

THE HOUSTON INDEPENDENT SCHOOL DISTRICT



AGENDA

**Board of Education
Meeting**

January 14, 2016

THE HOUSTON INDEPENDENT SCHOOL DISTRICT
BOARD OF EDUCATION

Agenda Index

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| A. Superintendent's Priority Items | G. Human Resources |
| B. Board of Education | H. Business Operations |
| C. Closed Session (Closed to Public) | I. Finance |
| D. Academic Services | J. Other |
| E. School Offices | K. Policy |
| F. Student Support | L. Superintendent's Information Items |

MEMBERS OF THE BOARD OF EDUCATION

Wanda Adams
Diana Davila
Anna Eastman
Jolanda Jones
Michael Lunceford
Greg Meyers
Harvin C. Moore
Manuel Rodriguez, Jr.
Rhonda Skillern-Jones

Terry B. Grier, Ed.D., *Superintendent of Schools*

BOARD OF EDUCATION AGENDA

January 14, 2016

2:00 p.m.

- CALL TO ORDER
- ADJOURNMENT TO EXECUTIVE/CLOSED SESSION FOR THE PURPOSES LISTED UNDER ITEM D
- RECESS

5:00 p.m.

- RECONVENE IN OPEN SESSION
- REGULAR BOARD MEETING CONVENES IN THE BOARD AUDITORIUM
- MEDITATION AND PLEDGE OF ALLEGIANCE
- ELECTION OF OFFICERS
- RECOGNITIONS
- CONSIDERATION AND APPROVAL OF MINUTES FROM PREVIOUS MEETINGS
- TRUSTEE B-1 COMMENTS
- BUSINESS AGENDA

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A. SUPERINTENDENT'S PRIORITY ITEMS

- A-1. Approval Of Personal Services Performed By The Superintendent, Including Speaking Engagements, Panel Discussions, Workshops, Etc., In Accordance With Texas Education Code Section 11.201(E)

B. BOARD OF EDUCATION

- B-1. Reports and comments from the Board president and Board members regarding meetings and conferences attended, schools visited, community and district activities, new initiatives, education programs, and continuing education.

There will be no action concerning the above items.

- B-2. Appointment Of Houston Independent School District Representatives To Tax Increment Reinvestment Zones Boards Of Directors - *Revised*

- B-3. Approval Of Amended Resolution Ordering Run-Off Election On December 12, 2015, For Houston Independent School District Single-Member Districts II And III

- Amended Resolution For Run-Off Election - *New*

- B-4. Resolution Ordering The Renaming Of Henry Grady Middle School, Richard Dowling Middle School, Thomas "Stonewall" Jackson Middle School, Albert Sidney Johnston Middle School, Sidney Lanier Middle School, Jefferson Davis High School, Lee High School, And John Reagan High School - *New*

- Resolution To Rename Certain Schools - *New*

- B-5. Order To Evaluate Current School Attendance Boundaries And Make Recommendations - *New*
- B-6. Approval Of New Magnet Programs At Charles Atherton Elementary School, David “Davy” Crockett Elementary School, Kashmere Gardens Elementary School, Richard Dowling Middle School, Francis Scott Key Middle School, Daniel Ortiz Middle School, Kashmere High School, Westbury High School, Victor Hartsfield Elementary School, And Lulu Stevens Elementary School - *Revised*
- B-7. Approval To Solicit New Magnet Programs - *New*
- B-8. Proposed Revisions To Board Policy BBFA(LOCAL), Ethics: Conflict Of Interest Disclosures—First Reading - *New*
- BBFA(LOCAL), First Reading - *New*
- B-9. Proposed Revisions To Board Policy CE(LOCAL), Annual Operating Budget—First Reading - *New*
- CE(LOCAL), First Reading - *New*
- B-10. Proposed Revisions To Board Policy FO(LOCAL), Student Discipline—First Reading - *New*
- FO(LOCAL), First Reading - *New*

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION PURSUANT TO SECTIONS 551.004, 551.071, 551.072, 551.074, and 551.083, CHAPTER 551 OF THE TEXAS GOVERNMENT CODE FOR THE FOLLOWING PURPOSES:

C. CLOSED SESSION

- C-1. Private Consultation with the board's attorney on matters posted or as authorized by law
- C-2. Personnel
- a. Deliberate the duties of the superintendent of schools, assistant superintendents, principals, employees, internal auditor, and board members; evaluations of the superintendent and internal auditor, consideration of compensation, and contractual provisions
 - b. Consider and approve proposed appointments, reassignments, proposed terminations, terminations/suspensions, contract lengths, proposed nonrenewals, renewals, and resignations/retirements of personnel including teachers, assistant principals, principals, assistant superintendents, and other administrators, and, if necessary, approve waiver and release and compromise agreements.

- c. Hear complaints against and deliberate the duties of public officers or employees and resolution of same.

C-3. Legal Matters

- a. Matters on which the district's attorney's duty to the district under the Code of Professional Responsibility clearly conflicts with the Texas Open Meetings Law
- b. Pending or contemplated litigation matters and status report
- c. Consideration and authority to settle in the matter of Maria Petronila Ramirez, Individually and a/n/f Ana Julia Hernandez v. Houston Independent School District, in the 129th Judicial District Court of Harris County, Texas; Cause No. 2015-65373

C-4. Real Estate

- a. Deliberation of the purchase, exchange, lease, or value of real property related to the HISD 2007 and 2012 facilities bond programs
- b. Sale
 - 1. Approval of sale of surplus property at 10401 Scott Street, Houston, TX

D. ACADEMIC SERVICES

- D-1. Approval Of Current And Anticipated Donations For Districtwide And School-Specific Programs And Authorization To Negotiate, Execute, And Amend Necessary Contracts Associated With These Donations
 - Attachment For Approval Of Donations
- D-2. Acceptance Of Grant Funds In Support Of Districtwide And School-Specific Programs And Authorization To Negotiate And Execute Contracts Required Under The Grants
 - Attachment For Acceptance Of Grants

E. SCHOOL OFFICES

- E-1. Authority To Negotiate And Execute An Agreement With Readiness Set Go! LLC

F. STUDENT SUPPORT

G. HUMAN RESOURCES

H. BUSINESS OPERATIONS

- H-1. Authority To Negotiate, Execute, And Amend Contracts With Architectural And Engineering Firms For Selected Schools And Auxiliary Facilities
 - Architectural And Engineering Firm Selections
- H-2. Ratification Of Emergency Purchases And Repairs At Various Campuses Pursuant To Board Policy CH(LOCAL): Purchasing And Acquisition
 - Emergency Purchase Requests
- H-3. Approval To Establish Budgets And Authority To Negotiate, Execute, And Amend All Necessary Contracts Related To Capital Improvements At Various Campuses
- H-4. Ratification Of Purchases And Repairs At Horace Elrod Elementary School

I. FINANCE

- I-1. Approval Of Consultant And Professional-Service Contracts - *Withdrawn*
- I-2. Approval Of Vendor Awards For Purchases Over \$100,000 And Ratification Of Vendor Awards For Purchases Under \$100,000
 - Purchasing Requests - *Revised*
- I-3. Approval Of Fourth Amendment To Communications Equipment License Agreement With Williams Tower, L.P., For Trunked Radio Antenna And Repeater Space
- I-4. Approval Of Evaluation Criteria For Job Order Contracts Construction Projects Managed By Construction And Facilities Services, And Understood Not To Be Utilized For Any Construction Under The Bond Program - *New*
 - Attachment A: Job Order Contract (JOC) Selection Criteria (Above \$50K) - *New*
- I-5. Approval Of Contract Items For Career And Technical Education, College Readiness, Linked Learning, And Futures Academy For The Office Of Major Projects To Support Students - *New*
 - Contracts For Office Of Major Projects - *Revised*

J. OTHER

- J-1. Approval To Renew Agreement With And Acquire Additional Programming Services From Dun & Bradstreet - *Revised*

K. POLICY

- K-1. Proposed Revisions To Board Policy DH(LOCAL), Employee Standards Of Conduct, Including The Texas Open Carry Law—First Reading
- DH(LOCAL), First Reading
- K-2. Proposed Revisions To Board Policy GKA(LOCAL), Community Relations: Conduct On School Premises, Including The Texas Open Carry Law—First Reading
- GKA(LOCAL), First Reading

L SUPERINTENDENT'S INFORMATION ITEMS

- L-1. Debt Management Activity Report
- Debt Activity Report
- L-2. Combined Charities Campaign
- 2016 Top Contributor List

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

SUBJECT: APPOINTMENT OF HOUSTON INDEPENDENT SCHOOL DISTRICT REPRESENTATIVES TO TAX INCREMENT REINVESTMENT ZONES BOARDS OF DIRECTORS

The Houston Independent School District (HISD) participates in 16 tax increment reinvestment zones (TIRZ) with the City of Houston. As a participant, HISD is entitled to appoint a representative to the board of directors of each zone, upon the preceding director's term expiration.

This agenda item is to authorize appointment of representatives to two-year terms of service to TIRZ Boards of Directors as follows. The terms will expire in December 2017.

- _____ TIRZ 2 (Midtown)
- _____ TIRZ 5 (Memorial Heights)
- Robert Rodriguez – TIRZ 8 (Gulfgate)
- _____ TIRZ 12 (City Park)
- _____ TIRZ 13 (Old Sixth Ward)
- _____ TIRZ 16 (Uptown)

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and aligns to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the appointment of an HISD representative to the TIRZ 2, 5, 8, 12, 13, and 16 Boards of Directors, effective January 15, 2016.

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

SUBJECT: APPROVAL OF AMENDED RESOLUTION ORDERING RUN-OFF ELECTION ON DECEMBER 12, 2015, FOR HOUSTON INDEPENDENT SCHOOL DISTRICT SINGLE-MEMBER DISTRICTS II AND III

State election law requires that the Houston Independent School District (HISD) Board of Education approves polling locations for the election of trustees.

At the November 12, 2015, regular meeting of the HISD Board of Education, the board approved a resolution ordering a run-off election for HISD Geographic Districts II and III for joint elections to be conducted with Harris County on December 12, 2015, for the purpose of electing a trustee from each single-member geographic district. This order of election included an incomplete list of polling locations provided by Harris County.

On December 10, 2015, the Board of Education approved the Amended Order of Run-Off Election for HISD Trustee Geographic Districts II and III. This included a substantially complete list of polling locations as provided by Harris County.

However, since December 10, 2015, and before the run-off election of December 12, 2015, Harris County again revised the list of polling locations. The board must approve this amended list as required by state law.

The resolution ordering the run-off election, including the revised list of polling locations as provided by Harris County, is attached.

