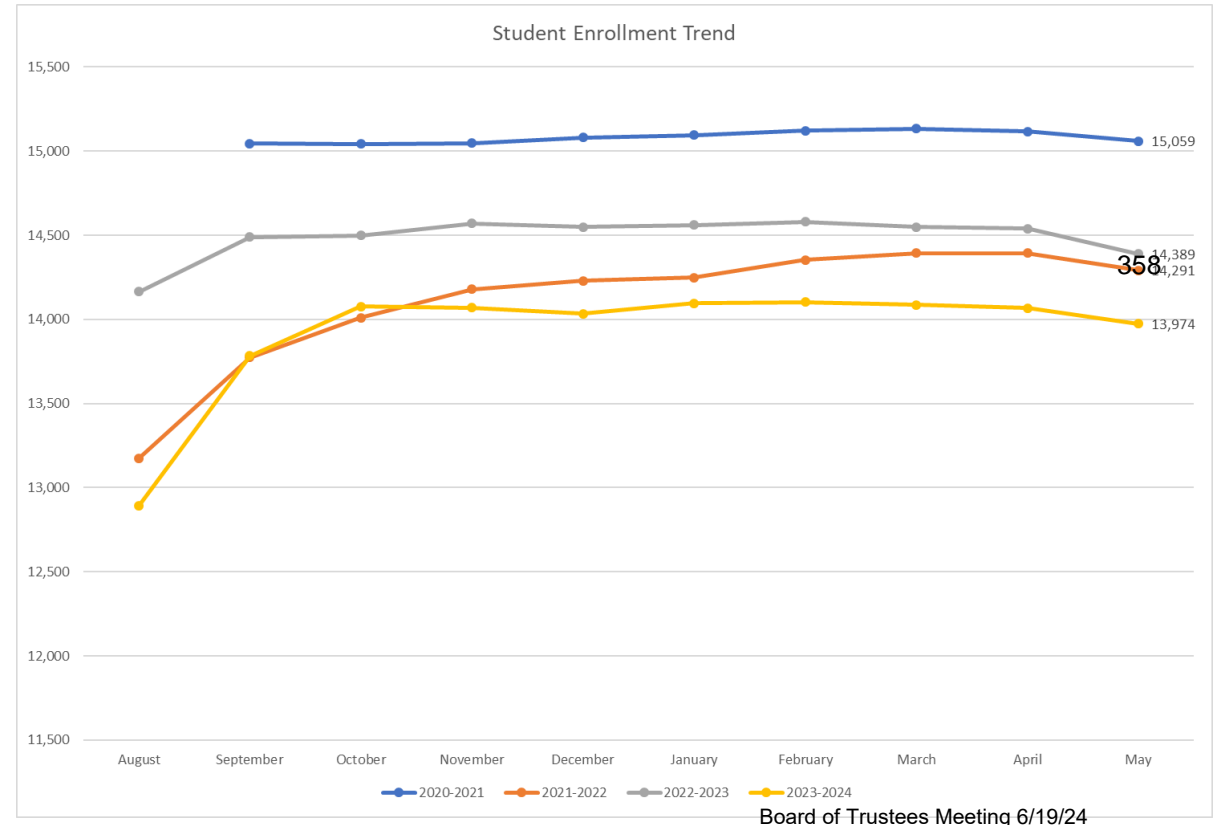




# Fiscal Year 2023-2024 Financial Update

## Enrollment Report

- Enrollment:
  - Student enrollment across the state has trended lower in recent years; our district enrollment has decreased by 1,085 since May 2021.
- Factors Contributing to Decline:
  - Lower birth rates, economic conditions, pandemic effects, and increased competition influence lower enrollment.
- Strategic Insight:
  - Understanding these trends enables proactive resource allocation, challenge resolution, and optimization of educational offerings for adaptability.

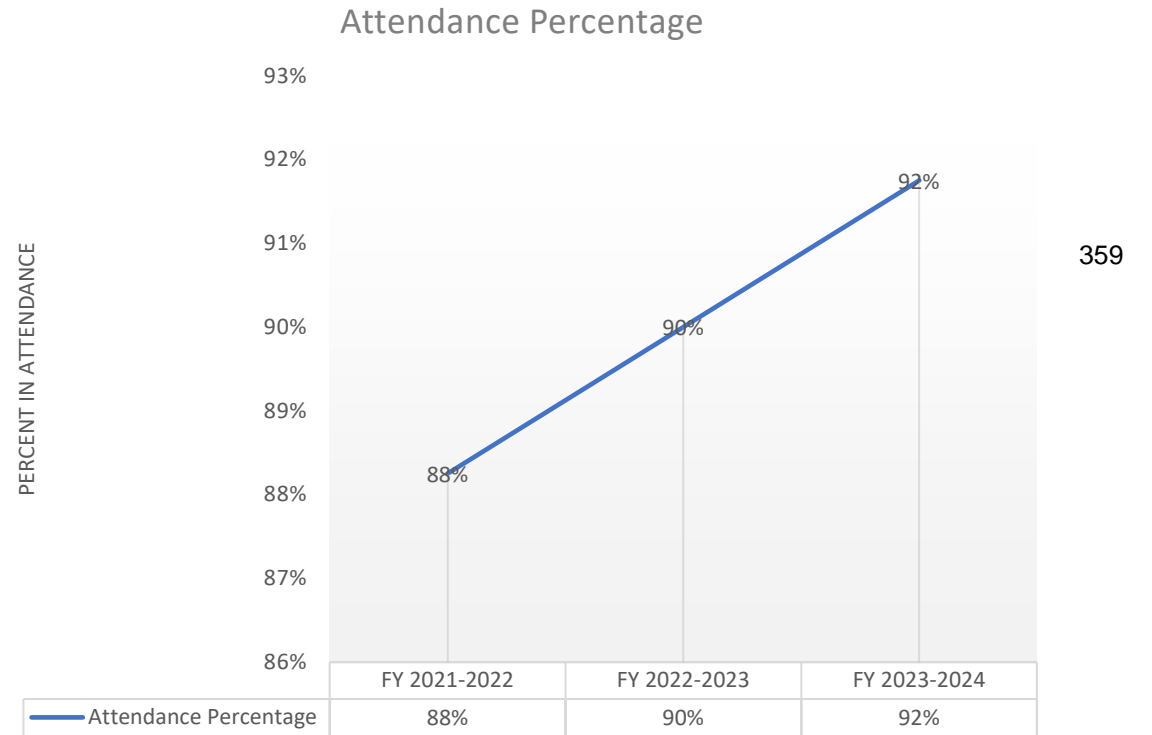




# Fiscal Year 2023-2024 Financial Update

## Attendance Report

- The District actively works on attendance through its Campus Attendance Team and Attendance Resource Officers, and they use tools such as School Messenger, Daily Reports, and Live Dashboards.
- Our student attendance percentage has risen by 4 points, signaling a positive trend towards normalcy post-COVID.





# Fiscal Year 2023-2024 Financial Update

## Revenue - M&O State Aid

Funding Elements	2022-23 SOF Run #41495	2023-24 Data Entry
Student Counts: 21-22 student counts are auto-loaded from a file obtained from TEA.	12,463.7300	12,832.098
<b>Refined ADA</b>		
<b># of Campuses in District</b>		0
<b>Special Education Instructional Arrangement FTEs:</b>		
Homebound (Code 01)	2,0520	2,630
Hospital Class (Code 02)	0.0000	0.000
Speech Therapy (Code 00)	18.4880	23.759
Resource Room (Code 41.42)	282.7950	248.307
S/C Mid/Mod/Severe (Code 43, 44, & 45)	121.0490	119.048
Off Home Campus (Codes 31-38)	0.1520	4.047
VAC (Code 08)	22.4240	18.362
State Schools (Code 30)	0.0000	0.000
Nonpublic Contracts	0.0000	0.000
Res Care & Treatment (Code 81-83)	0.0000	0.000
Mainstream ADA	244.1310	327.947
FTEs of Pregnant Students	0.2190	0.330
Career & Technology FTEs Grades 7-12 Not in Approved Program of Study	2.5990	2.589
Career & Technology FTEs Grades 7-12, Levels 1 & 2 in Approved Program of Study	919.0900	919.090
Career & Technology FTEs Grades 7-12, Levels 3 & 4 in Approved Program of Study	374.2620	374.262
# Students Enrolled in P-TECH campus	0.0000	0.000
# Students Enrolled in campus that is a member of the New Tech Network	0.0000	0.000
Bilingual ADA - see instructions in Column N	2,860.2300	2,666.776
Bilingual ADA - Dual Language Immersion Students (1-way or 2-way)	1,852.6400	1,918.673
Bilingual ADA - Non-LEP Dual Language Students (2-way)	38.8840	80.231
G & T Enrollment	1,754	1,634
Early Education ADA	4,130.1500	4,706.229
Public Ed Grant (PEG) Student ADA	0.0000	0.000
New Instructional Facility Allotment (NIFA) ADA	0.0000	0.000
ADA of Students in Dropout Recovery School and Residential Placement Facility	0.0000	0.000
SCE - Residential Placement Facility - Not Ed Disadvantaged Students	0.0000	0.000
Residential Placement Facility - Ed Disadvantaged Students (TEA includes these in Block 5)		
Ed Disadvantaged Students Living in Eco Disadvantaged Census Block 1	3,098	3,090
Ed Disadvantaged Students Living in Eco Disadvantaged Census Block 2	871	867
Ed Disadvantaged Students Living in Eco Disadvantaged Census Block 3	2,235	2,228
Ed Disadvantaged Students Living in Eco Disadvantaged Census Block 4	3,839	3,827
Ed Disadvantaged Students Living in Eco Disadvantaged Census Block 5	2,491	2,481
# of Homeless Children or Youth as defined by 42 U.S.C. Section 11434a (TEA includes these in Block 5)		
Career, College, or Military Readiness - Educationally Disadvantaged Graduates	102	102
Career, College, or Military Readiness - Non-Educationally Disadvantaged Graduates	18	18
Career, College, or Military Readiness - Special Ed. Graduates	6	6
Dyslexia Enrollment (enter the sum of PIC 37 & PIC 43 shown on TEA's Tier I Detail Report)	836	836
<b>Property Values</b>		2023 TAX YEAR PRELIMINARY
State Certified Property Value ("T2" value) @ \$100K Exemption		2,824,874,749
State Certified Property Value ("T8" value) @ \$100K Exemption		2,824,874,749
State Certified Property Value ("T1" value) @ \$100K Exemption		3,327,116,900
State Certified Property Value ("T7" value) @ \$100K Exemption		3,327,116,900
State Certified Property Value ("T13" value) @ \$100K Exemption		3,492,341,900
State Certified Property Value ("T14" value) @ \$100K Exemption		3,492,341,900
State Certified Property Value ("T16" value) @ \$100K Exemption		3,602,491,900
State Certified Property Value ("T17" value) @ \$100K Exemption		2,890,836,181

Every six weeks, the Finance Department updates the State Aid Template to estimate revenue.

- We utilize the latest state aid template (released on April 22, 2024), which incorporates the 2023 Preliminary Property Values.
- For 1<sup>st</sup> Six Weeks – 5<sup>th</sup> Six Weeks:
  - The Average Daily Attendance is 12,832.
  - The Projected M&O State Aid (5811/5812) inclusive of VATRE, stands at \$126,500,246

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State Aid by Fund Code / Object Code - Funding Source			
M&O State Aid			
47.	199/5812 - Foundation School Fund		\$121,329,244
48.	199/5811 - Available School Fund		\$5,171,002



# Fiscal Year 2023-2024 Financial Update

## 2023-2024 Tax Rate

- The District reallocated pennies previously set for loss to compression to the Interest and Sinking (I&S) tax rate by adopting the Defeasance resolution.
- The successful Voter-Approval Tax Ratification Election (VATRE) allowed the District to transfer .0317 pennies from I&S to the Maintenance and Operations (M&O) tax rate, resulting in an extra \$2.7 million for instruction and compensation.
- The Total Tax Rate stands at \$1.1130, consistent with the last year's rate.
  - M&O is at \$0.7892.
  - I&S is at \$0.3238.
- Additionally, the homestead exemption increased from \$40k to \$100k.

## Impact to Home Owners

	2022-2023	2023-2024
M&O Tax Rate	\$0.94	\$0.79
I&S Tax Rate	\$0.17	\$0.32
<b>Total Tax Rate</b>	<b>\$1.11</b>	<b>\$1.11</b>
Average Market Value of Residence	\$138,653	\$158,095
<b>Less: Homestead Exemption</b>	<b>(\$40,000)</b>	<b>(\$100,000)</b>
Average Taxable Value of Residence	\$98,653	\$58,095
Total Tax Rate	\$1.11	\$1.11
Taxes Due on Average Residence	\$1,098	\$647
<b>Property Tax Savings</b>		<b>\$451</b>

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# Fiscal Year 2023-2024 Financial Update

## Revenue - Tax Collections

Tax Collections as of April 30, 2024

### Maintenance and Operations

- Budget: \$20,801,507
- Collected YTD: \$20,290,797 or 98%

### Interest and Sinking

- Budget: \$8,534,627
- Collected YTD: \$8,325,101 or 98%





# Fiscal Year 2023-2024 Financial Update

## Revenue – Grants: 2022-2023

2022-2023 Grants	Total
School Safety Standards Formula Grant:	\$ 654,613
Emergency Connectivity Fund Program:	\$ 395,011
ARP Homeless II Federal Grant:	\$ 258,656
COVID-19 Public Health Workforce Supplemental Funding Grant (Region One):	\$ 102,700
COVID-19 Coronavirus State and Local Fiscal Recovery Funds (Hidalgo County):	\$ 60,000
Silent Panic Alert Technology (SPAT) Grant:	\$ 43,808
COVID-19 School Health Support Grant, Cycle 2:	\$ 22,985
Dyslexia Funding Support Grant:	\$ 12,600
CEAL Grant (UTRGV):	\$ 8,000
<b>Total</b>	<b>\$ 1,558,373</b>

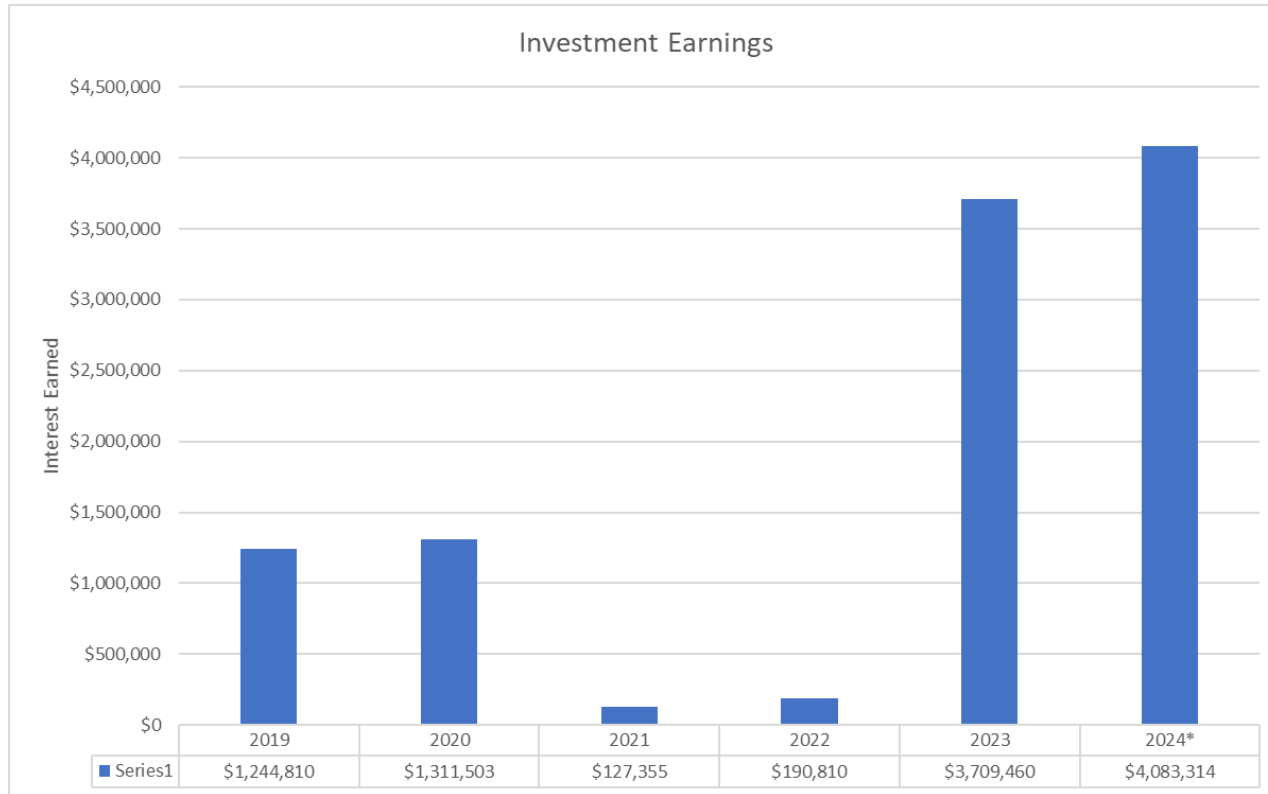
## Revenue – Grants: 2023-2024

2023-2024 Grants	Total
2023-2025 Safety and Facilities Enhancement Grant (SAFE) Cycle 1	\$ 4,768,497
2023-2025 Safety and Facilities Enhancement Grant (SAFE) Cycle 2	\$ 420,602
Stronger Connections Grant	\$ 1,260,000
Strong Foundations	\$ 250,000
Learning Acceleration Support Opportunities - Cycle 2	\$ 150,000
Project Fit America - Pearson Elementary	\$ 18,206
<b>Total</b>	<b>\$ 6,867,305</b>

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# Fiscal Year 2023-2024 Financial Update



■ Interest Earned in April: \$459,692

\*Through 4/30/2024



# Fiscal Year 2023-2024 Financial Update

## Historical Rates Monthly Distribution Yields<sup>2</sup>

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>January</b>	0.04%	0.07%	0.35%	0.58%	1.34%	2.40%	1.61%	0.07%	0.02%	4.36%	5.36%
<b>February</b>	0.04%	0.08%	0.39%	0.59%	1.40%	2.40%	1.58%	0.05%	0.02%	4.57%	5.32%
<b>March</b>	0.04%	0.09%	0.41%	0.66%	1.50%	2.41%	1.20%	0.05%	0.14%	4.70%	5.31%
<b>April</b>	0.04%	0.09%	0.42%	0.75%	1.65%	2.42%	0.83%	0.05%	0.30%	4.86%	5.30%
<b>May</b>	0.04%	0.09%	0.43%	0.76%	1.75%	2.41%	0.41%	0.04%	0.68%	5.04%	
<b>June</b>	0.04%	0.09%	0.44%	0.85%	1.85%	2.41%	0.24%	0.03%	1.00%	5.11%	
<b>July</b>	0.05%	0.10%	0.45%	0.96%	1.96%	2.38%	0.22%	0.02%	1.49%	5.15%	
<b>August</b>	0.06%	0.11%	0.47%	1.00%	1.99%	2.21%	0.16%	0.02%	2.11%	5.33%	
<b>September</b>	0.06%	0.13%	0.50%	1.03%	2.03%	2.15%	0.14%	0.02%	2.43%	5.35%	
<b>October</b>	0.06%	0.15%	0.47%	1.05%	2.15%	1.97%	0.12%	0.02%	3.04%	5.35%	
<b>November</b>	0.06%	0.15%	0.45%	1.09%	2.21%	1.74%	0.10%	0.02%	3.65%	5.37%	
<b>December</b>	0.07%	0.23%	0.50%	1.21%	2.32%	1.66%	0.09%	0.02%	4.13%	5.38%	

Source: Texas Term Local Government Investment Pool



# Fiscal Year 2023-2024 Financial Update

## Expenditure – Compensation Plan

- Last June, the Board of Trustees approved a comprehensive employee compensation package. This included a 3% salary increase for all professional and administrative staff, a 3.5% raise for auxiliary, clerical/technical, and instructional para-professionals calculated from the midpoint, a 20% boost in employer contributions to the health insurance plan, and a \$1,000 employee retention stipend.
- In addition to these measures, the Board approved a \$500 retention stipend, coinciding with the successful passage of the Voter-Approval Tax Ratification Election (VATRE).
- This structured and thoughtful compensation plan reflected the Board's commitment to creating a competitive and supportive work environment.

