

Notice of Regular Meeting

The Board of Trustees Celina Independent School District

A Regular Meeting of the Board of Trustees of Celina Independent School District will be held Monday, June 26, 2023, beginning at 6:15 PM in the Multipurpose Facility, Celina High School, Banquet Hall, 3455 North Preston Road, Celina, TX 75009.

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

1. **CALL TO ORDER & ESTABLISH QUORUM**
 - 1.A. Pledge of Allegiance
 - 1.B. Invocation
2. **CONSTRUCTION REPORT**

Presenter: Claycomb/Northstar
3. **SUPERINTENDENT'S REPORT**
 - 3.A. Information / Superintendent's Update
Presenter: Dr. Tom Maglisceau
4. **PUBLIC COMMENT**
 - 4.A. Comments from Visitors Who Wish to Address Board Members on Agenda or Non-Agenda Topics
5. **CLOSED MEETING**
 - 5.A. Personnel - Pursuant to Texas Government Code Section 551.074, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.
 - 5.A.1. TASB Delegate
 - 5.B. Real Property - Pursuant to Texas Government Code Section 551.072, deliberation regarding the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person.
 - 5.C. Safety and Security - Pursuant to Texas Government Code Section 551.089, deliberation regarding security devices or security audits. (1) Security assessments or deployments relating to information resources technology; (2) network security information as described by Section 2059.055 (b); or (3) the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.
 - 5.C.1. Review of April 27 Safety Concern
6. **RECONVENE - Open meeting to vote on matters considered in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, to take action necessary regarding personnel.**
7. **ACTION TAKEN ON ITEMS DISCUSSED IN CLOSED SESSION**
8. **INFORMATION/CONFIRMATION AGENDA ITEMS**
 - 8.A. Student Health Advisory Committee Update
Presenter: Starla Martin
 - 8.B. Accountability Ratings Update
9. **ACTION/BRIEFING AGENDA ITEMS**
 - 9.A. Consider and Approve Design Development for Elementary School #5

- Presenter:** Marc Rauzi
- 9.B. Consider and Approve 2022-2023 Final Amended Budget
Presenter: Amber Pennell
- 9.C. Consider and Approve Grounds Bid
Presenter: Dr. John Mathews
- 9.D. Consider and Approve Custodial Bid
Presenter: Dr. John Mathews
- 9.E. Consider and Approve ESS Pay Rate Adjustment
Presenter: Dr. John Mathews
- 9.F. Consider and Approve 2023-2024 Compensation Plan
Presenter: Dr. John Mathews
- 9.G. Consider and Approve Insurance Adjustment
Presenter: Dr. John Mathews
- 9.H. **PUBLIC HEARING - DISCUSSION AND OPPORTUNITY FOR PUBLIC INPUT REGARDING 2023-2024 BUDGET**
- 9.I. Consider and Approve 2023-2024 Budget
Presenter: Amber Pennell
- 9.J. **CLOSE PUBLIC HEARING**
- 9.K. Consider and Approve Elementary School #4 Playground Bid
Presenter: Dr. John Mathews
- 9.L. Consider and Approve Collin College MOU
Presenter: Dr. Elisabeth Pope
- 9.M. Consider and Approve Hazardous Traffic Conditions Transportation Resolution
Presenter: Dr. John Mathews
- 9.N. Consider and Approve 2023-2024 Board Meeting Calendar
Presenter: Dr. Tom Maglisceau
- 9.O. Consider and Take Possible Action on Stadium Flagpole
Presenter: Dr. Tom Maglisceau
10. **DISCUSSION ITEMS**
- 10.A. Board Meeting Structure
11. **CONSENT/CONFIRMATION AGENDA ITEMS**
- 11.A. Minutes of the May 15, 2023 Regular Board Meeting and the June 12, 2023 Working Board Meeting.
- 11.B. Monthly Cash Distributions/Cash Balance/Investment Report/Budget Amendments
12. **ADJOURNMENT**
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If, during the course of the meeting, discussion of any items on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the preside officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See BEC(LEGAL)]

This meeting was posted in accordance with the Texas Open Meetings Act on Friday, June 23, 2023 at 1:54 PM.

For the Board of Trustees



205 S Colorado, Celina, Tx 75009

Phone 469-742-9100

Fax 972-382-3607

CISD Board Agenda Item Synopsis

Subject: Consider Approval of Final 22-23 Budget Amendment (This will be brought to the meeting)

Background Information:

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

Varies. The amount will be known once the 22-23 financial audit is complete.

Recommendation:

The District recommendation is for Members of the Board to approve the Final 22-23 Budget Amendment.

Submitted by:

Amber Pennell
CFO

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023



CISD Board Agenda Item Synopsis

Subject: Consider Approval of the Bid and Contract for Grounds Maintenance

Background Information:

Annually, Celina ISD reviews the current contract for mowing and grounds maintenance. Given several custodial contractors also provide grounds service, we presented grounds maintenance as a separate item on the RFP. On May 3, 2023, Celina ISD posted a RFP for ground services and received bid on Monday, June 19, 2023. After review of all bid considered, the district is recommending a three year grounds maintenance contract beginning July 1, 2023.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

\$155,854.14 annually

Recommendation:

The District recommendation is for the Members of the Board to approve the contract for grounds maintenance services.

Submitted by:

Dr. John Mathews
Assistant Superintendent for Administrative Services

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023

Celina Independent School District
Request for Competitive Sealed Proposal for
Custodial Services & Grounds Maintenance

Due: June 19, 2023

The Celina Independent School District (“District”) has issued this Request for Competitive Sealed Proposal (“RFCSP”) to receive sealed proposals (“Sealed Proposals”) from prospective Facility Service Contractors (“Contractor”) for Custodial and Grounds services (“Custodial and Grounds Services”) to be performed at all District facilities (“Facilities”) and to award a contract (“Contract”) to a Contractor for Custodial and Grounds Services. (These services may be bid together or separate.)

Sealed Proposals may be mailed to the District, or delivered to the District’s Central Administration Building, located at 205 S. Colorado St., Celina, Texas, 75009. Each Sealed Proposal must receive a date/time stamp from the District’s Central Administration on the date of delivery to the District, which must appear on the outside of the Sealed Proposal. Sealed proposals cannot be revoked after receipt of the proposals. Any proposals received that do not conform with the requirements set forth will not be considered for awards.

To obtain a copy of the Custodial and Grounds Services specifications or for additional information, contact David Wilson, Coordinator of Administrative Services, at davidwilson@celinaisd.com.

Timeline:

Pre-Bid Meeting for Facility tours:	10:00 A.M., May 16, 2023
Pre-Bid Questions Due:	10:00 A.M., May 25, 2023
FAQ Posted:	4:00 P.M., May 30, 2023
Deadline for Submission of Sealed Proposals will be:	3:00 P.M., June 19, 2023
Notify all Proposers of Award Status:	On or after June 21, 2023

(Notifications will be sent out via email)

All Contractor communications must be directed to:

David Wilson, Coordinator of Administrative Services
Celina Independent School District
Attn: Custodial/Grounds
205 S. Colorado St.
Celina, Texas 75009
Telephone: (469) 742-9100 x1124

All submittals must include five copies of the proposal.

Sealed Proposal envelopes must be clearly marked on the outside as follows:

**DO NOT OPEN – CUSTODIAL AND GROUNDS SERVICES CONTRACT
SEALED PROPOSAL TO BE OPENED ON
On or After June 21, 2023.**

PROJECT SCOPE

PURPOSE:

To provide comprehensive custodial and grounds maintenance services for all district assets as specified in Exhibit A, Custodial and Grounds Required Services. Supplemental to the Required Services, the District requests pricing for Additional Services offered by the Contractor that could aid in the efficient operation of our physical premises. The Additional Services should include offerings such as electrical, lighting, plumbing, HVAC, refrigeration, kitchen equipment repairs and general maintenance. Based on this RFP, Celina ISD may elect to award to a single, or multiple responsible Contractors a contract based on whose proposal, conforming to this RFP, is most advantageous to the District.

SCOPE:

The premises making up the working area covered by the RFCSP will include the following locations:

- A. **Celina Primary School**. – (45,060 SF) 507 E. Malone St., Celina, TX 75009
- B. **Lykins Elem. School** – (77,706 SF) 550 South Utah Cr., Celina, TX 75009
- C. **O’Dell Elem. School** – (100,910 SF) 750 Punk Carter Pkwy, Celina, TX 75009
- D. **Martin Elementary** – (100,910 SF) 2905 N. Louisiana Dr. Celina, TX 75009
- E. **CMS Sixth Grade** – (42,610 SF) 706 East Pecan St., Celina, TX 75009
- F. **Celina Junior High** – (81,035 SF) 710 East Pecan St., Celina, TX 75009
- G. **Moore Middle School** – (232,285 SF) 300 E. G.A. Moore Pkwy, Celina, TX 75009
- H. **Celina High School** – (227,436 SF) 3455 N. Preston Rd., Celina, TX 75009
- I. **Celina HS Athletic Complex** – (85,843 SF) 10499 Co Rd 103., Celina, TX 75009
- J. **Celina Administration** – (21,525 SF) 205 S. Colorado St., Celina, TX 75009
- K. **Transportation** – (6,360 SF) 710 East Pecan St., Celina, TX 75009
- L. **AG Shop** – (5,970 SF) 3455 N. Preston Rd., Celina, TX 75009
- M. **Out Buildings** – (1,967 SF) 3455 N. Preston Rd., Celina, TX 75009

Celina ISD Districtwide Total SF: 928,707 SF

For Grounds Maintenance, the following exterior areas make up the working area covered by the RFCSP:

- A. **Celina Primary School**. – 507 E. Malone St., Celina, TX 75009
Transportation – 710 East Pecan St., Celina, TX 75009
CMS Sixth Grade – 706 East Pecan St., Celina, TX 75009
Celina Junior High – 710 East Pecan St., Celina, TX 75009

Grounds Maintained: 431,278 SF / 9.90 Acres

- B. **Lykins Elem. School** – 550 South Utah Cr., Celina, TX 75009

Grounds Maintained: 213,212 SF / 4.89 Acres

- C. **O'Dell Elem. School** – 750 Punk Carter Pkwy, Celina, TX 75009

Grounds Maintained: 273,279 SF / 6.27 Acres

- D. **Martin Elem. School** – 2905 N. Louisiana Dr. Celina TX 75009

Grounds Maintained: 270,500 SF / 6.02 Acres

- E. **Moore Middle School** – 300 E. G.A. Moore Pkwy, Celina, TX 75009

Grounds Maintained: 2,001,031 SF / 45.94 Acres

- F. **Celina High School** – 3455 N. Preston Rd., Celina, TX 75009
Celina HS Athletic Complex – 10499 Co Rd 103., Celina, TX 75009
AG Shop – 3455 N. Preston Rd., Celina, TX 75009
Out Buildings – 3455 N. Preston Rd., Celina, TX 75009

Grounds Maintained: 1,738,153 SF / 39.90 Acres

- G. **Celina Administration** – 205 S. Colorado St., Celina, TX 75009

Grounds Maintained: 39,516 SF / 0.91 Acres

Celina ISD Ground Maintenance Total Acres: 113.84 Acres

FACILITY INSPECTIONS:

It is the responsibility of the Proposer to preview all locations prior to submittal deadline as listed above. Proposals from Contractors that do not personally inspect the District facilities and grounds will not be considered. Contractors must attend the proposal meeting on May 16, 2023 at 10:00 A.M. in the Celina ISD Administrative Building at 205 S. Colorado St., Celina, Texas, 75009.

CONTRACTOR SPECIFICATIONS:

The contractor must meet or exceed: (i) all requirements as contained herein to perform the Custodial/Grounds Services; and (ii) insurance requirements as set forth in this RFCSP. All applicable insurance must cover all of the Contractor's agents, servants, and employees.

The purpose of the scope of work and specifications contained herein are to define the requirements of the successful Contractor. It is the responsibility of the contractor to provide the District with professionally maintained facilities in a clean and safe manner. These specifications are written to the minimum expectations for the contracted cleaning and grounds maintenance services. The scope of frequencies noted in the documents are the minimum that are expected and may increase if necessary to achieve the standards set forth herein. No additional costs (fees) shall be borne by the District to achieve the minimum expectations. It will be the responsibility of the contractor and district to mutually agree for additional services and costs for any items or services not mentioned in this document.

It should be noted that the District reserves the right to utilize a Contractor's service for any or all of the facilities included on the proposal form. Addition of facilities to the contractor services during the course of the contract period will be at the unit cost submitted for the above scope.

Insurance Requirements

The Contractor shall maintain at all times insurance through companies and agencies approved by the District, in the amounts, and containing provisions satisfactory to the District. The successful contractor will be required to supply proof of insurance in accordance with the following schedule prior to the start of the project. The District requires that contractor's insurance be placed only with companies that have achieved at least an "A" rating with A.M. Best. The District reserves the right to require higher limits of coverage depending on the size, scope, and nature of a contract. The District also reserves the right to require proof of insurance compliance related to General Liability and Workers Compensation. Celina ISD must be named as an additional insured. The Certificate of Insurance shall provide that the insurance company may not cancel or materially alter the insurance until after (30) days written notice has been received by Celina ISD's representative. See Exhibit B & D for further specifications.

Staffing

Janitorial services will not be subcontracted by the Contractor to another company. All personnel shall be employees of Contractor and shall be compensated directly by Contractor. Contractor shall process the payroll for such employees with its own personnel unless otherwise approved by Celina ISD.

As employees of the Contractor, all janitorial staff will have medical coverage that is ACA compliant as well as a qualified retirement account such as 401K. Details regarding paid time off and other required

benefits will be summarized in the RFCSP document packet that is provided to all proposers. The annual work days for contracted custodial/janitorial and total annual grounds service cycles will be provided in the bidder's packet.

Contractor shall interview, screen and train all personnel. Contractor's personnel shall be neat and clean in appearance and uniformed for easy identification while on Celina ISD's premises. The Contractor must provide company photo identification cards and name tags for their employees. Uniforms and ID cards must be worn by employees at all times.

Contractor agrees that cleaning services covered by this contract shall be performed by qualified, responsible, trained employees in the strictest conformity with the best practices and standards as may be prescribed by Celina ISD and the industry throughout the duration of this contract.

The contractor will be required to hire the number of full-time equivalent employees needed for the operation in accordance with its goals to provide the District with an efficient and successful maintenance and cleaning criteria and which is deemed to be most advantageous to the District. It is the responsibility of the Contractor to maintain staffing levels adequate to complete daily operations.

The contractor must provide a breakdown of full and part-time equivalents (FTE) levels of 8 hours per FTE. The contractor will also specify day and night time hours for each facility location.

The contractor will provide the District with login access to a biometric timekeeping system (photo image or fingerprint) so the total provided FTE can be validated by the District each day.

The contractor will provide custodial and grounds maintenance staff members year-round, excluding pre-determined holidays, for facility preparation, year-round office areas, and special events. The contractor must provide no less than 70% of the proposed total man-hours during the summer.

The contractor will **not include** the Project Manager within the attachment provided for total man-hours nor FTE totals. **The District will use this attachment for its decision making when considering the Contractor's level of personnel to achieve the successful goals of the District.**

All lead custodians must have public school janitorial experience or training. All cleaning services supervisory and lead personnel will be required to communicate verbally in English, project a professional image in their duties and deal with all people in a courteous manner.

The Contractor will employ management and supervisory personnel. It is the Contractor's responsibility to provide an adequate supervisory personnel structure to ensure the direction of cleaning employees and ensure quality standards are met.

The Contractor will provide on-site supervision at all times during cleaning operations to make daily inspections and be responsible for maintaining the overall quality of housekeeping. Supervisors must be on call 24 hours per day, seven (7) days per week. The Contractor will provide cell telephone numbers of supervisory personnel to Celina ISD facility management. Such supervisors will, upon reasonable notice, be available to report and confer with designated agents of Celina ISD with respect to the services provided.

Supplies and Equipment

The District will provide for the selected firm suitable central storage facilities and appropriate storage facilities at each work area.

The Contractor will provide all necessary equipment for the successful completion of the services required. The Contractor will provide any equipment that needs replacement or any required additional equipment. The cost of equipment required to maintain acceptable maintenance, custodial, and sanitation program should be within the total proposal.

Celina ISD will inspect all equipment used by the Contractor in the District's facilities. Equipment determined by the District to be unacceptable will be repaired or removed and replaced immediately by the Contractor. Contractor will keep all equipment operating in a safe and efficient manner.

The Contractor will furnish necessary and appropriate supplies for the maintaining of Celina ISD facilities. Contractor will furnish any and all custodial related paper products including but not limited to toilet tissue, paper towels, sanitary products, all plastic bags for inside and outside. Contractor will use chemicals approved by Celina ISD providing MSDS safety sheets in each clinic and a copy in the custodial staging area facility in the event of emergency. Contractor agrees to provide all lavatory dispenser supplies including paper towels, tissue, hand soap, hand sanitizer dispensers, trash can liners, and floor finishes. Contractor will be responsible for the neatness and proper storage of all equipment and chemicals. Contractor will be responsible for stocking the lavatory dispenser supplies and for maintaining storage in an orderly environment. Contractor is required to supply all other items necessary to clean all areas in accordance with proposal specifications. Contractor will furnish toilet tissue holders, sanitary napkin and paper towel dispensers and disposal receptacles.

The Contractor will not provide paper goods (Kleenex, paper towels, etc.) for the classrooms.
The Contractor will not provide classroom trash cans unless requested at additional cost to the District.

The Contractor will not provide any supplies used in kitchen and service preparation areas. The Contractor will provide supplies for cleaning the cafeteria.

Uniforms

The Contractor will provide uniforms for all Contractor personnel with a name badge and Company name easily identifiable.

Security Access

The Contractor will be responsible for completing all criminal history and background checks required by the District.

Key Cards/Access

The district will provide Contractor personnel with appropriate keys and magnetic key cards to access all areas necessary to complete job duties. A \$5.00 replacement fee will be charged to the Contracted Services Provider for each unreturned access badge or building key.

Custodial Requirements for Extracurricular Events

Custodians will be responsible for securing buildings during the normal cleaning day. It will be the

responsibility of District coaches and sponsors to secure the building when returning to the building after normal cleaning hours. **The District will determine the time at which the buildings will be secured in the evening.**

Upon notification from the District, the Contractor will reschedule employees to cover clean up duties after any of the District's sponsored activities at night or on weekends at **no additional cost**. This cost will be within the base bid of each vendor.

The gymnasium or any other special event areas will be prepared before each game or school-sponsored event and will be in "game ready" condition. The school lobby outside gymnasiums or auditoriums will be policed and monitored during all athletic and extracurricular activities. The Contractor will be responsible for stadium cleanup. It is the District's responsibility to provide Contractor with event schedules and notification of any events not listed on schedules.

The Contractor will have restrooms ready before each game. The Contractor will be responsible for cleaning restrooms after all the games.

The Contractor will screen and seal wooden gym floors as well as other wooden floors once per year, usually during summer break.

Cleaning Frequencies

Cleaning frequencies attached as Exhibit H list typical frequencies for cleaning. The frequencies may be adjusted to the District's satisfaction.

In addition to these attached frequencies, the District requires the following items as part of the frequencies within the entire cleaning program.

The contractor shall instruct day-shift custodians, Monday through Friday, to check and police lobbies and restrooms, in addition to being available to answer emergency clean up spills, or special events cleaning, etc. in all of the District buildings.

The contractor shall empty all indoor and outdoor waste containers to dumpsters, and shall keep dumpster areas clean and free of debris and litter five days per week.

Custodial personnel may assist in spreading ice melt at entrances and sidewalks.

The contractor shall police trash around the immediate buildings, entrances, and walkways to the curb.

The contractor will respond as necessary and continuously be aware of infectious disease problems within the District's facilities.

PROJECT SPECIFICATIONS:

These specifications shall cover and include the furnishing of all Custodial and Grounds Services, labor, material, equipment, consumable supplies, insurance, and fees necessary to accomplish the Custodial/Grounds Services as hereinafter described.

This RFCSP intends to provide the District with District Facilities that are attractive in appearance

within the parameters of the original design intent and to keep all plant material in a healthy and vigorous condition. All District Facilities should have a neat and orderly appearance at all times.

SCOPE AND SCHEDULE:

All Custodial/Grounds Services shall be rendered in such a manner as shall cause minimum interference with normal operations of the District and with the District's students, employees, visitors, and other persons on or about the District's Facilities., including but not limited to, no non-emergency repairs or routine cleaning in certain areas when students are participating in state testing.

The contractor shall provide any and all certificates and skilled trade licenses required by federal, state, and local governments.

CONTRACTOR SERVICES:

Terms and conditions are more particularly described in the Custodial and Grounds Required Services Available, which is attached to the RFCSP as Exhibit A, herein.

Standard Terms and Conditions

1. The successful contractor shall be required to execute a Custodial and Grounds Services Contract ("Contract"), which is attached to the RFCSP as Exhibit B. The Contract shall incorporate the RFCSP, Project Scope, Project Specifications, Scope and Schedule, and Contractor Services, these terms and conditions, and shall be fully part of the Contract, as if thereto attached, or therein repeated. Any proposed change to the Contract, Project Scope, Project Specifications, Scope, and Schedule, or Contractor Services must be submitted with the RFCSP.
2. Contractors are cautioned to read this RFCSP carefully, to complete all entries and submit all documents or information requested in the RFCSP. Failing to do so may be materially non-responsive and result in non-consideration of the Proposal.
3. Proposals received in the District's Central Administration Office after the date and time specified in the RFCSP will not be considered. The District is not responsible for failure to deliver in a timely manner, or the non-delivery of the Proposal on the part of the mail carrier or courier, and the date/time stamp received in the District Central Administration Office shall be the official date/time of receipt of the Proposal. Proposals may not be submitted by facsimile or electronic mail.
4. The District reserves the right to accept or reject any and all Proposals and to waive any formalities or technicalities if deemed in the best interest of the District. The District additionally reserves the right as the sole judge of quality and equality of the Proposals.
5. All items and services being proposed must conform to all appropriate local, state, and federal laws, ordinances, and regulations.
6. **It is understood and agreed that the Contractor, if awarded a Contract to perform Custodial/Grounds Services, agrees to protect, defend, and hold harmless the District from any and all suits or demands for payment that may be brought against the District for the use of any patented material, process, article, or device that may enter into the manufacture and/or construction or form a part of the work**

covered by either order or Contract and, Contractor further agrees to indemnify and hold harmless the District from suits or actions of every nature and description brought against the District for, or on account of, any injuries or damages received or sustained by any party or parties by, or for any acts of the Contractor, its servants, agents, or employees.

7. Any interpretations, corrections, additions, or changes to the RFCSP, Project Specifications, Scope and Schedule, and Contractor Services and these terms and conditions shall be made by addenda or an amendment to the RFCSP. The sole issuing authority of addenda or amendment(s) shall be vested in the District's Central Administration Office. Addenda or amendment(s) will be mailed to all who are known to have received a copy of the RFCSP.

8. Each Contractor agrees to hold their offer open for acceptance by the District for no less than sixty (60) days from the RFCSP response date and time.

9. Each Contractor, by making their Proposal, represents they have read and understand the RFCSP.

10. Pay applications shall be issued for only those services rendered unless otherwise agreed to in writing. Payment shall not be due until the invoice(s) are submitted after delivery of the Custodial/Grounds Services. Pursuant to Texas Government Code 2251.021, payments will be made within thirty (30) days. Invoices shall be mailed directly to:

**Celina Independent School District,
205 S. Colorado St.
Celina, Texas 75009**

Or via email – CISD Accounting Dept. contact to be provided.

11. The District is exempt from payment of any Texas Sales Tax or Federal Excise Tax allowed by law. Tax exemption certificates will be furnished upon request.

12. All District property and facilities are a "drug-free zone." The Contractor agrees that no one may use, consume, carry, transport, or exchange tobacco, cigarettes, or illegal drugs while in a District building or while on District property. The Contractor, its agents, servants, and employees shall strictly adhere to this policy.

13. The Contractor understands and agrees that, pursuant to Texas Education Code §22.0834(d), the Contractor, his agents, servants, or employees will not be allowed to perform any duties in connection with the Custodial and Grounds services Contract at any District Facility until the District has obtained from the Contractor all National Criminal History Record Information ("NCHRI") for the Contractor and its agents, servants, and employees. This is to include the fingerprinting process through the Texas Department of Public Safety. The Contractor shall, prior to performing any work under the Custodial/Grounds Services Contract, certify to the District, on the form provided with the RFCSP as Exhibit C, that the Contractor has obtained the NCHRI for the Contractor and its agents, servants, and employees and provide this NCHRI to the District.

The Contractor further understands and agrees that the District may obtain the NCHRI and require the

Contractor to pay any costs related to obtaining each NCHRI and fingerprinting for the Contractor, its agents, servants, and/or employees.

Additionally, each Contractor must give notice to the District if a person, owner, or operator of the business has been convicted of a felony on the form provided with the RFCSP as Exhibit C. The District may terminate a contract with a person or a business if the District determines that the person or a business failed to give such notice or misrepresented the conduct resulting in the conviction.

14. The Contractor understands and agrees that the exclusive venue for any litigation arising from this RFCSP or the Contract shall be in Collin County, Texas.

15. Contractors shall submit all questions concerning this RFCSP to David Wilson, Coordinator of Administrative Services. A reply will be sent to all respondents known to have received an RFCSP if the answer provides clarification or will have an impact on the RFCSP response.

16. The Contractor understands that a gift to a public servant is a Class A Misdemeanor offense if the recipient is a government employee who exercises some influence in the purchasing process of the governmental body.

17. The District reserves the right to utilize other District contracts, State of Texas contracts, contracts awarded by other governmental agencies, other school boards, or cooperative agreements in lieu of any offer received or award made as a result of this RFCSP, or to revise the Contract, if it is in its best interest to do so.

18. The District will select a single vendor that can provide for all requirements outlined in the RFCSP to provide a comprehensive “turn-key” solution.

19. The successful Proposer, as Contractor, shall carry and maintain in force the amounts of insurance as set forth in the attached Exhibit D to the RFCSP.

Additionally, the Contractor shall provide an endorsement to the Worker's Compensation policy, which grants a waiver of subrogation in favor of the District. The District shall be listed as an additional insured on the Contractor's General Liability Coverage. The district may request the contractor 941 payroll reports so that employee status may be validated in reference to contract requirements and the requirement insure all Contractor employees.

The required insurance must be written by a company licensed to do business in the State of Texas at the time the policy is issued and must be acceptable to the District. The District’s representative will contact the State Board of Insurance to confirm that the issuing companies are admitted and authorized to issue such policies in the State of Texas.

If this insurance contract is written with stipulated amounts deductible under the terms of the insurance policy, the Contractor shall pay the difference attributable to deductions in any payment made by the insurance carrier on claims paid by this insurance.

If the District is damaged by the failure of the Contractor to maintain the insurance required pursuant to the RFCSP and fails to notify the District so, then the Contractor shall bear all reasonable costs properly attributable thereto.

20. The Contractor understands and agrees that if the Custodial/Grounds Services Contract exceeds one (1) year in duration, the District's Board retains the continuing right to terminate the Contract at the end of the budget period during the term of the Contract. The continuation of the Contract is conditioned on a best-effort attempt by the Board to obtain and appropriate funds for payment of the Contract.

21. The Contractor understands that the District is a governmental body subject to the Texas Public Information Act ("Act"). The Contractor understands that the District will comply with the Act, and with all opinions of the Texas Attorney General's office regarding the Act.

22. The School Board has the option to extend the contract for a (3) three-year term, renewable for up to two (2) extended terms with the consent of both parties for a maximum of five (5) years.

Submissions and Evaluation

1. Your Proposal, in order to be considered, must include the adequately executed RFCSP Response form, attached to this RFCSP as Exhibit E, and those other items and/or attachments as specified in this RFCSP. The Board of Trustees reserves the right to consider Proposals not executed on the RFCSP form at their discretion. **Responses must be legible to be considered.**

2. A prospective Contractor must affirmatively demonstrate responsibility via a satisfactory record of performance. The respondent shall submit, with their Proposal, a list of five (5) commercial references for which they have provided Custodial/Grounds Services within the last two (2) years on the form attached to this RFCSP as Exhibit F. This reference list shall include the institution name, address, contact name, email address, telephone, and fax numbers.

3. Contractors shall indicate on their Response Form their regular hours of operation and schedule of a holiday or other known closures.

4. Contractors will have been actively engaged in Commercial Custodial/Grounds Services, which is the subject matter of this Proposal for no less than five (5) years. By submitting a Proposal, the Contractor is affirming that this is a true statement about the said Contractor.

5. Contractors will be required to furnish evidence in writing that they maintain permanent places of business, have adequate areas of business, and have sufficient equipment, finances, and personnel to supply the Custodial/Grounds Services offered satisfactorily and expeditiously.

6. The District will evaluate various factors to determine which Contractor will offer the best value for the District in the performance of Custodial/Grounds Services. Factors upon which the Contractor will be selected to provide these services are:

- a. *Contract Price*
- b. *The reputation of the Contractor and the Contractor's services and references*
- c. *The quality of the Contractor's services*

- d. *The extent to which the goods & services meet the District's needs*
- e. *The Contractor's proximity to the district*
- f. *The Contractors relationship with other school districts in our geographic region*
- g. *The Contractor's ability to provide integrated facilities services*
- h. *Any other relevant factor to Celina ISD*

The District does not award the Custodial/Grounds Services Contract based on low Proposal alone.

This proposal will be awarded in the best interest of Celina ISD to the proposer that presents the best value to Celina ISD. The awarded vendor's proposal and all appendices are considered part of the final negotiated contract. The awarded vendor will be notified by mail or email.

7. It is the policy of the District not to discriminate on the basis of sex, disability, race, color, or national origin in its educational programs and/or activities, nor in its employment practices.

8. Contractor hereby affirmatively states that it has not participated in any act of collusion, favoritism, gratuity, or inside dealings with any member of the District staff of the Celina Independent School District or its Board of Trustees.

9. The District reserves the right to conduct any tests, evaluations, or comparisons it deems necessary to complete the evaluation and Proposal process.

10. The successful Contractor(s) will receive written notification of acceptance by award letter mailed or otherwise furnished.

11. In accordance with Chapter 176 of the Local Government Code, effective January 1, 2006, a person or entity who contracts or seeks to contract with the District for the sale or purchase of property, goods, or services (as well as agents of such persons) are required to file a Conflict of Interest Questionnaire with the District Central Administration Office. Each covered person or entity who seeks to or who contracts with the District is responsible for complying with any applicable disclosure requirements. The Conflict-of-Interest Questionnaire is included in this RFCSP as Exhibit G. The current Local Government Officers of the Celina Independent School District are Kelly Juergens, Jeff Gravley, Tracey Balsamo, and Superintendent Dr. Tom Maglisceau.

12. All Contractors must execute the following Exhibits, where appropriate, which are attached to the RFCSP:

- Exhibit A Custodial Scope & Grounds Scope
- Exhibit B Sample Contract
- Exhibit C Celina Independent School District NCHRI Certification, Fingerprinting and Felony Conviction Disclosure Statement

- Exhibit D Insurance Requirements
- Exhibit E Celina Independent School District RFCSP Response Form
- Exhibit F References Celina Independent School District Custodial/Grounds Services Contract
- Exhibit G Conflict of Interest Questionnaire
- Exhibit H Additional Services
- Exhibit I Bid Sheet

The Contractor is invited to submit any additional materials it feels would be of benefit to the District in considering the award of the Contract.