COST/FUNDING SOURCE(S): The total cost of the election is not expected to exceed \$270,000 and will be funded by districtwide funds (GF1-41-6439-911-99-940-940).

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the amended resolution ordering a run-off election on December 12, 2015, for HISD Board of Education single-member districts II and III, effective January 15, 2016.

RESOLUTION ORDERING HOUSTON INDEPENDENT SCHOOL DISTRICT RUN-OFF ELECTION FOR TRUSTEE DISTRICTS II AND III

STATE OF TEXAS §
 §
 COUNTY OF HARRIS §

WHEREAS, a general election of the trustees of the Houston Independent School District was held on the third day of November, 2015, for the purpose of electing trustees to fill positions in Geographic Districts II, III, IV and VIII;

WHEREAS, Article 2774b, Vernon's Annotated Texas Civil Statutes, provides that the election of trustees of the Houston Independent School District ("HISD") shall be by majority vote; and

WHEREAS, the Board of Education finds that the November 3, 2015, election was duly ordered and called; that notice was given in accordance with the law; that the official election returns have been canvassed as required by law and filed with the Secretary of the Board of Education; that only qualified voters of Geographic Districts II, III, IV and VIII voted in the election; and that no candidate received a majority vote for the position in Geographic Districts II and III on the Board of Education.

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED by the Board of Education of the Houston Independent School District:

1. That a run-off election between the two candidates receiving the highest number of votes for Geographic Districts II and III at the election on November 3rd be held between the hours of 7:00 a.m. and 7:00 p.m. on December 12, 2015, for the purpose of electing 2 trustees to fill the positions in Geographic Districts II and III.
2. The election shall be conducted in accordance with the laws of this State, including specifically Article 2774b as amended, and only qualified voters of the Houston Independent School District residing within Geographic Districts II and III shall be eligible to vote at the election.
3. That said election shall be conducted jointly with Harris County and with the City of Houston and other participating entities in precincts that can be served by common polling places pursuant to Chapter 271 of the Texas Election Code; and further, be it noted that, in setting the run-off election date, the Board of Education took into consideration the date on which the City of Houston had already set for its run-off election (December 12, 2015).

4. The order in which the names of the candidates are to be printed on the ballot shall be determined by lot through a drawing held at the District's Office of Board Services on November 16, 2015, as provided by Section 52.094 of the Texas Election Code. The District shall post notice of the date, hour, and place of the drawing on the bulletin board used for the notices of meetings of the Board of Trustees of the District. The notice shall remain posted continuously for at least twenty-four (24) hours immediately preceding the scheduled time of the drawing. The District shall also mail notice of the date, hour, and place of the drawing to each candidate, at the address stated on the candidate's application for a place on the ballot, not later than the fourth (4th) day before the day of the drawing. Each candidate involved in the drawing, or a representative designated by him or her, shall have a right to be present at the drawing and to draw for a position on the ballot.

5. The polling places for the run-off election shall be open for voting from 7:00 a.m. to 7:00 p.m. on December 12, 2015.

6. The following polling places in election precincts that contain territory lying within Geographic Districts II and III or parts thereof are hereby designated as polling places for the election:

Geographic District II	Precinct No.	Run-Off Election Day Polling Location
	0007	Mount Zion M Church 9318 Homestead Rd. Houston, TX 77016
	0042,0373	Kashmere Multi-Service Center 4802 Lockwood Dr. Houston, TX 77026
	0047,0900,1059	Payne Chapel A M E Church 2701 Lee St. Houston, TX 77026
	0048	J W Peavy Senior Center 3814 Market Houston, TX 77020
	0107,0702,0775	Berry Elementary School 2310 Berry Rd. Houston, TX 77093
	0122,1066	John F. Kennedy Elementary School 400 Victoria Dr. Houston, TX 77022
	0138	New Pleasant Grove Baptist Church 3221 Bain St. Houston, TX 77026

Geographic District II	Precinct No.	Run-Off Election Day Polling Location
	0144, 0406	Harris County Annex #36 3815 Cavalcade Houston, TX 77026
	0145	Wesley United Methodist Church 7225 Homestead Houston, TX 77028
	0151, 0611	Shadydale Elementary School 5905 Tidwell Rd. Houston, TX 77016
	0152	Shady Lane Park Community Center 10220 Shady Ln. Houston, TX 77093
	0159, 0160, 0924	Bruce Elementary School 510 Jensen Dr. Houston, TX 77020
	0161, 0412, 0865	Julia C Hester House 2020 Solo St. Houston, TX 77020
	0168, 0583	Felix Cook Junior Elementary School 7115 Lockwood Dr. Houston, TX 77016
	0169	A B Anderson Academy 7401 Wheatley St. Houston, TX 77088
	0171, 0930	Hill Zion Missionary Baptist Church 8317 Curry Rd. Houston, TX 77093
	0185	Ralph G Goodman Elementary School 9325 Deer Trail Dr. Houston, TX 77088
	0186, 0201, 0854	Tuffly Park Recreation Center 3200 Russell St. Houston, TX 77026
	0189	Oak Forest Elementary School 1401 W 43 rd St. Houston, TX 77018
	0192	B T Washington High School 119 E 39 th St. Houston, TX 77018

Geographic District II	Precinct No.	Run-Off Election Day Polling Location
	0195	Burrus Elementary School 701 E. 33 rd St. Houston, TX 77022
	0197	Osborne Elementary School 800 Ringold Houston, TX 77088
	0202,0929	Wheatley Senior High School 4801 Providence Houston, TX 77020
	0205	East Park Baptist Church 8602 Tidwell Rd. Houston, TX 77028
	0212,0571,0591	Ernest F Mendel Elementary School 3735 Topping St. Houston, TX 77093
	0230,0574	New Mount Carmel Baptist Church 4301 Weaver Rd. Houston, TX 77016
	0252	Greater New Hope Missionary Baptist Church 10505 Bainbridge Street Houston, TX 77016
	0253	Little Union Missionary Baptist Church 6609 Letcher St. Houston, TX 77028
	0259	Pleasantville Elementary School 1431 Gellhorn Dr. Houston, TX 77029
	0320,0321	Melrose Park Community Center 1001 Canino Rd. Houston, TX 77076
	0322	Laguna Townhomes Clubhouse 5911 Sunforest Drive Houston, TX 77092
	0325	High School Ahead Academy 5320 Yale St. Houston, TX 77022
	0327	Wesley Elementary School 800 Dillard St. Houston, TX 77091

Geographic District II	Precinct No.	Run-Off Election Day Polling Location
	0344,0754	Greater Emmanuel Family Worship Center 3915 Kelley Street Houston, TX 77026
	0365	Saint Pius the Tenth High School 811 W Donovan St. Houston, TX 77091
	0396	Scenic Woods Regional Library 10677 Homestead Rd. Houston, TX 77016
	0401	Lakewood Park Community Center 8811 Feland Houston, TX 77028
	0448	Black Middle School 1575 Chantilly Ln. Houston, TX 77018
	0450	Josie Ruth Smith Academy 5815 W Little York Rd. Houston, TX 77091
	0454	Beebe Tabernacle Christian Methodist Episcopal 7210 Langley Rd. Houston, TX 77016
	0455,0562	Isaacs Elementary School 3830 Pickfair St. Houston, TX 77026
	0544,0852	Ross Elementary School 2819 Bay Street Houston, TX 77026
	0576	Saint Pauls Missionary Baptist Church 2516 Paul Quinn Street Houston, TX 77091
	0578	Candlelight Park Community Center 1520 Candlelight Ln. Houston, TX 77018
	0580	New Mount Calvary Baptist Church 4711 Kelley St. Houston, TX 77026

Geographic District II	Precinct No.	Run-Off Election Day Polling Location
	0581	Bethany Baptist Church Fellowship Hall 7304 Homestead Rd Houston, TX 77028
	0582	Hobart Taylor Community Center 8100 Kenton St. Houston, TX 77028
	0585	North Forest High School 10725 Mesa Dr. Houston, TX 77078
	0606	Key Middle School 4000 Kelley St. Houston, TX 77026
	0714,0779	Hardy Street Senior Citizens Center 11901 W Hardy Rd. Houston, TX 77076
	0784	Greater Parkhill Church of God in Christ 7809 Winship St. Houston, TX 77028
	0812	Scroggins Elementary School 400 Boyles St. Houston, TX 77020
	0856	Settegast Park Community Center 3000 Garrow Houston, TX 77003
	0867	Leonel J Castillo Community Center 2101 South St. Houston, TX 77009
	0927,0974	Waltrip Senior High School 1900 West 34 th Street Houston, TX 77018
	0953	Clifton Middle School 6001 Golden Forest Dr. Houston, TX 77092
	0954,0973,0975, 1004	Wainwright Elementary School 5330 Milwee St. Houston, TX 77092
	1067, 1068	Northline Elementary School 821 East Witcher Lane Houston, TX 77076

Geographic District III	Precinct No.	Run-Off Election Day Polling Location
	0023,0526	Raul Yzaguirre School For Success Tejano Center, Building B 2950 Broadway St. Houston, TX 77017
	0036,0749	Daniel Ortiz Middle School 6767 Telephone Rd. Houston, TX 77061
	0064	Gallegos Elementary School 7415 Harrisburg Blvd. Houston, TX 77011
	0065	DeZavala Park Community Center 7521 Avenue H Houston, TX 77012
	0066,0527	John R. Harris Elementary School 801 Broadway St Houston, TX 77012
	0067	Brookline Elementary School 6301 S. Loop E Fwy Houston, TX 77087
	0072	Mason Park Community Center 541 S 75 th St. Houston, TX 77023
	0094,0181	Pearl Rucker Elementary School 5201 Vinett St Houston, TX 77017
	0134,0798,0815,0820,0825,0831	Garden Villas Park Community Center 6720 S Haywood Dr. Houston, TX 77061
	0142,0211	Park Place Regional Library 8145 Park Place Blvd Houston, TX 77017
	0154	HCC Southeast College Building C Parking Garage 6960 Rustic Street Houston, TX 77087
	0172,0231	Golfcrest Elementary School 7414 Fairway Dr. Houston, TX 77087
	0203,0766,0945,0946	Juan Seguin Elementary School 5905 Waltrip Houston, TX 77087

Geographic District III	Precinct No.	Run-Off Election Day Polling Location
	0221	Meadowcreek Village Park Community Center 5333 Berry Creek Dr. Houston, TX 77017-6254
	0226	Ingrando Park Recreation Center 7302 Keller St. Houston, TX 77012-3518
	0275,0850,1039	Glenbrook United Methodist Church 8635 Glen Valley Dr. Houston, TX 77061-2339
	0285,1046	J P Cornelius Elementary School 7475 Westover St. Houston, TX 77087-6113
	0308	Courtyard by Marriott Houston Hobby 9190 Gulf Freeway Houston, TX 77017
	0329	W I Stevenson Middle School 9595 Winkler Dr. Houston, TX 77017-5921
	0343,0871	Houston Gulf Coast Building & Construction Trade 2704 Sutherland St. Houston, TX 77023-5399
	0379	Bellfort Church of Christ 6606 Bellfort St Houston, TX 77087-6410
	0389	Greater Zion Missionary Baptist Church 3202 Trulley Street Houston, TX 77004
	0530	City of Houston Fire Station 20 6902 Navigation Blvd. Houston, TX 77011-1455
	0774,1050,1058	J C Mitchell Elementary School 10900 Gulfdale Dr. Houston, TX 77075-4608
	0801,0849	Mountain Top Ministries 8420 Almeda Genoa Rd. Houston, TX 77075

7. Requests for ballots by mail should be directed in writing to Stan Stanart, Harris County Clerk, Attn: Elections Division, P.O. Box 1148, Houston, Texas 77251-1148. Requests for ballots by mail must be received no later than the close of business on December 1, 2015.

