Public Meeting

Monday, May 18, 2026 5:00 PM
Granbury ISD Board Room, 217 N. Jones St., Granbury, Texas 76048

1. **CALL TO ORDER**
2. **CONVENE IN CLOSED SESSION**

a. Personnel: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee. (Texas Government Code 551.074)

1. Staff Recommendations

b. Security Devices or Security Audits: To deliberate the development, or specific occasions for implementation of security personnel devices or a security audit. (Texas Government Code 551.076)

1. District Comprehensive Safety & Security Audit

c. Consultation with Attorney, if needed: To consult with its attorney when the Board seeks advice about pending or contemplated litigation or a settlement offer, or when the attorney will have an ethical duty of confidentiality. (Texas Government Code 551.071)

3. **RECONVENE IN OPEN SESSION - 6pm**
4. **INVOCATION**
5. **PLEDGES - U.S. Flag & Texas Flag**
6. **STARS & BTC Campus Report**
7. **ACHIEVEMENT SPOTLIGHT**

a. GHS Stowaways' Dance Team receive multiple National Championships at MA Dance Nationals.
b. GHS Senior Miller Schenewark advancing to the UIL State Track Meet
c. MCJROTC Year of Achievements
d. Shottenkirk Senior of the Month Riley Breeden
e. GHS Class of 2026 Valedictorian Grace Blevins and Salutatorian Nathan Walters
f. Community Donations

8. **PUBLIC COMMENTS**

Patrons who have duly registered per policy BED (LOCAL) may address the board regarding matters of concern/interest to the district. The board may not act upon any matter that is not listed under the action item portion of the agenda.

9. **Consider ACTION on ITEMS DISCUSSED IN CLOSED SESSION**

a. Consider Staff Recommendations

10. **SUPERINTENDENT'S REPORT**
11. **DISTRICT REPORTS**

a. Financial Statements for period ending April 30, 2026
b. Cash Flow and Investment Report for period ending April 30, 2026
c. May 2026-2027 Budget Update
d. Categorical Spending Report

12. **CONSENT AGENDA ITEMS**

a. Approve previous Board meeting minutes for April 20, 2026
b. Approve a Board Resolution related to Administrator third-party employment and House Bill 3372 of the 89th Texas Legislature.
c. Approve the HCAD Collections Contract.
d. Approve Budget Amendments
e. Approve Slab and Freezer Replacement, Removal, and Installation for Oak Woods School
f. Approve two Memorandums of Understanding for Emergency Transportation with Camp El Tesoro and Camp Crucis

g. Approve the 2026-2027 MOU with Upbring Headstart
h. Approve LASO 3 Grant Funds Stipend.
i. Approve a Staff Development Waiver for 2026-27

13. **DISCUSSION/ACTION**

a. Discuss and take Action on Upper Level Math Curriculum for 2026-2027.
b. Discuss and take action on Board Goals for the District
c. Discuss Local Policy Updates
d. Discuss and possible action to nominate a Trustee for TASB Board, Region 11, Position C

14. **ADJOURN**

STARS ACCELERATED HIGH SCHOOL *and* BEHAVIOR TRANSITION CENTER

Margaret Rodriquez, Principal
Megan Guidry, Counselor

STARS HIGH SCHOOL
OVERVIEW

- STARS= Self-Motivated Teens Achieving Responsibility & Success
- We have been open since February 1994
- We are an accelerated high school that uses an online platform with content-based teachers in small classroom settings
- Students complete courses in 2-9 weeks depending on their pace
- Enrollment changes week to week as students enroll and graduate



2025–26 SCHOOL YEAR HIGHLIGHTS

72	43	$19,450
STUDENTS SERVED	GRADUATES	IN SCHOLARSHIPS EARNED

STARS
ACCELERATED HIGH SCHOOL

OUR 3 KEYS TO SUCCESS

Three key areas. One shared commitment. Every student. Every day.

ATTENDANCE



Show up. Be here.
Ready to learn.

ATTITUDE



Choose positivity. Respect others. Take initiative.

ACHIEVEMENT



Set goals. Work hard.
Exceed expectations.

ATTENDANCE

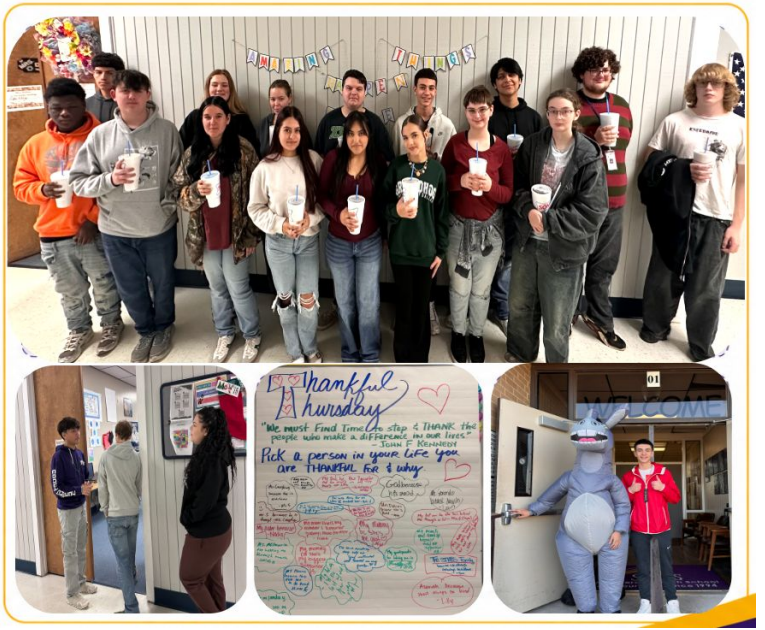
Attendance drives Attitude

BUILDING CONNECTIONS

Daily greetings, meaningful connections, and consistent incentives give students a reason to show up.

STAYING ON TRACK

In an accelerated model, attendance keeps students on pace and unlocks learning, opportunities, and success.



ATTITUDE

Attitude drives Achievement

BUILDING CONNECTIONS

Daily greetings, meaningful connections, and consistent incentives give students a reason to show up.

STAYING ON TRACK

In an accelerated model, attendance keeps students on pace and unlocks learning, opportunities, and success.













ACHIEVEMENT

Achievement drives Success

EXCELLING TODAY

Attendance and attitude lead to achievement with students excelling and earning their diploma.

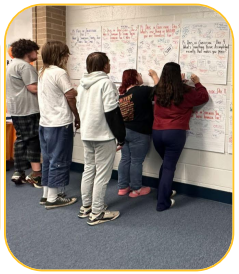
PREPARED FOR TOMORROW

Students leave college and career ready with tools to be successful.













BEHAVIOR TRANSITION CENTER

Transforming Challenges into Growth

CAPTURING KIDS' HEARTS® AT BTC

ACADEMIC & PERSONAL GROWTH

Capturing Kids' Hearts helps BTC create a safe, supportive environment where strong relationships, accountability, and connection transform moments of redirection into opportunities for growth, learning, and renewed success.

DISTRICT SUPPORT

BTC fulfills the district responsibilities outlined in Texas Education Code Chapter 37.

OUR ROLE

BTC supports students while they serve a placement away from their home campus.

PLACEMENT

BTC serves students across grade levels for a variety of behavioral and disciplinary concerns, with placement length varying based on individual situations.

CELEBRATING 2025-26

Honoring our students! Thanking our community!

NATIONAL RECOGNITION

STARS and BTC are national Capturing Kids' Hearts Showcase Campuses for the 2nd consecutive year!

THANK YOU, COMMUNITY!

We are grateful for our incredible community partners who help make 2025-26 a year of growth and opportunity.

CELEBRATING THE CLASS OF 2026

We are proud of our graduates and invite our community to celebrate with us at their ceremony on May 21st!



CAPTURING KiDS' HEARTS®
STARS & BTC
NATIONAL SHOWCASE CAMPUS 2025-2026
2ND YEAR!

Other Donations from Community:	
Donation from J Dawson Realty / 2 Sisters Real Estate Group (Melissa Acosta & Kristi Mano) to the Nettie Baccus campus activity fund to support students	1,133.00
Donation from GFC National Ad Fund (Golden Chick) to the Oakwoods campus activity fund in support of the campus	316.80
Donation from the campus PTO to the Oakwoods campus activty fund for the Kinder zoo field trip, the PINS field trip, the cinergy field trip, the Work Hard Play Hard field trip, and various other field trips	6,480.30
Donation from Granbury Arts Alliance to the AMS campus fund for refreshments, awards, & supplies for the campus art show	250.00
Donation from Salt & Stone Pool Scapes to the AMS Cheer Student activity fund in support of the program	500.00
Donation from Broker House to the AMS Cheer Student activity fund in support of the program	500.00
Donation from Modlux Media to the AMS Cheer Student activity fund in support of the program	1,000.00
Donation from the campus PTO to the AMS campus activity fund for the Main Event Incentive Trip	458.85
Donation from the campus PTO to the AMS Student Council student activity fund for end of year inflatables	3,773.12
Donation from the AMS girls athletic booster club (Courtney Ellis) to the AMS Student Council student activity fund for end of year inflatables	525.00
Donation from Nona (Mia-Milagros Olson) to the AMS campus activity fund for a side by side freezer for the teacher lounge	300.00
Donation from Kenneth Sweeten to the GHS Culinary campus activity fund to supplement their Austin trip	100.00
Donation from Adrian's Lawn Care to the GHS Culinary campus activity fund to supplement their Austin trip	200.00
Donation from Mama's Pizza to the GHS Culinary campus activity fund to supplement their Austin trip	100.00
Donation from Carlos Galvan to the GHS Culinary campus actiivity fund to supplement their Austin trip	100.00
Donation from Next Level Sports Lounge to the GHS Culinary campus activity fund to supplement their Austin trip	100.00
Donation from the Sutherland Family to the GHS Culinary campus activity fund to supplement their Austin trip	100.00
Donation from Tofo Promotions to the GHS Culinary campus activity fund to supplement their Austin trip	100.00
Donation from Granbury Baptist to the GHS Culinary campus activity fund to supplement their Austin trip	100.00
Donation from Susy & Eric Korth to the GHS Culinary campus activity fund to supplement their Austin trip	300.00
Donation from Texas Cowboy Symposium (Homer Roberson) to the GHS BBQ student activity fund in support of the program	2,500.00
Donation from Young & Rubicam to the GHS JR Optimist Club student activity fund for end of year awards	6,500.00
Donation from the Granbury Optimist Club to the GHS Jr Optimist Club student activity fund in support of the program	400.00
Donation from the Elizabeth Crockett Chapter NSDAR to the GHS MCJROTC student activity fund in support of the program	2,500.00
Donation from Pirate Track Booster Club to the track campus activity fund to supplement travel	1,000.00
Donation from Granbury Lions Club to the Special Education campus activity fund to help fund nurse vision screening expenses	300.00
Donation from the Granbury Optimist Club to the GISD Childrens Charity fund for GHS lunches	121.80
Total Donations from Community	**29,758.87**

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 18, 2026
For: Information

TO: Dr. Courtney Morawski, Superintendent

FROM: Emmett Whitefield
DATE: May 7, 2026
RE: April 30, 2026 Financial Statements

SUMMARY:

Attached are the financial statements for the period ended April 30, 2026 for the general operating fund.

The statement includes only those transactions that occurred between the period of September 1, 2025, and April 30, 2026. Revenue collected to date equals 97.14% of the budgeted amount compared to 89.83% in 2024-25. Expenditures to date represent 63.51% of the budget compared to 63.94% in 2024-25.

BUDGET IMPACT: None

Respectfully submitted,



Emmett Whitefield
Chief Financial Officer

Staff Persons Responsible: Emmett Whitefield
Kathy Butler

Date Submitted: May 7, 2026

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND - SORTED BY FUNCTION CODE
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED APRIL 30, 2026

		ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT	PRIOR YTD PERCENT
REVENUES						
5700	LOCAL					
	PROPERTY TAXES	72,836,917	69,326,680	3,510,237	95.18%	95.68%
	INVESTMENT INCOME	1,750,000	1,915,394	-165,394	109.45%	70.05%
	OTHER LOCAL INCOME	520,000	727,066	-207,066	139.82%	116.93%
5800	STATE					
	STATE FUNDING	21,594,361	22,675,970	-1,081,609	105.01%	72.27%
5900	FEDERAL					
	FEDERAL PROJECTS	1,418,946	667,409	751,537	47.04%	23.66%
	TOTAL REVENUES	**98,120,224**	**95,312,519**	**2,807,705**	**97.14%**	**89.83%**
EXPENDITURES						
11	INSTRUCTION	56,305,337	36,618,948	19,686,389	65.04%	64.69%
12	INSTRUCTIONAL RESOURCES & MEDIA	781,954	530,171	251,783	67.80%	68.21%
13	CURRICULUM & STAFF DEVELOPMENT	889,035	528,711	360,324	59.47%	67.49%
21	INSTRUCTIONAL LEADERSHIP	1,294,508	709,102	585,406	54.78%	62.78%
23	SCHOOL LEADERSHIP	4,920,749	3,284,578	1,636,171	66.75%	66.28%
31	GUIDANCE/COUNSELING	2,660,176	1,657,455	1,002,721	62.31%	65.35%
32	SOCIAL WORK SERVICES	0	0	0	0.00%	0.00%
33	HEALTH SERVICES	607,567	386,337	221,230	63.59%	61.82%
34	TRANSPORTATION	5,793,332	4,022,463	1,770,869	69.43%	75.26%
35	FOOD SERVICE	0	0	0	0.00%	0.00%
36	CO-CURRICULAR/EXTRACURRICULAR	2,130,199	1,504,151	626,048	70.61%	67.41%
41	GENERAL ADMINISTRATION	3,265,393	2,196,813	1,068,580	67.28%	68.63%
51	PLANT MAINTENANCE	10,651,842	7,779,397	2,872,445	73.03%	74.09%
52	SECURITY & MONITORING SERVICES	1,687,248	1,090,202	597,046	64.61%	56.76%
53	DATA PROCESSING	1,774,057	1,013,800	760,257	57.15%	52.68%
61	COMMUNITY EDUCATION	55,140	37,925	17,215	68.78%	68.51%
71	DEBT SERVICE	244,916	236,170	8,746	96.43%	99.65%
81	FACILITIES CONSTRUCTION & ACQUISITION	1,365,525	1,230,173	135,352	90.09%	99.35%
91	CONTR INSTRUCTIONAL SERVICES	3,889,767	0	3,889,767	0.00%	0.00%
93	PAYMENTS TO FISCAL AGENT	0	0	0	0.00%	0.00%
99	OTHER INTER GOV CHARGES	1,863,479	802,768	1,060,711	43.08%	49.42%
	TOTAL EXPENDITURES	**100,180,224**	**63,629,164**	**36,551,060**	**63.51%**	**63.94%**
		0				
	OTHER SOURCES (USES)	0	4,491,491	-4,491,491		0.00%
	EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	**(2,060,000)**	**36,174,846**	**(38,234,846)**		

GRANBURY INDEPENDENT SCHOOL DISTRICT
GENERAL OPERATING FUND
INTERIM STATEMENT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDED APRIL 30, 2026

		ANNUAL BUDGET	YTD ACTUAL	REMAINING BALANCE	YTD PERCENT
REVENUES					
5700	LOCAL SOURCES	75,106,917	71,969,140	3,137,777	95.82%
5800	STATE SOURCES	21,594,361	22,675,970	-1,081,609	105.01%
5900	FEDERAL SOURCES	1,418,946	667,409	751,537	47.04%
	TOTAL REVENUES	**98,120,224**	**95,312,519**	**2,807,705**	**97.14%**
EXPENDITURES					
6100	PAYROLL COSTS	78,791,184	50,510,175	28,281,009	64.11%
6200	PROFESSIONAL & CONTRACTED SERVICES	12,063,548	6,367,490	5,696,058	52.78%
6300	SUPPLIES/MATERIALS	3,211,680	2,221,166	990,514	69.16%
6400	OTHER OPERATING	2,423,172	1,538,371	884,801	63.49%
6500	DEBT SERVICE	244,916	236,170	8,746	96.43%
6600	CAPITAL OUTLAY	3,445,724	2,755,792	689,932	79.98%
	TOTAL EXPENDITURES	**100,180,224**	**63,629,164**	**36,551,060**	**63.51%**
OTHER SOURCES AND USES					
7900	OTHER RESOURCES	0	4,491,491	-4,491,491	
8900	OTHER USES	0	0	0	0.00%
	OTHER SOURCES(USES)	**0**	**4,491,491**	**-4,491,491**	**0.00%**
	EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**(2,060,000)**	**36,174,846**	**(38,234,846)**	

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 18, 2026
For: Information

TO: Dr. Courtney Morawski, Superintendent

FROM: Emmett Whitefield
DATE: May 7, 2026
RE: Cash Flow and Investment Report as of April 30, 2026

SUMMARY:

Attached is the Cash Flow and Investment Report for the period ending April 30, 2026.

BUDGET IMPACT: None

Respectfully submitted,



Emmett Whitefield RSTBA
Chief Financial Officer

Staff Person Responsible: Emmett Whitefield

Date Submitted: May 7, 2026

GRANBURY INDEPENDENT SCHOOL DISTRICT

CASH AND INVESTMENT REPORT

FROM APRIL 1, 2026 TO APRIL 30, 2026

FOR BOARD MEETING MAY 18, 2026

	FIRST FINANCIAL BANK								POOL INVESTMENTS				First Financial Bank Investment Account	CHECKING & INVESTMENT
	GENERAL FUND	DEBT	CAPITAL PROJ	PAYROLL	A/P	WC FUND	EZDENT	CHILD NUTRITION	LOGIC	LONE STAR	TEXPOOL	TEXAS RANGE	FFB	TOTAL
BEGINNING BALANCE-APRIL 1, 2026	$ 3,725,672	$ 130,378	$ 27,163	$ 2,289,376	$ 1,005,617	$ 1,078,369	$ 74,918	$ 2,793,461	$ 4,807	$ 97,664,212	$ 34	$ 289	$ 11,031,705	$ 119,826,000
LOCAL REVENUE-RENT, CAFÉ MEALS,ATH	$ 7,189,007.45		$ -	$ -				$ 526,235						$ 7,715,242
														$ -
TAX COLLECTIONS	$ -	$ -								$ 1,667,238				$ 1,667,238
														$ -
TEA COLLECTIONS:														$ -
CHILD NUTRITION	$ 355,132							$ 345,535						$ 700,667
FOUNDATION	$ -													$ -
TITLE FUNDS	$ 151,091													$ 151,091
AVAILABLE SCHOOL FUND	$ 306,662													$ 306,662
IDEA-B FUNDS	$ 153,278													$ 153,278
LASSO	$ 14,872													$ 14,872
PERKINS	$ 8,233													$ 8,233
SECURITY GRANT	$ 162,023													$ 162,023
DYSLEXIA GRANT	$ -													$ -
ESSER GRANT	$ -													$ -
MAC/SHARS	$ 257,591													$ 257,591
MJROTC	$ 7,903													
TRANSFERS IN	$ 6,100,000	$ -	$ -	$ 3,372,129	$ 2,787,466	$ 48,156	$ 36,481	$ -	$ -	$ -	$ -		$ 6,100,000	$ 18,444,231
TRANSFERS IN - SWEEP ACCOUNT	$ 6,793,482	$ -	$ -	$ 1,221,837	$ 1,088,544	$ 36,242	$ 17,861	$ 453,769						$ 9,611,734
BOND PAYMENT		$ -												$ -
OPERATING EXPENSES	$ (8,583,746)		$ -		$ (2,787,466)	$ (48,156)	$ (36,481)	$ (737,419)	$ -	$ -			$ -	$ (12,193,268)
PAYROLL	$ (6,122,683)		$ -	$ (3,372,129)				$ (134,350)						$ (9,629,162)
TEA RECAPTURE	$ -				$ -									$ -
TRANSFERS OUT		$ -	$ -			$ -			$ -	$ -	$ -	$ -	$ (6,100,000)	$ (6,100,000)
TRANSFERS OUT - SWEEP ACCOUNT	$ (6,751,222)			$ (1,144,084)	$ (1,209,522)	$ (11,723)	$ (18,579)	$ (381,950)					$ (6,100,000)	
MARKET APPRECIATION / (DEPRECIATION)													$ -	$ -
MONTHLY DIVIDENDS & INTEREST EARNED AND PAID	$ 2,464	$ 337	$ 70	$ 5,561	$ 2,504	$ 2,870	$ 218	$ 6,727	$ 15	$ 311,076	$ -	$ 1	$ 28,051	$ 359,894
ACCRUED INTEREST PAID														$ -
ENDING BALANCE - APRIL 30, 2026	$ 3,769,760	$ 130,715	$ 27,233	$ 2,372,691	$ 887,143	$ 1,105,757	$ 74,417	$ 2,872,007	$ 4,822	$ 99,642,525	$ 34	$ 290	$ 4,959,756	**$ 115,847,150**
INTEREST ACCRUED, NOT PAID AT MONTHS END														$ -
WEIGHTED AVERAGE MATURITY	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	1 Day	55 Days	45 Days	47 Days	1 Day	1 Day	
CURRENT MONTH AVERAGE MONTHLY INTEREST RATE:	3.144%	3.144%	3.144%	3.144%	3.144%	3.144%	3.144%	3.144%	3.780%	3.817%	3.799%	3.670%	3.672%	
PRIOR MONTH AVERAGE MONTHLY INTEREST RATE:	3.129%	3.129%	3.129%	3.129%	3.129%	3.129%	3.129%	3.129%	3.788%	3.802%	3.795%	3.670%	3.681%	

We, the approved Investment Officers of Granbury ISD, hereby certify that the above Investment Report represents the investment position of the District (as of the end of the month indicated at the top of this investment form) in accordance with the Board approved Investment Funds Policy, the Public Funds Investment Act (Texas Government Code 2256), and Generally Accepted Accounting Principals (GAAP).

Emmett Whitefield	Courtney Morawski	Kathy Butler
Chief Financial Officer	Superintendent	Business Manager

2025-26 INTEREST

ACCRUED (as of 4/30/26)

Sep-25	$ 206,872.85	Mar-26	$ 383,694.11
Oct-25	$ 216,250.79	Apr-26	$ 359,893.78
Nov-25	$ 218,531.33	May-26	
Dec-25	$ 221,998.40	Jun-26	
Jan-26	$ 311,179.61	Jul-26	
Feb-26	$ 349,321.08	Aug-24	
		TOTAL	$ 2,267,741.95

APRIL INTEREST ACCRUED	$ -
APRIL INTEREST EARNED & PD	$ 359,893.78
APRIL TOTAL INTEREST	$ 359,893.78

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 18, 2026
For: Information

TO: Dr. Courtney Morawski, Superintendent

FROM: Emmett Whitefield
DATE: May 7, 2026
RE: 2026-27 Budget Process Update

SUMMARY:

I have attached the budget process update as we develop the budget for the 2026-27 school year. I have also included the budget calendar.

Should you need additional information, please let me know.

Respectfully submitted,



Emmett Whitefield
Chief Financial Officer

Staff Persons Responsible: Emmett Whitefield

Date Submitted: May 7, 2026

Granbury ISD

May Budgeting Process Update

2026-2027 Fiscal Year

Campus and Department budgets have been verified in SKYWARD and are within allocated amounts. All manual salary budget entries have been made and are verified as well.

Human Resources has started the Employee Management / Salary Negotiations portion of the budgeting process at this point. This portion of the budget represents 80%-85% of the budget. They are creating the scenarios presented by the Executive cabinet. Once these scenarios are completed the Salary Negotiations budget can be created off of the plans within SKYWARD. Those budgets will then be combined with the manually entered budget and the total budget scenarios can be compared to determine which is the most effective to present to this board. In addition to the salary negotiations portion of the budget the Human Resources team has begun work on the salary tables utilized by the district. These tables are essential to the budgeting process as well.

All CAD's have delivered their preliminary property values and we are starting to calculate our local revenues. We are still estimating revenues on zero student growth for next year. So the difference will be made up with state revenues.

The Executive Cabinet will take into consideration everything on the table at this point including the salary negotiation scenarios and weigh all issues before making any decisions on what to bring to the board. The Superintendent will take the Executive Cabinet's consideration's and make all final decisions based on funding and need.

With student growth being held steady we will keep our recapture commitment approximately the same at $3,844,645.

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 18, 2026
For: Information

TO: Dr. Courtney Morawski, Superintendent

FROM:Houcine Chraibi
DATE :May 7, 2026
RE: Report of Categorical Purchases Between $50,000 and $100,000 as Per Board Policy CH (LOCAL)

SUMMARY:

The attached categorical purchases between $50,000 and $100,000 for the period of April 1, through April 30, 2026, are being reported as per the requirements of Board Policy CH (LOCAL), which states:

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs $50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place, except as otherwise provided in this policy.

The Superintendent is not required to obtain Board approval for the following types of budgeted purchases costing less than $100,000, but shall subsequently report them to the Board:

1. *A purchase made pursuant to a Board-approved interlocal contract, in accordance with law;*
2. *A purchase made through a cooperative purchasing program or state purchasing program that satisfies the District's obligation for competitive purchasing [see CH(LEGAL)]; or*
3. *A continuing or periodic purchase under a Board-approved bid or contract.*

BUDGET IMPACT: $ 110,425.65

Respectfully submitted,

Houcine Chraibi

Houcine Chraibi, RTSBA

Staff Person Responsible: Bradee Drake

Date Submitted: May 7 2026

GRANBURY ISD

REPORT ON PURCHASES THROUGH A COOPERATIVE OR INTERLOCAL

Single Purchase Between $50,000 and $100,000 in

accordance with CH(LOCAL) Board Meeting –May 2026

Purchases 04/01/26 to 04/30/26

Vend or	Cooperative/Inter local	Description	Amount
CDW-Government Inc	Sourcewell	WIRELESS ACCESS POINTS-PROFESSIONAL SERVICES INSTALLATION, ACTIVATION AND INITIAL CONFIGURATION.	$59,130.65
The Flippen Group	2021-18	Service Agreement Capturing Kids Hearts Training August 3-4, 2026 and Leadworthy Certification Training Summer 2026	$51,295.00

For:	Board of Trustees
Date:	May 18, 2026
Action:	Consent

To:	Board of Trustees	From:	Board Secretary
RE:	Previous Board Meeting Minutes for Approval		

SUMMARY:

Previous Board Meeting Minutes for your approval:

- April Regular Board Meeting

RECOMMENDATION:
The recommendation is to approve all as presented.