EXHIBIT A

CUSTODIAL SCOPE – SPECIFICATION OF CLEANING SERVICES

Item: General Duties

A. All campus locations

1. Open buildings and turn on lights at day start
2. Open any doors for the new subs
3. Move stock from truck to storerooms and deliver boxes
4. Move desks and tables (within school as needed)
5. Set up tables and chairs for events as needed
6. Clean and move file cabinets contents as needed
7. Turn off required lighting at shift end
8. Lock all buildings at shift end per district guidelines

Item: Auditorium

A. After each use (plus day support as needed)

1. Sweep and damp mop all hard surface floor areas
2. Vacuum all carpet and rugs, spot cleaning as needed
3. Empty, clean and install trash liners for all wastepaper baskets
4. Dust mop and mop stage area as needed
5. Remove gum from carpet and seats

B. Each Six Months (plus day support as needed)

1. Dust walls - 6 FT AFF
2. Hot water extraction of carpeted areas
3. Detail clean auditorium seats

Item: Cafeteria Responsibility

A. Daily (plus day support as needed) Contractor is required to provide adequate staff to conduct lunch runs to include but not limited to:

1. Trash cans empty with new liners and ready for food services.
2. Mop bucket, mop, broom and wet floor signs prepared
3. Continual cleaning throughout all breakfast and lunch periods
4. Clean after lunch and breakfast to include: sweep, mop, clean and disinfect tables and make ready for next use. Machine scrub floors daily.
5. Disinfect and polish all water fountains
6. Spot clean and disinfect walls and doors - 6 FT AFF
7. Furniture sanitized with damp cloth. After both breakfast and lunch
8. Hard surfaced floors swept and moped with disinfectant
9. Stock all dispensers as needed

B. Monthly (plus day support as needed)

1. Wash out all trash containers

C. Quarterly (or more frequently as needed)

1. Clean and disinfect all walls and doors - 6 FT AFF

2. Clean light fixtures of dust or bugs (fluorescent swing down)

D. Once a Year in Summer Months (additional as needed)

1. Strip, wax, & burnish VCT tile – Limited scope
2. Detail clean tables and chairs – all surfaces
3. Assist with transfer and distribution of district items, (Furniture, supplies, boxes, etc.) as new school open. (Summer)
4. Wash & Clean district furniture, as needed, prior to schools opening, (Per Celina ISD)

Item: Classrooms

A. Daily at all campus locations (plus day support as needed)

1. Sweep and dust mop all hard surfaced flooring
2. Vacuum all carpet and rugs, spot cleaning as needed
3. Empty, clean and install trash liners for all wastepaper baskets
4. Dust clean all horizontal surfaces such as desks, files, window sills, pictures, tables, telephones, etc. being careful not to disturb papers on these surfaces
5. Remove all finger prints, scuff marks, and chewing gum
6. Clean and disinfect tops of desks. Remove marks as necessary. Report permanent damage or graffiti to district maintenance personnel
7. Remove spider webs in corners and windows

B. Weekly (plus day support as needed)

1. Dust computers with feather duster only
2. White boards on Friday only

C. Monthly (plus day support as needed)

1. High Speed all resilient floors – Limited scope
2. Hot water extract all rugs at entrances

D. Once per Year - Summer Restoration

1. Strip, wax, & burnish VCT tile – Limited scope
2. Hot water extraction clean all carpeted areas
3. Clean light fixtures of dust or bugs (fluorescent swing down)
4. Clean window blinds

Item: Day staff responsibilities

A. Daily (plus night support as needed)

1. Monitor halls and stairway areas for trash three times per day
2. Monitor and restock restrooms as necessary three times per day
3. Disinfect and polish all water fountains three times per day
4. Police outside entrance and perimeter for trash and debris
5. Monitor the cafeteria after breakfast and each lunch period, emptying trash and replacing liners, pick up trash off floor and cleaning tables and chairs
6. Detail clean cafeteria in afternoons – refer to Cafeteria Specifications
7. Monitor office, clinic areas, teacher's lounge, and trophy cases
8. Respond to requests for janitorial support for spills, leaks, clean up after ill students, moving desks or furniture, boxes, freight, or other misc. tasks
9. Sweep entrance mats, spot doors and partition glass

10. Detail clean auditorium – refer to Auditorium Specifications
 11. Collect and remove all normal building wastepaper, boxes, trash, and debris to the dumpster area from the cafeteria, common areas, and assembly spaces
 12. Ensure the building envelope remains secure
- B. Weekly (plus night support as needed)
1. Wash and spot clean walls in common and assembly areas
 2. Wash and spot clean glass, attendance office, side glass and partitions
 3. Dust top of lockers
- C. Periodically (plus night support as needed)
1. Assist Celina ISD staff as requested
 2. Remove trash and debris from parking lots and the full exterior grounds.
 3. Assist in spreading ice melt at entrances and sidewalks as requested.

Item: Routine Custodial

- A. Daily (plus day support as needed)
1. Check all doors periodically. Final check of doors at end of cleaning shift
 2. Have cleaning personnel keep all lights off with exceptions to working area
 3. Keep janitor closets locked at all times
 4. Items found during the course of cleaning should be returned into office lost and found. Books, notebooks, clothes, jewelry. etc.
 5. Move desk and chairs to classroom as requested by school representatives
 6. Move tables and chairs for set-ups as requested by school representatives
 7. Provide labor for special projects during the course of the day
 8. Keep entry area wiped dry on rainy days
 9. All custodial closets must be kept clean and orderly

Item: Fine Arts

- A. Daily (plus day support as needed)
1. Sweep and dust mop all hard surfaced flooring
 2. Vacuum all carpet and rugs, spot cleaning as needed
 3. Empty, clean and install trash liners for all wastepaper baskets
 4. Dust clean all horizontal surfaces such as desks, files, window sills, pictures, tables, telephones, etc. being careful not to disturb papers on these surfaces
 5. Remove all finger prints, scuff marks, and chewing gum
 6. Clean tops of desks. Remove marks as necessary. Report permanent damage or graffiti to district maintenance personnel
- B. Weekly (plus day support as needed)
1. Clean and treat all whiteboards – Friday only
 3. Detail clean and sanitize all lab tables
- C. Monthly (plus day support as needed)
1. Burnish all VCT floors – Limited scope
 2. Spot clean and disinfect all walls and doors - 6 FT AFF
- D. Once a Year in Summer Months (plus day support as needed)
1. Strip, wax, & burnish VCT tile – Limited scope

2. Hot water extraction of all carpeted areas
3. Clean light fixtures of dust or bugs (fluorescent swing down)

Item: Athletic Fieldhouse & Gyms

A. Daily (plus day support as needed) - Locker and Restrooms

1. Sweep, mop and sanitize hard flooring. Clean gym floor with approved product
2. Vacuum all carpet and rugs, spot cleaning as needed
3. Clean office areas – refer to Office Specifications
4. Clean gym floors and bleachers before and after games with approved products
5. Disinfect and polish all mirrors, stainless, brightwork and finished surfaces
6. Clean and disinfect all sink, basins, bowls, toilet seats, urinals and showers
7. Disinfect all partitions, tile walls, enamel surfaces, dispensers, and receptacles
8. Clean and stock all toilet tissue, soap, towel, sanitary napkin, & disposal dispensers

B. Weekly (plus day support as needed)

1. Vacuum all carpet and rugs, spot cleaning as needed
2. Thoroughly clean laundry rooms
3. Clean all areas under bleachers. Areas under bleachers must be cleaned thoroughly after each activity prior to folding. Pulling, folding, and securing the bleachers is the responsibility of Celina ISD staff member (Coach etc.)
4. When in use, damp mop bleacher floor treads.

C. Once a Year in Summer Months (plus day support as needed)

1. Strip, wax, & burnish VCT tile – Limited scope
2. Assist coaches' request for special cleaning requests
3. Machine scrub shower and restroom floors.
4. Screen and seal wooden gym floors once per year

Item: Library

A. Daily (plus day support as needed)

1. Vacuum all carpeted areas and rugs. Spot clean carpet as needed
2. Empty, clean and damp wipe all wastepaper baskets and install liners
3. Dust clean all horizontal surfaces such as desks, files, window sills, pictures, tables, telephones, etc. being careful not to disturb papers on these surfaces
4. Wet clean all glass furniture tops and polish as needed
5. Remove all finger prints, smudges and chewing gum from all areas

B. Weekly (plus day support as needed)

1. Dust all picture frames, charts, graphs and similar wall hangings.
2. Dust all ledges, window sills, shelving, fixtures and frames.
3. Dust all vertical surfaces such as walls and partitions – 6 FT AFF
4. Clean all interior partition glass as needed.

C. Quarterly

1. Dust all venetian blinds
2. Dust all ventilation louvers and grills

D. Periodically

1. Hot water extraction of all carpeted areas
2. Clean light fixtures of dust or bugs (fluorescent swing down)

Item: Offices

A. Daily (plus day support as needed)

1. Vacuum all carpeted areas and rugs. Spot clean carpet as needed
2. Empty, clean and install trash liners for all wastepaper baskets
3. Dust clean all horizontal surfaces, such as desks, files, window sills, pictures, tables, telephones, etc., being careful not to disturb papers on the surfaces.
4. Clean all glass furniture tops, damp wipe and polish as necessary.
5. Remove all finger prints, smudges and chewing gum from all areas
6. Sweep and wet mop hard surface floors

B. Weekly (plus day support as needed)

1. Dust clean all horizontal surfaces, window sills, pictures, tables, ledges, etc.
2. Dust all vertical surfaces such as walls and partitions – 6 FT AFF
3. Dust computers with feather duster only
4. Clean walls, doors, light switch covers, glass, vision panels, and door handles

C. Quarterly

1. Dust all venetian blinds, ventilation louvers and grills
2. Clean light fixtures of dust or bugs (fluorescent swing down)

D. Periodically

1. Hot water extraction clean all carpet areas as needed.
2. Clean interior office windows, glass doors and side lights – 6 FT AFF

Item: Outside policing

A. Daily

1. Sweep exterior entrances, police trash and debris, and empty trash cans

B. As Needed

1. Wash clean entry mats
2. Wash clean outside trash containers
3. Assist in spreading ice melt at entrances and sidewalks as requested

Item: Public Areas

A. Daily (plus day support as needed)

1. Sweep and machine scrub all hard surfaced flooring
2. Vacuum all carpeted areas and rugs. Spot clean carpet as needed
3. Sweep and mop all stairways
4. Empty, clean and install trash liners for all wastepaper baskets
5. Collect and remove all normal building wastepaper, boxes, trash, and debris to the dumpster area from the cafeteria, common areas, and assembly spaces
6. Dust clean all horizontal surfaces, window sills, pictures, tables, ledges, etc.
7. Disinfect and polish all water fountains
8. Spot clean all baseboards
9. Remove all finger prints, smudges and chewing gum from all areas

10. Spot clean glass partitions, walls, doors, locker tops & sides, vending machines, etc.
11. Clean all directory boards and trophy cases as necessary, remove smudges

B. Weekly

1. Clean all partition glass and handrails

C. Quarterly

1. Clean window blinds

D. Annually (as needed)

1. Strip, wax, & burnish VCT tile – Limited scope
2. Hot water extraction of all carpeted areas
3. Interior lockers to be cleaned the first week of summer break
4. Wet clean all baseboards

E. Periodically

1. Hot water extraction of carpeted areas as needed

Item: Restrooms

A. Daily (plus day support as needed)

1. Sweep, mop and sanitize hard flooring.
2. Disinfect and polish all mirrors, stainless, brightwork and finished surfaces
3. Clean and disinfect all sink, basins, bowls, toilet seats, urinals and showers
4. Disinfect all partitions, tile walls, enamel surfaces, dispensers, and receptacles
5. Clean and stock all toilet tissue, soap, towel, sanitary napkin, & disposal dispensers
6. Empty, clean and install trash liners for all wastepaper baskets
7. Remove graffiti from walls – report permanent damage to CISD
8. Install air fresheners as supplied by CISD

B. Weekly

1. Wash walls, partitions,
2. Dust all lighting fixtures, vents, and air conditioning grills
3. Scrub floors as needed

Item: Mechanical & Storage Rooms

A. Annually or requested

1. Sweep and mop floor areas as needed
2. Dust equipment surfaces, piping, ducting, and high surfaces
3. Electrical panels and other mechanical equipment may not be blocked by supplies or equipment at any time in accordance with local, state, and federal safety guidelines

Item: Specialized Cleaning – One-off billable

A. As requested by CISD Administration

1. Hydrostatic spray of schools or select areas upon request
2. High dusting - clean and dust exposed ducts and beams, vents, etc., as
3. Pressure wash designated areas as requested by Celina ISD.
4. Clean high interior and exterior glass as requested by Celina ISD.
5. In the event of flood, cleaning and drying carpet – flood water extraction.

EXHIBIT A - CONTINUED

GROUNDS SCOPE – SPECIFICATION OF LANDSCAPE SERVICES

The exterior grounds making up the maintained area covered by the RFCSP will include the following locations totaling **104.52 acres**:

A. **Celina Primary School** – 507 E. Malone St., Celina, TX 75009

Transportation – 710 East Pecan St., Celina, TX 75009

CMS Sixth Grade – 706 East Pecan St., Celina, TX 75009

Celina Junior High – 710 East Pecan St., Celina, TX 75009

Grounds Maintained: 431,278 SF / 9.90 Acres

Provide 36 cycles of routine grounds maintenance to include: mow, edge, line trim, trash & debris pick up for all exterior areas, and weed control including parking lots and walkways for **9.90 Acres**.

B. **Lykins Elem. School** – 550 South Utah Cr., Celina, TX 75009

Grounds Maintained: 213,212 SF / 4.89 Acres

Provide 36 cycles of routine grounds maintenance to include: mow, edge, line trim, trash & debris pick up for all exterior areas, and weed control including parking lots and walkways for **4.89 Acres**.

C. **O'Dell Elem. School** – 750 Punk Carter Pkwy, Celina, TX 75009

Grounds Maintained: 273,279 SF / 6.27 Acres

Provide 36 cycles of routine grounds maintenance to include: mow, edge, line trim, trash & debris pick up for all exterior areas, and weed control including parking lots and walkways for **6.27 Acres**.

D. **Martin Elem. School** – 2905 N. Louisiana Dr. Celina TX 75009

Grounds Maintained: 270,500 SF / 6.02 Acres

Provide 36 cycles of routine grounds maintenance to include: mow, edge, line trim, trash & debris pick up for all exterior areas, and weed control including parking lots and walkways for **6.02 Acres**.

E. **Moore Middle School** – 300 E. G.A. Moore Pkwy, Celina, TX 75009

Grounds Maintained: 2,001,031 SF / 45.94 Acres

Provide 36 cycles of routine grounds maintenance to include: mow, edge, line trim, trash & debris pick up for all exterior areas, and weed control including parking lots and walkways for **45.94 Acres**.

F. **Celina High School** – 3455 N. Preston Rd., Celina, TX 75009

Celina HS Athletic Complex – 10499 Co Rd 103., Celina, TX 75009

AG Shop – 3455 N. Preston Rd., Celina, TX 75009

Out Buildings – 3455 N. Preston Rd., Celina, TX 75009

Grounds Maintained: 1,738,153 SF / 39.90 Acres

Provide 36 cycles of routine grounds maintenance to include: mow, edge, line trim, trash & debris pick up for all exterior areas, and weed control including parking lots and walkways for **39.90 Acres**.

G. **Celina Administration** – 205 S. Colorado St., Celina, TX 75009

Grounds Maintained: 39,516 SF / 0.91 Acres

Provide 36 cycles of routine grounds maintenance to include: mow, edge, line trim, trash & debris pick up for all exterior areas, and weed control including parking lots and walkways for **0.91 Acres**.

Celina ISD Ground Maintenance Total Acres: 113.84Acres

Weed control scope to be provided in the proposer's packet.

EXHIBIT B

CUSTODIAL AND GROUNDS SERVICES CONTRACT

This Custodial and Grounds Services Contract ("Contract") is entered into this the ____ day of _____, 20____, by and between the Celina Independent School District ("District") and _____ ("Contractor"), pursuant to the terms and conditions set forth in this Contract.

In addition to the terms and conditions set forth in this Contract, this Contract incorporates the Request for Competitive Sealed Proposal for Custodial and Grounds Services and all exhibits and attachments thereto ("RFCSP") as though the RFCSP was set forth and copied at length herein.

In consideration for the mutual promises and covenants contained in this Contract, the District agrees to purchase custodial and grounds services ("Custodial and Grounds Services") to be performed at all requested District facilities ("Facilities,") from the Contractor, and the Contractor agrees to perform the Custodial and Grounds Services at all District Facilities pursuant to the terms and conditions contained in this Contract.

1. Definitions

District:	Celina Independent School District 205 S. Colorado Celina, Texas 75009
District Manager:	David Wilson Coordinator of Administrative Services
Contractor	_____ _____ _____
Project:	Custodial and Grounds Services
Commencement Date:	July 1, 2023
Contract Term:	Three (3) years
Renewal Provision:	Renewable for two (2) additional one-year terms
Contract Price:	The Contract price is set forth in Attachment 1 to this Contract and is incorporated herein if fully set forth and copied at length herein.

2. Services

- A. The contractor agrees to perform for District the Custodial and Grounds Services at the District Facilities, as set forth in the RFCSP. The contractor agrees to ensure that each Contractor's employees understand and comply with the specifications contained as well as the other applicable terms and conditions of this Contract.
- B. Contractor acknowledges that the Custodial and Grounds Services are to be provided on all specified District Facilities, that District shall continue the normal operation and occupancy of the District Facilities, and that such operation and occupancy during the hours Contractor performs the Custodial and Grounds Services is of critical importance. Contractor shall use its best efforts to minimize any interference with the operation of the

District Facilities by District, or the use and occupancy of the District Facilities by District's students, employees, and guests, including but not limited to: no non-emergency repairs or routine cleaning in certain areas when students are participating in state testing.

- C. The contractor shall perform all work in accordance with good practices and generally accepted methods and standards, free from defects. The contractor shall perform the Custodial and Grounds Services in accordance with Exhibit A of RFCSP, Custodial Scope and Grounds Scope (“Services”).

Time is of the essence of this Contract, and the Contractor shall not deviate from the Services without the District's consent. Contractor shall desist immediately from performing the Custodial and Maintenance Services if, in the sole judgment of District, Contractor's activities constitute a nuisance or interruption in the activities of the District Facilities students, employees, or guests. Immediately upon so desisting with the Custodial and Grounds Services, the Contractor shall contact District to reschedule the Custodial and/or Grounds Services for a mutually agreeable time.

- D. Before commencing Custodial and Grounds Services, the Contractor shall secure and pay for all permits, approvals, governmental fees, certificates, licenses, and inspections, if any, necessary for the proper performance of the Custodial and/or Grounds Services. The originals of all such permits, approvals, licenses, and certificates, if any, shall be delivered to District upon receipt by Contractor. If the Contractor observes that this Contract is at variance with any applicable code, rule, or regulation, the Contractor shall immediately notify District in writing.

3. Term

- A. The term of this Contract is as described above, commencing on the Commencement Date and will be for a (3) three-year term, renewable for up to two (2) extended terms with the consent of both parties for a maximum of five (5) years. Notice of intent to extend will be given at least 60 days in advance from the expiration of the any term. Notwithstanding the preceding, either party hereto shall have the right, at its sole election, to terminate this Contract after the first year, for any cause whatsoever, upon the delivery of sixty (60) days written notice to the other party.

The Contractor understands and agrees that if the Custodial and Grounds Services Contract will exceed one (1) year in duration, the District's Board retains the continuing right to terminate the Contract at the end of the budget period during the term of the Contract. The continuation of the Contract is conditioned on a best-effort attempt by the Board to obtain and appropriate funds for payment of the Contract.

- B. The district can terminate the Contract upon ten (10) business days written notice to the Contractor for the following reasons if Contractor has not cured the default/problem within ten (10) business days of receiving the notice:
 - i. Contractor fails to perform scheduled Custodial and Grounds Services;
 - ii. Contractor fails to provide competent and adequate labor to perform the Custodial and Grounds Services;
 - iii. The contractor fails to furnish sufficient quantities of materials to complete the Custodial and Grounds Services as set forth in this Contract; or
 - iv. The contractor fails to pay employees, material men, or other individuals or entities to whom the contractor is obligated in connection with the Contract.

Additionally, District may terminate the Contract immediately upon giving written notice if any of the following occurs and the District determines that Contractor is unable to continue full performance of the Contract:

- i. The contractor is insolvent, files any petition in bankruptcy, or is forced into bankruptcy by a creditor;
- ii. The contractor makes a general assignment for the benefit of collectors;
- iii. A receiver is appointed for all or substantially all of the Contractor's assets;
- iv. Execution is levied upon any material part of Contractor's property; or Contractor disregards or violates any applicable law, statute, ordinance, regulation or any order of any public authority or otherwise does not comply with the terms and conditions of any permit, license, or approval required to perform the Custodial and Grounds Services under this Contract.

If the Contract is terminated for any of the reasons under Section B, District will be entitled to reimbursement for damages or losses sustained by District by reason of the Contractor's default. District may deduct any amount payable to Contractor under this Contract in any amount sufficient to cover such damages or losses.

4. Payment.

District agrees to pay Contractor for all Custodial and Grounds Services performed by Contractor, as Custodial and Grounds Services are completed, and in accordance with Exhibit 1. The contractor may bill District monthly, but not more frequently. Payment in full is due thirty (45) days from the date of billing.

5. Relationship of Parties.

Contractor's relationship with District is that of an independent contractor, and nothing in this Contract shall be construed to designate Contractor, or any of its employees, as employees, agents, joint ventures or partners as employees of District. The contractor shall exercise its discretion on the method and manner of performing its duties, and District will not exercise control over Contractor, its employees, equipment, or facilities except insofar as may be reasonably necessary to ensure performance and compliance with this Contract. The District's failure to require cessation of the Custodial and Grounds Services shall not be deemed an acceptance of the Custodial and Grounds Services or an admission that the Custodial and Grounds Services are acceptable. None of the benefits provided by District to District's employees, including, but not limited to, compensation insurance and unemployment insurance, are available from District to Contractor or the employees, agents, or servants of Contractor.

6. Labor and Materials.

The contractor shall furnish, at its own expense, all labor, materials, and consumables necessary to carry out the terms of this Contract. It is the responsibility of the Contractor that any equipment provided by the Contractor or its employees shall be kept in good repair and proper working order. Any inspection, maintenance, repairs, modifications, or replacement of this equipment shall be the sole responsibility of the Contractor.

7. Compliance with Laws and Regulations.

Contractor agrees to comply with all federal, state, county, municipal, and other local laws, rules, regulations, and District Board policies which are now, or may in the future, become applicable to Contractor or Contractor's business, equipment and personnel engaged in operations covered by this Contract or accruing out of the performance of such operation.

8. Insurance.

At all times during the term of this Contract, the Contractor shall, at Contractor's expense, procure the insurance coverage hereinafter described and set forth in Exhibit D to the RFCSP. All such policies (except workers' compensation and employers' liability) shall name District and Manager as additional insured's. Further, each insurance policy shall contain an endorsement requiring the insurer to provide District with thirty (30) days written notice prior to the cancellation of the policy. Insurance coverage shall be as follows:

- A. Workers Compensation insurance in kind and amount as prescribed by statute. Additionally, the Contractor shall provide an endorsement to the Worker's Compensation policy, which grants a waiver of subrogation in favor of the District.
- B. Employers Liability insurance with a limit of not less per occurrence than that indicated on Exhibit D hereof.
- C. Commercial General Liability insurance with a combined single limit of not less than that indicated on Exhibit D hereof, per occurrence, applying to bodily injury and property damage, with Broad Form Liability Endorsement on an occurrence basis and including coverage for the hazards of operation, independent contractors, products and completed operations (for two (2) years after the date of final acceptance of the Custodial and Grounds Services by District) and contractual liability specifically covering the indemnification provisions of Paragraph 8 hereof. Such insurance shall include an endorsement providing that the insurance afforded under Contractor's policy is primary insurance as respects District and that any other insurance maintained by District is excess and non-contributing with the insurance required hereunder. Additionally, such insurance shall include legal liability coverage for the dishonest acts of Contractor's employees.
- D. Commercial Automobile Liability insurance covering all owned, non-owned, and hired automobiles with a combined single limit of not less than that indicated on Exhibit D hereof, per occurrence, for bodily injury and property damage.
- E. Umbrella Liability insurance with a combined single limit of not less than that indicated on Exhibit D hereof, per occurrence, for bodily injury and property damage.
- F. All insurance policies required above are subject to the District's approval and shall be written with solvent insurance companies authorized to do business in the State of Texas. Contractor shall furnish, or cause to be furnished, original certified copies of certificates or (at District's option) policies of insurance to District, prior to or upon execution of, this Contract, evidencing the insurance coverage described above, and shall furnish such evidence of all renewals to District, as District shall reasonably require, at least thirty (30) days prior to the expiration thereof.

9. Hold Harmless.

CONTRACTOR SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS THE INDEMNIFIED PARTIES (HEREINAFTER DEFINED) FROM AND AGAINST ALL CAUSES OF ACTION, CLAIMS, INCLUDING, BUT NOT LIMITED TO CAUSES OF ACTION AND CLAIMS FOR NEGLIGENCE, STRICT LIABILITY AND GROSS NEGLIGENCE, DAMAGES, LIENS, DEMANDS, COSTS, EXPENSES, AND LIABILITIES, INCLUDING REASONABLE ATTORNEYS' FEES AND COURT COSTS, (COLLECTIVELY, "CLAIMS" AND INDIVIDUALLY, A "CLAIM"), ARISING IN FAVOR OF ANY PERSONS (INCLUDING ANY INDEMNIFIED PARTY) WHICH, IN WHOLE OR IN PART, ARISES OUT OF OR RESULTS FROM OR IS IN ANY WAY RELATED TO

- (I) ANY ACT OR OMISSION OF CONTRACTOR OR CONTRACTOR'S EMPLOYEES, AGENTS, LICENSEES OR SUBCONTRACTORS,
- (II) THE OPERATION OF CONTRACTOR'S EQUIPMENT AT THE PROJECT, OR
- (III) ANY FAILURE BY CONTRACTOR OR ITS EMPLOYEES, AGENTS OR SUBCONTRACTORS TO COMPLY WITH THE TERMS AND OBLIGATIONS OF THIS CONTRACT. THESE OBLIGATIONS TO DEFEND, INDEMNIFY AND HOLD HARMLESS SHALL BE VALID AND BINDING REGARDLESS OF ANY CLAIMS, ALLEGATIONS OR FINDINGS OF NEGLIGENCE AGAINST ANY INDEMNIFIED PARTY, BUT SHALL NOT APPLY IF THE CLAIM RESULTS SOLELY FROM THE NEGLIGENCE OF AN INDEMNIFIED PARTY. CONTRACTOR SHALL KEEP THE PROJECT FREE OF ALL LIENS REPRESENTING CLAIMS, WHICH PURPORT TO BE BASED ON ANY MAINTENANCE AND CUSTODIAL SERVICES OR MATERIALS ALLEGEDLY PROVIDED AT THE REQUEST OR ON THE AUTHORITY OF THE CONTRACTOR OR ANY OF ITS SUBCONTRACTORS. "INDEMNIFIED PARTIES" MEANS THE DISTRICT, ITS ADMINISTRATORS, EMPLOYEES, AGENTS, SERVANTS, TRUSTEES, AND ATTORNEYS.

10. Limit of Liability.

Notwithstanding any other provision in this Contract to the contrary, Contractor specifically agrees to look solely to the District's interest in the Custodial and Grounds Services for the payment or performance of any of District's obligations hereunder, and District, its partners, shareholders and/or other direct or indirect equity Districts of District, shall never be personally liable for such payment or performance.

11. Binding Effect.

The parties intend that the terms, conditions, and provisions of this Contract shall be legally binding upon and inure to the benefit of and be enforceable by each of the parties hereto and their respective successors and assigns.

12. Default.

If either party defaults in the performance of any of its obligations, the non-defaulting party may send a written notice reasonably describing the default. If the defaulting party, within a reasonable time (not to exceed ten (10) business days after receipt of the notice) does not cure the default, the non-defaulting party may with ten (10) business days written notice, terminate this Contract and/or pursue all other available remedies as may be available at law or in equity.

13. Attorneys' Fees.

Pursuant to Texas Local Government Code §271.159, attorneys' fees incurred by either the District or the Contractor shall not be awarded to any party in any legal proceedings or dispute involving this Contract.

14. Venue.

The Contractor understands and agrees that the exclusive venue for any litigation arising from this Contract shall be in Collin County, Texas, and the Contractor consents to such exclusive jurisdiction.

15. Taxes.

The Contractor understands and agrees that the District is exempt from payment of any Texas Sales Tax or Federal Excise Tax as allowed by law.

16. Non-Assignment.

Neither the District nor the Contractor may assign their duties or obligations under this Contract without the express written permission of the other party.

17. Entire Agreement.

This Contract and the Exhibits hereto constitute the full understanding between the District and Contractor as of the date of execution of this Contract.

18. Amendments.

This Contract may not be altered, changed or amended, except by an instrument in writing signed by both parties hereto.

19. Authority.

Each person signing this Contract on behalf of a party hereto represents and warrants that such person has full authority to enter into this contract on behalf of that party.

20. Notices.

Any notice, approval, or other communication required hereunder must be in writing and shall be deemed given if delivered by hand or mailed by registered mail or certified mail addressed to the parties hereto indicated above. Either party may change its address upon thirty (30) days' written notice to the other party.

21. Severability.

In case anyone or more provisions set forth in this Contract shall for any reason be held invalid, illegal or unenforceable in any respect, any such invalidity, illegality or unenforceability shall not affect any other provision of this Contract, and this Contract shall be construed as if such invalid, illegal or unenforceable provision had never been incorporated therein.

22. No Discrimination.

The contractor will not discriminate against any employee or applicant for employment by Contractor because of race, creed, color, age, sex, marital status, or national origin. The contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, creed, color, sex, marital status, or national origin. The contractor agrees to post in conspicuous places notices setting forth the provision of this Section.

23. Confidentiality.

Except as otherwise provided herein, Contractor shall hold in confidence and not disclose to others, business or technical information disclosed to Contractor by District or acquired by Contractor in the course of performing the Custodial and Grounds Services hereunder for District. The obligations of confidentiality do not apply to information that (i) is or becomes part of the public domain, or (ii) is required to be publicly disclosed under law.

24. Public Information Act.

The Contractor understands that the District is a governmental body subject to the Texas Public Information Act ("Act"). The Contractor understands that the District will comply with the Act, and with all opinions of the Texas Attorney General's office regarding the Act.

25. Force Majeure.

Contractor will not be held responsible or liable for any breach, loss, damage, detention or delay caused by fire, explosion, theft, lightning, windstorm, earthquake, floods, storms, riots, civil commotion, malicious mischief, acts of God, or by any other cause beyond Contractor's reasonable control, whether or not the same is herein specified. Strikes or lockouts will not affect the terms and conditions outlined within this Contract.

26. Criminal History Records.

The Contractor understands and agrees that, pursuant to Texas Education Code §22.0834(d), the Contractor, his agents, servants, or employees will not be allowed to perform any duties in connection with the Custodial and Grounds Services Contract at any District Facility until the District has obtained from the Contractor all National Criminal History Record Information ("NCHRI") and fingerprinting process through the Texas Department of Public Safety for the Contractor and its agents, servants, and employees. The Contractor shall, prior to performing any work the Custodial and Grounds Services Contract, certify to the District that the Contractor has obtained the NCHRI and fingerprinting for the Contractor and its agents, servants, and employees and provide this NCHRI to the District.

Executed in Collin County, Texas on this _____ day of _____, 20____.

Contractor

By: _____

(Printed Name)

(Title)

State of Texas
County of Collin

Before me, a notary public, on this day personally appeared the above signed, known to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that he/she has read the above document and any statements therein contained are true.

Notary Public in and for the State of Texas

Dr. Tom Maglisceau, Superintendent
Celina Independent School District

State of Texas
County of Collin

Before me, a notary public, on this day personally appeared the above signed, known to be to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that he/she has read the above document and any statements therein contained are true.

Notary Public in and for the State of Texas

CONTRACTORS PROPOSED FTE AND STAFFING TOTALS

Please fill in FTEs and man-hours proposed for each facility location for day and night shifts and District-wide totals. FTE totals will not include Project Manager as required by proposal specifications. The District will utilize this part of the proposal in its decision-making process to determine adequate staffing by the Contractor. FTEs equal to 8 man-hours.

	<u>Day Hrs</u>	<u>Night Hrs</u>	<u>Day FTE</u>	<u>Night FTE</u>
Celina Primary School				
Lykins Elementary School				
O'Dell Elementary School				
CMS 6th Grade Campus				
Celina Junior High				
Moore Middle School				
Celina High School				
Celina HS Athletic Complex				
Celina Administration				
Transportation				
AG Shop				
Out Buildings				
Totals	Total Day	Total	Total Day	Total Night

Total District Man Hours

Total District FTE's

The contractor will provide not less than 70% of man-hours as required by proposal specifications for summer cleaning.

EXHIBIT C

**CELINA INDEPENDENT SCHOOL DISTRICT
NCHRI CERTIFICATION
FELONY CONVICTION DISCLOSURE STATEMENT**

NCHRI Certification

Pursuant to Texas Education Code §22.0834(d), the undersigned Contractor certifies that the Contractor has obtained all National Criminal History Record Information (“NCHRI”) for the Contractor and its agents, servants, and employees.

The Contractor further certifies that the Contractor has provided the NCHRI for the Contractor and its agents, servants, and employees to the District.

Fingerprinting Certification

The Contractor certifies that each employee has completed the fingerprinting process through the Texas Department of Public Safety. Any individual that has committed a criminal offense that would exclude that employee from working for a school district under Texas Education Code or Texas State Law shall not be assigned to any job within this contract.

Felony Conviction Disclosure Statement

Section 44.034, Texas Education Code, Notification of Criminal History, Subsection (a), states, "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator has been convicted of a felony. A notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states, "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

This notice is not required of a publicly-held corporation.

I, the undersigned agent for the firm named below, certify that: (i) I have obtained the NCHRI for the Contractor, its agents, servants, and employees; (ii) I have provided the NCHRI for the Contractor, its agents, servants, and employees to the District; and, (iii) the information concerning notification of felony conviction for the Contractor, its agents, servants, or employees has been reviewed by me and the following information furnished is true to the best of my knowledge.