**Mission CSD**  
2023-2024  
**COMPENSATION PLAN IMPROVEMENTS**

<b>\$57,150</b> STARTING TEACHER SALARY ZERO YEARS EXPERIENCE	<b>+\$1,850</b> INCREASE FOR TEACHERS	
<b>3.5%</b> GENERAL PAY INCREASE	FOR AUXILIARY, CLERICAL/TECH, & INSTRUCTIONAL PARAPROFESSIONALS	
<b>3%</b> GENERAL PAY INCREASE	FOR ADMINISTRATIVE / PROFESSIONALS	
<b>\$1,000</b> RETENTION STIPEND	<b>\$500</b> to be paid in SEPTEMBER	<b>\$500</b> to be paid in DECEMBER



# Fiscal Year 2023-2024 Financial Update

## Capital Outlay - Completed

Project	Status	Project	Status
Annex Parking Lot	Completed	Mims Marquee	Completed
Assessment - MHS - Chiller	Completed	Playground for Elementary - Alton Elem.	Completed
Assessment at Annex Parking Lot	Completed	Playground for Elementary - Bryan Elem.	Completed
Assessment at MCHS Limited Indoor Mold	Completed	Playground for Elementary - Cantu Elem.	Completed
Assessment HVAC at AMJH	Completed	Playground for Elementary - Castro Elem.	Completed
Assessment HVAC at MCHS/Poss. Indoor Quality	Completed	Playground for Elementary - Leal Elem.	Completed
Assessment JOCS	Completed	Playground for Elementary - Marcell Elem.	Completed
Barbering at MHS Assessment project on hold	Completed	Playground for Elementary - Mims Elem.	Completed
Baseball & Softball Netting @MHS & VMHS	Completed	Playground for Elementary - O'Grady Elem.	Completed
CNP - Tumbler/overview of project only/electrical re-equipment's	Completed	Playground for Elementary - Pearson Elem.	Completed
CNP freezer installation at elem. campuses (Bryan)	Completed	Playground for Elementary - Salinas Elem.	Completed
CNP freezer installation at elem. campuses (Marcell)	Completed	Playground for Elementary - Waitz Elem.	Completed
CNP freezer installation at elem. campuses (Salinas)	Completed	Replacement of the Turf for the MHS -TLS	Completed
CNP freezer repair/ replacement	Completed	Replacement of the Turf for the VMHS	Completed
Const. of Add. Animal Pens for Ag. Science Barns	Completed	Re-surface or new basketball area - Roosevelt DAEP	Completed
Culinary Arts Laboratory at MHS	Completed	Scoreboard installation at KWJH	Completed
Culinary Arts Laboratory at VMHS	Completed	Scoreboard installation at RCJH	Completed
Demo. of old Agricultural Science Barns	Completed	Security Vestibules-AMJH	Completed
Demo. of Roosevelt Alternative Auditorium	Completed	Security Vestibules-Bryan Elem.	Completed
Demolition of Tech./ Radio Tower	Completed	Security Vestibules-Castro Elem.	Completed
District Property Clean up & Demo. 4 mile line & Stewart Road	Completed	Security Vestibules-Cavazos Elem.	Completed
FARMERS/ Citrus Horticulture Lab - Portable - Parking Lot	Completed	Security Vestibules-KWJH	Completed
Field events(Long Jumps) for the AMJH - middle schools	Completed	Security Vestibules-Midkiff Elem.	Completed
Field events(Long Jumps) for the KWJH - middle schools	Completed	Security Vestibules-Pearson	Completed
Field events(Long Jumps) for the MJH - middle schools	Completed	Security Vestibules-Roosevelt Alt.	Completed
Field events(Long Jumps) for the RCJH - middle schools	Completed	Skills Center Building (behind) Castro Elem. - Remediation Assessment	Completed
Fueling Brains - Maintenance Project	Completed	Skills Center Building (behind) Castro Elem. Remediation	Completed
Lee Field House Reroofing & Main Field House Storm Repairs	Completed	Synthetic Turf for Baseball Fields for MHS	Completed
Maintenance Whse. Roof	Completed	Synthetic Turf for Baseball Fields for VMHS	Completed
MCHS PE Pavilion	Completed	Synthetic Turf for Softball Fields for MHS	Completed
MCISD- Aquatic Boiler	Completed	Synthetic Turf for Softball Fields for VMHS	Completed
MEP Eng. Services for Back-Up Chiller	Completed	Tom Landry Stadium - Visitors	Completed
MEP Eng. Services for CNP Chillers	Completed	Tom Landry Stadium Repairs - Home	Completed
MHS Special Education +18 Program and Head Start Program Portables Canopies	Completed	VMHS Dining	Completed
		Waitz Elementary sidewalks	Completed



# Fiscal Year 2023-2024 Financial Update

## Capital Outlay - In Progress

Project	Status
Batting Cage & Discus Assessment	In-Progress
Canopy at O'Grady Sp. Education Area	In-Progress
Canopy at VMHS Food Truck Area	In-Progress
District-wide Roofing Repair - Central Office and Annex	In-Progress
District-wide Roofing Repair	In-Progress
FARMERS/ Transportation HUB	In-Progress
Indoor Air Quality AMJH	In-Progress
Indoor Air Quality Bryan Elem.	In-Progress
Indoor Air Quality Cavazos Elem.	In-Progress
Indoor Air Quality Midkiff Elem.	In-Progress
Indoor Air Quality Salinas Elem.	In-Progress
Jose "Joe" Correa Jr. Agricultural Science Lab Construction Project Screen & Electrical	In-Progress
KWJH Marquee	In-Progress
KWJH power distribution transformer/ switchgear repair	In-Progress
Leo Najo Baseball Field Concrete	In-Progress
Annex for Network Operations Center (NOC) & Emergency Generator	In-Progress
Safety & Facilities Enhancement	In-Progress
Security Vestibules-Salinas Elem.	In-Progress
TEA Mandate Districtwide Fencing & Window Screen Film	In-Progress



# Fiscal Year 2023-2024 Financial Update

## Expenditure – Debt Service

Most school districts in Texas carry debt from bond elections because that’s how they fund construction of new schools, construction to renovate older campuses, replacement of expensive life-cycle systems, and additional capital projects.

As of June 30, 2023, the total value of Mission CSD’s General Obligation Bonds is \$86,054,960.

The Fiscal Year 2024 Annual Obligation was \$8,456,047.

## Strategic Planning

- Via the Defeasance resolution, the District moved pennies earmarked for compression to the Interest and Sinking (I&S) tax rate.
- This strategic use of I&S tax collections accelerates debt repayment, saving tax payers money on interest.
  - 2024 Cash Defeasance
  - Net Present Value Savings: \$1,167,293
- Also, the District will use I&S tax collections to build capacity for a possible future “No Tax Increase” bond, to ensure the upkeep of top-tier facilities.

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# Fiscal Year 2023-2024 Financial Update

## Budget Monitoring - State Compliance

- The Finance Department meets with Program Directors every six weeks to review their program data and updated projected revenue for their programs.
- For state compliance, the Special Programs need to spend at least 55% of their allotment.

## Monitoring Tool

- The District developed and continues to refine a tool to determine expenditure compliance for state programs. The tool compares projected revenue to current-year expenditures, indicating if the District is on track to pass the 55% compliance test. 370

Special Program	Expected Revenues Based On ADA	55% of Expected Revenues	Revised Budget	YTD Expenditures	YTD Monthly Average Expenditures	End of Fiscal Year Projection	Projected Over/Under	Met Compliance	Details	Edit
22 - CAREER & TECHNICAL	\$10,345,306.00	\$5,689,918.30	\$9,768,285.00	<b>\$7,431,571.80</b>	\$743,157.18	\$8,174,728.98	\$2,484,810.68	<input checked="" type="checkbox"/>	<a href="#">i</a>	<a href="#">📄</a>
23 - SPECIAL EDUCATION	\$10,545,299.00	\$5,799,914.45	\$18,108,729.00	<b>\$13,618,380.04</b>	\$1,361,838.00	\$14,980,218.04	\$9,180,303.59	<input checked="" type="checkbox"/>	<a href="#">i</a>	<a href="#">📄</a>
24 - ACCELERATED EDUCATION (24, 28, 30, and 34)	\$19,442,109.00	\$10,693,159.95	\$10,894,545.00	<b>\$8,229,980.02</b>	\$822,998.00	\$9,052,978.02	(\$1,640,181.93)	<input type="checkbox"/>	<a href="#">i</a>	<a href="#">📄</a>
25 - BILINGUAL ACCELERATED ED	\$3,267,103.00	\$1,796,906.65	\$1,759,540.00	<b>\$1,463,406.85</b>	\$146,340.69	\$1,609,747.54	(\$187,159.11)	<input type="checkbox"/>	<a href="#">i</a>	<a href="#">📄</a>



# Fiscal Year 2023-2024 Financial Update

## Budget Monitoring - Federal Compliance Monitoring Tool

- ESSA LEA MOE Calculation mandates local educational agencies (LEAs) to uphold state and local expenditures at a set level from one fiscal year to the next.
- The District designed the 2023-2024 Budget to meet compliance and actively monitors expenditure data to ensure we stay on track.

- The District also developed and continues to refine a tool to determine expenditures for federal compliance. The tool compares current-year state and local expenditures to previous year state and local expenditures.

ESSA LEA MOE - Comparison Year: 2023 - Determination Year: 2024 - Export to Excel - Settings							371
Line #	Function	Function Description	Comparison Year Expenditures	90% of Comparison Year Expenditures	Determination Year Expenditures	Diff. Between Determination Year and Minimum Needed	Met Compliance
01	11	INSTRUCTION	\$77,647,602.38		\$75,252,591.74		
02	12	INSTRUCTIONAL RESOURCE & MEDIA	\$2,412,049.71		\$1,963,035.49		
03	13	CURRICULUM & INSTRUCT STAFF DV	\$2,331,761.13		\$1,931,871.71		
04	21	INSTRUCTIONAL LEADERSHIP	\$2,581,930.87		\$2,475,236.71		
05	23	SCHOOL LEADERSHIP	\$9,754,358.91		\$8,541,407.41		
06	31	GUIDANCE COUNSELING & EVAL SVC	\$6,300,730.75		\$5,420,946.38		
07	32	SOCIAL WORK SERVICES	\$443,356.55		\$277,622.87		
08	33	HEALTH SERVICES	\$1,721,443.78		\$1,459,147.80		
09	34	STUDENT (PUPIL) TRANSPORTATION	\$5,086,098.95		\$5,482,112.87		
10	35	FOOD SERVICE	\$14,439,244.99		\$15,014,611.36		
11	36	EXTRACURRICULAR ACTIVITIES	\$8,197,908.85		\$6,789,166.56		
12	41	GENERAL ADMINISTRATION	\$6,259,738.67		\$5,728,583.42		
13	51	FACILITIES MAINTENANCE & OPS	\$22,526,465.49		\$19,609,688.80		
14	53	DATA PROCESSING SERVICES	\$2,945,420.18		\$2,876,193.62		
15	71	DEBT SERVICE	\$315,558.96		\$291,543.47		
16		<b>TOTAL OPERATING EXPENDITURES (ADD 01-15)</b>	<b>\$162,963,670.17</b>	\$146,667,303.15	<b>\$153,113,760.24</b>	\$6,446,457.09	<input checked="" type="checkbox"/>
17		REFINED AVERAGE DAILY ATTENDANCE (RADA)	12,463.69		12,103.00		
18		<b>TOTAL OPERATING EXPENDITURES PER PUPIL (REFINED ADA) (16 + 17)</b>	<b>\$13,075.07</b>	\$11,767.57	<b>\$12,650.89</b>	\$883.33	<input checked="" type="checkbox"/>
19		MEMBERSHIP	-		-		
20		<b>TOTAL OPERATING EXPENDITURES PER PUPIL (MEMBERSHIP) (16 + 19)</b>	<b>-</b>		<b>-</b>		<input type="checkbox"/>
21		ENROLLMENT	14,502		14,046		
22		<b>TOTAL OPERATING EXPENDITURES PER PUPIL (ENROLLMENT) (16 + 21)</b>	<b>\$11,237.32</b>	\$10,113.59	<b>\$10,900.88</b>	\$787.29	<input checked="" type="checkbox"/>

Board of Trustees Meeting 6/19/24



# Fiscal Year 2023-2024 Financial Update

## Expenditure Trend Analysis - Overtime and Substitutes

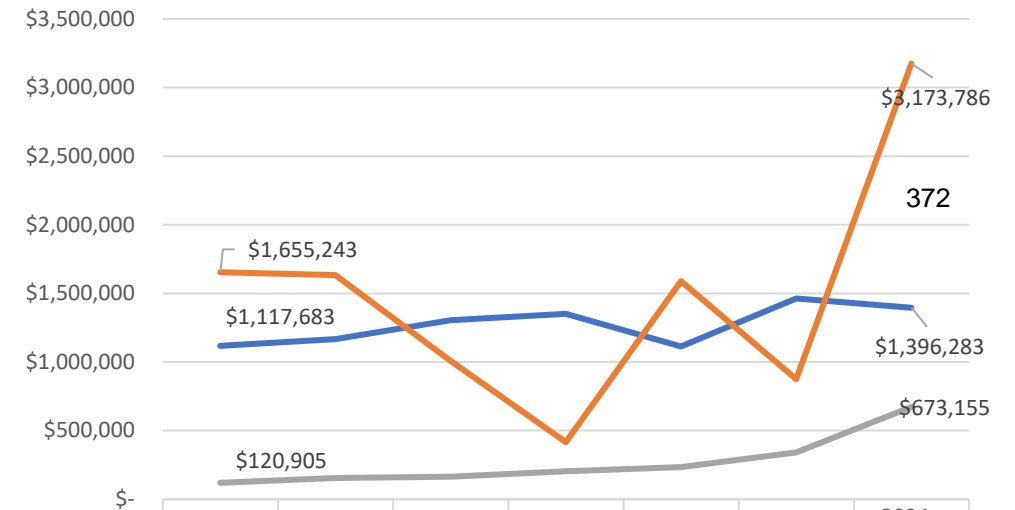
Over the past seven years, the school district's expenditure trends indicate a notable increase in specific areas. We are currently trending toward ending the fiscal year with the following increases:

- Overtime expenditure has seen an increase of 25%.
- Spending on Substitute Teachers has grown significantly by 92%.
- Costs associated with Substitutes for Support Staff have surged by 457%.

To manage and mitigate these rising expenses, we will implement stringent monitoring and cost-control measures. Our strategies will include:

- Optimizing staffing schedules to reduce overtime.
- Promoting teacher and staff health and well-being to minimize the need for substitutes.
- These actions aim to achieve a more sustainable financial trajectory for our school district.

Expenditure Trend - Overtime and Substitutes



	2018	2019	2020	2021	2022	2023	2024 - Projected
Overtime Extra Duty	\$1,117,683	\$1,166,359	\$1,303,806	\$1,350,332	\$1,112,582	\$1,461,880	\$1,396,283
Subs Teachers & Other Prof	\$1,655,243	\$1,632,241	\$1,008,093	\$415,709	\$1,588,273	\$875,527	\$3,173,786
Substitutes for Support Staff	\$120,905	\$153,790	\$163,465	\$203,568	\$233,628	\$342,388	\$673,155

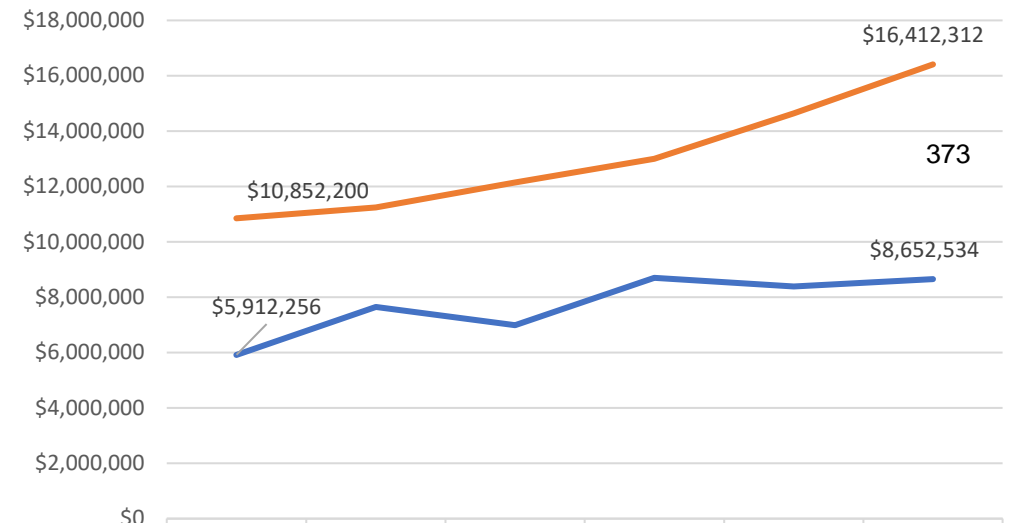


# Fiscal Year 2023-2024 Financial Update

## Expenditure Trend Analysis – Special Education and Career and Technology

- In the last five years, our district's spending on Special Education has risen by 51.23%, and Career and Technology Education expenditures have increased by 46.35%.
- To address these surges, we are working with Moak Casey on staffing. We will also work with a Special Education consultant to help ensure we are positioned correctly for IDEA-B.
- These measures target a balanced and sustainable financial path forward.

Expenditure Trend - Special Education and Career and Technology



	2019	2020	2021	2022	2023	2024 - Projected
Career and Technology	\$5,912,256	\$7,644,672	\$6,990,377	\$8,693,945	\$8,387,625	\$8,652,534
Special Education	\$10,852,200	\$11,239,545	\$12,142,757	\$12,995,549	\$14,644,529	\$16,412,312



# Fiscal Year 2023-2024 Financial Update

## 2023-2024 Financial Outlook:

- We closely monitored expenditures in overtime, substitutes, and utilities, and continue to oversee School Health and Related Services (SHARS). Despite these factors, we expect to end the fiscal year without a budget deficit if Average Daily Attendance stays at 12,832. We will finalize attendance data by June 5th.
- We anticipate a final functional budget amendment, as done annually, to ensure no deficits in any function. The fund balance will remain untouched.

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# 2024-2025 Budget Next Year





# Disclaimer

All estimates are preliminary and subject to change as information becomes available.



# Goals

## Goals for 2024-2025 Budget Planning

- **Academic Success:** Ensure students excel academically with a college and career-ready curriculum and maintain effective instructional programs.
- **Community Engagement:** Strengthen stakeholder support through family and community involvement, focusing on retaining skilled staff.
- **Operational Efficiency:** Improve district facilities for safety and technological integration, specifically enhancing HVAC systems.
- **Personnel Excellence:** Foster a high-quality workforce by enhancing employee compensation and insurance benefits to recruit, develop, and retain top talent.

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# Fiscal Year 2024-2025 Financial Update

## June

- Review Proposed Budget with Interim Superintendent
- Seventh Budget Board Workshop
- Budget and Tax Rate Public Hearing
- Budget Adoption



# Fiscal Year 2024-2025 Financial Update

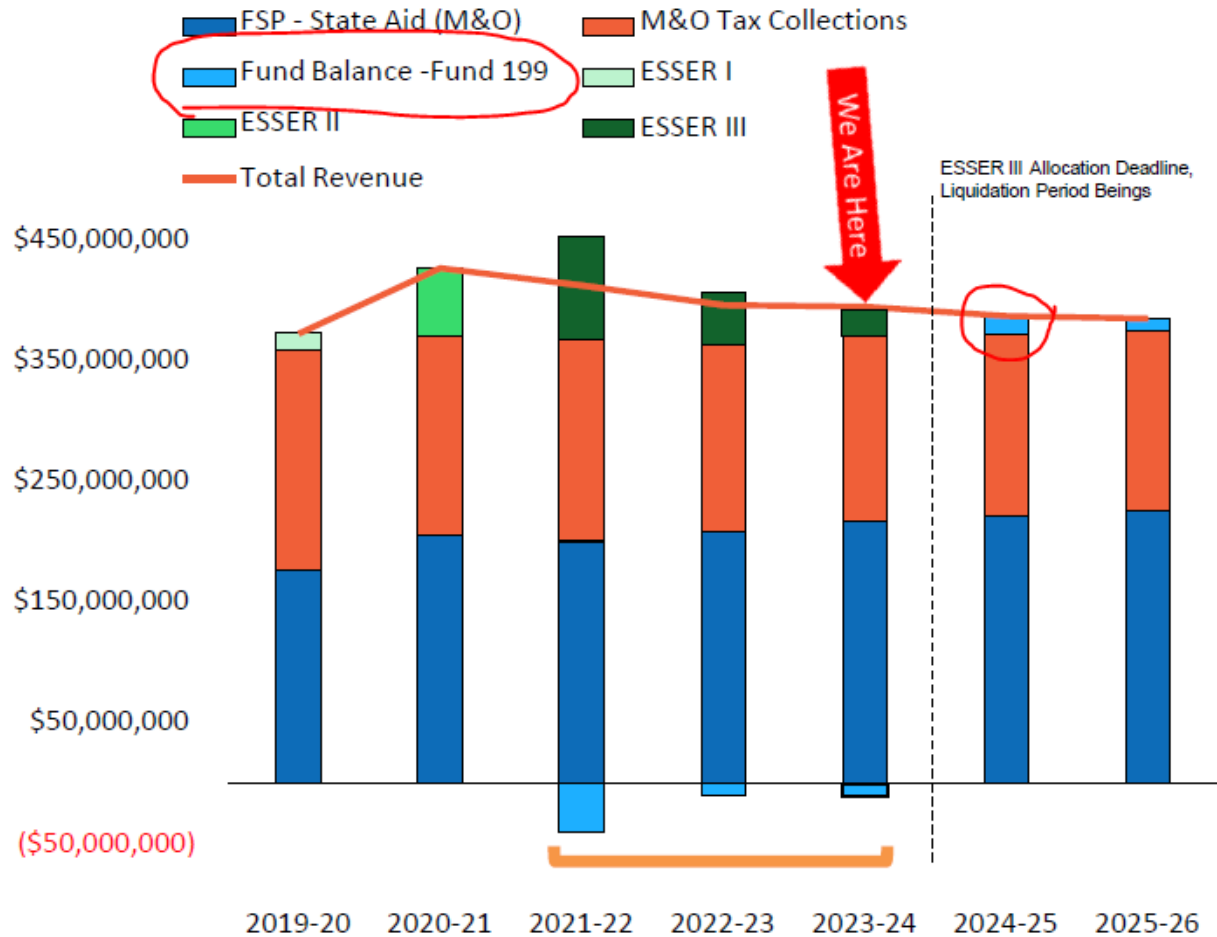
## Avoiding the ESSER Fiscal Cliff

To prepare for the anticipated cessation of ESSER funding in the 2024-2025 school year and to address the possibility of an unbalanced budget, our district has implemented the following strategic actions:

- **Fiscal Prudence:** We have taken measures to save funds to our fund balance, ensuring we have a financial cushion to mitigate any potential budget shortfalls.
  - The following slide will present information from TEA demonstrating our savings through ESSER fund usage, which will help “level off the funding cliff”.