Respectfully,

Barbara Townsend
Board Secretary

Public Meeting Minutes
Monday, April 20, 2026 5:00pm

Granbury ISD Board Room
217 N. Jones St.
Granbury, Texas 76048

Board:

Nancy Alana:	Present
Tim Bolton:	Present
Courtney Gore:	Present
Calvin Lawrence:	Present
Mike Moore:	Absent
Stuart Neal:	Present
Barbara Townsend:	Present

Present: 6, Absent: 1.
*Mike Moore attended closed session and then had to leave for another commitment.

1. CALL TO ORDER: Meeting was called to order at 5:00 pm.

2. CONVENE IN CLOSED SESSION
Board adjourned into executive section at 5:01 p.m.

2.a. Personnel: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee. (Texas Government Code 551.074)

2.a.1. Staff Recommendations

2.a.1.a. Chief Financial Officer

2.a.1.b. Granbury Middle School Principal

2.a.1.c. Acton Elementary School Principal

2.a.1.d. Emma Roberson Early Learning Academy

2.a.1.e. Employment Contracts

2.b. Real Property: To deliberate the purchase, exchange, lease 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. (Texas Government Code 551.072)

2.c. Consultation with Attorney, if needed: To consult with its attorney when the Board seeks advice about pending or contemplated litigation or a settlement offer, or when the attorney will have an ethical duty of confidentiality. (Texas Government Code 551.071)

3. RECONVENE IN OPEN SESSION: Board reconvened in open session at 6:00 pm.

4. INVOCATION: Led by Trustee Neal

5. PLEDGES - U.S. Flag & Texas Flag led by Emma Roberson students.

6. ROBERSON EARLY LEARNING CAMPUS REPORT presented by Emma Principal, Kellie Lambert.

DRAFT

7. ACHIEVEMENT SPOTLIGHT

7.a. Lamar Awards Recipients Carey Jo Davis & Viola Allen

7.b. Leap Academy Graduates: Brittany Aiken, AES; Auva Ball, AMS; Lacey Clark, Baccus; Summer Melendez, AES; Megan Reyna, GMS; Kristen Taylor, AES; Brooke White, OWS

7.c. Shottenkirk Senior of the Month Elyse Jernigan

7.d. 5A State Powerlifting State Qualifiers: Estrella Diaz, Kay Goodner, Gavin Osko, and Gary Osko.

7.e. GHS Law Enforcement and Forensic Student Association State Finalists: Katie Pigg, Ashley Olea, Emma Tempest & Abigail Sullivan

7.f. GHS UIL Debate State Finalists: Averi Taylor, Kadence Solis-Ball, Madison Neal and Carmen Wright

7.g. Community Donations received from Jimmy John's, Cindy Shiflett & Jerry Rockstroh, Granbury Optimist Club, Peter & Kelley O'Carroll (Ohara Med Group), Joseph & April Walma, FW Police Officers Assoc., Jimmy & Amy Sain, Agraccountant, Royal Event Rentals, AMS Girls Booster Club, GHS Volleyball Boosters, and Anonymous totaling $48,489.50.

8. PUBLIC COMMENTS: No public comments.

9. Consider ACTION on ITEMS DISCUSSED IN CLOSED SESSION

9.a. Consider Staff Recommendations

9.a.1. Chief Financial Officer
Move to approve the staff recommendation for the Chief Financial Officer as presented. This motion, made by Barbara Townsend and seconded by Tim Bolton, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

9.a.2. Granbury Middle School Principal
Move to approve the staff recommendation for the Granbury Middle School Principal, Emma Roberson Early Learning Principal, and Acton Elementary School as presented. This motion, made by Stuart Neal and seconded by Calvin Lawrence, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

9.a.3. Acton Elementary School Principal
Move to approve the staff recommendation for the Granbury Middle School Principal, Emma Roberson Early Learning Principal, and Acton Elementary School as presented. This motion, made by Stuart Neal and seconded by Calvin Lawrence, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

Move to approve the staff recommendation for the Granbury Middle School Principal, Emma Roberson Early Learning Principal, and Acton Elementary School as presented. This motion, made by Stuart Neal and seconded by Calvin Lawrence, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

9.a.4. Emma Roberson Early Learning Academy

Move to approve the staff recommendation for the Granbury Middle School Principal, Emma Roberson Early Learning Principal, and Acton Elementary School as presented. This motion, made by Stuart Neal and seconded by Calvin Lawrence, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

9.a.5. Employment Contracts

Move to approve the employment contracts as presented. This motion, made by Nancy Alana and seconded by Calvin Lawrence, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

10. SUPERINTENDENT'S REPORT One of the most important parts of my role as superintendent is supporting and selecting strong campus and district leaders. These leaders play a key role in shaping our culture and creating environments where students and staff can thrive. I take this responsibility to heart and want you to know that each leadership hire is made with great care through a thoughtful process that includes vetting, interviews, and reference checks. We are always focused on finding the very best people to serve our students and support #TeamGISD.

- First, we are excited to name Kellie Pollock as the principal of Emma Roberson Early Learning Academy. Mrs. Pollock has dedicated more than 20 years to this campus, and her deep commitment to our youngest learners will ensure the continued tradition of nurturing and growing our future Pirates.
- Next, we welcome back Ammie Hill to Granbury ISD. Mrs. Hill returns after serving five years as a principal in another district and will lead Acton Elementary School. Her experience and leadership will help carry forward the strong tradition of excellence on that campus.
- Also, we are pleased to announce Dr. Ben Sherley as principal of Granbury Middle School. Dr. Sherley has served in Granbury ISD for the past two years and brings experience as a high school principal from another state. His leadership will be a tremendous asset to our team.
- Finally, I am pleased to recommend LaTisha Griffin as our next Chief Financial Officer. Ms. Griffin currently serves as the Director of Budget and Finance for Duncanville ISD and brings strong experience in school finance. She holds a Master of Business Administration and a bachelor’s degree with a minor in accounting. I am confident her expertise and leadership will support the continued financial strength and stewardship of Granbury ISD.

DRAFT

We are incredibly proud to welcome these leaders to our district leadership team and look forward to the impact they will have on their campuses and across #TeamGISD.

11. DISTRICT REPORTS presented by Emmett Whitefield.

11.a. April Budget 2026-2027 Update

11.b. Financial Statements for Period Ending March 31, 2026

11.c. Cash Flow and Investment Report for Period Ending March 31, 2026

12. CONSENT AGENDA ITEMS : Items listed below a-g
Move to approve all consent items as presented. This motion, made by Tim Bolton and seconded by Nancy Alana, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

12.a. Approve Previous Board Meeting Minutes

12.b. Approve the Mentors Care Agreement for 2026-27

12.c. Approve Budget Amendments

12.d. Approve $250,000 in blanket purchases for aging HVAC emergency supplies

12.e. Approve a lighting upgrade for James Wann Sports Center

12.f. Approve STARS Academy roofing repairs

12.g. Approve a Category 2 E-Rate Bid

13. DISCUSSION/ACTION

13.a. Discuss and take Action on the Audit Engagement for August 31, 2026
Move to approve the audit engagement from Patillo Brown. This motion, made by Barbara Townsend and seconded by Tim Bolton, Passed.
Mike Moore: Absent, Nancy Alana: Yea, Tim Bolton: Yea, Courtney Gore: Yea, Calvin Lawrence: Yea, Stuart Neal: Yea, Barbara Townsend: Yea
Yea: 6, Nay: 0, Absent: 1

14. ADJOURN: Meeting adjourned at 6:54 pm.

DRAFT

GRANBURY ISD

TO: Granbury ISD Board of Trustees
FROM: Courtney Morawski, on behalf of HCAD
DATE: May 18, 2026
SUBJECT: Board Resolution related to an administrator's third-party employment

Purpose: To consider approval of a resolution related to an administrator's third-party employment and House Bill 3372 of the 89th Texas Legislature. (Note: this could be discussed in closed session under 551.074)

Background: During the 89th legislative session, HB3372 became law, restricting school district administrators (superintendents, assistant superintendents, or principals) from receiving compensation for personal services from vendors or companies that do business with their district, educational entities, or other districts. However, by board resolution, other administrators can be granted an exception to the law (see attached).

Maggie Walton will be employed as a Clinician for Western Governors University. She will supervise a teacher's field experience as the teacher works toward certification. Attached is the board resolution approving Mrs. Walton entering into an agreement with WGU.

Recommended Action: As part of the consent agenda, approval of the Board Resolution related to administrator third-party employment and House Bill 3372 of the 89th Texas Legislature.

Respectfully,

Courtney Morawski

Dr. Courtney Morawski
Superintendent of Schools
Granbury ISD

RESOLUTION OF THE GRANBURY INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES APPROVING AN EMPLOYEE PERSONAL SERVICES CONTRACT PURSUANT TO HOUSE BILL 3372, 89TH TEXAS LEGISLATURE

WHEREAS, House Bill 3372, enacted by the 89th Texas Legislature, created Section 11.006 of the Texas Education Code, authorizing the board of trustees of an independent school district to approve a contract for personal services entered into by a district administrator with (a) an education business that provides services regarding the curriculum or administration of any school district; or (b) another school district, an open-enrollment charter school, or a regional education service center, provided certain conditions are met; and

WHEREAS, Maggie Walton, an administrator employed by the Granbury Independent School District, has requested approval from the Board of Trustees to enter into a personal services contract with Western Governors University which is an education business that provides services regarding the curriculum or administration of school districts and

WHEREAS, Section 11.006 of the Texas Education Code requires that before granting approval, the Board of Trustees determine that:

1. The contract will not harm the district;
2. The arrangement does not present a conflict of interest; and
3. The services to be performed under the contract will be performed entirely on the administrator's personal time; and

WHEREAS, the Board of Trustees has reviewed the request and considered the statutory requirements and relevant information provided by Maggie Walton and the District's administration;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE GRANBURY INDEPENDENT SCHOOL DISTRICT THAT:

1. The Board finds that approval of the personal services contract between Maggie Walton and Western Governors University will not harm the District.
2. The Board further finds that the arrangement does not present a conflict of interest under applicable law or District policy.
3. The Board further finds that the services to be provided under the contract will be performed entirely on the employee's personal time, outside of the employee's responsibilities to the District.

4. Accordingly, the Board hereby approves the contract for personal services as requested, pursuant to Section 11.006 of the Texas Education Code.

ADOPTED AND APPROVED this 18 day of May, 2026, by the Board of Trustees of the Granbury Independent School District.

CERTIFICATE FOR RESOLUTION

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Granbury Independent School District during a lawfully called meeting on May 17, 2026. A quorum of the Board being then present, a motion was made to accept the resolution and seconded, such resolution was then adopted according to the following vote:

Ayes: _____ **Abstentions** _____

Nays: _____

_____ _____

President **Secretary**

GRANBURY ISD

TO: Granbury ISD Board of Trustees
FROM: Courtney Morawski, on behalf of HCAD
DATE: May 18, 2026
SUBJECT: Interlocal Cooperation Agreement with HCAD for property Tax Services

Purpose: To consider approval of an updated Interlocal Cooperation Agreement with Hood Central Appraisal District (HCAD) for property tax assessment and collection services.

Background: HCAD has provided this updated agreement for Board review. Granbury ISD is authorized under the Texas Property Tax Code to contract with an appraisal district to perform property tax assessment and collection services. This updated agreement formalizes HCAD's role as the District's tax assessor and collector for properties within Hood County, reflects current law, and continues HCAD's responsibilities for preparing tax bills, collecting current and delinquent taxes, issuing refunds, and providing required reporting.

The agreement runs through September 30, 2026, with automatic annual renewals unless terminated. Costs are shared proportionally and withheld from collected taxes, with regular remittance to the District.

Recommended Action: Approve the updated Interlocal Cooperation Agreement with Hood Central Appraisal District as presented.

Respectfully,

Courtney Morawski

Dr. Courtney Morawski
Superintendent of Schools
Granbury ISD

STATE OF TEXAS	§	**INTERLOCAL COOPERATION AGREEMENT**
	§	**PROPERTY TAX ASSESSMENT AND COLLECTION SERVICES**
COUNTY OF HOOD	§	

This Interlocal Cooperation Agreement ("Agreement") is made by and between Hood Central Appraisal District, a political subdivision of the State of Texas ("HCAD"), and Granbury Independent School District ("Jurisdiction") (HCAD and Jurisdiction collectively referred to as the "Parties" or individually as a "Party"), acting by and through their duly authorized representatives.

WITNESSETH:

WHEREAS, the Parties enter in this Agreement under the authority of Sections 6.23 and 6.24, Texas Property Tax Code and the Interlocal Cooperation Act, Texas Government Code, Chapter 791, for the assessment and collection of property taxes; and

WHEREAS the Texas Property Tax Code provides a taxing unit may contract with an appraisal district to perform the duties of the taxing unit for the assessment and collection of ad valorem taxes; and

WHEREAS, HCAD desires to provide Jurisdiction the services necessary to assess and collect ad valorem taxes assessed against real business personal property by Jurisdiction (the "Property Taxes"); and

WHEREAS, Texas Government Code Chapter 791 authorizes any local government to contract with one or more local governments to perform governmental functions and services under the terms of the Act; and

WHEREAS, Jurisdiction has the authority to contract with HCAD to act as the tax assessor and collector for the Jurisdiction and the HCAD has the authority to so act; and

WHEREAS, any payments that the Parties are required to make hereunder, if any, shall be made from current, available revenue;

NOW THEREFORE, in consideration of the foregoing, and on the terms and conditions hereinafter set forth, and for other valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

I. Purpose

The purpose of this Agreement is to set forth the duties of HCAD for the assessment and collection of Jurisdiction's ad valorem taxes assessed against property located in the Jurisdiction, and for the Chief Appraiser of HCAD to serve as the tax assessor and collector for the Jurisdiction.

Article II. Definitions

For purposes of this Agreement the following words and phrases shall have the following meaning unless the context clearly indicates otherwise:

"Tax Collection Services" shall mean and include preparation and mailing of tax bills for property taxes assessed by the Jurisdiction, correction of clerical errors in tax rolls, collection of property tax liabilities, maintenance of a list of delinquent taxes, and issuance of refunds. Tax Collection Services do not include appraisal of property. Tax Collection Services shall only apply to properties within the portion of the Jurisdiction within Hood County, Texas.

"Current Taxes" shall mean those property taxes legally due and payable to the Jurisdiction without penalty and interest for properties within the Jurisdiction's portion of Hood County, Texas.

"Delinquent Taxes" shall mean the property taxes for properties within the Jurisdiction's portion of Hood County, Texas, that have not been paid to the Jurisdiction on or before January 31 of any given year and on which penalty and interest are now due.

Article II
Term; Termination

2.1 **Term**. The term of this Agreement shall commence on the last date of execution hereof, (the "Effective Date") and shall continue in effect until September 30, 2026. Thereafter this Agreement shall automatically renew annually for an additional one (1) year term without the necessity of any action by the parties.

2.2 **Termination**. Any Party may elect not to renew this Agreement by giving written notice to the other Party, and the Hood County Tax Assessor-Collector, at least ninety (90) days prior to the end of the original term or any renewed term. If at any time a Party fails to comply with the terms of this contract, it may be terminated by either Party. The Parties may agree, in writing, to terminate this contract by any other procedure mutually acceptable to both parties.

2.3 **Notice of Termination**. In the event of notice of termination or the non-renewal of this contract, the Parties shall make such payments as are required by this contract in Section 4.3, through the balance of the tax year in which said notice is given, and HCAD shall provide services pursuant to this contract, as contained herein, as set forth during such period.

Article III
Scope of Services; Duties

3.1 **Basic Services**. HCAD agrees to provide Tax Collection Services to the Jurisdiction. HCAD agrees to:

- calculate the no new revenue and rollback rates in accordance with the Texas Property Tax Code;

- establish the tax roll based on property values and exemptions certified by HCAD, and based on the tax rate and exemptions authorized by the Jurisdiction;
- prepare and mail all statutorily required current and delinquent tax statements;
- prepare and mail deed and supplement changes for all Jurisdiction's tax accounts and any resulting prorated or corrected statements, as well as prepare and mail any other mailings as deemed necessary and appropriate by HCAD;
- approve and/or reject requests for waiver of penalty and interest for a delinquent tax owed to the Jurisdiction in accordance with Texas Property Tax Code;
- collect current and delinquent taxes, and issue refunds as required;
- prepare and issue Tax Receipts and Tax Certificates in accordance with Texas Property Tax Code;
- Implement delinquent property tax sales pursuant to Chapter 34 of the Texas Property Tax Code
- prepare and submit reports as required, pursuant to Texas Property Tax Code to the Jurisdiction accounting for all taxes collected or delinquent;
- prepare and/or provide information and reports to State agencies, auditors and other interested parties that have been designated by the Jurisdiction or required by law regarding the assessment, collection, and disbursement of ad valorem taxes.

3.2 **Tax Assessor / Collector Designation**. Jurisdiction hereby authorizes and designates the HCAD Chief Appraiser as the Tax Assessor and Collector for the Jurisdiction for the properties located within the Hood County portion of the Jurisdiction, and as such, retains the powers, rights, responsibilities, and duties of a tax assessor collector as defined in the Texas Property Tax Code for the sole purpose and function of assessment and collection of property taxes. The Jurisdiction hereby specifically authorizes and designates HCAD, its employees and officers to perform any and all acts authorized by law which HCAD deems necessary and in the best interest of the Jurisdiction in order to accomplish the services hereby agreed to be performed by the HCAD. HCAD shall develop and maintain both current and delinquent tax rolls.

3.3 **Rate Calculation**. HCAD will calculate the no new revenue and rollback tax rates for the Jurisdiction under the provisions of Section 26.04(c) of the Texas Property Tax Code. Jurisdiction is responsible for timely publishing all required notices.

3.4 **Tax Bills**. By September 1 of each year, or as soon as practicable thereafter, the Jurisdiction shall provide the HCAD with a copy of the tax rate adopted for that year. HCAD agrees to prepare tax bills for each Jurisdiction's Hood County taxpayer. The tax bill shall include taxes owed to Jurisdiction (and may be included in a consolidated tax bill for other taxing units) to which the taxpayer owes taxes. HCAD will mail such tax bills to the property located within the Jurisdiction by October 1 of each year, or as soon as practicable. HCAD agrees to prepare and mail all current and delinquent tax statements required by statute, supplemental changes for applicable property accounts, as well as prepare and mail any other mailing as deemed necessary and appropriate by HCAD.

3.5 **Calculations**. Jurisdiction's Property Taxes levied against property in the Jurisdiction shall be calculated and assessed at a rate per $100.00 of property valuation.

3.6 **Adjustments**. Jurisdiction's Property Taxes and collections relating to Jurisdiction's accounts shall be subject to all subsequent and applicable supplements and adjustments made by HCAD. These supplements might result in the refunds to, or supplemental tax bills and statements to the owners of property located in the Jurisdiction.

3.7 **Jurisdiction Records**. Jurisdiction shall provide HCAD, without cost or charge, copies of all records necessary to perform the duties and responsibilities contemplated under this Agreement in the format and/or medium in which they currently exist or as may be reasonably requested by HCAD. These records shall include all tax records, including tax rolls or records available to Jurisdiction, as required by the Chief Appraiser.

3.8 **Reporting**. HCAD shall prepare and provide Jurisdiction monthly reports of Jurisdiction's Property Tax assessment collections received. HCAD shall prepare and provide to Jurisdiction a cumulative annual Jurisdiction's Property Tax assessment collection and receivable report after the conclusion of the collection year.

3.9 **Legal Collection Services**. Jurisdiction expressly authorizes HCAD to contract on behalf of Jurisdiction with a law firm for the collection of delinquent Jurisdiction's Property Tax assessments payments. To the extent allowed by law, HCAD, in connection with any suit to collect delinquent Jurisdiction's Property Taxes, has the right to sue in HCAD's own name for the use and benefit of the Jurisdiction or in the name of the Jurisdiction. Jurisdiction further agrees that a fee and/or penalty, as allowed by law under 33.07, 33.08, and 33.11, and as provided in such contract with a private law firm, will be calculated and added to the delinquent Jurisdiction's Property Tax assessment bill or statement and such fee and/or penalty shall be paid to such law firm after the delinquent Jurisdiction's Property Tax assessment is paid in full.

3.10 **Audit**. HCAD agrees to secure an annual audit by an independent certified public accountant of HCAD collection of the Jurisdiction's Property Tax assessments each year during the term of this Agreement. Such auditor shall be directed to report such findings directly to HCAD, who shall furnish a copy of the auditor's report to the Jurisdiction and will respond to any Jurisdiction inquiries. HCAD, upon reasonable notice, agrees to allow an additional audit of the tax records at a mutually convenient time. The expense of such additional audit shall be paid for by the Jurisdiction requesting the audit. A copy of the additional audit results shall be furnished to HCAD.

3.11 **HCAD Records**. Jurisdiction, or its representatives designated in writing, upon reasonable notice, is authorized to examine the records to be kept by HCAD in the performance of this Agreement at mutually convenient times and intervals. Such books and records will be kept in the offices of HCAD.

3.12 **Surety Bond**. If Jurisdiction requires HCAD to obtain a surety bond for the Tax Assessor Collector, Jurisdiction agrees to pay the premium for such bond.

3.13 **Rollback and Corrected Billing Services**. In the event that Jurisdiction's tax rate is rolled back or otherwise changed after HCAD begins collections for Jurisdiction in any given year, the HCAD will continue to act for Jurisdiction in providing refunds to taxpayers or sending

corrected billings only if Jurisdiction assumes all additional costs. These costs are in addition to the payment required for the Tax Collection Services provided under Section 4 of this Agreement and shall equal five dollars ($5.00) per non-exempt parcel per year for each parcel on the tax roll for which a refund or corrected billing is issued. Such costs shall be withheld by the HCAD from tax collections in the same manner as set out in Section 4. In the event that costs under this section cannot be satisfied from tax collections, Jurisdiction agrees to pay for services provided under this section within 30 days of receipt of a bill from the HCAD. Jurisdiction agrees that any payments that it is required to make under this section shall be made out of Jurisdiction's current revenues.

3.14 **Refunds**. Circumstances on which refunds may be based include, but are not limited to, late exemption claims, clerical errors, and overpayments. The amounts refunded by the HCAD for Jurisdiction shall be paid by the HCAD from tax collections on hand for Jurisdiction for the year for which the refunds are made after the HCAD's compensation is withheld pursuant to Section 4 of this Agreement. If excess tax collections for Jurisdiction in the HCAD's possession are insufficient to pay for a refund, HCAD shall retain the collections received for the Jurisdiction until sufficient funds are on hand to pay the funds due. If sufficient funds are not on hand within two (2) weeks from the original date of the refund, HCAD shall notify Jurisdiction of the deficiency, and the deficiency amount shall be paid by Jurisdiction to HCAD within thirty (30) days of notification of the amount due. HCAD shall not be obligated to pay a refund unless it has sufficient excess tax collections in its possession to pay the refund or Jurisdiction has paid to HCAD sufficient funds to cover the deficiency. Jurisdiction agrees that any payments that it is required to make under this section shall be made out of Jurisdiction's current revenues.

Jurisdiction designates HCAD as its auditor for the sole purpose of approving all refunds regardless of dollar amount. Jurisdiction specifically waives the right to approve refunds as set out in section 31.11 of the Texas Property Tax Code and hereby delegates such authority to HCAD.

HCAD shall pay all refunds due within sixty (60) days. Failure of HCAD or the Jurisdiction to act within any time stated in this provision which results in accrual of interest due on any refund shall obligate the party failing to act timely to pay such accrued interest. If both parties fail to meet deadlines, each shall pay one-half (1/2) accrued interest.

Article IV
Compensation; Remittance of Collection

4.1 **Budget**. HCAD shall prepare a budget for property tax assessment and collection services. Expenses for assessment and collection services shall be distributed between all the Jurisdictions for which HCAD collects taxes. Each Jurisdiction's proportional share of the HCAD assessment and collections budget shall be calculated based on two (2) factors; the ratio of levies of the taxing units and the ratio of the parcel number counts of the taxing units. Each factor shall be utilized to distribute fifty percent (50%) of the total assessment and collections budget amongst the participating taxing units. Each year, HCAD shall divide the total assessment and collections budget into two (2) equal halves. The first half shall be distributed to each participating taxing unit based on the ratio of the levies of the participating taxing units. The levy of each taxing unit shall be divided by the sum of the levies of all the participating taxing units and multiplied by one-

half (1/2) of the total assessment and collections budget to determine each unit's proportional share based on levy.

Each taxing unit participating in the district is allocated a portion of the amount of the budget equal to the proportion that the total dollar amount of property taxes imposed by the taxing unit for the tax year in which budget proposal is prepared bears to the sum of the total dollar amount of property taxes imposed in the district by each participating unit of that year. If a taxing unit participates in two or more districts, only the taxes imposed in a district are used to calculate the unit's cost allocations in that district.

If the number of real property parcels in a taxing unit is less than 5 percent (5%) of the total number of real property parcels in the district and the taxing unit imposes in excess of 25 percent (25%) of the total amount of the property taxes imposed in the district by all of the participating taxing units for a year, the unit's allocation may not exceed a percentage of the appraisal district's budget equal to three (3) times the unit's percentage of the total number of real property parcels appraised by the district.

In the event that each Jurisdiction does not timely adopt its assessment rate on or before the 3rd Wednesday of September and notify HCAD of same, Jurisdiction agrees that it will bear all reasonable and additional costs incurred by HCAD as a direct result of the Jurisdiction's failure to timely adopt its assessment rate. All such costs are in addition to the annual fees set forth in this agreement.

4.2 **Tax Certificate Revenue.** All revenue received from the issuance of tax certificates by HCAD shall be retained by HCAD.

4.3 **Method of Payment**. HCAD shall withhold from the taxes collected under this Agreement the amount of money necessary to pay for Tax Collection Services at the rate indicated in Section 4.1 from the December collections.

4.4 **Proration of Payment**. If this Agreement is terminated during the original term or any annual term prior to the time that HCAD has withheld sufficient funds pursuant to Section 4.2 to aggregate the amount of payment set forth in Section 4.1, HCAD's compensation for Tax Collection Services for the original term or a renewed term shall equal the greater of (a) the amount of funds withheld by HCAD for the original term or the renewed term as of the date of termination, and (b) a pro rata portion of the amount set forth in Section 4.1, based on the number of days in the original term or renewed term prior to termination. HCAD will be due the full payment for the year if the original tax statements for that tax year have been given to the printer or mailed.