Company Name

Signature of Authorized Company Official

Authorized Company Official’s Name (Please print)

- My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.
- My firm is not owned or operated by anyone who has been convicted of a felony.
- My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

Details of Conviction(s): _____

Signature of Company Official: _____

EXHIBIT D

The selected Vendor must maintain the following insurance policies, at the minimum policy limits set forth below throughout the entire term of its contract and/or service with CISD. Such policies shall be written on an occurrence basis, with companies with an A.M. Best Rating of A-VII or better. **CISD shall be named as an additional insured on all such policies.** Proof of insurance must be submitted with RFCSP.

Insurance Requirement Limits:

A. General Liability	General Aggregate	\$4,000,000
	Products-Comp/ or Aggregate	\$4,000,000
Commercial General Liability	Personal & Adv. Injury	\$2,000,000
Claims Made Occur.	Each Occurrence	\$2,000,000
Owner's Contractor's Prot.	Damage to Rented Premises	\$300,000
	Med. Expense (any one person)	\$10,000
B. Automobile Liability	Combined Single Limit	\$1,000,000
Any Auto	Bodily Injury (per person)	
Any Auto	Bodily Injury (per accident)	
Any Auto	Property Damage (per accident)	
C. Umbrella from Excess Liability	Each Occurrence	\$4,000,000
	Aggregate	\$4,000,000
D. Worker's Compensation	Statutory Limits	
	Each Accident	\$1,000,000
	Disease Policy Limit	\$1,000,000
	Disease Each Employee	\$1,000,000
E. Third-Party Crime	Employee Theft	\$1,000,000

Should any of the above-described policies be canceled before the expiration date, the issuing company will mail thirty (30) days written notice to the certificate holder, CISD.

The contractor shall agree to waive all right of subrogation against the district, its officials, employees, and volunteers for losses arising from the work performed by the contractor for the district.

EXHIBIT E

**CELINA INDEPENDENT SCHOOL DISTRICT RFCSP RESPONSE FORM
CUSTODIAL AND GROUNDS SERVICES**

Proposal Due Date & Time:
Proposer Award Notification:

June 19, 2023, at 3:00 P.M.
On or after June 21, 2023
Celina Independent School District
By David Wilson, Coordinator of Admin. Svc.

RESPOND TO:

David Wilson
Coordinator of Administrative Services
Celina Independent School District
Attn: Custodial and Grounds
205 S. Colorado St.
Celina, Texas 75009
Telephone: (469) 742-9400 x 1124

Company Information:

Company Name

Address

State/City/Zip

Area Code & Telephone Number

Area Code & Fax Number

Authorized Representative

Authorized Representative Title

Email Address

I, the undersigned, as the owner or legally authorized representative of the above named company, by signing the following statement, agree that I have read and understand all of the Instructions and Specifications contained herein, and that if accepted by the Celina Independent School District, all of the provisions will be incorporated as part of a binding contract between Celina Independent School District and our company. I also certify that this Proposal is made without previous understanding, agreement, or connection with any person, firm, or corporation making a proposal for the same contract, and is in all ways fair and without collusion or fraud.

Authorized Signature

Signature Date

EXHIBIT F

**REFERENCES
CELINA INDEPENDENT SCHOOL DISTRICT
CUSTODIAL AND GROUNDS SERVICES CONTRACT**

List below five (5) references for which you have completed projects for in the past 12 months.

1. _____
Institution Name

Street Address

City/State/Zip

Contact

Telephone Number

Email Address

2. _____
Institution Name

Street Address

City/State/Zip

Contact

Telephone Number

Email Address

3. _____
Institution Name

Street Address

City/State/Zip

Contact

Telephone Number

Email Address

4. _____
Institution Name

Street Address

City/State/Zip

Contact

Telephone Number

Email Address

5. _____
Institution Name

Street Address

City/State/Zip

Contact

Telephone Number

Email Address

EXHIBIT G

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.
This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).
By law, this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.
A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1] Name of a person who has a business relationship with local governmental entity.

2]

Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3] Name of local government officer with whom the filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.

4]

Signature of person doing business with the governmental entity

Date

Exhibit H Additional Services

Janitorial - Night	All janitorial areas, housekeeping, and partial custodial
Day Support	Including cleaning, custodial, and floor care
Custodial	General custodial duties
General Labor	Includes general construction and demo skill set
Floor Restoration & Refinishing	Includes all types of floor restoration and refinish
Special Projects	Includes painting work for interior wall finishes and other maintenance or project work under the direct supervisor of a project manager
Grounds Maintenance	Complete grounds maintenance of all district property. Regular maintenance includes mow, edge, trim, hedges, weed mgmt., fertilizer, tree trimming, irrigation, weed control (including in parking & walkways), & all standard grounds maintenance duties - 36 cycles.
Maintenance - Routine	Experienced technician with general facility service skills
Maintenance - Skilled	Skilled Craftsman with abilities across all facility disciplines
Fabricator - Construction	Fabricate, weld, and create solutions for repair that do not require installation of new equipment or structure.
Electrical - Helper	General electrical and lighting maintenance skills - lamps/ballasts and most trim install
Electrical - Apprentice	licensed as an electrical apprentice, capable of performing all electrical work short of service build and distribution
Electrical - Journeyman	Licensed as a Journeyman Electrician by the State of Texas. Can handle all electrical work not requiring a permit
Electrical - Master	Installation and repair all electrical service from utilities, transformer set, service build, panel and gear install, and distribution. Licensed as a Master Electrician by the State of Texas
General Carpentry	Framing, woodwork, millwork, and finished carpentry
Elevator Repair & Maintenance	Inspection and maintenance including most repairs not requiring manufacture technicians
Elevator Inspections	Annual inspection, certification, and state fees
HVAC Preventative Maintenance	Quarterly preventative maintenance of all HVAC equipment - includes the basic labor for the annual service
HVAC Mechanical Inspection	Capable of handling all aspects of the full annual inspection and service. Includes diagnostic work and the repairs that derive from this data. Licensed by the State of Texas as a service technician
HVAC-R Service & Installation	Licensed HVAC and refrigeration specialist. Capable of repaired or replacing any time of cooling, heating, ventilation, or refrigeration equipment including food service.
Food Service Equipment	Provide preventative maintenance and repair services for all kitchen equipment hot and cold side per request
Refrigeration	Provide preventative maintenance and repair services for refrigeration equipment including freezers, coolers, ice machines, etc.
Integrated Pest Management	Licensed by the State of Texas as commercial applicator. Handles all aspects of IPM policies and compliance
Door, Frame, & Hardware	Capable of handling routine maintenance and repair of doors, frames, locks, and hardware

Locksmith Services	Licensed locksmith by the State of Texas. capable of handling all locksmithing and access control requirements
Lighting General	Includes re - lamping and all lifts required to execute the repairs
Lighting Exterior	Includes wall packs, security lighting, and parking lot pole lights
Lighting Stadium & Athletics	Includes 110FT bucket truck and all OSHA equipment and certifications to execute high work
Plumbing - Maintenance	Licensed plumbing apprentice and line cleaner by the State of Texas
Plumbing - Journeyman	Licensed by the State of Texas as Journeyman plumber. Capable of performing all plumbing work that does not require permit. This includes all work performed under the supervision of a Master Plumber
Plumbing - Master	Capable of performing all plumbing work. Licensed by the State of Texas as a Master Plumber. Can handle new construction, boilers, chillers, industrial piping, and general plumbing system install
Plumbing - Backflow	Backflow installation and rebuild including for domestic and fire
Fire & Life Safety	Includes inspection of fire extinguishers, fire panels, wet systems, kitchen hood vents, kitchen fire suppression, backflow on fire loop, etc.
Roofing & Building Envelope	Provide roof system and exterior envelope maintenance and repair
Construction Services	Including interior build out, finishes, flooring, walls, and ceiling.
Site Improvement	Including maintenance of drainage, flat concrete, driveways, walkways, parking lots, fencing, gates, signage, etc.
Welding Services	Provide for all types of welding needs
Project Management	Manage all project work
Training & Staff Development	All facility support positions
Windows - High	Less than (4) stories utilizing appropriate lifts
Windows - Low	Ground level or six-foot ladder work
Consulting - Process and system design	Inventory MGMT, Time & Motion Studies, communication plan design and roll out, and process mapping
Consulting - Structural analysis and design	Structural analysis and evolution including space planning and interior construction design and build work
Professional Engineer	Licensed Professional Engineer - Structural, Mechanical, or Civil
Networking Services	Including network build, router install, server set up, etc.
Equipment Provided	Scissor lifts (all heights), platform lifts (all heights) including for exterior use, bucket trucks all heights including coverage for stadium lighting, dump trucks, dump trailer, mini excavators, backhoes, trenchers, trailers, brush hog, mowers, finish mowers, bat-wing mowers, salt - sand spreaders, top dressers, and all other equipment required to execute the district's operations.

Exhibit I - Bid Sheet

To The Celina ISD:

I have received a Request for Proposal as prepared by the District for Custodial and Grounds Services for its operations. I agree and submit all documents as required by the RFCSP, and its specifications, and our Company submits the following price quotes for your complete custodial and grounds maintenance needs.

Cost Breakdown of Contractor's Proposal is as follows:

Annual Cost per Year for five (5) Contract Years

Janitorial / Custodial

Grounds Maintenance

SY 2023-2024	\$	_____	\$	_____
SY 2024-2025	\$	_____	\$	_____
SY 2025-2026	\$	_____	\$	_____
SY 2026-2027	\$	_____	\$	_____
SY 2027-2028	\$	_____	\$	_____

Cost Per Sq. Ft for Each School Year

SY 2023-2024	\$	_____
SY 2024-2025	\$	_____
SY 2025-2026	\$	_____
SY 2026-2027	\$	_____
SY 2027-2028	\$	_____

Company Name _____

Address and State of Corporate Offices _____

Authorized Signature: _____ Date: _____

Telephone: _____ Fax: _____

Email: _____

I have attached all pages of this RFCSP, signed all required areas, and enclosed my certificate of insurance, felony conviction notification, proof of experience required, and list of references. **This total RFCSP will become the basis of any agreement between the District and the Contractor.**

EXHIBIT B

CUSTODIAL AND GROUNDS SERVICES CONTRACT

This Custodial and Grounds Services Contract ("Contract") is entered into this the 15 day of June, 2023, by and between the Celina Independent School District ("District") and Leaf and Lawn LLC ("Contractor"), pursuant to the terms and conditions set forth in this Contract.

In addition to the terms and conditions set forth in this Contract, this Contract incorporates the Request for Competitive Sealed Proposal for Custodial and Grounds Services and all exhibits and attachments thereto ("RFCSP") as though the RFCSP was set forth and copied at length herein.

In consideration for the mutual promises and covenants contained in this Contract, the District agrees to purchase custodial and grounds services ("Custodial and Grounds Services") to be performed at all requested District facilities ("Facilities,") from the Contractor, and the Contractor agrees to perform the Custodial and Grounds Services at all District Facilities pursuant to the terms and conditions contained in this Contract.

1. Definitions

District: Celina Independent School District
205 S. Colorado
Celina, Texas 75009

District Manager: David Wilson Coordinator of Administrative Services

Contractor Leaf and Lawn LLC
Justin Adcock
27790 Hwy 84
Whitesboro, TX 76273

Project: Custodial and Grounds Services

Commencement Date: July 1, 2023

Contract Term: Three (3) years

Renewal Provision: Renewable for two (2) additional one-year terms

Contract Price: The Contract price is set forth in Attachment 1 to this Contract and is incorporated herein if fully set forth and copied at length herein.

2. Services

- A. The contractor agrees to perform for District the Custodial and Grounds Services at the District Facilities, as set forth in the RFCSP. The contractor agrees to ensure that each Contractor's employees understand and comply with the specifications contained as well as the other applicable terms and conditions of this Contract.
- B. Contractor acknowledges that the Custodial and Grounds Services are to be provided on all specified District Facilities, that District shall continue the normal operation and occupancy of the District Facilities, and that such operation and occupancy during the hours Contractor performs the Custodial and Grounds Services is of critical importance. Contractor shall use its best efforts to minimize any interference with the operation of the

District Facilities by District, or the use and occupancy of the District Facilities by District's students, employees, and guests, including but not limited to: no non-emergency repairs or routine cleaning in certain areas when students are participating in state testing.

- C. The contractor shall perform all work in accordance with good practices and generally accepted methods and standards, free from defects. The contractor shall perform the Custodial and Grounds Services in accordance with Exhibit A of RFCSP, Custodial Scope and Grounds Scope ("Services").

Time is of the essence of this Contract, and the Contractor shall not deviate from the Services without the District's consent. Contractor shall desist immediately from performing the Custodial and Maintenance Services if, in the sole judgment of District, Contractor's activities constitute a nuisance or interruption in the activities of the District Facilities students, employees, or guests. Immediately upon so desisting with the Custodial and Grounds Services, the Contractor shall contact District to reschedule the Custodial and/or Grounds Services for a mutually agreeable time.

- D. Before commencing Custodial and Grounds Services, the Contractor shall secure and pay for all permits, approvals, governmental fees, certificates, licenses, and inspections, if any, necessary for the proper performance of the Custodial and/or Grounds Services. The originals of all such permits, approvals, licenses, and certificates, if any, shall be delivered to District upon receipt by Contractor. If the Contractor observes that this Contract is at variance with any applicable code, rule, or regulation, the Contractor shall immediately notify District in writing.

3. Term

- A. The term of this Contract is as described above, commencing on the Commencement Date and will be for a (3) three-year term, renewable for up to two (2) extended terms with the consent of both parties for a maximum of five (5) years. Notice of intent to extend will be given at least 60 days in advance from the expiration of the any term. Notwithstanding the preceding, either party hereto shall have the right, at its sole election, to terminate this Contract after the first year, for any cause whatsoever, upon the delivery of sixty (60) days written notice to the other party.

The Contractor understands and agrees that if the Custodial and Grounds Services Contract will exceed one (1) year in duration, the District's Board retains the continuing right to terminate the Contract at the end of the budget period during the term of the Contract. The continuation of the Contract is conditioned on a best-effort attempt by the Board to obtain and appropriate funds for payment of the Contract.

- B. The district can terminate the Contract upon ten (10) business days written notice to the Contractor for the following reasons if Contractor has not cured the default/problem within ten (10) business days of receiving the notice:
- i. Contractor fails to perform scheduled Custodial and Grounds Services;
 - ii. Contractor fails to provide competent and adequate labor to perform the Custodial and Grounds Services;
 - iii. The contractor fails to furnish sufficient quantities of materials to complete the Custodial and Grounds Services as set forth in this Contract; or
 - iv. The contractor fails to pay employees, material men, or other individuals or entities to whom the contractor is obligated in connection with the Contract.

Additionally, District may terminate the Contract immediately upon giving written notice if any of the following occurs and the District determines that Contractor is unable to continue full performance of the Contract:

- i. The contractor is insolvent, files any petition in bankruptcy, or is forced into bankruptcy by a creditor;
- ii. The contractor makes a general assignment for the benefit of collectors;
- iii. A receiver is appointed for all or substantially all of the Contractor's assets;
- iv. Execution is levied upon any material part of Contractor's property; or Contractor disregards or violates any applicable law, statute, ordinance, regulation or any order of any public authority or otherwise does not comply with the terms and conditions of any permit, license, or approval required to perform the Custodial and Grounds Services under this Contract.

If the Contract is terminated for any of the reasons under Section B, District will be entitled to reimbursement for damages or losses sustained by District by reason of the Contractor's default. District may deduct any amount payable to Contractor under this Contract in any amount sufficient to cover such damages or losses.

4. Payment.

District agrees to pay Contractor for all Custodial and Grounds Services performed by Contractor, as Custodial and Grounds Services are completed, and in accordance with Exhibit 1. The contractor may bill District monthly, but not more frequently. Payment in full is due thirty (45) days from the date of billing.

5. Relationship of Parties.

Contractor's relationship with District is that of an independent contractor, and nothing in this Contract shall be construed to designate Contractor, or any of its employees, as employees, agents, joint ventures or partners as employees of District. The contractor shall exercise its discretion on the method and manner of performing its duties, and District will not exercise control over Contractor, its employees, equipment, or facilities except insofar as may be reasonably necessary to ensure performance and compliance with this Contract. The District's failure to require cessation of the Custodial and Grounds Services shall not be deemed an acceptance of the Custodial and Grounds Services or an admission that the Custodial and Grounds Services are acceptable. None of the benefits provided by District to District's employees, including, but not limited to, compensation insurance and unemployment insurance, are available from District to Contractor or the employees, agents, or servants of Contractor.

6. Labor and Materials.

The contractor shall furnish, at its own expense, all labor, materials, and consumables necessary to carry out the terms of this Contract. It is the responsibility of the Contractor that any equipment provided by the Contractor or its employees shall be kept in good repair and proper working order. Any inspection, maintenance, repairs, modifications, or replacement of this equipment shall be the sole responsibility of the Contractor.

7. Compliance with Laws and Regulations.

Contractor agrees to comply with all federal, state, county, municipal, and other local laws, rules, regulations, and District Board policies which are now, or may in the future, become applicable to Contractor or Contractor's business, equipment and personnel engaged in operations covered by this Contract or accruing out of the performance of such operation.

8. Insurance.

At all times during the term of this Contract, the Contractor shall, at Contractor's expense, procure the insurance coverage hereinafter described and set forth in Exhibit D to the RFCSP. All such policies (except workers' compensation and employers' liability) shall name District and Manager as additional insured's. Further, each insurance policy shall contain an endorsement requiring the insurer to provide District with thirty (30) days written notice prior to the cancellation of the policy. Insurance coverage shall be as follows:

- A. Workers Compensation insurance in kind and amount as prescribed by statute. Additionally, the Contractor shall provide an endorsement to the Worker's Compensation policy, which grants a waiver of subrogation in favor of the District.
- B. Employers Liability insurance with a limit of not less per occurrence than that indicated on Exhibit D hereof.
- C. Commercial General Liability insurance with a combined single limit of not less than that indicated on Exhibit D hereof, per occurrence, applying to bodily injury and property damage, with Broad Form Liability Endorsement on an occurrence basis and including coverage for the hazards of operation, independent contractors, products and completed operations (for two (2) years after the date of final acceptance of the Custodial and Grounds Services by District) and contractual liability specifically covering the indemnification provisions of Paragraph 8 hereof. Such insurance shall include an endorsement providing that the insurance afforded under Contractor's policy is primary insurance as respects District and that any other insurance maintained by District is excess and non-contributing with the insurance required hereunder. Additionally, such insurance shall include legal liability coverage for the dishonest acts of Contractor's employees.
- D. Commercial Automobile Liability insurance covering all owned, non-owned, and hired automobiles with a combined single limit of not less than that indicated on Exhibit D hereof, per occurrence, for bodily injury and property damage.
- E. Umbrella Liability insurance with a combined single limit of not less than that indicated on Exhibit D hereof, per occurrence, for bodily injury and property damage.
- F. All insurance policies required above are subject to the District's approval and shall be written with solvent insurance companies authorized to do business in the State of Texas. Contractor shall furnish, or cause to be furnished, original certified copies of certificates or (at District's option) policies of insurance to District, prior to or upon execution of, this Contract, evidencing the insurance coverage described above, and shall furnish such evidence of all renewals to District, as District shall reasonably require, at least thirty (30) days prior to the expiration thereof.

9. Hold Harmless.

CONTRACTOR SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS THE INDEMNIFIED PARTIES (HEREINAFTER DEFINED) FROM AND AGAINST ALL CAUSES OF ACTION, CLAIMS, INCLUDING, BUT NOT LIMITED TO CAUSES OF ACTION AND CLAIMS FOR NEGLIGENCE, STRICT LIABILITY AND GROSS NEGLIGENCE, DAMAGES, LIENS, DEMANDS, COSTS, EXPENSES, AND LIABILITIES, INCLUDING REASONABLE ATTORNEYS' FEES AND COURT COSTS, (COLLECTIVELY, "CLAIMS" AND INDIVIDUALLY, A "CLAIM"), ARISING IN FAVOR OF ANY PERSONS (INCLUDING ANY INDEMNIFIED PARTY) WHICH, IN WHOLE OR IN PART, ARISES OUT OF OR RESULTS FROM OR IS IN ANY WAY RELATED TO

- (I) ANY ACT OR OMISSION OF CONTRACTOR OR CONTRACTOR'S EMPLOYEES, AGENTS, LICENSEES OR SUBCONTRACTORS,
- (II) THE OPERATION OF CONTRACTOR'S EQUIPMENT AT THE PROJECT, OR
- (III) ANY FAILURE BY CONTRACTOR OR ITS EMPLOYEES, AGENTS OR SUBCONTRACTORS TO COMPLY WITH THE TERMS AND OBLIGATIONS OF THIS CONTRACT. THESE OBLIGATIONS TO DEFEND, INDEMNIFY AND HOLD HARMLESS SHALL BE VALID AND BINDING REGARDLESS OF ANY CLAIMS, ALLEGATIONS OR FINDINGS OF NEGLIGENCE AGAINST ANY INDEMNIFIED PARTY, BUT SHALL NOT APPLY IF THE CLAIM RESULTS SOLELY FROM THE NEGLIGENCE OF AN INDEMNIFIED PARTY. CONTRACTOR SHALL KEEP THE PROJECT FREE OF ALL LIENS REPRESENTING CLAIMS, WHICH PURPORT TO BE BASED ON ANY MAINTENANCE AND CUSTODIAL SERVICES OR MATERIALS ALLEGEDLY PROVIDED AT THE REQUEST OR ON THE AUTHORITY OF THE CONTRACTOR OR ANY OF ITS SUBCONTRACTORS. "INDEMNIFIED PARTIES" MEANS THE DISTRICT, ITS ADMINISTRATORS, EMPLOYEES, AGENTS, SERVANTS, TRUSTEES, AND ATTORNEYS.

10. Limit of Liability.

Notwithstanding any other provision in this Contract to the contrary, Contractor specifically agrees to look solely to the District's interest in the Custodial and Grounds Services for the payment or performance of any of District's obligations hereunder, and District, its partners, shareholders and/or other direct or indirect equity Districts of District, shall never be personally liable for such payment or performance.

11. Binding Effect.

The parties intend that the terms, conditions, and provisions of this Contract shall be legally binding upon and inure to the benefit of and be enforceable by each of the parties hereto and their respective successors and assigns.

12. Default.

If either party defaults in the performance of any of its obligations, the non-defaulting party may send a written notice reasonably describing the default. If the defaulting party, within a reasonable time (not to exceed ten (10) business days after receipt of the notice) does not cure the default, the non-defaulting party may with ten (10) business days written notice, terminate this Contract and/or pursue all other available remedies as may be available at law or in equity.

13. Attorneys' Fees.

Pursuant to Texas Local Government Code §271.159, attorneys' fees incurred by either the District or the Contractor shall not be awarded to any party in any legal proceedings or dispute involving this Contract.

14. Venue.

The Contractor understands and agrees that the exclusive venue for any litigation arising from this Contract shall be in Collin County, Texas, and the Contractor consents to such exclusive jurisdiction.

15. Taxes.

The Contractor understands and agrees that the District is exempt from payment of any Texas Sales Tax or Federal Excise Tax as allowed by law.

16. Non-Assignment.

Neither the District nor the Contractor may assign their duties or obligations under this Contract without the express written permission of the other party.

17. Entire Agreement.

This Contract and the Exhibits hereto constitute the full understanding between the District and Contractor as of the date of execution of this Contract.

18. Amendments.

This Contract may not be altered, changed or amended, except by an instrument in writing signed by both parties hereto.

19. Authority.

Each person signing this Contract on behalf of a party hereto represents and warrants that such person has full authority to enter into this contract on behalf of that party.

20. Notices.

Any notice, approval, or other communication required hereunder must be in writing and shall be deemed given if delivered by hand or mailed by registered mail or certified mail addressed to the parties hereto indicated above. Either party may change its address upon thirty (30) days' written notice to the other party.

21. Severability.

In case anyone or more provisions set forth in this Contract shall for any reason be held invalid, illegal or unenforceable in any respect, any such invalidity, illegality or unenforceability shall not affect any other provision of this Contract, and this Contract shall be construed as if such invalid, illegal or unenforceable provision had never been incorporated therein.

22. No Discrimination.

The contractor will not discriminate against any employee or applicant for employment by Contractor because of race, creed, color, age, sex, marital status, or national origin. The contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, creed, color, sex, marital status, or national origin. The contractor agrees to post in conspicuous places notices setting forth the provision of this Section.

23. Confidentiality.

Except as otherwise provided herein, Contractor shall hold in confidence and not disclose to others, business or technical information disclosed to Contractor by District or acquired by Contractor in the course of performing the Custodial and Grounds Services hereunder for District. The obligations of confidentiality do not apply to information that (i) is or becomes part of the public domain, or (ii) is required to be publicly disclosed under law.

24. Public Information Act.

The Contractor understands that the District is a governmental body subject to the Texas Public Information Act ("Act"). The Contractor understands that the District will comply with the Act, and with all opinions of the Texas Attorney General's office regarding the Act.

25. Force Majeure.

Contractor will not be held responsible or liable for any breach, loss, damage, detention or delay caused by fire, explosion, theft, lightning, windstorm, earthquake, floods, storms, riots, civil commotion, malicious mischief, acts of God, or by any other cause beyond Contractor's reasonable control, whether or not the same is herein specified. Strikes or lockouts will not affect the terms and conditions outlined within this Contract.

26. Criminal History Records.

The Contractor understands and agrees that, pursuant to Texas Education Code §22.0834(d), the Contractor, his agents, servants, or employees will not be allowed to perform any duties in connection with the Custodial and Grounds Services Contract at any District Facility until the District has obtained from the Contractor all National Criminal History Record Information ("NCHRI") and fingerprinting process through the Texas Department of Public Safety for the Contractor and its agents, servants, and employees. The Contractor shall, prior to performing any work the Custodial and Grounds Services Contract, certify to the District that the Contractor has obtained the NCHRI and fingerprinting for the Contractor and its agents, servants, and employees and provide this NCHRI to the District.

Executed in Collin County, Texas on this 15 day of June, 2023.

Leaf and Lawn LLC

Contractor

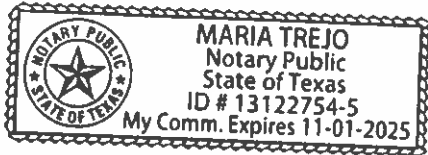
By: Sadie Gabbiz

Sadie Gabbiz
(Printed Name)

administrator
(Title)

State of Texas
County of Collin

Before me, a notary public, on this day personally appeared the above signed, known to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that he/she has read the above document and any statements therein contained are true.



Maria Trejo

Notary Public in and for the State of Texas

Dr. Tom Maglisceau, Superintendent
Celina Independent School District

State of Texas
County of Collin

Before me, a notary public, on this day personally appeared the above signed, known to be to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that he/she has read the above document and any statements therein contained are true.

Notary Public in and for the State of Texas

CONTRACTORS PROPOSED FTE AND STAFFING TOTALS

Please fill in FTEs and man-hours proposed for each facility location for day and night shifts and District-wide totals. FTE totals will not include Project Manager as required by proposal specifications. The District will utilize this part of the proposal in its decision-making process to determine adequate staffing by the Contractor. FTEs equal to 8 man-hours.

	<u>Day Hrs</u>	<u>Night Hrs</u>	<u>Day FTE</u>	<u>Night FTE</u>
Celina Primary School	1		.5	
Lykins Elementary School	4.5		.5625	
O'Dell Elementary School	5.5		.6875	
CMS 6 th Grade Campus	3		.375	
Celina Junior High	3		.375	
Moore Middle School	40		5	
Celina High School	25		3.125	
Celina HS Athletic Complex	5		.625	
Celina Administration	2		.25	
Transportation	2		.25	
AG Shop	2.5		.3125	
Out Buildings	2.5		.3125	
Totals	Total Day 103.5	Total	Total Day 12.9375	Total Night
	Total District Man Hours		Total District FTE's	

The contractor will provide not less than 70% of man-hours as required by proposal specifications for summer cleaning.

EXHIBIT C

**CELINA INDEPENDENT SCHOOL DISTRICT
NCHRI CERTIFICATION
FELONY CONVICTION DISCLOSURE STATEMENT**

NCHRI Certification

Pursuant to Texas Education Code §22.0834(d), the undersigned Contractor certifies that the Contractor has obtained all National Criminal History Record Information ("NCHRI") for the Contractor and its agents, servants, and employees.

The Contractor further certifies that the Contractor has provided the NCHRI for the Contractor and its agents, servants, and employees to the District.

Fingerprinting Certification

The Contractor certifies that each employee has completed the fingerprinting process through the Texas Department of Public Safety. Any individual that has committed a criminal offense that would exclude that employee from working for a school district under Texas Education Code or Texas State Law shall not be assigned to any job within this contract.

Felony Conviction Disclosure Statement

Section 44.034, Texas Education Code, Notification of Criminal History, Subsection (a), states, "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator has been convicted of a felony. A notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states, "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

This notice is not required of a publicly-held corporation.

I, the undersigned agent for the firm named below, certify that: (i) I have obtained the NCHRI for the Contractor, its agents, servants, and employees; (ii) I have provided the NCHRI for the Contractor, its agents, servants, and employees to the District; and, (iii) the information concerning notification of felony conviction for the Contractor, its agents, servants, or employees has been reviewed by me and the following information furnished is true to the best of my knowledge.

Leaf and Lawn LLC dba / U.S. Lawns of Shorman
Company Name

Sadie Sulaj
Signature of Authorized Company Official

Sadie Bakbiz
Authorized Company Official's Name (Please print)

My firm is a publicly held corporation; therefore, this reporting requirement is not applicable.

My firm is not owned or operated by anyone who has been convicted of a felony.

My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

Details of Conviction(s): _____

Signature of Company Official: Sadie King

EXHIBIT D

The selected Vendor must maintain the following insurance policies, at the minimum policy limits set forth below throughout the entire term of its contract and/or service with CISD. Such policies shall be written on an occurrence basis, with companies with an A.M. Best Rating of A-VII or better. **CISD shall be named as an additional insured on all such policies.** Proof of insurance must be submitted with RFCSP.

Insurance Requirement Limits:

A. General Liability	General Aggregate	\$4,000,000
	Products-Comp/ or Aggregate	\$4,000,000
Commercial General Liability	Personal & Adv. Injury	\$2,000,000
Claims Made Occur.	Each Occurrence	\$2,000,000
Owner's Contractor's Prot.	Damage to Rented Premises	\$300,000
	Med. Expense (any one person)	\$10,000
B. Automobile Liability	Combined Single Limit	\$1,000,000
Any Auto	Bodily Injury (per person)	
Any Auto	Bodily Injury (per accident)	
Any Auto	Property Damage (per accident)	
C. Umbrella from Excess Liability	Each Occurrence	\$4,000,000
	Aggregate	\$4,000,000
D. Worker's Compensation	Statutory Limits	
	Each Accident	\$1,000,000
	Disease Policy Limit	\$1,000,000
	Disease Each Employee	\$1,000,000
E. Third-Party Crime	Employee Theft	\$1,000,000

Should any of the above-described policies be canceled before the expiration date, the issuing company will mail thirty (30) days written notice to the certificate holder, CISD.

The contractor shall agree to waive all right of subrogation against the district, its officials, employees, and volunteers for losses arising from the work performed by the contractor for the district.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/19/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 1076 Highland Colony Parkway Suite 300 Ridgeland MS 39157	CONTACT NAME: Amber Henry PHONE (A/C, Ho, Ext): 601-863-3191 E-MAIL ADDRESS: Amber_Henry@ajg.com	FAX (A/C, No): 601-420-1890
	INSURER(S) AFFORDING COVERAGE	
INSURED Leaf and Lawn LLC dba US Lawns 9 Sherman Tx 27790 TX-56 Whitesboro TX 76273	INSURER A: AmGUARD Insurance Company	NAIC # 42390
	INSURER B: Stonetrust Commercial Insurance Company	11042
	INSURER C:	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES **CERTIFICATE NUMBER: 230206253** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		LEBP457570	4/26/2023	4/26/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			LEAU457625	4/26/2023	4/26/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			LEUM462850	4/26/2023	4/26/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCV00833972023A	4/26/2023	4/26/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

David Justin Adcock is excluded from the Workers Compensation policy.

Celina Independent School District is Additional Insureds as respects General Liability & Umbrella policies, pursuant to and subject to the policy's terms, definitions, conditions and exclusions. Waiver of Subrogation applies to certificate holder, as respects General Liability, Auto Liability and Workers Compensation policies, pursuant to and subject to the policy's terms, definitions, conditions and exclusions. 30 day notice of cancellation applies except for non payment of premium which is 10 days notice.

CERTIFICATE HOLDER**CANCELLATION**

Celina Independent School District 205 S. Colorado St. Celina TX 75009	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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EXHIBIT E

CELINA INDEPENDENT SCHOOL DISTRICT RFCSP RESPONSE FORM
CUSTODIAL AND GROUNDS SERVICES

Proposal Due Date & Time:
Proposer Award Notification:

June 19, 2023, at 3:00 P.M.
On or after June 21, 2023
Celina Independent School District
By David Wilson, Coordinator of Admin. Svc.