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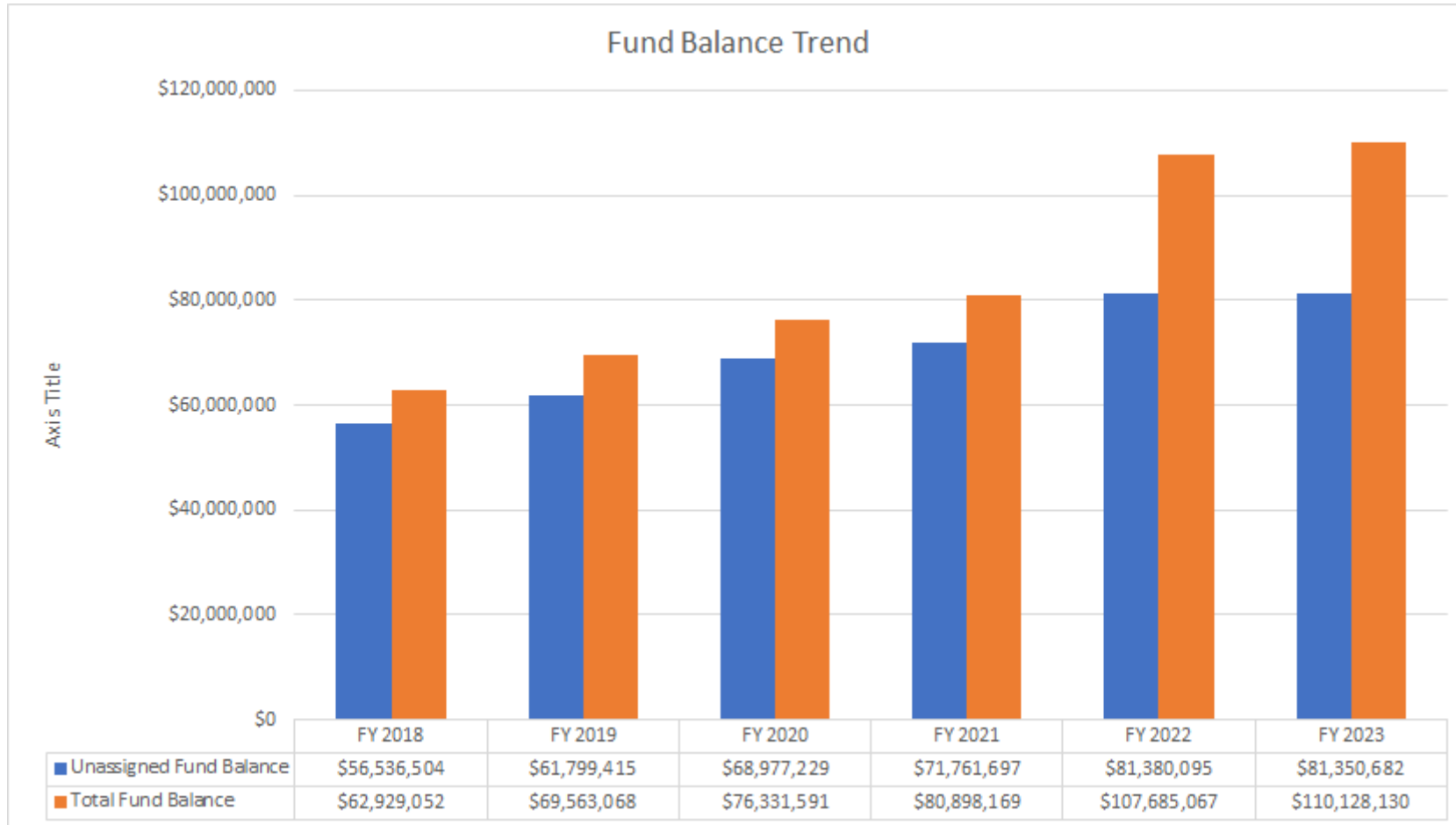
# Looking ahead: alleviating the Effects of the Funding Cliff



- 2023-2024 is the last school year to **supplant** with ESSER funds to level off the funding cliff.
- Consider using ESSER III first for allowable activities, to save other federal grants and state and local M&O funds.
  - Must be reasonable and necessary, meet the intent of ESSER statute (pandemic-related), and be allowable.
- If supplanting with state and local M&O, be mindful of other federal MOE requirements (e.g., IDEA-B).<sup>380</sup>
- For more information on supplanting M&O funds, please refer to this [training video](#) from April 2022, which uses this [training deck](#). Slides 16-22 are most relevant.



# Fiscal Year 2024-2025 Financial Update



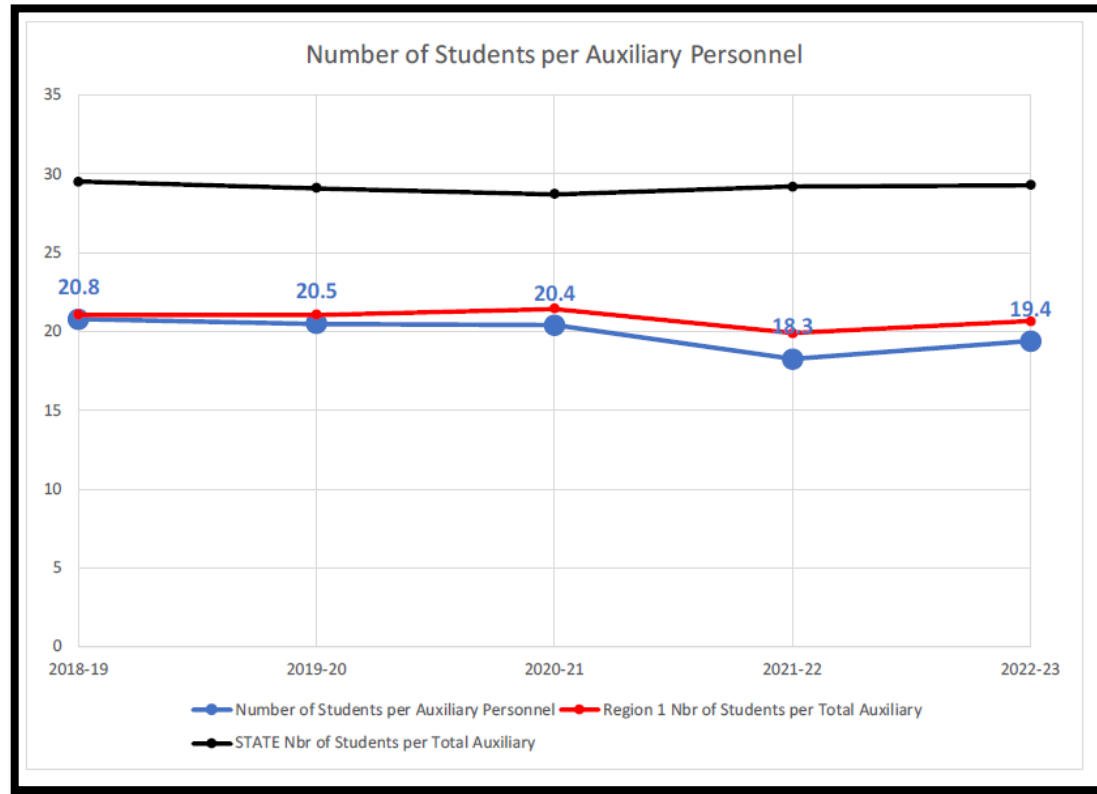
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**The ESSER Years:** From FY 2020 to FY 2023, the fund balance increased by \$33,796,539.



# Fiscal Year 2024-2025 Financial Update

## Avoiding the ESSER Fiscal Cliff



**Staffing Study:** The District commissioned Moak Casey to conduct a staffing study using District TAPR Data, the Master Schedule, and the 23-24 PEIMS Fall Snapshot.

We are currently evaluating certain positions for potential **reduction through attrition**, as advised by the staffing study. These positions include:

- Child Nutrition Program Staff
- Custodial Staff
- Maintenance Staff
- Security Guards (not reducing)
- Transportation Staff
- Instructional Aides
- Teachers
- Others



# Fiscal Year 2024-2025 Financial Update

## Avoiding the ESSER Fiscal Cliff

- **Enrollment and Attendance Monitoring:** The District utilizes Daily Enrollment and Attendance Reports to closely monitor student enrollment and attendance and identify trends that may impact our funding and resource allocation.
- **Flexible School Day Program:** The District strategically implemented the Optional Flexible School Day Program (OFSDP) to provide an option to restore student instruction time and attendance, potentially increasing attendance.
- **Public Relations Collaboration:** The District partners with the public relations team on our Attendance Matters campaign to raise student attendance awareness.
- **Community Engagement:** The District coordinates community events such as the Pre-K Roundup, Mission CISD Showcase, Music in the Park, Lunch and Learns, and Back to School Bash to foster a strong connection with the community and promote enrollment and engagement in our schools.
- **2024-2025 Online Student Registration:** In preparation for the 2024-2025 school year, Mission CISD is actively promoting Online Student Registration. Registration is currently underway, with many campuses approaching or achieving 100% student registration for the upcoming year. Districtwide, we have reached 99.71% completion.

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# Fiscal Year 2024-2025 Financial Update

## 2024 Preliminary Property Value Data:

- **Property Value T1** = School district taxable value for M&O purposes before the loss to the increase in the state-mandated homestead exemption, \$3,576,393,281
- **Property Value T2** = School district taxable value for M&O purposes after the loss to the increase in the state-mandated homestead exemption and the tax ceiling reduction, \$3,030,841,763
- **Property Value T7** = same as T1, but for I&S.
- **Property Value T8** = same as T2, but for I&S.



# Fiscal Year 2024-2025 Financial Update

## Revenues

- **Legislative Update:** No Additional Funding
- **State Aid**
  - 2024-2025 based on 12,832 ADA using TASBO Pupil Projection Tool.
- **Property Values**
  - Property Values have an inverse relationship with state aid.
  - The Hidalgo County Appraisal District provided estimates by April 30<sup>th</sup>; the values will be certified at the end of July.
    - Net Taxable: \$3,078,618,008
    - Freeze Taxable: \$160,736,708
    - Freeze Adjusted Taxable: \$2,917,881,300

## Tax Timeline

- **July:** Certified Property Values
- **August:** TEA Max Compressed Tax Rate
- **September:** Tax Rate Adoption
- **October:** Tax Statements Mailed
- **January:** Property Value Confirmation by State Comptroller

## Proposed Tax Rate

- District utilized the State Aid template to determine preliminary M&O.
- District worked with Estrada-Hinojosa to determine preliminary I&S.
- Recommendation: Keep the tax rate the same.
  - 2023-2024: \$1.11300
  - 2024-2025: \$1.11300
- Will be posted in the Progress Times on June 7, 2024.



# Fiscal Year 2024-2025 Financial Update

## Expenditures

- **Federal Funding Reallocation:** Transitioning eligible staff to federal funds to alleviate payroll costs.
- **Payroll Reduction:** We aim to decrease payroll by \$6.2 million through natural attrition and strategic staffing analysis.
  - Current Payroll Reduction: \$3,740,104
  - Percentage of Goal Reached: 60.32%
  - Remaining to Achieve Goal: \$2,459,896
  - Reduced about 102 FTEs.
- **Compensation Considerations:** 0%, 2%, 2.5%
- **Health Insurance:** Conducting analysis alongside the insurance consultant to ensure each insurance plan is self-sustainable.
  - Max-funded is projected at a 12% increase or about \$2.1 million.
- **Retirement Contributions:** The district TRS contribution will remain at 8.25%, and the Public Education Employer Contribution will remain at 1.9%.
- **Worker's Compensation & Unemployment:** There is no rate change for Worker's Compensation and a minor 5% increase (\$6,331) in Unemployment Compensation.
- **Overtime Restriction:** Eliminating overtime to manage costs.
- **Substitute Limitation:** Reducing substitute usage for Administrator and Clerical positions to control expenses.
- **Construction Hold:** Pausing new construction projects until legislative clarity; ongoing projects will continue.
- **Department and Campus allocations:** Will be based on 2023-2024 ADA.
  - Savings of approximately \$1.5 million.



# Proposed Budget 2024-2025

## Considerations

### Student Basic Allotment:

- Current Amount: \$6,160
- Unchanged Since: 2019

### Inflation Impact:

- Inflation Rate: 20%
- Adjusted Amount:  $\$6,160 \times 20\% = \$1,232$
- Total Impact:  $\$1,232 \times 12,800 \text{ ADA} = \$15.7 \text{ million}$

### Legislative Update:

- Funding: No additional funding provided

### District's Financial Prudence:

- Mission CISD has followed TEA recommendations and demonstrated prudent savings.
- Savings Achieved: \$33.8 million saved over the past three fiscal years.

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### Moving Forward:

- These savings can be utilized to sustain the district until the next legislative session.
- We need to advocate for Public School Funding.



# Fiscal Year 2024-2025 Financial Update

## Preliminary 2024-2025 Budget

- **Considerations:**
  - Maintain focus on educational outcomes.
  - Ensure minimal disruption to essential services.
  - Seek opportunities for efficiency and cost savings without compromising quality.
    - Maximizing the efficiency of Professional Learning Community (PLCs).
- Following recommendations, we still anticipate a preliminary shortfall for 2024-2025. We are actively working to review and reduce expenditures.
- Also, we must use the fund balance if the District decides to provide a salary increase and cover part of the rise in self-funded health insurance costs. However, this method is not sustainable. Therefore, we must continue to analyze the data and right-size our budget and staffing levels.
- \$2.6 million still needed in payroll reductions through attrition.
- \$1.8 million shortfall (anticipated).
- \$3 million in raises.
- \$2.1 million in health insurance costs increase (employer contribution).
- Total expenditures over revenues is: \$9.5 million
- Revenue neutral balanced budget since we saved \$33.8 million (over the last three years) where we could balance from fund balance as suggested by TEA.

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# Budget Development Process

## Revenues

		GENERAL FUND 1XX	DEBT SERVICE 599	TOTAL
<b>REVENUES</b>				
LOCAL OTHER SOURCES	5700	\$ 30,031,602	\$ 9,630,237	\$ 39,661,839
STATE SOURCES	5800	137,776,428	2,810,431	140,586,859
FEDERAL SOURCES	5900	16,601,482	-	16,601,482
TOTAL REVENUES		\$ 184,409,512	\$ 12,440,668	\$ 196,850,180

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## Expenditures

# Proposed Budget

### EXPENDITURES

11 INSTRUCTION	\$	103,856,877	\$	-	\$	103,856,877
12 INSTRUCTIONAL RESOURCE & MEDIA		2,623,139		-		2,623,139
13 CURRICULUM & INSTRUCT STAFF DV		2,671,832		-		2,671,832
21 INSTRUCTIONAL LEADERSHIP		2,920,190		-		2,920,190
23 SCHOOL LEADERSHIP		10,280,356		-		10,280,356
31 GUIDANCE COUNSELING & EVAL SVC		7,118,168		-		7,118,168
32 SOCIAL WORK SERVICES		468,416		-		468,416
33 HEALTH SERVICES		1,934,234		-		1,934,234
34 STUDENT (PUPIL) TRANSPORTATION		5,031,131		-		5,031,131
35 FOOD SERVICE		15,100,838		-		15,100,838
36 EXTRACURRICULAR ACTIVITIES		7,470,258		-		7,470,258
41 GENERAL ADMINISTRATION		6,354,898		-		6,354,898
51 FACILITIES MAINTENANCE & OPS		19,489,179		-		19,489,179
52 SECURITY & MONITORING SERVICES		3,383,593		-		3,383,593
53 DATA PROCESSING SERVICES		3,200,091		-		3,200,091
61 COMMUNITY SERVICES		172,726		-		172,726
71 DEBT SERVICE		1,754,817		12,440,668		14,195,485
81 FAC ACQUISITION & CONSTRUCTION		83,479		-		83,479
95 PAYMENTS JJAEP		20,000		-		20,000
99 OTHER INTERGOV. CHARGES		326,385		-		326,385
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>194,260,607</b>	<b>\$</b>	<b>12,440,668</b>	<b>\$</b>	<b>206,701,275</b>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	\$	(9,851,095)	\$	-	\$	(9,851,095)
<b>OTHER FINANCING SOURCES (USES)</b>						
OTHER SOURCES	7900 \$	23,315,171	\$	-	\$	23,315,171
OTHER USES	8900	(23,315,171)		-		(23,315,171)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$</b>	<b>(9,851,095)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>(9,851,095)</b>

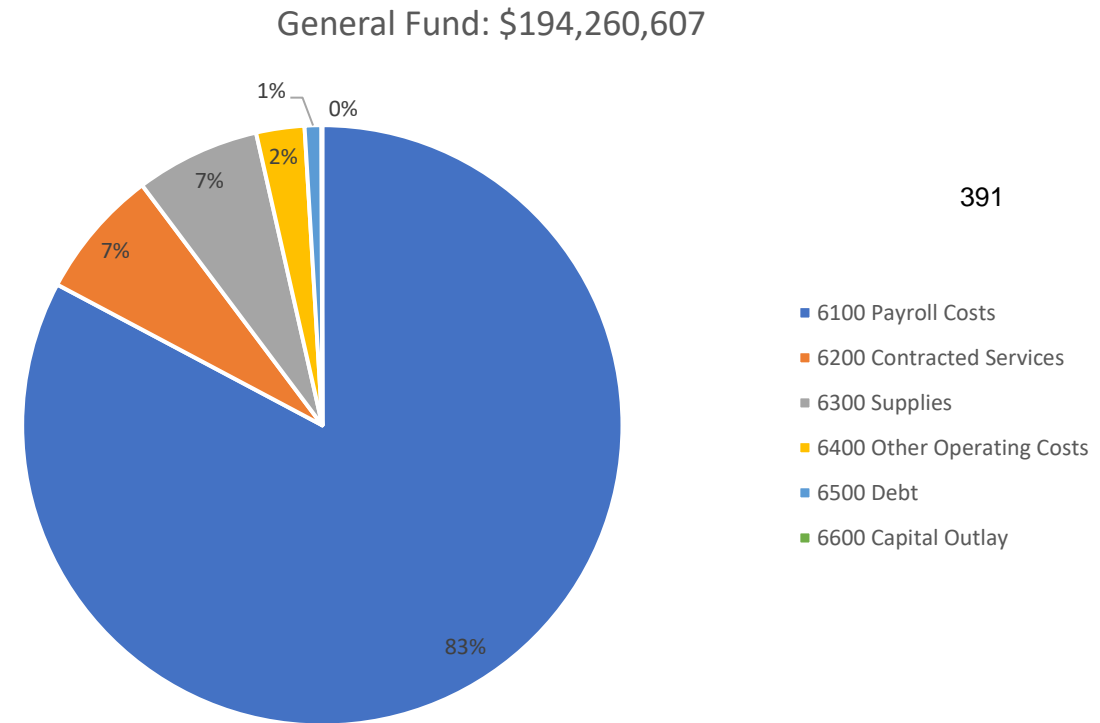
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# Proposed Budget

## Category

	General Fund	Debt Service	Total
6100 Payroll Costs	\$ 160,787,438	\$ -	\$ 160,787,438
6200 Contracted Services	\$ 13,564,961	\$ -	\$ 13,564,961
6300 Supplies	\$ 13,016,746	\$ -	\$ 13,016,746
6400 Other Operating Costs	\$ 5,049,966	\$ -	\$ 5,049,966
6500 Debt	\$ 1,754,817	\$ 12,440,668	\$ 14,195,485
6600 Capital Outlay	\$ 86,679	\$ -	\$ 86,679
<b>Total Expenditures</b>	<b>\$ 194,260,607</b>	<b>\$ 12,440,668</b>	<b>\$ 206,701,275</b>





# Proposed Budget

## Program

Fund	Program	Revenue	Transfers In from General Fund	Transfers Out from General Fund	Expenditures
101	CHILD NUTRITION PROGRAM	\$ 14,729,098	\$	\$	\$ 14,729,098
161	CAREER & TECHNOLOGY EDUCATION	5,859,371	2,655,448		8,514,819
165	BILINGUAL EDUCATION	1,892,164			1,892,164
171	SPECIAL EDUCATION	10,252,133	7,097,873		17,350,006
172	TEACHER INCENTIVE ALLOTMENT	3,546,519			3,546,519
174	COLLEGE CAREER MILITARY READINESS	316,800	1,827,856		2,144,656
175	STATE COMPENSATORY EDUCATION	10,658,036			10,658,036
181	ATHLETICS	233,600	4,774,119		5,007,719
185	FINE ARTS	-	1,315,493		1,315,493
191	TECHNOLOGY	-	1,325,415		1,325,415
193	TRANSPORTATION	702,521	4,058,044		4,760,565
195	GIFTED & TALENTED	-	260,923		260,923
199	GENERAL FUND	136,219,270		23,315,171	122,755,194
	<b>TOTAL GENERAL FUND</b>	<b>\$ 184,409,512</b>	<b>\$ 23,315,171</b>	<b>\$ 23,315,171</b>	<b>\$ 194,260,607</b>