4.5 **Remittance of Collection**. The Property Taxes collected by HCAD for the Jurisdiction shall be remitted to the Jurisdiction after the proper amount of payment as set out in Section 4 and any taxpayer refunds have been withheld. The Property Taxes collected shall be electronically remitted to the Jurisdiction when the collected funds are cleared. Remittances by

HCAD to the Jurisdiction shall be made on a weekly basis during the months of November, December and January, and on a monthly basis during all other months.

HCAD agrees to make payments of the Jurisdiction Property Tax assessments collected by HCAD in accordance with Section 31.10(d) of the Texas Property Tax Code, to such financial institutions or depositories as are designated by the Jurisdiction. A report of each deposit will be completed to show the amount and distribution of monies deposited. This report will be forwarded to the Jurisdiction immediately after each deposit.

Article V. Miscellaneous

5.1 **Amendments**. This Agreement may be amended by the mutual written agreement of the Parties.

5.2 **Authorization**. Each Party represents that it has full capacity and authority to grant all rights and assume all obligations that are granted and assumed under this Agreement.

5.3 **Binding Agreement; Assignment**. The terms and conditions of this Agreement are binding upon the successors and assigns of all Parties hereto. This Agreement may not be assigned by a Party without the prior written consent of the other Party.

5.4 **Counterparts**. This Agreement may be executed by the Parties hereto in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument. Each counterpart may consist of any number of copies hereof each signed by less than all, but together signed by all of the Parties hereto.

5.5 **Entire Agreement**. This Agreement constitutes the sole and only agreement between the Parties and supersedes any prior understandings written or oral agreements between the Parties with respect to this subject matter.

5.6 **Governing Law**. The laws of the State of Texas shall govern this Agreement without regard to any conflict of law rules; and venue for any action concerning this Agreement shall be in the State District Court of Hood County, Texas. The Parties agree to submit to the personal and subject matter jurisdiction of said court.

5.7 **Notice**. Any notice required or permitted to be delivered hereunder may be sent by first class mail or courier to the address specified below, or to such other Party or address as either Party may designate in writing, and shall be deemed received three (3) days after delivery or on the day actually received if sent by courier or otherwise hand delivered:

If intended for HCAD, to:

Attn: Jeff Law, Chief Appraiser
Hood County Appraisal District
1902 W. Pearl St.
Granbury, Texas 76048

With a copy to:

Attn:

If intended for Granbury Independent School District, to:

Attn:

With a copy to:

_____

If intended for Granbury Independent School District, to:

Granbury Independent School District
217 N. Jones St.
Granbury, TX 76048
Attn: Superintendent

5.8 **Severability**. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

5.9 **Independent Contractor**. It is understood and agreed by and between the Parties that HCAD, in satisfying the conditions of this Agreement, is acting independently, and that Jurisdiction assumes no responsibility or liabilities to any third party in connection with these actions. All services to be performed by HCAD pursuant to this Agreement shall be in the capacity of an independent contractor, and not as an agent or employee of the Jurisdiction. HCAD shall supervise the performance of its services and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement.

5.10 **Survival of Covenants**. Any of the representations, warranties, covenants, and obligations of the Parties, as well as any rights and benefits of the Parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

5.11 **Recitals**. The recitals to this Agreement are incorporated herein.

5.12 **Indemnification**. To the extent allowed by law, each Party agrees to release, defend, indemnify, and hold harmless the other party (and its officers, agents, and employees) from and against all claims or causes of action for injuries (including death), property damages (including loss of use), and any other losses, demands, suits, judgements and costs, including reasonable attorneys' fees and expenses, in any way arising out of, related to, or resulting from its

performance under this Agreement, or caused by its negligent acts or omissions (or those of its respective officers, agents, employees, or any other third parties for whom it is legally responsible) in connection with performing this Agreement.

5.13 **Compliance with Federal, State and Local Laws**. HCAD shall comply in performance of services under the terms of this Agreement with all applicable federal, state, and local laws.

5.14 **Sovereign Immunity**. It is expressly understood and agreed that, in the execution of this Agreement, neither Party waives, nor shall be deemed hereby to have waived any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in parties not signatories hereto.

5.15 **Non-Liability for Failure To Collect**. HCAD expressly agrees to make every reasonable effort to collect all taxes owed, but shall not be liable to the Jurisdiction for taxes which it is unable to collect.

(signature page to follow)

EXECUTED this the ____ day of _____, 2025.

HOOD CENTRAL APPRAISAL DISTRICT

By:_____

Name:

Title:

EXECUTED this the ____ day of _____, 2025.

GRANBURY INDEPENDENT SCHOOL DISTRICT

By:_____

Name:

Title:

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 18, 2026
For: Approval

TO: Dr. Courtney Morawski, Superintendent

FROM: Emmett Whitefield
Chief Financial Officer
DATE: May 7, 2026
RE: Budget Amendments

SUMMARY:

Attached are the monthly general fund budget amendments for Board approval. The first page is the budget amendment for the current period and indicates any increases to revenue as well as increases/decreases to each function and the overall net effect of the amendment totals to the budget. The second page is a summary and indicates how the current amendment will impact the overall general fund budgets as well as how any previous amendments have impacted these budgets.

BUDGET IMPACT: As indicated on the attached.

RECOMMENDATION:

I recommend the Board approve the amendments as presented.

Respectfully submitted,



Emmett Whitefield
Chief Financial Officer

Staff Person Responsible: Emmett Whitefield

Date Submitted: May 7, 2026

2025-2026
Budget Amendment #9
General Operating

	May 18, 2026 Meeting Proposed Budget Amendment #9	Increase	Decrease	Net Effect
Object	**Revenue**			
5700	Revenue Generated	0	0	
5800		0	0	
5900		0	0	
	Total	**0**	**0**	**0**
Function	**Expenses**			
11	Finance - Amend funds for year end legal expenses	0	45,000	
	Overall effect on Function 11	**0**	**45,000**	**(45,000)**
12	**Overall effect on Function 12**	**0**	**0**	**0**
13	**Overall effect on Function 13**	**0**	**0**	**0**
21	**Overall effect on Function 21**	**0**	**0**	**0**
23	**Overall effect on Function 23**	**0**	**0**	**0**
31	**Overall effect on Function 31**	**0**	**0**	**0**
32	**Overall effect on Function 32**	**0**	**0**	**0**
33	**Overall effect on Function 33**	**0**	**0**	**0**
34	**Overall effect on Function 34**	**0**	**0**	**0**
36	**Overall effect on Function 36**	**0**	**0**	**0**
41	Finance - Amend funds for year end legal expenses	45,000	0	
	Overall effect on Function 41	**45,000**	**0**	**45,000**
51	**Overall effect on Function 51**	**0**	**0**	**0**
52	**Overall effect on Function 52**	**0**	**0**	**0**
53	**Overall effect on Function 53**	**0**	**0**	**0**
61	**Overall effect on Function 61**	**0**	**0**	**0**
71	**Overall effect on Function 71**	**0**	**0**	**0**
81	**Overall effect on Function 81**	**0**	**0**	**0**
91	**Overall effect on Function 91**	**0**	**0**	**0**
93	**Overall effect on Function 93**	**0**	**0**	**0**
99	**Overall effect on Function 99**	**0**	**0**	**0**
	Total	**45,000**	**45,000**	**0**

Granbury Independent School District

Fiscal Year 2024-2025

		Adopted Budget	Prior Budget Amendments	Budget Amendment 5/18/2026	Revised Budget
	REVENUE				
5700	Local Revenue	78,106,917	(3,000,000.00)	-	75,106,917
5800	State Revenue	18,594,361	3,000,000.00	-	21,594,361
59/7900	Federal Programs/Other Sources	1,418,946	-	-	1,418,946
	Total	**98,120,224**	**-**	**-**	**98,120,224**
	EXPENDITURES				
11	Instruction & Instr. Related Services	57,593,420	(1,288,083)	(45,000)	56,260,337
12	Instructional Resources & Media Serve	780,889	1,065.00	-	781,954
13	Curriculum & Instr. Staff Development	904,173	(15,138)	-	889,035
21	Instructional Leadership	1,292,508	2,000	-	1,294,508
23	School Leadership	4,737,619	183,130	-	4,920,749
31	Guidance, Counseling & Evaluation Serve	2,664,894	(4,718.00)	-	2,660,176
32	Social Work Services	-	-	-	-
33	Health Services	557,367	50,200.00	-	607,567
34	Student (Pupil) Transportation	4,933,332	860,000	-	5,793,332
35	Food Service	-	-	-	-
36	Co curricular/Extracurricular Activities	2,080,619	49,580.00	-	2,130,199
41	General Administration	3,262,007	3,386.00	45,000	3,310,393
51	Plant Maintenance and Operations	10,114,337	537,505	-	10,651,842
52	Security & Monitoring Services	1,632,150	55,098	-	1,687,248
53	Data Processing Services	1,538,673	235,384.00	-	1,774,057
61	Community Services	55,140	-	-	55,140
71	Debt Service (M&O)	219,850	25,066.00	-	244,916
81	Facilities Acquisition	-	1,365,525	-	1,365,525
91	Contracted Instruction Services - Chapter 41	3,889,767	-	-	3,889,767
93	Shared Services Arrangement		-	-	-
99	Other Governmental Charges	1,863,479	-	-	1,863,479
00	Other Uses		-	-	-
	Total Budgeted Expenditures	**98,120,224**	**2,060,000**	**-**	**100,180,224**
	Excess Revenue over (Under) Expenditures	**-**	**(2,060,000)**	**-**	**(2,060,000)**

GRANBURY INDEPENDENT SCHOOL DISTRICT
INTEROFFICE MEMO
FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 18, 2026
For: Approval

TO: Dr. Courtney Morawski
Superintendent

FROM: Houcine Chraibi
DATE: May 7, 2026
RE: Slab & Freezer Project Oakwoods School

SUMMARY:

Granbury ISD initiated the procurement process to replace the existing walk-in freezer at Oak Woods Elementary School due to the unit's age, declining performance, and increasing maintenance requirements. To ensure a smooth and efficient upgrade, the district issued a bid for a turnkey installation of a new walk-in freezer. This turnkey scope includes complete removal of the existing unit, delivery and installation of the new equipment, and all necessary electrical, mechanical, and start-up work required to place the freezer into full operation.
During the preliminary site evaluation, it was determined that the concrete slab supporting the current freezer had experienced structural deterioration and required remediation before a new unit could be safely installed. The scope of work identified includes demolition of the existing sidewalk and slab extension—approximately 16 ft by 9 ft—followed by the installation of a new concrete foundation. The new foundation will consist of a 5-inch concrete slab with an 18-inch perimeter beam, reinforced with #4 rebar. Additionally, three exterior concrete footings, approximately 2 ft deep, will be excavated and poured along the outer wall of the new pad.
To address these structural needs, the district solicited quotes from qualified contractors for the demolition, reconstruction, and reinforcement of the slab. This work includes leveling, structural reinforcement, and rebuilding the foundation to ensure it meets the load-bearing and safety standards required for the new freezer installation.

RECOMMENDATION:

It is recommended that the Board approve the contract for slab repair with Atlas Foundation Company Inc. in the amount of **$22,589.84** (from local funds) and approve the contract for the turnkey walk-in freezer installation with A-Tex Restaurant Supply & Service in the amount of **$48,952.26** (from federal funds), which was approved by the Texas Department of Agriculture. The combined total for the project is **$71,542.10**.

Respectfully submitted,

Houcine Chraibi

Houcine Chraibi, RTSBA

Staff Person Responsible: Bradee Drake

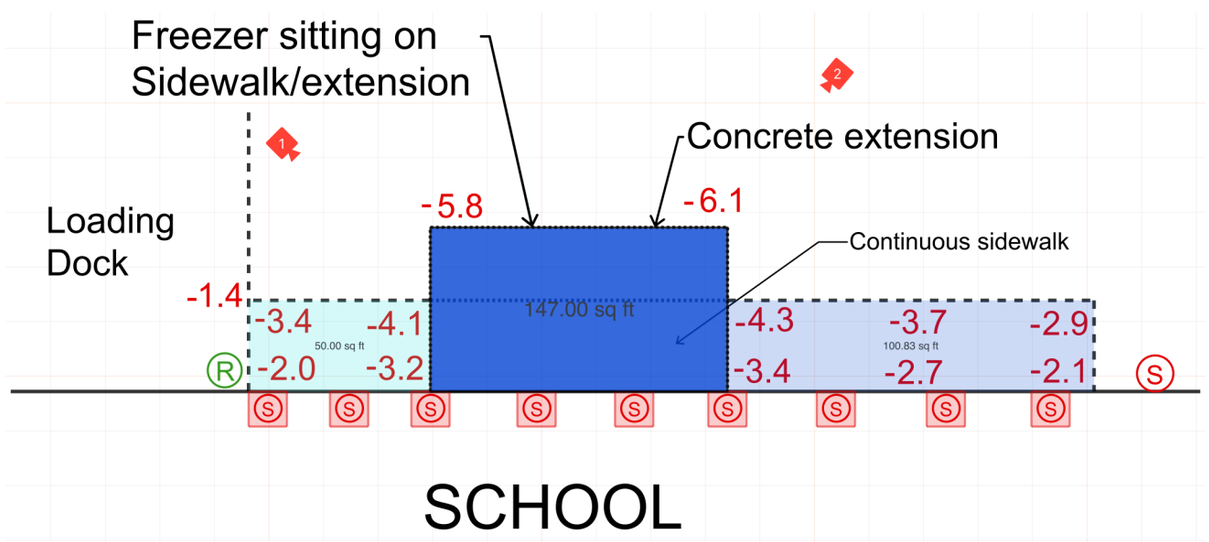
Date Submitted: May 7, 2026

Atlas Foundation Company Inc.
www.atlasfoundationinc.com
lindsay@atlasfoundationinc.com
(817) 478-1181
3916 Heritage Ct.
Burleson, TX, 76028

Date 02-10-2026

Client Details
Hailey Veron
682-936-9019
hailey.veron@granburyisd.org
311 Davis Rd
Granbury, TX 76049

Sales Representative
Justin Caldwell
(682)346-5052
justinc@atlasfoundationinc.com



S	Steel Piling- Exterior	1	S	Steel Piling- Exterior through Concrete	9
	Foam Injection- Area 1	61 Pounds		Foam Injection- Area 2	122 Pounds
	Concrete Removal	147 sq ft			

By signing below, customer agrees to the following repairs:

Description	Quantity
Steel Piling- Exterior	1
Steel Piling- Exterior through Concrete	9
Demo and re pour freezer concrete Demo existing sidewalk and extension. Approximately 16ft by 9 ft. Re pour concrete foundation for freezer. 5 inch concrete slab with 18 inch beam around exterior. Rebar to be used #4. 3 concrete footings to be dug and poured on the exterior wall of the new concrete pad. Approx 2 ft deep.	

Steel Piling depths and additional charges (if applicable):

Additional notes/precautions:

Freezer to be removed and re installed by another contractor.

Foam Injection

Description
Foam Injection- Area 1 Foam Injection: Hard
Foam Injection- Area 2 Foam Injection: Hard
Demo and re pour freezer concrete Demo existing sidewalk and extension. Approximately 16ft by 9 ft. Re pour concrete foundation for freezer. 5 inch concrete slab with 18 inch beam around exterior. Rebar to be used #4. 3 concrete footings to be dug and poured on the exterior wall of the new concrete pad. Approx 2 ft deep.

Additional Foam rate (if applicable):

Additional notes/precautions:

Freezer to be removed and re installed by another contractor.

Total material allotted for all areas combined:

183

Because Atlas Foundation Co., Inc. cannot exactly calculate the complete volume of a void below a slab, more material may be necessary to complete this job than is specified herein. If so, additional material will be charged at a rate of:	$14.00/ lb

In no instance will additional material be used without the express consent of an authorized representative of the property owner.

Additional products or services.

Description	Quantity
City permit	1
Engineering Initial/Final Report Provide total engineering. Required for city permit or if selling/buying house.	4
Flag Utility Lines Flag phone, gas, and electric lines if present.	1
Exterior Cosmetic Repair Repair mortar cracks and caulk doors/windows on exterior where work was performed.	1
Demo and re pour freezer concrete Demo existing sidewalk and extension. Approximately 16ft by 9 ft. Re pour concrete foundation for freezer. 5	

inch concrete slab with 18 inch beam around exterior. Rebar to be used #4. 3 concrete footings to be dug and poured on the exterior wall of the new concrete pad. Approx 2 ft deep.		
	Commercial	(8.25%) $1,294.84
	Total	**$22,589.84**

Cash or check price listed above. Additional charge of 5% if not paying cash or check.

Financing options available at www.atlasfoundationinc.com

Additional Scope of Work and Limitations (if applicable):

Additional notes/precautions:

Freezer to be removed and re installed by another contractor.

Interior Piling Scope of Work and Limitations (if applicable):

Additional notes/precautions:

Freezer to be removed and re installed by another contractor.

_____ _____

Customer Signature Date

Sample Limited Lifetime Warranty

This WARRANTY follows the piers or pilings on the structure and ensures to the benefit of subsequent owners so long as said structure is used for the same purposes as used at the time work was completed.

Whereas, ATLAS FOUNDATION CO, INC., hereinafter referred to as ATLAS, completed the repairs to the structure located at , City of , Texas, zip , by and between Hailey Veron, hereinafter referred to as OWNER and ATLAS. The repairs performed by ATLAS are warranted for the life of the structure on which they were made, subject to all the conditions and provisions of the CONTRACT and LIFETIME WARRANTY:

This warranty applies only to work performed by ATLAS under the terms and conditions of said CONTRACT, where piers or pilings were installed and the perimeter settlement in such areas, unless interior piers or pilings are installed. WARRANTY includes adjustments of piers and pilings only. WARRANTY DOES NOT include repairing or replacing floor covering and / or any other items damaged or removed to access or adjust piers and pilings. WARRANTY DOES NOT cover consequential damages due to situations beyond its control. Atlas will not be responsible for consequential damages to heating or air conditionining equipment, sheetrock, wallpaper, plaster, glass, electrical, interior or exterior lighting, roofing, plumbing or any other damages caused by adjusting the foundation or pressed pilings.

CONDITIONS

WARRANTY IS VOID IF:

1. Full payment is not received within10 business days from date work is completed.
2. Additions or changes are made to the structure at or near the area where repairs were made.
3. The foundation is undermined by natural causes or third parties. [e.g earthquake, interior movement, underground springs, plumbing leaks, creek beds, being located on fault line, erosion by diverted by water, etc.]
4. Swimming pools or underground facilities are installed wtihin 10 feet of areas worked on.
5. Proper foundation maintenance is not followed per the recommended watering program provided. See General Conditions item #4.

TERM

This warranty is valid for the life of the structure so long as said structure is used for the same purposes as used at the time work was completed.

TERMINATION

ATLAS may terminate this warranty at any time by paying the current owner an amount equal to the total payments made under the original contract.

NOTICES

All notices shall be sent by first class mail to ATLAS at the address printed on the CONTRACT.

AGREEMENT TO ARBITRATE

By entering into CONTRACT both parties agree to submit any claim or dispute to an arbitration committee and hereby waive their rights to submit such claim or dispute to a court of law. It is specifally agreed between the parties that any claim or dispute arising out of this contract or WARRANTY on the work done in connection with such agreements will be determined by binding arbitration as follows:

A. Each party shall select one [1] arbitrator show shall be a Registered Professional Civil or Structural Engineer, experienced in the filed of shallow foundations and engaged solely in the private practice of his or her profession, who is acceptable to ATLAS, and the two [2] so selected shall select a third professional of like qualifications.

B. Failing selection of an arbitrator by either party of by the two selected, an arbitrator of like qualifications shall by selected by the American Arbitration Association, or any sucessor, on application of either party.

C. Arbitration shall be conducted in accordance with the rules of the American Arbitration Association and the costs incurred for the arbitration shall be equally shared by each party.

LIMITS TO AGREEMENT

The CONTRACT and WARRANTY contain the entire agreement of the parties and there are no other warranties expressed or implied.

GENERAL TERMS AND CONDITIONS

1.For property owner’s protection, Atlas Foundation Company Inc. will carry a minimum coverage of $1,000,000 in the following areas: liability insurance, workers compensation insurance and vehicle insurance.

2. Unknown or unseen conditions may exist that create an unusual burden or problem with completing repairs. Once repairs have started structural problems may arise that were not visible at the time the estimate was prepared. These include, but are not limited to, inadequate reinforcement of the slab and/or condition of the concrete. In such cases, Atlas Foundation Company Inc. will have the right, at its sole discretion, to terminate the agreement, in which case owner shall receive a full refund. Atlas will make reasonable efforts to return the work area to preconstruction condition as much as practicably possible. Hailey Veron has the option to authorize Atlas Foundation Company Inc. to proceed with repairs with no warranty provided. Additional cost, if any, will be agreed prior to continuing repairs.

3. Atlas Foundation Company Inc. will utilize industry-leading repair methods to correct the foundation as stated in the estimate. However, due to the nature of the expansive soils in this part of the country, minor cracking of interior and exterior walls is common and may be considered normal in most neighborhoods. These types of cosmetic hairline cracks are not structural in nature and are not part of the warranty provided. Soil movements can only be controlled and can never be eliminated.

4. No other repairs, either stated or implied, by any employee at Atlas Foundation Company Inc. will be made unless specifically included in this contract. Should owner choose to include work outside the scope of the original contract, a separate agreement shall be entered into specifying the work to be performed and the additional fee for such work.

5. Hailey Veron agrees to properly maintain the foundation after repairs are completed to ensure enforcement of the lifetime warranty, if a warranty has been provided by Atlas. This includes an annual watering program as posted at atlasfoundationinc.com. A copy of the recommended watering program will be mailed upon request.

6. Interior pilings will require additional cleanup not provided by Atlas Foundation Company Inc. . Atlas Foundation Company Inc. will take all reasonable steps to minimize the construction debris.

7. Atlas Foundation Company Inc. is not responsible for any damages to wing walls before, during or after repairs. Wing Walls are not covered by any warranty unless specifically described in the estimate/ contract.

8. Atlas Foundation Company Inc. will be responsible for repairing any plumbing, irrigation system or any other items damaged while in the process of preparing to push pilings. Atlas Foundation Company Inc. 's liability ends when the holes are dug and the pilings are ready to be pressed.

9. Due to situations beyond its control, Atlas Foundation Company Inc. will not be responsible for consequential damages to heating or air conditioning equipment, sheetrock, wallpaper, plaster, glass, electrical, interior or exterior lighting, roofing, plumbing or any other damages caused by adjusting the foundation or pressing pilings.

10. Warranty applies to piers and pilings only. No warranty is provided for tunneling to install pilings or for interior leveling of pier and beam foundation unless specified in this contract.

11. Atlas Foundation Company Inc. reserves the right to request any or all of the amount for repairs be paid prior to the repairs commencing. The decision to make such requirements is a business matter and as such will be considered confidential.

By siginging below Hailey Veron confirms to have read and agrees to the 11 General Terms and Conditions as stated above:

_____ _____

Customer Signature Date

Atlas Foundation Company Inc. Polyurethane Foam Injection General Terms and Conditions:

1. Two-year Warranty (unless stated otherwise on contract)- Atlas Foundation Company Inc. will re-pump ONCE, if necessary, any areas that have resettled more than ½", at no cost to the customer in a two year period from when repairs were completed. A re-pump constitutes using the same holes as the original work.

2. Sealed Joints and Cracks- Atlas Foundation Company Inc. will re-seal a joint if the following conditions apply: a failure in the sealant material within ONE year when work was completed (i.e., not adhering correctly to the concrete, shrinkage etc.), OR
concrete lifted by Atlas Foundation Company Inc. settling again within TWO years from when work was completed constituting a re-pump.

3. Upheaval- All dry, expansive clay soils are subject to uplift, also referred to as upheaval, as the underlying support soils take on moisture. If the soil is dry at the time of construction or at the time of repair, then it is susceptible to upheaval as the soil takes on moisture.Atlas Foundation Company Inc. is in no way responsible for upheaval, nor does Atlas Foundation Company Inc. warrant the work against such movement.

a. Upheaval can be caused due to natural circumstances such as large amounts of rainbut can also be caused by plumbing issues. In cases of plumbing issues, Atlas Foundation Company Inc. is not responsible for any movement caused by plumbing issues. Atlas Foundation Company Inc. will also no longer provide a warranty in the areas affected by a plumbing issue.

b. The guarantee as stated above in section 1 can be voided if theHailey Veron does not seal all cracks and joints on the slabs or maintain BACKFILL along the slabs involved. Preventing water from entering and being trapped below the slab is important to maintain the original integrity of the lift and/or void fill.

4. If concrete cannot be raised and must be removed and repoured, it is the responsibility of theHailey Veron to do so. Atlas Foundation Company Inc. will do its best with the common business practices at that given time to lift the concrete, however, in rare cases concrete cannot be lifted due to unforeseen circumstances. This includes, but not limited to lack of structural reinforcement, concrete that is under 4" thick, etc.

5. By signing this contract, I,Hailey Veron owner, or agent acting on behalf of the owner, realize that plumbing structure(s) may be damaged in the lifting process. Atlas Foundation Company Inc. HIGHLY recommends that owner, or agent acting on behalf of owner, test the plumbing of the structure(s) BEFORE and AFTER lifting. By signing this contract, I, Hailey Veron, owner, or agent of the owner, release Atlas Foundation Company Inc. of any responsibility to any plumbing damage and costs associated to fix such damage. Plumbing can be separated prior to foam injection, or even during foam injection process. In this rare, but possible circumstance, Atlas Foundation Company Inc. is not responsible in any way for repair costs involved due to such damages.

6. I, Hailey Veron, owner or agent acting on behalf of the owner, understand that it is possible that wall materials, wall covering, finished flooring, door and/or window framing, concrete, brick, stucco, exterior veneers, sheetrock, tile, or ANY OTHER RIGID MATERIALS may be damaged by the work. Atlas Foundation Company Inc. will not be responsible for any such damage or for the costs of repairs to any such damage

By signing below, I, Hailey Veron, owner or agent acting on behalf of the owner, **ackowledges to have read and agree to the tems listed above.**

_____ _____
Customer Signature Date

Payment

Balance **$22,589.84**

Payment Terms:

Payment due upon completion. Additional 5% if not paying cash or check.