RESPOND TO:

David Wilson
Coordinator of Administrative Services
Celina Independent School District
Attn: Custodial and Grounds
205 S. Colorado St.
Celina, Texas 75009
Telephone: (469) 742-9400 x 1124

Company Information:

Leaf and Lawn, LLC dba US Lawns of Sherman
Company Name

27790 Hwy 56
Address

Whiteboro, Tx 76273
State/City/Zip

940-445-3385
Area Code & Telephone Number

Area Code & Fax Number

Justin Odecock
Authorized Representative

Owner
Authorized Representative Title

justin.odecock@uslawnsjj.net
Email Address
admin.sherman@uslawnsjj.net

I, the undersigned, as the owner or legally authorized representative of the above named company, by signing the following statement, agree that I have read and understand all of the Instructions and Specifications contained herein, and that if accepted by the Celina Independent School District, all of the provisions will be incorporated as part of a binding contract between Celina Independent School District and our company. I also certify that this Proposal is made without previous understanding, agreement, or connection with any person, firm, or corporation making a proposal for the same contract, and is in all ways fair and without collusion or fraud.

Justina Adcock
Authorized Signature

6/15/2023
Signature Date

EXHIBIT F

REFERENCES

CELINA INDEPENDENT SCHOOL DISTRICT
CUSTODIAL AND GROUNDS SERVICES CONTRACT

List below five (5) references for which you have completed projects for in the past 12 months.

1. Steeple Chase Farms Apartments
Institution Name
3621 Steeple Chase Dr.
Street Address
Sherman, Tx 75090
City/State/Zip
Melody Woodard
Contact
903-421-7129
Telephone Number
melody.woodard@steeplechasesherman.com
Email Address

2. Wal-Mart D.C.
Institution Name
2120 Stemmons Fwy
Street Address
Sanger, Tx 76266
City/State/Zip
Corbin Grayson
Contact
940-458-6171
Telephone Number
Corbin.grayson@walmart.com
Email Address

3. Kaiser Aluminum
Institution Name
4300 S US-75
Street Address
Sherman, Tx 75090
City/State/Zip
Jason Reynolds
Contact
903-892-5833
Telephone Number
ap.sherman@kaiseraluminum.com
Email Address

4. Pecan Point Senior Living

Institution Name

1011 E Pecan Grove Rd

Street Address

Sherman, Tx 75090

City/State/Zip

Jonny Sim

Contact

417-209-3419

Telephone Number

ESD@pecanpointseniorliving.com

Email Address

5. Celina ISD

Institution Name

205 S Colorado St.

Street Address

Celina, Tx 750090

City/State/Zip

Chris Reavis

Contact

214-663-5458

Telephone Number

christopher.reavis@celinaisd.com

Email Address

EXHIBIT G

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law, this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1] Name of a person who has a business relationship with local governmental entity.

2]

Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3] Name of local government officer with whom the filer has employment or business relationship.

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.

N/A

4]

Sadie Schulz
Signature of person doing business with the governmental entity

6/19/2023
Date

Exhibit H Additional Services

Janitorial - Night	All janitorial areas, housekeeping, and partial custodial
Day Support	Including cleaning, custodial, and floor care
Custodial	General custodial duties
General Labor	Includes general construction and demo skill set
Floor Restoration & Refinishing	Includes all types of floor restoration and refinish
Special Projects	Includes painting work for interior wall finishes and other maintenance or project work under the direct supervisor of a project manager
Grounds Maintenance	Complete grounds maintenance of all district property. Regular maintenance includes mow, edge, trim, hedges, weed mgmt., fertilizer, tree trimming, irrigation, weed control (including in parking & walkways), & all standard grounds maintenance duties - 36 cycles.
Maintenance - Routine	Experienced technician with general facility service skills
Maintenance - Skilled	Skilled Craftsman with abilities across all facility disciplines
Fabricator - Construction	Fabricate, weld, and create solutions for repair that do not require installation of new equipment or structure.
Electrical - Helper	General electrical and lighting maintenance skills - lamps/ballasts and most trim install
Electrical - Apprentice	licensed as an electrical apprentice, capable of performing all electrical work short of service build and distribution
Electrical - Journeyman	Licensed as a Journeyman Electrician by the State of Texas. Can handle all electrical work not requiring a permit
Electrical - Master	Installation and repair all electrical service from utilities, transformer set, service build, panel and gear install, and distribution. Licensed as a Master Electrician by the State of Texas
General Carpentry	Framing, woodwork, millwork, and finished carpentry
Elevator Repair & Maintenance	Inspection and maintenance including most repairs not requiring manufacture technicians
Elevator Inspections	Annual inspection, certification, and state fees
HVAC Preventative Maintenance	Quarterly preventative maintenance of all HVAC equipment - includes the basic labor for the annual service
HVAC Mechanical Inspection	Capable of handling all aspects of the full annual inspection and service. Includes diagnostic work and the repairs that derive from this data. Licensed by the State of Texas as a service technician
HVAC-R Service & Installation	Licensed HVAC and refrigeration specialist. Capable of repaired or replacing any time of cooling, heating, ventilation, or refrigeration equipment including food service.
Food Service Equipment	Provide preventative maintenance and repair services for all kitchen equipment hot and cold side per request
Refrigeration	Provide preventative maintenance and repair services for refrigeration equipment including freezers, coolers, ice machines, etc.
Integrated Pest Management	Licensed by the State of Texas as commercial applicator. Handles all aspects of IPM policies and compliance
Door, Frame, & Hardware	Capable of handling routine maintenance and repair of doors, frames, locks, and hardware

Locksmith Services	Licensed locksmith by the State of Texas. capable of handling all locksmithing and access control requirements
Lighting General	Includes re - lamping and all lifts required to execute the repairs
Lighting Exterior	Includes wall packs, security lighting, and parking lot pole lights
Lighting Stadium & Athletics	Includes 110FT bucket truck and all OSHA equipment and certifications to execute high work
Plumbing - Maintenance	Licensed plumbing apprentice and line cleaner by the State of Texas
Plumbing - Journeyman	Licensed by the State of Texas as Journeyman plumber. Capable of performing all plumbing work that does not required permit. This includes all work performed under the supervision of a Master Plumber
Plumbing - Master	Capable of performing all plumbing work. Licensed by the State of Texas as a Master Plumber. Can handle new construction, boilers, chillers, industrial piping, and general plumbing system install
Plumbing - Backflow	Backflow installation and rebuild including for domestic and fire
Fire & Life Safety	Includes inspection of fire extinguishers, fire panels, wet systems, kitchen hood vents, kitchen fire suppression, backflow on fire loop, etc.
Roofing & Building Envelope	Provide roof system and exterior envelope maintenance and repair
Construction Services	Including interior build out, finishes, flooring, walls, and ceiling.
Site Improvement	Including maintenance of drainage, flat concrete, driveways, walkways, parking lots, fencing, gates, signage, etc.
Welding Services	Provide for all types of welding needs
Project Management	Manage all project work
Training & Staff Development	All facility support positions
Windows - High	Less than (4) stories utilizing appropriate lifts
Windows - Low	Ground level or six-foot ladder work
Consulting - Process and system design	Inventory MGMT, Time & Motion Studies, communication plan design and roll out, and process mapping
Consulting - Structural analysis and design	Structural analysis and evolution including space planning and interior construction design and build work
Professional Engineer	Licensed Professional Engineer - Structural, Mechanical, or Civil
Networking Services	Including network build, router install, server set up, etc.
Equipment Provided	Scissor lifts (all heights), platform lifts (all heights) including for exterior use, bucket trucks all heights including coverage for stadium lighting, dump trucks, dump trailer, mini excavators, backhoes, trenchers, trailers, brush hog, mowers, finish mowers, bat-wing mowers, salt - sand spreaders, top dressers, and all other equipment required to execute the district's operations.

Exhibit I - Bid Sheet

To The Celina ISD:

I have received a Request for Proposal as prepared by the District for Custodial and Grounds Services for its operations. I agree and submit all documents as required by the RFCSP, and its specifications, and our Company submits the following price quotes for your complete custodial and grounds maintenance needs.

Cost Breakdown of Contractor's Proposal is as follows:

Annual Cost per Year for five (5) Contract Years

<u>Janitorial / Custodial</u>		<u>Grounds Maintenance</u>
SY 2023-2024	\$ _____	\$ 110,182.24
SY 2024-2025	\$ _____	\$ 114,002.71
SY 2025-2026	\$ _____	\$ 117,422.79
SY 2026-2027	\$ _____	\$ 120,945.47
SY 2027-2028	\$ _____	\$ 124,573.83

Cost Per Sq. Ft for Each School Year

SY 2023-2024	\$ _____
SY 2024-2025	\$ _____
SY 2025-2026	\$ _____
SY 2026-2027	\$ _____
SY 2027-2028	\$ _____

Company Name Leaf and Lawn, LLC dba U.S. Lawns of Sherman
 Address and State of Corporate Offices 27790 Hwy 56
Whitesboro, TX 76273
 Authorized Signature: Sadie DeLuca Date: 6/19/2023
 Telephone: 940-455-3385 Fax: _____
 Email: justin@uslawns.com
sadie@uslawns.com

I have attached all pages of this RFCSP, signed all required areas, and enclosed my certificate of insurance, felony conviction notification, proof of experience required, and list of references. **This total RFCSP will become the basis of any agreement between the District and the Contractor.**



CISD Board Agenda Item Synopsis

Subject: Consider Approval of the Bid and Contract for Custodial Services

Background Information:

In December of 2022, Celina ISD acted on the emergency clause provided for in law to bring on a provider for custodial services knowing we would need to go through the full bid process in the Spring 2023. On May 3, 2023, Celina ISD posted a RFP for custodial services and received bid on Monday, June 19, 2023. After review of all bid considered, the district is recommending a three year custodial contract beginning July 1, 2023.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

\$1,798,782.82

Recommendation:

The District recommendation is for the Members of the Board to approve the contract for custodial services.

Submitted by:

Dr. John Mathews

Assistant Superintendent for Administrative Services

Recommended by:

Tom Maglisceau, Ph.D.

Superintendent

Meeting Date: June 26, 2023

Exhibit I - Bid Sheet

To The Celina ISD:

I have received a Request for Proposal as prepared by the District for Custodial and Grounds Services for its operations. I agree and submit all documents as required by the RFCSP, and its specifications, and our Company submits the following price quotes for your complete custodial and grounds maintenance needs.

Cost Breakdown of Contractor's Proposal is as follows:

Annual Cost per Year for five (5) Contract Years

<u>Janitorial / Custodial</u>		<u>Grounds Maintenance</u>
SY 2023-2024	\$ <u>1,798,782.82</u>	<u>\$155,854.14</u>
SY 2024-2025	\$ <u>1,828,462.74</u>	<u>\$158,347.81</u>
SY 2025-2026	\$ <u>1,862,289.30</u>	<u>\$161,118.89</u>
SY 2026-2027	\$ <u>1,899,535.09</u>	<u>\$164,260.71</u>
SY 2027-2028	\$ <u>1,939,425.32</u>	<u>\$167,710.19</u>

Cost Per Sq. Ft for Each School Year

SY 2023-2024	\$ <u>1.746</u>
SY 2024-2025	\$ <u>1.775</u>
SY 2025-2026	\$ <u>1.808</u>
SY 2026-2027	\$ <u>1.844</u>
SY 2027-2028	\$ <u>1.883</u>

Company Name Efficient Facilities International

Address and State of Corporate Offices 802 Port America Place, Ste. 100
Grapevine, Texas, 76051

Authorized Signature:  Date: 6/19/2023

Telephone: (817) 488-2720 Fax: (817) 488-7470

Email: swills@efintl.com

I have attached all pages of this RFCSP, signed all required areas, and enclosed my certificate of insurance, felony conviction notification, proof of experience required, and list of references. **This total RFCSP will become the basis of any agreement between the District and the Contractor.**



CISD Board Agenda Item Synopsis

Subject: Consider Approval of an Addendum to the contract with ESS for substitute services to include custodial and food services

Background Information:

Over the past year, ESS has provided substitute services for the district and has maintained an 83% fill rate. In order to continue to provide and support effective teaching in every classroom and remain competitive with surrounding districts, we are recommending an increase in the daily substitute rate for the 23-24 school year. Additionally, due to the small number of substitute nurses, we are requesting to add nurses as substitutes through ESS.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

The total budgetary impact is dependent upon the number of substitutes ESS provides.

Recommendation:

The District's recommendation is for the Members of the Board to approve the Addendum to the contract with ESS.

Submitted by:

Dr. John Mathews
Assistant Superintendent for Administrative Services

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023

ADDENDUM

This is an Addendum to the Agreement between the **Celina Independent School District** (hereinafter referred to as “LEA” for Local Education Agency) and **ESS Southeast, LLC** (the “Company”) for the services of Substitute Teachers and Staff:

The parties hereby agree to modify the Agreement as follows:

1. Effective July 1, 2023 the following positions and rates are added in Exhibit A:

SEE ATTACHED PRICING PAGE

2. All other provisions of the Agreement shall remain in full force and effect during the term of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

Celina Independent School District

By _____
Signature

Name and Title

Date _____

ESS Southeast, LLC

By _____
Steve Gritzuk, Chief Operating Officer

Date _____

ADDENDUM A
Pricing Plan

Position	Pay Rate	Company Bill Rate	Rule
Teacher & Aide Positions			
Full Day Substitute - Non Degreed	\$100.00	\$133.00	
Full Day Substitute - 4 year Degree or Higher	\$115.00	\$152.95	
Full Day Substitute - Certified Current or Retired	\$130.00	\$172.90	
Half Day Substitute - Non Degreed	\$50.00	\$66.50	
Half Day Substitute - 4 year Degree or Higher	\$57.50	\$76.48	
Half Day Substitute - Certified Current or Retired	\$65.00	\$86.45	
Long Term Teacher Positions			LT pay is effective after the 20th <i>consecutive</i> day for the same teacher and is backdated to Day #1.
Full Day Substitute Teacher - Non Degreed	\$120.00	\$159.60	
Full Day Substitute Teacher - 4 year Degree or Higher	\$135.00	\$179.55	
Full Day Substitute Teacher - Certified Current or Retired	\$155.00	\$206.15	
Half Day Substitute Teacher- Non Degreed	\$60.00	\$79.80	
Half Day Substitute Teacher - 4 year Degree or Higher	\$67.50	\$89.78	
Half Day Substitute Teacher- Certified Current or Retired	\$77.50	\$103.08	
Long Term Aide Positions			LT pay is effective after the 20th <i>consecutive</i> day for the same teacher and is backdated to Day #1.
Full Day Substitute Aide - Non Degreed	\$110.00	\$146.30	
Full Day Substitute Aide - 4 Year Degree or Higher	\$125.00	\$166.25	
Full Day Substitute Aide - Certified Current or Retired	\$140.00	\$186.20	
Half Day Substitute Aide - Non Degreed	\$55.00	\$73.15	
Half Day Substitute Aide- 4 year Degree or Higher	\$62.50	\$83.13	

Half Day Substitute Aide- Certified Current or Retired	\$70.00	\$93.10
Hourly Positions		
Food Service	\$12.48	\$16.60
Custodial	\$12.48	\$16.60



CISD Board Agenda Item Synopsis

Subject: Consider Approval of the proposed Compensation Plans for the 23-24 School Year

Background Information:

Celina ISD has engaged TASB to review our current pay structure in comparison to districts of comparable size nearby and neighboring district to ensure the structure is competitive. There are three models for consideration as the Board evaluates the proposed 23-24 budget. The salary ranges in the recommended pay schedules do not reflect any statutorily required salary allotments enacted by the Texas Legislature in the 88th Session. Should any legislative changes in the statutory requirements occur, the district reserves the right to adjust salary amounts for the 2023-24 school year in response.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

Dependent upon the pay increase selected (\$810,405 - \$1,394,311)

Recommendation:

The District recommendation is for the Members of the Board to approve one of the pay structure presented as part of the 23-24 budget.

Submitted by:

Dr. John Mathews
Assistant Superintendent for Administrative Services

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023

Summary of Cost Estimates, 2023-2024

	Total Staff	Count of Increases	Cost Increase	Percent of Current Costs	2022-2023 Current Costs
Teachers and Librarians					
\$54,500 starting salary	256		\$415,148		\$15,125,708
^{1c} 2.5% general pay increase (\$1,500)		256	\$385,642	2.5%	
Adjustments to years 14-20		54	\$29,506	0.2%	
Administrative Professional	70		\$195,944		\$5,776,499
^{1c} 2.5% of pay range midpoint increase		67	\$145,314	2.5%	
2.5% increase to employees over range max		3	\$6,248	0.1%	
Teacher pay equity adjustments		16	\$32,827	0.6%	
Strategic adjustments		14	\$11,555	0.2%	
Clerical Paraprofessional	90		\$91,615		\$2,648,393
^{1c} 2.5% of pay range midpoint increase		81	\$63,190	2.4%	
2.5% increase to employees over range max		9	\$6,650	0.3%	
Adjustments to 1.0% above pay range minimum		2	\$2,379	0.1%	
Placement scale adjustments		13	\$11,085	0.4%	
Strategic adjustments		31	\$8,311	0.3%	
Auxiliary	100		\$107,698		\$2,890,186
^{1c} 2.5% of pay range midpoint increase		73	\$40,812	1.4%	
2.5% increase to employees over range max		27	\$22,590	0.8%	
Adjustments to 1.0% above pay range minimum		14	\$6,867	0.2%	
Placement scale adjustments		45	\$32,039	1.1%	
Strategic adjustments		31	\$5,390	0.2%	
Subtotal - General Pay Increase	516	516	\$670,446	2.5%	
Subtotal - Implementation/Equity Adjustments		220	\$139,959	0.5%	
Total Cost Estimate			\$810,405	3.1%	\$26,440,786

Footnotes:

^{1c} Pay increases were applied to all employees and itemized separately for employees at or above the maximum rate.

Celina ISD

Summary of Cost Estimates, 2023-2024

Model 1: \$55,000 starting, 3.5% GPI

	Total Staff	Count of Increases	Cost Increase	Percent of Current Costs	2022-2023 Current Costs
Teachers and Librarians					
\$55,000 starting salary	256		\$575,866		\$15,125,708
^{1c} 3.5% general pay increase (\$2,125)		256	\$546,370	3.6%	
Adjustments to years 14-20		53	\$29,496	0.2%	
Administrative Professional	70		\$253,999		\$5,776,499
^{1c} 3.5% of pay range midpoint increase		67	\$204,649	3.5%	
3.5% increase to employees over range max		3	\$8,328	0.1%	
Teacher pay equity adjustments		15	\$31,840	0.6%	
Strategic adjustments		11	\$9,182	0.2%	
Clerical Paraprofessional	90		\$117,239		\$2,648,393
^{1c} 3.5% of pay range midpoint increase		80	\$88,406	3.3%	
3.5% increase to employees over range max		10	\$9,337	0.4%	
Adjustments to 1.0% above pay range minimum		2	\$2,050	0.1%	
Placement scale adjustments		12	\$9,135	0.3%	
Strategic adjustments		31	\$8,311	0.3%	
Auxiliary	100		\$125,648		\$2,890,186
^{1c} 3.5% of pay range midpoint increase		73	\$57,171	2.0%	
3.5% increase to employees over range max		27	\$32,176	1.1%	
Adjustments to 1.0% above pay range minimum		10	\$4,719	0.2%	
Placement scale adjustments		41	\$26,824	0.9%	
Strategic adjustments		27	\$4,758	0.2%	
Subtotal - General Pay Increase	516	516	\$946,437	3.6%	
Subtotal - Implementation/Equity Adjustments		202	\$126,315	0.5%	
Total Cost Estimate			\$1,072,752	4.1%	\$26,440,786

Footnotes:

^{1c} Pay increases were applied to all employees and itemized separately for employees at or above the maximum rate.

Celina ISD

Summary of Cost Estimates, 2023-2024

Model 2: \$55,500 starting, 4.5% GPI

	Total Staff	Count of Increases	Cost Increase	Percent of Current Costs	2022-2023 Current Costs
Teachers and Librarians					
\$55,500 starting salary	256		\$790,813		\$15,125,708
^{1c} 4.5% general pay increase (\$2,725)		256	\$700,606	4.6%	
Adjustments to years 9-22		114	\$90,207	0.6%	
Administrative Professional	70		\$318,562		\$5,776,499
^{1c} 4.5% of pay range midpoint increase		66	\$262,226	4.5%	
4.5% increase to employees over range max		4	\$11,606	0.2%	
Teacher pay equity adjustments		17	\$38,036	0.7%	
Strategic adjustments		8	\$6,694	0.1%	
Clerical Paraprofessional	90		\$142,401		\$2,648,393
^{1c} 4.5% of pay range midpoint increase		80	\$113,292	4.3%	
4.5% increase to employees over range max		10	\$12,921	0.5%	
Adjustments to 1.0% above pay range minimum		2	\$1,481	0.1%	
Placement scale adjustments		8	\$6,665	0.3%	
Strategic adjustments		30	\$8,042	0.3%	
Auxiliary	100		\$142,535		\$2,890,186
^{1c} 4.5% of pay range midpoint increase		73	\$73,208	2.5%	
4.5% increase to employees over range max		27	\$41,323	1.4%	
Adjustments to 1.0% above pay range minimum		10	\$2,796	0.1%	
Placement scale adjustments		39	\$20,584	0.7%	
Strategic adjustments		26	\$4,624	0.2%	
Subtotal - General Pay Increase	516	516	\$1,215,182	4.6%	
Subtotal - Implementation/Equity Adjustments		254	\$179,129	0.7%	
Total Cost Estimate			\$1,394,311	5.3%	\$26,440,786

Footnotes:

^{1c} Pay increases were applied to all employees and itemized separately for employees at or above the maximum rate.

CISD Board Agenda Item Synopsis

Subject: Consider Approval of the District contribution for TRS ActiveCare

Background Information:

Annually, TRS releases the insurance costs for the various plans offered. Celina ISD's current approved contribution amount is up to \$417 per employee per month for those who take advantage of health insurance through the district. During the 87th Legislative session, the Texas Legislator approved additional fund to offset the increase in health insurance through TRS, which allowed for the lowest rate of \$410 per month for TRS ActiveCare Primary. The rates release earlier this month show an increase of \$30 per month for the same policy.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

Dependent upon the action of the Board (between \$0 - \$27 additional per employee per month or \$0 - \$324 per employee per year above the current annual amount of \$5004)

Recommendation:

The District recommendation is for the Members of the Board to approve the district contribution toward employee health insurance.

Submitted by:

Dr. John Mathews
Assistant Superintendent for Administrative Services

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023

What's New and What's Changing



This table shows you the changes between 2022-23 premium price and this year's 2023-24 regional price for your Education Service Center.

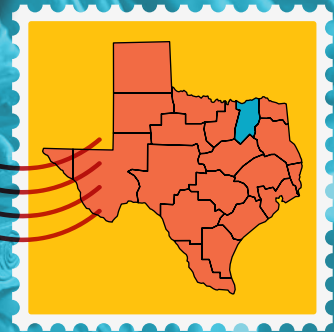
		2022-23 Total Premium	New 2023-24 Total Premium	Change in Dollar Amount	Key Plan Changes
TRS-ActiveCare Primary	Employee Only	\$410	\$450	\$40	<ul style="list-style-type: none"> Individual maximum-out-of-pocket decreased by \$650. Previous amount was \$8,150 and is now \$7,500. Family maximum-out-of-pocket decreased by \$1,300. Previous amount was \$16,300 and is now \$15,000. Teladoc virtual mental health visit copay decreased from \$70 to \$0.
	Employee and Spouse	\$1,157	\$1,215	\$58	
	Employee and Children	\$738	\$765	\$27	
	Employee and Family	\$1,384	\$1,530	\$146	
TRS-ActiveCare HD	Employee Only	\$422	\$462	\$40	<ul style="list-style-type: none"> Individual maximum-out-of-pocket increased by \$450 to match IRS guidelines. Previous amount was \$7,050 and is now \$7,500. Family maximum-out-of-pocket increased by \$900 to match IRS guidelines. Previous amount was \$14,100 and is now \$15,000. <p>These changes apply only to in-network amounts.</p>
	Employee and Spouse	\$1,187	\$1,248	\$61	
	Employee and Children	\$757	\$786	\$29	
	Employee and Family	\$1,419	\$1,571	\$152	
TRS-ActiveCare Primary+	Employee Only	\$515	\$529	\$14	<ul style="list-style-type: none"> Family deductible decreased by \$1,200. Previous amount was \$3,600 and is now \$2,400. Primary care provider and mental health copays decreased from \$30 to \$15. Teladoc virtual mental health visit copay decreased from \$70 to \$0.
	Employee and Spouse	\$1,259	\$1,376	\$117	
	Employee and Children	\$829	\$900	\$71	
	Employee and Family	\$1,584	\$1,746	\$162	
TRS-ActiveCare 2 (closed to new enrollees)	Employee Only	\$1,013	\$1,013	\$0	<ul style="list-style-type: none"> No changes. This plan is still closed to new enrollees.
	Employee and Spouse	\$2,402	\$2,402	\$0	
	Employee and Children	\$1,507	\$1,507	\$0	
	Employee and Family	\$2,841	\$2,841	\$0	

At a Glance			
	Primary	HD	Primary+
Premiums	Lowest	Lower	Higher
Deductible	Mid-range	High	Low
Copays	Yes	No	Yes
Network	Statewide network	Nationwide network	Statewide network
PCP Required?	Yes	No	Yes
HSA-eligible?	No	Yes	No

Effective: Sept. 1, 2023

You bet your boots big things happen here, including TRS-ActiveCare's large network of doctors and hospitals.

TRS-ActiveCare REGION 10



TRS-ActiveCare Plan Highlights 2023-24



Learn the Terms.

- **Premium:** The monthly amount you pay for health care coverage.
- **Deductible:** The annual amount for medical expenses you're responsible to pay before your plan begins to pay its portion.
- **Copay:** The set amount you pay for a covered service at the time you receive it. The amount can vary by the type of service.
- **Coinsurance:** The portion you're required to pay for services after you meet your deductible. It's often a specified percentage of the costs; i.e. you pay 20% while the health care plan pays 80%.
- **Out-of-Pocket Maximum:** The maximum amount you pay each year for medical costs. After reaching the out-of-pocket maximum, the plan pays 100% of allowable charges for covered services.

2023-24 TRS-ActiveCare Plan Highlights Sept. 1, 2023 – Aug. 31, 2024



All TRS-ActiveCare participants have **three plan options**. Each includes a wide range of wellness benefits.

How to Calculate Your Monthly Premium

Total Monthly Premium

⊖ Your District and State Contributions

⊖ Your Premium

Ask your Benefits Administrator for your district's specific premiums.

Wellness Benefits at No Extra Cost*

Being healthy is easy with:

- \$0 preventive care
- 24/7 customer service
- One-on-one health coaches
- Weight loss programs
- Nutrition programs
- Ovia™ pregnancy support
- TRS Virtual Health
- Mental health benefits
- And much more!

**Available for all plans. See the benefits guide for more details.*

New Rx Benefits!

- Express Scripts is your new pharmacy benefits manager! CVS pharmacies and most of your preferred pharmacies and medication are still included.
- Certain specialty drugs are still \$0 through SaveOnSP.

	TRS-ActiveCare Primary	TRS-ActiveCare Primary+	TRS-ActiveCare HD
Plan Summary	<ul style="list-style-type: none"> • Lowest premium of all three plans • Copays for doctor visits before you meet your deductible • Statewide network • Primary Care Provider (PCP) referrals required to see specialists • Not compatible with a Health Savings Account (HSA) • No out-of-network coverage 	<ul style="list-style-type: none"> • Lower deductible than the HD and Primary plans • Copays for many services and drugs • Higher premium • Statewide network • PCP referrals required to see specialists • Not compatible with a Health Savings Account (HSA) • No out-of-network coverage 	<ul style="list-style-type: none"> • Compatible with a Health Savings Account (HSA) • Nationwide network with out-of-network coverage • No requirement for PCPs or referrals • Must meet your deductible before plan pays for non-preventive care

Monthly Premiums	Total Premium	Your Premium	Total Premium	Your Premium	Total Premium	Your Premium
Employee Only	\$450	\$	\$529	\$	\$462	\$
Employee and Spouse	\$1,215	\$	\$1,376	\$	\$1,248	\$
Employee and Children	\$765	\$	\$900	\$	\$786	\$
Employee and Family	\$1,530	\$	\$1,746	\$	\$1,571	\$

Plan Features	In-Network Coverage Only	In-Network Coverage Only	In-Network	Out-of-Network
Individual/Family Deductible	\$2,500/\$5,000	\$1,200/\$2,400	\$3,000/\$6,000	\$5,500/\$11,000
Coinsurance	You pay 30% after deductible	You pay 20% after deductible	You pay 30% after deductible	You pay 50% after deductible
Individual/Family Maximum Out of Pocket	\$7,500/\$15,000	\$6,900/\$13,800	\$7,500/\$15,000	\$20,250/\$40,500
Network	Statewide Network	Statewide Network	Nationwide Network	
PCP Required	Yes	Yes	No	

Doctor Visits				
Primary Care	\$30 copay	\$15 copay	You pay 30% after deductible	You pay 50% after deductible
Specialist	\$70 copay	\$70 copay	You pay 30% after deductible	You pay 50% after deductible

Immediate Care				
Urgent Care	\$50 copay	\$50 copay	You pay 30% after deductible	You pay 50% after deductible
Emergency Care	You pay 30% after deductible	You pay 20% after deductible	You pay 30% after deductible	
TRS Virtual Health-RediMD (™)	\$0 per medical consultation	\$0 per medical consultation	\$30 per medical consultation	
TRS Virtual Health-Teladoc®	\$12 per medical consultation	\$12 per medical consultation	\$42 per medical consultation	

Prescription Drugs				
Drug Deductible	Integrated with medical	\$200 deductible per participant (brand drugs only)	Integrated with medical	
Generics (31-Day Supply/90-Day Supply)	\$15/\$45 copay; \$0 copay for certain generics	\$15/\$45 copay	You pay 20% after deductible; \$0 coinsurance for certain generics	
Preferred	You pay 30% after deductible	You pay 25% after deductible	You pay 25% after deductible	
Non-preferred	You pay 50% after deductible	You pay 50% after deductible	You pay 50% after deductible	
Specialty (31-Day Max)	\$0 if SaveOnSP eligible; You pay 30% after deductible	\$0 if SaveOnSP eligible; You pay 30% after deductible	You pay 20% after deductible	
Insulin Out-of-Pocket Costs	\$25 copay for 31-day supply; \$75 for 61-90 day supply	\$25 copay for 31-day supply; \$75 for 61-90 day supply	You pay 25% after deductible	

This plan is closed and not accepting new enrollees. If you're currently enrolled in TRS-ActiveCare 2, you can remain in this plan.

TRS-ActiveCare 2
<ul style="list-style-type: none"> • Closed to new enrollees • Current enrollees can choose to stay in plan • Lower deductible • Copays for many services and drugs • Nationwide network with out-of-network coverage • No requirement for PCPs or referrals

Total Premium	Your Premium
\$1,013	\$
\$2,402	\$
\$1,507	\$
\$2,841	\$

In-Network	Out-of-Network
\$1,000/\$3,000	\$2,000/\$6,000
You pay 20% after deductible	You pay 40% after deductible
\$7,900/\$15,800	\$23,700/\$47,400
Nationwide Network	
No	

\$30 copay	You pay 40% after deductible
\$70 copay	You pay 40% after deductible

\$50 copay	You pay 40% after deductible
You pay a \$250 copay plus 20% after deductible	
\$0 per medical consultation	
\$12 per medical consultation	

\$200 brand deductible	
\$20/\$45 copay	
You pay 25% after deductible (\$40 min/\$80 max)/ You pay 25% after deductible (\$105 min/\$210 max)	
You pay 50% after deductible (\$100 min/\$200 max)/ You pay 50% after deductible (\$215 min/\$430 max)	
\$0 if SaveOnSP eligible; You pay 30% after deductible (\$200 min/\$900 max)/ No 90-day supply of specialty medications	
\$25 copay for 31-day supply; \$75 for 61-90 day supply	

What's New and What's Changing



This table shows you the changes between 2022-23 premium price and this year's 2023-24 regional price for your Education Service Center.