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2024 - 2025 Proposed Budget

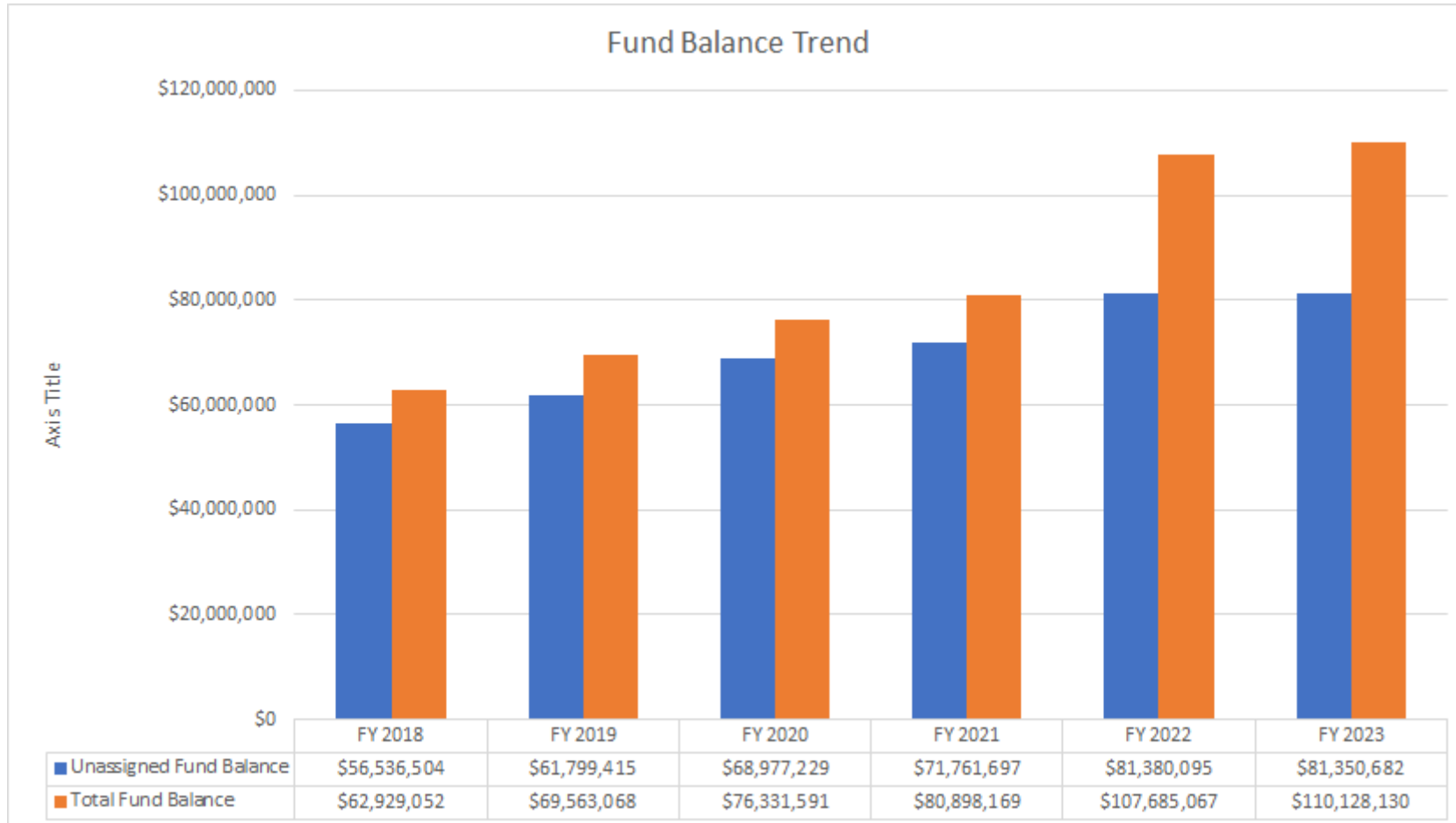
# Proposed Budget

- General Fund: \$194,260,607
- Debt Service: \$12,440,668
- Total: \$206,701,275

	GENERAL FUND 1XX	DEBT SERVICE 599	TOTAL
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STATE SOURCES	5800 137,776,428	2,810,431	140,586,859
FEDERAL SOURCES	5900 16,601,482	-	16,601,482
<b>TOTAL REVENUES</b>	<b>\$ 184,409,512</b>	<b>\$ 12,440,668</b>	<b>\$ 196,850,180</b>
<b>EXPENDITURES</b>			
11 INSTRUCTION	\$ 103,856,877	\$ -	\$ 103,856,877
12 INSTRUCTIONAL RESOURCE & MEDIA	2,623,139	-	2,623,139
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EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	\$ (9,851,095)	\$ -	\$ (9,851,095)
<b>OTHER FINANCING SOURCES (USES)</b>			
OTHER SOURCES	7900 \$ 23,315,171	\$ -	\$ 23,315,171
OTHER USES	8900 (23,315,171)	-	(23,315,171)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ (9,851,095)</b>	<b>\$ -</b>	<b>\$ (9,851,095)</b>



# Fiscal Year 2024-2025 Financial Update



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**The ESSER Years:** From FY 2020 to FY 2023, the fund balance increased by \$33,796,539.



# Budget and Tax Rate Timeline

- June 7, 2024: Progress Times publishes the public notice.
- June 7, 2024: The District posts the proposed budget on its website.
- June 19, 2024: The Board of Trustees convenes a public hearing to discuss Budget and Proposed Tax Rate.
- June 19, 2024: The budget is adopted at the Board of Trustees meeting.
- June 30, 2024: The deadline for the legally mandated adoption of the District's budget.
- September 11, 2024: Tax Rate Adoption

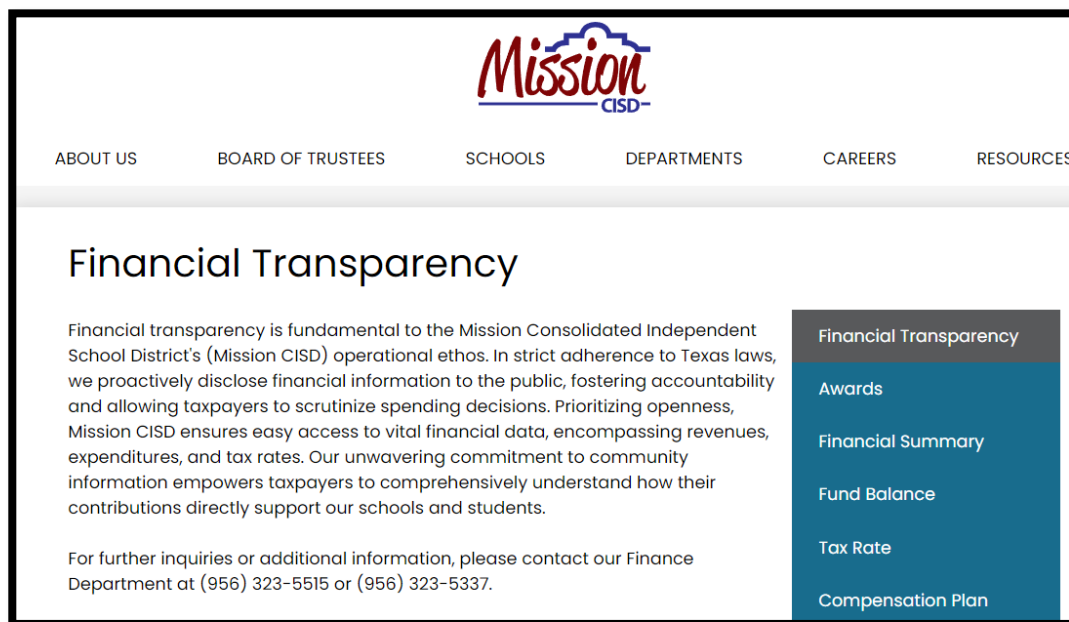


# Disclaimer

All estimates are preliminary and subject to change as information becomes available.



# Financial Transparency



For further inquiries or additional information, please visit our Financial Transparency web page or contact our Finance Department at (956) 323-5515.

## Award Winning Finance Team

1. **School Financial Integrity Rating System of Texas (FIRST):** A Rating
2. **Government Finance Officers Association (GFOA):** Certificate of Achievement for Excellence in Financial Reporting
3. **Association of School Business Officials International (ASBO):** Meritorious Budget Award
4. **National Procurement Institute:** Achievement of Excellence in Procurement Award
5. **Texas Association of School Business Officials (TASBO):** Award of Merit for Purchasing Operations
6. **Texas Association of School Boards (TASB):** Risk Management Excellence Award

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[Joel.Garcia@mcisd.org](mailto:Joel.Garcia@mcisd.org)

**SUBJECT:** Financial Advisor Presentation on Strategic Financial Planning: Tax Rate and Future Bond/Tax Note Options

**PRESENTER:** Joel Garcia, CPM, Deputy Superintendent for Business and Support Services

**BACKGROUND INFORMATION**

Estrada Hinojosa and Company, Inc. will present on strategic financial planning, focusing on the current tax rate and potential future bond or tax note options. This presentation will help the Board understand the financial implications and opportunities for the District's fiscal health.

**ADMINISTRATIVE CONSIDERATIONS**

Not applicable.

**FUNDING SOURCE AND AMOUNT**

Not applicable.

**RECOMMENDATION**

Not applicable.

**CONTACT PERSON (S)**

Joel Garcia, CPM, Deputy Superintendent for Business and Support Services  
Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance



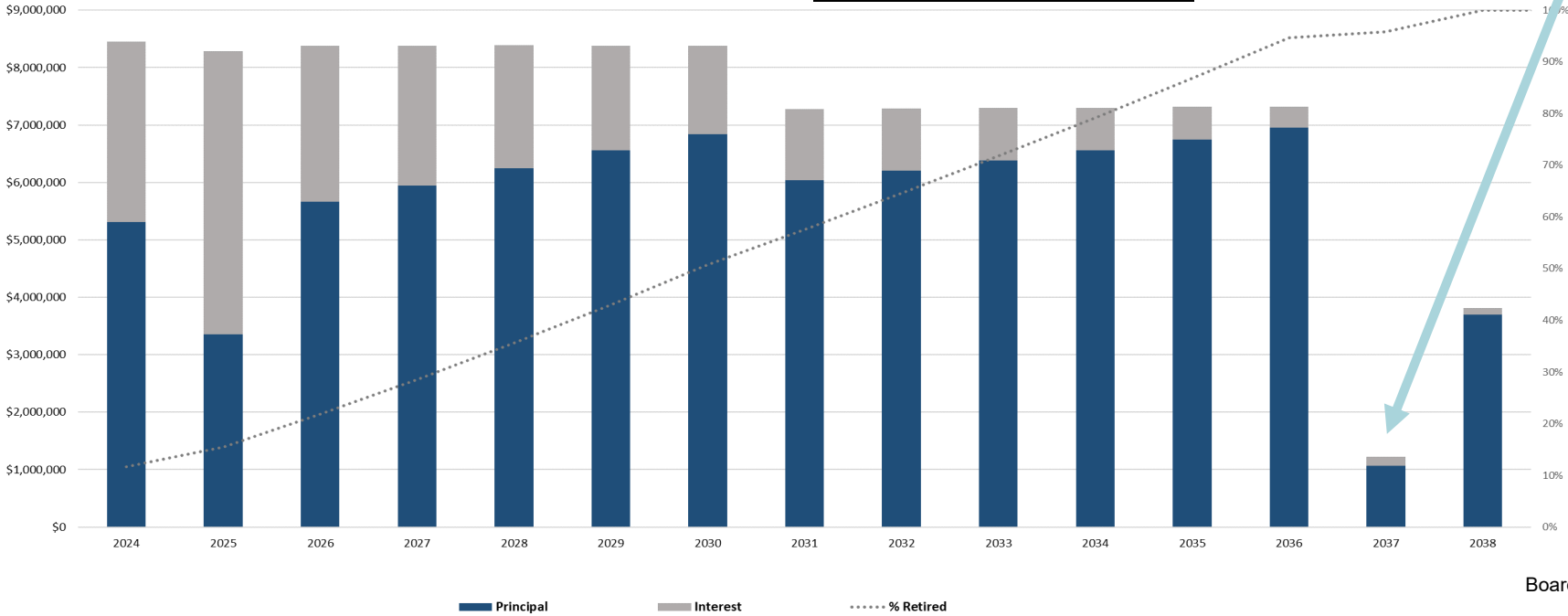
**Finance Options**  
**June 5, 2024**

ESTRADA • HINOJOSA  
INVESTMENT BANKERS

Board of Trustees Meeting 6/19/24

# I&S Debt Service

General Obligation Outstanding Debt				
Series	Final Maturity	Par Outstanding	Amount Callable	Call Date
U/L Tax Ref Bds Taxable Ser 2020	2/15/2036	\$ 43,674,960	\$ 20,180,000	2/15/2030
U/L Tax Ref Bds Ser 2016	2/15/2037	34,610,000	33,735,000	2/15/2026
U/L Tax Ref Bds Ser 2014B	2/15/2024	1,935,000	-	Non-Callable
U/L Tax Ref Bds Ser 2014A	2/15/2024	1,770,000	-	Non-Callable
Total		\$ 81,989,960	\$ 53,915,000	



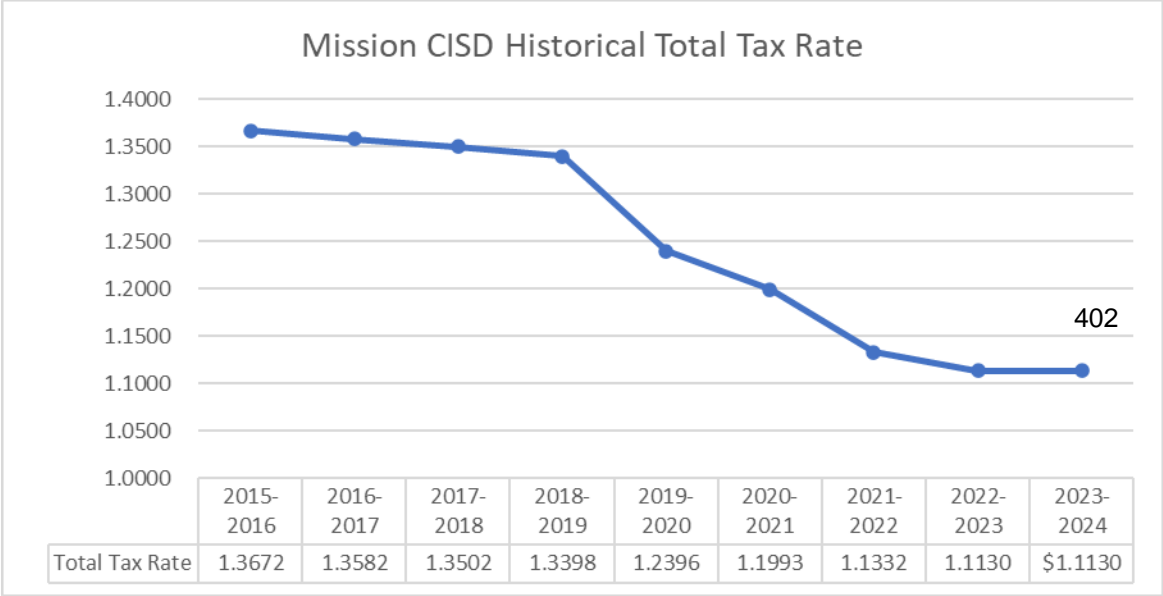
- 2023-2024 defeasance
- Continue another defeasance in 2024-2025

# Current and Proposed Tax Rates

**PRELIMINARY NUMBERS AND ANALYSIS**

FYE	MCR (Tier I)*	GOLDEN	COPPER	Tier II (Gold+Copper)	M&O	I&S	TOTAL TAX RATE
2024	0.6192	0.0800	0.0900	0.1700	0.7892	0.3238	\$ 1.1130
2025 Projected	0.6169	0.0800	0.0900	0.1700	0.7869	0.3261	1.1130

\*Projected MCR compression. \$0.0023 of compression is moved to I&S. Total tax rate is unchanged from \$1.1130. Tier II maintains at max of .17 with approval of VATRE.



Historical TAV					
Fiscal Year	2020	2021	2022	2023	2024
TAV (\$B)	\$ 2,401	\$ 2,583	\$ 2,869	\$ 2,836	\$ 3,162

2023: 100K Homestead exemption in effect

2024: Preliminary Grand Total Values as of 6/3/24

# Bond Options

## Assumptions:

- 2024 Preliminary TAV: \$3,162,328,619
- ADA: 12,160
- State Share: Current IFA at 33%; Future EDA projection at 28%
- Level Debt Service for 30 years
- Current Market Rate: 4.31%
- Current legislation. Session in Spring 2025 may bring changes.

## Bond Option:

**\$95 million\***  
**1 penny increase**

Projected MCISD Total Tax Rate Impact*			
Market Home Value	Taxable Home Value <sup>(1)</sup>	Estimated Annual Tax Increase	Estimated Monthly Tax Increase
\$ 100,000	\$ -	\$ -	\$ -
<sup>(2)</sup> 177,000	77,000	7.70	0.64
200,000	100,000	10.00	0.83
250,000	150,000	15.00	1.25
300,000	200,000	20.00	1.67

<sup>(1)</sup> Assumes \$100,000 Homestead Exemption;

<sup>(2)</sup> Average Taxable Home Value in Mission CISD;

Source: 2024 Hidalgo County Appraisal Reports

# May 3, 2025 Election Calendar

Last Day to Order General Election or Election on a Measure	Friday, February 14, 2025
Last Day to Register to Vote	Thursday, April 3, 2025
First Day of Early Voting by Personal Appearance	Monday, April 21, 2025
Last Day to Apply for Ballot by Mail (Received, not Postmarked)	Tuesday, April 22, 2025
Last Day of Early Voting by Personal Appearance	Tuesday, April 29, 2025
Last day to Receive Ballot by Mail	Saturday, May 3, 2025 (election day) at 7:00 p.m. if carrier envelope is not postmarked, OR Monday, May 5, 2025 (next business day after Election Day) at 5:00 p.m. if carrier envelope is postmarked by 7:00 p.m. at the location of the election on Election Day (unless overseas or military voter deadlines apply) <sup>4</sup>

Jul – Nov 2024

- Facility Audit
- Discussions between, Board, Admin, Staff, Financial Advisor

Oct – Dec 2024

- Workshops with Board, Admin, Community, FA, facility personnel
- Obtain Facility Audit Updates
- Visit facilities

Dec – Jan 2024-2025

- Facility and Finance Workshops
- Discuss project priorities

Feb 15, 2025

- Finalize Bond package with projects and bond amount
- Last day to call election for May

Feb – April 2025

- Provide factual information to the community on the bond.

May 3, 2025

- Election Day

**SUBJECT:** Financial Report for April 2024

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

As per Board Policy CFA (LEGAL), The Board shall prepare an annual financial statement that shows the following for each fund subject to its authority during the fiscal year:

1. The total receipts of the fund, itemized by the source of revenue, including taxes, assessments, service charges, grants of state money, gifts, or other general sources from which funds are derived.
2. The total disbursements of the fund, itemized by the nature of the expenditure.
3. The balance in the fund at the close of the fiscal year.

Monthly financial reports are prepared throughout the year by Administration for information purposes only.

**ADMINISTRATIVE CONSIDERATIONS**

The General Fund Financial reports compare the budgeted revenues and expenditures.

Actual revenues through April 2024 totaled \$143,624,389 and actual expenditures totaled \$141,962,299. The excess total revenues over expenditures is \$1,662,090.

These numbers do not include outstanding encumbrances for payroll and supplies. Budget by function is sufficient to meet expenditures.

The Debt Fund financial report is also attached.

**FUNDING SOURCE AND AMOUNT**

Not applicable.

**RECOMMENDATION**

Information item only.

**CONTACT PERSON(S)**

Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance  
Yajaira Paredes, Accountant

Mission Consolidated Independent School District

General Fund

April 30, 2024

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 36,371,386	\$34,988,750	\$ 1,382,636	96.20%
5800	State Program Revenues	134,376,089	91,431,619	\$ 42,944,470	68.04%
5900	Federal Program Revenues	18,888,146	17,154,279	\$ 1,733,867	90.82%
	<b>Total Revenues</b>	<b>\$ 189,635,621</b>	<b>\$ 143,574,648</b>	<b>\$ 46,060,973</b>	
<b>Expenditures</b>					
11	Instruction	\$ 97,612,908	\$62,934,660	\$ 34,678,248	64.47%
12	Instrucional Resources & Media Services	2,543,113	1,697,675	845,438	66.76%
13	Curriculum and Personnel Development	2,485,095	1,756,085	729,010	70.66%
21	Instructional Administration	2,759,271	2,258,658	500,613	81.86%
23	School Administration	10,277,463	7,691,026	2,586,437	74.83%
31	Guidance and Counseling Services	6,697,486	4,846,981	1,850,505	72.37%
32	Attendance and Social Work Services	324,960	258,910	66,050	79.67%
33	Health Services	1,899,921	1,322,375	577,546	69.60%
34	Pupil Transportation	5,384,835	4,670,083	714,752	86.73%
35	Food Services	16,794,385	13,384,486	3,409,899	79.70%
36	Co-Curricular Activities	7,853,232	5,812,129	2,041,103	74.01%
41	General Administration	6,766,847	5,256,226	1,510,621	77.68%
51	Plant Maintenance and Operations	22,047,106	17,651,970	4,395,136	80.06%
52	Security and Monitoring	4,518,012	3,462,864	1,055,148	76.65%
53	Data Processing Services	3,705,558	2,322,935	1,382,623	62.69%
61	Community Services	157,451	146,636	10,815	93.13%
71	Debt Service	1,449,609	1,127,651	321,958	77.79%
81	Facilities Acquisition and Construction	28,575,558	5,108,200	23,467,358	17.88%
95	Juvenile Justice Alt. Education	10,000	-	10,000	0.00%
99	Other Intergovernmental Charges	298,185	252,750	45,435	84.76%
	<b>Total Expenditures</b>	<b>\$ 222,160,995</b>	<b>\$141,962,299</b>	<b>\$ 80,198,696</b>	
<b>1100</b>	<b>Excess (Deficiency)</b>	<b>\$ (32,525,374)</b>	<b>\$1,612,349</b>	<b>\$ (34,137,723)</b>	
<b>Non-Operating Revenue</b>					
7915	Operating Transfers In	23,775,290	\$ 49,741	23,725,549	0.21%
	<b>Total Non-Operating Revenue</b>	<b>\$ 23,775,290</b>	<b>\$ 49,741</b>	<b>\$ 23,725,549</b>	
<b>Non-Operating Expenses</b>					
8911	Other Uses	\$ (23,775,290)	\$ -	\$ (23,775,290)	0.00%
	<b>Total Non-Operating Expenses</b>	<b>\$ (23,775,290)</b>	<b>\$ -</b>	<b>\$ (23,775,290)</b>	
<b>1200</b>	<b>Excess (Deficiency)</b>	<b>\$ (32,525,374)</b>	<b>\$ 1,662,090</b>	<b>\$ (34,187,464)</b>	
<b>0100</b>	<b>Fund Balance - Beginning Audited</b>	<b>\$ 110,128,130</b>	<b>\$ 110,128,130</b>	<b>\$ -</b>	
<b>3000</b>	<b>Fund Balance - Ending Un-Audited</b>	<b>\$ 77,602,756</b>	<b>\$ 111,790,220</b>	<b>\$ (34,187,464)</b>	

**Mission Consolidated Independent School District**  
**Debt Service Fund**  
**April 30, 2024**

		Budget	Actual	Difference	%
<b>Revenues</b>					
5700	Local and Intermediate Sources	\$ 8,834,627	\$ 8,788,014	\$ 46,613	99.47%
5800	State Program Revenues	2,680,274	2,064,138	616,136	77.01%
	<b>Total Revenues</b>	<b>\$ 11,514,901</b>	<b>\$ 10,852,152</b>	<b>\$ 662,749</b>	
<b>Expenditures</b>					
7100	Debt Services	\$ 8,481,047	\$ 8,465,447	\$ 15,600	99.82%
	<b>Total Expenditures</b>	<b>\$ 8,481,047</b>	<b>\$ 8,465,447</b>	<b>\$ 15,600</b>	
1100	<b>Excess (Deficiency)</b>	<b>\$ 3,033,854</b>	<b>\$ 2,386,704</b>	<b>\$ 647,149</b>	
<b>Non-Operating Revenue</b>					
7900	Operating Transfers In	\$0	\$0	\$0	0.00%
<b>Non-Operating Expenses</b>					
8900	Operating Transfers Out	\$ -	\$ -	\$ -	0.00%
1200	<b>Excess (Deficiency)</b>	<b>\$ 3,033,854</b>	<b>\$ 2,386,704</b>	<b>\$ 647,149</b>	
0100	<b>Fund Balance - Beginning Audited</b>	<b>\$ 3,388,898</b>	<b>\$ 3,388,898</b>	<b>\$ -</b>	
3000	<b>Fund Balance - Ending Un-Audited</b>	<b>\$ 6,422,752</b>	<b>\$ 5,775,602</b>	<b>\$ 647,149</b>	

**SUBJECT:** Tax Levy Adjustments for April 2024

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION**

The Hidalgo County Assessor & Collector has been collecting the District's taxes since December 1999. Both current and delinquent taxes are collected by Hidalgo County on our behalf.