Quote

02/24/2026

Project:
Granbury ISD Walk In Freezer

From:
A-Tex Restaurant Supply
Taylor Hammack
2008 South Bryant Blvd
San Angelo, TX 76903
325-224-8888
325-224-8888 (Contact)

Job Reference Number: 13612

Item	Qty	Description	Sell	Sell Total
1	1 ea	**ARTIC WALK IN FREEZER** Custom Model No. ARTIC WALK IN FREEZER Freezer: Exterior Dimensions: 16' Width 8'8" Depth 8' High. Ambient Temp:110 ºF Holding Temp: -10 ºF FREEZER: WALL(3): INSULATION - WALL - 4" INT/EXT FINISH: ACRYLUME OR G90 GALVANIZED - 26 GA - STUCCO EMBOSSED WALL(1): INSULATION - WALL - 4" INT/EXT FINISH: GALVANIZED - 26 GA - STUCCO EMBOSSED - WHITE CEILING: INSULATION - CEILING - 4" INT/EXT FINISH: GALVANIZED - 26 GA - STUCCO EMBOSSED - WHITE FLOOR: INSULATION - FLOOR - 4" - ECONOMY INT FINISH: ALUMINUM - .063" - SMOOTH - NSF EXT FINISH: ACRYLUME OR G90 GALVANIZED - 26 GA - STUCCO EMBOSSED DOOR DETAILS : NON STD ARCTIC DOOR: 34 X 78 UL FREEZER DOOR [IN-FITTING, SELF CLOSING, FLUSH MOUNTED & MAGNETIC] INT:GALVANIZED - 26 GA - STUCCO EMBOSSED - WHITE, EXT:GALVANIZED - 26 GA - STUCCO EMBOSSED - WHITE DOOR ACCESSORIES: (1 unit) HEATER WIRE, DOOR FRAME, 36" OR 34" DOOR (1 unit) PRESSURE RELIEF VALVE, 1825, HEATED, 115V	31,352.26	31,352.26

Initial: _____

Item	Qty	Description	Sell	Sell Total
		(1 unit) DOOR HANDLE, 1229C, LOCKING, BRUSHED CHROME (1 unit) KICKPLATE, DOOR <=36" WIDE, 36" HIGH, INT/EXT, ALUMINUM DIAMOND TREAD (1 unit) DOOR CLOSER, 1094, HYDRAULIC, WITH HOOK, BRUSHED CHROME (2 units) HINGE, 1255, CAM LIFT, BRUSHED CHROME (1 unit) LIGHT, 1802NL, SAFETY NIGHT LIGHT (1 unit) THERMOSTAT, PEPI-B (1 unit) LIGHT, 1808NM, VAPOR PROOF, LED (1 unit) THRESHOLD, DOORS <=36" WIDE, ALUMINUM (1 unit) HINGE, SPRING CONVERSION KIT, PER HINGE (ADDER) (1 unit) HINGE, 1255, CAM LIFT, BRUSHED CHROME, 3RD HINGE (1 unit) ALARM, MODULARM, 75LC A/V, FLUSH MOUNT W/25' LEAD PROBE (1 unit) ALARM, MODULARM, 75LC A/V, COMMUNICATOR, WIRELESS, SHIPPED LOOSE (1 unit) ALARM, MODULARM, 75LC A/V, MAGNETIC DOOR CONTACTS, SHIPPED LOOSE (1 unit) ALARM, MODULARM, 75LC A/V, WIRELESS MODULE, SHIPPED LOOSE (1 unit) ALARM, MODULARM, 75LC A/V, MD-1 MOTION DETECTOR, INSTALLED (1 unit) ALARM, MODULARM, ACC A/V, IP-1 INSIDE PUSH BUTTON PANIC ALARM (1 unit) LOCKING BAR, .25" ALUMINUM NON STD ARCTIC DOOR: 34 X 78 UL FREEZER DOOR [IN-FITTING, SELF CLOSING, FLUSH MOUNTED & MAGNETIC] INT:GALVANIZED - 26 GA - STUCCO EMBOSSED - WHITE, EXT:GALVANIZED - 26 GA - STUCCO EMBOSSED - WHITE DOOR ACCESSORIES: (1 unit) HEATER WIRE, DOOR FRAME, 36" OR 34" DOOR (1 unit) PRESSURE RELIEF VALVE, 1825, HEATED, 115V (1 unit) DOOR HANDLE, 1229C, LOCKING, BRUSHED CHROME (1 unit) KICKPLATE, DOOR <=36" WIDE, 36" HIGH, INT/EXT, ALUMINUM DIAMOND TREAD (1 unit) DOOR CLOSER, 1094, HYDRAULIC, WITH HOOK, BRUSHED CHROME (2 units) HINGE, 1255, CAM LIFT, BRUSHED CHROME (1 unit) LIGHT, 1802NL, SAFETY NIGHT LIGHT (1 unit) THERMOSTAT, PEPI-B (1 unit) LIGHT, 1808NM, VAPOR PROOF, LED (1 unit) THRESHOLD, DOORS <=36" WIDE, ALUMINUM (1 unit) HINGE, SPRING CONVERSION KIT, PER HINGE (ADDER) (1 unit) LIGHT SWITCH, 1967-A3, W/TEMP READOUT, LED, SINGLE		

Item	Qty	Description	Sell	Sell Total
		POLE, OUTDOOR RATED WALK-IN ACCESSORIES: REFRIGERATION: FREEZER #1 SCROLL 110ºF Holding Temperature: Ambient Temperature: -10ºF Electrical: HP: 4 208-230/3/60 BTUH: 14200 Refrigerant:R-454A Refrigerant System : Location: Outdoor Refrigeration Type: REMOTE PRE-ASSEMBLED: ECONET (EXCL LINES/REF) *REFRIGERATION LINE RUNS TO BE SPECIFIED AND VERIFIED BY REFRIGERATION CONTRACTOR RFON400L4AEANT-454A AIR-COOLED. 208-230/3/60 21.1 AMPS-MCA 30 AMPS-MOPD. SCROLL - MED TEMP CONDENSING UNIT(1): RAL6E148DDARSF-454A. 208-230/1/60 20 AMPS-MCA 20 AMPS-MOPD. ELECTRIC DEFROST EVAPORATOR EVAPORATOR(1): ACC(1): YEAR LABOR WARRANTY. ACC(5): YEARS COMPRESSOR WARRANTY. WALK-IN NOTE(S): **RAMP TO BE SMOOTH ALUMINUM** (145 SqFt) SLOPING MATERIAL FOR FLAT ROOF, ROOF MEMBRANE ADDER ALSO REQUIRED (145 SqFt) ROOF MEMBRANE COVER, INCLUDES ALL HARDWARE (50') TIE-DOWN ANGLE, 1-1/2" X 1-1/2" X 1/8", ALUMINUM (INDOOR W/ OR W/O FLOOR) (1 unit) CURTAIN, STRIP, PLASTIC, UP TO 41" X 80" DOOR, [SHIPPED LOOSE] (1 unit) RAIN GUTTER, DOOR, [SHIPPED LOOSE] (3 units) LIGHT, LED 4' FIXTURE, [SHIPPED LOOSE] (2 units) 34" INTERIOR RAMP - ALUMINUM DIAMOND TREADPLATE **Freight Included**		
			ITEM TOTAL:	**31,352.26**
2	1 ea	**REMOVAL AND INSTALLATION** Custom Model No. REMOVAL AND INSTALLATION Removal of existing box. Return trip to construct new box after verification the concrete pad is level. With refrigeration, running of line sets and drains (with heat tape), construction of box will include external roof cover, proper sealing of all seams for the cooler, Electrical	17,600.00	17,600.00

Item	Qty	Description	Sell	Sell Total
		connections from existing shuts offs and junction boxes for condenser and evaporator, motion sensor lights internally, internal temp sensor and control panel with alarm capability, door heater. Pulling a vacuum and charging with nitrogen for leak checks, then charging of refrigeration package according to factory specifications. Unit will be turned on and operation will be tested before completion of installation. Roof Flashing and Concrete slab will be provided by the district. This walk in freezer is quoted to work with existing utilities available, no upgrades needed.		
			ITEM TOTAL:	**17,600.00**
3	1 ea	**INSTALLATION** Custom Model No. INSTALLATION Construction of new box after verification the concrete pad is level. With refrigeration, running of line sets and drains (with heat tape), construction of box will include external roof cover, proper sealing of all seams for the cooler, Electrical connections from existing shuts offs and junction boxes for condenser and evaporator, motion sensor lights internally, internal temp sensor and control panel with alarm capability, door heater. Pulling a vacuum and charging with nitrogen for leak checks, then charging of refrigeration package according to factory specifications. Unit will be turned on and operation will be tested before completion of installation. Roof Flashing and Concrete slab will be provided by the district. This walk in freezer is quoted to work with existing utilities available, no upgrades needed.	14,300.00	<Alternate>
			ITEM TOTAL: <Alternate>	**14,300.00**
			Subtotal	48,952.26
			Total	48,952.26

Prices Good Until: 03/21/2026

A-Tex Restaurant Supply, Inc.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: 48,952.26

GRANBURY INDEPENDENT SCHOOL DISTRICT
INTEROFFICE MEMO
FINANCE AND BUSINESS AFFAIRS

To: Board of Trustees
Date: May 18,2026
For: Approval

TO: Dr. Courtney Morawski, Superintendent

FROM: Houcine Chraibi
DATE: May 7, 2026
RE: MOU Emergency Transportation with Camp El Tesoro & Camp Crucis

Background:
Camp El Tesoro & Camp Crucis, are requesting a Memorandum of Understanding with Granbury ISD for emergency transportation services if their facility located 7710 Fall Creek Hwy, Granbury, TX 76049 and 2875 Camp Crucis Ct, Granbury, TX 76048 becomes uninhabitable. The destination in such an emergency would be Baccus Elementary and Acton Middle School respectively.

Summary:

- **Purpose:**
  GISD would provide bus transportation services only in the event of an emergency relocation.
- **District Responsibilities:**
  - Provide buses and qualified drivers.
  - Ensure that buses meet safety standards and are in working condition.
- **Camp El Tesoro and Camp Crucis Responsibilities:**
  - Cover all costs, including fuel, driver pay, and maintenance related to the emergency move.
  - Provide a Certificate of Insurance prior to transportation services.
- **Indemnification Clause:**
  Camp El Tesoro and Camp Crucis will indemnify GISD from any claims arising from these transportation services unless due to GISD's negligence.
- **Termination:**
  The agreement may be terminated by either party with 30 days' written notice.

Recommendation:
Administration recommends the Board approve the Memorandum of Understanding with **Camp El Tesoro and Camp Crucis** with emergency transportation, ensuring preparedness and collaboration with these two local nonprofits agencies. To be signed and executed by the Superintendent of Schools, upon legal approval.

RECOMMENDATION:



Houcine Chraibi, RTSBA
Assistant Director of Finance

Staff Person Responsible: Houcine Chraibi
Brian Caruthers
Wade Clark
Emmett Whitefield

Date Submitted: May 7, 2026

MEMORANDUM OF AGREEMENT BETWEEN
CAMP FIRE FIRST TEXAS
AND
GRANBURY INDEPENDENT SCHOOL DISTRICT

This Bus Transportation Agreement ("Agreement") is made and entered into as of the Effective Date by and between **Granbury Independent School District** ("District"), a political subdivision of the State of Texas, located at 217 N. Jones Street, Granbury, Texas 76048, and **Camp Fire First Texas d/b/a Camp El Tesoro** ("Camp El Tesoro"), a non-profit entity organized in the State of Texas, with corporate offices located at 2700 Meacham Boulevard, Fort Worth, Texas 76137.

RECITALS

WHEREAS, the District is a political subdivision of State of Texas public school district governed by a duly elected School Board of Directors with campuses located in Hood County in the State of Texas; and

WHEREAS, Camp Fire First Texas is a Texas non-profit organization which operates Camp El Tesoro; and

WHEREAS, should Camp El Tesoro become uninhabitable due to emergency conditions, natural disaster, infrastructure failure, or other circumstances requiring evacuation, Camp El Tesoro desires to evacuate campers, staff, and authorized personnel from Camp El Tesoro, located at 7710 Fall Creek Highway, Granbury, Texas 76049, to Acton Middle School, located at 1300 James Rd, Granbury, Texas 76049; and

WHEREAS, the Camp El Tesoro desires the assistance of organizations in providing evacuation assistance that exceed the typical capacity of Camp El Tesoro's transportation resources; and

WHEREAS, the District wishes to provide evacuation assistance by making buses and drivers available during such emergencies; and

WHEREAS, Participation by the District is subject to the availability of personnel, equipment, and operational needs, and shall not create any obligation for the District to function as the lead or primary evacuation resource; and

WHEREAS, The District's assistance is intended as ancillary support within a coordinated emergency response framework and not as the principal evacuation resource; and

WHEREAS, the Parties desire to enter into this Agreement to establish the terms and conditions under which each will carry out governmental functions and provide services in response to, or in preparation for, emergency situations;

NOW, THEREFORE, in consideration of the mutual covenants and Agreements contained herein, the Parties agree as follows:

I) DEFINITIONS

1) "**Emergency Evacuation**" means a sudden, unforeseen event necessitating the removal of residents from the Facility due solely to natural disasters (such as hurricanes, floods, wildfires, or earthquakes) or other comparable acts of nature, as directed by the County

Judge of Frio County wherein the Facility is located, or other governmental authority with jurisdiction under applicable law.

2) "**Services**" means the transportation support and related assistance that District may provide during an Emergency Evacuation as further described in Section II.

3) "**Residents**" means campers, staff, and authorized personnel from Camp El Tesoro residing at or housed within the Facility at the time of an Emergency Evacuation.

4) "**Applicable Law**" means all federal, state, and local laws, regulations, ordinances, directives, and orders applicable to a Party's performance under this Agreement.

II) SCOPE OF WORK

1) **Requests for Assistance**. Camp El Tesoro may request Services from District only in connection with an Emergency Evacuation. Requests shall be made to the District Superintendent or designee as outlined in Camp El Tesoro's Emergency Action Plan ("EAP"), attached hereto as **Attachment A** and include:

   a) the nature of the emergency;

   b) estimated number of Residents;

   c) pick-up and destination locations;

   d) anticipated duration; and

   e) special considerations (e.g., medical needs, accessibility).

   In the event of any conflict, inconsistency, or ambiguity between the terms of this Agreement and the EAP, the terms of this Agreement shall govern and control.

2) **Security and Supervision**. Camp El Tesoro is solely responsible for providing adequate security, supervision, escorts, and any special accommodations for Residents during all phases of transport.

3) **District Discretion and Community Priority**. Camp El Tesoro acknowledges that District has primary duties to its students and community, and any assistance provided is subject to those obligations and available resources. District retains sole discretion to accept, prioritize, limit, or decline any request.

4) **Description of Services**. Subject to Section II.2, District may provide:

   a) coordination and deployment of district-owned or contracted transportation assets for the movement of Residents;

   b) assignment of qualified personnel to operate transportation assets;

   c) reasonable logistical support related to routing, staging, and communications; and

   d) other mutually agreed services consistent with District's policies and Applicable Law.

   e) District will deploy vehicles that, at the time of deployment, are in serviceable condition per District policies and inspections.

5) **Conditions Precedent**. Performance is conditioned on:

DRAFT

a) reasonably safe operating conditions;

b) availability of equipment and personnel;

c) confirmation of routes and destinations;

d) adequate security and crowd management provided by Camp El Tesoro and/or law enforcement; and

e) assurance that no student transportation needs are adversely affected.

f) **Service Limits**. *District does not provide medical care, custodial supervision, or security. Camp El Tesoro is responsible for continuous supervision, custody, and security of Residents at all times, including during loading, transport, and unloading, and for any specialized equipment, escorts, or accommodations necessary for Residents. Camp El Tesoro shall provide any specialized supplies, PPE, or equipment needed for Residents.*

6) **Documentation and Cost Tracking**.

a) Camp El Tesoro shall be responsible for all fuel costs, driver costs, and maintenance costs while the buses are being used in furtherance of this Agreement as further outlined in Section VI below.

b) District shall use reasonable efforts to document time, equipment, mileage, and directly incurred costs related to Services for reimbursement purposes under Section VI.

III) STANDARDS OF PERFORMANCE

1) Each Party will perform its obligations in a professional and workmanlike manner, consistent with its policies and procedures and Applicable Law.

2) Each Party is responsible for the acts and omissions of its own employees, agents, and contractors.

3) Neither Party shall direct the other to act contrary to its established policies, procedures, or training.

IV) TERM & TERMINATION

1) **Term**. This Agreement begins on the Effective Date and continues until terminated as provided herein.

2) **Termination for Convenience**. Either Party may terminate this Agreement for convenience upon thirty (30) days' prior written notice.

3) **Suspension**. District may immediately suspend Services, in whole or in part, if necessary to protect students, staff, or property, or upon a determination that conditions are unsafe.

V) NOTICES

1) Any notice(s) required to be given pursuant to this Agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail or registered mail to the parties listed below or as updated by notice.

To Granbury ISD:

Granbury Independent School District
Attn: Dr. Courtney Morawski, Superintendent
217 N Jones Street
Granbury, Texas 76048

To Camp El Tesoro:

Camp El Tesoro
Attn: _____
7710 Fall Creek Highway
Granbury, Texas 76049

Copy to:

Camp Fire First Texas
Attn: Brian Miller, President/CEO
2700 Meacham Boulevard
Fort Worth, Texas 76137
Telephone: (830) 378-6500

VI) COSTS, REIMBURSEMENT, INVOICING

1) **Reimbursement**. Camp El Tesoro shall reasonably reimburse District for documented expenses incurred as a direct result of providing Services under this Agreement.

2) **Eligible Costs**. Reimbursable costs include:

   (i) **Mileage**. Mileage shall be calculated based on the actual number of miles traveled by each vehicle, including mobilization to the Facility, transport to the designated destination, staging, and return travel, using the most direct reasonable route as determined by District. Reimbursement shall be at a rate equal to the then-current standard mileage rate published by the Internal Revenue Service (IRS), or such higher rate as may be necessary to fully compensate District for its costs, as reasonably determined by District.

   (ii) **Driver Compensation**. Camp El Tesoro shall reimburse District for all driver time incurred in connection with the Emergency Evacuation, including but not limited to mobilization, loading, transport, waiting time, staging, and return travel. Driver compensation shall be calculated at District's applicable hourly rates, including any required overtime or premium pay, as determined in accordance with applicable law and ISD policies.

   (iii) **Maintenance and Operating Costs**. All routine vehicle maintenance and operating costs, including but not limited to fuel, oil, tires, and ordinary wear and tear, shall be deemed included in the mileage rate set forth above. Notwithstanding the foregoing, Camp El Tesoro shall reimburse District for any additional maintenance or operating expenses incurred in connection with the Emergency Evacuation that are not reasonably captured within the standard

DRAFT

mileage rate, provided such costs are documented and directly attributable to the provision of transportation services.

(iv) **Damage and Cleaning**. Camp El Tesoro shall be responsible for costs to repair damage to District vehicles or equipment and for extraordinary cleaning attributable to transporting Residents, normal wear and tear excepted.

(v) **Labor.** Camp El Tesoro shall reimburse District for all labor costs incurred in connection with the Services, including wages, benefits, and any other personnel-related expenses, as determined in accordance with the ISD's standard pay practices and policies. This shall include reimbursement for all overtime, holiday, or other premium compensation required or incurred in connection with the Services, as determined in accordance with applicable law and District policies.

(vi) **Administrative and Overhead Costs.** Camp El Tesoro shall reimburse District for reasonable administrative and overhead costs incurred in connection with the Services, including coordination, dispatch, and billing, in an amount not to exceed ten percent (10%) of the total reimbursable costs.

3) **Invoices and Payment**. District will invoice Camp El Tesoro with supporting documentation. Unless otherwise specified, invoices may be submitted upon completion of the applicable Services or on a periodic basis, as determined by the ISD.

a) **Payment Deadline**. All undisputed amounts shall be due and payable by Camp El Tesoro within thirty (30) days of receipt of an invoice. Camp El Tesoro shall notify the ISD in writing of any disputed amounts within ten (10) days of receipt of the invoice, specifying in reasonable detail the basis for the dispute. Failure to timely dispute an invoice shall constitute acceptance of the charges.

b) **Interest on Late Payments**. Any undisputed amounts not paid when due shall accrue interest beginning on the thirty-first (31st) day after receipt of the invoice at a rate equal to the lesser of (i) one percent (1.0%) per month (12% per annum), or (ii) the maximum rate permitted by applicable law. Interest shall accrue until paid in full.

c) **Collection Costs**. Camp El Tesoro shall be responsible for all costs of collection incurred by the ISD in enforcing its rights under this Agreement, including reasonable attorney's fees, court costs, and administrative expenses.

d) **No Offset**. Camp El Tesoro shall not withhold, offset, or reduce any amount owed to the ISD except for disputed amounts identified in accordance with subsection (b), and payment of undisputed amounts shall not be delayed for any reason.

e) **Priority of Payment Obligations**. Notwithstanding any other provision of this Agreement, Camp El Tesoro's obligation to timely pay all amounts due to the ISD under this Section shall be absolute and shall take precedence over any conflicting or inconsistent terms.

VII) INSURANCE

1) **Camp El Tesoro Insurance**. Camp El Tesoro shall maintain, at its expense, during the Term:

DRAFT

a) Commercial General Liability with limits not less than two million dollars ($2,000,000) per occurrence and four million dollars ($4,000,000) aggregate;

b) Automobile Liability covering owned, hired, and non-owned autos with limits not less than one million dollars ($1,000,000) per accident;

c) Workers' Compensation as required by Applicable Law and Employers' Liability with limits not less than one million dollars ($1,000,000); and

d) Umbrella/Excess Liability of not less than five million dollars ($5,000,000) per occurrence and aggregate.

2) **Granbury ISD Insurance**. District shall maintain liability coverage consistent with Texas law applicable to public school districts and its risk pool or insurer requirements.

3) **Certificates**. Upon request, Camp El Tesoro shall provide certificates evidencing required coverages.

VIII) INDEMNIFICATION

1) TO THE FULLEST EXTENT PERMITTED BY LAW, CAMP EL TESORO SHALL BE SOLELY RESPONSIBLE FOR, AND SHALL DEFEND, INDEMNIFY, AND HOLD HARMLESS GRANBURY INDEPENDENT SCHOOL DISTRICT, ITS TRUSTEES, OFFICERS, EMPLOYEES, AND AGENTS FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION, DAMAGES, LOSSES, LIABILITIES, FINES, PENALTIES, JUDGMENTS, COSTS, AND EXPENSES (INCLUDING REASONABLE ATTORNEYS' FEES) ARISING OUT OF, RELATING TO, OR RESULTING FROM BODILY INJURY, DEATH, OR DAMAGE TO PROPERTY IN CONNECTION WITH EMERGENCY EVACUATIONS IN WHICH DISTRICT PROVIDES TRANSPORTATION, BUT ONLY TO THE EXTENT CAUSED BY THE NEGLIGENCE, GROSS NEGLIGENCE, OR WILLFUL MISCONDUCT OF CAMP EL TESORO ITS OFFICERS, EMPLOYEES, CONTRACTORS, OR AGENTS.

   IN THE EVENT THAT IN A MATTER INCLUDED ABOVE, DISTRICT, OR ANY OF ITS OFFICERS OR EMPLOYEES ARE NAMED AS A GROSSLY NEGLIGENT DEFENDANT, OR CAMP EL TESORO IMPLEADS DISTRICT, OR ANY OF ITS OFFICERS OR EMPLOYEES AS A GROSSLY NEGLIGENT DEFENDANT, AND THE COURT (OR JURY) WITH JURISDICTION OVER THE MATTER DETERMINES DISTRICT, ITS OFFICERS OR EMPLOYEES ARE NOT GROSSLY NEGLIGENT, OR THAT BOTH DISTRICT (OR ITS OFFICERS, EMPLOYEES OR CONTRACTORS) AND CAMP EL TESORO (OR ITS OFFICERS OR EMPLOYEES) WERE GROSSLY NEGLIGENT, CAMP EL TESORO, IN ADDITION TO THE INDEMNIFICATION PROVIDED FOR ABOVE, WILL BE RESPONSIBLE FOR THE PAYMENT OF DISTRICT'S ATTORNEYS FEES AND REASONABLE EXPENSES IN THE DEFENSE OF DISTRICT, ITS OFFICERS AND EMPLOYEES IN THE MATTER.

DRAFT

THE PROVISIONS OF THIS SECTION ARE SOLELY FOR THE BENEFIT OF THE CAMP EL TESORO AND DISTRICT, AND THEIR INDEMNIFIED OFFICERS AND EMPLOYEES, AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER ENTITY OR PERSON.

2) **No Indemnity for ISD Fault**. This indemnity does not require Camp El Tesoro to indemnify District to the extent a claim is caused by the negligence, gross negligence, or willful misconduct of the ISD.

3) **Governmental Immunity**. Nothing in this clause or the Agreement waives, limits, or modifies any rights, defenses, immunities, privileges, or limitations of liability of District under Texas law, including without limitation the Texas Tort Claims Act, Chapter 101, Texas Civil Practice and Remedies Code, all of which are expressly preserved.

4) **No Waiver of Defenses, Remedies**. The ISD's acceptance of insurance, certificates, or benefits under this clause does not constitute a waiver of governmental immunity or other legal defenses. This clause is in addition to and not in lieu of any other rights or remedies the ISD may have at law or in equity.

5) **Survival**. The obligations in this clause survive termination or expiration of the Agreement.

6) **Parties Relationship**. The parties' relationship in the underlying memorandum is independent, and Camp El Tesoro has agreed to defend, indemnify, and hold harmless regarding services provided, subject to exceptions for the indemnitee's gross negligence or willful misconduct.

7) **Tender**. Camp El Tesoro shall, upon written notice, assume the defense of any claim subject to indemnity under Section VIII.1 with counsel reasonably acceptable to District.

IX) DISPUTE RESOLUTION

1) **Negotiation**. The Parties shall first engage in good-faith negotiations between senior representatives for not less than fifteen (15) days after written notice of a dispute.