		2022-23 Total Premium	New 2023-24 Total Premium	Change in Dollar Amount	Key Plan Changes
TRS-ActiveCare Primary	Employee Only	\$410	\$450	\$40	<ul style="list-style-type: none"> Individual maximum-out-of-pocket decreased by \$650. Previous amount was \$8,150 and is now \$7,500. Family maximum-out-of-pocket decreased by \$1,300. Previous amount was \$16,300 and is now \$15,000. Teladoc virtual mental health visit copay decreased from \$70 to \$0.
	Employee and Spouse	\$1,157	\$1,215	\$58	
	Employee and Children	\$738	\$765	\$27	
	Employee and Family	\$1,384	\$1,530	\$146	
TRS-ActiveCare HD	Employee Only	\$422	\$462	\$40	<ul style="list-style-type: none"> Individual maximum-out-of-pocket increased by \$450 to match IRS guidelines. Previous amount was \$7,050 and is now \$7,500. Family maximum-out-of-pocket increased by \$900 to match IRS guidelines. Previous amount was \$14,100 and is now \$15,000. <p>These changes apply only to in-network amounts.</p>
	Employee and Spouse	\$1,187	\$1,248	\$61	
	Employee and Children	\$757	\$786	\$29	
	Employee and Family	\$1,419	\$1,571	\$152	
TRS-ActiveCare Primary+	Employee Only	\$515	\$529	\$14	<ul style="list-style-type: none"> Family deductible decreased by \$1,200. Previous amount was \$3,600 and is now \$2,400. Primary care provider and mental health copays decreased from \$30 to \$15. Teladoc virtual mental health visit copay decreased from \$70 to \$0.
	Employee and Spouse	\$1,259	\$1,376	\$117	
	Employee and Children	\$829	\$900	\$71	
	Employee and Family	\$1,584	\$1,746	\$162	
TRS-ActiveCare 2 (closed to new enrollees)	Employee Only	\$1,013	\$1,013	\$0	<ul style="list-style-type: none"> No changes. This plan is still closed to new enrollees.
	Employee and Spouse	\$2,402	\$2,402	\$0	
	Employee and Children	\$1,507	\$1,507	\$0	
	Employee and Family	\$2,841	\$2,841	\$0	

At a Glance			
	Primary	HD	Primary+
Premiums	Lowest	Lower	Higher
Deductible	Mid-range	High	Low
Copays	Yes	No	Yes
Network	Statewide network	Nationwide network	Statewide network
PCP Required?	Yes	No	Yes
HSA-eligible?	No	Yes	No

Effective: Sept. 1, 2023

Compare Prices for Common Medical Services

REMEMBER:

Call a Personal Health Guide (PHG) any time 24/7 to help you find the best price for a medical service. Reach them at **1-866-355-5999**.

Benefit	TRS-ActiveCare Primary	TRS-ActiveCare Primary+	TRS-ActiveCare HD		TRS-ActiveCare 2	
	In-Network Only	In-Network Only	In-Network	Out-of-Network	In-Network	Out-of-Network
Diagnostic Labs*	Office/Independent Lab: You pay \$0	Office/Independent Lab: You pay \$0	You pay 30% after deductible	You pay 50% after deductible	Office/Independent Lab: You pay \$0	You pay 40% after deductible
	Outpatient: You pay 30% after deductible	Outpatient: You pay 20% after deductible			Outpatient: You pay 20% after deductible	
High-Tech Radiology	You pay 30% after deductible	You pay 20% after deductible	You pay 30% after deductible	You pay 50% after deductible	You pay 20% after deductible + \$100 copay per procedure	You pay 40% after deductible + \$100 copay per procedure
Outpatient Costs	You pay 30% after deductible	You pay 20% after deductible	You pay 30% after deductible	You pay 50% after deductible	You pay 20% after deductible (\$150 facility copay per incident)	You pay 40% after deductible (\$150 facility copay per incident)
Inpatient Hospital Costs	You pay 30% after deductible	You pay 20% after deductible	You pay 30% after deductible	You pay 50% after deductible (\$500 facility per day maximum)	You pay 20% after deductible (\$150 facility copay per day)	You pay 40% after deductible (\$500 facility per day maximum)
Freestanding Emergency Room	You pay \$500 copay + 30% after deductible	You pay \$500 copay + 20% after deductible	You pay \$500 copay + 30% after deductible	You pay \$500 copay + 50% after deductible	You pay \$500 copay + 20% after deductible	You pay \$500 copay + 40% after deductible
Bariatric Surgery	Facility: You pay 30% after deductible	Facility: You pay 20% after deductible	Not Covered	Not Covered	Facility: You pay 20% after deductible (\$150 facility copay per day)	Not Covered
	Professional Services: You pay \$5,000 copay + 30% after deductible	Professional Services: You pay \$5,000 copay + 20% after deductible			Professional Services: You pay \$5,000 copay + 20% after deductible	
	Only covered if rendered at a BDC+ facility	Only covered if rendered at a BDC+ facility			Only covered if rendered at a BDC+ facility	
Annual Vision Exam (one per plan year; performed by an ophthalmologist or optometrist)	You pay \$70 copay	You pay \$70 copay	You pay 30% after deductible	You pay 50% after deductible	You pay \$70 copay	You pay 40% after deductible
Annual Hearing Exam (one per plan year)	\$30 PCP copay \$70 specialist copay	\$30 PCP copay \$70 specialist copay	You pay 30% after deductible	You pay 50% after deductible	\$30 PCP copay \$70 specialist copay	You pay 40% after deductible

**Pre-certification for genetic and specialty testing may apply. Contact a PHG at 1-866-355-5999 with questions.*

www.trs.texas.gov

2023-24 Health Maintenance Organization (HMO) Plans and Premiums for Select Regions of the State

REMEMBER: Remember that when you choose an HMO, you're choosing a regional network.

TRS contracts with HMOs in certain regions to bring participants in those areas additional options. HMOs set their own rates and premiums. They're fully insured products who pay their own claims.

	Central and North Texas Baylor Scott & White Health Plan <i>Brought to you by TRS-ActiveCare</i>	Blue Essentials - South Texas HMO <i>Brought to you by TRS-ActiveCare</i>	Blue Essentials - West Texas HMO <i>Brought to you by TRS-ActiveCare</i>
	<p>You can choose this plan if you live in one of these counties: Austin, Bastrop, Bell, Blanco, Bosque, Brazos, Burleson, Burnet, Caldwell, Collin, Coryell, Dallas, Denton, Ellis, Erath, Falls, Freestone, Grimes, Hamilton, Hays, Hill, Hood, Houston, Johnson, Lampasas, Lee, Leon, Limestone, Madison, McLennan, Milam, Mills, Navarro, Robertson, Rockwall, Somervell, Tarrant, Travis, Walker, Waller, Washington, Williamson</p>	<p>You can choose this plan if you live in one of these counties: Cameron, Hildalgo, Starr, Willacy</p>	<p>You can choose this plan if you live in one of these counties: Andrews, Armstrong, Bailey, Borden, Brewster, Briscoe, Callahan, Carson, Castro, Childress, Cochran, Coke, Coleman, Collingsworth, Comanche, Concho, Cottle, Crane, Crockett, Crosby, Dallam, Dawson, Deaf Smith, Dickens, Donley, Eastland, Ector, Fisher, Floyd, Gaines, Garza, Glasscock, Gray, Hale, Hall, Hansford, Hartley, Haskell, Hemphill, Hockley, Howard, Hutchinson, Irion, Jones, Kent, Kimble, King, Knox, Lamb, Lipscomb, Llano, Loving, Lubbock, Lynn, Martin, Mason, McCulloch, Menard, Midland, Mitchell, Moore, Motley, Nolan, Ochiltree, Oldham, Parmer, Pecos, Potter, Randall, Reagan, Reeves, Roberts, Runnels, San Saba, Schleicher, Scurry, Shackelford, Sherman, Stephens, Sterling, Stonewall, Sutton, Swisher, Taylor, Terry, Throckmorton, Tom Green, Upton, Ward, Wheeler, Winkler, Yoakum</p>

Total Monthly Premiums	Total Premium	Your Premium	Total Premium	Your Premium	Total Premium	Your Premium
Employee Only	\$569.76	\$	N/A	\$	N/A	\$
Employee and Spouse	\$1,432.42	\$	N/A	\$	N/A	\$
Employee and Children	\$916.49	\$	N/A	\$	N/A	\$
Employee and Family	\$1,648.78	\$	N/A	\$	N/A	\$

Plan Features			
Type of Coverage	In-Network Coverage Only	N/A	N/A
Individual/Family Deductible	\$2,400/\$4,800	N/A	N/A
Coinsurance	You pay 25% after deductible	N/A	N/A
Individual/Family Maximum Out of Pocket	\$8,150/\$16,300	N/A	N/A

Doctor Visits			
Primary Care	\$20 copay	N/A	N/A
Specialist	\$70 copay	N/A	N/A

Immediate Care			
Urgent Care	\$40 copay	N/A	N/A
Emergency Care	\$500 copay after deductible	N/A	N/A

Prescription Drugs			
Drug Deductible	\$200 (excl. generics)	N/A	N/A
Days Supply	30-day supply/90-day supply	N/A	N/A
Generics	\$14/\$35 copay	N/A	N/A
Preferred Brand	You pay 35% after deductible	N/A	N/A
Non-preferred Brand	You pay 50% after deductible	N/A	N/A
Specialty	You pay 35% after deductible	N/A	N/A

www.trs.texas.gov



205 S Colorado, Celina, Tx 75009

Phone 469-742-9100

Fax 972-382-3607

CISD Board Agenda Item Synopsis

Subject: Consider Approval of the 2023-2024 proposed budgets (General Operating, Food Service & Debt Service)

Background Information: The district must adopt a budget for the General Operating, Food Service & Debt Service funds by June 30, 2023.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:
Varies

Recommendation:

The District recommendation is for Members of the Board to approve the 2023-2024 proposed 181, 199, 240 & 599 budgets as presented.

Submitted by:

Amber Pennell
CFO

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023



**Public Hearing
2023-2024 Proposed Budget**

June 26, 2023

The required Notice of Public Meeting was published in the Celina Record newspaper
on June 12, 2023.

Budget Highlights

- **The 2023-2024 General Fund budget was built on the assumption of a Refined Average Daily Attendance (ADA) of 4,252.50. This is based on the latest demographic projections provided by the district's demographers and the ADA we proposed at the June 12 workshop.**
- **The budget is based on an estimated tax rate of \$1.3390 (M&O rate of .8390 & Debt Service rate of .50). Lawmakers are in special session, so this tax rate could change. The district has been required to lower our M&O tax rate each year.**
- **The budget includes an addition of 63 positions and additional expenditures for the opening of Martin ES and to accommodate district-wide growth. This budget also reflects increased inflationary costs for all CISD operations, including property insurance, utilities, maintenance, transportation, etc.**

Federal, state and local guidelines direct the budget development process. The TEA requires the General, Food Service, & Debt Service funds to be budgeted and adopted annually by the District's Board of Trustees. CISD's budget has been prepared in accordance with state regulations and covers the fiscal period beginning July 1, 2023 through June 30, 2023.

Assumptions/Implications

2023-2024 PROPOSED BUDGET

			181-199 ATH/GENERAL FUND	% of total expendi tures	240- FOOD SERVICE FUND	599 DEBT SERVICE FUND
Revenues:						
5700 - REVENUE-LOCAL & INTERMED			31,960,925.00		1,119,500.00	16,029,913.00
5800 - STATE PROGRAM REVENUES			12,470,420.00		46,000.00	0.00
5900 - FEDERAL PROGRAM REVENUES			140,000.00		516,500.00	0.00
REVENUE FROM OTHER SOURCES						
REVENUE FROM FUND BALANCE			1,198,140.00		502,833.00	
			45,769,485.00		2,184,833.00	16,029,913.00
Expenditures:						
11 - INSTRUCTION			25,885,000.00	57%		0.00
12 - INSTR. RESOURCES & MEDIA SER			280,100.00	1%	0.00	0.00
13 - CURRICULUM & STAFF DEVELOPM			597,036.00	1%	0.00	0.00
10 Total:			26,762,136.00		0.00	0.00
21 - INSTRUCTIONAL LEADERSHIP			527,107.00	1%	0.00	0.00
23 - SCHOOL ADMINISTRATION			3,069,347.00	7%	0.00	0.00
20 Total:			3,596,454.00		0.00	0.00
31 - GUIDANCE AND COUNSELING SVS			1,696,652.00	4%	0.00	0.00
33 - HEALTH SERVICES			497,601.00	1%	0.00	0.00
34 - PUPIL TRANSPORTATION-REGULA			2,437,700.00	5%	0.00	0.00
35 - FOOD SERVICES			0.00	0%	2,184,833.00	0.00
36 - EXTRACURRICULAR ACTIVITIES			1,775,650.00	4%	0.00	0.00
30 Total:			6,407,603.00		2,184,833.00	0.00
41 - GENERAL ADMINISTRATION			1,959,247.00	4%	0.00	0.00
40 Total:			1,959,247.00		0.00	0.00
51 - PLANT MAINTENANCE & OPERATIO			5,150,450.00	11%	0.00	0.00
52 - SECURITY & MONITORING			508,675.00	1%	0.00	0.00
53 - DATA PROCESSING SERVICES			904,920.00	2%	0.00	0.00
50 Total:			6,564,045.00		0.00	0.00
71 - DEBT SERVICE			85,000.00	0%	0.00	16,029,913.00
70 Total:			85,000.00		0.00	16,029,913.00
81 - FACILITIES ADQ. & CONSTRUCTIO			30,000.00	0%	0.00	0.00
80 Total:			30,000.00		0.00	0.00
93 - PAYMENT TO FISCAL AGENT			35,000.00	0%	0.00	0.00
95 - PAYMENT TO JJAEP			15,000.00	0%	0.00	0.00
99 - OTHER GOVERNMENTAL CHARGES			315,000.00	1%	0.00	0.00
90 Total:			365,000.00		0.00	0.00
			45,769,485.00	100%	2,184,833.00	16,029,913.00

CISD Board Agenda Item Synopsis

Subject: Consider Approval of the Playground Bid for Elementary #4

Background Information:

At the regularly scheduled Board meeting on March 27, 2023, the Board approved the GMP and FFE budget for Elementary #4 in Cambridge Crossing. The district has received bids from three different vendors, and have reviewed the design and price for each. The playground proposed is consistent with the playground structure at Martin Elementary.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

\$286,003.79 Bond Money from FFE approved in March 2023

Recommendation:

The District recommendation is for the Members of the Board to approve Bid for the Playground for Elementary #4

Submitted by:

Dr. John Mathews
Assistant Superintendent for Administrative Services

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023



Decks



Sand

Metals



Desert
Dunes



Sand



Orange

Plastics



Orange



Brownstone

Actual colors may vary. We work hard to ensure our renderings are as life like as possible.

Celina ISD ES #4
 Celina ISD, TX
 R1234_44852382565





Decks  Sand

Metals    Desert Dunes Sand Orange

Plastics   Orange Brownstone

Actual colors may vary. We work hard to ensure are our renderings are as life like as possible.

Celina ISD ES #4
 Celina ISD, TX
 R1234_44852382565





Decks



Sand

Metals



Desert
Dunes



Sand



Orange

Plastics



Orange



Brownstone

Actual colors may vary. We work hard to ensure are our renderings are as life like as possible.

Celina ISD ES #4
 Celina ISD, TX
 R1234_44852382565





Decks



Sand

Metals



Desert
Dunes



Sand



Orange

Plastics



Orange



Brownstone

Actual colors may vary. We work hard to ensure our renderings are as life like as possible.

Celina ISD ES #4
Celina ISD, TX
 R1234_44852382565





PO Box 29 | Allen, TX 75013

*an exclusive Miracle Recreation Dealer
for North and Central Texas*

CONSULTANT	
Tracy Shore	(469) 416-1323

QUOTE	
TS20230619-001	
Quote Date	Valid Until
6/19/2023	8/18/2023
Est. Delivery:	Est. Install
12-14 Weeks	TBD

CUSTOMER INFORMATION

Customer: **Celina ISD**
 Contact: **Dr. John Mathews**
 Contact Info: **johnmathews@celinaisd.com**
 Project Name: **Elementary #4 Miracle Option 1**
 Site Address: **2205 Pinner Ct., Celina TX 75009**
 End User: **Celina ISD**
 Ship To: **webuildfun**

Buyboard Contract # 679-22

ITEM	DESCRIPTION	QTY	EACH	TOTAL
MIRACLE	Miracle playground equipment design 1234_44852382565 <i>- Includes 4 integrated playground shades</i>	1	\$166,649.00	\$166,649.00
FREIGHT	Shipping of Miracle equipment	1	\$5,445.04	\$5,445.04
DISCOUNT	BuyBoard pricing plus additional discount from webuildfun	1	-\$41,662.25	-\$41,662.25
INSTALL	Installation of Miracle equipment listed above	1	\$49,994.70	\$49,994.70
BENCHES	Teacher benches, 6' punched steel, inground or surface mount	2	\$738.20	\$1,476.40
FREIGHT	Shipping of benches	1	\$300.00	\$300.00
SHADES	Single-post pyramid cantilever shades for benches <i>- 10'X10' with 8' entry height - 115 mph wind load max - Shadesure fabric - Includes stamped drawings for permit</i>	2	\$4,872.50	\$9,745.00
FREIGHT	Shipping of shades	1	\$800.00	\$800.00
DISCOUNT	BuyBoard discount on shades	5%	-\$487.25	-\$487.25
PERMIT	Estimated permit cost for shades	1	\$750.00	\$750.00
INSTALL	Installation of inground shades	1	\$5,500.00	\$5,500.00
TURF	Premium Syntipede 321 artificial turf playground surface system <i>- Premium 2" Brock pad providing up to 8' fall height protection - Special trample zone turf at high traffic spots - Premium infill - Heatblock technology - Shockproof system - 5175 SF play area</i>	1	\$87,493.15	\$87,493.15

TAX EXEMPT Tax Exemption Certificate Provided

Final Prices Subject to State and Local Sales Tax and Use Tax Rate

TOTAL \$286,003.79

Make Payable to: **webuildfun, Inc PO Box 29, Allen, TX 75013**

Payment Terms Net 30 To be invoiced in full upon completion of project.

Prices reflected on quote assumes all site work to be done by others unless noted above.

** All drainage within the playground border and away from the play area to be done by "other" unless noted above. * Price assumes border by "other" unless noted above.*

** No site restoration is included unless noted above. * Additionally, no bond or special insurance coverages are included unless noted above.*

Pricing may not be guaranteed beyond 30 days. We are attempting to hold pricing when possible, but due to material and labor costs, price increases have unfortunately become unavoidable. We value our customers and appreciate your understanding during these unprecedented times. All finalized contracts and/or purchase orders must be accompanied by a valid quote within 30 days of issue. Please request a requote when beyond the 30 days.

Approval Signature

Date

PO Number

Send completed quote and purchase order to: **tracy@webuildfun.com**

PLEASE RETURN ALL PAGES OF THIS QUOTE UPON ORDERING

Price assumes all site work, drainage away from play area & border to be provided by "other" at no cost to webuildfun unless specified otherwise in the quote above. This includes site prep, grade work, drainage, construction fencing, concrete borders and site restoration. All additional services can be quoted upon request. webuildfun, inc. warrants the labor for replacement parts for 1 year, if webuildfun, inc provided the original installation. In the event rock is encountered, additional charges may be assessed. It is the responsibility of the owner to obtain permit(s) unless specified above. It is the responsibility of the owner to locate all underground utility lines. webuildfun, Inc will assist with this by requesting a line locate from Dig Tess, at the owner's request. webuildfun, Inc will make every reasonable effort to respect all marked utility lines, and will repair damage(s) caused by webuildfun, Inc to marked utilities. webuildfun, Inc will not be responsible for damage to unmarked utilities. Prices are guaranteed for 30 days from the date listed on quote.

CUSTOMER INFORMATION

Customer: **Celina ISD**
 Contact: **Dr. John Mathews**
 Contact Info: **johnmathews@celinaisd.com**
 Project Name: **Elementary #4 Miracle Option 1**
 Site Address: **2205 Pinner Ct., Celina TX 75009**
 End User: **Celina ISD**
 Ship To: **webuildfun**

Please provide the following information:

Project Name: **Elementary #4 Miracle Option 1**

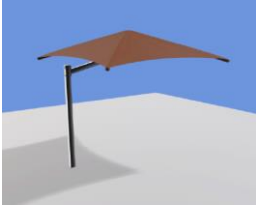
CONSULTANT	
Tracy Shore	(469) 416-1323

QUOTE	
TS20230619-001	
Quote Date	Valid Until
6/19/2023	8/18/2023
Est. Delivery:	Est. Install
12-14 Weeks	TBD

Buyboard Contract # 679-22

Project Total
\$286,003.79

(2) shades over benches



Initial here to approve colors shown above

PLEASE RETURN ALL PAGES OF THIS QUOTE UPON ORDERING



205 S Colorado, Celina, Tx 75009

Phone 469-742-9100

Fax 972-382-3607

CISD Board Agenda Item Synopsis

Subject: Consider Approval of the Collin College and Celina ISD Partnership Agreement

Background Information:

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- X 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- X 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- X 5. We will foster strong numeracy skills and commit to continual growth in math success.
- X 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

Classroom space

Recommendation:

The District recommendation is for the Members of the Board to approve the 2023-2026 Partnership Agreement with Collin College as presented.

Submitted by:

Dr. Elisabeth Pope

Secondary Instruction and Data Coordinator

Recommended by:

Tom Maglisceau, Ph.D.

Superintendent

Meeting Date: June 26, 2023



Collin County Community College District
and
Celina Independent School District

Partnership Agreement
August 1, 2023 to July 31, 2026

Table of Contents

I. PURPOSE	3
II. AGREEMENT	3
A. Definitions and Common Terms	3
III. GENERAL PROVISIONS FOR DUAL CREDIT	4
A. Student Eligibility	4
B. Student Expectations, Rights, and Responsibilities	6
C. Faculty Selection, Supervision, and Evaluation	7
D. Location and Student Composition of Class	10
E. Academic Policies and Student Support Services	11
F. Eligible Courses	12
G. Course Curriculum, Instruction, and Grading	13
H. Transcription of Credit	13
I. Funding	14
IV. GENERAL OBLIGATIONS OF THE PARTIES	14
A. Recognition of Higher Education Partner, Promotion, Marketing, and Advertising	14
B. Understanding of the Parties	14
C. Criminal History Background Check and Fingerprinting Requirements	14
D. Clery Act Obligations	15
E. Prohibition of Discrimination and Harassment	15
F. School District Data Sharing and Privacy	16
G. Confidentiality of Data	18
H. Security Safeguards	18
I. Method of Access or Transfer	19
J. Physical Location of Data	19
K. Notification of Security Breach	19
L. Disposition of Data	19
M. FERPA Compliance and Disclosure of Educational Records	20
N. Entire Agreement	20
O. Conflict Resolution	21
P. Termination	21
Q. Approval Signatures	22

APPENDIX A: Statewide Goals for Dual Credit.....23

APPENDIX B: Courses Approved for Celina ISD/Collin College Dual Credit.....25

APPENDIX C: Programs for Celina ISD/Collin College Dual Credit.....27

APPENDIX D: Coursework Expectations28

APPENDIX E: College and Career Counselors Initiative31

APPENDIX F: Collegiate Academy32

APPENDIX G: Workforce Programs.....43



Collin County Community College District and Celina Independent School District

Partnership Agreement for Academic Year 2023-2026

I. PURPOSE

1) Collin County Community College District (“Collin College”) and Celina Independent School District (“Celina ISD”) hereby enter into the following Partnership Agreement (“Agreement”) effective August 1, 2023 (“Effective Date”) to provide opportunities for high school students to concurrently enroll in college courses and programs. This Agreement is written in accordance with Title 19, Part 1, Chapter 9, Subchapter H of the Texas Administrative Code pertaining to partnerships between secondary schools and public two-year colleges.

II. AGREEMENT

1) Collin College and Celina ISD agree to enter into a partnership to award dual credit. This Agreement hereby incorporates by reference all dual credit requirements defined in the Texas Administrative Code (“TAC”) and the accreditation requirements established by the Southern Association of Colleges and Schools Commission on Colleges (“SACSCOC”) which is Collin College’s accrediting body, as such may be amended during its term. Unless otherwise noted, this Agreement applies to dual credit courses only.

NOW THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement and other valuable consideration, Collin College and Celina ISD agree as follows:

A. Definitions and Common Terms

- a) The term “dual credit” is defined as enrollment of a high school student in a college to receive simultaneous academic credit for the college course from both the college and the high school.
- b) The term “concurrent credit” is defined as enrollment of a high school student in a college to receive academic credit for the college course only.
- c) Community Colleges – General

The mission of community colleges is to support student access to and success in higher education. You can learn more about the goals of community colleges in general by visiting the website for the American Association of Community Colleges:

<https://www.aacc.nche.edu/>

d) Collin College – Mission and Values

Collin College is a student and community-centered institution committed to developing skills, strengthening character, and challenging the intellect. Our Core Values are Learning, Service and Involvement, Creativity, and Innovation. Academic Excellence, Dignity and Respect, and Integrity. You can learn more by going to our website <https://www.collin.edu/aboutus>.

e) Collin College Accreditation and Governing Bodies

Collin College's policies are guided by the work of several groups. To help you understand some of the abbreviations in this Agreement, you may be interested in learning more about these groups.

Collin College's accrediting body is SACSCOC. Collin College must adhere to the requirements set forth by this accrediting body. You can learn more about SACSCOC, including its mission and values here: <http://www.sacscoc.org/>.

THECB (Texas Higher Education Coordinating Board) guides the efforts of public colleges and universities in Texas. You can learn more about this organization here: <https://www.highered.texas.gov/>.

III. GENERAL PROVISIONS FOR DUAL CREDIT

A. Student Eligibility

1) Prior to enrolling in college classes, students must satisfy Texas Success Initiative Assessment ("TSIA") requirements. The TSIA is a college readiness assessment in reading, writing, and mathematics that is required for all students taking college-level courses at a public college in Texas. Students must also satisfy all local assessment requirements.

High school students may be exempt from state-mandated TSIA testing if they meet the qualifying standard listed in the current Collin College Catalog. Exemptions may be extended for the SAT or ACT. Dual credit students may be able to use temporary waivers (TSI waived for one year) with appropriate scores in PSAT/NMSQT, ACT-Aspire, STAAR English II, or Algebra I (with a final Algebra II average of 70 or higher). All submitted tests scores must be within 5 years:

- TSIA Exemptions:
 - SAT scores: Evidence-Based Reading and Writing score of 480 or higher (for TSI ELAR) and a Math score of 530 or higher (for TSI Math)

- ACT scores:
 - **Tests taken on or before Feb. 14, 2023** - A student with an ACT Composite Score of 23 (or higher) is exempt from TSI Math with an ACT Math score of 19 (or higher) even though the ACT English may be less than 19. A student with an ACT Composite Score of 23 (or higher) is exempt from TSI ELAR with an ACT English score of 19 or higher, even though the Math may be less than 19. Scores must be less than 5 years old.
 - **Tests taken on or after Feb. 15, 2023** - (less than 5 years old) A student with a Math score of 22 or higher is exempt from TSI Math even if the student does not meet the English/Reading requirement. A student with a combined English and Reading score of 40 or higher is exempt from the TSI ELAR even if the student does not meet the Math requirement.
- TSIA Dual Credit Waivers:
 - PSAT/NMSQT: Evidenced-Based Reading and Writing score of 460 or higher will be waived from TSI ELAR; Math score of 510 or higher will be waived from TSI Math
 - ACT-Aspire: Minimum English score of 435 or higher will be waived from TSI ELAR; minimum Math score of 431 or higher will be waived from TSI Math
 - STAAR/EOC English II: Level 2 score of 4000 or higher will be waived from TSI ELAR
 - STAAR/EOC Algebra I: Level 2 score of 4000 or higher and at least a grade of 70 in their two-semester Algebra 2 course will be waived from TSI Math

Exemption requirements and scores subject to change under Texas law or regulations.

Students may also be exempt if they are enrolling in workforce education courses contained in a Level I Certificate or a program leading to a credential of less than a Level I Certificate.

- 2) Students must have permission from Celina ISD to enroll in Collin College for dual credit or concurrent credit. Collin College must be notified whether students are dual credit or concurrent (college only) credit.
- 3) Celina ISD must provide a letter notifying Collin College of early graduates.

4) Official high school transcripts are not required to participate in the Collin College Dual Credit Program. However, a transcript may be required to demonstrate college readiness, or to confirm academic information, e.g., test scores, grade classification, vaccination, or other pertinent information.

B. Student Expectations, Rights, and Responsibilities

1) Students enrolled in dual credit courses are considered to be college students and are subject to all Collin College policies and procedures. Dual credit students must comply with standards of conduct required of all Collin College students and have all the same rights and responsibilities in all matters related to the dual credit program. Dual credit students must also follow Celina ISD's Student Code of Conduct.

2) Unless a conflict arises between the obligations of Celina ISD and Collin College under their respective policies and procedures for student conduct, Celina ISD and Collin College staff and administrators will work collaboratively to determine the appropriate party to initiate an investigation or resolution process in response to the alleged student conduct violation(s). In the event a conflict arises, regarding the initiation of such investigation or resolution efforts, the parties agree to use the Conflict Resolution efforts listed in Section IV, O on "[Conflict Resolution](#)".

The Parties agree neither Party is prohibited from utilizing its own complaint resolution process, separate and apart from the other Party's process, but both Parties shall cooperate with each other to provide the necessary information and access to students and employees necessary to fulfill each Parties' obligations under its own specific policies and procedures.

3) Celina ISD and Collin College agree to inform the other as soon as reasonably possible (within two business days or sooner) if a dual credit student is subject to disciplinary action that may affect his or her enrollment status as a dual credit student.

4) Regardless of the location of the conduct, if Celina ISD's Code of Conduct and disciplinary process could result in removal of the student from the regular education program due to suspension, placement in a disciplinary alternative education program, or expulsion/removal to a Juvenile Justice Alternative Education Program Celina ISD shall notify Collin College of any disciplinary action in response to the alleged student behavior. Collin College may determine if there are any potential consequences under applicable Collin College policies or procedures that could also result in the student's removal from enrollment of the student in a dual credit class(es). In addition, per the Collin College Student Code of Conduct, Collin College has the right to immediately remove a student from its premises via the interim suspension process, upon notification and a determination by the Dean of Students. Collin College will notify Celina ISD of any discipline that will be imposed due to Collin College procedures.

C. Faculty Selection, Supervision, and Evaluation

- 1) All Collin College faculty will meet the minimum requirements to teach courses as specified by SACSCOC. Collin College shall select, supervise, and evaluate Collin College faculty for courses which result in the award of dual credit as outlined in Title 19, Part 1, Chapter 4, Subchapter D, Rule 4.85 of the Texas Administration Code.
- 2) Collin College faculty who teach dual credit courses will be required to meet the same standards, reviews, and approval procedures used by Collin College to select all Collin College faculty. Official transcripts of all faculty must be kept on file at Collin College.
- 3) Embedded faculty are full-time high school teachers hired by Collin College as adjunct faculty to teach Collin College courses during regular high school hours. When teaching dual credit courses at the high school campus, embedded faculty are under the guidance of Collin College and must follow the guidelines and procedures of Collin College such for items including but not limited to; curriculum, the Family Educational Rights and Privacy Act (FERPA), Title IX of the Education Amendments of 1972, syllabus, college schedule, etc.

As Collin College adjunct faculty, embedded faculty are responsible for fulfilling all regular duties and responsibilities of all college faculty, including, but not limited to:

- maintaining college-level rigor in all instructional practices
 - utilizing a Canvas shell and gradebook for each course
 - developing a course syllabus and calendar of assignments
 - certifying rosters
 - following FERPA regulations
 - providing mid-term and final numerical grades to the P-12 Partnerships Office
 - posting final course grades in Collin College's student management system
 - following Collin College's mandatory reporting procedures
 - responding promptly to email requests and due dates sent by the offices of academic affairs
- 4) All faculty, including embedded faculty, are responsible for attending required Collin College training sessions.
 - 5) All Collin College faculty members must inform their Collin College supervisor (Associate Dean/Director) as well as the high school campus administrator where they teach when they need to be absent. Embedded faculty will follow the Celina ISD process

for reporting absences as well as contacting their Collin College associate dean/director. With sufficient advanced notice, Collin College will make a good faith effort to provide a substitute when a faculty member will be absent.

- 6) Embedded faculty will work with the appropriate associate deans/director and high school administrators regarding class schedules during the high school day.
- 7) Collin College Faculty, even if employed by and paid by Celina ISD, must be supervised in instructional matters by the Collin College Academic department and must meet all administrative and evaluation requirements, and attend required faculty training including the dual credit faculty training.

Collin College Faculty are expected to comply with Collin College board policies, including the Employee Standards of Conduct found in [DH \(Local\)](#) and [DH \(Exhibit\)](#). Dual credit faculty at the Celina ISD are also expected to abide by the state Educator's Code of Ethics found in the Texas Administrative Code (19 TAC 247.2) for standard practices and ethical conduct towards students, unless it conflicts with Collin College's Employee Standards of Conduct. If a conflict arises, the Parties agree to use the conflict resolution procedures found in Section IV, O on "[Conflict Resolution](#)".

- 8) All availability of courses structured under dual credit is contingent upon the availability of Collin College faculty. Students may need to take classes virtually or on a Collin College campus to continue with a sequence.
- 9) Collin College and Celina ISD agree to a mutual understanding to resolve issues that may arise in the course of this partnership with faculty. The Parties agree to use the conflict resolution procedures listed in Section IV, O on "[Conflict Resolution](#)".