8. Early voting by personal appearance will be held December 2, 2015, through December 8, 2015, including Saturday, December 5, 2015, 7:00 am – 7:00 pm and Sunday, December 6, 2015, 1:00 pm – 6:00 pm. Early voting by personal appearance shall take place from 7:00 a.m. to 7:00 p.m. on each day of the early voting period, and will be conducted at the following locations:

Location	Address
Harris County Administration Building	1001 Preston, 1 st Floor Houston, TX 77002
Prairie View A&M University-Northwest	9449 Grant Rd. Houston, TX 77070
Kingwood Library	4400 Bens View Lane Kingwood, TX 77345
Harris County Courthouse Annex #25	7330 Spencer Highway Pasadena, TX 77505
Freeman Branch Library	16616 Diana Lane Houston, TX 77062
Hiram Clarke MSC	3810 W. Fuqua Houston, TX 77045
Nottingham Park	926 Country Place Drive Houston, TX 77079
Harris County Public Health Environmental Service	2223 West Loop South Houston, TX 77027
Metropolitan Multi-Service Center	1475 West Gray Houston, TX 77019
Lone Star College Fairbanks Center	14955 Northwest Freeway Houston, TX 77040
Bayland Park Community Center	6400 Bissonnet Houston, TX 77074
Tracy Gee Community Center	3599 Westcenter Drive Houston, TX 77042
Bear Creek Park Community Center	3055 Bear Creek Drive Houston, TX 77084
Trini Mendenhall Community Center	1414 Wirt Road Houston, TX 77055
Acres Home Multi Service Center	6719 W. Montgomery Houston, TX 77091
Lone Star College Victory Center	4141 Victory Drive Houston, TX 77088
Hardy Senior Center	11901 West Hardy Road Houston, TX 77076

Location	Address
Northeast Multi-Service Center	9720 Spaulding St, Bldg #4 Houston, TX 77016
Octavia Fields Branch Library	1503 South Houston Avenue Houston, TX 77587
Kashmere Multi- Service Center	4802 Lockwood Dr. Houston, TX 77026
North Channel Branch Library	15741 Wallisville Road Houston, TX 77049
H.C.C.S. Northeast	555 Community College Dr. Bldg 09 Houston, TX 77013
Ripley House	4410 Navigation Boulevard Houston, TX 77011
John Phelps Courthouse	101 S Richey St. Pasadena, TX 77506
H.C.C.S. Southeast	6960 Rustic, Parking Garage Houston, TX 77087
Fiesta Mart, Inc.	8130 Kirby Houston, TX 77054
Sunnyside Multi-Service Center	4605 Wilmington Houston, TX 77051
Palm Center	5300 Griggs Road Houston, TX 77021
Moody Park	3725 Fulton Street Houston, TX 77009
Alief ISD Administration Building	4250 Cook Road Houston, TX 77072
Glen Cheek Education Building	16002 Westheimer Pkwy Houston, TX 77506

9. All voting at the election shall be by the method provided by the Commissioners' Court of Harris County, Texas, for use in elections held in Harris County, Texas, under the conditions provided for by contract between Harris County and the Houston Independent School District.

10. Board Services Manager, Veronica Mabasa, in consultation with the Superintendent of Schools, and HISD Office of Legal Services, is hereby authorized to make all necessary arrangements for the holding of said election and to serve as the District's representative to coordinate with the Harris County Elections Administrator in conducting the election in accordance with the laws of this State.

11. The candidate receiving the majority of the votes cast for each position shall be deemed to be elected and be entitled to serve as trustee.

12. The results of the election shall be canvassed by the Board in accordance with the Texas Election Code and Article 2774b at a meeting called by the Board in accordance with the requirements of the Texas Open Meetings Act.

13. The candidates elected to office shall enter upon the discharge of their duties on the first day of January following the run-off election.

14. All election materials including the notice of election, ballots, instruction cards, affidavits, and other forms which the voter may be requested to sign, and all early voting materials, shall be printed in English, Spanish, Chinese, and Vietnamese, or Spanish, Chinese, and Vietnamese translations thereof shall be made available in the circumstances permitted and the manner required by law.

15. The official ballots for the election shall be prepared in accordance with the Texas Election Code, and Article 2774b. All candidates shall be designated on the official ballot according to the number of the geographic district in which the candidate resides. The official ballot shall have printed on it the following:

Houston ISD Run-Off Election for Trustee Districts II and III

16. This Resolution and Order shall constitute the election order for the call of the run-off election herein described, and the same or a substantial copy of this Order shall serve as proper notice of the election. The notice, including a Spanish, Chinese and Vietnamese translation, shall be published at least one time not less than ten (10) days before the day of the election in a newspaper of general circulation in the District and posted not later than the 15th day before election day, and remain posted continuously through election day, on the bulletin board used for notices of meetings of the Board of Education. The District shall deliver notice of this election to the Harris County Clerk as soon as practicable.

PASSED AND APPROVED, this ____ day of December, 2015.

Paula Harris, Secretary
Board of Education
Houston Independent School District

Rhonda Skillern-Jones, President
Board of Education
Houston Independent School District

(District Seal)

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

SUBJECT: RESOLUTION ORDERING THE RENAMING OF HENRY GRADY MIDDLE SCHOOL, RICHARD DOWLING MIDDLE SCHOOL, THOMAS “STONEWALL” JACKSON MIDDLE SCHOOL, ALBERT SIDNEY JOHNSTON MIDDLE SCHOOL, SIDNEY LANIER MIDDLE SCHOOL, JEFFERSON DAVIS HIGH SCHOOL, LEE HIGH SCHOOL, AND JOHN REAGAN HIGH SCHOOL

Board Policy CW(LOCAL), *Naming Facilities*, states in part, “In all cases, the name of a school, specific area of a school, or other District facility must respect cultural differences and values. The Board of Education, through a resolution that deems the renaming to be in the best interest of the District, may initiate the process for changing the name.”

Therefore, in accordance with board policy, the board issues the attached resolution ordering the superintendent of schools to appoint school-naming committees to rename Henry Grady Middle School, Richard Dowling Middle School, Thomas “Stonewall” Jackson Middle School, Albert Sidney Johnston Middle School, Sidney Lanier Middle School, Jefferson Davis High School, Lee High School, and John Reagan High School.

A copy of the resolution is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education adopts the resolution directing the superintendent of schools to appoint school-naming committees to rename Henry Grady Middle School, Richard Dowling Middle School, Thomas “Stonewall” Jackson Middle School, Albert Sidney Johnston Middle School, Sidney Lanier Middle School, Jefferson Davis High School, Lee High School, and John Reagan High School, effective January 15, 2016.

**RESOLUTION
TO RENAME SCHOOLS CURRENTLY NAMED AFTER PROMINENT
CONFEDERATE LEADERS PER CW(LOCAL), NAMING FACILITIES
HOUSTON INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES**

WHEREAS, Houston is a racially diverse, multicultural city with a large and growing international community;

WHEREAS, the Houston Independent School District serves students from the city of Houston and reflects the city's diversity;

WHEREAS, the Houston Independent School District recognizes the continuing impact of perceived symbols of intolerance that are associated with prominent confederate leaders after whom eight schools within the Houston Independent School District are currently named;

WHEREAS, Board Policy CW(LOCAL) indicates the renaming of District facilities may be initiated by the Board of Education through a resolution that deems the renaming to be in the best interest of the District;

NOW THEREFORE BE IT RESOLVED that the Houston Independent School District Board of Education directs the superintendent of schools to abide by Board Policy CW(LOCAL), NAMING FACILITIES and establish school-naming committees to rename:

- Richard Dowling Middle School,
- Henry Grady Middle School
- Thomas "Stonewall" Jackson Middle School,
- Albert Sidney Johnston Middle School,
- Sidney Lanier Middle School,
- Jefferson Davis High School,
- Lee High School, and
- John Reagan High School.

The superintendent or designee shall present the committees' recommendations to the Board for approval no later than the regularly scheduled board meeting in May 2016.

PASSED, APPROVED and ADOPTED this _____ day of January, 2016.

President
Board of Education
Houston Independent School District

Attest:

Secretary
Board of Education
Houston Independent School District

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

SUBJECT: ORDER TO EVALUATE CURRENT SCHOOL ATTENDANCE BOUNDARIES AND MAKE RECOMMENDATIONS

The purpose of this agenda item is to direct the superintendent of schools to begin the process, consistent with all applicable laws, policies, and regulations, to evaluate attendance zone boundaries for every school within the Houston Independent School District (HISD).

Due to the far-reaching implications of districtwide attendance boundary rezoning, the first phase will be to identify an expert to consult with the administration to envision and define HISD's needs considering current and anticipated population shifts. The goal of this process is to ensure needs are captured and concerns are addressed. The output from the process is expected to be a Request for Information (RFI) and/or Request for Proposal (RFP) for a firm to assist the administration with a districtwide rezoning of its school attendance boundaries.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education order the superintendent of schools or a designee to evaluate attendance zone boundaries for all schools within the district and make recommendations to the Board based on the evaluation, effective January 15, 2016.