**ADMINISTRATIVE CONSIDERATIONS**

Tax roll adjustments due to corrections, rollbacks, homesteads, dropped years, etc., resulted in a net increase of \$1,190. Adjustments are reviewed and posted to the general ledger on a monthly basis. These modifications are included as part of the monthly tax report. Collections for April 2024 totaled \$569,165. The monthly fee for this service is \$6,584.00.

Collections through April 2024 are listed below:

Maintenance and Operations

Budget: \$20,801,507.  
Collected YTD: \$20,290,798. or 97%

Interest and Sinking

Budget: \$8,684,627.  
Collected YTD: \$8,325,101. or 96%

Attached is April 2024 Tax Collection Report

**FUNDING SOURCE AND AMOUNT**

Local Maintenance Levy Modification \$844  
Debt Service Levy Modification \$346  
Rollbacks \$0

**RECOMMENDATION:**

Information item only.

**CONTACT PERSON (S)**

Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance  
Fabiola Barberena, Accountant

PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR  
MISSION C.I.S.D. TAXES COLLECTED FOR:  
APRIL 2024

**COMPARATIVE RATE OF COLLECTIONS**

MISSION C.I.S.D. SMS - 48	ORIGINAL TAX LEVY	COLLECTED TO DATE	DROPPED YRS AFTER PURGE	MODIF. TO DATE	TAXES OUTSTANDING	PERCENT 2023/2024	COLLECTED 2022/2023
2023 TAX ROLL	-	28,615,929.09	-	31,243,636.44	2,627,707.35	91.59%	92.55%
2022 & PRIOR YRS ROLLBACK	4,552,157.23 33,765.62	1,141,267.62 72,617.11	(65,605.11) -	(285,307.32) 47,471.39	3,059,977.18 8,619.90	27.16% 89.39%	27.61% 44.08%
TOTALS	4,585,922.85	29,829,813.82	(65,605.11)	31,005,800.51	5,696,304.43		

**BREAKDOWN OF TAX COLLECTIONS AND FEES FOR THE MONTH OF MARCH 2024**

	MISSION C.I.S.D.	MONTHLY MODIFICATIONS
CURRENT YEAR-BASE TAX	425,033.30	1,190.93 CURRENT
CURRENT YEAR-P&I	41,588.29	- PRIOR
PRIOR YEARS-BASE TAX	62,067.69	- ROLLBACK
PRIOR YEARS-P&I	23,092.72	- PURGED
ROLLBACK		
ROLLBACK P&I		
ATTORNEY FEES	17,383.45	
TOTAL COLLECTIONS	<b>569,165.45</b>	<b>1,190.93</b>
LESS TRANSFERRED	391,024.70	
LESS IN TRANSIT	171,341.97	
LESS DUE TO HCAD COMM FEES	214.78	
LESS DUE TO CO TREASURER	<b>6,584.00</b>	
BALANCE	(0.00)	

\*\*\*\*\*AFFIDAVIT\*\*\*\*\*

I, PABLO "PAUL" VILLARREAL JR., ASSESSOR-COLLECTOR OF TAXES FOR THE MISSION C.I.S.D., DO SOLEMNLY SWEAR THAT THE ABOVE STATEMENT OF TAXES COLLECTED BY ME FOR THE MONTH OF APRIL IS CORRECT.

*[Handwritten Signature: Pablo Villarreal Jr.]*  
\_\_\_\_\_  
ASSESSOR-COLLECTOR OF TAXES FOR MISSION C.I.S.D., TEXAS



SWORN AND SUBSCRIBED BEFORE ME THIS 13TH DAY OF MAY 2024 A.D.

*[Handwritten Signature: Jose Edgar Jaramillo]*  
\_\_\_\_\_  
NOTARY PUBLIC, HIDALGO COUNTY, TEXAS



**PABLO "PAUL" VILLARREAL JR., ASSESSOR & COLLECTOR  
MISSION CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
TAX COLLECTION REPORT  
FOR THE MONTH OF APRIL 2024**

<u>AD VALOREM - MISSION CISD</u>	<u>2023-2024</u>	<u>2022-2023</u>	<u>DIFFERENCE</u>
<b><u>2023 CURRENT</u></b>			
ORIGINAL LEVY	0.00	31,332,080.80	(31,332,080.80)
MODIFICATIONS	31,243,636.44	6,272.19	31,237,364.25
CURRENT LEVY	31,243,636.44	31,338,352.99	(94,716.55)
CURRENT COLLECTIONS THIS MONTH	425,033.30	367,741.68	57,291.62
<b>CURRENT COLLECTIONS TO DATE</b>	<b>28,615,929.09</b>	<b>29,003,660.15</b>	<b>(387,731.06)</b>
OUTSTANDING TO DATE	2,627,707.35	2,334,692.84	293,014.51
PERCENT COLLECTED/ORIGINAL	#DIV/0!	92.57%	#DIV/0!
PERCENT COLLECTED/MODIFIED	91.59%	92.55%	-0.96%
<b>TOTAL COLLECTIONS FISCAL YEAR</b>	<b>28,615,929.09</b>	<b>29,003,660.15</b>	
<b><u>DELINQUENT</u></b>			
ORIGINAL LEVY	4,552,157.23	4,331,743.31	220,413.92
MODIFICATIONS	(350,912.43)	(186,945.22)	(163,967.21)
DELINQUENT LEVY	4,201,244.80	4,144,798.09	56,446.71
DELINQUENT COLLECTIONS THIS MONTH	62,067.69	66,106.04	(4,038.35)
<b>DELINQUENT COLLECTIONS TO DATE</b>	<b>1,141,267.62</b>	<b>1,144,423.75</b>	<b>(3,156.13)</b>
OUTSTANDING TO DATE	3,059,977.18	3,000,374.34	59,602.84
PERCENT COLLECTED/ORIGINAL	25.07%	26.42%	-1.35%
PERCENT COLLECTED/MODIFIED	27.16%	27.61%	-0.45%
<b>TOTAL COLLECTIONS FISCAL YEAR</b>	<b>1,141,267.62</b>	<b>1,144,423.75</b>	
<b><u>ROLLBACK</u></b>			
ORIGINAL LEVY	33,765.62	30,298.57	3,467.05
MODIFICATIONS	47,471.39	104,570.32	(57,098.93)
ROLLBACK LEVY	81,237.01	134,868.89	(53,631.88)
ROLLBACK COLLECTIONS THIS MONTH	0.00	22,891.20	(22,891.20)
<b>ROLLBACK COLLECTIONS TO DATE</b>	<b>72,617.11</b>	<b>59,446.62</b>	<b>13,170.49</b>
OUTSTANDING TO DATE	8,619.90	75,422.27	(66,802.37)
PERCENT COLLECTED/ORIGINAL	215.06%	196.20%	18.86%
PERCENT COLLECTED/MODIFIED	89.39%	44.08%	45.31%
<b>TOTAL COLLECTIONS FISCAL YEAR</b>	<b>72,617.11</b>	<b>59,446.62</b>	

PABLO (PAUL) VILLARREAL, JR. ASSR/COLL

MISSION CISD

TAX COLLECTION FOR: APRIL 2024

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REPORT DATE	CURR BASE	CURR P&I	CURR RB	CURR RB P/I	DEL BASE	DEL P&I	DEL RB	RB P&I	ATTY FEES	RB ATTY FEES	TOTAL	TOTAL M/O TRANSF.	TOTAL I/S TRANSF.	DIFF.	DATE TRANSF.
1-Apr	8,036.71	-			15.37	3.91			2.89		8,058.88			8,058.88	
2-Apr	36,003.06	3,345.99			4,650.22	1,231.21			847.21		46,077.69			46,077.69	
3-Apr	47,520.24	3,125.80			5,827.07	1,642.27			832.71		58,948.09			58,948.09	
4-Apr	24,094.14	2,319.34			2,826.62	1,137.07			706.98		31,084.15			31,084.15	
5-Apr	23,026.91	2,234.93			1,070.35	362.02			178.27		26,872.48			26,872.48	
8-Apr	17,096.24	1,856.41			5,948.52	3,459.04			1,469.02		29,829.23			29,829.23	
9-Apr	11,790.49	1,239.58			928.21	292.97			167.53		14,418.78			14,418.78	
10-Apr	13,741.24	1,434.47			481.57	284.02			111.57		16,052.87			16,052.87	
11-Apr	10,088.18	1,109.69			1,992.31	683.55			524.09		14,397.82			14,397.82	
12-Apr	11,132.62	1,437.01			4,841.06	1,591.89			2,069.32		21,071.90	190,205.24	70,022.65	(239,155.99)	18-Apr
15-Apr	4,794.61	523.53			2,027.02	939.84			491.87		8,776.87	6,804.62	1,972.25	-	22-Apr
16-Apr	12,313.01	1,234.25			1,030.72	430.68			796.83		15,805.49	11,659.89	4,145.60	-	23-Apr
17-Apr	20,261.43	1,814.03			2,051.70	457.81			251.21		24,836.18	18,071.46	6,764.72	-	24-Apr
18-Apr	7,255.70	785.45			4,260.71	1,963.69			988.44		15,253.99	12,032.65	3,221.34	-	25-Apr
19-Apr	21,743.41	2,361.74			1,015.68	348.08			525.68		25,994.59	18,782.89	7,211.70	-	26-Apr
22-Apr	5,644.95	616.78			1,436.97	721.62			267.19		8,687.51			8,687.51	
23-Apr	11,963.18	1,315.94			2,397.23	693.25			463.55		16,833.15	19,084.33	6,436.33	(8,687.51)	29-Apr
24-Apr	11,639.21	1,195.08			1,071.62	347.82			355.30		14,609.03	10,663.49	3,945.54	-	30-Apr
25-Apr	21,319.99	2,314.12			2,931.29	857.63			750.12		28,173.15	20,725.97	7,447.18	-	1-May
26-Apr	12,207.36	1,322.36			2,072.57	829.93			424.99		16,857.21	12,505.44	4,351.77	-	2-May
29-Apr	38,934.66	4,068.31			4,345.14	1,495.11			2,269.10		51,112.32	37,735.75	13,376.57	-	4-11-May
30-Apr	54,425.96	5,933.48			8,845.74	3,319.31			2,889.58		75,414.07	55,847.94	19,351.35	214.78	7-May

<b>TOTAL</b>	<b>425,033.30</b>	<b>41,588.29</b>	<b>0.00</b>	<b>0.00</b>	<b>62,067.69</b>	<b>23,092.72</b>	<b>0.00</b>	<b>0.00</b>	<b>17,383.45</b>	<b>0.00</b>	<b>569,165.45</b>	<b>414,119.67</b>	<b>148,247.00</b>	<b>6,798.78</b>	
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TOTAL COLLECTED	569,165.45
LESS REFFUNDS	0.00
LESS RENDITION PENALTY	214.78
LESS COMMISSION	<u>6,584.00</u>
BALANCE	562,366.67
LESS M&O TRANSFERRED	287,304.57
LESS I&S TRANSFERRED	103,720.13
LESS M&O TRANSFERS IN TRANSIT	126,815.10
LESS I&S TRANSFERS IN TRANSIT	<u>44,526.87</u>
BALANCE PENDING	0.00

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2023	M & O	.789200	301,380.37	.00	29,489.14	.00	330,869.51	5,362.68	.00	.00	336,232.19
	I & S	.323800	123,652.93	.00	12,099.15	.00	135,752.08	.00	.00	.00	135,752.08
	TOTAL	1.113000	425,033.30	.00	41,588.29	.00	466,621.59	5,362.68	.00	.00	471,984.27
2022	M & O	.942900	30,137.69	.00	7,834.26	.00	37,971.95	6,449.25	.00	.00	44,421.20
	I & S	.170100	5,436.93	.00	1,413.35	.00	6,850.28	.00	.00	.00	6,850.28
	TOTAL	1.113000	35,574.62	.00	9,247.61	.00	44,822.23	6,449.25	.00	.00	51,271.48
2021	M & O	.971900	11,607.38	.00	4,019.01	.00	15,626.39	2,465.66	.00	.00	18,092.05
	I & S	.161300	1,926.44	.00	667.06	.00	2,593.50	.00	.00	.00	2,593.50
	TOTAL	1.133200	13,533.82	.00	4,686.07	.00	18,219.89	2,465.66	.00	.00	20,685.55
2020	M & O	1.028000	3,531.09	.00	1,681.82	.00	5,212.91	844.40	.00	.00	6,057.31
	I & S	.171300	588.42	.00	280.25	.00	868.67	.00	.00	.00	868.67
	TOTAL	1.199300	4,119.51	.00	1,962.07	.00	6,081.58	844.40	.00	.00	6,925.98
2019	M & O	1.068350	3,454.74	.00	2,208.06	.00	5,662.80	1,000.43	.00	.00	6,663.23
	I & S	.171200	553.60	.00	353.84	.00	907.44	.00	.00	.00	907.44
	TOTAL	1.239550	4,008.34	.00	2,561.90	.00	6,570.24	1,000.43	.00	.00	7,570.67
2018	M & O	1.170000	889.91	.00	666.02	.00	1,555.93	266.63	.00	.00	1,822.56
	I & S	.169800	129.14	.00	96.66	.00	225.80	.00	.00	.00	225.80
	TOTAL	1.339800	1,019.05	.00	762.68	.00	1,781.73	266.63	.00	.00	2,048.36
2017	M & O	1.170000	617.32	.00	535.48	.00	1,152.80	198.91	.00	.00	1,351.71
	I & S	.180200	95.07	.00	82.49	.00	177.56	.00	.00	.00	177.56
	TOTAL	1.350200	712.39	.00	617.97	.00	1,330.36	198.91	.00	.00	1,529.27
2016	M & O	1.170000	1,547.14	.00	1,527.66	.00	3,074.80	534.97	.00	.00	3,609.77
	I & S	.188200	248.87	.00	245.72	.00	494.59	.00	.00	.00	494.59
	TOTAL	1.358200	1,796.01	.00	1,773.38	.00	3,569.39	534.97	.00	.00	4,104.36
2015	M & O	1.170000	4.43	.00	4.92	.00	9.35	1.64	.00	.00	10.99
	I & S	.197200	.75	.00	.83	.00	1.58	.00	.00	.00	1.58
	TOTAL	1.367200	5.18	.00	5.75	.00	10.93	1.64	.00	.00	12.57
2014	M & O	1.170000	662.48	.00	426.97	.00	1,089.45	81.71	.00	.00	1,171.16
	I & S	.160000	90.59	.00	58.38	.00	148.97	.00	.00	.00	148.97
	TOTAL	1.330000	753.07	.00	485.35	.00	1,238.42	81.71	.00	.00	1,320.13
2013	M & O	1.170000	58.22	.00	66.54	.00	124.76	19.00	.00	.00	143.76
	I & S	.130000	6.47	.00	7.39	.00	13.86	.00	.00	.00	13.86
	TOTAL	1.300000	64.69	.00	73.93	.00	138.62	19.00	.00	.00	157.62
2011	M & O	1.170000	14.75	.00	23.32	.00	38.07	6.35	.00	.00	44.42
	I & S	.130000	1.64	.00	2.59	.00	4.23	.00	.00	.00	4.23
	TOTAL	1.300000	16.39	.00	25.91	.00	42.30	6.35	.00	.00	48.65

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2010	M & O	1.040000	34.98	.00	59.83	.00	94.81	17.78	.00	.00	112.59
	I & S	.260000	8.75	.00	14.96	.00	23.71	.00	.00	.00	23.71
	TOTAL	1.300000	43.73	.00	74.79	.00	118.52	17.78	.00	.00	136.30
2009	M & O	1.040000	13.19	.00	12.54	.00	25.73	.00	.00	.00	25.73
	I & S	.240000	3.05	.00	2.89	.00	5.94	.00	.00	.00	5.94
	TOTAL	1.280000	16.24	.00	15.43	.00	31.67	.00	.00	.00	31.67
2008	M & O	1.040000	137.87	.00	165.90	.00	303.77	31.56	.00	.00	335.33
	I & S	.200000	26.51	.00	31.90	.00	58.41	.00	.00	.00	58.41
	TOTAL	1.240000	164.38	.00	197.80	.00	362.18	31.56	.00	.00	393.74
2004	M & O	1.463200	53.75	.00	82.76	.00	136.51	1.68	.00	.00	138.19
	I & S	.105900	3.88	.00	5.99	.00	9.87	.00	.00	.00	9.87
	TOTAL	1.569100	57.63	.00	88.75	.00	146.38	1.68	.00	.00	148.06
2003	M & O	1.463200	46.98	.00	119.79	.00	166.77	27.08	.00	.00	193.85
	I & S	.120900	3.88	.00	9.90	.00	13.78	.00	.00	.00	13.78
	TOTAL	1.584100	50.86	.00	129.69	.00	180.55	27.08	.00	.00	207.63
2001	M & O	1.439400	11.49	.00	22.37	.00	33.86	3.36	.00	.00	37.22
	I & S	.094700	.76	.00	1.47	.00	2.23	.00	.00	.00	2.23
	TOTAL	1.534100	12.25	.00	23.84	.00	36.09	3.36	.00	.00	39.45
2000	M & O	1.400000	86.70	.00	239.23	.00	325.93	52.04	.00	.00	377.97
	I & S	.134100	8.30	.00	22.92	.00	31.22	.00	.00	.00	31.22
	TOTAL	1.534100	95.00	.00	262.15	.00	357.15	52.04	.00	.00	409.19
1992	M & O	.250000	.92	.00	3.54	.00	4.46	1.28	.00	.00	5.74
	I & S	.230000	.84	.00	3.26	.00	4.10	.00	.00	.00	4.10
	TOTAL	.480000	1.76	.00	6.80	.00	8.56	1.28	.00	.00	9.84
1991	M & O	.230000	10.91	.00	43.53	.00	54.44	17.04	.00	.00	71.48
	I & S	.250000	11.86	.00	47.32	.00	59.18	.00	.00	.00	59.18
	TOTAL	.480000	22.77	.00	90.85	.00	113.62	17.04	.00	.00	130.66
ALL	M & O		354,302.31	.00	49,232.69	.00	403,535.00	17,383.45	.00	.00	420,918.45
ALL	I & S		132,798.68	.00	15,448.32	.00	148,247.00	.00	.00	.00	148,247.00
ALL	TOTAL		487,100.99	.00	64,681.01	.00	551,782.00	17,383.45	.00	.00	569,165.45
DLQ	M & O		52,921.94	.00	19,743.55	.00	72,665.49	12,020.77	.00	.00	84,686.26
DLQ	I & S		9,145.75	.00	3,349.17	.00	12,494.92	.00	.00	.00	12,494.92
DLQ	TOTAL		62,067.69	.00	23,092.72	.00	85,160.41	12,020.77	.00	.00	97,181.18

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05/01/2024 17:00:18 4542702  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL  
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 04/01/2024 THRU 04/30/2024  
 JURISDICTION: 0048 MISSION CISD

EXCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
	CURR M & O		301,380.37	.00	29,489.14	.00	330,869.51	5,362.68	.00	.00	336,232.19
	CURR I & S		123,652.93	.00	12,099.15	.00	135,752.08	.00	.00	.00	135,752.08
	CURR TOTAL		425,033.30	.00	41,588.29	.00	466,621.59	5,362.68	.00	.00	471,984.27