- a) Joining the Collin College Faculty

1. Collin College Commitment to High School Faculty

The following series of steps to facilitate the interview process for high school instructors who wish to teach dual credit with Collin College:

- Before applying to Collin College interested high school faculty members can reference job expectations and responsibilities available here: <https://collin.wd1.myworkdayjobs.com/ExternalFacultyCareerSite>.
- Celina ISD will provide Collin College with a roster of faculty interested in embedded faculty assignments for the next academic year by February 1. The roster should include candidates' unofficial transcripts as well as resumes of work experience.

- Collin College Academic Departments will conduct an initial review to determine whether the high school faculty member meets SACSCOC standards.
- High school faculty found to be SACSCOC qualified would complete an official Collin College application as an adjunct faculty member.
- The associate dean/director will contact applicants if selected for an interview. It is at this point that the associate dean/director can provide the candidate with additional information about a particular position. The interview may include a demonstration of teaching capability, communication, and presentation skills. An interview panel may be used, at the discretion of the department. Candidates will be notified of acceptance or non-acceptance by April 1. If the latter decision is made, an explanation will be offered with suggestions for next steps.
- Once accepted for hire, the high school faculty member is expected to attend a New Hire Orientation provided by Collin College's Human Resource Department. Additionally, they will be required to attend Adjunct faculty trainings as directed by the Academic Department. The P-12 Partnerships Office will also provide a dual credit faculty presentation on dual credit practices and procedures at the start of each long semester.

2. Prospective Dual Credit Faculty

High School teachers who are interested in teaching dual credit courses on their high school campus for Collin College need to be aware of expectations from both their high school and Collin College. The Appendix D "[Coursework Expectations](#)" will help acquaint instructors with the similarities and differences in requirements for teaching across both school levels. In all cases, the college rules will apply, in some cases, faculty will also have to adhere to high school requirements.

3. Basic Qualifications

SACSCOC is the accrediting body for Collin College. Every prospective dual credit instructor at Collin College must meet these minimum requirements. The requirements can be found at: http://www.collin.edu/hr/employment/FCI_System.html.

4. Coursework Expectations

In many cases, high school teaching expectations will differ from Collin College's teaching expectations. In Dual Credit courses, Collin College's teaching expectations and student learning outcomes are followed. Appendix D: [Coursework Expectations](#)

provides an outline of differences between high school and Collin College coursework expectations.

D. Location and Student Composition of Class

1) Dual credit courses may be taught on one of the Collin College campuses, online, at an approved high school campus, or at an agreed upon and approved location. Dual credit courses need a minimum of 15 students enrolled to be offered regardless of location. Workforce/CTE classes may have exceptions to this minimum as they are limited by space and teacher-to-student ratios for safety. All course minimums and maximums are subject to review by Collin College's Academic Deans.

2) Collin College classes that require a "lab" component at the high school will have the same equipment, specs, and consumables provided at an equivalent Collin College campus. Before a "lab" course is approved to be offered at the high school, the designated Collin College staff will evaluate the proposed "lab" location to ensure it meets Collin College's minimum standards. The high school will be responsible for maintaining, upkeep, and storing consumables and non-consumables related to the Collin College "lab" courses.

3) Courses will be comprised of dual credit high school students only or of dual credit high school students and college credit students if offered online or on a Collin College campus. High school students will not be allowed to concurrently enroll in college courses for high school credit only. During Maymester and Wintermester terms, dual/concurrent credit students may enroll in one course with Celina ISD approval.

4) As part of this Agreement, Celina ISD will assign Collin College faculty to a classroom to carry out the functions of the dual credit program for courses located on the Celina ISD's campus. Celina ISD retains control of all classroom space under this Agreement. In order to ensure the program is equipped for college-level instruction, Celina ISD will provide the following:

- Adequate board space
- Computer equipment with projection
- Upon advanced written request from Collin College faculty for multimedia equipment, Celina ISD will provide notice of availability of such equipment and provide it if it is available
- Internet access that aligns with Collin College and State of Texas standards for delivery of instruction to ensure comparable delivery of instruction and access to course materials as found in the college-level courses

- A classroom that is available and ready for use within the allotted instructional class time(s)

Celina ISD will designate an official contact that will facilitate the classroom instructional needs listed above. Celina ISD will notify Collin College's P-12 Partnerships Office and the Academic Affairs office of the name and contact information of the designated liaison. If a conflict arises regarding providing classroom space or equipment, the Parties agree to follow the resolution guidelines in Section IV, O on "[Conflict Resolution](#)".

5) In the Agreement, Celina ISD agrees to provide Collin College copies of all documents concerning any applicable rules, regulations, policies, and procedures of Celina ISD related to security or restriction, which would be applicable to Collin College faculty while present on a Celina ISD campus.

6) Collin College and the Celina ISD will work collaboratively to provide approved accommodations for a Collin College faculty member with a documented disability. If a conflict arises regarding a requested or approved accommodation, the Parties agree to follow the resolution guidelines in Section IV, O on "[Conflict Resolution](#)".

E. Academic Policies and Student Support Services

1) Celina ISD must provide an atmosphere that promotes a collegiate environment for classes which includes adequate classroom facilities, and minimizes disruptions of college classes for announcements, pep rallies, removal of students from class to conduct high school related activities, etc. Celina ISD will provide Collin College with a schedule of events that may impact dual credit course delivery on a Celina ISD site each semester. After a term's registration period has started, changes cannot be made to Collin College's class schedule unless there are extenuating circumstances approved by both parties.

2) Dual credit courses will follow the Collin College academic calendar. If the Celina ISD calendar is different from that of Collin College, Collin College and Celina ISD will identify a mutually agreeable alternative arrangement for course continuation.

3) High school dual credit and concurrent enrollment students will have access to all Collin College academic and student support services including, but not limited to: libraries, electronic library resources, writing centers, tutorial services, assessment, admissions, student engagement activities, and academic advisement. Some services are available only on a Collin College campus.

4) Per the Texas Education Code, all dual credit students receive academic and/or college readiness advising as referenced in Appendix A: "[Statewide Goals for Dual](#)

[Credit](#)". Per the Texas Education Code, Celina ISD designates the high school campus counselor as responsible for academic advising to students in the dual credit program.

5) High school dual/concurrent credit students agree to abide by all Collin College policies and procedures as outlined in the current Collin College Student Handbook.

a) Disability Services and Accommodations

1) Students with disabilities who need accommodations must apply for disability services through Collin College's Accommodations at Collin College for Equal Support Services (ACCESS) Department, provide current documentation, and be determined eligible for accommodations at Collin College. The accommodations process is not automatic and may take time to complete. Not all students who qualify for modification for high school classes will be eligible for accommodations in college classes.

If determined eligible for academic accommodations at Collin College, students must request accommodations each semester through the ACCESS Department. The dual credit course location will determine who provides the academic accommodation needs by Collin College's ACCESS Department. Dual credit course accommodations offered on the high school campus are provided by high school personnel. Dual credit course accommodations offered on a Collin College campus will be provided by Collin College personnel. The Parties will designate each other as school officials with a legitimate educational interest under FERPA as provided in Section IV.G. "[Confidentiality of Data](#)" so that information regarding accommodations may be shared.

F. Eligible Courses

2) All courses offered for dual credit will be identified as college level academic courses in the current edition of the Lower-Division Academic Course Guide Manual or as a college technical course in an Associate of Applied Science (AAS) degree or certificate program. Collin College does not offer kinesiology (KINE) or developmental education courses for dual credit.

3) A course equivalency crosswalk that identifies the number of credits that may be earned for each course completed through the dual credit program in [Appendix B](#) has been approved for the 2023-2026 academic years. Programs listed in [Appendix C](#) have been approved for the 2023-2026 academic years.

Additional courses may be added with approval from Celina ISD and Collin College. An addendum will be created if three or more additional courses are request by Celina ISD in writing. An addendum for additional courses can be approved and added to this agreement by authorized Celina ISD and Collin College representatives.

G. Course Curriculum, Instruction, and Grading

- 1) Collin College will ensure that a dual credit course and the corresponding course offered at the main campus of Collin College are equivalent with respect to the curriculum, materials, instruction, and method/rigor of student evaluation. These standards will be upheld regardless of the student composition of the class. Dual credit courses will take additional considerations regarding content appropriateness for students under 18 years of age.
- 2) Students will be expected to meet all requirements of the dual and concurrent credit class(es) and will receive letter grades on their Collin College transcript. Collin College faculty will provide numeric grades at the end of the semester to be weighted or factored into the student's high school grade point average as determined by Celina ISD. Mid-term grades will be provided upon request. Collin College will provide grades to Celina ISD in a timely manner at the mutually agreed upon intervals.
- 3) Faculty members teaching dual credit courses may alert both the Collin College liaison and the designated high school counselor of any students having academic difficulty. They may also utilize Collin College's Early Alert Referral System (EARS) for this purpose.
- 4) Faculty are conscious of FERPA guidelines when communicating with students about grades. Grade information is never provided over the phone or via text or non-college email. Currently, grades of A, B, C, D, F, and I are awarded by faculty to each student on their college transcript. Grades of "I" are only temporary and must be resolved by the end of the next long semester. Numeric grades are also provided to Celina ISD. If a student withdraws from a course, a "W" will appear on the student's college transcript.
- 5) The Grade Appeals Process is available online:
collin.edu/studentresources/support/gradeappeal
- 6) All faculty will attend faculty meetings and other special meetings called by their Collin College divisional office as needed. Dual credit faculty will also attend a high school campus safety training provided by high school campus administration prior to the start of the semester when dual credit courses are taught at a Celina ISD site.

H. Transcription of Credit

- 1) High school and college credit will be added to the student's transcripts immediately by Celina ISD and Collin College upon the student's completion of the dual credit course.

I. Funding

- 1) State funding for dual credit courses will be available to both Independent School District and Collin County Community College District based upon the current agreement between the Commissioner of Education and Commissioner of Higher Education.
- 2) Tuition and fees will be collected from the high school student unless evidence is presented documenting the high school student's participation in the federal free and reduced lunch program in Celina ISD, or if the Celina ISD is covering the student's charges through third party billing. If Celina ISD participates in third party billing, Celina ISD agrees to abide by the policies set forth by the Bursar's Office. Celina ISD will provide a verification list of dual credit students participating in the federal free and reduced lunch program to Collin College each semester. All dual credit students are responsible for purchasing their own textbooks and other required course materials unless otherwise purchased on their behalf.

IV. GENERAL OBLIGATIONS OF THE PARTIES

A. Recognition of Higher Education Partner, Promotion, Marketing, and Advertising

- 1) When reporting and publicizing high school students' completion of dual credit courses, degrees, or certificates, Celina ISD will recognize Collin College as their higher education partner awarding college credit. Celina ISD agrees not to use Collin College's name, logo, or likeness in any press release, marketing materials, or other public announcements without receiving prior written approval from the Collin College Senior Vice President, External Relations and Communications or designee.

B. Understanding of the Parties

- 1) Both parties understand the safety and security risks inherent with minors and agree that certain risks may be unforeseeable. Further, the Parties agree that the public safety departments from both Collin College and Celina ISD will collaborate to develop and/or review safety and security standards and/or guidelines, including emergency response.
- 2) In accordance with FERPA, Collin College and Celina ISD will protect students' privacy and guard against the unauthorized release of identifying student information and records, and comply with all applicable requirements of FERPA.

C. Criminal History Background Check and Fingerprinting Requirements

- 1) Pursuant to Texas Education Code (TEC) Section 22.0834, Collin College shall ensure that Collin College faculty and staff assigned to work on a Celina ISD site meet the applicable TEC requirements regarding fingerprinting and background checks. Celina

ISD will provide faculty fingerprinting instructions to schedule fingerprinting appointments. Fingerprinting expenses for Collin College faculty and staff will be reimbursed by Collin College directly to the employee. For more information on fingerprinting reimbursement please contact Collin College's Human Resources office. Any additional information required by Celina ISD may be requested in accordance with Section IV.F "[School District Data Sharing and Privacy](#)".

2) Celina ISD is responsible for promptly notifying Collin College of any additional requirements that may be necessary in order to comply with Celina ISD's Board policies with regard to criminal history requirements for employees of entities with whom Celina ISD contracts. Celina ISD will also notify Collin College if an individual does not pass the fingerprint check within 1-2 business days. Celina ISD agrees to provide Collin College with additional information upon request and, to the extent allowed by law, regarding individuals who do not pass the national criminal history record check or fingerprint check.

D. Clery Act Obligations

1) If Collin College is using space on a Celina ISD campus or facility for the purposes of providing dual credit services and/or courses, Celina ISD's law enforcement agency will respond in a timely manner to any requests made by Collin College for statistical information of crimes that have been reported at that location, so Collin College may fulfill its obligations under the Clery Act (20 U.S.C. § 1092(f)) and its regulations.

E. Prohibition of Discrimination and Harassment

1) Collin College has policies and procedures in place to receive, investigate, and resolve student and employee complaints alleging civil rights violations, including claims under Title VI and Title IX. Celina ISD and Collin College shall each comply with their own policies and any applicable state and federal law that prohibit discrimination and harassment on the basis of a student or employee's disability, race, color, national origin, religion, or sex. Each party shall adhere to its obligations under relevant policy and law without regard to the other party's obligations.

2) Celina ISD agrees to report to the Associate Vice President for P-12 Partnerships, within 2 business days, any allegation of discrimination or harassment involving a College employee or dual credit student, regardless of where the alleged conduct occurred. The Associate Vice President for P-12 Partnerships will work with Celina ISD staff on reporting the incident(s) to Collin College's Title IX/ADA and 504/Title VI Coordinator. Collin College has designated the following individual as its District Title IX/ADA&504/Title VI Coordinator:

Terrence P. Brennan, M.A.

District Dean of Students
Collin College
(972) 881-5604
tbrennan@collin.edu

F. School District Data Sharing and Privacy

1) Celina ISD will provide the following student information for each student from 8th-12th grade participating in a Collin College program, if requested.

Student Data Information 8-12th grade and Certified List of Graduates:

- Student Name (Last, First, Middle)
- Date of Birth
- Eligibility for accommodations
- Eligibility for free or reduced lunch
- Grade Level
- Anticipated year of high school graduation
- Celina ISD identification numbers (PIEMS ID and HS ID)
- Mailing address (Street, City, State, Zip)
- Name of School
- College readiness scores: SAT, PSACT, ACT, ACT-Aspire, STAAR English II, STAAR Algebra I with a passing final Algebra II grade, and TSIA.

2) The data outlined above will be sent electronically in a template provided by Collin College and will be provided in a timely manner as agreed upon by both Parties upon request.

- Upon receipt of student information, Collin College may use the student mailing information to send information pertaining to Collin College enrollment to the families of participating students.
- Collin College will provide the following information to Celina ISD following its initial entry into the program: postsecondary transition rates from Celina ISD students to Texas institutions of higher education (taken from THECB data); benchmark data from the prior year to show Celina ISD student enrollment at Collin College upon request.

- Collin College will provide the following reports to Celina ISD Superintendent of Schools, Celina ISD district designee, and dual credit principal(s) each academic year: dual credit enrollments by high school; dual credit student success outcomes by high school; course and section offerings by high school.
- Collin College will provide, upon written request from an appropriate school district official, information on Collin College articulated credit attainment and college major selections by individual students. This information is designed to assist school personnel in education programming and is protected under FERPA, and may not be published.
- Collin College will utilize the Early Alert Referral System (EARS) to identify students at risk of not completing college coursework to provide effective interventions.
- Collin College will provide TSIA Scores for students that tested through Collin College Testing Centers to Celina ISD.
- Collin College and Celina ISD will implement improvement efforts, as needed, based upon mutual review of the following data:
 - Matriculation of high school students in four-year colleges/universities and level of entry.
 - Enrollment/retention rates
 - Student participation in activities at Collin College
- Additionally, Celina ISD and Collin College agree to the facilitation of the exchange of pertinent information regarding faculty:
 - qualifications for teaching dual credit courses
 - eligibility of faculty in meeting background check and fingerprinting requirements
 - full information sharing with appropriate administration in the event of an investigation of a personnel matter regarding a Collin College faculty member to the extent allowable by each Party's governing policies.

3) Any unauthorized disclosure of confidential student information is a violation of FERPA and the implementing regulations found in 34 CFR Part 99 and shall not be permitted to occur. While in possession of this data, Celina ISD and Collin College shall permit only those employees authorized to have access to the data. Both parties agree to store the data in a secure area to prevent unauthorized access.

4) Upon request from Celina ISD, Collin College may provide mutually agreed upon reports of student enrollment and course grades to designated Celina ISD officials as allowed by FERPA. Celina ISD will designate a school district and high school campus official to request such Collin College reports.

5) This section is not exclusive to all instances in which information may be shared between the Parties under FERPA. See section IV.M. [“FERPA Compliance and Disclosure of Education Records”](#) for additional examples.

G. Confidentiality of Data

1) Both Parties will maintain the confidentiality of all student data shared with it in compliance with FERPA and its associated federal regulations. Both Parties agree not to share information with third parties unless authorized to do so by state or federal law.

2) Data obtained will be used solely for the purposes described in the Agreement. Collin College and Celina ISD will notify designated individuals authorized to access the individual student or employee data for purposes outlined in the Agreement that they must maintain the confidentiality of all personally identifiable data and confidential information.

3) Collin College and Celina ISD will provide a copy of any sections of this Agreement related to data sharing and privacy to any employee who transfers, maintains, accesses, or reviews any confidential data obtained in accordance with the Agreement.

4) The confidentiality requirements shall survive the termination or expiration of the Agreement.

H. Security Safeguards

1) To ensure the continued confidentiality and security of the data, Collin College and Celina ISD shall each independently employ industry best practices, both technically and procedurally to protect the data from unauthorized physical and electronic access. In addition, both Parties shall adhere to the following safeguards when data covered by the Agreement is processed, stored, or transmitted on either Party's information resources:

- Procedures and systems that ensure all student records provided by Collin College and Celina ISD are kept in secured facilities and access ID such records are exclusively limited to authorized personnel.
- Procedures and systems that shall require the use of secure permissions or passwords to access the data.
- Mandatory training for respective personnel on information security, at least on an annual basis.

- Procedures and systems to ensure all data is maintained in a secure manner that prevents the interception, diversion, or other unauthorized access.

2) The procedures and systems developed and implemented to access the data shall ensure that any data disclosure to third parties in accordance with applicable state law (i.e. under the Texas Public Information Act or in response to an audit or other lawful reason in accordance with the TEA or THECB's rules and regulations) shall comply with all provisions under FERPA and Texas laws governing exceptions to disclosure of confidential student information.

I. Method of Access or Transfer

1) Individual level student surveys and academic data will be transferred between designated Celina ISD officials and designated Collin College officials in a manner that maintains the confidentiality and security of individually identifiable records and data. (Typical approaches use secure File Transfer Protocol, secure cloud-based drop box, and encryption of personally identifiable data).

J. Physical Location of Data

1) Data will be housed in a secure physical or electronic facility accessible only to individuals authorized to access the data for the purposes stated in this document and the Agreement. Data will be stored in a manner that prevents unauthorized access to personally identifiable data. (Secured permissions or passwords will be used to access data stored electronically. Personally identifiable data that resides for any length of time on laptops, desktop computers, CDs, or other media will be encrypted.)

K. Notification of Security Breach

1) Collin College and Celina ISD both agree that in the event of any breach or compromise of the security, confidentiality, or integrity of shared data where personally identifiable information of a student or employee was, or is reasonably believed to have been acquired and/or accessed by an unauthorized person, the Party's information system in which the breach occurs shall notify the other Party of the breach within 24 hours and take immediate steps to limit and mitigate the damage, if any, of such security breach to the greatest extent possible in accordance with applicable laws, such as Tex. Bus. & Com. Code Sections 521.001-152. Notice shall be provided to the designated Celina ISD and Collin College officials.

L. Disposition of Data

1) Collin College and Celina ISD will maintain and destroy any data covered under the Agreement in accordance with each Party's respective policies on records retention.

M. FERPA Compliance and Disclosure of Educational Records

1) Students participating in a dual credit program described herein are enrolled in a post-secondary institution and are thus afforded rights under the Family Educational Rights and Privacy Act (FERPA) as post-secondary students. This means a high school student who is enrolled at Collin College for purposes of participating in one of these programs, regardless of age, is given the right of privacy in their educational records. Collin College will not disclose information protected under FERPA, even to a student's parent, unless the dual credit student consents to the release in writing, or the parent provides proof of dependency in accordance with 34 CFR 99.31(a)(8).

2) For purposes of this agreement, pursuant to FERPA, Collin College and Celina ISD designate each other as school officials with legitimate educational interests in the educational records of the participating high school students enrolled in Collin College, to the extent that access to the records is required by either Party to carry out the functions of the program, enforce or comply with discrimination laws, address student safety and discipline, or any matter where a student's participation in a course or program may be affected, or for any other purpose allowed under applicable law.

3) Celina ISD agrees to share permissible disciplinary information records that may affect the enrollment of a dual credit student such as suspension, disciplinary alternative education placement, expulsion, or that relate to conduct that is under investigation while the student is enrolled in a dual credit class.

4) Both Collin College and Celina ISD will provide notice to students, parents and employees of applicable policies and procedures related to disclosure of educational records to ensure compliance with FERPA.

N. Entire Agreement

1) This Agreement, including the Appendices, constitute the entire agreement between Collin College and Celina ISD.

- [Appendix A: Statewide Goals for Dual Credit](#)
- [Appendix B: Courses Approved for Celina ISD/Collin College Dual Credit](#)
- [Appendix C: Programs for Celina ISD/Collin College Dual Credit](#)
- [Appendix D: Coursework Expectations](#)
- [Appendix E: College and Career Counselors](#)
- [Appendix F: Collegiate Academy](#)
- [Appendix G: Workforce Programs](#)

O. Conflict Resolution

- 1) The Parties agree to a mutual understanding to resolve issues or concerns that may arise in the course of this partnership that involve students, staff, and/or faculty. In the event a conflict or disagreement should arise in the interpretation or implementation of the obligations, terms, and responsibilities of the Parties to this Agreement, each Party shall designate administrative liaisons for the purposes of resolving concerns at both the campus (liaison must be a Principal or other designated high school campus administrator) and central administrative levels. In order to be collaborative, Collin College must be able to communicate with administrators on campuses in which dual credit students/programs are present.
- 2) If resolution is not found through those levels, a request may be made that the matter be handled through the Parties' respective legal counsel(s). If resolution is not found through those levels, a request may be made that the matter be handled by voluntary mediation through a mutually approved mediator within thirty (30) days of the selection of a mediator.

P. Termination

- 1) It is agreed that either Party may terminate this Agreement with written notice to other party within thirty (30) days. In the event of termination midsemester, currently enrolled dual credit students would be permitted to complete their courses for that semester. No new dual credit registrations would be permitted for the current or future terms.
- 2) It is agreed that either Party may also terminate this Agreement with written notice to the other Party immediately for breach.
- 3) This Agreement may also be terminated by mutual agreement of the Parties.
- 4) In the event of any termination under this section, the Parties will work collaboratively to allow currently enrolled dual credit students to complete their courses for that semester. No new dual credit registrations would be permitted for the current or future terms.
- 5) This Agreement is expressly made subject to each Party's governmental immunity under the Texas Civil Practice and Remedies Code and all applicable state and federal laws. The Parties hereto expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit, immunities from liability, defenses, or rights that each Party has by operation of law. Nothing in this Agreement shall be construed as consent to suit by either Party.

Q. Approval Signatures

Collin College and Celina ISD have executed and deliver this Agreement to be effective as of the Effective Date listed above.

Tom Maglisceau, Ph.D., Superintendent
Celina Independent School District

Date

Dr. H. Neil Matkin, District President
Collin County Community College District

Date

APPENDIX A: Statewide Goals for Dual Credit

Texas Education Code, Section 28.009 (b-1) and (b-2), requires the THECB and the TEA to collaboratively develop statewide goals for dual credit programs in Texas. These goals provide guidance to institutions of higher education and independent school districts on components that must be in place to ensure quality dual credit programs are provided to Texas high school students. These statewide goals address enrollment in and acceleration through postsecondary education, performance in college-level coursework, and strong academic advising.

Goal 1: *ISDs and IHEs will implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit, including enrollment and fee policies.*

Collin College's dual credit website is regularly updated with enrollment guidelines, policies, and program details including:

- ISD registration and payment deadlines
- information session schedules
- FAQs
- forms
- links to student resources

Collin College provides dual credit information sessions each spring at all partnering high schools to potential students, parents, and school counselors before students enroll into dual credit classes for fall.

On an annual basis, Collin College provides two dual credit update sessions to all partnering high school counselors. These include updates on dual credit procedures, testing, ACCESS (student accommodations), as well as shared best practices from school districts. Collin College offers a yearly conference for all local high school counselors. Keynote speakers and breakout sessions are provided on relevant topics and current issues.

Collin College also provides College and Career Counselors at partnering high schools. The College and Career Counselors are part of an institutional initiative to support local school districts' college and career readiness goals. They provide dual credit academic advising, orientations, workshops, and other related services as appropriate.

ISD counselors at each high school will collaborate with Collin College dual credit staff to schedule dual credit information sessions to prospective students and parents each year.

Collin College also uses marketing materials to help inform students and parents regarding the benefits of dual credit.

Goal 2: *Dual credit programs will assist high school students in the successful transition to and acceleration through postsecondary education.*

Collin College has College and Career Counselors at partnering high schools. The College and Career Counselors are part of an institutional initiative to support local school districts' college and career readiness goals. They provide dual credit academic advising, orientations, workshops, and other related services

Collin College will share available data related to Collin College enrollment and persistence after high school graduation with ISD administration.

Goal 3: *To bridge them successfully into college course completion, all dual credit students will receive academic and college readiness advising and will have access to student support services* All dual credit students receive academic and/or college readiness advising provided by Special Admissions Coordinators (SACs) and College and Career Counselors. High school dual credit students have access to all college academic and student support services including, but not limited to, libraries, electronic library resources, writing centers, tutorial services, academic accommodations, assessment, admissions, and academic advisement. Collin College also partners with local ISDs to develop and provide courses in college preparatory mathematics and English language arts to prepare students for success in entry-level college courses without the need for remedial or developmental coursework.

Goal 4: *Dual credit students' performance will meet or exceed the level of quality and rigor on subsequent courses.*

Collin College ensures that a dual credit course and the corresponding course offered at the main campus of the College are equivalent with respect to the curriculum, materials, instruction, and method/rigor of student evaluation. These standards are upheld regardless of the student composition of the class.

Collin College faculty teaching dual credit courses are required to meet the same standards, reviews, and approval procedures used by Collin College. Faculty attend professional development opportunities provided by Collin College throughout the year.

APPENDIX B: Courses Approved for Celina ISD/Collin College Dual Credit

Collin College Course descriptions are available in the current Collin College Catalog: collin.edu/academics/catalog.html
(Some Course Rubrics and/or Numbers are subject to change throughout the year).

Celina ISD Dual Credit Crosswalk 2023-2026							
PEIMS Code	HS Endorsement	HS Dual Credit Course Title	Possible HS Credit	Collin College Course Title		College Hours	
			0.5 = 1 sem 1.0 = 1 year				
Art for Dual Credit							
3500110	Arts & Humanities	Dual Credit Art Appreciation	0.5	Art Appreciation	ARTS 1301	3	
03155600		Dual Credit Music Appreciation	0.5	Music Appreciation	MUSI 1306	3	
Education for Dual Credit							
N1290051	Multi-Disciplinary Studies	Learning Frameworks	0.5	Learning Frameworks	EDUC 1300	3	
English for Dual Credit							
03220300	Multi-Disciplinary Studies	English 3	1	Composition I	ENGL 1301	3	
				Composition II	ENGL 1302	3	
03220400		English 4		1	American Literature I	ENGL 2327	3
					American Literature II	ENGL 2328	3
Mathematics for Dual Credit							
03102530	Multi-Disciplinary Studies	Statistics	1	Elementary Statistical Methods	MATH 1342	3	
03102500		Independent Study of Math	0.5	College Algebra	MATH 1314	3	
03102500		Dual Credit Pre Calculus A	0.5	Pre-Calculus Math	MATH 2412	4	
Science for Dual Credit							
13037200	Multi-Disciplinary Studies	Dual Credit SCI R&D BM 1	1	Biology for Science Majors I	BIOL 1406	4	
13037210		Dual Credit SCI R&D BM2	1	Biology for Science Majors II	BIOL 1407	4	
13037200		Dual Credit SCI R&D NBM1	1	Biology for Science Non-Majors I	BIOL 1408	4	
13037210		Dual Credit SCI R&D NBM2	1	Biology for Science Non-Majors II	BIOL 1409	4	

Social Studies for Dual Credit						
03310300	Multi-Disciplinary Studies	Economics with Emphasis on Free Enterprise	0.5	Principles of Macroeconomics	ECON 2301	3
03330100		United States Government	0.5	Federal Government	GOVT 2305	3
03380001		Texas Government	0.5	Texas Government	GOVT 2306	3
03340400		Dual Credit World Hist A	0.5	World Civilizations I	HIST 2321	3
03340400		Dual Credit World Hist B	0.5	World Civilizations II	HIST 2322	3
03340100		United States History Studies since 1877	0.5	United States History I	HIST 1301	3
		United States History Studies since 1877	0.5	United States History II	HIST 1302	3
03221600		Dual Credit Hum Col ACD	0.5	Introduction to Humanities I	HUMA 1301	3
03370100		Dual Credit Sociology	0.5	Introduction to Sociology	SOCI 1301	3
03350100		Dual Credit Psychology	0.5	Introduction to Psychology	PSYC 2301	3
Speech for Dual Credit						
3240900	Business and Industry	Speech - Public Speaking	0.5	Public Speaking	SPCH 1315	3
Health Sciences						
13020300	Public Services	Medical Terminology	1	Medical Terminology	HITT 1305	3
13020800		Pathophysiology	1	Pathophysiology	HPRS 2301	3
Certified Nurse's Aide						
13020400	Public Services	Health Science Theory - CNA	2	Nurse Aid for Health Care	NURA 1301	3
				Clinical - Nursing Aid	NURA 1160	1
13020500		Health Science Practicum 1 - PCT	2	Basic Health Profession Skills II	HPRS 2310	3
13020960		Dual Credit HPRS 1303 End of Life Issues	0.5	End of Life Issues	HPRS 1303	3

APPENDIX C: Programs for Celina ISD/Collin College Dual Credit

Collin College Program Requirements are available in the current Collin College Catalog: collin.edu/academics/catalog.html (Some Course Rubrics and/or Numbers are subject to change throughout the year).

- A. [Associate of Arts \(AA\) Degree](#)
- B. [Associate of Science \(AS\) Degree](#)
- C. [Associate of Applied Science \(AAS\) Degree](#)
- D. [Associate of Arts in Teaching \(AAT\) Degree](#)
- E. [OSA – Health Professions – Certified Nurse Aide \(CNA\) Track](#)

APPENDIX D: Coursework Expectations

Category	High School	College
Course Content	Content is determined by the TEKS (Texas Essential Knowledge and Skills).	<p>Content is guided by THECB and the Collin College Academic Department guidelines.</p> <p>Focus is on meeting student learning outcomes through content AFB Policy that is chosen by the faculty member and approved by the academic department. The faculty member has high levels of control of the specific content that is covered.</p> <p>Collin College supports the idea that across every level of education, expectations for student learning should increase. As such, courses taught at the College level should require students to meet rigor and even higher standards than those same courses taught in high school.</p>
Academic Freedom	<p>Standards and expectations are guided by the TEKS. Faculty must meet all standards.</p> <p>Freedom is in how you teach content.</p>	<p>Standards are part of accreditation, but so is a high degree of academic freedom.</p> <p>There is more flexibility in what content is taught, and how it is taught in covering department and college-approved learning outcomes.</p> <p>For more information please refer to Collin College's Board Policy: https://pol.tasb.org/PolicyOnline/PolicyDetails?key=304&code=DGC#localTabContent</p>

Grading Policies	<p>Determined by campus and/or ISD policies.</p> <p>Policies may require reteach and retest.</p> <p>Consequences for attendance are determined by State law and district policies.</p>	<p>Guided by departmental requirements. Some departments have explicit requirements, others provide more flexibility in grading to the instructor.</p> <p>Faculty may choose to, but are not required to allow multiple attempts on assignments or exams.</p> <p>Consequences for poor attendance and lack of adherence to course deadlines are determined by the instructor.</p>
Student Learning Outcomes and Competencies	<p>Must meet TEKS guidelines.</p> <p>Additional outcomes can be required by campus and/or district.</p> <p>See details here: http://tea.texas.gov/curriculum/teks/</p>	<p>Must meet SACSCOC guidelines, THECB core curriculum requirements, Collin College general education competencies, course SLOs (student learning outcomes), and PSLOs (program-level student learning outcomes).</p>
Regulations of Privacy	<p>FERPA: parents and guardians have access to student information.</p>	<p>FERPA: only student has access to information, regardless of their age. Students may choose to fill out a FERPA waiver to allow parents to have access.</p> <p>See further information here: https://www.collin.edu/gettingstarted/register/ferpa.html</p>

Disability Services	ARD paperwork or 504 plans. All approved accommodations and modifications must be provided.	<p>In the college setting, curriculum modifications are not required for students with disabilities. However, reasonable accommodations may be approved by the Collin College ACCESS office on a course by course, case by case basis. Approved accommodations must be implemented by faculty.</p> <p>Students must provide a Course Accessibility Letter signed by an ACCESS Advisor to faculty before any accommodations can be provided. Accommodations may not be provided before faculty receive a Course Accessibility Letter. The provision of accommodations is not retroactive.</p> <p>Learn more here: https://www.collin.edu/studentresources/disabilityservices/index.html</p>
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APPENDIX E: College and Career Counselors Initiative

PURSUANT to the terms of the Partnership Agreement, both Parties agree to include the College and Career Counselors Initiative program between Celina ISD and Collin College, as described therein. Both Parties desire to describe the terms and conditions set forth in the Services in this Exhibit that are added to or changed from the Partnership Agreement. The parties understand and agree that this Partnership Agreement is the controlling document which governs the relationship between the parties regarding the modified Services and the rights and obligations of the parties arising by virtue of the Partnership Agreement. This exhibit only applies to the College and Career Counselors Initiative program and these terms only apply to this program.