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

**SUBJECT: APPROVAL OF NEW MAGNET PROGRAMS AT CHARLES
ATHERTON ELEMENTARY SCHOOL, DAVID “DAVY” CROCKETT
ELEMENTARY SCHOOL, KASHMERE GARDENS ELEMENTARY
SCHOOL, RICHARD DOWLING MIDDLE SCHOOL, FRANCIS SCOTT
KEY MIDDLE SCHOOL, DANIEL ORTIZ MIDDLE SCHOOL,
KASHMERE HIGH SCHOOL, WESTBURY HIGH SCHOOL, VICTOR
HARTSFIELD ELEMENTARY SCHOOL, AND LULU STEVENS
ELEMENTARY SCHOOL**

The purpose of this agenda item is to approve new fine arts magnet programs at the following schools:

- Charles Atherton Elementary School
- David “Davy” Crockett Elementary School
- Kashmere Gardens Elementary School
- Richard Dowling Middle School
- Francis Scott Key Middle School
- Daniel Ortiz Jr. Middle School
- Kashmere High School
- Westbury High School

There are a variety of fine arts magnet programs available to these schools, including but not limited to music, visual arts, theater, dance, and writing.

Additionally, approval is requested for a new environmental and animal sciences/STEM magnet program at Victor Hartsfield Elementary School and a new STEM magnet program at Lulu Stevens Elementary School.

COST/FUNDING SOURCE(S):

Atherton Elementary School:

The allocation for this program is \$350 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-106-10-118-118.

Crockett Elementary School:

The allocation for this program is \$350 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-135-10-118-118.

Kashmere Gardens Elementary School:

The allocation for this program is \$350 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-185-10-118-118.

Dowling Middle School:

The allocation for this program is \$350 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-75-10-118-118.

Key Middle School:

The allocation for this program is \$250 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-079-10-118-118.

Ortiz Middle School:

The allocation for this program is \$250 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-338-10-118-118.

Kashmere High School:

The allocation for this program is \$1,150 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-007-10-118-118.

Westbury High School:

The allocation for this program is \$1,150 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-017-10-118-118.

Hartsfield Elementary School:

The allocation for this program is \$125 per student, plus a Magnet Coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-168-10-118-118.

Stevens Elementary School:

The allocation for this program is \$125 per student, plus a Magnet Coordinator position at

\$53,600. This will be funded by GF1-XX-XXXX-245-10-118-118.

STAFFING IMPLICATIONS: Magnet Coordinators will be hired to support each new magnet program.

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves new magnet programs at Charles Atherton Elementary School, David "Davy" Crockett Elementary School, Kashmere Gardens Elementary School, Richard Dowling Middle School, Francis Scott Key Middle School, Daniel Ortiz Middle School, Kashmere High School, Westbury High School, Victor Hartsfield Elementary School, And Lulu Stevens Elementary School, effective January 15, 2016.

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

SUBJECT: APPROVAL TO SOLICIT NEW MAGNET PROGRAMS

The purpose of this agenda item is to seek approval to solicit four new magnet programs to serve portions of the Houston Independent School District (HISD) where current magnet opportunities are limited.

The new magnet programs for solicitation are:

1. Careers Magnet High School: Similar to Barbara Jordan High School for Careers, this new high school magnet program will give students the opportunity to receive training in the occupation of their choice while earning a high school diploma. This new magnet program will serve students who are currently enrolled at other HISD high schools. Following a fee-for-service model, enrolled schools will retain the per-pupil-allocation for each student served in the careers magnet program and will pay a fee for the career education services provided.
2. Business Development / Entrepreneurship: This new magnet program will foster innovation and provide entrepreneurial skill building through classes that combine theory and practice related to business strategy, finance, and foundations of entrepreneurship across several disciplines including but not limited to technology, social, and life sciences.
3. Public Interest Law and Advocacy: This new magnet program will give students the opportunity to receive training in public interest law and advocacy which spans a wide array of issues including but not limited to public service, community organizing, lobbying, law reform, and policy development pertaining to a vast spectrum of public interest issues such as civil rights, economic development, government accountability, transitional justice, and democratic process, just to name a few.
4. Government Relations and Political Practice: This new magnet program will give students the opportunity to learn about United States governmental structures, public administration, and public policy. This program is geared toward students interested in careers within community groups, serving as political advisors to elected officials, as well as careers within the public sector and statutory bodies.

COST/FUNDING SOURCE(S): The allocation for these programs is \$100 per student, plus a magnet coordinator position at \$53,600. This will be funded by GF1-XX-XXXX-XXX-10-118-118.

STAFFING IMPLICATIONS: Magnet Coordinators will be hired to support each new magnet program.

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the solicitation of four new magnet programs, effective January 15, 2016.

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

**SUBJECT: PROPOSED REVISIONS TO BOARD POLICY BBFA(LOCAL), ETHICS:
CONFLICT OF INTEREST DISCLOSURES—FIRST READING**

The Houston Independent School District (HISD) has reviewed its policy regarding conflict of interest disclosures pertaining to board members and proposes to revise the section entitled CAMPAIGN CONTRIBUTIONS BY VENDORS OR OUTSIDE ORGANIZATIONS to read:

“A Trustee shall disclose donations, agreements, or other District related actions, themselves, if an entity or its related officers and/or key employees, or representative agent or employee of the entity is interested in the outcome of a Board proceeding. An entity that is interested in the outcome of a Board proceeding may not make a donation to a Trustee at any point during the code of silence.”

The proposed revised policy is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES ESTABLISH AND MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education accepts the proposed revisions to BBFA(LOCAL), *Ethics: Conflict Of Interest Disclosures*, on first reading.

ETHICS
CONFLICT OF INTEREST DISCLOSURES

BBFA
(LOCAL)

DEFINITIONS

CONFLICT OF
INTEREST

A “conflict of interest” is any circumstance that could cast doubt on a Trustee’s ability to act with total objectivity with regard to the District’s interests. A Trustee’s loyalty to the District must be free from any conflicting interests.

The implication from the appearance of a conflict of interest is just as important as the implication of a real conflict. If an outside independent party might question the intent of a transaction or relationship, such transaction or relationship is deemed to impact the appearance of a conflict and therefore, should be avoided.

DUTY OF LOYALTY

A “duty of loyalty” is the principle of decision making conducted by putting the District’s interests ahead of any other interest.

A conflict arises when the Trustee, or any member of the Trustee’s family or an organization that employs or is about to employ a Trustee or a member of the Trustee’s family, has a substantial financial or other interest in the firm selected for an award. [See Local Government Code Section 171.002 for definition of substantial or other interest]

TRUSTEE FAMILY

As used herein, “Trustee’s family” shall include persons related to the Trustee by consanguinity (i.e., blood) within the third degree or by affinity (i.e., marriage) within the second degree.

An individual’s relatives within the third degree by consanguinity are the individual’s:

1. Parent or child (i.e., first degree);
2. Brother, sister, grandparent, or grandchild (i.e., second degree); and
3. Great-grandparent, great-grandchild, aunt or uncle who is a sibling of a parent of the individual, nephew or niece who is a child of a brother or sister of the individual (third degree).

Two persons are related to each other by affinity if they are married to each other or if the spouse of one of the persons is related by consanguinity to the other person. This provision shall also include any Trustee’s partner or any other person who resides in the same household.

ENTITY

As used herein, the term “entity” shall apply to any individual, sole proprietorship; business; board; organization; nonprofit corporation; religious, educational, or nongovernmental organizations; political action committees; organized labor group and governmental institutions, whether incorporated or not, and their related officers, key employees, and/or other authorized representatives or agents, that a Trustee knows, or has reason to know, has, is interested in or is

ETHICS
CONFLICT OF INTEREST DISCLOSURES

BBFA
(LOCAL)

likely to become interested in, any financial interest such as contract, purchase, payment, claim or transaction with or against the District. Entity herein refers to either a single individual or a collective group of individuals.

A Trustee is considered to have a conflict of interest when:

- The Trustee, or any member of the Trustee's family, has a substantial or other interest as a result of the Trustee's position with the District;
- The Trustee has the opportunity to influence the District's business, administrative, or other material decision in a manner that leads to personal gain or advantage to the Trustee, the Trustee's family member, or affiliated organization; or
- The Trustee has any existing or potential financial interest, or other significant interest, that impairs the Trustee's independence in the discharge of the Trustee's responsibilities to the District.

Trustees have a duty of loyalty to the District. The duty of loyalty requires Trustees to put the interests of the District before all other interests including personal interests or external organizations of which Trustees may be affiliated. The Board and District recognize and encourage interactions with other entities, elected officials, external employment, additional public service leadership, or volunteer service on boards that are interested in furthering the goals and objectives of the District, provided that such interaction does not interfere with the Trustee's duty of loyalty responsibilities. Any conflict of interest set forth in this policy, including but not limited to employment or volunteer leadership service with any organization or board, whether incorporated or not, shall be subject to the disclosure, recusal, and abstention requirements.

CAMPAIGN
CONTRIBUTIONS BY
VENDORS OR
OUTSIDE
ORGANIZATIONS

A Trustee shall disclose donations, agreements, or other District related actions, themselves, if an entity or its related officers and/or key employees, or representative agent or employee of the entity is interested in the outcome of a Board proceeding. ~~a campaign contribution or loan and recuse himself or herself from voting on a contract, agreement, or any other District transaction with any entity financially interested in the outcome of a Board proceeding, if the entity and its related officers, key employees, and/or other authorized representatives or agents have provided campaign contributions or loans to the Trustee during the preceding 12-month period in excess of \$500. Further, a~~ An entity that is financially interested in the outcome award of a Board proceeding contract or the outcome of a competitive bidding or purchasing process may not make a donation ~~campaign contribution or loan to a Trustee at any~~

ETHICS
CONFLICT OF INTEREST DISCLOSURES

BBFA
(LOCAL)

~~point time during the code of silence period, until execution of an awarded contract by all required parties. [See CAA(LOCAL)]~~

TRUSTEE GIFTS OR
GRATUITIES

Except as provided herein, Trustees are prohibited from accepting anything of value or benefit including, but not limited to, entertainment, sports tickets, travel, food, and lodging from any entity the Trustee knows or has reason to know, has, is interested in or is likely to become interested in any contract, purchase, payment, claim, or transaction with or against the District beyond an aggregate from any entity greater than \$50 in any preceding 12 months to an individual Trustee or the Trustee's family member. Trustees shall disclose all instances where acceptance of over \$50 in benefits from any entity the Trustee knows or has reason to know, has, is interested in, or is likely to become interested in any contract, purchase, payment, claim, or transaction with or against the District and shall abstain from any vote or decision related to that entity as provided herein. [See ABSTENTION, below. See CAA(LOCAL) for specifics related to E-Rate.]