2) **Mediation**. If unresolved, the Parties shall participate in non-binding mediation in Hood or Frio County, Texas, with a mutually agreed mediator, within thirty (30) days after the negotiation period.

3) **Venue and Governing Law**. This Agreement is governed by the laws of the State of Texas, without regard to conflicts principles. Venue for any action lies exclusively in the courts of Hood County, Texas. Nothing in this Section waives District's immunities or requirements for legislative or administrative dispute resolution processes applicable to Texas public school districts.

X) MISCELLANEOUS

1) **Force Majeure**. Neither Party shall be liable for delay or failure to perform due to events beyond its reasonable control, provided the affected Party provides prompt notice and resumes performance as soon as practicable.

DRAFT

2) **Records**. Camp El Tesoro shall maintain complete and accurate records of all amounts due under Section VI for at least four (4) years and shall provide District reasonable access to such records for audit upon ten (10) business days' notice.

3) **District Personnel**. District will assign personnel who are qualified to operate district vehicles under District policies. District personnel will not provide security or medical care.

4) **Camp El Tesoro Personnel**. Camp El Tesoro shall provide sufficient trained personnel to manage Resident movement, boarding, seating, and disembarkation, and to maintain order and security.

5) **Subcontracting**. Neither Party may assign this Agreement without the other Party's prior written consent, except District may assign to a successor governmental entity by operation of law. Camp El Tesoro may not subcontract its obligations relating to supervision and security without District's prior written consent.

6) **No Agency or Joint Venture**. The Parties are independent contractors. Nothing in this AGREEMENT creates an agency, partnership, fiduciary, or joint venture relationship.

7) **No Third-Party Beneficiaries**. This Agreement is for the sole benefit of the Parties and creates no rights in any third party.

8) **No Commitment of Funds Absent Authorization**. This Agreement does not obligate District to expend funds or provide Services unless and until authorized in writing by District's Superintendent or designee.

9) **Modifications**. This Agreement may be modified only by a written Agreement signed by both Parties.

10) **Entire Agreement**. This Agreement constitutes the entire agreement between the Parties regarding its subject matter and supersedes prior discussions and understandings.

11) **Severability**. If any provision is held invalid, the remainder shall remain in effect to the fullest extent permitted by law.

12) **Counterparts, Electronic Signatures**. This Agreement may be executed in counterparts, including by electronic signatures or electronic transmission, each of which is deemed an original.

13) **Non-Exclusivity**. This Agreement is non-exclusive. District may enter into similar arrangements with other entities and may coordinate with local, state, or federal agencies. District participation is subject to the availability of personnel, equipment, and operational needs and does not obligate District to serve as the lead, primary, or sole evacuation resource.

14) **Publicity**. Neither Party shall use the other's name, logos, or marks in public statements, press releases, marketing, or solicitation materials without prior written consent, except as required by law.

DRAFT

Each person signing this Agreement on behalf of a Party represents and warrants that he or she has been duly authorized to execute this Agreement. Camp El Tesoro acknowledges that District is a governmental entity and that this Agreement is subject to approval by District's governing board, if required by law or policy. Camp El Tesoro further agrees that it shall have no right to rely on any representation or Agreement not expressly set forth herein or executed by an authorized representative of District.

Camp Fire First Texas d/b/a Camp El Tesoro	**Granbury Independent School District**
_____	_____
Brian Miller, President/CEO	Dr. Courtney Morawski, Superintendent of Schools
Date: _____	Date: _____

DRAFT

ATTACHMENT A

EMERGENCY ACTION PLAN

Emergency Transportation & Reunification Site Activation Agreement

This Emergency Action Plan ("EAP") serves as an operational annex to Camp El Tesoro's Emergency Action Plan (EAP).

1. Purpose

The purpose of this EAP is to establish procedures for activation of emergency bus transportation services and designation of a reunification site in the event Camp El Tesoro becomes unsafe or uninhabitable due to:

- Severe weather (including tornado, flash flood, or high wind events)
- Fire
- Infrastructure failure
- Utility outage
- Law enforcement directive
- Any condition requiring evacuation of campers and staff

Granbury ISD agrees to provide transportation support as outlined in the Memorandum of Agreement and allow use of a pre-identified district facility as a temporary reunification site, subject to district operational capacity at the time of activation. In the event of any conflict, inconsistency, or ambiguity between the terms of this Agreement and the EAP, the terms of this Agreement shall govern and control.

2. Designated Reunification Site

The designated reunification site shall be:

Acton Middle School
1300 James Rd
Granbury, TX 76049

The site will serve as:

- A temporary evacuation destination
- A supervised holding location
- A structured parent/guardian reunification site

Final reunification procedures shall follow Camp El Tesoro's established reunification protocol.

DRAFT

3. Activation Authority

A. Camp El Tesoro Authorized Representatives

The following individuals are authorized to initiate activation of emergency transportation under this Agreement:

- Jen Smith – Vice President, Outdoor Connections
  Phone: 650-471-3285
- Larry Hooper – Camp El Tesoro Site Director
  Phone: 817-614-3116
- William Zurcher – Camp El Tesoro Overnight Camp Director
  Phone: 210-381-4203
- Anyone of the above representatives may initiate activation.

B. Granbury ISD Activation Contact

Emergency transportation shall be requested by contacting:

- Primary Contact (Transportation Director):
  Name:
  Cell Phone:
- Secondary Contact (Backup):
  Name:
  Phone:
- Third contact (Backup):
  Name:
  Phone:
- Fourth Contact
  Name:
  Phone:

4. Activation Triggers

Activation may occur under two circumstances:

A. Immediate Emergency Evacuation

When an imminent threat requires evacuation within a short time frame (generally less than 60 minutes), Camp El Tesoro will:

- Call the Granbury ISD primary contact immediately
- Provide estimated number of campers and staff
- Provide estimated timeframe for transport
- Confirm staging location for buses

DRAFT

Granbury ISD will dispatch available buses and drivers as operationally feasible.

B. Severe Weather / Storm On-Call Notification

If forecasted severe weather or storm activity indicates potential need for evacuation, Camp El Tesoro will:

- Notify Granbury ISD that the camp is on "On-Call Evacuation Status"
- Provide projected timeline of potential activation
- Provide estimated number of individuals requiring transport

This notification does not require immediate dispatch but places Granbury ISD on standby in the event full evacuation is required.

5. Responsibilities During Activation

Camp El Tesoro Responsibilities:

- Provide supervision for all campers during loading, transport, and unloading
- Maintain attendance accountability logs
- Notify parents/guardians of relocation
- Implement reunification procedures
- Cover agreed transportation costs unless otherwise arranged

Granbury ISD Responsibilities:

- Provide available buses and qualified drivers
- Ensure vehicles meet safety standards
- Coordinate staging and arrival instructions

6. Communication Protocol

During activation:

- One Camp El Tesoro representative will serve as Incident Lead.
- One Granbury ISD representative will serve as Transportation Lead.
- Communication shall occur via direct cell phone contact.
- Text confirmation of dispatch time and estimated arrival will be provided when possible.

DRAFT

MEMORANDUM OF AGREEMENT BETWEEN
CAMP CRUCIS RETREAT & CONFERENCE CENTER EDFW
AND
GRANBURY INDEPENDENT SCHOOL DISTRICT

This Bus Transportation Agreement ("Agreement") is made and entered into as of the Effective Date by and between **Granbury Independent School District** ("District"), a political subdivision of the State of Texas, located at 217 N. Jones Street, Granbury, Texas 76048, and **Camp Crucis Retreat & Conference Center EDFW** ("Camp Crucis"), a non-profit entity organized in the State of Texas, with corporate offices located at 2900 Alemeda Street, Fort Worth, Texas 76108-5960.

RECITALS

WHEREAS, the District is a political subdivision of State of Texas public school district governed by a duly elected School Board of Directors with campuses located in Hood County in the State of Texas; and

WHEREAS, Camp Crucis Retreat & Conference Center EDFW is a Texas non-profit organization which operates Camp Crucis; and

WHEREAS, should Camp Crucis become uninhabitable due to emergency conditions, natural disaster, infrastructure failure, or other circumstances requiring evacuation, Camp Crucis desires to evacuate campers, staff, and authorized personnel from Camp Crucis, located at 2875 Camp Crucis Ct, Granbury, Texas 76048, to Baccus Elementary School, located at 901 NE Loop 567, Granbury, Texas 76048; and

WHEREAS, Camp Crucis desires the assistance of organizations in providing evacuation assistance that exceed the typical capacity of Camp Crucis's transportation resources; and

WHEREAS, the District wishes to provide evacuation assistance by making buses and drivers available during such emergencies; and

WHEREAS, Participation by the District is subject to the availability of personnel, equipment, and operational needs, and shall not create any obligation for the District to function as the lead or primary evacuation resource; and

WHEREAS, The District's assistance is intended as ancillary support within a coordinated emergency response framework and not as the principal evacuation resource; and

WHEREAS, the Parties desire to enter into this Agreement to establish the terms and conditions under which each will carry out emergency transportation and provide services in response to, or in preparation for, emergency situations;

NOW, THEREFORE, in consideration of the mutual covenants and Agreements contained herein, the Parties agree as follows:

I) DEFINITIONS

1) "**Emergency Evacuation**" means a sudden, unforeseen event necessitating the removal of residents from the Facility due solely to natural disasters (such as hurricanes, floods, wildfires, or earthquakes) or other comparable acts of nature, as directed by the County

DRAFT

Judge of Hood County wherein the Facility is located, or other governmental authority with jurisdiction under applicable law.

2) "**Services**" means the transportation support and related assistance that District may provide during an Emergency Evacuation as further described in Section II.

3) "**Residents**" means campers, staff, and authorized personnel from Camp Crucis residing at or housed within the Facility at the time of an Emergency Evacuation.

4) "**Applicable Law**" means all federal, state, and local laws, regulations, ordinances, directives, and orders applicable to a Party's performance under this Agreement.

II) SCOPE OF WORK

1) **Requests for Assistance**. Camp Crucis may request Services from District only in connection with an Emergency Evacuation. Requests shall be made to the District Superintendent or designee as outlined in Camp Crucis's Emergency Action Plan ("EAP"), attached hereto as **Attachment A** and include:

   a) the nature of the emergency;

   b) estimated number of Residents;

   c) pick-up and destination locations;

   d) anticipated duration; and

   e) special considerations (e.g., medical needs, accessibility).

   In the event of any conflict, inconsistency, or ambiguity between the terms of this Agreement and the EAP, the terms of this Agreement shall govern and control.

2) **Security and Supervision**. Camp Crucis is solely responsible for providing adequate security, supervision, escorts, and any special accommodations for Residents during all phases of transport.

3) **District Discretion and Community Priority**. Camp Crucis acknowledges that District has primary duties to its students and community, and any assistance provided is subject to those obligations and available resources. District retains sole discretion to accept, prioritize, limit, or decline any request.

4) **Description of Services**. Subject to Section II.2, District may provide:

   a) coordination and deployment of district-owned or contracted transportation assets for the movement of Residents;

   b) assignment of qualified personnel to operate transportation assets;

   c) reasonable logistical support related to routing, staging, and communications; and

   d) other mutually agreed services consistent with District's policies and Applicable Law.

   e) District will deploy vehicles that, at the time of deployment, are in serviceable condition per District policies and inspections.

5) **Conditions Precedent**. Performance is conditioned on:

DRAFT

a) reasonably safe operating conditions;

b) availability of equipment and personnel;

c) confirmation of routes and destinations;

d) adequate security and crowd management provided by Camp Crucis and/or law enforcement; and

e) assurance that no student transportation needs are adversely affected.

f) **Service Limits**. *District does not provide medical care, custodial supervision, or security. Camp Crucis is responsible for continuous supervision, custody, and security of Residents at all times, including during loading, transport, and unloading, and for any specialized equipment, escorts, or accommodations necessary for Residents. Camp Crucis shall provide any specialized supplies, PPE, or equipment needed for Residents.*

6) **Documentation and Cost Tracking**.

a) Camp Crucis shall be responsible for all fuel costs, driver costs, and maintenance costs while the buses are being used in furtherance of this Agreement as further outlined in Section VI below.

b) District shall use reasonable efforts to document time, equipment, mileage, and directly incurred costs related to Services for reimbursement purposes under Section VI.

III) STANDARDS OF PERFORMANCE

1) Each Party will perform its obligations in a professional and workmanlike manner, consistent with its policies and procedures and Applicable Law.

2) Each Party is responsible for the acts and omissions of its own employees, agents, and contractors.

3) Neither Party shall direct the other to act contrary to its established policies, procedures, or training.

IV) TERM & TERMINATION

1) **Term**. This Agreement begins on the Effective Date and continues until terminated as provided herein.

2) **Termination for Convenience**. Either Party may terminate this Agreement for convenience upon thirty (30) days' prior written notice.

3) **Suspension**. District may immediately suspend Services, in whole or in part, if necessary to protect students, staff, or property, or upon a determination that conditions are unsafe.

DRAFT

VI) NOTICES

1) Any notice(s) required to be given pursuant to this Agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail or registered mail to the parties listed below or as updated by notice.

To Granbury ISD:

Granbury Independent School District
Attn: Dr. Courtney Morawski, Superintendent
217 N Jones Street
Granbury, Texas 76048

To Camp Crucis:

Camp Crucis
Attn: _____
2875 Camp Crucis Ct
Granbury, Texas 76048

Copy to:

Camp Crucis Retreat & Conference Center EDFW
Attn: Dick Yarger, Chairman, Camp Crucis Board of Managers
2900 Alemeda Street
Fort Worth, Texas 76108-5960

VII) COSTS, REIMBURSEMENT, INVOICING

1) **Reimbursement**. Camp Crucis shall reasonably reimburse District for documented expenses incurred as a direct result of providing Services under this Agreement.

2) **Eligible Costs**. Reimbursable costs include:

   (i) **Mileage**. Mileage shall be calculated based on the actual number of miles traveled by each vehicle, including mobilization to the Facility, transport to the designated destination, staging, and return travel, using the most direct reasonable route as determined by District. Reimbursement shall be at a rate equal to the then-current standard mileage rate published by the Internal Revenue Service (IRS), or such higher rate as may be necessary to fully compensate District for its costs, as reasonably determined by District.

   (ii) **Driver Compensation**. Camp Crucis shall reimburse District for all driver time incurred in connection with the Emergency Evacuation, including but not limited to mobilization, loading, transport, waiting time, staging, and return travel. Driver compensation shall be calculated at District's applicable hourly rates, including any required overtime or premium pay, as determined in accordance with applicable law and ISD policies.

DRAFT

(iii) **Maintenance and Operating Costs**. All routine vehicle maintenance and operating costs, including but not limited to fuel, oil, tires, and ordinary wear and tear, shall be deemed included in the mileage rate set forth above. Notwithstanding the foregoing, Camp Crucis shall reimburse District for any additional maintenance or operating expenses incurred in connection with the Emergency Evacuation that are not reasonably captured within the standard mileage rate, provided such costs are documented and directly attributable to the provision of transportation services.

(iv) **Damage and Cleaning**. Camp Crucis shall be responsible for costs to repair damage to District vehicles or equipment and for extraordinary cleaning attributable to transporting Residents, normal wear and tear excepted.

(v) **Labor.** Camp Crucis shall reimburse District for all labor costs incurred in connection with the Services, including wages, benefits, and any other personnel-related expenses, as determined in accordance with the ISD's standard pay practices and policies. This shall include reimbursement for all overtime, holiday, or other premium compensation required or incurred in connection with the Services, as determined in accordance with applicable law and District policies.

(vi) **Administrative and Overhead Costs.** Camp Crucis shall reimburse District for reasonable administrative and overhead costs incurred in connection with the Services, including coordination, dispatch, and billing, in an amount not to exceed ten percent (10%) of the total reimbursable costs.

3) **Invoices and Payment**. District will invoice Camp Crucis with supporting documentation. Unless otherwise specified, invoices may be submitted upon completion of the applicable Services or on a periodic basis, as determined by the ISD.

a) **Payment Deadline**. All undisputed amounts shall be due and payable by Camp Crucis within thirty (30) days of receipt of an invoice. Camp Crucis shall notify the ISD in writing of any disputed amounts within ten (10) days of receipt of the invoice, specifying in reasonable detail the basis for the dispute. Failure to timely dispute an invoice shall constitute acceptance of the charges.

b) **Interest on Late Payments**. Any undisputed amounts not paid when due shall accrue interest beginning on the thirty-first (31st) day after receipt of the invoice at a rate equal to the lesser of (i) one percent (1.0%) per month (12% per annum), or (ii) the maximum rate permitted by applicable law. Interest shall accrue until paid in full.

c) **Collection Costs**. Camp Crucis shall be responsible for all costs of collection incurred by the ISD in enforcing its rights under this Agreement, including reasonable attorney's fees, court costs, and administrative expenses.

d) **No Offset**. Camp Crucis shall not withhold, offset, or reduce any amount owed to the ISD except for disputed amounts identified in accordance with subsection (b), and payment of undisputed amounts shall not be delayed for any reason.

e) **Priority of Payment Obligations**. Notwithstanding any other provision of this Agreement, Camp Crucis's obligation to timely pay all amounts due to the ISD under this Section shall be absolute and shall take precedence over any conflicting or inconsistent terms.

DRAFT

VIII) INSURANCE

1) **Camp Crucis Insurance**. Camp Crucis shall maintain, at its expense, during the Term:
   a) Commercial General Liability with limits not less than two million dollars ($2,000,000) per occurrence and four million dollars ($4,000,000) aggregate;
   b) Automobile Liability covering owned, hired, and non-owned autos with limits not less than one million dollars ($1,000,000) per accident;
   c) Workers' Compensation as required by Applicable Law and Employers' Liability with limits not less than one million dollars ($1,000,000); and
   d) Umbrella/Excess Liability of not less than five million dollars ($5,000,000) per occurrence and aggregate.
2) **Granbury ISD Insurance**. District shall maintain liability coverage consistent with Texas law applicable to public school districts and its risk pool or insurer requirements.
3) **Certificates**. Upon request, Camp Crucis shall provide certificates evidencing required coverages.

IX)INDEMNIFICATION

1) TO THE FULLEST EXTENT PERMITTED BY LAW, CAMP CRUCIS SHALL BE SOLELY RESPONSIBLE FOR, AND SHALL DEFEND, INDEMNIFY, AND HOLD HARMLESS GRANBURY INDEPENDENT SCHOOL DISTRICT, ITS TRUSTEES, OFFICERS, EMPLOYEES, AND AGENTS FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION, DAMAGES, LOSSES, LIABILITIES, FINES, PENALTIES, JUDGMENTS, COSTS, AND EXPENSES (INCLUDING REASONABLE ATTORNEYS' FEES) ARISING OUT OF, RELATING TO, OR RESULTING FROM BODILY INJURY, DEATH, OR DAMAGE TO PROPERTY IN CONNECTION WITH EMERGENCY EVACUATIONS IN WHICH DISTRICT PROVIDES TRANSPORTATION, BUT ONLY TO THE EXTENT CAUSED BY THE NEGLIGENCE, GROSS NEGLIGENCE, OR WILLFUL MISCONDUCT OF CAMP CRUCIS ITS OFFICERS, EMPLOYEES, CONTRACTORS, OR AGENTS.

   IN THE EVENT THAT IN A MATTER INCLUDED ABOVE, DISTRICT, OR ANY OF ITS OFFICERS OR EMPLOYEES ARE NAMED AS A GROSSLY NEGLIGENT DEFENDANT, OR CAMP CRUCIS IMPLEADS DISTRICT, OR ANY OF ITS OFFICERS OR EMPLOYEES AS A GROSSLY NEGLIGENT DEFENDANT, AND THE COURT (OR JURY) WITH JURISDICTION OVER THE MATTER DETERMINES DISTRICT, ITS OFFICERS OR EMPLOYEES ARE NOT GROSSLY NEGLIGENT, OR THAT BOTH DISTRICT (OR ITS OFFICERS, EMPLOYEES OR CONTRACTORS) AND CAMP CRUCIS (OR ITS OFFICERS OR EMPLOYEES) WERE GROSSLY NEGLIGENT, CAMP CRUCIS, IN ADDITION TO THE INDEMNIFICATION PROVIDED FOR ABOVE, WILL BE RESPONSIBLE FOR THE PAYMENT OF DISTRICT'S ATTORNEYS FEES AND REASONABLE EXPENSES IN THE DEFENSE OF DISTRICT, ITS OFFICERS AND EMPLOYEES IN THE MATTER.

DRAFT

THE PROVISIONS OF THIS SECTION ARE SOLELY FOR THE BENEFIT OF THE CAMP CRUCIS AND DISTRICT, AND THEIR INDEMNIFIED OFFICERS AND EMPLOYEES, AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER ENTITY OR PERSON.

2) **No Indemnity for ISD Fault**. This indemnity does not require Camp Crucis to indemnify District to the extent a claim is caused by the negligence, gross negligence, or willful misconduct of the ISD.

3) **Governmental Immunity**. Nothing in this clause or the Agreement waives, limits, or modifies any rights, defenses, immunities, privileges, or limitations of liability of District under Texas law, including without limitation the Texas Tort Claims Act, Chapter 101, Texas Civil Practice and Remedies Code, all of which are expressly preserved.

4) **No Waiver of Defenses, Remedies**. The ISD's acceptance of insurance, certificates, or benefits under this clause does not constitute a waiver of governmental immunity or other legal defenses. This clause is in addition to and not in lieu of any other rights or remedies the ISD may have at law or in equity.

5) **Survival**. The obligations in this clause survive termination or expiration of the Agreement.

6) **Parties Relationship**. The parties' relationship in the underlying memorandum is independent, and Camp Crucis has agreed to defend, indemnify, and hold harmless regarding services provided, subject to exceptions for the indemnitee's gross negligence or willful misconduct.

7) **Tender**. Camp Crucis shall, upon written notice, assume the defense of any claim subject to indemnity under Section VIII.1 with counsel reasonably acceptable to District.

X) DISPUTE RESOLUTION

1) **Negotiation**. The Parties shall first engage in good-faith negotiations between senior representatives for not less than fifteen (15) days after written notice of a dispute.

2) **Mediation**. If unresolved, the Parties shall participate in non-binding mediation in Hood County, Texas, with a mutually agreed mediator, within thirty (30) days after the negotiation period.

3) **Venue and Governing Law**. This Agreement is governed by the laws of the State of Texas, without regard to conflicts principles. Venue for any action lies exclusively in the courts of Hood County, Texas. Nothing in this Section waives District's immunities or requirements for legislative or administrative dispute resolution processes applicable to Texas public school districts.

XI) MISCELLANEOUS

1) **Force Majeure**. Neither Party shall be liable for delay or failure to perform due to events beyond its reasonable control, provided the affected Party provides prompt notice and resumes performance as soon as practicable.

DRAFT

2) **Records**. Camp Crucis shall maintain complete and accurate records of all amounts due under Section VI for at least four (4) years and shall provide District reasonable access to such records for audit upon ten (10) business days' notice.

3) **District Personnel**. District will assign personnel who are qualified to operate district vehicles under District policies. District personnel will not provide security or medical care.

4) **Camp Crucis Personnel**. Camp Crucis shall provide sufficient trained personnel to manage Resident movement, boarding, seating, and disembarkation, and to maintain order and security.

5) **Subcontracting**. Neither Party may assign this Agreement without the other Party's prior written consent, except District may assign to a successor governmental entity by operation of law. Camp Crucis may not subcontract its obligations relating to supervision and security without District's prior written consent.

6) **No Agency or Joint Venture**. The Parties are independent contractors. Nothing in this AGREEMENT creates an agency, partnership, fiduciary, or joint venture relationship.

7) **No Third-Party Beneficiaries**. This Agreement is for the sole benefit of the Parties and creates no rights in any third party.

8) **No Commitment of Funds Absent Authorization**. This Agreement does not obligate District to expend funds or provide Services unless and until authorized in writing by District's Superintendent or designee.

9) **Modifications**. This Agreement may be modified only by a written Agreement signed by both Parties.

10) **Entire Agreement**. This Agreement constitutes the entire agreement between the Parties regarding its subject matter and supersedes prior discussions and understandings.

11) **Severability**. If any provision is held invalid, the remainder shall remain in effect to the fullest extent permitted by law.

12) **Counterparts, Electronic Signatures**. This Agreement may be executed in counterparts, including by electronic signatures or electronic transmission, each of which is deemed an original.

13) **Non-Exclusivity**. This Agreement is non-exclusive. District may enter into similar arrangements with other entities and coordinate with local, state, or federal agencies. District participation is subject to the availability of personnel, equipment, and operational needs and does not obligate District to serve as the lead, primary, or sole evacuation resource.

14) **Publicity**. Neither Party shall use the other's name, logos, or marks in public statements, press releases, marketing, or solicitation materials without prior written consent, except as required by law.

DRAFT

Each person signing this Agreement on behalf of a Party represents and warrants that he or she has been duly authorized to execute this Agreement. Camp Crucis acknowledges that District is a governmental entity and that this Agreement is subject to approval by District's governing board, if required by law or policy. Camp Crucis further agrees that it shall have no right to rely on any representation or Agreement not expressly set forth herein or executed by an authorized representative of District.

Camp Crucis Retreat & Conference Center EDFW	**Granbury Independent School District**
_____	_____
Dick Yarger, Chairman, Camp Crucis Board of Managers	Dr. Courtney Morawski, Superintendent of Schools
Date: _____	Date: _____

DRAFT

ATTACHMENT A

EMERGENCY ACTION PLAN

Emergency Transportation & Reunification Site Activation Agreement

This Emergency Action Plan ("EAP") serves as an operational annex to Camp Crucis's Emergency Action Plan (EAP).

1. Purpose

The purpose of this EAP is to establish procedures for activation of emergency bus transportation services and designation of a reunification site in the event Camp Crucis becomes unsafe or uninhabitable due to:

- Severe weather (including tornado, flash flood, or high wind events)
- Fire
- Infrastructure failure
- Utility outage
- Law enforcement directive
- Any condition requiring evacuation of campers and staff

Granbury ISD agrees to provide transportation support as outlined in the Memorandum of Agreement and allow use of a pre-identified district facility as a temporary reunification site, subject to district operational capacity at the time of activation. In the event of any conflict, inconsistency, or ambiguity between the terms of this Agreement and the EAP, the terms of this Agreement shall govern and control.