NOW, THEREFORE, the parties, intending legally to be bound, agree as follows:

A. Background

The following additions are hereby incorporated into the Collin County Community College District and Independent School District Partnership Agreement to support the College and Career Counselors Initiative.

B. Collin college will provide the following

A College and Career Counselor assigned to the high school on a daily full-day or part-day basis in a part-time role (20 hours per week)

C. Celina ISD will provide the following

1. Designated office space for the College and Career Counselors to meet with students and or parents
2. Access to students for College and Career Advisement

D. Funding Provisions

All salaries, fringe benefits, professional development, local travel, supplies for the College and Career Counselor will be provided by Collin College.

E. Termination (only applies to College and Career Counselor program)

It is agreed that either party may terminate this Agreement effective thirty (30) days after the receipt of written notification

APPENDIX F: Collegiate Academy

A. Purpose

- 1) The purpose of this Agreement is to provide an opportunity for high school students to simultaneously earn a high school diploma and up to 60 hours of college credit and/or an associate degree upon graduation from high school.
- 2) Students in the Collegiate Academy may choose from two degree pathways - Associate of Arts or Associate of Science degrees. All eligible courses must be part of the college core curriculum and serve towards meeting requirements for high school graduation. Collegiate Academy students will work with their high school counselor to ensure that students select courses that align with their chosen career pathway and college major. Students are encouraged to identify the four-year higher education institutions they plan to attend after high school graduation and review course selections against admission and degree requirements from that institution. As Collegiate Academy students' progress through the program, they will meet with their high school counselor to ensure requirements for high school graduation and the selected associate degree or college core curriculum are being completed.

B. Agreement

- 1) Collin College and Celina ISD enter into the following program agreement for the implementation of a Collegiate Academy. The Parties to this agreement desire to collaborate in the operation of a Collegiate Academy program to prepare students for successful college and career transitions through the integration of high school, college, and career services with a commitment to collaboration in planning, implementation, and continuous improvement.

By this Agreement, the Parties agree to the following:

C. Governance

- 1) Collin College and Celina ISD will collaborate in the planning, implementation, and evaluation of Collegiate Academy programs, process and services through joint committee meetings and specialized work groups as needed. The committee meetings will convene monthly during the first year for new Collegiate Academy programs. Committee meetings will convene on an agreed upon schedule for continuing the Collegiate Academy program. Committees will be comprised of Collin College, Celina ISD administration, and high school campus leadership staff who will collaborate to further the goals of the Collegiate Academy partnership.

- 2) Celina ISD will assume responsibility for the high school program including the responsibility for college-readiness and high school graduation.
- 3) Collin College is responsible for guiding and supporting the operation of the Collegiate Academies. Collin College will be responsible for delivery of college services, and will provide support and assistance to the Collegiate Academy, including reporting information designed to improve Collegiate Academy student retention and completion rates.
- 4) Collin College and Celina ISD will collaborate to provide the necessary support to Collin College faculty to ensure successful program implementation. Specific aspects of the support provided will be determined in joint meetings held subsequent to the execution of this Agreement. Regular meetings between Collin College staff and appropriate Celina ISD staff will be held to ensure successful program implementation.
- 5) Collin College and Celina ISD will communicate with each other as necessary to share information and coordinate policies regarding grading periods, student courses, instructional calendar, scheduling of classes, student enrollment, and attendance.

D. Location & Facilities

- 1) Celina ISD will operate Collegiate Academies at the following Celina ISD campuses:
 - Celina High School
- 2) In order to ensure the program is equipped for college-level instruction, Celina ISD will provide designated space for the operation of the Collegiate Academy. This space will:
 - meet the standards in [Section III.D “Location and Student Composition of Class”](#)
 - include a designated area in the building that can be decorated as requested to help create a collegiate environment,
 - be a minimum of four designated general-purpose classrooms
 - have access to an agreed upon science lab classroom
 - shared office space for faculty office hours
- 3) In addition, Collin College campuses may provide other dual credit courses as part of the Collegiate Academy (Campus location subject to change based on course availability and program)

4) Collin College will provide Collegiate Academy students with access to all Collin College facilities, including libraries, study rooms, learning labs, etc.

E. Curriculum, Instruction, and Professional Development

1) Celina ISD will ensure the vertical alignment of college readiness skills and a college-going culture for students feeding into the Collegiate Academy.

2) Collin College will be responsible for all Collegiate Academy dual-credit courses. Collin College will work with Celina ISD staff as well as with Celina ISD's Collegiate Academy Principal/Director or designee as necessary to deliver the agreed-upon Collegiate Academy program.

3) Celina ISD will participate in planning to ensure that the necessary dual credit classes are scheduled in a timely manner to facilitate the goals of the Collegiate Academy. Collin College will ensure that dual credit courses are delivered and where necessary and agreed upon, Collin College will create, to the extent possible, additional Collin College class sections to facilitate the goals of the Collegiate Academy. Celina ISD request for additional class sections must comply with the timelines required by Collin College for enrollment and staffing. Fall course request must be submitted by the second to last Friday in January. Course request submitted after that date will be reviewed by the appropriate academic dept to determine if there are available faculty eligible to teach.

4) Collin College will ensure that dual credit courses are equivalent to corresponding Collin College courses with respect to curriculum, materials, lab supplies, instruction, and method/rigor of student evaluation. Celina ISD administration will facilitate adherence to requirements imposed by Collin College academic departments to ensure the rigor of coursework and college level standards among all faculty.

5) If Celina ISD uses a specific preparatory program such as Advancement Via Individual Determination (AVID), Celina ISD will provide program resources for all Collegiate Academy Staff that can be considered for utilization outside the course curriculum.

6) Celina ISD will assist with campus orientation and information to Collin College faculty who are not part of the high school faculty, and will provide information about safety protocols, rules, and regulations unique to the high school environment.

7) Celina ISD will encourage and allow release time for embedded faculty participation in the following Collin College activities:

- Orientation Activities (faculty and student)

- Evaluations
- Student Success initiatives
- Professional Development/Employee Success initiatives

Collin College faculty participation in the above activities are necessary to maintain good standing in the Collin College academic departments.

F. Grading Periods and Policies

- 1) Collin College will provide Celina ISD official numerical grades for courses completed to assist with the high school ranking system.
- 2) Celina ISD will ensure Collegiate Academy students receive grades within an agreed upon timeframe after the end of the Collin College semester. In addition to final grades, Collin College will ensure all Collegiate Academy students are given midterm grades prior to the withdraw deadline for the course.

G. Faculty and Staffing

- 1) Celina ISD will provide a Principal or Director who is assigned to the Collegiate Academy and has scheduling and budget authority. Celina ISD will provide a Collegiate Academy Coordinator to oversee the administration of the program.
- 2) Celina ISD will pay for all salary and benefits for adjunct faculty who are Celina ISD employees assigned to teach Collegiate Academy courses. Collin College will assist prospective Collin College adjunct faculty candidates who are employed by Celina ISD with information regarding the faculty hiring process (See Section III.C. [Joining the Collin College Faculty](#)).
- 3) Celina ISD may identify and recommend candidates for embedded faculty, subject to Collin College hiring the embedded faculty (See Section III.C. [Joining the Collin College Faculty](#)).
- 4) Celina ISD will ensure that there are sufficient Celina ISD staff resources, student records support, and scheduling support necessary to deliver the agreed-upon course sections required in the Collegiate Academy.

H. Funding

- 1) State funding for dual credit courses will be available to both Independent School District and Collin College based upon the current agreement between the Commissioner of Education and Commissioner of Higher Education.

- 2) These provisions supersede [Section III.I. "Funding"](#) of this Agreement.
 - 3) Celina ISD and Collin College will partner to ensure a strong and viable program by providing the needed resources, staffing, and funding.
 - 4) Celina ISD will cover the costs for the following program needs:
 - student transportation
 - facilities and energy
 - embedded-faculty salary and benefits
 - Collegiate Academy Program Coordinator
 - Collegiate Academy Counselor
 - marketing materials
 - summer bridge programming
 - campus leadership - a designated administrator at each campus to serve as a point person for the Collegiate Academy and to ensure program success
 - application system
 - 5) Collin College will cover the costs and provide the following program supports:
 - Marketing materials
 - Student support services including access to Collin College resources:
 - Libraries
 - Anthony Peterson Centers for Academic Assistance (tutoring)
 - Disability Services (ACCESS Office)
 - Career Center
 - Testing Center
 - Transcripts
 - Collin College & Career Counselors
 - Dual Credit Director
- I. Instructional Materials
- 1) Celina ISD may purchase college textbooks and other required college instructional materials for participating Collegiate Academy students and will assist with the coordination for the receiving, inventory, and distribution of college textbooks for

participating Collegiate Academy students. For the purposes of this Agreement, Celina ISD is allowed to buy books from the Collin College bookstore whenever it is more expedient and efficient. Collin College will assist with the coordination for the provision of textbooks to Collegiate Academy students.

2) Celina ISD will purchase all necessary blue books, scantrons, or other testing materials for participating Collegiate Academy students.

J. Transportation

1) Celina ISD may provide transportation for Collegiate Academy students when needed.

2) Celina ISD may provide transportation for students to Collin College campuses as necessary to support the goals of the Collegiate Academy. These visits will introduce the students to the Collin College campus and student resources available to them (Anthony Peterson Centers for Academic Assistance, library, student engagement, etc.).

K. Student Enrollment and Attendance

1) Celina ISD will provide college advisements to Collegiate Academy students each semester, including the transferability of all college credit offered and earned. Celina ISD's Guidance and Counseling Department will facilitate enrollment of students into the Collegiate Academy and in meeting all requirements to take Collin College courses. Collin College dual credit staff will act as a resource for Celina ISD's Guidance and Counseling Department to facilitate the college enrollment process for Collegiate Academy students.

2) Application and recruiting for the Collegiate Academy will be for 8th and 9th grade students only. Students must demonstrate satisfactory reading and writing scores on the TSIA, unless the requisite proof of exemption or waiver is provided. Students must also complete the Collin College enrollment process and register for Collin College's approved sequence of classes before the stated registration deadline.

3) Students admitted to the Collegiate Academy who do not demonstrate college readiness in reading and writing by the end of 8th grade will be removed from the Collegiate Academy and may be served through Collin College's dual credit options outside of the Collegiate Academy.

4) Celina ISD may ensure open enrollment into the Collegiate Academy through the 10th grade year. Prospective students who do not meet TSIA requirements will be provided by Celina ISD specific coursework to learn the skills necessary to successfully complete the TSIA. Collin College will ensure open enrollment, provided students seeking

enrollment in the Collegiate Academy have passed TSI within the required timelines and deadlines to register and enroll in Collin College courses.

5) If the number of applicants exceeds program capacity, a blind lottery will be used to determine which students are accepted into the program. Students not accepted into the program will be placed on a waiting list. If an accepted student moves outside of the district or chooses not to enter the program before the semester, the next student on the waiting list will be offered entry into the program.

L. Student Supports, Services and Resources

1) Celina ISD will provide support as needed for college-related activities necessary to implement the Collegiate Academy, including activities scheduled during the school day.

2) Celina ISD and Collin College will collaborate to facilitate as appropriate the provision of student support services, including electronic resources delivered via technology, for students enrolled in college courses.

3) Celina ISD will ensure that high school counselors conduct at least two intervention meetings with Collegiate Academy students who are in danger of being dropped from the program. Celina ISD will work with Collin College to develop and implement an early alert system to identify Collegiate Academy students at-risk of not completing college coursework and to provide effective interventions to support those students.

4) Collin College will partner with Celina ISD to create a process for communicating faculty-recommended withdrawals for students who are not in compliance with course policies or not meeting course objectives in the syllabus. Celina ISD shall develop a plan to transition Collin College students into a high school credit recovery or other applicable program.

5) Celina ISD shall ensure that its Collegiate Academy Student Handbook and or Guidelines require students enrolled in the Collegiate Academy to adhere to all Collin College enrollment, attendance, and conduct policies as specified in the current Collin College Student Handbook. Collin College will develop "Welcome Week" activities for all Collegiate Academy students each year.

6) Collin College will provide Celina ISD with student data in accordance with Section IV.F. "[School District Data Sharing & Privacy](#)", under the "General Obligations of the Parties", to assist high school counselors in monitoring and guiding students' academic process at least once per semester.

7) Celina ISD may require all Collegiate Academy students to complete a student self-report at midterm.

M. Instructional Calendar and Administration of Statewide Assessments

1) The Collegiate Academy shall comply with State Board of Education Rules regarding Celina ISD administration of the assessment instruments as required by Subchapter B, Chapter 39 (end of course exams/EOC). Celina ISD will coordinate TSIA testing for prospective and current Collegiate Academy students following college testing guidelines. Collin College will collaborate with Celina ISD staff and provide advising for TSIA results for Collegiate Academy students.

2) Celina ISD and Collin College will review academic calendars and identify conflicting dates (holidays, exams, and national testing dates). Celina ISD will ensure Collegiate Academy students satisfy their college attendance requirements regardless of conflicts.

N. Recruitment and Promotion

1) Celina ISD Collegiate Academy and Collin College staff shall visit all Celina ISD middle schools and meet with all 8th graders to encourage them to enroll in the Collegiate Academy.

2) Celina ISD will encourage participation in the Collegiate Academy through distribution of promotional materials to middle schools, information sessions for parents, information to middle school principals and counselors, development of a marketing plan, and participation in middle school and high school fairs. Collin College will assist in providing Celina ISD counselors with Collegiate Academy information for parents and students.

3) Collin College Collegiate Academy staff will collaborate with relevant Collin College Departments to provide promotional and informational materials about Collin College programs to Celina ISD counseling staff.

4) Collin College will participate in Celina ISD events, as appropriate, to promote the Collegiate Academy.

O. Provisions for Discontinuing the Collegiate Academy Operations

1) These provisions supersede [Section IV.P. "Termination"](#) of this Agreement. Celina ISD and Collin College will work together to discontinue the programs in accordance with the following requirements:

- A Collegiate Academy with an 11th grade cohort must continue operations through that cohort's scheduled graduation from the Collegiate Academy. Services to enrolled 9th and 10th grade students may be continued through graduation, if agreed upon by Collin College and Celina ISD.
- A Collegiate Academy with only grade 9 and grade 10 cohorts must discontinue operation at the end of the school year in which Celina ISD and Collin College decide to close the Collegiate Academy.
- The Collegiate Academy may not enroll any new students while in the process of discontinuing operation.
- Collin College and Celina ISD will continue to meet all required design elements and provide full support for all student enrolled in the Collegiate Academy.

P. Collegiate Academies Sample Degree Plans



COLLEGIATE ACADEMIES ASSOCIATE OF SCIENCE SAMPLE PLAN

Highlighted Courses are Dual Credit/Collegiate Courses

Freshman Year (12 Hours)
English 1
Science
Math
World Geography
Education 1300/Art 1301(Fall)
Government 2306/Speech 1315 (Spring)
HS Elective
HS Elective

Sophomore Year (12 Hours)
English 2
Science
Math
History 2321/History 2322
Sociology 1301/Humanities 1301
HS Elective
HS Elective
HS Elective

Junior Year (18 Hours)
English 1301/English 1302 (English 3)
Science (Chemistry Recommended)
*Math- If student has completed Algebra 2, they are eligible to take a Dual Credit Math course in 11th grade.
History 1301/History 1302 (US History)
Music 1306/Psychology 2301
HS Elective
HS Elective

Senior Year (26 Hours)
English 2327/English 2328
Biology 1406 (w/Lab)/ Biology 1407(w/Lab)
Government 2305/Econ 2301
Math 1314 (Fall)
Math 1342(Spring)
HS Elective
HS Elective



COLLEGIATE ACADEMIES

ASSOCIATE OF ARTS SAMPLE PLAN Highlighted Courses are Dual Credit/Collegiate Courses

Freshman Year (12 Hours)
English 1
Science
Math
World Geography
Education 1300/ Art 1301 (Fall)
Government 2306 /Speech 1315 (Spring)
HS Elective
HS Elective

Sophomore Year (12 Hours)
English 2
Science
Math
History 2321/History 2322
Sociology 1301/Humanities 1301
HS Elective
HS Elective
HS Elective

Junior Year (18 Hours)
English 1301/English 1302 (English 3)
Science (Chemistry Recommended) *Math- If student has completed Algebra 2, they are eligible to take a Dual Credit Math course in 11th grade.
History 1301/History 1302 (US History)
Music 1306/Psychology 2301
HS Elective
HS Elective
HS Elective

Senior Year (26 Hours)
English 2327/English 2328
Biology 1408/Lab (Fall)
Biology 1409/Lab (Spring)
Government 2305/Econ 2301
Math (1314, 1342, 2412)
HS Elective
HS Elective
HS Elective

APPENDIX G: Workforce Programs

A. Purpose

1) Collin College and Celina ISD enter into the following program agreement to provide workforce Dual Credit for Celina ISD students. These workforce programs and courses have been developed to address labor market needs using a model that connects business and industry leaders directly with the curriculum development process. Stackable programs will ensure employment opportunities for high school graduates possessing entry level certifications as well as for students earning certificates or associate degrees.

B. Eligible Dual Credit Courses

1) Eligible dual credit courses under this Appendix are identified as a college-level workforce education course required for an Associate of Applied Science (AAS) degree or certificate program and approved in the current edition of the Workforce Education Course Manual (WECM). Approved courses for Collin College workforce programs are included in [Appendix B](#).

C. General Provisions for Workforce Program Participation

- Collin College Workforce Programs provide high school students with an opportunity to earn entry-level certificates, an AAS through completion of workforce dual credit courses.
- If the Workforce Program is located at a Celina ISD High School, the Celina ISD High School must be approved by Collin College as a dual credit site through SACSCOC. Additional approval of facilities may be required by the Collin College Workforce Program Director.
- If the Workforce Program is located at a Collin College campus, Celina ISD may decide to transport students to a Collin College Campus, which hosts the selected Workforce Program.
- Some Workforce Programs may require demonstration of college readiness in order to continue in the program.

D. Student Eligibility

- To participate in a Workforce Program, students must meet Collin College admissions requirements depending on the Workforce Program (including satisfactory completion of the TSIA in the areas required for the course(s) in which they wish to enroll or documentation of exemption status).

- Workforce Program students may be required to complete a program specific application to be eligible for acceptance into their Workforce Program.

E. Location and Student Composition of Classes

1) Workforce Program classes will be taught on a Collin College campus, a Collin College approved site or online if applicable. Courses taught on a Collin College campus may be composed of dual credit and regular Collin College students.

2) Celina ISD may agree to transport students to a Collin College campus (campus location subject to change based on course availability) which hosts the approved workforce programs as outlined in [Appendix C](#):

F. Faculty Selection, Supervision, and Evaluation

- All instructors must meet the minimum faculty requirements as specified by Collin College in accordance with the guidelines of the SACSCOC.
- Collin College shall select, supervise, and evaluate instructors for courses that result in the award of credit, regardless of whether the course is delivered on a Collin College campus or high school campus.
- Celina ISD may identify and recommend candidates for embedded faculty, subject to Collin College hiring the embedded faculty (see Section III.C.a. "[Joining the Collin College Faculty](#)").
- Instructors, even if employed by and paid by an Independent School District, must be supervised in dual credit related instructional matters by the Collin College Program Director and must meet all administrative and evaluation requirements and attend required faculty training.
- Official college transcripts of instructors must be kept on file at Collin College.

G. Course Curriculum, Instruction, and Grading

- The same standards of curriculum shall apply for all courses taught by Collin College, regardless of whether the course is delivered on a Collin College campus or high school campus.
- Instruction of college courses that may be used for dual credit shall be held to the same departmental and curricular standards as all other courses in that discipline.
- The same standards of grading shall apply for all courses taught by Collin College, regardless of whether the course is delivered on a Collin College campus or high school campus.

H. Academic Policies and Student Support Services

1) Regular academic policies and procedures applicable to regular college courses and students will also apply to dual credit courses. Students in dual credit courses are eligible to utilize the same or comparable college support services as all other Collin College students. Collin College will provide student support through registration and academic advising, early alert system, and other support services to ensure student success.

I. Transcription of Credit

1) College credits will be transcribed immediately upon a student's completion of course(s) each semester.

J. Funding

1) These provisions supersede Section III.I. "[Funding](#)" of this Agreement.

2) State funding for dual credit courses will be available to both Independent School District and Collin County Community College District based upon the current agreement between the Commissioner of Education and Commissioner of Higher Education.

3) Tuition and fees will be collected from the high school student unless evidence is presented documenting the high school student's participation in the federal free and reduced lunch program in Celina ISD, or if the Celina ISD is covering the student's charges through third party billing. If Celina ISD participates in third party billing, Celina ISD agrees to abide by the policies set forth by the Bursar's Office. Celina ISD will provide a verification list of dual credit students participating in the federal free and reduced lunch program to Collin College each semester. All dual credit students are responsible for purchasing their own textbooks and other required course materials unless otherwise purchased on their behalf.

K. Celina ISD and Collin College Responsibilities:

1) Program Support and Implementation:

- Celina ISD and Collin College agree to support the recruitment of students into the Workforce Programs each year and provide services in the retention and make every effort to assist students in the completion of the program.
- Celina ISD's administrative support for the Collin College Workforce Program will be the Principal or designee of the high school.

- In accordance with Section “[Conflict Resolution](#)” of this Agreement, Celina ISD designee and Collin College Associate Vice President of P-12 Partnerships will serve as the designated central administrative liaison and primary contacts for this partnership and will participate in the development and implementation of processes to facilitate this agreement, and to enhance communication among the partners regarding all aspects of the partnership.
- 2) To the extent possible, Collin College will ensure:
- the degree plan which leads to the entry level certificate is also a pathway to an associate degree.

courses for the Workforce Programs are available on a continual basis to ensure successful credential completion of the entry level certificate.



CISD Board Agenda Item Synopsis

Subject: Consider Approval of the Resolution for Hazardous Traffic Conditions

Background Information:

The school transportation allotment provides partial reimbursement for transportation of students whose residence is more than two miles from the school of attendance. Transportation for students within the two mile radius is not considered for the reimbursement unless the Board determines there is a hazardous traffic condition that necessitates the transportation of those students. Within the adopted school zones, there are certain neighborhoods that students do not have a safe path to travel to reach their schools. The resolution provides the opportunity for the district to receive reimbursement for the transportation of students from these neighborhoods.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

It will provide for additional reimbursement through the transportation allotment dependent upon the number of students utilizing school transportation.

Recommendation:

The District recommendation is for the Members of the Board to approve the Resolution for Hazardous Traffic Conditions.

Submitted by:

Dr. John Mathews
Assistant Superintendent for Administrative Services

Recommended by:

Tom Maglisceau, Ph.D.
Superintendent

Meeting Date: June 26, 2023

Resolution of the Board Regarding Hazardous Traffic Conditions

WHEREAS, Education Code 42.155(d) allows the Board of Trustees of Celina Independent School District to obtain supplemental state funding for transporting regular, otherwise ineligible students who live within two miles of their school but who would be subject to hazardous traffic conditions if they walked to school;

WHEREAS, the Texas Education Agency handbook on School Transportation Allotments requires the Board to adopt language providing the definition of hazardous traffic conditions applicable to the District and identifying the specific hazardous areas for which such funding is requested; and

WHEREAS, the Board acknowledges Education Code 42.155(d) provisions, stating that a hazardous condition exists where no walkway is provided and children must walk along or cross a freeway or expressway, an underpass, an overpass or a bridge, an uncontrolled major traffic artery, an industrial or commercial area, or another comparable condition;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Celina Independent School District has determined that a hazardous condition exists because there is no walkway where students must walk along or cross:

For the Lykins Elementary attendance zone:

1. Along Farm to Market Road 428 between West Sunset Blvd to County Road 50 (South Celina Parkway)

For the O'Dell Elementary attendance zone:

1. North of Choate Parkway between Kinship Parkway and County Road 87
2. North and South of Choate Parkway east of County Road 86

For the Martin Elementary attendance zone:

1. West and North of North of Business 289 to Preston Road
2. South of G.A. Moore Parkway

For the Moore Middle School attendance zone:

1. West and North of North of Business 289 to Preston Road
2. South of G.A. Moore Parkway

For the Celina High School attendance zone:

1. North of North Legacy drive
2. West of Preston Road
3. South County Road 134 between Preston Road and County Road 132

Adopted this _____ (date) day of _____ (month), _____ (year), by the Board of Trustees.

Presiding officer's signature

Board Secretary's signature



205 S Colorado, Celina, Tx 75009

Phone 469-742-9100

Fax 972-382-3607

CISD Board Agenda Item Synopsis

Subject: Consider Approval of the 2023-2024 Board Meeting Calendar

Background Information: Annually the CISD Board of Trustees approves the Board Meeting Calendar. The proposed calendar is aligned with the 2023-2024 CISD Academic Calendar. Future budget and tax adoption dates have also been taken into consideration.

Goals:

- 1. We will provide and support a safe, civil and collaborative culture.
- 2. We will continuously provide and support effective teaching in every classroom.
- 3. We will provide and support a guaranteed and viable curriculum.
- 4. We will continue to foster a love of reading and commit to continual growth in childhood literacy.
- 5. We will foster strong numeracy skills and commit to continual growth in math success.
- 6. We will provide targeted strategies and practices to prepare students for post-secondary education, career readiness, and military participation.
- 7. We will attract, recruit, develop, and retain high-quality professional staff.

Budgetary Impact:

none

Recommendation:

The District recommendation is for the Members of the Board to approve the 2023-2024 Board Meeting Calendar as presented.

Submitted by:

Sarah Wood

Executive Assistant to the Superintendent, Board Secretary

Recommended by:

Tom Maglisceau, Ph.D.

Superintendent

Meeting Date: June 26, 2023



2023-2024 Board Meeting Dates

July 31, 2023

August 21, 2023

September 18, 2023

October 16, 2023

November 13, 2023

December 18, 2023

January 22, 2024

February 26, 2024

March 25, 2024

April 15, 2024

May 20, 2024

June 24, 2024

Regular Meeting
Monday, May 15, 2023 6:15 PM Central

Multipurpose Facility, Celina High School,
Banquet Hall
3455 North Preston Road
Celina, TX 75009

Tracey Balsamo: Present
Jarratt Calvert: Present
Jennifer Driver: Present
Jeff Gravley: Present
Chuck Hansen: Present
Kelly Juergens: Present
Dan Williams: Present
Present: 7.

1. CALL TO ORDER & ESTABLISH QUORUM

Kelly Juergens called the meeting to order at 6:15 PM.

1.A. Pledge of Allegiance
Led by Jarratt Calvert

1.B. Invocation
Led by Jeff Gravley

2. Consider and Take Action on an Order by the Board of Trustees of Celina Independent School District Canvassing Returns and Declaring the Results of a School Board of Trustees Election held in the Celina Independent School District on May 6, 2023

Motion was made by Tracey Balsamo and seconded by Dan Williams to approve the order canvassing the returns and declaring the results of the Trustee Election held on May 6, 2023.
Motion carried 6-0

3. TRUSTEE OATHS OF OFFICE

The following Trustees were sworn into office:

Jeff Gravley - Place 3
Jennifer Driver - Place 4
Jarratt Calvert - Place 7

4. Consider all matters incident and related to the adoption of an order authorizing the issuance of "Celina Independent School District Unlimited Tax School Building Bonds, Series 2023", establishing parameters for the sale and issuance of such bonds and delegating certain matters to authorized officials of the District

Motion was made by Jeff Gravley and seconded by Jarratt Calvert to approve the adoption of an order authorizing the issuance of Celina Independent School District Unlimited Tax School Building Bonds, Series 2023, establishing parameters for the sale and issuance of such bonds and delegating certain matters to authorized officials of the District.
Motion carried 7-0

5. Introduce Celina High School Principal

Dr. Tom Maglisceau introduced Dr. John Burdett as the new Celina High School Principal.

6. CONSTRUCTION REPORT

7. SUPERINTENDENT'S REPORT

7.A. Information / Superintendent's Update

7.A.1. AVID Student Information

8. PUBLIC COMMENT

8.A. Comments from Visitors Who Wish to Address Board Members on Agenda or Non-Agenda Topics

Cheri Moe spoke regarding school lunches.

9. CLOSED MEETING

Kelly Juergens adjourned the Board to Executive Session at 7:06 PM.

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

9.A.1. Organization of Board Officers

9.A.2. Local Days Resolution

9.B. Real Property - Pursuant to Texas Government Code Section 551.072, deliberation regarding the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person.

9.B.1. Future Construction Projects

9.C. Safety and Security - Pursuant to Texas Government Code Section 551.089, deliberation regarding security devices or security audits. (1) Security assessments or deployments relating to information resources technology; (2) network security information as described by Section 2059.055 (b); or (3) the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

9.C.1. City Employee Transfer

10. RECONVENE - Open meeting to vote on matters considered in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, to take action necessary regarding personnel.

The Board reconvened to Open Session at 9:04 PM.

11. ACTION TAKEN ON ITEMS DISCUSSED IN CLOSED SESSION

Motion was made by Jennifer Driver and seconded by Dan Williams to approve the Enhancement/Refurbishment of the Primary campus up to \$140,000.

Motion carried 7-0

Nominations were taken for board officers. Jeff Gravley nominated himself for President. Tracey Balsamo nominated herself for Vice President. Kelly Juergens nominated himself for Secretary.

No other nominations were made.

Motion was made by Jarratt Calvert and seconded by Dan Williams to approve the board officers as nominated.

Motion carried 7-0

12. INFORMATION/CONFIRMATION AGENDA ITEMS

12.A. Campus Dog Protocols

13. ACTION/BRIEFING AGENDA ITEMS

13.A. Consider and Approve District Principles

Motion was made by Tracey Balsamo and seconded by Chuck Hansen to approve the District Principles as presented.

Motion carried 7-0

13.B. Consider and Approve School Safety Grant

Motion was made by Jeff Gravley and seconded by Chuck Hansen to approve the School Safety Grant as presented.

Motion carried 7-0

13.C. Consider and Approve FFA (LOCAL) Policy Update

Motion was made by Jeff Gravley and seconded by Jennifer Driver to approve FFA(LOCAL) Policy Update as presented.

Motion carried 7-0

13.D. Consider and Approve DH(LOCAL) and CKED(LOCAL)

Motion was made by Jeff Gravley and seconded by Tracey Balsamo to Approve DH(LOCAL) and CKED(LOCAL) as presented.

Motion carried 7-0

13.E. Consider and Approve Band Bids

Motion was made by Dan Williams and seconded by Jarratt Calvert to approve the Band Bids as presented.

Motion carried 7-0

13.F. Approve Auditor's Engagement Letter

Motion was made by Tracey Balsamo and seconded by Chuck Hansen to approve the Auditor's Engagement Letter as presented.

Motion carried 7-0

13.G. Consider and Approve Bank Depository Contract

Motion was made by Tracey Balsamo and seconded by Jarratt Calvert to approve the Bank Depository Contract as presented.

Motion carried 7-0

13.H. Consider and Approve Graduation Resolution

Motion was by Jennifer Driver and seconded by Tracey Balsamo to approve the Graduation Resolution as presented.

Motion carried 7-0

13.I. Consider and Approve Martin Elementary Curriculum Materials

Motion was made by Tracey Balsamo and seconded by Dan Williams to approve the Martin Elementary Curriculum Materials as presented.

Motion carried 7-0

13.J. Consider and Approve 2023-2024 TEKS Certification

Motion was made by Jarratt Calvert and seconded by Jeff Gravley to approve the 2023-2024 TEKS Certification as presented.