This provision shall not apply to:

- Gifts, things of value, or benefits received because of kinship, or personal, professional, or business relationship independent of the official status of the official. Penal Code 36.10(a)(2) [See BBFB(LEGAL)]
- Benefits or things of value to which the Trustee or the Trustee's family member is lawfully entitled;
- Benefits or things of value for which the Trustee gives legitimate consideration in a capacity other than as a Trustee;
- Official functions of the District;
- Official functions during a formal education conference;
- Functions of nonprofit organizations that are raising funds for the benefit of District students; and
- Honoraria or expenses. [See BBFB(LEGAL)]

DISCLOSURE
REQUIREMENTS

Each Trustee shall, by 5:00 p.m. on January 15 and July 15 of each year, file with the District's Board Services Office a Board-approved form Disclosure of Interest Related to the Houston Independent School District. [See BBFA(EXHIBIT)] The January 15 report shall cover activities during the preceding six months of July 1 through December 31, and the July 15 report shall cover activities during the preceding six months of January 1 through June 30. The form shall provide, among other matters, conflict of inter-

ETHICS
CONFLICT OF INTEREST DISCLOSURES

BBFA
(LOCAL)

est disclosure of all direct and indirect interests related to the District, as well as gifts, honorarium, and other payments that are unrelated to services performed or goods furnished by the Trustee from any party who does business with the District or who is interested in doing business with the District. Trustee disclosures shall be posted on the District's Web site under Board of Trustees.

The completion of the Disclosure of Interest Report is independent of a Trustee's legal responsibility to file political contribution reports under Title 15, Election Code.

Additionally, as soon as a Trustee learns of a potential conflict of interest as defined herein, but in no event not less than five days from the posting of the notice of the meeting at which the Board is to take action on a contract that includes a conflict of interest, the Trustee shall disclose the conflict by filing with the District's Board Services Office an updated statement identifying the contract in which the Trustee or the Trustee's family has a substantial interest. [See BBFA(EXHIBIT)]

At regularly scheduled Board meetings, the Board President shall remind Trustees of the conflict of interest requirements and shall request disclosure for any matters under consideration on that day's agenda. Furthermore, the Trustee shall excuse himself or herself and abstain from all discussions and votes pertaining to the contract.

RECUSAL

In addition to disclosing all conflicts in writing, the Trustee with a conflict of interest, including a conflict related to the duty of loyalty, shall disclose the conflict and refrain from participating in any discussion regarding any contract, proposed contract, or transaction that will provide a monetary benefit to any entity in which the Trustee has a conflict of interest.

ABSTENTION

In addition to disclosure and recusal from any discussion of a contract or transaction in which a Trustee has a conflict, the Trustee shall also abstain from any vote or decision on any matter involving the conflict.

[See BBE(LOCAL) regarding Board actions regarding questions, concerns, or issues related to Trustee conflict of interest disclosures, Trustee voting on contract awards, and/or any related questions regarding conflicts among Trustees as well as provisions for complaints against Trustees.]

If a Trustee discloses that he or she has a conflict of interest in a matter before the Board and has properly recused himself or herself, the remaining Trustees, if determined appropriate, may inquire and review all material facts related to the transaction to confirm

ETHICS
CONFLICT OF INTEREST DISCLOSURES

BBFA
(LOCAL)

that the transaction is a benefit to the District. The Board may make inquiries to determine the following:

- Whether the Trustee with a conflict attempted to or did exercise influence over District staff members to encourage the District to proceed with the matter.
- For contracts or procurement, whether District staff members employed best practices and complied with District policies related to competitive bidding. This includes ensuring staff members complied with competitive bidding advertising and proposal solicitation requirements; have documented that their selection was made in accordance with the criteria published in the Request for Proposal or Invitation to Bid; and have attested that the decision-making process was free from undue influence from Trustees and other administrative staff.
- Whether the benefit provided to the conflicted organization under consideration, or directly or indirectly to the disqualified Trustee, exceeds the value of the consideration received by the District.
- For grants, whether the District used specific criteria published in advance to weigh the merits of various applicants and to make decisions about grants that are in the best interests of the District's students.

The Board may request the assistance of the District's Office of Internal Audit and/or legal counsel in making its inquiries to ensure that it is receiving an objective opinion and that the facts under consideration are not biased.

If the Board determines, after reasonable inquiry under the circumstances, that the District could not have obtained best value in accordance with the established criteria from another vendor or organization, and that the proposed transaction or contract meets the Board's requirement to exercise oversight over the prudent and accountable use of District resources, the Board may then approve the transaction or contract by a majority vote (without the disqualified Trustee) of those Trustees present and voting.

MONITORING
CAMPAIGN RECEIPTS

Trustees shall submit copies of each potential campaign contribution to Board Services prior to formal acceptance or cashing such funds. Submissions shall be made within seven business days of check date, or prior to any vote on any related contracts for contributions from an entity associated with the District, whichever occurs first. Where the contributor is determined to be an entity associated with the District, the cumulative amounts for each respective entity taken as a whole shall be accumulated for the

ETHICS
CONFLICT OF INTEREST DISCLOSURES

BBFA
(LOCAL)

preceding 12-month period. Results shall be provided to the respective Trustee, Board President, and Superintendent. The Trustees shall have final authority to accept or reject each contribution. Once the threshold is reached as detailed in this policy, the applicable Trustee, Board President, and Superintendent shall be informed that the maximum campaign receipt limit has been reached and the Trustee is no longer eligible to vote on any contract with such vendor/service provider. [See CAMPAIGN CONTRIBUTION BY VENDORS OR OUTSIDE ORGANIZATIONS, above] Actions resulting from the Board meeting shall be recorded in the minutes.

CONSEQUENCES OF
FAILURE TO DISCLOSE

Failure by a Trustee to disclose such interest may result in the debarment, for 24 months, of any such vendor. Nothing in this policy excuses a vendor from strict compliance with CHE(LOCAL).

REMEDY FOR
INADVERTENT
FAILURE TO DISCLOSE

In the event of an inadvertent failure by a Trustee to disclose such conflict, the Board, by a majority vote (without the disqualified Trustee) of those Trustees present and voting, may reinstate a vendor's eligibility to be considered as providing best value in accordance with the established criteria for a transaction or contract.

FINANCIAL INTEGRITY

The use of District funds or assets for any unethical purpose is prohibited.

GRANDFATHERED
CONTRACTS

All contracts executed prior to the effective date of this policy shall continue to be in full force and effect. Upon termination of the current contract term, this policy shall be applied to any contract renewal.

ANNUAL FINANCIAL
REPORT

Each Board member shall provide in a timely manner to the District information necessary for the District's annual financial management report in accordance with the reporting procedures established by the Commissioner of Education. [See CFA]

E-RATE MATTERS

In the case of E-Rate matters, governance provided at CAA supersedes requirements herein.

CANDIDATES

Candidates who have filed for election to the Board of Education are subject to the limitations herein after the date on which the candidate has filed for office.

EFFECTIVE DATE

This policy shall be effective as of the adoption date,
_____, 2016.

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

SUBJECT: PROPOSED REVISIONS TO BOARD POLICY CE(LOCAL), ANNUAL OPERATING BUDGET—FIRST READING

The Houston Independent School District (HISD) has reviewed its policy regarding its annual operating budget and proposes the following revisions:

- At BACKGROUND, add language clarifying the goal of decentralization.
- Add a new section entitled ESSENTIAL PERSONNEL that states:
 - “Prior to the allocation of school-based funds via the Per Unit Allocation (PUA), all schools will be given essential personnel via full-time equivalent (FTE) positions. Such positions will be determined by the administration based on the grade levels and the population served at the school.”

The proposed revised policy is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 5: Improve Public Support and Confidence in Schools and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES ESTABLISH AND MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education accepts the proposed revisions to CE(LOCAL), *Annual Operating Budget*, on first reading.

ANNUAL OPERATING BUDGET

CE
(LOCAL)

BACKGROUND

One of the main focuses of decentralization is to place decision-making authority as close as possible to the teacher and the student. Schools are where the decisions should be made; accordingly, principals must be the leaders of that decision-making process. Long-term instructional planning by each school is essential. As part of the decentralization process, it has been a goal to allow schools to determine the best use of allocated funds and carryover unexpended funds to the next fiscal period.

ESSENTIAL
PERSONNEL

Prior to the allocation of school-based funds via the Per Unit Allocation (PUA), all schools will be given essential personnel via full-time equivalent (FTE) positions. Such positions will be determined by the administration based on the grade levels and the population served at the school.

SCHOOL CARRYOVER
POLICY

Schools shall annually be permitted to carry over unspent funds at the end of a fiscal year. The total amount of carryover for all schools for a fiscal year shall be included as part of the budget adoption process for that fiscal year.

The administration shall develop guidelines setting forth the rules for determining how much each school can carry over from one fiscal year to the next fiscal year.

FISCAL YEAR

The District shall operate on a fiscal year beginning July 1 and ending June 30.

BUDGET PLANNING

Budget planning shall be an integral part of overall program planning so that the budget effectively reflects the District's programs and activities and provides the resources to implement them. In the planning process, general educational goals, specific program goals, and alternatives for achieving program goals shall be considered. Budget planning and evaluation are continuous processes and should be a part of each month's activities.

AD HOC COMMITTEES

The Superintendent or designee may appoint ad hoc committees to provide a wider expression of community opinion on financial aspects of the school program. The ad hoc committees shall be composed of representative citizens and District personnel. The Superintendent or designee shall define in precise terms the scope of the committee's charge and shall designate the period of time committee members shall serve. The committee shall be dissolved upon completion of its charge or the expiration of the term set by the Superintendent or designee, whichever comes first.

SCHEDULES

The Superintendent or designee shall supervise the development of a budget calendar and a specific plan for budget preparation. The budget schedule shall include time lines for designated individuals or groups to submit their budget proposals.

ANNUAL OPERATING BUDGET

CE
(LOCAL)

PREPARATION OF
PROPOSED BUDGET

The budget shall be prepared in accordance with requirements of law and State Board rules, and shall include the establishment of revenues and appropriations by fund, which includes but is not limited to general funds, special revenue funds, debt service funds, and capital project funds.

BUDGET HEARING

The annual public hearing on the proposed budget shall be conducted as follows:

1. The Board President shall request at the beginning of the hearing that all persons who desire to speak on the budget give their names to the secretary. Only those who sign in with the secretary shall be heard.
2. Speakers shall confine their remarks to the appropriation of funds as contained in the proposed budget.
3. No officer or employee of the District shall be required to respond to questions from speakers at the hearing.

AUTHORIZED
EXPENDITURES

The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the District's approved purchasing procedures. The expenditure of funds shall be under the direction of the Superintendent or designee who shall ensure that funds are expended in accordance with the adopted budget.