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2023	M & O	.789200	301,380.37	.00	29,489.14	.00	330,869.51	5,362.68	.00	.00	336,232.19
	I & S	.323800	123,652.93	.00	12,099.15	.00	135,752.08	.00	.00	.00	135,752.08
	TOTAL	1.113000	425,033.30	.00	41,588.29	.00	466,621.59	5,362.68	.00	.00	471,984.27
2022	M & O	.942900	30,137.69	.00	7,834.26	.00	37,971.95	6,449.25	.00	.00	44,421.20
	I & S	.170100	5,436.93	.00	1,413.35	.00	6,850.28	.00	.00	.00	6,850.28
	TOTAL	1.113000	35,574.62	.00	9,247.61	.00	44,822.23	6,449.25	.00	.00	51,271.48
2021	M & O	.971900	11,607.38	.00	4,019.01	.00	15,626.39	2,465.66	.00	.00	18,092.05
	I & S	.161300	1,926.44	.00	667.06	.00	2,593.50	.00	.00	.00	2,593.50
	TOTAL	1.133200	13,533.82	.00	4,686.07	.00	18,219.89	2,465.66	.00	.00	20,685.55
2020	M & O	1.028000	3,531.09	.00	1,681.82	.00	5,212.91	844.40	.00	.00	6,057.31
	I & S	.171300	588.42	.00	280.25	.00	868.67	.00	.00	.00	868.67
	TOTAL	1.199300	4,119.51	.00	1,962.07	.00	6,081.58	844.40	.00	.00	6,925.98
2019	M & O	1.068350	3,454.74	.00	2,208.06	.00	5,662.80	1,000.43	.00	.00	6,663.23
	I & S	.171200	553.60	.00	353.84	.00	907.44	.00	.00	.00	907.44
	TOTAL	1.239550	4,008.34	.00	2,561.90	.00	6,570.24	1,000.43	.00	.00	7,570.67
2018	M & O	1.170000	889.91	.00	666.02	.00	1,555.93	266.63	.00	.00	1,822.56
	I & S	.169800	129.14	.00	96.66	.00	225.80	.00	.00	.00	225.80
	TOTAL	1.339800	1,019.05	.00	762.68	.00	1,781.73	266.63	.00	.00	2,048.36
2017	M & O	1.170000	617.32	.00	535.48	.00	1,152.80	198.91	.00	.00	1,351.71
	I & S	.180200	95.07	.00	82.49	.00	177.56	.00	.00	.00	177.56
	TOTAL	1.350200	712.39	.00	617.97	.00	1,330.36	198.91	.00	.00	1,529.27
2016	M & O	1.170000	1,547.14	.00	1,527.66	.00	3,074.80	534.97	.00	.00	3,609.77
	I & S	.188200	248.87	.00	245.72	.00	494.59	.00	.00	.00	494.59
	TOTAL	1.358200	1,796.01	.00	1,773.38	.00	3,569.39	534.97	.00	.00	4,104.36
2015	M & O	1.170000	4.43	.00	4.92	.00	9.35	1.64	.00	.00	10.99
	I & S	.197200	.75	.00	.83	.00	1.58	.00	.00	.00	1.58
	TOTAL	1.367200	5.18	.00	5.75	.00	10.93	1.64	.00	.00	12.57
2014	M & O	1.170000	662.48	.00	426.97	.00	1,089.45	81.71	.00	.00	1,171.16
	I & S	.160000	90.59	.00	58.38	.00	148.97	.00	.00	.00	148.97
	TOTAL	1.330000	753.07	.00	485.35	.00	1,238.42	81.71	.00	.00	1,320.13
2013	M & O	1.170000	58.22	.00	66.54	.00	124.76	19.00	.00	.00	143.76
	I & S	.130000	6.47	.00	7.39	.00	13.86	.00	.00	.00	13.86
	TOTAL	1.300000	64.69	.00	73.93	.00	138.62	19.00	.00	.00	157.62
2011	M & O	1.170000	14.75	.00	23.32	.00	38.07	6.35	.00	.00	44.42
	I & S	.130000	1.64	.00	2.59	.00	4.23	.00	.00	.00	4.23
	TOTAL	1.300000	16.39	.00	25.91	.00	42.30	6.35	.00	.00	48.65

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2010	M & O	1.040000	34.98	.00	59.83	.00	94.81	17.78	.00	.00	112.59
	I & S	.260000	8.75	.00	14.96	.00	23.71	.00	.00	.00	23.71
	TOTAL	1.300000	43.73	.00	74.79	.00	118.52	17.78	.00	.00	136.30
2009	M & O	1.040000	13.19	.00	12.54	.00	25.73	.00	.00	.00	25.73
	I & S	.240000	3.05	.00	2.89	.00	5.94	.00	.00	.00	5.94
	TOTAL	1.280000	16.24	.00	15.43	.00	31.67	.00	.00	.00	31.67
2008	M & O	1.040000	137.87	.00	165.90	.00	303.77	31.56	.00	.00	335.33
	I & S	.200000	26.51	.00	31.90	.00	58.41	.00	.00	.00	58.41
	TOTAL	1.240000	164.38	.00	197.80	.00	362.18	31.56	.00	.00	393.74
2004	M & O	1.463200	53.75	.00	82.76	.00	136.51	1.68	.00	.00	138.19
	I & S	.105900	3.88	.00	5.99	.00	9.87	.00	.00	.00	9.87
	TOTAL	1.569100	57.63	.00	88.75	.00	146.38	1.68	.00	.00	148.06
2003	M & O	1.463200	46.98	.00	119.79	.00	166.77	27.08	.00	.00	193.85
	I & S	.120900	3.88	.00	9.90	.00	13.78	.00	.00	.00	13.78
	TOTAL	1.584100	50.86	.00	129.69	.00	180.55	27.08	.00	.00	207.63
2001	M & O	1.439400	11.49	.00	22.37	.00	33.86	3.36	.00	.00	37.22
	I & S	.094700	.76	.00	1.47	.00	2.23	.00	.00	.00	2.23
	TOTAL	1.534100	12.25	.00	23.84	.00	36.09	3.36	.00	.00	39.45
2000	M & O	1.400000	86.70	.00	239.23	.00	325.93	52.04	.00	.00	377.97
	I & S	.134100	8.30	.00	22.92	.00	31.22	.00	.00	.00	31.22
	TOTAL	1.534100	95.00	.00	262.15	.00	357.15	52.04	.00	.00	409.19
1992	M & O	.250000	.92	.00	3.54	.00	4.46	1.28	.00	.00	5.74
	I & S	.230000	.84	.00	3.26	.00	4.10	.00	.00	.00	4.10
	TOTAL	.480000	1.76	.00	6.80	.00	8.56	1.28	.00	.00	9.84
1991	M & O	.230000	10.91	.00	43.53	.00	54.44	17.04	.00	.00	71.48
	I & S	.250000	11.86	.00	47.32	.00	59.18	.00	.00	.00	59.18
	TOTAL	.480000	22.77	.00	90.85	.00	113.62	17.04	.00	.00	130.66
ALL	M & O		354,302.31	.00	49,232.69	.00	403,535.00	17,383.45	.00	.00	420,918.45
ALL	I & S		132,798.68	.00	15,448.32	.00	148,247.00	.00	.00	.00	148,247.00
ALL	TOTAL		487,100.99	.00	64,681.01	.00	551,782.00	17,383.45	.00	.00	569,165.45
DLQ	M & O		52,921.94	.00	19,743.55	.00	72,665.49	12,020.77	.00	.00	84,686.26
DLQ	I & S		9,145.75	.00	3,349.17	.00	12,494.92	.00	.00	.00	12,494.92
DLQ	TOTAL		62,067.69	.00	23,092.72	.00	85,160.41	12,020.77	.00	.00	97,181.18

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05/01/2024 17:10:48 4542708  
 TC298-D SELECTION: SYSTEM  
 RECEIPT DATE: ALL  
 LOCATION: LOCATION NAME NOT FOUND

TAX COLLECTION SYSTEM  
 DEPOSIT DISTRIBUTION  
 FROM: 04/01/2024 THRU 04/30/2024  
 JURISDICTION: 0048 MISSION CISD

PAGE: 74  
 INCLUDES AG ROLLBACK

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
	CURR M & O		301,380.37	.00	29,489.14	.00	330,869.51	5,362.68	.00	.00	336,232.19
	CURR I & S		123,652.93	.00	12,099.15	.00	135,752.08	.00	.00	.00	135,752.08
	CURR TOTAL		425,033.30	.00	41,588.29	.00	466,621.59	5,362.68	.00	.00	471,984.27

FISCAL START: 07/01/2023 END: 06/30/2024 JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,869,404,262	31,171,438	2,900,575,700	01.113000	31,243,636.44	23,970

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2023	0.00	1,190.93	31,243,636.44	425,033.30	28,615,929.09	2,627,707.35	91.59	0.00
2022	1,704,688.99	.00	174,972.79-	35,574.62	745,914.37	783,801.83	48.76	0.00
2021	582,833.30	.00	48,429.28-	13,533.82	159,075.70	375,328.32	29.77	0.00
2020	321,644.61	.00	3,027.95-	4,119.51	74,484.60	244,132.06	23.38	224.87-
2019	238,339.18	.00	3,296.12-	4,008.34	41,296.07	193,746.99	17.57	232.42-
2018	187,023.40	.00	19,805.25-	1,019.05	23,144.18	144,073.97	13.84	241.16-
2017	143,937.47	.00	9,655.29-	712.39	18,663.39	115,618.79	13.90	6,805.01-
2016	133,042.47	.00	8,375.47-	1,796.01	18,701.80	105,965.20	15.00	6,845.33-
2015	117,482.62	.00	6,011.76-	5.18	16,065.59	95,405.27	14.41	5,670.78-
2014	106,563.98	.00	5,735.99-	753.07	8,554.15	92,273.84	8.48	5,506.64-
2013	92,659.96	.00	5,534.54-	64.69	5,466.40	81,659.02	6.27	5,403.63-
2012	92,668.25	.00	5,622.04-	0.00	4,467.53	82,578.68	5.13	5,492.12-
2011	86,976.48	.00	5,629.61-	16.39	5,740.25	75,606.62	7.06	5,538.14-
2010	82,213.89	.00	5,457.52-	43.73	2,518.40	74,237.97	3.28	5,373.23-
2009	85,249.15	.00	12,271.39-	16.24	1,866.34	71,111.42	2.56	6,220.80-
2008	83,587.03	.00	8,951.15-	164.38	5,023.35	69,612.53	6.73	2,484.34-
2007	70,415.11	.00	2,048.29-	0.00	2,919.31	65,447.51	4.27	0.00
2006	68,999.22	.00	2,534.73-	0.00	3,350.52	63,113.97	5.04	0.00
2005	63,387.26	.00	2,726.65-	0.00	539.87	60,120.74	.89	0.00
2004	58,409.05	.00	2,611.36-	57.63	1,337.68	54,460.01	2.40	0.00
2003	40,897.50	.00	249.62-	50.86	1,215.56	39,432.32	2.99	0.00
2002	191,138.31	.00	17,965.63-	131.78	922.56	172,250.12	.53	0.00
****	4,552,157.23	1,190.93	30,892,724.01	487,100.99	29,757,196.71	5,687,684.53		56,038.47-
CURR	0.00	1,190.93	31,243,636.44	425,033.30	28,615,929.09	2,627,707.35		0.00
DELQ	4,552,157.23	.00	350,912.43-	62,067.69	1,141,267.62	3,059,977.18		56,038.47-

FISCAL START: 07/01/2023 END: 06/30/2024 JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	0	0	0 0	00.000000	0.00	0

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2022	12,781.60	.00	11,653.84	0.00	22,268.81	2,166.63	91.13	0.00
2021	7,755.84	.00	18,777.88	0.00	25,098.50	1,435.22	94.59	0.00
2020	8,210.13	.00	17,039.67	0.00	25,249.80	0.00		0.00
2019	1,658.18	.00	0.00	0.00	0.00	1,658.18		0.00
2018	1,637.30	.00	0.00	0.00	0.00	1,637.30		0.00
2017	1,722.57	.00	0.00	0.00	0.00	1,722.57		0.00
****	33,765.62	.00	47,471.39	0.00	72,617.11	8,619.90		0.00
CURR	0.00	.00	0.00	0.00	0.00	0.00		0.00
DELQ	33,765.62	.00	47,471.39	0.00	72,617.11	8,619.90		0.00

FISCAL START: 07/01/2023 END: 06/30/2024 JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,869,404,262	31,171,438	2,900,575,700	01.113000	31,243,636.44	23,970

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2023	0.00	1,190.93	31,243,636.44	425,033.30	28,615,929.09	2,627,707.35	91.59	0.00
2022	1,717,470.59	.00	163,318.95-	35,574.62	768,183.18	785,968.46	49.43	0.00
2021	590,589.14	.00	29,651.40-	13,533.82	184,174.20	376,763.54	32.83	0.00
2020	329,854.74	.00	14,011.72	4,119.51	99,734.40	244,132.06	29.00	224.87-
2019	239,997.36	.00	3,296.12-	4,008.34	41,296.07	195,405.17	17.45	232.42-
2018	188,660.70	.00	19,805.25-	1,019.05	23,144.18	145,711.27	13.71	241.16-
2017	145,660.04	.00	9,655.29-	712.39	18,663.39	117,341.36	13.72	6,805.01-
2016	133,042.47	.00	8,375.47-	1,796.01	18,701.80	105,965.20	15.00	6,845.33-
2015	117,482.62	.00	6,011.76-	5.18	16,065.59	95,405.27	14.41	5,670.78-
2014	106,563.98	.00	5,735.99-	753.07	8,554.15	92,273.84	8.48	5,506.64-
2013	92,659.96	.00	5,534.54-	64.69	5,466.40	81,659.02	6.27	5,403.63-
2012	92,668.25	.00	5,622.04-	0.00	4,467.53	82,578.68	5.13	5,492.12-
2011	86,976.48	.00	5,629.61-	16.39	5,740.25	75,606.62	7.06	5,538.14-
2010	82,213.89	.00	5,457.52-	43.73	2,518.40	74,237.97	3.28	5,373.23-
2009	85,249.15	.00	12,271.39-	16.24	1,866.34	71,111.42	2.56	6,220.80-
2008	83,587.03	.00	8,951.15-	164.38	5,023.35	69,612.53	6.73	2,484.34-
2007	70,415.11	.00	2,048.29-	0.00	2,919.31	65,447.51	4.27	0.00
2006	68,999.22	.00	2,534.73-	0.00	3,350.52	63,113.97	5.04	0.00
2005	63,387.26	.00	2,726.65-	0.00	539.87	60,120.74	.89	0.00
2004	58,409.05	.00	2,611.36-	57.63	1,337.68	54,460.01	2.40	0.00
2003	40,897.50	.00	249.62-	50.86	1,215.56	39,432.32	2.99	0.00
2002	191,138.31	.00	17,965.63-	131.78	922.56	172,250.12	.53	0.00
****	4,585,922.85	1,190.93	30,940,195.40	487,100.99	29,829,813.82	5,696,304.43		56,038.47-
CURR	0.00	1,190.93	31,243,636.44	425,033.30	28,615,929.09	2,627,707.35		0.00
DELQ	4,585,922.85	.00	303,441.04-	62,067.69	1,213,884.73	3,068,597.08		56,038.47-

JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,869,404,262	31,171,438	2,900,575,700	1.113000	31,243,636.44	23,970

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2023	0.00	1,190.93	31,243,636.44	425,033.30	28,615,929.09	2,627,707.35	91.59	0.00
	ADJUSTMENT REFUNDS	22.87-	140,926.47-					
2022	1,704,688.99	.00	174,972.79-	35,574.62	745,914.37	783,801.83	48.76	0.00
	ADJUSTMENT REFUNDS	.00	146,162.52-					
2021	582,833.30	.00	48,429.28-	13,533.82	159,075.70	375,328.32	29.77	0.00
	ADJUSTMENT REFUNDS	.00	44,358.87-					
2020	321,644.61	.00	3,027.95-	4,119.51	74,484.60	244,132.06	23.38	224.87-
	ADJUSTMENT REFUNDS	.00	2,624.76-					
2019	238,339.18	.00	3,296.12-	4,008.34	41,296.07	193,746.99	17.57	232.42-
	ADJUSTMENT REFUNDS	.00	2,586.02-					
2018	187,023.40	.00	19,805.25-	1,019.05	23,144.18	144,073.97	13.84	241.16-
2017	143,937.47	.00	9,655.29-	712.39	18,663.39	115,618.79	13.90	6,805.01-
2016	133,042.47	.00	8,375.47-	1,796.01	18,701.80	105,965.20	15.00	6,845.33-
2015	117,482.62	.00	6,011.76-	5.18	16,065.59	95,405.27	14.41	5,670.78-
2014	106,563.98	.00	5,735.99-	753.07	8,554.15	92,273.84	8.48	5,506.64-
2013	92,659.96	.00	5,534.54-	64.69	5,466.40	81,659.02	6.27	5,403.63-
2012	92,668.25	.00	5,622.04-	0.00	4,467.53	82,578.68	5.13	5,492.12-
2011	86,976.48	.00	5,629.61-	16.39	5,740.25	75,606.62	7.06	5,538.14-
2010	82,213.89	.00	5,457.52-	43.73	2,518.40	74,237.97	3.28	5,373.23-
2009	85,249.15	.00	12,271.39-	16.24	1,866.34	71,111.42	2.56	6,220.80-
2008	83,587.03	.00	8,951.15-	164.38	5,023.35	69,612.53	6.73	2,484.34-
2007	70,415.11	.00	2,048.29-	0.00	2,919.31	65,447.51	4.27	0.00
2006	68,999.22	.00	2,534.73-	0.00	3,350.52	63,113.97	5.04	0.00
2005	63,387.26	.00	2,726.65-	0.00	539.87	60,120.74	.89	0.00
2004	58,409.05	.00	2,611.36-	57.63	1,337.68	54,460.01	2.40	0.00
2003	40,897.50	.00	249.62-	50.86	1,215.56	39,432.32	2.99	0.00
2002	191,138.31	.00	17,965.63-	131.78	922.56	172,250.12	.53	0.00
****	4,552,157.23	1,190.93	30,892,724.01	487,100.99	29,757,196.71	5,687,684.53		56,038.47-
	ADJUSTMENT REFUNDS	22.87-	336,658.64-					

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JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	0	0	0	1.113000	24,435.44	1

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2022	12,781.60	.00	11,653.84	0.00	22,268.81	2,166.63	91.13	0.00
	ADJUSTMENT REFUNDS	.00	146,162.52-					
2021	7,755.84	.00	18,777.88	0.00	25,098.50	1,435.22	94.59	0.00
	ADJUSTMENT REFUNDS	.00	44,358.87-					
2020	8,210.13	.00	17,039.67	0.00	25,249.80	0.00		0.00
	ADJUSTMENT REFUNDS	.00	2,624.76-					
2019	1,658.18	.00	0.00	0.00	0.00	1,658.18		0.00
	ADJUSTMENT REFUNDS	.00	2,586.02-					
2018	1,637.30	.00	0.00	0.00	0.00	1,637.30		0.00
2017	1,722.57	.00	0.00	0.00	0.00	1,722.57		0.00
****	33,765.62	.00	47,471.39	0.00	72,617.11	8,619.90		0.00
	ADJUSTMENT REFUNDS	.00	195,732.17-					

JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,869,404,262	31,171,438	2,900,575,700	1.113000	31,243,636.44	23,970

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2023	0.00	1,190.93	31,243,636.44	425,033.30	28,615,929.09	2,627,707.35	91.59	0.00
	ADJUSTMENT REFUNDS	22.87-	140,926.47-					
2022	1,717,470.59	.00	163,318.95-	35,574.62	768,183.18	785,968.46	49.43	0.00
	ADJUSTMENT REFUNDS	.00	146,162.52-					
2021	590,589.14	.00	29,651.40-	13,533.82	184,174.20	376,763.54	32.83	0.00
	ADJUSTMENT REFUNDS	.00	44,358.87-					
2020	329,854.74	.00	14,011.72	4,119.51	99,734.40	244,132.06	29.00	224.87-
	ADJUSTMENT REFUNDS	.00	2,624.76-					
2019	239,997.36	.00	3,296.12-	4,008.34	41,296.07	195,405.17	17.45	232.42-
	ADJUSTMENT REFUNDS	.00	2,586.02-					
2018	188,660.70	.00	19,805.25-	1,019.05	23,144.18	145,711.27	13.71	241.16-
2017	145,660.04	.00	9,655.29-	712.39	18,663.39	117,341.36	13.72	6,805.01-
2016	133,042.47	.00	8,375.47-	1,796.01	18,701.80	105,965.20	15.00	6,845.33-
2015	117,482.62	.00	6,011.76-	5.18	16,065.59	95,405.27	14.41	5,670.78-
2014	106,563.98	.00	5,735.99-	753.07	8,554.15	92,273.84	8.48	5,506.64-
2013	92,659.96	.00	5,534.54-	64.69	5,466.40	81,659.02	6.27	5,403.63-
2012	92,668.25	.00	5,622.04-	0.00	4,467.53	82,578.68	5.13	5,492.12-
2011	86,976.48	.00	5,629.61-	16.39	5,740.25	75,606.62	7.06	5,538.14-
2010	82,213.89	.00	5,457.52-	43.73	2,518.40	74,237.97	3.28	5,373.23-
2009	85,249.15	.00	12,271.39-	16.24	1,866.34	71,111.42	2.56	6,220.80-
2008	83,587.03	.00	8,951.15-	164.38	5,023.35	69,612.53	6.73	2,484.34-
2007	70,415.11	.00	2,048.29-	0.00	2,919.31	65,447.51	4.27	0.00
2006	68,999.22	.00	2,534.73-	0.00	3,350.52	63,113.97	5.04	0.00
2005	63,387.26	.00	2,726.65-	0.00	539.87	60,120.74	.89	0.00
2004	58,409.05	.00	2,611.36-	57.63	1,337.68	54,460.01	2.40	0.00
2003	40,897.50	.00	249.62-	50.86	1,215.56	39,432.32	2.99	0.00
2002	191,138.31	.00	17,965.63-	131.78	922.56	172,250.12	.53	0.00
****	4,585,922.85	1,190.93	30,940,195.40	487,100.99	29,829,813.82	5,696,304.43		56,038.47-
	ADJUSTMENT REFUNDS	22.87-	336,658.64-					