Motion carried 7-0

14. DISCUSSION ITEMS

15. CONSENT/CONFIRMATION AGENDA ITEMS

Motion was made by Tracey Balsamo and seconded by Chuck Hansen to approve the Minutes of the April 17, 2023 Regular Board Meeting as well as the monthly cash distributions, cash balance, investment report and budget amendments as presented.

Motion carried 7-0

15.A. Minutes of the April 17, 2023 Regular Board Meeting

15.B. Monthly Cash Distributions/Cash Balance/Investment Report/Budget Amendments

16. ADJOURNMENT

Motion was made by Jarratt Calvert and seconded by Chuck Hansen to adjourn the meeting.

Motion carried 7-0

The meeting was adjourned at 10:12 PM.

Working Meeting
Monday, June 12, 2023 5:00 PM Central

Celina ISD Administration Office
205 S Colorado Dr
Celina, TX 75009

Tracey Balsamo: Present
Jarratt Calvert: Present
Jennifer Driver: Present
Jeff Gravley: Present
Chuck Hansen: Present
Kelly Juergens: Present
Dan Williams: Present
Present: 7.

1. CALL TO ORDER / ESTABLISH QUORUM

Jeff Gravley called the meeting to order at 5:00 PM.

1.A. Pledge of Allegiance
Led by Jarratt Calvert

1.B. Invocation
Led by Jennifer Driver

2. PUBLIC COMMENT

2.A. Comments from Visitors Who Wish to Address Board Members on Agenda or Non-Agenda Topics
No one addressed the Board during Open Forum.

3. CONSIDER AND APPROVE ATHLETIC FIELD REPLACEMENT

Motion was made by Kelly Juergens and seconded by Tracey Balsamo to approve the Athletic Field Replacement as recommended by Coach Elliott.
Motion carried 7-0

4. BUDGET WORKSHOP

5. DISCUSS POSSIBLE DAYS AND TIMES TO CONSULT WITH EDDIE COULSON - N2 LEARNING

The Board discussed July 10 and July 24 as possible dates to meet with Eddie Coulson of N2 Learning.

6. CLOSED MEETING

Jeff Gravley adjourned the Board to Executive Session at 7:12 PM.

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

6.B. Real Property - Pursuant to Texas Government Code Section 551.072, deliberation regarding the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person.

6.B.1. Mustang Property

6.B.2. Chalk Hill Apartments

6.C. Safety and Security - Pursuant to Texas Government Code Section 551.089, deliberation regarding security devices or security audits. (1) Security assessments or deployments relating to information resources technology; (2) network security information as described by Section 2059.055 (b); or (3) the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

6.C.1. Security Debrief

6.C.2. Attorney Consultation

6.D. Duties, Roles, Responsibilities and Board Operating Procedures - Pursuant to Texas Government Code Section 551.071, a governmental body may not conduct a private consultation with its attorney except: (1) when the governmental body seeks the advice of its attorney about: (A) pending or contemplated litigation; or (B) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

6.D.1. Review of Board Duties, Roles, Responsibilities and Board Operating Procedures

7. RECONVENE - Open meeting to vote on matters considered in closed session in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, to take action necessary regarding personnel.

The Board reconvened to Open Session at 9:30 PM.

8. ACTION TAKEN ON ITEMS DISCUSSED IN CLOSED SESSION

No action was taken on items discussed during Closed Session.

9. ADJOURNMENT

Motion was made by Tracey Balsamo and seconded by Jarratt Calvert to adjourn the meeting. Motion carried 7-0

Meeting was adjourned at 9:31 PM.

CELINA INDEPENDENT SCHOOL DISTRICT
GENERAL FUND (INCLUDES ATHLETIC, OPERATING)
MONTHLY FINANCIAL REPORT
MAY 31, 2023

	AMENDED BUDGET RECEIVED TO DATE		REMAINING	PERCENT REMAINING
REVENUES:				
5700 OTHER LOCAL REVENUE	\$ 608,672.90	\$ 1,025,684.27	\$ (417,011.37)	-68.51%
5711 PROPERTY TAXES, CURRENT YEAR	\$ 23,562,707.00	\$ 26,957,241.72	\$ (3,394,534.72)	-14.41%
5712 PROPERTY TAXES, PRIOR YEAR	\$ 185,000.00	\$ 753,909.83	\$ (568,909.83)	-307.52%
5719 PENALTY & INTEREST	\$ 70,000.00	\$ 100,099.11	\$ (30,099.11)	-43.00%
5800 STATE PROGRAM REVENUES	\$ 14,755,322.00	\$ 10,533,768.22	\$ 4,221,553.78	28.61%
5900 FEDERAL PROGRAM REVENUE	\$ 77,427.10	\$ 86,708.30	\$ (9,281.20)	-11.99%
7900 OTHER REVENUE IF NEEDED	\$ 828,598.00	\$ 214,712.87	\$ 613,885.13	0.00%
TOTAL REVENUES	\$ 40,087,727.00	\$ 39,672,124.32	\$ 415,602.68	1.04%

	AMENDED BUDGET	EXPENDED TO DATE	REMAINING	PERCENT REMAINING
EXPENDITURES:				
11 INSTRUCTION	\$ 22,569,470.00	\$ 20,866,135.06	\$ 1,703,334.94	7.55%
12 LIBRARY SERVICES	\$ 271,151.00	\$ 195,273.79	\$ 75,877.21	27.98%
13 CURRICULUM	\$ 570,380.00	\$ 490,649.73	\$ 79,730.27	13.98%
21 INSTRUCTIONAL LEADERSHIP	\$ 468,209.00	\$ 457,559.86	\$ 10,649.14	2.27%
23 SCHOOL ADMINISTRATION	\$ 2,459,925.00	\$ 2,151,221.44	\$ 308,703.56	12.55%
31 GUIDANCE AND COUNSELING	\$ 1,433,888.00	\$ 1,132,726.40	\$ 301,161.60	21.00%
33 HEALTH SERVICES	\$ 410,313.00	\$ 382,005.27	\$ 28,307.73	6.90%
34 PUPIL TRANSPORTATION	\$ 2,287,005.00	\$ 2,044,248.79	\$ 242,756.21	10.61%
36 EXTRA CURRICULAR ACTIVITIES	\$ 1,752,709.00	\$ 1,764,999.86	\$ (12,290.86)	-0.70%
41 GENERAL ADMINISTRATION	\$ 1,823,767.00	\$ 1,611,496.84	\$ 212,270.16	11.64%
51 PLANT MAINTENANCE & OPERATIC	\$ 4,312,442.00	\$ 4,050,390.37	\$ 262,051.63	6.08%
52 SECURITY & MONITORING	\$ 481,085.00	\$ 409,734.62	\$ 71,350.38	14.83%
53 DATA PROCESSING	\$ 768,983.00	\$ 676,564.59	\$ 92,418.41	12.02%
71 DEBT SERVICE	\$ 125,400.00	\$ 135,209.22	\$ (9,809.22)	-7.82%
81 FACILITY IMPROVEMENT	\$ 30,000.00	\$ 13,340.00	\$ 16,660.00	55.53%
93 PAYMENT TO FISCAL AGENTS	\$ 35,000.00	\$ -	\$ 35,000.00	100.00%
95 PAYMENT TO JJAEP	\$ 16,000.00	\$ -	\$ 16,000.00	100.00%
99 TAX APPRAISAL	\$ 272,000.00	\$ 263,627.24	\$ 8,372.76	3.08%
TRANSFER TO OUT	\$ -	\$ -	\$ -	0.00%
TOTAL EXPENDITURES	\$ 40,087,727.00	\$ 36,645,183.08	\$ 3,442,543.92	8.59%

CELINA INDEPENDENT SCHOOL DISTRICT
 FOOD SERVICE FUND 240
 MONTHLY FINANCIAL REPORT
 AS OF
 MAY 31, 2023

		AMENDED BUDGET	RECEIVED TO DATE	REMAINING	PERCENT REMAINING
REVENUES:					
5751	REVENUE FROM MEALS SERVED	\$ 925,457.84	\$ 1,126,435.19	\$ (200,977.35)	\$ (0.22)
5800	STATE REVENUE	\$ 113,974.74	\$ 120,122.76	\$ (6,148.02)	\$ (0.05)
5900	NATL CHILD NUTRITION	\$ 338,743.50	\$ 567,632.02	\$ (228,888.52)	\$ (0.68)
7900	DUE FROM OPERATING	\$ 444,242.00	\$ -	\$ 444,242.00	\$ 1.00
	TOTAL REVENUES	\$ 1,822,418.08	\$ 1,814,189.97	\$ 8,228.11	\$ 0.00

		AMENDED BUDGET	EXPENDED TO DATE	REMAINING	PERCENT REMAINING
EXPENDITURES:					
35	FOOD SERVICES	\$ 1,822,418.08	\$ 1,727,720.50	\$ 94,697.58	\$ 0.05

CELINA INDEPENDENT SCHOOL DISTRICT
 INTEREST AND SINKING FUND 599
 MONTHLY FINANCIAL REPORT
 AS OF
 MAY 31, 2023

	ADOPTED BUDGET	RECEIVED TO DATE	REMAINING	REMAINING
REVENUES:				
5700 TAXES CURRENT YEAR	\$ 12,807,238.00	\$ 14,587,774.29	\$ (1,780,536.29)	-13.90%
5700 TAXES PRIOR YEAR	\$ 50,000.00	\$ 363,183.64	\$ (313,183.64)	-626.37%
5700 PENALTY AND INTEREST	\$ 40,000.00	\$ 43,198.27	\$ (3,198.27)	-8.00%
5700 LOCAL REVENUE	\$ 20,000.00	\$ 358,725.47	\$ (338,725.47)	-1693.63%
5800 STATE REVENUE EDA/IFA	\$ -	\$ 324,139.00	\$ (324,139.00)	0.00%
7900 BOND PROCEEDS/PREMIUMS	\$ 3,190,331.06	\$ 3,190,331.06	\$ -	0.00%
TOTAL REVENUES	\$ 16,107,569.06	\$ 18,867,351.73	\$ (2,759,782.67)	-17.13%

	ADOPTED BUDGET	EXPENDED TO DATE	REMAINING	REMAINING
EXPENDITURES:				
6511 BOND PRINCIPAL	\$ 3,790,744.00	\$ 3,440,000.00	\$ 350,744.00	9.25%
6521 BOND INTEREST	\$ 8,811,494.00	\$ 10,575,202.10	\$ (1,763,708.10)	-20.02%
6599 OTHER DEBT SERVICE FEES	\$ 315,000.00	\$ 7,100.00	\$ 307,900.00	97.75%
6599 BOND SALE FEES	\$ 266,422.69	\$ 266,422.69	\$ -	0.00%
8900 FLOW THRU	\$ 2,923,908.37	\$ 2,923,908.37	\$ 2,923,908.37	
TOTAL EXPENDITURES	\$ 16,107,569.06	\$ 14,288,724.79	\$ 1,818,844.27	11.29%

Budgeted/Expended Comparison Summary

MAY 31, 2023

	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
Funds 181-191-199 General Operating							
11 Instruction							
6100 Payroll Costs	20,788,262.00	20,247,262.00	19,070,917.87	1,929,294.19		1,176,344.13	5.81%
6200 Professional Services	1,180,009.00	1,174,234.00	843,769.40	102,869.32	8,674.40	321,790.20	27.40%
6300 Supplies and Materials	752,479.00	758,290.00	555,505.34	27,514.69	16,209.99	186,574.67	24.60%
6400 Other Operating	103,065.00	109,159.00	68,115.86	8,053.29	2,476.26	38,566.88	35.33%
6600 Capital Outlay	64,092.00	280,525.00	289,482.51	219,336.91	10,983.43	(19,940.94)	-7.11%
Total Instruction	22,887,907.00	22,569,470.00	20,827,790.98	2,287,068.40	38,344.08	1,703,334.94	7.55%
12 Library							
6100 Payroll Costs	231,801.00	231,801.00	169,748.88	15,062.76		62,052.12	26.77%
6200 Professional Services	11,125.00	11,125.00	10,329.25			795.75	7.15%
6300 Supplies and Materials	4,625.00	7,475.00	4,758.83			2,716.17	36.34%
6400 Other Operating	5,500.00	6,000.00	974.11		206.00	4,819.89	80.33%
6600 Capital Outlay	12,000.00	14,750.00	9,256.72	3,073.10		5,493.28	37.24%
Total Library	265,051.00	271,151.00	195,067.79	18,135.86	206.00	75,877.21	27.98%
13 Curriculum							
6100 Payroll Costs	282,955.00	329,955.00	283,138.53	26,580.62		46,816.47	14.19%
6200 Contracted Services	124,000.00	137,900.00	121,489.37	2,385.00	200.00	16,210.63	11.76%
6300 Supplies and Materials	46,225.00	43,525.00	41,406.27	5,807.62	(490.56)	2,609.29	5.99%
6400 Other Operating	20,300.00	44,000.00	38,955.40	8,132.23	100.72	4,943.88	11.24%
6600 Capital Outlay	15,000.00	15,000.00	5,850.00			9,150.00	61.00%
Total Library	488,480.00	570,380.00	490,839.57	42,905.47	(189.84)	79,730.27	13.98%
21 Instructional Leadership							
6100 Payroll Costs	203,709.00	464,709.00	455,040.33	41,851.71		9,668.67	2.08%
6200 Professional Services	1,000.00	1,000.00	1,000.00			0.00	0.00%
6400 Other Operating	2,500.00	2,500.00	1,519.53			980.47	39.22%
Total Inst Leadersh	207,209.00	468,209.00	457,559.86	41,851.71	0.00	10,649.14	2.27%
23 School Leadership							
6100 Payroll Costs	2,461,988.00	2,420,988.00	2,134,447.14	212,999.60		286,540.86	11.84%
6200 Professional Services	17,500.00	19,000.00	4,401.30		100.00	14,498.70	76.31%
6300 Supplies and Materials	6,037.00	6,537.00	3,402.94	248.00		3,134.06	47.94%
6400 Other Operating	9,950.00	11,450.00	6,692.06	1,726.57	2,178.00	2,579.94	22.53%
6600 Capital Outlay	1,450.00	1,950.00				1,950.00	100.00%
Total School Leader	2,496,925.00	2,459,925.00	2,148,943.44	214,974.17	2,278.00	308,703.56	12.55%
Funds 181-191-199 General Operating							
31 Guidance & Counseling							
6100 Payroll Costs	1,404,013.00	1,304,013.00	1,075,493.75	98,470.97		228,519.25	17.52%
6200 Professional Services	6,500.00	106,500.00	22,654.56	6,700.00		83,845.44	78.73%
6300 Supplies and Materials	16,625.00	18,775.00	33,192.42	15,054.08	156.30	(14,573.72)	-77.62%
6400 Other Operating	2,350.00	4,350.00	1,189.37			3,160.63	72.66%
6600 Capital Outlay	250.00	250.00	40.00			210.00	84.00%
Total Counseling	1,429,738.00	1,433,888.00	1,132,570.10	120,225.05	156.30	301,161.60	21.00%
33 Health Services							
6100 Payroll Costs	365,763.00	389,763.00	362,971.88	39,653.26		26,791.12	6.87%
6200 Professional Services	4,000.00	4,000.00	4,000.00			0.00	0.00%
6300 Supplies and Materials	13,750.00	13,750.00	8,742.12	129.30	4,510.29	497.59	3.62%
6400 Other Operating	1,800.00	1,800.00	957.00			843.00	46.83%
6600 Capital Outlay	1,000.00	1,000.00	313.98		510.00	176.02	17.60%
Total Health Servic	386,313.00	410,313.00	376,984.98	39,782.56	5,020.29	28,307.73	6.90%
34 Pupil Transportation							
6100 Payroll Costs	1,467,555.00	1,607,555.00	1,560,422.11	166,782.78		47,132.89	2.93%
6200 Professional Services	25,700.00	25,700.00	23,506.14	3,162.45		2,193.86	8.54%
6300 Supplies and Materials	596,750.00	596,750.00	405,809.85	49,144.85	5,322.37	185,617.78	31.10%
6400 Other Operating	57,000.00	57,000.00	47,608.95	1,160.00	1,579.37	7,811.68	13.70%
6600 Capital Outlay			0.00			0.00	0.00%
Total Pupil Transpo	2,147,005.00	2,287,005.00	2,037,347.05	220,250.08	6,901.74	242,756.21	10.61%
36 Extra Curricular-Athletics							
6100 Payroll Costs			222.90			(222.90)	-100.00%
6200 Professional Services	130,060.00	131,490.00	116,261.04	6,697.66	10,400.00	4,828.96	3.67%
6300 Supplies and Materials	124,940.00	127,866.00	130,785.08	5,043.19	11,714.00	(14,633.08)	-11.44%

Budgeted/Expended Comparison Summary

MAY 31, 2023

	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	Available to Use
6400 Other Operating	110,625.00	108,769.00	109,217.09	6,942.46		(448.09)	-0.41%
6600 Capital Outlay	2,500.00					0.00	0.00%
Total Extra Curricular	368,125.00	368,125.00	356,486.11	18,683.31	22,114.00	(10,475.11)	-2.85%
36 Extra Curricular							
6100 Payroll Costs	1,131,324.00	1,131,324.00	1,147,488.09	116,181.97		(16,164.09)	-1.43%
6200 Professional Services	50,000.00	94,874.48	92,771.41			2,103.07	2.22%
6300 Supplies and Materials	18,900.00	26,900.00	21,999.73	638.22	17.00	4,883.27	18.15%
6400 Other Operating	98,860.00	131,485.52	124,123.52	5,859.80		7,362.00	5.60%
6600 Capital Outlay	0.00	0.00				0.00	0.00%
Total Extra Curricular	1,299,084.00	1,384,584.00	1,386,382.75	122,679.99	17.00	(1,815.75)	-0.13%
Funds 181-191-199 General Operating							
41 General Administration							
6100 Payroll Costs	1,339,967.00	1,449,967.00	1,280,852.38	119,085.44		169,114.62	11.66%
6200 Professional Services	203,000.00	218,000.00	185,053.12	1,306.17		32,946.88	15.11%
6300 Supplies and Materials	20,000.00	38,000.00	37,482.70	2,313.44		517.30	1.36%
6400 Other Operating	131,700.00	117,800.00	108,018.64	5,724.86	90.00	9,691.36	8.23%
6600 Capital Outlay		0.00					
Total General Administration	1,694,667.00	1,823,767.00	1,611,406.84	128,429.91	90.00	212,270.16	11.64%
51 Plant Maintenance							
6100 Payroll Costs	1,967,475.00	1,863,275.00	1,342,959.37	70,285.59		520,315.63	27.92%
6200 Professional Services	1,425,000.00	1,529,200.00	1,834,242.18	370,120.92		(305,042.18)	-19.95%
6300 Supplies and Materials	251,500.00	251,500.00	217,429.07	6,250.24	3,098.24	30,972.69	12.32%
6400 Other Operating	277,000.00	407,000.00	406,898.70			101.30	0.02%
6600 Capital Outlay	40,000.00	261,467.00	242,788.78	3,631.31	2,974.03	15,704.19	6.01%
Total Plant Maintenance	3,960,975.00	4,312,442.00	4,044,318.10	450,288.06	6,072.27	262,051.63	6.08%
52 Security and Monitoring							
6100 Payroll Costs	177,885.00	117,885.00	115,848.47	10,547.80		2,036.53	1.73%
6200 Professional Services	246,500.00	306,500.00	260,906.31	63,343.94		45,593.69	14.88%
6300 Supplies and Materials	24,700.00	24,700.00	27,214.80	553.65	2,650.00	(5,164.80)	-20.91%
6400 Other Operating	19,000.00	19,000.00	2,866.04	599.75	100.00	16,033.96	84.39%
6600 Capital Outlay	13,000.00	13,000.00	149.00			12,851.00	98.85%
Total Security	481,085.00	481,085.00	406,984.62	75,045.14	2,750.00	71,350.38	14.83%
53 Data Processing							
6100 Payroll Costs	457,011.00	457,011.00	447,204.30	42,120.81		9,806.70	2.15%
6200 Professional Services	229,472.00	229,472.00	156,989.20	2,956.43	8,251.10	64,231.70	27.99%
6300 Supplies and Materials	77,000.00	77,000.00	54,201.56	(970.28)	6,689.16	16,109.28	20.92%
6400 Other Operating	5,500.00	5,500.00	3,229.27			2,270.73	41.29%
6600 Capital Outlay							
Total Data Processing	768,983.00	768,983.00	661,624.33	44,106.96	14,940.26	92,418.41	12.02%
71 Debt Service							
6500 Debt Service	125,400.00	125,400.00	135,209.22	34,840.10		(9,809.22)	-7.82%
Total Debt Service	125,400.00	125,400.00	135,209.22	34,840.10	0.00	(9,809.22)	-7.82%
Funds 181-191-199 General Operating							
81 Facilities and Acquisition							
6600 Capital Outlay	30,000.00	30,000.00	13,340.00			16,660.00	55.53%
Total Facilities	30,000.00	30,000.00	13,340.00	0.00	0.00	16,660.00	55.53%
93 Payment to Fiscal Agent							
6400 Other Operating	35,000.00	35,000.00				35,000.00	100.00%
Total Fiscal Agent	35,000.00	35,000.00				35,000.00	100.00%
95 Payment to JJAEP							
6400 Other Operating	16,000.00	16,000.00				16,000.00	100.00%
Total Fiscal Agent	16,000.00	16,000.00				16,000.00	100.00%
99 Other Govt Charges							
6200 Contracted Services	247,000.00	272,000.00	263,627.24	68,161.75		8,372.76	3.08%
Total Other Govt Charges	247,000.00	272,000.00	263,627.24	68,161.75		8,372.76	3.08%

Budgeted/Expended Comparison Summary

MAY 31, 2023

	Original Budget	Amended Budget	Total Expended YTD	Current Month Expenditure	Encumbered	Balance	
8900 TRANSFERS OUT		0.00				0.00	
Total Trans Out							
Total General Oper	\$ 39,334,947.00	\$ 40,087,727.00	\$ 36,546,482.98	\$ 3,927,428.52	\$ 98,700.10	\$ 3,442,543.92	8.59%
Fund 240 Food Service							
35 Food Service							
6100 Payroll Costs	662,673.00	662,673.00	735,388.90	79,743.43		(72,715.90)	-10.97%
6200 Professional Service	28,000.00	28,000.00	27,390.92	2,103.23	9,466.00	(8,856.92)	-31.63%
6300 Supplies and Materi	421,470.00	1,021,758.08	765,851.50	130,920.97	25,986.00	229,920.58	22.50%
6400 Other Operating	7,000.00	7,000.00	8,015.44			(1,015.44)	-14.51%
6600 Capital Outlay	82,615.00	82,615.00	155,621.74	46,615.00		(73,006.74)	-88.37%
51 Maint							
6100 Payroll Costs	20,372.00	20,372.00				20,372.00	100.00%
Total Food Service	1,222,130.00	1,822,418.08	1,692,268.50	259,382.63	35,452.00	94,697.58	5.20%
Fund 599 Debt Service							
71 Debt Service							
6500 Debt Service							
Payments to Bond	12,917,238.00	16,107,569.06	14,288,724.79			1,818,844.27	11.29%
Total Debt Service	12,917,238.00	16,107,569.06	14,288,724.79	0.00		1,818,844.27	11.29%

Celina Independent School District
Operating Cash Flow
2022-2023

	April 2023 Actual	May 2023 Actual
<i>Beginning Cash Balance</i>	\$ 7,352,276.56	5,236,585.76
RECEIPTS		
Tax Collections	\$ 305,284.85	321,930.25
Interest	\$ 20,667.50	19,634.41
Other Local Revenue	\$ 33,420.68	32,524.35
State Revenue - Available School	\$ 142,817.00	138,988.00
State Revenue -Foundation	\$ 341,979.00	226,751.00
State Revenue - Prior Year	\$	44,541.00
State Revenue - Misc	\$	
Federal Program Revenue	\$ 2,625.84	247,812.33
Breakfast/Lunch Revenue - Local/Fed	\$ 209,265.73	187,128.54
Transfers From Texpool	\$	
Total Revenue	\$ 1,056,060.60	1,219,309.88
DISBURSEMENTS		
Payroll Net Checks	\$ -1,744,489.01	-1,760,870.81
Payroll Deductions	\$ -97,478.96	-97,367.94
TRS Deposit	\$ -523,986.06	-513,551.52
IRS Deposit	\$ -188,944.67	-191,987.11
Total Payroll	\$ -2,554,898.70	-2,563,777.38
Transfers to Texpool	\$	
Transfer to Ind Bank MMA	\$ -	-
Account Payable Expenditures	\$ -616,852.70	-845,463.37
Total Expenditures	\$ -3,171,751.40	-3,409,240.75
Net Change in Cash	\$ -2,115,690.80	-2,189,930.87
Ending Cash Balance	\$ 5,236,585.76	3,046,654.89
Beginning Cash Balance at Texpool	\$ 3,433,470.67	3,447,011.91
Deposits - Transfers In	\$	
Interest Earned	\$ 13,541.24	14,648.23
Transfers out	\$	
Ending Cash Balance at Texpool	\$ 3,447,011.91	3,461,660.14
Beginnin Cash Balance-Ind Bank MMA	\$ 12,213,180.98	12,262,368.31
Deposits - Transfer In	\$ -	-
Interest Earned	\$ 49,187.33	54,424.76
Transfers out	\$	
Ending Cash Balance-Ind Bank MMA	12,262,368.31	12,316,793.07
TOTAL CASH AVAILABLE	\$ 20,945,965.98	18,825,108.10

CELINA ISD
BOND CONSTRUCTION ACCT
2022-2023

	April 2023 Actual	May 2023 Actual
<i>Beginning Cash Balance</i>	\$ 4,394,675.89	358,604.73
Independent Bank Bond Operating		
RECEIPTS		
Interest	\$ 12,610.62	17,800.76
Sale of Bonds	\$	
Transfer from Texpool	\$	15,000,000.00
Total Revenue	\$ 12,610.62	15,017,800.76
DISBURSEMENTS		
Construction Payables	\$ -4,048,681.78	-4,662,873.86
Total Expenditures	\$ -4,048,681.78	-4,662,873.86
Net Change in Cash	-4,036,071.16	10,354,926.90
Ending Cash Balance - Independent Bk	\$ 358,604.73	10,713,531.63

	April 2023 Actual	May 2023 Actual
Beginning Cash Balance Texpool Bond Sale '22	\$ 66,521,237.16	66,783,589.76
RECEIPTS		
Interest Earned	\$ 262,352.60	263,812.67
Transfers from Independent Bank	\$	
Total Revenue	66,783,589.76	67,047,402.43
DISBURSEMENTS		
Transfer to Independent Bank	\$	(15,000,000.00)
Total Expenditures		(15,000,000.00)
Net Change in Cash	\$ 262,352.60	263,812.67
Ending Cash Balance Texpool '22 Sale	\$ 66,783,589.76	52,047,402.43
Ending Cash Balance All Texpool Bond Accts.	\$ 66,783,589.76	52,047,402.43

CELINA ISD
INTERST SINKING CASH FLOW
2022-2023

	April 2023 Actual	May 2023 Actual
<i>Beginning Cash Balance-Independent Bk</i>	\$ 6,407,424.50	6,587,441.88
RECEIPTS		
Tax Collections	\$ 158,834.29	164,013.72
Interest	\$ 21,183.09	29,850.35
Transfer from Texpool	\$ 0.00	0.00
State Revenue - IFA	\$ 0.00	0.00
Total Revenue	\$ 180,017.38	193,864.07
DISBURSEMENTS		
Bond Payments	\$ 0.00	0.00
Transfers to Texpool	\$ 0.00	0.00
Transfers to MMA Independent Bank	0.00	0.00
Total Expenditures	\$ 0.00	0.00
Net Change in Cash	\$ 180,017.38	193,864.07
Ending Cash Balance - Independent Bk	\$ 6,587,441.88	6,781,305.95
Independent Bank - MMA Investment		
Beginning Balance	\$ 10,202,699.63	10,243,789.96
Deposits	\$ 0.00	0.00
Interest	\$ 41,090.33	45,465.59
Transfers out	\$ 0.00	0.00
Ending Cash Balance - Ind Bank MMA	\$ 10,243,789.96	10,289,255.55
TOTAL CASH AVAILABLE	\$ 16,831,231.84	17,070,561.50

Celina Independent School District
Investment Statement
2022-2023

Construction Account

	April 2023	May 2023
Logic Acct Closed June, 2016		
2018 Bond Acct. Closed June '20		
Construction Acct Closed June '20		
2021 Bond Acct. Closed March '23		

2020 Bond Program Sale #2

Beginning Cash Balance at Ind Bank	\$ 4,394,675.89	\$ 358,604.73
Deposits - Transfers In		\$ 15,000,000.00
Interest Earned	\$ 12,610.62	\$ 17,800.76
Transfers out	\$ 4,048,681.78	\$ (4,662,873.86)
Ending Cash Balance at Ind Bank	\$ 358,604.73	\$ 10,713,531.63

2022 Bond Program Sale #4

Beginning Cash Balance at Ind Bank		
Deposits - Transfers In	\$ 66,521,237.16	\$ 66,783,589.76
Interest Earned	\$ 262,352.60	\$ 263,812.67
Transfers out		\$(15,000,000.00)
Ending Cash Balance at Texpool	\$ 66,783,589.76	\$ 52,047,402.43

General Operating

Beginning Cash Balance at Texpool	\$ 3,433,470.67	\$ 3,447,011.91
Deposits - Transfers In		
Interest Earned	\$ 13,541.24	\$ 14,648.23
Transfers out		
Ending Cash Balance at Texpool	\$ 3,447,011.91	\$ 3,461,660.14

Beginning MMA - Independent Bank-Operating	\$ 12,213,180.98	\$ 12,262,368.31
Deposits - Transfers In		
Interest Earned	\$ 49,187.33	\$ 54,424.76
Transfers out		
Ending MMA - Independent Bank	\$ 12,262,368.31	\$ 12,316,793.07

Beginning Cash Balance at Ind Bank	\$ 7,352,276.56	\$ 5,236,585.76
Deposits	\$ 1,035,393.10	\$ 1,199,675.57
Interest Earned	\$ 20,667.50	\$ 19,634.41
Expenditures	\$ (3,171,751.40)	\$ (3,409,240.85)
Ending Cash Balance Gen Oper.	\$ 5,236,585.76	\$ 3,046,654.89

Interest and Sinking Cont.

Beginning Cash Balance at Ind Bank	\$ 6,407,424.50	\$ 6,587,441.88
Deposits	\$ 158,834.29	\$ 164,013.72
Interest Earned	\$ 21,183.09	\$ 29,850.35
Expenditures/Transfers Out		
Ending Cash Balance at Ind Bank	\$ 6,587,441.88	\$ 6,781,305.95

Celina Independent School District
Investment Statement
2022-2023

Beginning MMA - Independent Bank-I & S	\$ 10,202,699.63	\$ 10,243,789.96
Deposits - Transfers In		
Interest Earned	\$ 41,090.33	\$ 45,465.59
Transfers out		
Ending MMA - Independent Bank	\$ 10,243,789.96	\$ 10,289,255.55

This report is presented in accordance with the Texas Government Code Title 10 Section 2256.023. The below signed hereby certify that, to the best of their knowledge on the date this report was created, Celina ISD is in compliance with the provisions of Government Code 2256 and with the policies and strategies of Celina ISD.



Dr. Tom Maglisceau, Investment Officer



Amber Pennell, Investment Designee

RATE INFORMATION

INDEPENDENT BANK: NOW checking account rate is based on current market conditions and movement of interest rates. Accounts have a floor rate of 0.50%.

TEXPOOL INVESTMENT POOL - May, 2023

INTEREST RATE:	5.0035%	
ALLOCATION FACTOR:	0.000137082	
AVERAGE MONTHLY POOL BALANCE:	31,571,878,138.00	
WEIGHTED AVERAGE MATURITY:	22	
BOOK VALUE \$	31,116,675,593.78	
MARKET VALUE \$	31,111,509,799.20	
MARKET VALUE PER SHARE:	0.99990	
NUMBER OF PARTICIPANTS	2788	

TEXPOOL PORTFOLIO ASSET SUMMARY AS OF May, 2023

	MARKET VALUE	MARKET VALUE
Uninvested Balance \$	(502.15)	\$ (502.15)
Accrual of Interet Income \$	128,803,444.70	\$ 128,803,444.70
Interest and Management Fees Payable \$	(134,129,655.34)	\$ (134,129,655.34)
Payable for Investment Purchased \$	-	\$ -
Accrued Expenses & Taxes \$	(31,852.18)	\$ (31,852.18)
Repurchase Agreements \$	11,483,201,000.00	\$ 11,483,201,000.00
Mutual Fund Investments \$	2,025,074,000.00	\$ 2,025,085,200.00
Government Securities \$	14,981,831,730.77	\$ 14,975,702,130.47
US Treasury Inflation Protected Securities		
US Treasury Bills \$	1,606,970,449.89	\$ 1,606,928,764.50
US Treasury Notes \$	1,024,956,978.09	\$ 1,025,951,269.20
Total	31,116,675,593.78	31,111,509,799.20