BUDGET
AMENDMENTS

School funds shall not be expended in any manner other than as provided for in the budget adopted by the Board, but the Board shall have the authority to amend a budget or adopt a supplementary emergency budget to cover necessary unforeseen expenses. Functional amendments to the budget shall be summarized by fund by the Budget Office, presented to the Board semiannually for ratification, and filed in accordance with established practice.

BUDGET CONTROL

Primary responsibility for budget control rests with the Superintendent. The director or principal is responsible for controlling and amending his or her budget as needed and ensuring that no expenditure is made unless funds have been properly authorized. Funds are properly authorized only when approved by the Board and submitted through the Office of Budget and Financial Planning.

Special revenue projects must have approval of the Board as well as the external funding agency and the division office of the District. The administration is authorized to expend up to ten percent of the individual special revenue program budget prior to receipt of notification of the grant award if verbal approval has been given. The Superintendent may authorize expenditure of an amount exceeding ten percent of the budget on an individual approval basis.

ANNUAL OPERATING BUDGET

CE
(LOCAL)

The Budget Officer or designee shall prepare a midyear report reflecting the current financial condition of the District. Amendments to the currently approved budget may be submitted for Board approval, as needed.

FUND BALANCE
CLASSIFICATION

Fund balance classification shall be recorded in accordance with governmental accounting standards as promulgated by the Governmental Accounting Standards Board.

ORDER OF
EXPENDITURE

The order of spending and availability of the fund balance shall be to reduce funds from the listed areas in the following order: restricted, committed, assigned, and unassigned. Negative amounts shall not be reported for restricted, committed, or assigned funds.

DEFINITIONS

FUND BALANCE

Fund balance shall mean the gross difference between governmental fund assets and liabilities reflected on the balance sheet. Governmental fund assets are those of the general fund, special revenue funds, debt service funds, and capital project funds.

FUND BALANCE
OF THE GENERAL
FUND

The fund balance of the general fund, one of the governmental fund types, is of primary significance because the general fund is the primary fund, which finances most functions in the District. The fund balance of the general fund shall mean the gross difference between general fund assets and liabilities reflected on the balance sheet.

The five classifications of fund balance of the governmental types are as follows:

NONSPENDABLE
FUND BALANCE

1. Nonspendable fund balance shall mean the portion of the gross fund balance that is not expendable (such as inventories) or is legally earmarked for a specific use (such as the self-funded reserves program).

Examples of nonspendable fund balance reserves for which fund balance shall not be available for financing general operating expenditures include:

- Inventories;
- Prepaid items;
- Deferred expenditures;
- Long-term receivables; and
- Outstanding encumbrances.

RESTRICTED
FUND BALANCE

2. Restricted fund balance shall include amounts constrained to a specific purpose by the provider, such as a grantor.

Examples of restricted fund balances include:

ANNUAL OPERATING BUDGET

CE
(LOCAL)

- Child nutrition programs;
 - Technology programs;
 - Construction programs; and
 - Resources from other granting agencies.
- COMMITTED FUND BALANCE 3. Committed fund balance shall mean that portion of the fund balance that is constrained to a specific purpose by the Board.
- Examples include:
- Potential litigation, claims, and judgments; and
 - Campus activity funds.
- ASSIGNED FUND BALANCE 4. Assigned fund balance shall mean that portion of the fund balance that is spendable or available for appropriation but has been tentatively earmarked for some specific purpose by the Superintendent or designee.
- In current practice, such plans or intent may change and may never be budgeted, or may result in expenditures in future periods of time.
- Examples include:
- Insurance deductibles;
 - Program start-up costs; and
 - Other legal uses.
- UNASSIGNED FUND BALANCE 5. Unassigned fund balance shall include amounts available for any legal purpose. This portion of the total fund balance in the general fund is available to finance operating expenditures.
- The unassigned fund balance shall be the difference between the total fund balance and the total of the nonspendable fund balance, restricted fund balance, committed fund balance, and assigned fund balance.

Office of the Board of Education
Board of Education Meeting of January 14, 2016

Rhonda Skillern-Jones, President

SUBJECT: PROPOSED REVISIONS TO BOARD POLICY FO(LOCAL), STUDENT DISCIPLINE—FIRST READING

In December 2015, revisions to Board Policy FO(LOCAL) were approved by the Board of Education regarding general guidelines and procedures pertaining to student discipline. Further revisions to this policy are proposed in order to better promote consistency with the Houston Independent School District (HISD) early-childhood education program and align district policy to evidence-based research that supports student safety and success.

The following revisions are suggested to this local policy:

- At the section GENERAL DISCIPLINE GUIDELINES, additional language is proposed which states: “Beginning with the 2016–2017 school year, no student shall be informally sent home. No student prior to third grade shall be suspended, placed into a disciplinary alternative setting, or expelled, except as required by law.”
- At the same section, new language is proposed to limit disciplinary actions that remove students from their school settings only as a last resort “for other elementary students in third through fifth grades.”

The proposed changes are indicated in the attached revised policy.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 6: Create a Positive District Culture and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education accepts the proposed revisions to Board Policy FO(LOCAL), *Student Discipline*, on first reading.

STUDENT DISCIPLINE

FO
(LOCAL)

CODE OF STUDENT
CONDUCT

The District's rules of discipline are maintained in the Board-adopted Code of Student Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of age, race, color, ancestry, national origin, sex, gender, handicap or disability, marital status, religion, veteran status, political affiliation, sexual orientation, gender identity, and/or gender expression, or any other basis prohibited by law.

At the beginning of the school year and throughout the school year as necessary, the Code of Student Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website at http://www.houstonisd.org/cms/lib2/TX01001591/Centricity/Domain/7905/2015-16_CodeOfConduct_Eng.pdf and/or as a hard copy to students, parents, teachers, administrators, and others on request.

REVISIONS

Revisions to the Code of Student Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

EXTRACURRICULAR
STANDARDS OF
BEHAVIOR

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Code of Student Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Code of Student Conduct. Violations of these standards of behavior that are also violations of the Code of Student Conduct may result in independent disciplinary actions.

STUDENT DISCIPLINE

FO
(LOCAL)

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Code of Student Conduct.

'PARENT' DEFINED

Throughout the Code of Student Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

GENERAL DISCIPLINE
GUIDELINES

These guidelines do not replace or supersede FOA(LEGAL), which allows a teacher to remove a student from the classroom. Additionally, these guidelines extend to CNA4(REGULATION) regarding enforcement of student discipline pertaining to student transportation.

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
 - a. The seriousness of the offense;
 - b. The student's age;
 - c. The frequency of misconduct;
 - d. The student's attitude;
 - e. The potential effect of the misconduct on the school environment;
 - f. Requirements of Chapter 37 of the Education Code; and
 - g. The Code of Student Conduct adopted by the Board.
3. Beginning with the 2016–2017 school year, no student shall be informally sent home. No student prior to third grade shall be suspended, placed into a disciplinary alternative setting, or expelled, except as required by law. Disciplinary actions that remove students from their school setting shall be used as a last resort for other elementary students in third through fifth grades.
4. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's

STUDENT DISCIPLINE

FO
(LOCAL)

parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

All school-based faculty and staff shall be trained annually in methodologies to provide a positive school climate, crisis prevention, and strategies for de-escalating disciplinary challenges.

Additionally, school-based faculty and staff will be trained periodically on the issues of equity based on age, race, color, ancestry, national origin, gender, handicap or disability, marital status, religion, veteran status, political affiliation, sexual orientation, gender identity, and/or gender expression as applied to the population served on that campus. Annually, all school principals will publically share disaggregated disciplinary data and the plans for improving school climate/reducing student misbehavior and rectifying inequities.

CORPORAL
PUNISHMENT

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Code of Student Conduct.

PHYSICAL RESTRAINT

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.
4. Control an irrational student.
5. Protect property from serious damage.

A District employee may restrain a student with a disability who receives special education services only in accordance with law.
[See FOF(LEGAL)]

VIDEO AND AUDIO
MONITORING

Video and audio recording equipment shall be used for safety purposes to monitor student behavior on District property.

The District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

DATE ISSUED:
UPDATE
FO(LOCAL)-X

3 of 4

STUDENT DISCIPLINE

FO
(LOCAL)

USE OF
RECORDINGS

The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Code of Student Conduct shall be subject to appropriate discipline.

ACCESS TO
RECORDINGS

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

EFFECTIVE DATE

This policy shall be effective as of the adoption date.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Academic Services
Andrew G. Houlihan, Chief Academic Officer

SUBJECT: APPROVAL OF CURRENT AND ANTICIPATED DONATIONS FOR DISTRICTWIDE AND SCHOOL-SPECIFIC PROGRAMS AND AUTHORIZATION TO NEGOTIATE, EXECUTE, AND AMEND NECESSARY CONTRACTS ASSOCIATED WITH THESE DONATIONS

In accordance with board policy, all donations in aggregate of \$5,000 or more must be approved by the Houston Independent School District (HISD) Board of Education.

The attachment reflects a summary of proposed donations.

COST/FUNDING SOURCE(S): Shown on the attached list.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 1: Increase Student Achievement and is aligned to Core Initiative 3: Rigorous Instructional Standards and Supports.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the proposed donations for districtwide and school-specific programs and authorizes the superintendent or a designee to negotiate, execute, and amend necessary contracts, effective January 15, 2016.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement	Total Value of Donation	Budget String
Port of Houston Authority	Austin High School (HS) and Yates HS	Maritime Academy	\$37,500	SR1-11-6399-001-10-YY7-YY7 (\$25,000) SR1-11-6399-020-10-YY7-YY7 (\$12,500)
Austin HS and Yates HS will use this donation to enhance the educational experience of maritime students at each of their schools. These funds will be used for supplies and materials, as well as travel costs for the program.				
Marvy Finger Family Foundation c/o Houston Independent School District (HISD) Foundation	Career Readiness Department	Two-year scholarships	\$125,000	T04-61-6499-920-99-960-960
The Career Readiness Department will use the funds donated by the Marvy Finger Family Foundation to provide full two-year scholarships for students. These scholarships must support students who are entering a vocational or career-readiness school and may be used for tuition, fees, books, and equipment. The student must maintain at least a 2.5 grade-point average (GPA) and maintain communication with the district throughout the life of the scholarship.				
West Briar Middle School (MS) Parent Teacher Organization (PTO)	West Briar MS	Drill Team	\$6,435	SR1-36-6399-099-99-YY7-YY7
West Briar MS will use these funds to purchase dance supplies and materials and pay for competition fees for the West Briar MS Drill Team.				