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2023	M & O	.789200	20,290,827.86	.00	137,708.86	.00	20,428,536.72	5,362.68	.00	.00	20,433,899.40
	I & S	.323800	8,325,101.23	.00	56,500.51	.00	8,381,601.74	.00	.00	.00	8,381,601.74
	TOTAL	1.113000	28,615,929.09	.00	194,209.37	.00	28,810,138.46	5,362.68	.00	.00	28,815,501.14
2022	M & O	.942900	631,916.32	.00	147,457.23	.00	779,373.55	146,068.03	.00	.00	925,441.58
	I & S	.170100	113,998.05	.00	26,601.57	.00	140,599.62	.00	.00	.00	140,599.62
	TOTAL	1.113000	745,914.37	.00	174,058.80	.00	919,973.17	146,068.03	.00	.00	1,066,041.20
2021	M & O	.971900	136,432.08	.00	54,312.66	.00	190,744.74	36,977.66	.00	.00	227,722.40
	I & S	.161300	22,643.62	.00	9,013.99	.00	31,657.61	.00	.00	.00	31,657.61
	TOTAL	1.133200	159,075.70	.00	63,326.65	.00	222,402.35	36,977.66	.00	.00	259,380.01
2020	M & O	1.028000	63,845.73	.00	28,681.89	.00	92,527.62	15,658.45	.00	.00	108,186.07
	I & S	.171300	10,638.87	.00	4,779.39	.00	15,418.26	.00	.00	.00	15,418.26
	TOTAL	1.199300	74,484.60	.00	33,461.28	.00	107,945.88	15,658.45	.00	.00	123,604.33
2019	M & O	1.068350	35,592.45	.00	20,623.22	.00	56,215.67	9,620.83	.00	.00	65,836.50
	I & S	.171200	5,703.62	.00	3,304.82	.00	9,008.44	.00	.00	.00	9,008.44
	TOTAL	1.239550	41,296.07	.00	23,928.04	.00	65,224.11	9,620.83	.00	.00	74,844.94
2018	M & O	1.170000	20,211.00	.00	13,368.11	.00	33,579.11	5,317.12	.00	.00	38,896.23
	I & S	.169800	2,933.18	.00	1,940.08	.00	4,873.26	.00	.00	.00	4,873.26
	TOTAL	1.339800	23,144.18	.00	15,308.19	.00	38,452.37	5,317.12	.00	.00	43,769.49
2017	M & O	1.170000	16,172.58	.00	12,502.12	.00	28,674.70	4,677.16	.00	.00	33,351.86
	I & S	.180200	2,490.81	.00	1,925.53	.00	4,416.34	.00	.00	.00	4,416.34
	TOTAL	1.350200	18,663.39	.00	14,427.65	.00	33,091.04	4,677.16	.00	.00	37,768.20
2016	M & O	1.170000	16,110.37	.00	14,290.61	.00	30,400.98	4,944.70	.00	.00	35,345.68
	I & S	.188200	2,591.43	.00	2,298.70	.00	4,890.13	.00	.00	.00	4,890.13
	TOTAL	1.358200	18,701.80	.00	16,589.31	.00	35,291.11	4,944.70	.00	.00	40,235.81
2015	M & O	1.170000	13,748.30	.00	13,999.91	.00	27,748.21	4,707.00	.00	.00	32,455.21
	I & S	.197200	2,317.29	.00	2,359.65	.00	4,676.94	.00	.00	.00	4,676.94
	TOTAL	1.367200	16,065.59	.00	16,359.56	.00	32,425.15	4,707.00	.00	.00	37,132.15
2014	M & O	1.170000	7,525.09	.00	6,913.09	.00	14,438.18	1,727.24	.00	.00	16,165.42
	I & S	.160000	1,029.06	.00	945.35	.00	1,974.41	.00	.00	.00	1,974.41
	TOTAL	1.330000	8,554.15	.00	7,858.44	.00	16,412.59	1,727.24	.00	.00	18,139.83
2013	M & O	1.170000	4,919.72	.00	4,721.14	.00	9,640.86	872.12	.00	.00	10,512.98
	I & S	.130000	546.68	.00	524.60	.00	1,071.28	.00	.00	.00	1,071.28
	TOTAL	1.300000	5,466.40	.00	5,245.74	.00	10,712.14	872.12	.00	.00	11,584.26
2012	M & O	1.170000	4,020.76	.00	4,733.54	.00	8,754.30	933.71	.00	.00	9,688.01
	I & S	.130000	446.77	.00	525.97	.00	972.74	.00	.00	.00	972.74
	TOTAL	1.300000	4,467.53	.00	5,259.51	.00	9,727.04	933.71	.00	.00	10,660.75

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2011	M & O	1.170000	5,166.22	.00	6,982.46	.00	12,148.68	1,668.99	.00	.00	13,817.67
	I & S	.130000	574.03	.00	775.86	.00	1,349.89	.00	.00	.00	1,349.89
	TOTAL	1.300000	5,740.25	.00	7,758.32	.00	13,498.57	1,668.99	.00	.00	15,167.56
2010	M & O	1.040000	2,014.73	.00	2,786.23	.00	4,800.96	670.53	.00	.00	5,471.49
	I & S	.260000	503.67	.00	696.55	.00	1,200.22	.00	.00	.00	1,200.22
	TOTAL	1.300000	2,518.40	.00	3,482.78	.00	6,001.18	670.53	.00	.00	6,671.71
2009	M & O	1.040000	1,516.40	.00	2,324.09	.00	3,840.49	558.78	.00	.00	4,399.27
	I & S	.240000	349.94	.00	536.34	.00	886.28	.00	.00	.00	886.28
	TOTAL	1.280000	1,866.34	.00	2,860.43	.00	4,726.77	558.78	.00	.00	5,285.55
2008	M & O	1.040000	4,213.13	.00	7,699.19	.00	11,912.32	1,942.91	.00	.00	13,855.23
	I & S	.200000	810.22	.00	1,480.62	.00	2,290.84	.00	.00	.00	2,290.84
	TOTAL	1.240000	5,023.35	.00	9,179.81	.00	14,203.16	1,942.91	.00	.00	16,146.07
2007	M & O	1.040000	2,572.95	.00	5,135.17	.00	7,708.12	1,306.17	.00	.00	9,014.29
	I & S	.140000	346.36	.00	691.26	.00	1,037.62	.00	.00	.00	1,037.62
	TOTAL	1.180000	2,919.31	.00	5,826.43	.00	8,745.74	1,306.17	.00	.00	10,051.91
2006	M & O	1.337400	3,074.64	.00	6,519.19	.00	9,593.83	1,565.89	.00	.00	11,159.72
	I & S	.120000	275.88	.00	584.95	.00	860.83	.00	.00	.00	860.83
	TOTAL	1.457400	3,350.52	.00	7,104.14	.00	10,454.66	1,565.89	.00	.00	12,020.55
2005	M & O	1.463200	505.33	.00	1,126.93	.00	1,632.26	258.01	.00	.00	1,890.27
	I & S	.100000	34.54	.00	77.02	.00	111.56	.00	.00	.00	111.56
	TOTAL	1.563200	539.87	.00	1,203.95	.00	1,743.82	258.01	.00	.00	2,001.83
2004	M & O	1.463200	1,247.40	.00	2,807.07	.00	4,054.47	596.45	.00	.00	4,650.92
	I & S	.105900	90.28	.00	203.19	.00	293.47	.00	.00	.00	293.47
	TOTAL	1.569100	1,337.68	.00	3,010.26	.00	4,347.94	596.45	.00	.00	4,944.39
2003	M & O	1.463200	1,122.81	.00	2,694.95	.00	3,817.76	592.61	.00	.00	4,410.37
	I & S	.120900	92.75	.00	222.69	.00	315.44	.00	.00	.00	315.44
	TOTAL	1.584100	1,215.56	.00	2,917.64	.00	4,133.20	592.61	.00	.00	4,725.81
2002	M & O	1.450000	311.21	.00	822.93	.00	1,134.14	185.85	.00	.00	1,319.99
	I & S	.134100	28.78	.00	76.11	.00	104.89	.00	.00	.00	104.89
	TOTAL	1.584100	339.99	.00	899.04	.00	1,239.03	185.85	.00	.00	1,424.88
2001	M & O	1.439400	37.40	.00	92.57	.00	129.97	18.72	.00	.00	148.69
	I & S	.094700	2.46	.00	6.09	.00	8.55	.00	.00	.00	8.55
	TOTAL	1.534100	39.86	.00	98.66	.00	138.52	18.72	.00	.00	157.24
2000	M & O	1.400000	129.57	.00	361.75	.00	491.32	79.22	.00	.00	570.54
	I & S	.134100	12.40	.00	34.66	.00	47.06	.00	.00	.00	47.06
	TOTAL	1.534100	141.97	.00	396.41	.00	538.38	79.22	.00	.00	617.60

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT Given	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
1999	M & O	1.420800	25.57	.00	75.45	.00	101.02	16.05	.00	.00	117.07
	I & S	.084200	1.52	.00	4.47	.00	5.99	.00	.00	.00	5.99
	TOTAL	1.505000	27.09	.00	79.92	.00	107.01	16.05	.00	.00	123.06
1998	M & O	1.231000	22.16	.00	68.03	.00	90.19	16.54	.00	.00	106.73
	I & S	.274000	4.93	.00	15.14	.00	20.07	.00	.00	.00	20.07
	TOTAL	1.505000	27.09	.00	83.17	.00	110.26	16.54	.00	.00	126.80
1996	M & O	1.248600	9.49	.00	20.32	.00	29.81	.00	.00	.00	29.81
	I & S	.206400	1.57	.00	3.36	.00	4.93	.00	.00	.00	4.93
	TOTAL	1.455000	11.06	.00	23.68	.00	34.74	.00	.00	.00	34.74
1992	M & O	.250000	70.01	.00	215.02	.00	285.03	63.96	.00	.00	348.99
	I & S	.230000	64.41	.00	197.83	.00	262.24	.00	.00	.00	262.24
	TOTAL	.480000	134.42	.00	412.85	.00	547.27	63.96	.00	.00	611.23
1991	M & O	.230000	96.35	.00	334.10	.00	430.45	117.23	.00	.00	547.68
	I & S	.250000	104.73	.00	363.17	.00	467.90	.00	.00	.00	467.90
	TOTAL	.480000	201.08	.00	697.27	.00	898.35	117.23	.00	.00	1,015.58
ALL	M & O		21,263,457.63	.00	499,377.83	.00	21,762,835.46	246,524.61	.00	.00	22,009,360.07
ALL	I & S		8,493,739.08	.00	116,689.47	.00	8,610,428.55	.00	.00	.00	8,610,428.55
ALL	TOTAL		29,757,196.71	.00	616,067.30	.00	30,373,264.01	246,524.61	.00	.00	30,619,788.62
DLQ	M & O		972,629.77	.00	361,668.97	.00	1,334,298.74	241,161.93	.00	.00	1,575,460.67
DLQ	I & S		168,637.85	.00	60,188.96	.00	228,826.81	.00	.00	.00	228,826.81
DLQ	TOTAL		1,141,267.62	.00	421,857.93	.00	1,563,125.55	241,161.93	.00	.00	1,804,287.48
CURR	M & O		20,290,827.86	.00	137,708.86	.00	20,428,536.72	5,362.68	.00	.00	20,433,899.40
CURR	I & S		8,325,101.23	.00	56,500.51	.00	8,381,601.74	.00	.00	.00	8,381,601.74
CURR	TOTAL		28,615,929.09	.00	194,209.37	.00	28,810,138.46	5,362.68	.00	.00	28,815,501.14

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2022	M & O	.942900	18,865.47	.00	629.49	.00	19,494.96	.00	.00	.00	19,494.96
	I & S	.170100	3,403.34	.00	113.56	.00	3,516.90	.00	.00	.00	3,516.90
	TOTAL	1.113000	22,268.81	.00	743.05	.00	23,011.86	.00	.00	.00	23,011.86
2021	M & O	.971900	21,525.97	.00	355.33	.00	21,881.30	.00	.00	.00	21,881.30
	I & S	.161300	3,572.53	.00	58.97	.00	3,631.50	.00	.00	.00	3,631.50
	TOTAL	1.133200	25,098.50	.00	414.30	.00	25,512.80	.00	.00	.00	25,512.80
2020	M & O	1.028000	21,643.28	.00	375.93	.00	22,019.21	.00	.00	.00	22,019.21
	I & S	.171300	3,606.52	.00	62.64	.00	3,669.16	.00	.00	.00	3,669.16
	TOTAL	1.199300	25,249.80	.00	438.57	.00	25,688.37	.00	.00	.00	25,688.37
ALL	M & O		62,034.72	.00	1,360.75	.00	63,395.47	.00	.00	.00	63,395.47
ALL	I & S		10,582.39	.00	235.17	.00	10,817.56	.00	.00	.00	10,817.56
ALL	TOTAL		72,617.11	.00	1,595.92	.00	74,213.03	.00	.00	.00	74,213.03
DLQ	M & O		62,034.72	.00	1,360.75	.00	63,395.47	.00	.00	.00	63,395.47
DLQ	I & S		10,582.39	.00	235.17	.00	10,817.56	.00	.00	.00	10,817.56
DLQ	TOTAL		72,617.11	.00	1,595.92	.00	74,213.03	.00	.00	.00	74,213.03
CURR	M & O		.00	.00	.00	.00	.00	.00	.00	.00	.00
CURR	I & S		.00	.00	.00	.00	.00	.00	.00	.00	.00
CURR	TOTAL		.00	.00	.00	.00	.00	.00	.00	.00	.00

YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2023	M & O	.789200	20,290,827.86	.00	137,708.86	.00	20,428,536.72	5,362.68	.00	.00	20,433,899.40
	I & S	.323800	8,325,101.23	.00	56,500.51	.00	8,381,601.74	.00	.00	.00	8,381,601.74
	TOTAL	1.113000	28,615,929.09	.00	194,209.37	.00	28,810,138.46	5,362.68	.00	.00	28,815,501.14
2022	M & O	.942900	650,781.79	.00	148,086.72	.00	798,868.51	146,068.03	.00	.00	944,936.54
	I & S	.170100	117,401.39	.00	26,715.13	.00	144,116.52	.00	.00	.00	144,116.52
	TOTAL	1.113000	768,183.18	.00	174,801.85	.00	942,985.03	146,068.03	.00	.00	1,089,053.06
2021	M & O	.971900	157,958.05	.00	54,667.99	.00	212,626.04	36,977.66	.00	.00	249,603.70
	I & S	.161300	26,216.15	.00	9,072.96	.00	35,289.11	.00	.00	.00	35,289.11
	TOTAL	1.133200	184,174.20	.00	63,740.95	.00	247,915.15	36,977.66	.00	.00	284,892.81
2020	M & O	1.028000	85,489.01	.00	29,057.82	.00	114,546.83	15,658.45	.00	.00	130,205.28
	I & S	.171300	14,245.39	.00	4,842.03	.00	19,087.42	.00	.00	.00	19,087.42
	TOTAL	1.199300	99,734.40	.00	33,899.85	.00	133,634.25	15,658.45	.00	.00	149,292.70
2019	M & O	1.068350	35,592.45	.00	20,623.22	.00	56,215.67	9,620.83	.00	.00	65,836.50
	I & S	.171200	5,703.62	.00	3,304.82	.00	9,008.44	.00	.00	.00	9,008.44
	TOTAL	1.239550	41,296.07	.00	23,928.04	.00	65,224.11	9,620.83	.00	.00	74,844.94
2018	M & O	1.170000	20,211.00	.00	13,368.11	.00	33,579.11	5,317.12	.00	.00	38,896.23
	I & S	.169800	2,933.18	.00	1,940.08	.00	4,873.26	.00	.00	.00	4,873.26
	TOTAL	1.339800	23,144.18	.00	15,308.19	.00	38,452.37	5,317.12	.00	.00	43,769.49
2017	M & O	1.170000	16,172.58	.00	12,502.12	.00	28,674.70	4,677.16	.00	.00	33,351.86
	I & S	.180200	2,490.81	.00	1,925.53	.00	4,416.34	.00	.00	.00	4,416.34
	TOTAL	1.350200	18,663.39	.00	14,427.65	.00	33,091.04	4,677.16	.00	.00	37,768.20
2016	M & O	1.170000	16,110.37	.00	14,290.61	.00	30,400.98	4,944.70	.00	.00	35,345.68
	I & S	.188200	2,591.43	.00	2,298.70	.00	4,890.13	.00	.00	.00	4,890.13
	TOTAL	1.358200	18,701.80	.00	16,589.31	.00	35,291.11	4,944.70	.00	.00	40,235.81
2015	M & O	1.170000	13,748.30	.00	13,999.91	.00	27,748.21	4,707.00	.00	.00	32,455.21
	I & S	.197200	2,317.29	.00	2,359.65	.00	4,676.94	.00	.00	.00	4,676.94
	TOTAL	1.367200	16,065.59	.00	16,359.56	.00	32,425.15	4,707.00	.00	.00	37,132.15
2014	M & O	1.170000	7,525.09	.00	6,913.09	.00	14,438.18	1,727.24	.00	.00	16,165.42
	I & S	.160000	1,029.06	.00	945.35	.00	1,974.41	.00	.00	.00	1,974.41
	TOTAL	1.330000	8,554.15	.00	7,858.44	.00	16,412.59	1,727.24	.00	.00	18,139.83
2013	M & O	1.170000	4,919.72	.00	4,721.14	.00	9,640.86	872.12	.00	.00	10,512.98
	I & S	.130000	546.68	.00	524.60	.00	1,071.28	.00	.00	.00	1,071.28
	TOTAL	1.300000	5,466.40	.00	5,245.74	.00	10,712.14	872.12	.00	.00	11,584.26
2012	M & O	1.170000	4,020.76	.00	4,733.54	.00	8,754.30	933.71	.00	.00	9,688.01
	I & S	.130000	446.77	.00	525.97	.00	972.74	.00	.00	.00	972.74
	TOTAL	1.300000	4,467.53	.00	5,259.51	.00	9,727.04	933.71	.00	.00	10,660.75

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
2011	M & O	1.170000	5,166.22	.00	6,982.46	.00	12,148.68	1,668.99	.00	.00	13,817.67
	I & S	.130000	574.03	.00	775.86	.00	1,349.89	.00	.00	.00	1,349.89
	TOTAL	1.300000	5,740.25	.00	7,758.32	.00	13,498.57	1,668.99	.00	.00	15,167.56
2010	M & O	1.040000	2,014.73	.00	2,786.23	.00	4,800.96	670.53	.00	.00	5,471.49
	I & S	.260000	503.67	.00	696.55	.00	1,200.22	.00	.00	.00	1,200.22
	TOTAL	1.300000	2,518.40	.00	3,482.78	.00	6,001.18	670.53	.00	.00	6,671.71
2009	M & O	1.040000	1,516.40	.00	2,324.09	.00	3,840.49	558.78	.00	.00	4,399.27
	I & S	.240000	349.94	.00	536.34	.00	886.28	.00	.00	.00	886.28
	TOTAL	1.280000	1,866.34	.00	2,860.43	.00	4,726.77	558.78	.00	.00	5,285.55
2008	M & O	1.040000	4,213.13	.00	7,699.19	.00	11,912.32	1,942.91	.00	.00	13,855.23
	I & S	.200000	810.22	.00	1,480.62	.00	2,290.84	.00	.00	.00	2,290.84
	TOTAL	1.240000	5,023.35	.00	9,179.81	.00	14,203.16	1,942.91	.00	.00	16,146.07
2007	M & O	1.040000	2,572.95	.00	5,135.17	.00	7,708.12	1,306.17	.00	.00	9,014.29
	I & S	.140000	346.36	.00	691.26	.00	1,037.62	.00	.00	.00	1,037.62
	TOTAL	1.180000	2,919.31	.00	5,826.43	.00	8,745.74	1,306.17	.00	.00	10,051.91
2006	M & O	1.337400	3,074.64	.00	6,519.19	.00	9,593.83	1,565.89	.00	.00	11,159.72
	I & S	.120000	275.88	.00	584.95	.00	860.83	.00	.00	.00	860.83
	TOTAL	1.457400	3,350.52	.00	7,104.14	.00	10,454.66	1,565.89	.00	.00	12,020.55
2005	M & O	1.463200	505.33	.00	1,126.93	.00	1,632.26	258.01	.00	.00	1,890.27
	I & S	.100000	34.54	.00	77.02	.00	111.56	.00	.00	.00	111.56
	TOTAL	1.563200	539.87	.00	1,203.95	.00	1,743.82	258.01	.00	.00	2,001.83
2004	M & O	1.463200	1,247.40	.00	2,807.07	.00	4,054.47	596.45	.00	.00	4,650.92
	I & S	.105900	90.28	.00	203.19	.00	293.47	.00	.00	.00	293.47
	TOTAL	1.569100	1,337.68	.00	3,010.26	.00	4,347.94	596.45	.00	.00	4,944.39
2003	M & O	1.463200	1,122.81	.00	2,694.95	.00	3,817.76	592.61	.00	.00	4,410.37
	I & S	.120900	92.75	.00	222.69	.00	315.44	.00	.00	.00	315.44
	TOTAL	1.584100	1,215.56	.00	2,917.64	.00	4,133.20	592.61	.00	.00	4,725.81
2002	M & O	1.450000	311.21	.00	822.93	.00	1,134.14	185.85	.00	.00	1,319.99
	I & S	.134100	28.78	.00	76.11	.00	104.89	.00	.00	.00	104.89
	TOTAL	1.584100	339.99	.00	899.04	.00	1,239.03	185.85	.00	.00	1,424.88
2001	M & O	1.439400	37.40	.00	92.57	.00	129.97	18.72	.00	.00	148.69
	I & S	.094700	2.46	.00	6.09	.00	8.55	.00	.00	.00	8.55
	TOTAL	1.534100	39.86	.00	98.66	.00	138.52	18.72	.00	.00	157.24
2000	M & O	1.400000	129.57	.00	361.75	.00	491.32	79.22	.00	.00	570.54
	I & S	.134100	12.40	.00	34.66	.00	47.06	.00	.00	.00	47.06
	TOTAL	1.534100	141.97	.00	396.41	.00	538.38	79.22	.00	.00	617.60