2. Designated Reunification Site

The designated reunification site shall be:

Baccus Elementary School
901 NE Loop 567
Granbury, Texas 76048

The site will serve as:

- A temporary evacuation destination
- A supervised holding location
- A structured parent/guardian reunification site

Final reunification procedures shall follow Camp Crucis's established reunification protocol.

DRAFT

3. Activation Authority

A. Camp Crucis Authorized Representatives

The following individual(s) are authorized to initiate activation of emergency transportation under this Agreement:

- Dick Yarger, Chairman, Camp Crucis Board of Managers
  Cell Phone: 817-821-3037
  E-mail: dyarger@campcrucis.org
- Secondary Contact (Backup):
  Name:
  Phone:
- Third contact (Backup):
  Name:
  Phone:
- Fourth Contact
  Name:
  Phone:

Anyone of the above representatives may initiate activation.

B. Granbury ISD Activation Contact

Emergency transportation shall be requested by contacting:

- Primary Contact (Transportation Director):
  Name:
  Cell Phone:
- Secondary Contact (Backup):
  Name:
  Phone:
- Third contact (Backup):
  Name:
  Phone:
- Fourth Contact
  Name:
  Phone:

4. Activation Triggers

Activation may occur under two circumstances:

A. Immediate Emergency Evacuation

When an imminent threat requires evacuation within a short time frame (generally less than 60 minutes), Camp Crucis will:

DRAFT

- Call the Granbury ISD primary contact immediately
- Provide estimated number of campers and staff
- Provide estimated timeframe for transport
- Confirm staging location for buses

Granbury ISD will dispatch available buses and drivers as operationally feasible.

B. Severe Weather / Storm On-Call Notification

If forecasted severe weather or storm activity indicates potential need for evacuation, Camp Crucis will:

- Notify Granbury ISD that the camp is on "On-Call Evacuation Status"
- Provide projected timeline of potential activation
- Provide estimated number of individuals requiring transport

This notification does not require immediate dispatch but places Granbury ISD on standby in the event full evacuation is required.

5. Responsibilities During Activation

Camp Crucis Responsibilities:

- Provide supervision for all campers during loading, transport, and unloading
- Maintain attendance accountability logs
- Notify parents/guardians of relocation
- Implement reunification procedures
- Cover agreed transportation costs unless otherwise arranged

Granbury ISD Responsibilities:

- Provide available buses and qualified drivers
- Ensure vehicles meet safety standards
- Coordinate staging and arrival instructions

6. Communication Protocol

During activation:

- One Camp Crucis representative will serve as Incident Lead.
- One Granbury ISD representative will serve as Transportation Lead.
- Communication shall occur via direct cell phone contact.
- Text confirmation of dispatch time and estimated arrival will be provided when possible.

DRAFT

GRANBURY ISD

For:	**Board of Trustees**
Date:	**May 18, 2026**
Action:	**Consent**

TO: Board of Trustees
From: Dr. Courtney Morawski
RE: 2026-2027 MOU with Upbring Head Start

SUMMARY:

This is an annual agreement with the Head Start program at Emma Roberson Early Learning Center. The Upbring HeadStart Service is a valuable partnership for our pre-kindergarten children, providing additional educational opportunities for our students, families, teachers and district.

Upbring Head Start provides student services, family support services, technical assistance and professional staff development opportunities to Granbury ISD.

RECOMMENDATION:

It is recommended that the Board approve the 2026-2027 MOU with Upbring Head Start.

Respectfully,

Dr. Courtney Morawski
Superintendent

Upbring Head Start

Granbury Independent School District - SFW

2026-2027

Service Abstract

Upbring Head Start will provide student services, family support services, technical assistance, and professional staff development opportunities to districts as described in this agreement. The delivery of these services is contingent upon sufficient funds from the Head Start grant.

Direct student services will be provided to pre-kindergarten children who qualify for Head Start services. Direct student services are available through health/safety, mental wellness, nutrition, disabilities, education, and transportation.

Family support services will be provided to eligible Head Start families based on need. These services are available through the program governance, family and community partnerships, education, health, safety, mental wellness, disabilities, nutrition, and transportation service areas.

Professional staff development and technical assistance services will include but are not limited to, fulfilling federal requirements for Head Start and providing on-site technical assistance for Head Start teachers, aides, campus administrators, and other necessary support staff and family services associates.

Professional staff development and technical assistance are available through administrative, education, family, and community partnerships, program governance, mental wellness, disabilities, nutrition, health, safety, and transportation service areas.

The partnership with the Independent School District (ISD) as codified in this agreement is such that the ISD is a contractor to Upbring Head Start to carry out the classroom-related programmatic responsibilities and requirements set forth by the Office of Head Start.

This agreement will be in effect for the 2026-2027 school year. Subsequent agreements may be negotiated yearly if the services agreed upon require amendments.

UPBRING HEAD START
Granbury Independent School District

This agreement is entered into by and between Upbring Head Start (hereinafter referred to as "Upbring Head Start") and Granbury Independent School District (from now on referred to as "Contractor"), both of which may be referred to herein collectively as the "Parties." The Parties hereto agree to the contract provisions detailed below.

ISD Initial _____

Upbring Head Start Initial _____

Upbring
Head Start
Preschool

TERM

Unless sooner terminated in accordance with the provisions of this Agreement, the term of this Agreement shall commence on August 1, 2026. It shall remain in effect for one year, terminating on July 31, 2027; at this time, parties may elect to renew or renegotiate for the following year by May of the expiring year. Financial Agreement(s) term may differ in accordance with grant funding through the Administration for Children and Families – Office of Head Start (ACF-OHS).

PROVISIONS AND ASSURANCES

1. As used in these Provisions and Assurances,

   a. **Contract** means the entire document, whatever its name or form, of which these Provisions and Assurances and other attachments and schedule, including, but not limited to, Amendment Request, Capital Outlay Request, Budget Summary, and the Final Expenditure Report.

   b. **Contract Project** means the purpose intended to be achieved through the Contract of which these Provisions and Assurances are a part.

   c. Roles and Responsibilities of the Contractor

   d. Roles and Responsibilities of Upbring Head Start

   e. Financial

   f. Invoicing Supporting Documentation

   g. Standards of Conduct

2. This Contract is executed by Upbring Head Start and Contractor subject to the availability of funds appropriated by the legislative act for the purposes stated. All amendments and/or extensions or subsequent contracts entered into for the same or continued purposes are executed contingent upon the availability of appropriated funds. Notwithstanding any other provision in this Contract or any other document, this Contract may be terminated by Upbring Head Start and the Contractor at any time with sixty (60) days written notice. Expenditures and/or activities for which the Contractor may claim reimbursement shall not be accrued or claimed subsequent to receipt of such notice from Upbring Head Start beyond the last day of service. This Contract may be extended or otherwise amended only through formal written amendment properly executed by both Upbring Head Start and Contractor. No other written or oral agreement purporting to alter or amend this contract shall be valid.

3. Notwithstanding the foregoing, the Contractor shall, to the extent necessary to provide legally required student services related to this agreement, be permitted to procure educational services providers for that purpose without violating this agreement.

4. All encumbrances, accounts payable, and expenditures shall occur between this Contract's beginning and ending dates. If terminated early, it shall not exceed beyond the last day of

ISD Initial _____

Upbring Head Start Initial _____

service. All goods must have been received and all services rendered during the Contract period for the Contractor to recover funds due. In no manner shall encumbrances be considered or reflected as accounts payable or expenditures.

5. Contractor agrees that this is a cost reimbursement Contract, and that Upbring Head Start's liability hereunder is limited in making reimbursements for allowable costs incurred as a direct result of services provided by the Contractor in accordance with the terms of this Contract. Allowable costs are defined as necessary, reasonable, and allowable under applicable federal, state, and local law, including but not limited to those laws referenced in this Contract, for the proper administration and performance of the services to be provided under an agreement. All requested reimbursed costs must be consistent with the terms and provisions of the items described in this Contract.

6. Contractor shall maintain its records and accounts to ensure a full accounting for all funds received and expended by the Contractor in connection with the Contract Project. These records and accounts shall be retained by Contractor and made available for programmatic or financial audit by Upbring Head Start and by others authorized by law or regulation to make such an audit, for a period of not less than five (5) years from the latter or the date of completion of the Contract Project, or the date of the receipt by Upbring Head Start of Contractor's final claim for payment, or final expenditure report in connection with this Contract or, if an audit has announced, the records shall be retained until such audit has been completed. The contractor will furnish Upbring Head Start with a copy of the annual audited financial report for this grant period.

7. All materials, conceptions, and products produced or conceived by the Contractor, its employees, agents, consultants, or subcontractors arising out of the Contract Project shall be the shared property of Upbring Head Start and the Contractor. Neither shall have the exclusive right to copyright and patent these materials, conceptions, and products subject to applicable law. Before either party copyright or patent, the other shall obtain, in writing, consent.

8. If this Contract is canceled, terminated, or suspended by Upbring Head Start before its expiration date, the monetary value of services properly performed by the Contractor pursuant to this Contract shall be determined in collaboration with the Contractor and Upbring Head Start and paid to Contractor in accordance with the Texas Prompt Payment Act. Expenditures and/or activities for which the Contractor may claim reimbursement shall not be accrued or claimed after receipt of such notice from Upbring Head Start beyond the last day of service as stated above.

9. If Upbring Head Start determines that it has made an overpayment to the Contractor, Upbring Head Start shall, within 30 days of the date Upbring Head Start learns of the overpayment, notify Contractor that an overpayment has been made. Upbring Head Start shall write a brief statement stating why it believes an overpayment has been made and the amount it believes to have been overpaid. The contractor shall have 14 days to review Upbring Head Start's statement. The contractor shall notify Upbring Head Start if it agrees or disagrees with the claim for the

ISD Initial _____

Upbring Head Start Initial _____

overpayment. If the Contractor agrees that an overpayment has been made, then the Contractor shall return the overpayment to Upbring Head Start within 30 days of the date Contractor makes the determination. Suppose the Contractor determines that an overpayment has not been made or that the overpayment amount is less than that identified by Upbring Head Start. In that case, the Contractor shall notify Upbring Head Start that the Contractor is withholding the disputed amount and identify the amount the Contractor intends to return to Upbring Head Start. If the Contractor determines that a partial overpayment has been made, the Contractor shall return the overpayment amount to Upbring Head Start. Upbring Head Start may seek to recover any disputed amount in accordance with applicable state and federal law. Claims for overpayments must be submitted by Upbring Head Start before the last day of instruction of the school year in which the disputed funds were paid to the Contractor. All claims for overpayments occurring within 60 days of the last day of instruction must be submitted within 45 days of the last date of instruction. Untimely claims for overpayments are deemed waived by Upbring Head Start.

10. In the event of loss, damage, or destruction of any property, excluding normal wear and tear or attributable to an event of Force Majeure, owned by Upbring Head Start while in the custody or control of Contractor, its employees, agents, consultants or subcontractors, whether the property is developed or purchased by Contractor pursuant to this Contract utilizing Head Start funds or is provided by Upbring Head Start to Contractor for use in the Contract Project, Contractor, and Upbring Head Start shall negotiate a replacement.

11. The terms, conditions, and assurances stated in the Head Start funding application request, in response to which Upbring Head Start submitted this application, are incorporated herein by reference for all purposes.

12. Federal regulations that apply to the Contract and/or Grant.

    - Local Education Agency (LEA): 45 CFR Part 74, and OMB Circulars A-87 and A-128.
    - U.S. Department of Health and Human Services Office of Human Development Services Discretionary Grants Administration Manual.
    - Performance Standards for the operation of the Head Start Program Performance Standards as they are stated in 45 CFR Chapter XIII, September 2016.

13. For federally funded projects and personnel whose salaries are prorated between or among different funding sources, Time and Effort records will be maintained by the Contractor, confirming the services provided within each funding source. The contractor will utilize Time and Effort records to complete Semi-Annual Certification to be submitted to Upbring Head Start, no less than semi-annually.

14. If the Contractor purchases capital outlay (furniture and/or equipment) to accomplish the objective(s) of the project, for recording and insurance purposes, title remains in the Contractor's name. However, suppose the Contractor is provided Head Start funds. In that case, the Contractor acknowledges that Upbring Head Start retains a federal interest in such property

ISD Initial _____

Upbring Head Start Initial _____

and that such property cannot be disposed of without prior approval from Upbring Head Start and federal Head Start authorities. Upbring Head Start reserves the right to transfer capital outlay items for Contract non-compliance during the Contract period or as needed after the Contract's ending date. This provision applies to all federal interest furniture and/or equipment regardless of unit price and how the item is classified in Contractor's accounting record.

15. Contractor shall submit by email to Kelly Reams- Kelly.Reams@upbring.org time and effort reports, expenditure reports, and invoices by the 10th of each month, along with Invoice Supporting Documentation. Documentation will be reconciled with daily attendance as submitted into the data system. Upbring Head Start agrees to a reimbursement term of 30 days. Expenditure reports shall reflect the expenditures made during the preceding calendar month. When the 10th day of a month falls on a weekend or day on which the Contractor's central office is closed, the expenditure report shall be due the next business day after the Contractor's administrative offices reopen.

16. Contractor agrees to make its records pertaining to this grant available to Upbring Head Start or its agent upon request by Upbring Head Start for review to determine compliance with the grant requirements. When requested, the contractor will furnish Upbring Head Start with a copy of its annual audited Financial Report for this grant's period.

17. Applicable to programs funded under the Elementary and Secondary Education Act, as amended: The Contractor assures it complies with Section 37.007(d) of the Texas Education Code, which requires the expulsion of a student who brings a firearm as defined by the 18 U.S.C. Section 2891 to school [P.L. 103- 382, Section 14601(d)(l)]. In addition, the applicant certifies that the Contractor has a policy requiring referral to the criminal justice or juvenile delinquency system of any student who brings a firearm or weapon to school [P.L. 103-385, Section 14602{a)].

18. Costs and third-party non-federal share contributions counting towards satisfying a cost-sharing or matching requirement must be verifiable from the records of Upbring Head Start or a cost-type contractor. These records will include how the value placed on third-party in-kind contributions was derived. For personnel costs, documentation regarding how the organization supports the allocation of regular personnel costs, 45 CFR-Part 92.24 must be maintained and available upon request. Note: any personnel cost must be covered with time and effort documentation, OMB Circular A-87.

19. Contractor shall implement procedures for managing equipment, whether acquired in whole or in part, with grant funds until disposition takes place and that, as a minimum, meet management requirements stated in 45 CFR-92.32.

20. Contractor shall fully comply with the property and equipment requirements of 45 CFR Part 74, including but not limited to Sections 74.30 through 74.37 and 74.45.

    a. Insurance Coverage

ISD Initial _____

Upbring Head Start Initial _____

b. Real Property
c. Federally owned and exempt property
d. Equipment
e. Supplies
f. Intangible property
g. Property trust relationship

21. Contractor shall seek and obtain Upbring Head Start's prior written approval; such approval shall not be unreasonably withheld before implementing any proposed expenditure which, by applicable federal rules and policies, would require prior approval to be obtained from the U.S. Department of Health and Human Services (HHS).

22. Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any state or federal program. The contractor shall provide immediate written notice to Upbring Head Start, in accordance with the notice requirements of Article XXVI herein, if, at any time during the term of the Contract, including any renewals thereof, Contractor learns that its certification was erroneous when made or have become erroneous because of changed circumstances.

23. To hear and resolve concerns or complaints in a timely manner and at the lowest administrative level possible, Upbring Head Start and Contractor will utilize program implementation POCs to resolve any grievance issue. When grievances cannot be resolved at this level, they will be escalated to each respective party's chain of command and contract negotiation POCs for further action. When grievances still cannot be resolved at these levels, involving the School Board and/or Upbring Head Start Executive Board may become necessary.

24. Contractor agrees to provide certified teachers and qualified teacher assistants in accordance with Contractor's policies and procedures. The contractor will be responsible for hiring and terminating its employees according to their legal procedures and obligations. The contractor shall act according to State and Federal Law pertaining to allegations of abuse or neglect. It shall communicate with Upbring Head Start and the Office of Head Start to the extent permitted by law results of the Contractor's investigations of claims of abuse or neglect.

25. Contractor agrees to collaborate and participate in the Upbring Head Start Program. The contractor certifies that the person signing this contract has properly delegated this authority.

26. All information, including personally identifiable information concerning a student exchanged between the Contractor and Upbring Head Start, will be considered confidential. Sharing of any confidential information between the parties to this agreement does not serve to waive or affect the confidential nature of the information for purposes of state or federal law. The Parties agree to maintain the confidentiality of information they generate, maintain or exchange related to the Head Start Program and its students to the extent permitted by law.

GENERAL PROVISIONS

ISD Initial _____
Upbring Head Start Initial _____

1. Governmental Immunity. Nothing in this Agreement shall be deemed to waive, modify, or amend any legal defense available at law or in equity to either party or to create any legal rights or claim on behalf of any third party. The district does not waive, modify, or alter, to any extent, the availability of the defense of governmental immunity under the laws of the State of Texas. No provision of this Agreement is consent to suit.

2. Approvals or Consents. Whenever this Agreement requires or permits approvals or consents to be hereafter given by any party hereto, the parties agree that such approval or consent shall not be unreasonably withheld. Such approval or consent shall be given in writing and effective without regard to whether given before the time required herein.

3. Governing Law. The laws of the state in which the LEA is located shall govern this Agreement, and the venue for any dispute hereunder shall be within the counties served by the LEA.

4. Entire Agreement. This Agreement and its authorizing exhibits constitute the final and entire agreement between the parties hereto and contain all the terms and conditions agreed upon. No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the parties hereto, unless same be in writing, dated after the date hereto, and duly executed by the parties.

5. Any notice required or permitted under this MOU shall be deemed sufficiently given or served if sent by E-mail or by United States certified mail, return receipt requested, addressed as follows:

Upbring Head Start:	Granbury ISD:
Dr. Andrew Benscoter	Dr. Courtney Morawski
Chief Knowledge Officer	Superintendent
8305 Cross Park Dr.	91217 N. Jones St.
Austin, Texas 78754	Granbury, Texas 76048
Andrew.Benscoter@upbring.org	courtney.morawski@granburyisd.org

Upbring Head Start and Contractor shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

ROLES & RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall operate the Head Start Program according to the local program guidelines, Head Start Act (42USC9801 et. sq.) and Head Start Performance Standards and other Administration for Children & Families (ACF) regulations as codified within Chapter 45 of the Code of Federal Regulations (CFR) Parts 1301 - 1305, and will follow Upbring Head Start protocols delineating the methodology for implementation of said standards including, but not limited to the following:

ISD Initial _____

Upbring Head Start Initial _____

1. Adhere to all Head Start regulations, and monitor based on these regulations. Upbring Head Start will provide updates via email as changes occur. Regulations will be updated and/or added throughout the school year, as necessary and in compliance with the Office of Head Start. 1302.100

2. Provide written documentation to Upbring Head Start as needed and requested to fulfill fiscal and programmatic requirements. (Part 1303)

3. Track district non-federal share in-kind to the Head Start Program and report a minimum of $150,000 for the current funding year. (Part 1303.4)

4. Mandate that all staff members who work with Head Start children must be familiar with state and local laws and regulations regarding prevention, identification, and reporting of child abuse or neglect and are legally obligated to report suspected child abuse or neglect to the appropriate state agency. Notify Upbring Head Start and permit the appropriate Upbring Head Start staff to assist and follow up on-site with child abuse and neglect reports and documentation. Upon request, Upbring Head Start will be provided with contractor child abuse training documentation to ensure compliance. 1302.92(b)(2)

5. The contractor will use a scientifically valid, research-based curriculum aligned with the Head Start Early Learning Outcomes Framework: Ages Birth to Five. 1302.32

6. Require Head Start teachers to complete a Social Emotional and Early Development screener within 45 calendar days of the child entering the Head Start program in all Head Start classrooms and provide supporting documents to the Upbring Head Start Education Coach. Social Emotional and Early Developmental rescreen will be administered between the 20th and 45th day of the child's first school day. 1302.33(a)(1)

7. Require teachers to conduct at least two home visits for each family per school year. When feasible, one home visit should be completed before the start of the school year to engage the parents in the child's learning and development. All Contractor teachers will be accompanied by a family advocate or a designated staff at every required home visit. Teachers must make prior arrangements with the family advocate (or designated staff) to ensure enough notice to accommodate both staff and parents' schedules. If necessary, this visit must take place at another safe location that affords privacy at the parent's request or if the visit at home presents significant safety hazards for staff. The first home visit will be conducted before the child's first day of school but no later than 30 days from the child's first day. The second home visit will be completed by the end of May to discuss the third End of Year Progress results. 1302.44(1)(b)

8. Teachers hold parent/teacher conferences, as needed, but no less than two times per program year, to enhance the knowledge and understanding of both staff and parents of the child's educational and developmental progress and activities in the program. The first parent/teacher

ISD Initial _____

Upbring Head Start Initial _____

conference will be completed in November to review accompanying the completed forms that must be made available upon request - Social Emotional and Early Development screener results, Ongoing Progress Monitoring Assessment results, and Contractor report card. The second parent/teacher conference will be completed in the month of February to discuss the second checkpoint and Contractor report card. (Depending on when the Contractor starts school, dates may vary.) 1302.44(1)(b), 1302.34(b)(7), and 1302.24(b)(3)

9. Coordinate with Upbring Education staff to provide computer repair support for Upbring Head Start classroom equipment. 1302.31(d)

10. Submit documentation to Upbring Head Start for Contractor staff travel expenses to attend Head Start required activities, such as home visits and professional staff development. All expenses are subject to GSA federal per diem rate and will be reimbursed in accordance with the state of Texas mileage rates. An invoicing form will be provided to reimburse expenses incurred, such as mileage, travel meals (when not provided), lodging, training, etc. Forms will be submitted no later than the 10th day of the following month to be reimbursed. 1302.17 (b) (7) and 1303.5(a), Upbring Head Start agrees to a reimbursement term of 30 days.

11. Make available to Head Start a registered nurse or licensed vocational nurse to conduct support services normally provided to students who need medical support and health screenings. If a healthcare provider is not available, the contractor will allow Upbring Head Start staff to contract for screening services. The Contractor will notify Upbring Head Start Family Advocate and parent if a Head Start child is involved in any incidents/accidents during operating hours on the day of the incident/accident. The contractor will utilize an Upbring Head Start-approved form to document the incident/accident and provide a copy to the parent on the day of the incident/accident. 1302.42 and 1302.47(c)

12. Make available to Head Start children a certified school counselor or social worker to conduct support services, normally provided for children who require additional support. Make referrals to Upbring Head Start or mental health entities for mental health evaluations. The contractor will coordinate with the Upbring Head Start Mental Health Director and Upbring Special Programs Director to provide Upbring Head Start staff with completed Individual Education Plans and Behavior Improvement Plans. The contractor will involve Upbring Head Start personnel (via invite through the Head Start Special Program Specialist for participation in all Admission Review Dismissal (ARD) and 504 meetings for Head Start children. If indicated on the child's IEP, as the LEA, the Contractor or Co-op will meet the "one on-one" supports as stated. 1302.45

13. Contractor is responsible for providing meals and snacks to all Head Start students at no cost. Family-style meals are required at least one meal or snack a day. Snacks and mealtimes must be structured and used as learning opportunities that support teaching staff-child interactions and foster communication and conversations that contribute to a child's learning, development,

ISD Initial _____

Upbring Head Start Initial _____

and socialization. Programs are encouraged to meet this requirement with family-style meals when developmentally appropriate. A program must also provide sufficient time for children to eat, not use food as a reward or punishment, and not force children to finish their food. Specifically, a program must: Ensure each child in a program that operates for fewer than six hours per day receives meals and snacks that provide one-third to one-half of the child's daily nutritional needs; Ensure each child in a program that operates for six hours or more per day receives meals and snacks that provide one-half to two-thirds of the child's daily nutritional needs, depending upon the length of the program day; Serve three- to five-year-old meals and snacks that conform to USDA requirements in 7 CFR parts 210, 220, and 226, and are high in nutrients and low in fat, sugar, and salt. 1302.31 (e)(2)

14. Ensure that staff uses positive methods of child guidance. Practices that involve corporal punishment, emotional or physical abuse, humiliation, and expulsion are prohibited. Head Start standards strictly prohibit corporal punishment. The contractor must severely limit the use of suspension or modified days due to a child's behavior, and such suspensions may only be temporary. In addition, ensure that methods of discipline do not involve child isolation, using food as punishment or reward, or denying basic needs. All Contractor staff with Head Start children will sign the "Standards of Conduct." The contractor will coordinate with Upbring Head Start staff to address mental health concerns. If suspected abuse/neglect (unsupervised child) occurs, the Contractor principal will immediately remove any suspected Contractor teaching staff from the classroom until an investigation is completed. The Contractor principal will provide other Contractor teaching staff and/or subs that have cleared all background checks to ensure Head Start classroom meets ratios outlined in the HSPPS. 1302.17, 1302.90(c) and 1302.45

15. Require the campus administrator, clerks, and teacher(s) to collaborate with Upbring Head Start Family Advocates and Upbring Head Start management team to achieve comprehensive services, including hearing, vision, heights, weights, resources and referrals, and School Readiness Performance Standards. 1302.42.

16. The campus administrator will provide Family Advocate and/or Education Coach with a workspace and internet access conducive to providing Family Advocate and families privacy to discuss and complete sensitive documentation. 1303.21, FERPA

17. Permit the Contractor Health Services Advisory Committee (HSAC) to include an Upbring Head Start HSAC representative. 1302.40

18. As per Head Start requirements, Contractor classroom teachers and aides will participate in an initial health examination and TB screenings funded by Upbring Head Start. Provide proof of completion to Upbring Head Start. Maintained records of completion and results of those exams and screenings in employee personnel files. 1302.93

ISD Initial _____

Upbring Head Start Initial _____

19. Teachers will take attendance upon arrival of the child through electronic means provided by Upbring Head Start. If internet capabilities are unavailable during attendance, teachers will manually take attendance on a form provided by Upbring Head Start.