Total Value of Grants: \$168,935.00

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Academic Services
Andrew G. Houlihan, Chief Academic Officer

SUBJECT: ACCEPTANCE OF GRANT FUNDS IN SUPPORT OF DISTRICTWIDE AND SCHOOL-SPECIFIC PROGRAMS AND AUTHORIZATION TO NEGOTIATE AND EXECUTE CONTRACTS REQUIRED UNDER THE GRANTS

In accordance with board policy, all grant funds in aggregate of \$5,000 or more must be approved by the Houston Independent School District (HISD) Board of Education.

The attachment reflects a summary of grants awarded to HISD.

COST/FUNDING SOURCE(S): Shown on the attached list.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 1: Increase Student Achievement and is aligned to Core Initiative 3: Rigorous Instructional Standards and Supports.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education accepts the proposed grant funds for districtwide and school-specific programs and authorizes the superintendent of schools or designee to negotiate and execute contracts required under the grants, effective January 15, 2016.

SUMMARY OF GRANTS GREATER THAN \$5,000

Grantor	Receiving School/ Department	Grant Disbursement	Total Value of Grant	Budget String
United States Environmental Protection Agency (EPA)	Houston Independent School District (HISD) Transportation Department	2015 School Bus Replacement and Retrofit Funding Opportunity	\$200,000	SR1-34-6633-859-99-BF5-BF5

HISD was selected by the EPA's National Clean Diesel Rebate Program to participate in the 2015 School Bus Replacement and Retrofit Funding Opportunity. The purpose of this grant opportunity is to reimburse the district for new buses or retrofit technology purchased for school buses used in the district. The department will have nine months to complete the grant guidelines.

Total Value of Grants: \$200,000

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Transformation Schools
Jason Bernal, Chief School Officer

**SUBJECT: AUTHORITY TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH
READINESS SET GO! LLC**

This agenda item seeks approval from the Houston Independent School District (HISD) Board of Education for the superintendent of schools or a designee to negotiate and execute an agreement with Readiness Set Go! LLC to work with designated campuses to provide differentiated professional development for mathematics teachers based on teachers' needs and instructional goals for student achievement from July 1, 2015, through May 30, 2016.

COST/FUNDING SOURCE(S): The total cost for this service is \$145,200 and will be funded by Gregory Lincoln Education Center, Kashmere High School (HS), and Washington HS budgets.
(\$49,200 – SR1-13-6299-007-10-MG5)
(\$48,000 – GF1-13-6299-016-10-S1-101)
(\$48,000 – GF1-13-6299-058-10-S1-101).

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 1: Increase Student Achievement, HISD Goal 2: Improve Human Capital, and HISD Goal 4: Increase Management Effectiveness and Efficiency, and is aligned to Core Initiative 1: Effective Teacher in Every Classroom.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education authorizes the superintendent of schools or a designee to negotiate and execute an agreement with Readiness Set Go! LLC, effective January 15, 2015.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Business Operations
Lenny Schad, Chief Technology Officer

**SUBJECT: AUTHORITY TO NEGOTIATE, EXECUTE, AND AMEND CONTRACTS
WITH ARCHITECTURAL AND ENGINEERING FIRMS FOR SELECTED
SCHOOLS AND AUXILIARY FACILITIES**

On July 8, 2014, the Houston Independent School District (HISD) sought and received statements of qualifications (SOQ) from 55 Architectural and Engineering (A/E) firms for renovation and new construction projects for the HISD 2012 Facilities Capital Program. Current facility needs at several campuses and auxiliary facilities not included in the 2012 Facilities Capital Program require the utilization of the design services of A/E firms; therefore, the aforementioned SOQs were reevaluated for the current facility needs.

In accordance with Texas Government Code Chapter 2254, and in consultation with legal counsel, the A/E firm selection followed a formal qualification review process. The HISD selection committee conducted an initial review of all submitted SOQs and four of the 55 firms were invited to provide oral presentations. As part of the selection process, representatives from each campus were invited to attend design firm presentations. The recommendations are consistent with the feedback received from each campus represented.

A list of the recommended firms with each firm's minority- and women-owned business enterprises commitment is attached.

Approval of this item will authorize the superintendent of schools or a designee to negotiate, execute, and amend contracts at a fair and reasonable fee not to exceed eight percent of the construction costs, plus a 10-percent contingency of the negotiated design fee for renovation projects, new construction projects, other capital projects, and the actual cost of necessary consultants not included in the fee for basic design services, such as surveying, geotechnical engineering, and other parking-lot repair observation. Each contract will be established with fixed-fee compensation based on a formulated construction cost.

Furthermore, approval of this item will authorize the superintendent of schools or a designee to negotiate, execute, and amend contracts with the next most highly-qualified firm for each project should negotiations with the most highly-qualified firm be unsuccessful.

COST/FUNDING SOURCE(S): The total cost for the recommended will be funded by Capital Project Funds.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and is aligned to Core Initiative 4: Data-Driven Accountability.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education authorizes the superintendent of schools or a designee to negotiate, execute, and amend contracts with architectural and engineering firms for selected schools and auxiliary facilities, effective January 15, 2016.

Parking Lot Projects

Other Capital Project Work Locations	A/E FIRM	M/WBE COMMITMENT
Burbank Elementary School (ES)	RDC Architects	100% (M/WBE Firm with additional MWBE spend*)
Burbank Middle School	RDC Architects	100% (M/WBE Firm with additional MWBE spend*)
Martin Luther King, Jr., Early Childhood Center	VCS Architects, L.L.C	25% M/WBE Commitment
Windsor Village ES	VCS Architects, L.L.C	25% M/WBE Commitment

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Business Operations
Lenny Schad, Chief Technology Officer

**SUBJECT: RATIFICATION OF EMERGENCY PURCHASES AND REPAIRS AT
VARIOUS CAMPUSES PURSUANT TO BOARD POLICY CH(LOCAL):
PURCHASING AND ACQUISITION**

Pursuant to Houston Independent School District (HISD) Board Policy CH(LOCAL): Purchasing and Acquisition, it is requested that the HISD Board of Education ratifies the cost of emergency purchases and repairs at various HISD campuses. A list is attached.

CLB6(REGULATION) defines an emergency as:

“A serious and obvious threat to a student's or employee's health, welfare, or safety; [and] A serious and obvious threat to the operation of...HISD...schools or facilities in executing the District's legal responsibilities to the public and for the persons or property in its legal area, custody, or control.”

The emergencies necessitating the purchases and repairs meet the criteria set forth in CLB6(REGULATION); therefore, ratification by the HISD Board of Education is requested.

COST/FUNDING SOURCE(S): The total cost shall not exceed \$269,330.64 and shall be funded by Pay-As-You-Go funds and departmental budgets.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and aligns to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education ratifies the cost of emergency purchases and repairs at various campuses pursuant to Board Policy CH(LOCAL), effective January 15, 2016.

EMERGENCY PURCHASE REQUESTS

FACILITY LOCATION	DATE	VENDOR	AMOUNT	SCOPE
Browning Elementary School	5/26/2015	Blackmon Mooring	\$54,384.71	Cleaning and restoration due to rain event. (Risk Management)
Davis High School	5/26/2015	Blackmon Mooring	\$49,522.60	Containment, equipment, labor and material in preparation for terrazzo floor. (Risk Management)
			\$74,177.83	Terrazzo floor (Risk Management)
Delmar Stadium	09/1/2015	Atlas Universal, Inc.	\$83,843	Delmar locker room unsafe for players to occupy
Energy Institute	5/1/2015	Westco Ventures	\$7,402.50	Rain Event-revised amount (Risk Management)
Total			\$269,330.64	

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Business Operations
Lenny Schad, Chief Technology Officer

SUBJECT: APPROVAL TO ESTABLISH BUDGETS AND AUTHORITY TO NEGOTIATE, EXECUTE, AND AMEND ALL NECESSARY CONTRACTS RELATED TO CAPITAL IMPROVEMENTS AT VARIOUS CAMPUSES

At its August 27, 2009, meeting, the Houston Independent School District (HISD) Board of Education approved \$13.5 million to be allocated to additional facility projects in each of the nine trustee districts, for a total of \$121.5 million. Since that time the HISD Board of Education has approved various projects throughout the district, many of which are being finalized or are completed, resulting in cost savings that can now be allocated to address other needs in the district.

Trustee Rhonda Skillern-Jones is requesting a budget allocation of \$21,410.53, Trustee Wanda Adams is requesting a budget allocation of \$146,832.11, and Trustee Greg Meyers is requesting \$90,000. These allocations are being requested to provide for capital-related improvement projects and purchases at the schools noted below:

School	Scope of Work	Budget
Burrus Elementary School (ES)	Purchase of books	\$12,492.88
Fondren ES	Library modification; Life skill playground equipment	\$146,832.11
McGowen ES	Purchase of books	\$8,917.65
Westside High School	Science lab expansion	\$90,000
Total		\$258,242.64

COST/FUNDING SOURCE(S): The cost will not exceed \$300,000 and will be funded by District II, VI, and IX trustee allocations.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 1: Increase Student Achievement and Goal 3: Provide a Safe Environment, and is aligned to Core Initiative 4: Data-Driven Accountability.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the establishment of budgets and authorizes the superintendent of schools or a designee to negotiate, execute, and amend contracts necessary to implement capital-related improvements at various campuses, effective January 15, 2016.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Business Operations
Lenny Schad, Chief Technology Officer

**SUBJECT: RATIFICATION OF PURCHASES AND REPAIRS AT HORACE ELROD
ELEMENTARY SCHOOL**

On May 14, 2015, the Houston Independent School District (HISD) Board of Education approved a cooperative agreement with Harris County Department of Education for roofing services, maintenance, and repair. The roof at Horace Elrod Elementary School (ES) has been an ongoing maintenance issue for the past three years. When water leaks caused the ceiling tiles to fall in a classroom, the office of Construction and Facilities Services (CFS) moved expeditiously to repair the roof; however, it was necessary that the roof be replaced. CFS utilized the services of Atlas Universal, Inc., to complete the work.

This project does not fall under the definition of maintenance and repair and would have been better suited for a job order contract. In the absence of such a contract, CFS should have procured a contract through the competitive sealed proposal (CSP) process in accordance with Texas Government Code Section 2269 and Policy CH(LOCAL). Since the CSP process was not followed, it is requested that the HISD Board of Education ratifies the cost of purchases and repairs at Elrod ES.