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YEAR	FUND	TAX RATE	LEVY PAID	DISCOUNT GIVEN	PENALTY INTEREST	TIF AMOUNT	DISBURSE TOTAL	ATTORNEY	OTHER FEES	REFUND AMOUNT	PAYMENT AMOUNT
1999	M & O	1.420800	25.57	.00	75.45	.00	101.02	16.05	.00	.00	117.07
	I & S	.084200	1.52	.00	4.47	.00	5.99	.00	.00	.00	5.99
	TOTAL	1.505000	27.09	.00	79.92	.00	107.01	16.05	.00	.00	123.06
1998	M & O	1.231000	22.16	.00	68.03	.00	90.19	16.54	.00	.00	106.73
	I & S	.274000	4.93	.00	15.14	.00	20.07	.00	.00	.00	20.07
	TOTAL	1.505000	27.09	.00	83.17	.00	110.26	16.54	.00	.00	126.80
1996	M & O	1.248600	9.49	.00	20.32	.00	29.81	.00	.00	.00	29.81
	I & S	.206400	1.57	.00	3.36	.00	4.93	.00	.00	.00	4.93
	TOTAL	1.455000	11.06	.00	23.68	.00	34.74	.00	.00	.00	34.74
1992	M & O	.250000	70.01	.00	215.02	.00	285.03	63.96	.00	.00	348.99
	I & S	.230000	64.41	.00	197.83	.00	262.24	.00	.00	.00	262.24
	TOTAL	.480000	134.42	.00	412.85	.00	547.27	63.96	.00	.00	611.23
1991	M & O	.230000	96.35	.00	334.10	.00	430.45	117.23	.00	.00	547.68
	I & S	.250000	104.73	.00	363.17	.00	467.90	.00	.00	.00	467.90
	TOTAL	.480000	201.08	.00	697.27	.00	898.35	117.23	.00	.00	1,015.58
ALL	M & O		21,325,492.35	.00	500,738.58	.00	21,826,230.93	246,524.61	.00	.00	22,072,755.54
ALL	I & S		8,504,321.47	.00	116,924.64	.00	8,621,246.11	.00	.00	.00	8,621,246.11
ALL	TOTAL		29,829,813.82	.00	617,663.22	.00	30,447,477.04	246,524.61	.00	.00	30,694,001.65
DLQ	M & O		1,034,664.49	.00	363,029.72	.00	1,397,694.21	241,161.93	.00	.00	1,638,856.14
DLQ	I & S		179,220.24	.00	60,424.13	.00	239,644.37	.00	.00	.00	239,644.37
DLQ	TOTAL		1,213,884.73	.00	423,453.85	.00	1,637,338.58	241,161.93	.00	.00	1,878,500.51
CURR	M & O		20,290,827.86	.00	137,708.86	.00	20,428,536.72	5,362.68	.00	.00	20,433,899.40
CURR	I & S		8,325,101.23	.00	56,500.51	.00	8,381,601.74	.00	.00	.00	8,381,601.74
CURR	TOTAL		28,615,929.09	.00	194,209.37	.00	28,810,138.46	5,362.68	.00	.00	28,815,501.14



FISCAL START: 07/01/2023 END: 06/30/2024 JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,869,404,262	31,171,438	2,900,575,700	01.113000	31,243,636.44	23,970

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2023	0.00	31,243,636.44	31,243,636.44	28,615,929.09	28,615,929.09	2,627,707.35	91.59	0.00
2022	1,704,688.99	174,972.79-	174,972.79-	745,914.37	745,914.37	783,801.83	48.76	0.00
2021	582,833.30	48,429.28-	48,429.28-	159,075.70	159,075.70	375,328.32	29.77	0.00
2020	321,644.61	3,027.95-	3,027.95-	74,484.60	74,484.60	244,132.06	23.38	224.87-
2019	238,339.18	3,296.12-	3,296.12-	41,296.07	41,296.07	193,746.99	17.57	232.42-
2018	187,023.40	19,805.25-	19,805.25-	23,144.18	23,144.18	144,073.97	13.84	241.16-
2017	143,937.47	9,655.29-	9,655.29-	18,663.39	18,663.39	115,618.79	13.90	6,805.01-
2016	133,042.47	8,375.47-	8,375.47-	18,701.80	18,701.80	105,965.20	15.00	6,845.33-
2015	117,482.62	6,011.76-	6,011.76-	16,065.59	16,065.59	95,405.27	14.41	5,670.78-
2014	106,563.98	5,735.99-	5,735.99-	8,554.15	8,554.15	92,273.84	8.48	5,506.64-
2013	92,659.96	5,534.54-	5,534.54-	5,466.40	5,466.40	81,659.02	6.27	5,403.63-
2012	92,668.25	5,622.04-	5,622.04-	4,467.53	4,467.53	82,578.68	5.13	5,492.12-
2011	86,976.48	5,629.61-	5,629.61-	5,740.25	5,740.25	75,606.62	7.06	5,538.14-
2010	82,213.89	5,457.52-	5,457.52-	2,518.40	2,518.40	74,237.97	3.28	5,373.23-
2009	85,249.15	12,271.39-	12,271.39-	1,866.34	1,866.34	71,111.42	2.56	6,220.80-
2008	83,587.03	8,951.15-	8,951.15-	5,023.35	5,023.35	69,612.53	6.73	2,484.34-
2007	70,415.11	2,048.29-	2,048.29-	2,919.31	2,919.31	65,447.51	4.27	0.00
2006	68,999.22	2,534.73-	2,534.73-	3,350.52	3,350.52	63,113.97	5.04	0.00
2005	63,387.26	2,726.65-	2,726.65-	539.87	539.87	60,120.74	.89	0.00
2004	58,409.05	2,611.36-	2,611.36-	1,337.68	1,337.68	54,460.01	2.40	0.00
2003	40,897.50	249.62-	249.62-	1,215.56	1,215.56	39,432.32	2.99	0.00
2002	191,138.31	17,965.63-	17,965.63-	922.56	922.56	172,250.12	.53	0.00
****	4,552,157.23	30,892,724.01	30,892,724.01	29,757,196.71	29,757,196.71	5,687,684.53		56,038.47-
CURR	0.00	31,243,636.44	31,243,636.44	28,615,929.09	28,615,929.09	2,627,707.35		0.00
DELQ	4,552,157.23	350,912.43-	350,912.43-	1,141,267.62	1,141,267.62	3,059,977.18		56,038.47-

TAX COLLECTION SYSTEM  
 TAX COLLECTOR MONTHLY REPORT  
 FROM 07/01/2023 TO 04/30/2024

AG ROLLBACK ONLY

FISCAL START: 07/01/2023 END: 06/30/2024 JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
	-----	-----	-----	-----	-----	-----
CURRENT YEAR	0	0	0 0	00.000000	0.00	0
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YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
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2022	12,781.60	11,653.84	11,653.84	22,268.81	22,268.81	2,166.63	91.13	0.00
2021	7,755.84	18,777.88	18,777.88	25,098.50	25,098.50	1,435.22	94.59	0.00
2020	8,210.13	17,039.67	17,039.67	25,249.80	25,249.80	0.00		0.00
2019	1,658.18	.00	0.00	0.00	0.00	1,658.18		0.00
2018	1,637.30	.00	0.00	0.00	0.00	1,637.30		0.00
2017	1,722.57	.00	0.00	0.00	0.00	1,722.57		0.00
****	33,765.62	47,471.39	47,471.39	72,617.11	72,617.11	8,619.90		0.00
CURR	0.00	.00	0.00	0.00	0.00	0.00		0.00
DELQ	33,765.62	47,471.39	47,471.39	72,617.11	72,617.11	8,619.90		0.00

FISCAL START: 07/01/2023 END: 06/30/2024 JURISDICTION: 0048 MISSION CISD

	CERT TAXABLE VALUE	ADJUSTMENTS	ADJ TAX VALUE	TAX RATE	TAX LEVY	PAID ACCTS
CURRENT YEAR	2,869,404,262	31,171,438	2,900,575,700	01.113000	31,243,636.44	23,970

YEAR	TAXES DUE	MONTH ADJ	ADJUSTMENT YTD	LEVY PAID	PAID YTD	BALANCE	COLL %	YTD UNCOLL
2023	0.00	31,243,636.44	31,243,636.44	28,615,929.09	28,615,929.09	2,627,707.35	91.59	0.00
2022	1,717,470.59	163,318.95-	163,318.95-	768,183.18	768,183.18	785,968.46	49.43	0.00
2021	590,589.14	29,651.40-	29,651.40-	184,174.20	184,174.20	376,763.54	32.83	0.00
2020	329,854.74	14,011.72	14,011.72	99,734.40	99,734.40	244,132.06	29.00	224.87-
2019	239,997.36	3,296.12-	3,296.12-	41,296.07	41,296.07	195,405.17	17.45	232.42-
2018	188,660.70	19,805.25-	19,805.25-	23,144.18	23,144.18	145,711.27	13.71	241.16-
2017	145,660.04	9,655.29-	9,655.29-	18,663.39	18,663.39	117,341.36	13.72	6,805.01-
2016	133,042.47	8,375.47-	8,375.47-	18,701.80	18,701.80	105,965.20	15.00	6,845.33-
2015	117,482.62	6,011.76-	6,011.76-	16,065.59	16,065.59	95,405.27	14.41	5,670.78-
2014	106,563.98	5,735.99-	5,735.99-	8,554.15	8,554.15	92,273.84	8.48	5,506.64-
2013	92,659.96	5,534.54-	5,534.54-	5,466.40	5,466.40	81,659.02	6.27	5,403.63-
2012	92,668.25	5,622.04-	5,622.04-	4,467.53	4,467.53	82,578.68	5.13	5,492.12-
2011	86,976.48	5,629.61-	5,629.61-	5,740.25	5,740.25	75,606.62	7.06	5,538.14-
2010	82,213.89	5,457.52-	5,457.52-	2,518.40	2,518.40	74,237.97	3.28	5,373.23-
2009	85,249.15	12,271.39-	12,271.39-	1,866.34	1,866.34	71,111.42	2.56	6,220.80-
2008	83,587.03	8,951.15-	8,951.15-	5,023.35	5,023.35	69,612.53	6.73	2,484.34-
2007	70,415.11	2,048.29-	2,048.29-	2,919.31	2,919.31	65,447.51	4.27	0.00
2006	68,999.22	2,534.73-	2,534.73-	3,350.52	3,350.52	63,113.97	5.04	0.00
2005	63,387.26	2,726.65-	2,726.65-	539.87	539.87	60,120.74	.89	0.00
2004	58,409.05	2,611.36-	2,611.36-	1,337.68	1,337.68	54,460.01	2.40	0.00
2003	40,897.50	249.62-	249.62-	1,215.56	1,215.56	39,432.32	2.99	0.00
2002	191,138.31	17,965.63-	17,965.63-	922.56	922.56	172,250.12	.53	0.00
****	4,585,922.85	30,940,195.40	30,940,195.40	29,829,813.82	29,829,813.82	5,696,304.43		56,038.47-
CURR	0.00	31,243,636.44	31,243,636.44	28,615,929.09	28,615,929.09	2,627,707.35		0.00
DELQ	4,585,922.85	303,441.04-	303,441.04-	1,213,884.73	1,213,884.73	3,068,597.08		56,038.47-

**HIDALGO COUNTY TAX OFFICE  
MISSION CISD**

**MODIFICATIONS FOR THE MONTH OF APRIL 2024**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2023	1.113	0.7892	70.91%	1,190.93	844.46	0.3238	29.09%	346.47
2022	1.113	0.9429	84.72%	-	0.00	0.1701	15.28%	0.00
2021	1.1332	0.9719	85.77%	-	0.00	0.1613	14.23%	0.00
2020	1.19930	1.02800	85.72%	-	0.00	0.1713	14.28%	0.00
2019	1.23955	1.06835	86.19%	-	0.00	0.1712	13.81%	0.00
2018	1.3398	1.1700	87.33%	-	0.00	0.1698	12.67%	0.00
2017	1.3502	1.1700	86.65%	-	0.00	0.1802	13.35%	0.00
2016	1.3582	1.1700	86.14%	-	0.00	0.1882	13.86%	0.00
2015	1.3672	1.1700	85.58%	-	0.00	0.1972	14.42%	0.00
2014	1.3300	1.1700	87.97%	-	0.00	0.1600	12.03%	0.00
2013	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2012	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2011	1.3000	1.1700	90.00%	-	0.00	0.1300	10.00%	0.00
2010	1.3000	1.0400	80.00%	-	0.00	0.2600	20.00%	0.00
2009	1.2800	1.0400	81.25%	-	0.00	0.2400	18.75%	0.00
2008	1.2400	1.0400	83.87%	-	0.00	0.2000	16.13%	0.00
2007	1.1800	1.0400	88.14%	-	0.00	0.1400	11.86%	0.00
2006	1.4574	1.3374	91.77%	-	0.00	0.1200	8.23%	0.00
2005	1.5632	1.4632	93.60%	-	0.00	0.1000	6.40%	0.00
2004	1.5691	1.4632	93.25%	-	0.00	0.1059	6.75%	0.00
2003	1.5841	1.4632	92.37%	-	0.00	0.1209	7.63%	0.00
2002	1.5841	1.4500	91.53%	-	0.00	0.1341	8.47%	0.00
2001	1.5341	1.4394	93.83%	-	0.00	0.0947	6.17%	0.00
<b>TOTAL</b>				<b>1,190.93</b>	<b>844.46</b>			<b>346.47</b>

	CURRENT	DELINQUENT	TOTAL
<b>M&amp;O</b>	1,190.93	-	1,190.93
<b>I&amp;S</b>	844.46	-	844.46
<b>I&amp;S</b>	346.47	-	346.47
<b>TOTAL</b>	<b>1,190.93</b>	<b>-</b>	<b>1,190.93</b>

**ROLLBACK MODIFICATIONS FOR THE MONTH OF MARCH 2024**

YR	RATE	M&O	%	ADJ	M&O	I&S	%	I&S
2023	1.113	0.7892	70.91%	-	0.00	0.3238	29.09%	0.00
2022	1.113	0.9429	84.72%	-	0.00	0.1701	15.28%	0.00
2021	1.1332	0.9719	85.77%	-	0.00	0.1613	14.23%	0.00
2020	1.1993	1.0280	85.72%	-	0.00	0.1713	14.28%	0.00
2019	1.2396	1.0684	86.19%	-	0.00	0.1712	13.81%	0.00
2018	1.3398	1.1700	87.33%	-	0.00	0.1698	12.67%	0.00
2017	1.3502	1.1700	86.65%	-	0.00	0.1802	13.35%	0.00
<b>TOTAL</b>				<b>0.00</b>	<b>0.00</b>			<b>0.00</b>

	CURRENT	DELINQUENT	TOTAL
<b>M&amp;O</b>	-	-	-
<b>I&amp;S</b>	-	-	-
<b>TOTAL</b>	<b>435</b>	<b>-</b>	<b>435</b>

FROM: 04/01/2024 THRU 04/30/2024

JURISDICTION: ALL

UPDATE MODE

ACCOUNT	YEAR	DEPOSIT	LEVY COLLECTED	RENDITION PENALTY	P & I COLLECTED	RENDITION P & I	RENDITION DISCOUNT	APPRAISAL COMMISSION	DISBURSEMENT AMOUNT
CURR FOR 0040 CITY OF WESLACO			13,655.16	1,304.87	1,481.72	141.14	0.00	72.31	15,064.57
BY COUNTY 108			13,655.16	1,304.87	1,481.72	141.14	0.00	72.31	15,064.57
DELQ FOR 0040 CITY OF WESLACO			1,173.32	108.23	1,162.21	106.26	0.00	10.72	2,324.81
BY COUNTY 108			1,173.32	108.23	1,162.21	106.26	0.00	10.72	2,324.81
TOTAL FOR 0040 CITY OF WESLACO			14,828.48	1,413.10	2,643.93	247.40	0.00	83.03	17,389.38
BY COUNTY 108			14,828.48	1,413.10	2,643.93	247.40	0.00	83.03	17,389.38
CURR FOR 0041 EDINBURG CISD			20,740.23	2,154.92	2,208.82	231.22	0.00	119.35	22,829.70
BY COUNTY 108			20,740.23	2,154.92	2,208.82	231.22	0.00	119.35	22,829.70
DELQ FOR 0041 EDINBURG CISD			1,650.51	323.41	525.61	97.08	0.00	21.02	2,155.10
BY COUNTY 108			1,650.51	323.41	525.61	97.08	0.00	21.02	2,155.10
TOTAL FOR 0041 EDINBURG CISD			22,390.74	2,478.33	2,734.43	328.30	0.00	140.37	24,984.80
BY COUNTY 108			22,390.74	2,478.33	2,734.43	328.30	0.00	140.37	24,984.80
CURR FOR 0042 EDCOUCH-ELSA ISD			1,835.90	207.61	169.51	19.07	0.00	11.35	1,994.06
BY COUNTY 108			1,835.90	207.61	169.51	19.07	0.00	11.35	1,994.06
DELQ FOR 0042 EDCOUCH-ELSA ISD			782.03	594.64	222.46	163.57	0.00	37.91	966.58
BY COUNTY 108			782.03	594.64	222.46	163.57	0.00	37.91	966.58
TOTAL FOR 0042 EDCOUCH-ELSA ISD			2,617.93	802.25	391.97	182.64	0.00	49.26	2,960.64
BY COUNTY 108			2,617.93	802.25	391.97	182.64	0.00	49.26	2,960.64
CURR FOR 0043 PHARR,SAN JUAN,ALAMO ISD			18,234.28	1,809.95	1,883.92	190.94	0.00	100.13	20,018.07
BY COUNTY 108			18,234.28	1,809.95	1,883.92	190.94	0.00	100.13	20,018.07
DELQ FOR 0043 PHARR,SAN JUAN,ALAMO ISD			3,071.97	290.82	827.86	78.25	0.00	18.47	3,881.36
BY COUNTY 108			3,071.97	290.82	827.86	78.25	0.00	18.47	3,881.36
TOTAL FOR 0043 PHARR,SAN JUAN,ALAMO ISD			21,306.25	2,100.77	2,711.78	269.19	0.00	118.60	23,899.43
BY COUNTY 108			21,306.25	2,100.77	2,711.78	269.19	0.00	118.60	23,899.43
CURR FOR 0046 MERCEDES ISD			247.69	22.52	26.63	2.42	0.00	1.25	273.07
BY COUNTY 108			247.69	22.52	26.63	2.42	0.00	1.25	273.07
DELQ FOR 0046 MERCEDES ISD			0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR 0046 MERCEDES ISD			247.69	22.52	26.63	2.42	0.00	1.25	273.07
BY COUNTY 108			247.69	22.52	26.63	2.42	0.00	1.25	273.07
CURR FOR 0047 MCALLEN ISD			28,292.96	2,752.09	3,013.47	294.12	0.00	152.36	31,154.07
BY COUNTY 108			28,292.96	2,752.09	3,013.47	294.12	0.00	152.36	31,154.07
DELQ FOR 0047 MCALLEN ISD			4,926.36	570.83	1,574.62	177.02	0.00	37.38	6,463.60
BY COUNTY 108			4,926.36	570.83	1,574.62	177.02	0.00	37.38	6,463.60
TOTAL FOR 0047 MCALLEN ISD			33,219.32	3,322.92	4,588.09	471.14	0.00	189.74	37,617.67
BY COUNTY 108			33,219.32	3,322.92	4,588.09	471.14	0.00	189.74	37,617.67
CURR FOR 0048 MISSION CISD			13,850.28	3,733.06	1,461.19	423.41	0.00	207.84	15,103.63
BY COUNTY 108			13,850.28	3,733.06	1,461.19	423.41	0.00	207.84	15,103.63
DELQ FOR 0048 MISSION CISD			1,753.84	81.78	473.14	56.83	0.00	6.94	2,220.04
BY COUNTY 108			1,753.84	81.78	473.14	56.83	0.00	6.94	2,220.04
TOTAL FOR 0048 MISSION CISD			15,604.12	3,814.84	1,934.33	480.24	0.00	214.78	17,323.67
BY COUNTY 108			15,604.12	3,814.84	1,934.33	480.24	0.00	214.78	17,323.67

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**SUBJECT:** Cash Disbursements for April 2024

**PRESENTER:** Blanca I. Lopez, Executive Director for Business Operations

**BACKGROUND INFORMATION:**

The District’s disbursements list all of the checks and other payments made during the reporting month. The check registers, wire transfers, and automated clearing house (ACH) transactions are available for inspection at the office of the Deputy Superintendent for Business Operations and Support Services.

Monthly disbursement reports are prepared throughout the year by administration for information purposes only.

**ADMINISTRATIVE CONSIDERATIONS:**

The District’s total disbursements for the Month of April totaled \$13,112,116 as follows:

<b>Disbursement Type</b>	<b>Amount</b>
Accounts Payable Vendor Checks	\$ 2,101,068
District Purchasing Cards	\$ 443,446
ACH	\$ 1,666,215
Wire Transfers	\$ 268,381
Payroll	\$ 8,633,006
<b>TOTAL</b>	<b>\$ 13,112,116</b>

**FUNDING SOURCE AND AMOUNT:**

Not applicable.

**RECOMMENDATION:**

Information item only.

**CONTACT PERSON (S):**

Blanca I. Lopez, Executive Director for Business Operations  
Dora Garcia, Director for Budget and Finance  
Leonor Garcia, Accountant