20. Contracting teachers will be responsible for ensuring that children are always kept safe. Teachers are responsible for ensuring children's safety by completing checklists. Upbring Head Start Education Coach and teacher will review checklists every week. Teachers must report any environmental health and safety concerns immediately to their principal, who will, in turn, report concerns immediately to the Upbring Head Start Regional Director. 1302.47

    a. At least 35 square feet of available usable indoor space and 75 square feet of usable outdoor space per child. This footage excludes bathrooms, halls, kitchens, staff rooms, and storage places. 1302.31(d) and 1302.21(d)(2)

    b. ISD teachers will maintain all classrooms in accordance with the Office of Head Start standards.

    c. The contractor will be responsible for repairing any environmental health and safety issues immediately and have alternate plans. If a repair takes more than one day, the principal or his/her designee will inform the Upbring Head Start Regional Director. The principal will immediately determine the necessary action to fix the issue and share the alternate plan with the Head Start Regional Director. The contractor will maintain records of all work orders and repairs throughout the school year and provide copies to Upbring Head Start upon request. 1302.47

21. Transportation: Upbring Head Start does not provide transportation services other than transportation affiliated with activities such as field trips. If the Contractor elects to provide bus transportation services, it is at their discretion and is not covered in this contract.

    a. Upbring Head Start will be submitting a Transportation Waiver to the Office of Head Start for SY 2026-2027. In the event a waiver is not approved, the following steps must be followed per Head Start performance standards. Upon waiver approval, Upbring Head Start will provide a copy of the said waiver to the Contractor.

        i. Contractors must ensure each child is seated in a child restraint system appropriate to the child's age, height, and weight when transporting children on a field trip during Head Start hours. Upbring Head Start will evaluate existing restraint systems or work with the Contractor to procure appropriate restraint systems.

        ii. Contractors will provide a trained bus monitor (Upbring Head Start will provide training). The monitor will have training on child boarding and exiting procedures, how to use child restraint systems, completing required paperwork, how to respond to emergencies, emergency evacuation procedures, child pick-up and release procedures, and how to conduct pre-and post-vehicle checks, Monitors are subject to staff safety requirements in 1302.47(b)(4) including CPR and First Aide.

ISD Initial _____

Upbring Head Start Initial _____

iii. When possible, time on the bus should be limited to a maximum of 1 hour, one way.

iv. Bus driver will perform a bus inspection pre- and post-trip.

v. Driver must have a CDL and have a disclosure by the driver of all moving traffic violations regardless of penalty, a check of the drivers driving record through the appropriate state agency. Driver must have received training and annual refresher training both in the classroom, sufficient to ensure the driver can operate the vehicle in a safe and efficient manner, can safely run a fixed route, can administer first aid in case of injury, and can handle emergency situations including vehicle evacuation, and operating any special equipment. Driver must conduct routine maintenance and safety checks of vehicle and maintain accurate records as necessary.

22. Field Trips: Field trips are considered an extension to the classroom, and as such, the Contractor must adhere to Head Start performance standards and regulations regarding all aspects involved with field trips, including transportation, tie to curriculum, and supervision during field trips. Upbring Head Start will not sponsor field trips. All field trips will be at the expense and responsibility of the Contractor.

    a. Upbring Head Start will not sponsor field trips. All field trips will be at the expense and responsibility of the Contractor.

23. Contractor must coordinate with Upbring Head Start during the application and enrollment process to select and enroll Head Start-eligible children based on Upbring Head Start policies and procedures. Collectively with Upbring Head Start, the program must include specific efforts to actively locate and recruit children, including homeless children and children in foster care. Contractor partners will communicate with Upbring Head Start to identify Head Start and ISD-eligible children. Both parties will work in tandem to ensure families complete dual enrollment. The parties will accept students without discrimination based on gender, race, nationality, disability, economic status, religion, or parental marital status. Priority for all Head Start slots in the classroom will first be given to children returning for a second year of Head Start services. In the event of an open slot, all efforts will be made to replace the children with an eligible child on the Head Start waitlist within 30 days.

24. If an eligible child is not available, Upbring Head Start has the authority to re-evaluate enrollment slots to accommodate family and community needs. Consideration to reallocate slots to other locations will be considered. All available slots will be filled at the discretion of Upbring Head Start. ISDs will collect Head Start eligibility information on students and maintain a list of eligible children to be shared with Upbring Head Start upon request. The contractor will provide Upbring Head Start with all new applications when received. 1302.13 and 1302.15 (a).

ISD Initial _____

Upbring Head Start Initial _____

25. All teaching staff are contracted for a full day and must not leave before the children leave, other than for approved leave, in which case the Contractor must provide coverage for that classroom with qualified personnel. **Each Classroom must always maintain a minimum of two adults for up to 20 children during the school day and must always have a minimum of two qualified adults with children (even if under 20 children).** Teachers will follow the active supervision protocol and ensure knowledge of the number of children present. Teachers must zone and avoid congregating outdoors to ensure all children's safety. During the monthly staff meetings and professional development, teachers will review and discuss active supervision forms and procedures. 1302.21(b)(4)

26. **The contractor is responsible for providing a substitute for any classroom staff when there is an absence.** Compensation for a substitute cannot exceed the maximum allowable budget as outlined. Upbring Head Start will be responsible for compensating the substitute if an absence occurs due to Upbring Head Start business. The Contractor will request reimbursement on the monthly invoice. Contractor substitutes must meet all Head Start staff requirements as per mandate and sign the Upbring Head Start Standard of Conduct. Part 1302.91(e)(2).

27. Provide a Head Start-qualified teacher and a teacher assistant for each Head Start classroom. The contractor must provide documentation verification of credentials upon request to Upbring Head Start. When pursuing a credential, as detailed below, the Contractor must provide transcripts and proof of enrollment into a baccalaureate program. 1302.91 and Sec. 648A Head Start Act, and TEA 29.167-29.171.

    a. Teacher
        i. Head Start teachers in center-based programs must have:
            1. An Associate, Baccalaureate, or advanced degree in early childhood education; or
            2. A Baccalaureate or advanced degree and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children.

    b. Teacher Assistant
        i. Head Start teaching assistants in center-based programs must have:
            1. At least a Child Development Associate Credential.
            2. Be enrolled in a program leading to an Associate or Baccalaureate degree; or
            3. Be enrolled in a Child Development Associate Credential program to be completed within two years; or
            4. Minimum of CDA and obtained within two years of the date of hire or BA or AA degree.

    c. Contractor Teachers, Teacher Assistants, and Substitutes will require the following:
        i. Background check per item 31 below

ISD Initial _____

Upbring Head Start Initial _____

ii. TB test
iii. Training as delineated in item 27 below.

28. Annually, each contracted Head Start teaching staff will participate in Professional Development. The results will be reviewed to identify staff training and professional development needs, assist each staff member in improving his or her skills and professional competencies, and modify staff performance agreements if necessary. 1302.92 and Section 648A (f)

29. All Contractor teaching staff in Head Start classrooms must attend mandatory Head Start training sessions, including policy and procedures, onboarding, in-service training, and ongoing practice-based coaching. Part 1302.91 and 1302.92 Training includes but is not limited to:

    a. On-Boarding: new teaching staff will attend Upbring Head Start On-Boarding, including but not limited to:

        - Upbring Head Start Policy and Procedures
        - Head Start Program Performance Standards
        - ISD Handbook Training
        - Teacher/Teacher Assistant Expectations and Compliance

    b. Attend annual Upbring Head Start In-Service training, including but not limited to:

        - Child Abuse and Neglect
        - Reporting child abuse and neglect
        - Emergency planning for childcare providers
        - Managing common childhood illnesses in the childcare setting
        - Medication administration in a childcare setting
        - Keeping children safe from hazards
        - Transporting children safely
        - Upbring Head Start Protocols
        - Upbring Head Start Standards of Conduct

    c. Practice-Based Coaching, teachers will attend monthly professional training.

    d. Teachers will actively participate in their Professional Development Plan supported by ongoing coaching and mentoring by Education Coach.

    e. The contractor will provide Upbring Head Start Regional Director with agendas, certificates, and sign-in sheets of all training provided to Contractor staff in Head Start classrooms.

ISD Initial _____
Upbring Head Start Initial _____

30. The contractor's designee will coordinate with Upbring Head Start Family Advocate to ensure each Head Start child has had:

    a. the required EPSDT immunizations prior to the start of school
    b. a health history completed within 90 days of the first day of school 1302.42(b)(4)
    c. a growth assessment within 90 days of the first day of school 1302.42(b)(4)
    d. a vision test within 45 days of the first day of school 1302.42 (b)(2)
    e. a hearing test within 45 days of the first day of school 1302.42(b)(2)
    f. a speech/language screening within 45 Days of the first day of school 1302.33(a)(1)
    g. a dental exam within 90 days of the first day of school 1302.42(b)(1)(i)
    h. h. a physical examination within 90 days of the first day of school 1302.42(b)(1)(i)
    i. a hemoglobin/hematocrit within 90 days of the first day of school 1302.42(b)(1)(i)
    j. an acceptable blood pressure report within 90 days of the first day of school 1302.42(b)(1)(i)
    k. an acceptable Lead Test within 90 days of the first day of school 1302.42(b)(1)(i)

31. Contractor teaching staff in Head Start classrooms will use the approved Progress Monitoring tools as the child assessment tool to be conducted three times throughout the academic year (BOY, MOY, and EOY). All teachers will document and score all observables in an approved Progress Monitoring system including:

    - Social & Emotional Screener
    - Early Writing Checklist
    - Physical Development and Health
    - Approaches to Learning
    - Speech Production & Sentence Skills
    - Motivation to Read

    a. Teachers will also maintain student portfolios to include student work such as writing samples, cutting samples, and art samples.

    b. Teachers who do not maintain proper documentation will be out of compliance with the contract and not eligible for reimbursement. 1302.33(b).

32. Contractor teaching staff will participate in at least two CLASS observations per calendar year, video recorded for professional development and CLASS feedback, and complete a coaching conference report with the education coach for professional development. 1302.92(c), 1304.11(c) and 1304.16

ISD Initial _____

Upbring Head Start Initial _____

33. Pursuant to Section 648A of the Head Start Act and 1302.90(b), a criminal record check must be conducted on all prospective new hires and current staff, consultants, contractors, and volunteers working with Head Start children. Contractors must provide either proof of completed checks below or information including driver's license, social security number, and basic identifying information on all staff, consultants, contractors, and volunteers before they begin working with Head Start children to allow Upbring Head Start completion of the following checks:

    a. State Criminal History records, including fingerprint check.

    b. Federal Bureau of Investigation Criminal History records, including fingerprint check

    c. Sex Offender Registry check

    d. Child Abuse and Neglect State Registry check

34. Contractors must review the information found in each employment application and complete background check to assess the relevancy of any issue uncovered by the complete background check, including any arrest, pending criminal charge, or conviction, and must use Child Care and Development Fund (CCDF) disqualification factors described in 42 U.S.C. 9858f(c)(1)(D) and 42 U.S.C. 9858f(h)(1) or tribal disqualifications factors to determine whether the prospective employee can be hired or the current employee must be terminated.

35. Upbring Head Start must conduct the complete background check for each employee, consultant, or contractor at least once every five years, which must include each of the four checks listed above, and review and make employment decisions based on the information as described in paragraph 1302.90 (b)(3) unless the program can demonstrate to the responsible HHS official that it has a more stringent system in place that will ensure child safety. The contractor will provide information to Upbring Head Start to conduct the necessary background checks.

36. Contractor Education Department will coordinate and collaborate with Upbring Head Start Education team to ensure seamless services, including but not limited to; behavior management, classroom management, assessments and data, transitions in and out of the program, and ensuring Head Start Policies and Procedures are carried out in the classroom. 1302.91(a), 1302.92(b), and 1302.92(c).

37. Contractor will participate in and comply with all federal monitoring visits. Upbring Head Start will conduct regular announced and unannounced monitoring visits. 1302.100.

38. Contractor staff will foster relationships with families served and share concerns or unmet needs with Family Services staff.

ISD Initial _____

Upbring Head Start Initial _____

39. New contractors must complete and submit a TXHHSC Educational Facility – Request for Exemption from Regulation under 40 TAC 745.119 form. This is a one-time submission. Upbring Head Start will assist upon request. A copy of the exemption must be provided to Upbring Head Start.

40. If permitted by state law, the Contractor will provide Upbring Head Start with notice if a Head Start child becomes the subject of a report of abuse or neglect or if the child sustains an injury requiring medical treatment. If permitted under state and federal law, the Contractor will provide Upbring Head Start with notice of the outcome of an investigation once the Contractor has concluded the investigation. If the nature of the allegation and investigation is such that another agency takes over the investigation, then Upbring Head Start shall communicate directly with that agency to obtain the investigation results. If the results of an outside agency's investigation are shared with Contractor, Contractor shall, if allowed by law, notify Upbring Head Start of the agency's determination regarding the allegation(s).

41. Contractor must confirm with Upbring Head Start before employment of personnel whose positions will be funded by Upbring Head Start that the person proposed for employment meets the minimum Qualification and Competency standards required by the regulations governing the reimbursement funding for the position. The contractor shall have the sole authority to make hiring decisions for personnel employed by the Contractor. If it becomes necessary for the contractor to hire an employee for an open position related to this collaboration, Upbring Head Start will be invited to participate in the interviews. 1302.91 Staff Qualifications and Competency Requirements.

42. If a teacher, teacher assistant, or staff member cannot be recruited and all measures to find a qualified person to be in the Head Start Classroom have been exhausted, the ISD partner may hire and place the person on a professional development growth plan with stipulations that the required qualifications must be completed within an established time frame. Professional Development Growth Plan must be turned in to Upbring Head Start to submit for a waiver with the Office of Head Start for approval.

43. Contractor shall work with Upbring Head Start to support successful kindergarten transitions by using evidence-based transition practices throughout the year. 1302.71

44. Contractor will be responsible for all non-classroom related supplies and expenses and janitorial services covered within this agreement.

ROLES AND RESPONSIBILITIES OF UPBRING HEAD START

Upbring Head Start shall serve as fiscal agent for the Head Start Program review for compliance with all program requirements. Upbring Head Start will provide training and technical assistance

ISD Initial _____

Upbring Head Start Initial _____

to school district partners regarding compliance with Upbring Head Start program guidelines, Head Start Performance Standards, and other Administration for Children & Families (ACF) regulations as codified within Chapter 45 of the Code of Federal Regulations (CFR) Parts 1302, including, but not limited to the following:

1. Upbring Head Start will conduct two CLASS™ observations in Head Start classrooms and will provide feedback to the teacher and, if appropriate, the school administrator. Upbring Head Start Education Coaches will provide additional support through practice-based coaching in specific areas of concern in CLASS observations. 641A(c)(2)(f), 1304.11(c), and 1302.92(c)

2. Upbring Head Start Leadership Team will share the Program Information Report (PIR) annually and relevant applicable data upon request. 642(d)(2)

3. Provide a blanket policy of student accident insurance for Head Start children during the hours of school that complies with all federal regulations and requirements of Head Start and any state law or regulations. 1303.12

4. Work with families of Head Start children to ensure they receive their annual physical and dental checkups or Upbring Head Start will obtain a refusal by the 90th day of the child's first date of school attendance. 1302.42(b)(1)(i)

5. Ensure partners are utilizing a Texas-approved, comprehensive educational curriculum for use in the three-year-old program (when applicable) as well as the four-year-old program, with both programs integrating Head Start Performance Standards and Texas pre-kindergarten curriculum guidelines. 1302.32

6. Reimburse the Contractor's staff for travel expenses to attend Head Start required activities, such as home visits and professional staff development, upon receipt of appropriate documentation. Mileage will be reimbursed at the state rate and through ISD invoicing only. Any expenses incurred must have an original receipt for full reimbursement. Upbring Head Start agrees to reimbursement terms of 30 days. 1304.21 and 1304.52

7. Provide a Mental Health Professional to review Social Emotional, and Early Development results and make referrals for additional mental health support. 1302.33(a)(1)

8. Provide parent education and staff training in the service areas of education, mental wellness, disabilities, nutrition, health/safety, parent involvement, social services, and transportation safety. 1302.53(a)(2)(v)

9. Identify and network with community resources to assist families. 1302.53(a)(2)

10. Establish an appropriate Executive Board, Policy Council, Parent Committee, Health Services Advisory Committees, and any appropriate subcommittee according to program requirements. 1301

ISD Initial _____

Upbring Head Start Initial _____

11. Communicate program information promptly to all interested parties, including district administrators, staff, program families, Policy Council, Parent and subcommittee groups, Upbring Head Start Governing Board, and Executive Staff. 642(d)(2)

12. Conduct an annual, program-wide, Self-Assessment, and Quality Improvement Plan, review, and update the Community Assessment if any significant changes have occurred within the community. Implement systematic program changes called for by the Quality Improvement Plan. 1302.11 and 1302.102(b)(2)

13. Provide on-site programmatic support and promote best practices to classroom teachers and aides, family services specialists, campus administrator(s), business office manager, school nurse, school counselor, food service staff, transportation staff, special education staff, and any other staff who support the Head Start Program. 1302.91(a) and 1302.92(c)

14. Participate in ARD 504 meetings and assist with coordinating and providing comprehensive services for families and children with identified needs at the child's home district. 1302.45

15. Maintain the security and confidentiality of all records of children and their families, including but not limited to compliance with Family Educational Rights and Privacy Act (FERPA) requirements. 1303.20

16. New Hire - On-boarding - Before a teacher/teacher assistant and substitute is placed in the Head Start classroom, Upbring Head Start will provide new hire onboarding, including teacher expectations, ISD Handbook training, and Head Start Program Performance Standards and compliance.

17. Prior to the commencement of the school year, Upbring Head Start will provide mandatory training at in-service. Additional training will be provided as Upbring Head Start deems necessary. Training will be provided for contractor Head Start staff in the service areas of education, mental wellness, disabilities, nutrition, health, safety, parent involvement, and social services. Upbring Head Start will communicate all professional development requirements and dates as early as possible. 1302.91(a) and 1302.92

18. Designated staff will provide appropriate family partnership services. 1302.91(e)(7)

19. Provide reimbursement of staff physical exams and TB screening tests only through Upbring Head Start invoicing process. The contractor staff will need to provide an original receipt. 1302.93

20. Purchase classroom supplies and materials to fulfill program requirements, up to $1,500 per classroom. Non-classroom-related expenses are not covered. Inventory and account for all Upbring Head Start materials in accordance with all federal requirements. 1304.51

21. Upbring Head Start will cover the cost of rent and lawn services of satellite campuses; janitorial expenses will not be covered.

ISD Initial _____

Upbring Head Start Initial _____

22. Provide vehicle and pedestrian safety training for all Head Start children and parents as required by Head Start Performance Standards. 1302.46(b)(v)

23. Upbring Head Start will conduct regular announced and unannounced monitoring visits to ensure continuous improvement for achieving program goals that ensure child safety and delivery of effective, high-quality program services. 1302.100

24. Designated Upbring Head Start staff will provide training on Head Start Policies and, Procedures and monitor based on these policies and procedures. Upbring Head Start will provide updates via email as changes occur. 1302.100

25. Upbring Head Start Education Staff will assist in classroom setup; provide approved materials to ensure the classroom is conducive to learning. Education Coaches will complete classroom environment checklists prior to the first day of school. 1302.31 (c) and (d)

26. Upbring Head Start will provide and assist in completing the application for prospective Head Start parents. Upbring Head Start will participate in the selection of Head Start children based on the selection criteria. 1302.12 and 1302.14

27. Upbring Head Start will have responsibility for completing and submitting all required incident reports to the Office of Head Start. Upbring Head Start leadership will actively participate in the investigation and outcomes regarding any incident involving a Head Start child.

28. Education Services leadership will participate in the interview process to select personnel working in funded Head Start positions.

29. Upbring Head Start will provide, upon request, consultation, clarification, and subject matter expertise regarding all Head Start standards and the Head Start Act.

30. Upbring Head Start will provide an Education Coach for the classrooms. The coach will be or become CLASS reliable and provide ongoing coaching services for the teachers and teacher assistants. The Education Coach and/or Education Coordinator will go through T-TESS training.

School Fiscal Year: September 1, 2026, through August 31, 2027.
Grant Year: April 1, 2026, through March 31, 2027.

Total Award Amount: Not to Exceed: **$347,908**

Campus: 8 Teachers - ISD Teacher up to 50% of salary and not exceed $184,106 per year; **8 Teacher Aides** - ISD Teacher Aide up to 100% of salary and not to exceed $151,801 per year; **138 Head Start Students** Teachers and aides to provide services to up to (138) Head Start eligible three and four years of age students for a **full day; teachers must not depart (other than scheduled approved leave) before children's departure.** An administrator must be present when children

ISD Initial _____

Upbring Head Start Initial _____

and staff are present at the location. Granbury ISD classroom allotted slots will be maintained at **122** HS students.

The contractor will notify Upbring Head Start of any change in teacher or aide assigned to the Contract and any change in salary. The contractor will work collaboratively with Upbring Head Start to maintain 100% Head Start enrollment per class; if Head Start enrollment drops below 100%, the Contractor's pay allocation will be adjusted in accordance with the number of students per classroom as submitted in supporting documentation with monthly invoices and as reconciled with daily attendance submitted into the data system. If 100% of slots cannot be maintained, slots will be allocated to a center with an eligible waitlist.

The reimbursements to the Contractor shall not exceed the total award amount for the Program year.

Funds Flow:

- Federal law requires that a recipient has no more than three (3) days' operations cash on hand; therefore, funds will flow on a monthly reimbursement basis.

Financial Reporting Requirements:

- Invoices and time and effort reports are due monthly by the 10th of each month. The contractor must include reimbursable amounts, supporting documentation per contract, and non-federal shares for payment to be processed.
- Final Expenditure Report is due no later than 30 days after the last service date.

Carryover of funds:

- Carryover of funds from one fiscal year to another is not allowed.

Unobligated Funds:

- Any unobligated funds will not be allowed for purposes other than those stated within this contract.

EXECUTED and **AGREED** to as of the dates indicated below.

Upbring Head Start	**Contractor**
_____	_____
Signature	Signature
Dr. Andrew Benscoter,	Dr. Courtney Morawski
Chief Knowledge Officer	Superintendent
Date: _____	Date: _____

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

TEACHING & LEARNING DEPARTMENT

TO: Dr. Courtney Morawski, Superintendent	**FROM**: Stacie Brown **DATE**: May 18, 2026 **RE**: Use of Remaining LASO 3 Grant Funds

Subject: Use of Remaining LASO 3 Grant Funds

Purpose
Approval to allocate remaining LASO 3 grant funds for a one-time stipend recognizing staff who completed the 2025–2026 school year and implemented or supported the implementation of Bluebonnet Math (K–Algebra I).

Background
The LASO 3 grant supports instructional innovation and program implementation in mathematics. During the 2025–2026 school year, GISD teachers, instructional specialists, and Teaching & Learning math coordinators demonstrated significant commitment to the initial implementation of Bluebonnet Math through coaching, professional learning, lesson redesign, and data-driven instructional adjustments.

Proposal
Authorize a $1,200 stipend for each eligible staff from the grant.

Eligible staff include:

- Teachers = To qualify for the $1,200 stipend, teachers must have served as a GISD math teacher of record from August 14, 2025, through May 21, 2026, and plan to return to the district as a math teacher of record for the 2026-27 school year as reported by the campus principal on June 19 , 2026.

- Instructional Specialists and Coordinators = To qualify for the $1,200 stipend, instructional specialists and district math coordinators must have been employed in those roles within GISD during the 2025-26 school year and plan to return to the same roles for the 2026-27 school year as reported by campus principals and the Director of Teaching and Learning on June 19, 2026.

The stipend will be issued on the August 15, 2026 payroll, ensuring continued service and program continuity.

All LASO 3 funds must be expended by August 31, 2026, and this payout schedule meets that requirement. Any funds not expended by the end of the grant period must be returned to TEA.

Rationale
This expenditure aligns with LASO 3 grant parameters for personnel incentives supporting instructional innovation and program fidelity. The stipend acknowledges the substantial effort required during year-one implementation and supports retention of staff essential to sustaining the work in 2026–2027.

Recommendation
Approve the use of remaining LASO 3 grant funds to provide a $1,200 stipend to eligible teachers, instructional specialists, and math coordinators, contingent upon their return to GISD for the 2026–2027 school year, with payout on August 15, 2026.

Respectfully submitted,

Stacie Brown
Director of Teaching & Learning Department

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

TEACHING & LEARNING DEPARTMENT

TO: Dr. Courtney Morawski, Superintendent	**FROM**: Stacie Brown **DATE**: May 18, 2026 **RE**: Staff Development Minutes Waiver

Purpose

To request Board approval for the **Staff Development Minutes Waiver** as authorized by the Texas Education Agency. This waiver allows GISD to provide high-quality professional development for staff in lieu of student instruction during the school year.

Background

The Staff Development Minutes Waiver allows districts to use up to **2,100 minutes** of instructional time for professional development on days when students are not in attendance. TEA requires that these minutes be used **only during the instructional year**—not before the first day of school or after the last. The waiver ensures districts can provide focused, high-quality staff development that strengthens instructional practices and supports improved student outcomes.

Proposal

Granbury ISD seeks approval to apply for the **Staff Development Minutes Waiver** for the 2026–2027 school year. The waiver will allow the district to:

- Conduct targeted professional development sessions focused on instructional strategies, curriculum alignment, and student performance improvement.
- Utilize designated professional development days within the instructional calendar for staff training.
- Ensure compliance with TEA requirements regarding the use and timing of waiver minutes.

Rationale

This waiver supports GISD's commitment to continuous improvement and instructional excellence. By dedicating time for staff development, the district can:

- Strengthen teacher capacity and instructional quality.
- Align professional learning with district goals and student achievement priorities.
- Provide equitable access to training across all campuses and departments.

TEA emphasizes that districts should continually seek to provide high-quality staff development that directly impacts student outcomes. Approval of this waiver will enable GISD to meet that expectation while maintaining compliance with state requirements.

Recommendation

Approve the Staff Development Minutes Waiver for the 2026–2027 school year, authorizing Granbury ISD to utilize up to 2,100 waiver minutes for professional development in lieu of student instruction, consistent with TEA guidelines.

Respectfully submitted,

Stacie Brown
Director of Teaching & Learning Department

GRANBURY INDEPENDENT SCHOOL DISTRICT

INTEROFFICE MEMO

TEACHING & LEARNING DEPARTMENT

TO: Dr. Courtney Morawski, Superintendent	**FROM**: Stacie Brown **DATE**: May 18, 2026 **RE**: Upper Level Math Instructional Material Adoptions

Background

Under Texas Education Code Chapter 31 (TEC) §31.1011, Texas Administrative Code Chapter 19 (TAC) §66.104 and corresponding State Board of Education (SBOE) rules, local school boards are responsible for reviewing, adopting, and approving instructional materials for district use.

Granbury ISD began the upper-level math instructional materials review on February 4, 2026 with an after-school committee meeting. Teachers confirmed that only Geometry and Algebra II required selection from multiple HQIM-approved options. They were also informed that Pre-Calculus (McGraw Hill) and Algebraic Reasoning (Cosenza & Associates) each had only one HQIM-approved choice.

Teachers reviewed five vendor options for Geometry and Algebra II and removed Kiddom from consideration based on HQIM scoring. A rubric was drafted, edited by the committee, and finalized the following week.

A second review meeting was held on February 16, 2026, a district workday, allowing all interested teachers to attend during contract hours. Presentations were provided by Agile Mind, Bluebonnet, and Savvas. McGraw Hill presented separately on March 5, 2026, completing the vendor review cycle.

Teachers had an additional week to complete rubric scoring and discuss final recommendations.

All instructional materials under consideration were posted on the GISD website for public review.

Recommendation

Based on rubric evaluations, teacher feedback, and vendor presentations, the adoption committee recommends McGraw Hill as the instructional resource for Geometry and Algebra II.

Action Requested

Approve the adoption of the following upper-level mathematics instructional materials beginning in the 2026–2027 school year:

- **Geometry:** McGraw Hill
- **Algebra II:** McGraw Hill
- **Pre-Calculus:** McGraw Hill (only HQIM-approved option)
- **Algebraic Reasoning:** Cosenza & Associates (only HQIM-approved option)

Respectfully submitted,

Stacie Brown
Director of Teaching & Learning Department

GRANBURY ISD

TO: Granbury ISD Board of Trustees
FROM: Courtney Morawski
DATE: May 11, 2026
SUBJECT: Board Goals

Purpose: To provide the Board of Trustees with an overview of the process used to align the Granbury ISD Strategic Plan to proposed Board goals that will guide district and campus goal development for the 2026–2027 school year and beyond.

Background: In 2023, The Granbury ISD Strategic Plan established the district's long-term priorities and articulated a shared vision for the future of the organization. Through stakeholder engagement, advisory input, and Board collaboration, the district identified four priority areas: Student Achievement, Human Capital, Granbury Culture, Facility & Financial Stewardship.

As part of the next phase of implementation, district leadership worked with the board to translate the strategic priorities into focused Board goals that align efforts from the Boardroom to the classroom, guide improvement planning, and support strategic decision-making.

Proposal: The proposed Board goals are:

- Advance academic achievement and growth for every student.
- Prepare every student for college, career, and/or military success.
- Maintain safe, supportive, and connected learning environments.
- Champion extracurricular involvement that builds character and excellence.
- Recruit, develop, and retain high-quality staff.
- Strengthen student, family, and community partnerships.
- Steward resources responsibly through transparent planning and budgeting.

District departments and campuses will now develop aligned goals and action plans connected directly to the Board's adopted priorities. This creates a cohesive system in which goals align:
Strategic Plan → Board Goals → Supt. Goals → District Goals → Campus Goals → Teacher Goals

This alignment ensures that the daily work of the organization remains connected to the district vision: **"Where every learner is valued, successful, and future-ready."**

Recommended Action: Review and discuss the proposed Board goals and alignment framework for implementation beginning in the 2026–2027 school year.

Respectfully,

Courtney Morawski

Dr. Courtney Morawski
Superintendent of Schools
Granbury ISD

GRANBURY ISD

TO: Granbury ISD Board of Trustees
FROM: Courtney Morawski
DATE: May 18, 2026
SUBJECT: Proposed Policy Updates for DC, DEC (LOCAL)

Purpose: To consider approval of updates to local policies DC and DEC (LOCAL). The proposed revisions are intended to improve administrative effectiveness and operational efficiency.

Background:

- DC local: To allow the Superintendent the authority to hire contractual employees in order to strengthen the District's ability to respond efficiently and competitively in recruiting and securing high-quality candidates.
- DEC local: Change from three to five discretionary leave days, which may be taken consecutively with supervisor approval and following administrative procedures.

Recommended Action: Review and discuss the proposed DC and DEC (LOCAL) policy updates.

Respectfully,

Courtney Morawski

Dr. Courtney Morawski
Superintendent of Schools
Granbury ISD

PROPOSED REVISIONS

Personnel Duties

The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.

Posting Vacancies

The Superintendent ~~or designee~~ shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.

Applications

All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.

[For information related to the evaluation of criminal history records, see DBAA.]

~~**Employment of Contractual Personnel**~~

~~The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel.~~

~~The Board retains final authority for employment of contractual personnel; however, from June 1 to September 30, the Board delegates to the Superintendent the authority to employ classroom teachers. The Superintendent shall inform the Board of any persons offered a term contract under this authority.~~

~~[See DCA, DCB, DCC, and DCE as appropriate]~~

Employment of All ~~Noncontractual~~ Personnel

Note: For employment of a bus driver related to a Board member or the Superintendent, see DBE(LEGAL).

The Board delegates to the Superintendent final authority for employment of contractual personnel, as well as final authority to employ and dismiss noncontractual employees on an at-will basis.

The Superintendent shall inform the Board of any persons offered a term contract under this authority.

[See DCA, DCB, DCC, DCD, and DCE as appropriate]

Employment Assistance Prohibited

No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions

relating to contractors and agents and DHA(LEGAL)~~DH(EXHIBIT~~)
for the Educators' Code of Ethics.]

PROPOSED REVISIONS

(See page 3)

Leave Administration

The Superintendent shall develop administrative regulations addressing employee leaves and absences to implement the provisions of this policy.

Definitions

The term “immediate family” is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee’s household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term “family emergency” shall be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.

Leave Day

A “leave day” for purposes of earning, using, or recording leave shall mean the number of hours per day equivalent to the employee’s usual assignment, whether full-time or part-time.

School Year

A “school year” for purposes of earning, using, or recording leave shall mean the term of the employee’s annual employment as set by the District for the employee’s usual assignment, whether full-time or part-time.

Daily Rate of Pay

The “daily rate” of a contract employee, including a teacher, school counselor, or librarian, shall be computed by dividing the employee’s annual salary by the number of duty days in the employee’s contract year.

Catastrophic Illness or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or the employee’s spouse or child that requires the services of a licensed practitioner for a prolonged period of time and that

forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

Note: For District contribution to employee insurance during leave, see CRD(LOCAL).

Availability

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

State Leave Proration

If an employee separates from employment with the District before his or her last duty day of the school year or begins employment after the first duty day of the school year, state personal leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave the employee used beyond his or her pro rata entitlement for the school year.

Medical Certification

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than three consecutive workdays because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; or
3. The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

State Personal Leave

The Board requires employees to differentiate the manner in which state personal leave is used.

Nondiscretionary Use

Nondiscretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

Discretionary Use

Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below and in accordance with administrative regulations.

Request for Leave

In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program, including instructional continuity, and District operations, as well as the availability of substitutes.

Discretionary use of state personal leave shall not exceed five ~~three~~ consecutive workdays.

Local Leave

Each new employee shall earn three paid local leave days during the first year of employment. Additionally, two paid local leave days shall be placed in the District's sick leave bank in the name of each new employee, with the exception of bus drivers and bus attendants, during the first year of employment in accordance with administrative regulations.

During each subsequent year, all employees shall earn five paid local leave days per school year in accordance with administrative regulations.

Local leave shall accumulate without limit.

Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]

Sick Leave Bank

The District shall establish a sick leave bank that employees may join through contribution of local leave by the District, in the employee's name, during the employee's first year of employment.

Leave contributed to the bank shall be solely for the use of eligible employees. An employee who is a member of the bank may request leave from the bank if the employee or the employee's spouse or child experiences a catastrophic illness or injury and the employee has exhausted all paid leave and any applicable compensatory time.

The Superintendent shall develop regulations for the operation of the sick leave bank that address the following:

1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;
2. Procedures to request leave from the sick leave bank;
3. The maximum number of days per school year a member employee may receive from the sick leave bank;
4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and
5. Other procedures deemed necessary for the operation of the sick leave bank.

Appeal — An employee may appeal a decision regarding the sick leave bank in accordance with DGBA(LOCAL), beginning at Level One with the sick leave bank committee.

Family and Medical Leave — The District shall make FMLA leave available to employees in accordance with DECA(LEGAL) and the following provisions.

Concurrent Use of Paid Leave — FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable, except as provided below.

Exception — A teacher shall notify the appropriate administrator if they choose not to use paid leave concurrently with FMLA leave for an absence related to pregnancy or the birth or adoption of child.

Twelve-Month Period — For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be July 1 through June 30.

Combined Leave for Spouses — When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.

Intermittent or Reduced Schedule Leave — The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

Certification of Leave — When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.

Fitness-for-Duty Certification — In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.

Leave at the End of Semester

When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.

Temporary Disability Leave

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.

Workers' Compensation

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

No Paid Leave Offset

The District shall not permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

Payment for Accumulated Leave Upon Retirement

The following leave provisions shall apply to local leave earned beginning on the original effective date of this program.

A full-time employee who retires from the District shall be eligible for payment for accumulated local leave under the following conditions:

1. The employee's retirement is voluntary, i.e., the employee is not being discharged or nonrenewed.
2. The employee provides advance written notice of intent to retire by February 1 of the duty year in which the retirement will occur.
3. The employee completes his or her final duty year.

4. The employee is retiring under the Teacher Retirement System of Texas (TRS).

5. The employee has at least five consecutive years of full-time service with the District immediately preceding retirement.

6. The employee uses no more than six days of paid or unpaid leave during his or her final year of service with the District; and

7. The employee uses no more than three days of paid or unpaid leave after providing notice on February 1.

For purposes of this provision, the duty year for an exempt, 12-month employee retiring at the end of August shall extend through his or her final day of service with the District.

The employee shall receive payment for each day of accumulated local leave at his or her daily rate or $100 per day, whichever is less, to a maximum amount of $3,000. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

TO: Granbury ISD Board of Trustees
FROM: Dr. Courtney Morawski, Superintendent
DATE: May 18, 2026
RE: TASB Board Nomination

Background: Region 11, Position C seat on the TASB Board is open for nominations from your Board. The position is currently held by **Justin Chapa** (Arlington ISD). **Chapa has indicated that he will be seeking reelection.** The term of this position is for three years beginning at the close of the 2026 Annual TASA | TASB Convention and expiring after Convention 2029.

Role of TASB Directors: TASB Directors actively promote TASB's mission and purposes. Directors also supervise and direct the affairs of the Association on behalf of you, our members. The TASB Board is composed of members from all 20 TASB regions, which follow the boundaries of the education service centers. Local boards in each region, who are Active Members, are eligible to nominate trustees for vacancies in their regions.

Nominations Timeline: This year, the nominations period is April 23-June 23.

Respectfully,

Courtney Morawski

Dr. Courtney Morawski
Superintendent of Schools
Granbury ISD

ACTIVE MEMBER DIRECTOR NOMINATION FORM

This is to serve as the nomination of a member of our local board to fill a position on the TASB Board of Directors.

CANDIDATE INFORMATION

NAME: _____

SCHOOL DISTRICT: _____

Our school district's board of trustees understands:

1. *The candidate must have served at least 18 months, in the aggregate, on the local board by December 31,2026.*
2. *Expenses incurred for the candidate to attend the Nominations Committee interview will be the responsibility of the candidate's local school district.*
3. *The local board's nomination shall also serve as its candidate endorsement for that TASB Director position.*
4. *A TASB Director's attendance at TASB Board meetings is important.*
5. *Lodging and transportation expenses incurred by TASB Directors attending regular spring, summer and December Board meetings are reimbursed by the Association and transportation expenses and three nights' lodging incurred attending the Convention Board meeting are reimbursed by the Association.*

This nomination was approved by our board of trustees at a duly called meeting on _____.
(Date)

_____
Signature of board president or officer *(If candidate is the board president or officer, must be signed by another officer)*

PRINTED NAME (of officer): _____

TITLE (of officer): _____

WILLINGNESS TO SERVE (to be completed by the candidate)

I, _____, confirm my willingness to serve, if elected, as a member of the TASB Board of Directors for Region ____, Position ____.

_____
Signature of candidate

This form is to be used to nominate a member of your Local Board as a candidate to fill a position on the TASB Board of Directors.

Form A, B, & C, must be received by TASB on or before June 23, 2026.

RETURN TO: E-mail: boardcommunications@tasb.org

Interviews will be held at TASB Headquarters in Austin on August 28-29, 2026.

INSTRUCTIONS FOR TASB BOARD NOMINATIONS

About the TASB Board of Directors

The TASB Board of Directors is charged with carrying out directives established by the Delegates at the Delegate Assembly. The individual Director is expected to attend four Board meetings a year, with one of the meetings being at the same time as the annual TASA/TASB Convention. In addition, the Director will be asked to serve on a standing committee that will meet, as needed, in conjunction with Board meetings. The Director should be a capable, experienced school board member who can assist in providing the Association with outstanding leadership.

How to Nominate a Candidate to the TASB Board

To nominate an individual from your local school board, please complete the following attached forms:

A. Active member's nomination and candidate's willingness to serve
B. Candidate biographical sketch
C. Candidate questionnaire

The completed materials must be received by TASB no later than Tuesday, June 23, 2026. Nominations that do not meet the deadline cannot be accepted.

TASB will e-mail the nominated individual and the superintendent a confirmation that the forms have been received. If an acknowledgment is not received or if you have questions, contact Lysa Hoelscher at **800.580.8272, extension 2976, or boardcommunications@tasb.org**.

The Next Steps

By June 26th, a list of all candidates running for the position will be posted on the TASB website.

The candidate endorsement process runs Friday, June 26–Friday, August 21, 2026. During this time, Active Members may endorse one nominated individual from their TASB regions. If a majority of the Active Members of a region endorse a candidate, that individual will be elected to the TASB Board. If at least 25 percent, but not a majority, of the Active Members of a region endorse a candidate, that individual will be included on the official ballot at the TASB Delegate Assembly.

The Nominations Committee will meet Friday, August 28–Saturday, August 29, 2026 at TASB Headquarters in Austin to interview candidates and develop a slate of nominees for the Delegate Assembly. The nominated individual will be notified of the time for the interview. Expenses incurred, including lodging and transportation, for the interview are the responsibility of the individual or his or her school district.

We appreciate your participation in this nomination process.

ARTICLE VI. BOARD OF DIRECTORS

SECTION 1. ASSOCIATION REGIONS.

The Association Regions shall correspond to the ESC region boundaries.

SECTION 2. QUALIFICATIONS, NOMINATION, ENDORSEMENT, AND ELECTION OF DIRECTORS.

A. Each voting Director shall be a trustee currently serving on an Active Member school board, except as provided below:

(1) The President and the Immediate Past President, holding office in accordance with Article VII, Section 2A.

(2) The ESC *ex officio* Director, selected in accordance with Article VI, Section 4F.

B. A trustee seeking nomination for a Director position must have served at least 18 months, in the aggregate, on the trustee's school board as of December 31 of the TASB election year. No Active Member shall have more than one candidate running for a Director position before the Delegate Assembly, even if more than one Director position is subject to an expiring term or vacancy within the Active Member's Region. No person shall be a candidate for more than one Director position in an election before the Delegate Assembly.

C. For purposes of this section, an Active Member whose school district's average daily attendance (ADA) meets the requirements of Article VI, Section 4C(1), shall be treated as an Association Region and referred to in these Bylaws as a Large District. Except as provided in Article VI, Section 9, if a Large District Active Member has no trustee who satisfies the minimum school board service requirement or no trustee interested in serving on the Board, the Large District Director position will remain vacant until an eligible candidate is presented to TASB for nomination.

D. Nominations and endorsements shall be accepted in accordance with the following requirements, in chronological order within the time frames and deadlines set out in Board policy:

(1) Active Members in any Association Region in which there are expiring terms or vacancies in Director positions shall be notified by the date established through Board policy that the Active Member may nominate one of its trustees as a candidate for a Director position in which the term is expiring or a vacancy exists within the Active Member's Region.

(2) The Nominations Committee's chair, or designee, shall have received the following in writing in the Austin office of the Association by the deadline established through Board policy:

(a) The Active Member's nomination, in such form as required by the Association, which shall include a verification by the Active Member's board president or other board officer as to the date of board action.

(b) Candidate information required by the Association, which shall include (i) the

candidate's written confirmation of his or her intent to be nominated as a candidate and willingness to serve if elected, (ii) biographical information, and (iii) responses to the questionnaire(s) developed by the Association.

(3) A listing of all candidates running for Director positions shall be sent to the superintendent and board president of each Active Member in each Association Region in which there are any expiring terms or vacancies in Director positions by the date established through Board policy. The candidate listing also shall be posted on the Association's website. Candidates, Directors, Delegates, and Active Members shall be subject to any campaign protocols or regulations established through Board policy.

(4) Active Member endorsements of candidates shall be received in the Austin office of the Association by the deadline established through Board policy in order for such endorsements to be considered. An Active Member may endorse only one candidate for each open Director position within its Association Region. Only candidates who have complied with the requirements of Article VI, Section 2D(2), may be endorsed. Endorsements adopted by an Active Member before the Association sends the list of candidates pursuant to Article VI, Section 2D(3), or endorsements that are not on the endorsement form provided by the Association in a given year shall not be accepted. An Active Member's nomination of one of its trustees [Article VI, Section 2D(2)] shall be considered the Active Member's endorsement for that Director position.

(5) If a majority of the Active Members in an Association Region endorses the same candidate, that candidate shall be elected to the Director position and shall take office at the completion of the final official session of the annual convention during the year in which the Director was elected.

(6) If no candidate receives endorsements from a majority of the Active Members in the candidate's Association Region [Article VI, Section 2D(4)], the official annual Delegate Assembly list of nominees shall include the following:

(a) Candidates nominated by the Nominations Committee [Article VIII, Section 2H].

(b) Candidates receiving endorsements from at least 25 percent but less than a majority of the Active Members in an Association Region.

(7) Thereafter nominations may be made by the candidate's Delegate, provided the following conditions are met:

(a) The candidate's nomination was submitted in compliance with Article VI, Section 2D(2).

(b) The candidate interviewed with the Nominations Committee, unless the Committee waived the need for an interview based on criteria set out in Board policy.

(c) The candidate's intent and consent to run for the position by this alternate means is received in the Austin office of the Association five days prior to the annual Delegate Assembly.

E. Except for a Director position filled in accordance with Article VI, Section 2D(5), the official

annual Delegate Assembly list of nominees shall be prepared by the Nominations Committee as provided in these Bylaws [Article VIII, Section 2I]. The election shall comply with these Bylaws and any rules and procedures adopted for the Delegate Assembly at the start of the meeting. Such rules and procedures may allow uncontested nominees to be deemed elected without a vote.

F. If there is more than one nominee for a Director position, the nominee receiving the majority of the votes of the Delegates shall be elected. If no nominee receives a majority vote of the Delegates, a runoff election shall be conducted between the two nominees receiving the greater numbers of votes, and the election shall be repeated for that position as many times as necessary to obtain a majority.

SECTION 3. DUTIES. The Board shall supervise, control, and direct affairs of the Association in accordance with the Articles of Incorporation, Bylaws, Cornerstone Principles, and Advocacy Agenda approved by the Delegate Assembly. The Board shall:

A. Actively promote the mission, purposes, and Cornerstone Principles of the Association.

B. Adopt the Association's budget and have discretion in the disbursement of the Association's funds.

C. Receive any devise, bequest, donation, or gift — either for real or personal property — and hold the same in absolute title or in trust; and invest, reinvest, and manage such property consistently with the mission and purposes of the Association.

D. Establish such Board policies as it deems appropriate in fulfilling its responsibilities under these Bylaws.

E. Appoint such agents as it may consider necessary.

SECTION 4. COMPOSITION.

A. The Association's governing body shall be composed of Directors from Large Districts or Association Regions. No Active Member shall have more than one individual serving on the Board.

B. All Directors shall represent their respective Association Regions, except the President, President-Elect, and Immediate Past President.

C. By virtue of student enrollment, individual Active Members or Association Regions may be eligible for a Director position as follows:

(1) (a) Not more than 14 Active Members shall be entitled to Large District Director positions. To qualify for a Large District Director position, the Active Member shall have had at least 1.25 percent of the total state ADA for two consecutive school years. If more than 14 Active Members qualify for Large District Director positions under this provision, the 14 Active Members with the largest ADA shall qualify.

(b) If the Active Member's ADA falls below 1.25 percent of the total state ADA for two consecutive school years or if an Active Member has qualified for a Large District Director

position and that Active Member is no longer one of the 14 school districts with the ADA required under Article VI, Section 4C(1)(a), the Active Member's entitlement to a Large District Director position shall end with the expiration of the current representative's term.

(2) (a) An Association Region shall be entitled to Regional Director positions for each 4.25 percent or fraction thereof of the total state ADA contained within the Association Region for two consecutive school years and after the ADA of each Active Member qualifying for a position by virtue of Article VI, Section 4 C(1), has been subtracted. Notwithstanding the foregoing, an Association Region shall be entitled to no more than three Regional Director positions.

(b) If an Association Region becomes entitled to multiple positions by this provision and then fails to sustain sufficient ADA for the entitlement over two consecutive school years, a Regional Director position shall be eliminated as follows:

i. If a vacancy exists in the Regional Director position, that position shall be eliminated.

ii. If there is more than one vacancy in the Regional Director positions, the vacant position with the first expiring term shall be eliminated.

iii. If there is no vacancy in the Regional Director positions, the existing position with the first expiring term within the Region shall be eliminated at the end of that term.

iv. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year, the position being held by the individual with the least tenure as a Regional Director shall be eliminated at the end of that term.

v. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year and being held by individuals with the same tenure, there shall be a drawing of lots to determine which Regional Director position shall be eliminated at the end of the term.

D. All calculations under this section shall be based on ADA data furnished by the Texas Education Agency available as of April 1 preceding the annual Delegate Assembly.

E. The Executive Director shall be a nonvoting *ex officio* Director and shall not be counted in the quorum of the Board.

F. The ESC boards shall be represented by one voting *ex officio* Director selected by a process and for a term prescribed by guidelines established by the ESC boards, but shall not be counted in the quorum of the Board.

SECTION 5. DURATION OF OFFICE.

A. Unless stated in these Bylaws otherwise, a Board year or annual period relating to a Director or the business of the Board commences at the official close of the annual convention and ends after the same event in the next year.

B. The term of office of each Director shall be three years and shall begin at the completion of the final official session of the annual convention during which the Director was elected by the annual Delegate Assembly.

C. Terms of Directors shall be staggered to allow, to the extent possible, for the election of one-third of the Directors each year. New Director positions shall be assigned to terms to retain this balance; however, if this is not possible, the assignment of terms shall be decided by drawing of lots.

D. Upon election to a three-year term, a Director may be reelected to no more than three additional terms. For purposes of determining a Director term limit, service time attaches to the individual and not the Association Region with which the Director is associated.

E. Upon election or succession to the office of President-Elect, the Director position previously held shall be declared vacant and a successor elected, except as provided in Article VI, Section 4A. Once elected President-Elect, the term limit that applies to a Director position shall no longer apply and shall not prevent the individual from completing the term of one year as President-Elect, one year as President, and one year as Immediate Past President.

SECTION 6. RESIGNATION AND REMOVAL.

A. A Director may resign by submitting a letter of resignation to the President. The resignation shall become effective upon receipt by the President.

B. A Director who is absent from three consecutive regularly scheduled Board meetings or from three consecutive regularly scheduled Standing Committee meetings may be removed from the Director position by a majority vote of all Directors. A Large District Director removed pursuant to this section shall be ineligible to serve for the remainder of the term to which the Director was elected.

C. Any Director may be removed by a two-thirds vote of the Board when, in the Board's judgment, the best interests of the Association would be served by removal.

SECTION 7. MEETINGS.

A. The Board shall hold at least four regular meetings that shall be spread throughout the year, with one taking place during the summer and the last meeting taking place during the week of the annual Delegate Assembly. The Executive Committee of the Board shall determine the dates and locations of the meetings for the upcoming Board year and report the meeting schedule to the Board before the Board year commences. The Board also shall be given 30 days' notice before each regular meeting by electronic means or by any other means accessible to the Directors.

B. Additional meetings of the Board may be called by the President or by the written request of a majority of the Board, provided that a written notice is sent to each Director at least 10 days before the meeting.

C. A meeting of the Board or a committee may be conducted in person or by alternate means, such as teleconference, videoconference, virtual, or any other means by which each participant can

communicate with all other participants.

SECTION 8. QUORUM AND VOTING.

A. A quorum shall consist of a majority of the Board.

B. Unless required otherwise by law, the Articles of Incorporation, or these Bylaws, a vote required or permitted to be taken shall be based on the "present and voting" parliamentary standard. No proxy voting shall be permitted.

C. Any action required to be taken at a meeting of Directors, or any action which may be taken at a meeting of the Directors or any committee, may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall have been signed or executed by the number of Directors or committee members as would be necessary to take that action at a meeting at which Directors or members of the committee were present and voted. The Board, by policy or resolution, may increase the number of votes required for an action taken by written consent. A written consent shall be signed or executed and dated by each Director or committee member, and consent may be provided in multiple counterparts. Directors or committee members may provide written consent by facsimile, email (from the email address of record), or any other form of written action from the Director or committee member.

SECTION 9. VACANCIES.

A. The Board may fill vacancies that occur in Director positions by electing an individual, by majority vote, to fill the vacancy until the next annual Delegate Assembly, in accordance with Board policy. At that time, a candidate shall be elected by the annual Delegate Assembly to fill the unexpired term in accordance with Article VI, Section 2.

B. Notwithstanding the foregoing and the eligibility requirements of Article VI, Section 2, if the powers and duties of a Large District's conventional school board have been suspended temporarily by the State of Texas, the Board may fill the Large District Director position with an individual from the Large District's temporary governing body on an interim basis, but such individual shall not be presented to the Delegate Assembly for election as otherwise provided in this section. Further, the term for such Large District Director position shall remain intact, even if the Board refills the position with the same person for a new term. In contrast, if a Regional (non-Large District) Director's conventional school board has been suspended in a similar manner by the State of Texas, the Regional Director's position on the Board is deemed vacated, and the Board may fill the position from the Association Region as set out in this section.