COST/FUNDING SOURCE(S): The total cost shall not exceed \$505,469 and shall be funded by Pay-As-You-Go funds and departmental budgets.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education ratifies the cost of purchases and repairs at Horace Elrod ES, effective January 15, 2016.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Finance
Kenneth Huewitt, Deputy Superintendent and Chief Financial Officer

SUBJECT: APPROVAL OF CONSULTANT AND PROFESSIONAL-SERVICE CONTRACTS

The purpose of this item is to authorize consultant contracts and professional-service contracts as required by board policy. According to current policy, the Houston Independent School District (HISD) Board of Education's approval is required for consultant contracts and professional services exceeding \$50,000 per engagement, inclusive of expenses, or for consultant contracts where payment to a consultant for the fiscal year has aggregated \$100,000, inclusive of all expenses. The attachment reflects a summary of proposed requests. Individual contracts are on file in Board Services.

COST/FUNDING SOURCE(S): Funds for this recommended action are shown on the attached list.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 1: Increase Student Achievement and HISD Goal 4: Increase Management Effectiveness and Efficiency, and is aligned to Core Initiative 1: Effective Teacher in Every Classroom.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the proposed consultant and professional-service contracts, effective January 15, 2016.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Finance
Kenneth Huewitt, Deputy Superintendent and Chief Financial Officer

SUBJECT: APPROVAL OF VENDOR AWARDS FOR PURCHASES OVER \$100,000 AND RATIFICATION OF VENDOR AWARDS FOR PURCHASES UNDER \$100,000

The purpose of this item is to authorize vendor awards for purchases over \$100,000 and ratify vendor awards for purchases under \$100,000. Pursuant to Board of Education policy, contracts for purchases over \$100,000 are submitted to the Houston Independent School District (HISD) Board of Education for approval prior to the issuance of purchase orders and/or agreement letters. Procurement Services, authorized by board policy, enters into purchase agreements for bid projects less than \$100,000, subject to ratification by the Board of Education.

When determining the successful bidder, consideration is given to the quality of the articles supplied, conformity with developed specifications, suitability to the requirements of the educational system, and delivery terms. All advertised bids are in compliance with minority- and woman-owned business enterprise procedures. All contracts are negotiated and executed with the supplier(s) providing the best overall value for the district.

The attachment reflects the names of successful bidders, the budgets to be charged, and a description of the items to be purchased. A copy of each tabulation is on file in Board Services.

COST/FUNDING SOURCE(S): Funds for these recommended actions will be necessary only one time.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all six goals and is aligned to all five core initiatives of the district.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves vendor awards for purchases over \$100,000 and ratifies vendor awards for purchases under \$100,000, effective January 15, 2016.

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>BIDS/RFP'S ISSUED</u>	<u>BIDS REC'D</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-11-08 (Greene- Evans)	RFP / Intrusion Systems, Security Cameras, & Fire Alarm Monitoring, Testing & Repair; Intercom System	A-100% C-D A-100% A-100% A-100%		9	8	H H H H H	Advance Secure Tech LLC Benco Systems CandCNET Associates, Inc. CLS Technology LLC Hi-Tek Sound & Signal, Inc Westco Ventures, LLC	Not To Exceed \$35,000,000	Various Schools and/or Departments Budgets
<p>The purpose of this contract is to obtain services for district wide Intrusion Systems, Security Cameras, Fire Alarm Monitoring, Testing & Repair, Intercom System. Request approval from January 31, 2016 through December 31, 2016 and for an additional 4 (four) annual renewal periods. Total expenditure for the initial term is estimated not to exceed \$7 million. Projected expenditure for the length of the contract periods is estimated at \$35 million. The annual funding source is compiled from district wide budgets, the Construction Facility Services Department, and the Bond Department. This contract will provide central station fire alarm monitoring, intrusion detection monitoring, security camera systems monitoring, and intercom system maintenance district wide. Semi-annual inspections and annual testing, preventive maintenance, emergency repair, regular repair services and installation for equipment located in all facilities within the districts central station monitoring are also included. This contract was obtained by the district by applying the "Best Value" process in selecting the Supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) CH(LEGAL).</p>									
15-08-43 (Thomas)	RFP / Grounds Maintenance /Landscaping; Tree Pruning & Removal; & Irrigation Systems	C-D A-100%		17	7	T H	Corte Enterprises, Inc. Southwest Wholesale, LLC	Not To Exceed \$26,750,000	GF1-51-6299-802-99-600-999 GF1-51-6299-802-99-602-999 GF1-51-6299-800-99-000-999 GF1-51-6299-803-99-000-999 GF1-51-6299-XXX-99-E1-101 GF1-51-6299-XXX-99-S1-101

The purpose of this contract is to request approval beginning January 15, 2016 through January 14, 2017, and for an additional four annual renewal periods after the initial contract term. This solicitation is for grounds maintenance and landscaping; tree pruning and removal; and irrigation systems. Irrigation Systems is subject to limitations: to the identification and reporting of problems, repair of damages to existing irrigation systems (to keep them in working order) as true maintenance work, this could include replacement of heads, broker parts/pipe section or controls. The average annual spend for the last three fiscal years has been \$3,372,666. The annual spend for fiscal year 2015 was \$5,348,022 and is expected to remain at the same level for the next five years. The projected expenditure for the five years of this project is \$26,750,000. The user department is Construction & Facility Services. These services can be sourced districtwide. The recommend suppliers were selected because they represented the best overall value for the district. The district applied the "Best Value" process in selecting the suppliers to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>BIDS/RFP'S ISSUED</u>	<u>BIDS REC'D</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-09-05 (Goff)	RFP / Science Equipment and Supplies	C-1% A-100% C-D C-1% C-D A-100% C-D C-D		71	9	O T O O O T O O	Carolina Biological Supply ExpoTech USA Flinn Scientific Frey Scientific Pasco Scientific Possible Mission, Inc. ThermoFisher Scientific VWR/Sargent Welch	Not To Exceed \$20,500,000	Various Schools and Departments Budgets

The purpose of this contract is to purchase equipment and supplies for science labs at elementary and secondary campuses from January 14, 2016 through January 13, 2017, and for an additional two annual renewal periods after the initial contract term. The average historical expenditures for these products has been \$6,588,811, with last year's expenditures totaling \$7,497,727. Due to the change in the Texas science standards in 2010, teachers are mandated to facilitate science lab instruction for their students. This has caused an increase in the purchase lab supplies and equipment. In addition, the district has a greater science, technology, engineering and math (STEM) footprint in science which also contributes to an increase in equipment and supply demand. Therefore, the projected expenditure for the next three-year contract is expected to be higher. The suppliers were selected by the evaluation team because they represent the best overall value for the district. The district applied the "Best Value" process in selecting the suppliers to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

15-10-16 (Vest)	RFP / Various Paper	C-D A-100% B-20% C-D A-100%		22	9	OT OT OT OT OT	Brooks Duplicator Co. Liberty Paper & Printing Olmstead-Kirk Paper Co. School Specialty Today's Business Solutions	Not To Exceed \$9,300,000	GF1-00-1311
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The purpose of this contract is to request approval beginning January 15- 2016 through January 14, 2017 with two annual renewal options after initial contract term. This solicitation is for the purchases of various types paper (printing paper, copy paper, envelopes etc.) utilized by schools district wide and by HISD's print shops. The annual historical expenditure on these products for the past three years has been \$3,100,000, with last year's expenditure also being \$3,100,000. The forecasted expenditures for the entire length of the 3 year contract is \$9,300,000. HISD purchases approximately 150 different types/sizes of paper, with the largest spend being 8 ½ X 11 copy paper (~\$2 million per year). This solicitation will allow HISD to purchase being 8 ½ X 11 copy paper at 22.60 per case, compared to average retail price of \$30 per case for a savings of \$620,000 for the first year alone. The vendors recommended were selected by the evaluation team because the companies represents the best overall value for the district. The district applied the "Best Value" process in selecting the suppliers in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) & CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>BIDS/RFP'S ISSUED</u>	<u>BIDS REC'D</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-10-22 (Lopez)	RFP / Automotive Batteries	C-D C-1%		21	3	H H	Interstate Batteries Thomas Bus Gulf Coast	Not To Exceed \$450,000	GF1-00-1311 GF1-51-6319-863-99-999-999 GF1-51-6319-865-99-999-999 GF1-51-6319-867-99-999-999 GF1-51-6319-869-99-999-999 GF1-51-6319-877-99-999-999

The purpose of this contract is to request approval beginning January 15, 2016 through January 14, 2017 and for an additional two (2) annual renewal periods after the initial contract term. This solicitation is to replace project 12-11-03 Automotive Batteries which expires in January 2016. This new contract will allow Transportation Fleet Maintenance to purchase various batteries to maintain the current fleet of vehicles and buses for the district. During a school year HISD has over 1100 buses running 1,000 routes transporting over 28,000 students on average daily. The average historical expenditure for these services have been \$117,588, with last year's (2015) totaling \$150,480. Fleet Maintenance estimates that current battery replacement will remain at the same volume with fixed prices on all line items. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

15-10-07 (Lopez)	RFP / CFS Leadership Development Training	NP-0%		99	5	H	University of Houston, Bauer College of Business	Not To Exceed \$450,000	GF1-51-6299-800-99-100-999
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The purpose of this contract is to request approval beginning January 15, 2016 through January 13, 2017 and for an additional two (2) annual renewal periods after the initial contract term. This solicitation will provide professional ongoing development training for Construction and Facilities Services (CFS) leadership to include Senior Managers, Area Managers, Managers and Team Leaders. It is estimated using research on leadership development training programs from universities and similar management training programs in the Houston, TX area for cohorts of ~60 individual's with annual expenditures projecting to remain the same. The projected expenditures for the length of contract is \$450,000. The training will provide a recognized leadership development certificate with the primary purpose of the certificate to examine leadership effectiveness at three levels: leadership skill-sets for the individual, including leadership development and leading change; strategic governance issues for organizations, as well as ethics and social responsibility; and leadership in a global context, including effective leadership practices across cultures. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>BIDS/RFP'S ISSUED</u>	<u>BIDS REC'D</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-10-17 (Greene- Evans)	RFP / Crime Insurance	B-25%		2	1	H	Arthur Gallagher Risk Management Services, Inc.	Not To Exceed \$225,000	GF1-41-6426-911-99-940-940

The purpose of this contract is to obtain Crime Insurance coverage. Request approval from January 31, 2016 through January 30, 2017 and for an additional 2 (two) annual renewal periods. Total expenditure for the initial term is estimated not to exceed \$75,000. Projected expenditure for the length of the contract periods is estimated at \$225,000. This contract will replace Project 13-01-01, which expires on January 31, 2016. The coverage offered will protect the district in the event of losses due to employee dishonesty, forgery, promissory notes, and the disappearance and destruction of money and securities. The district applied the "Best Value" process in selecting the Supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
HCDE 15-06-21-04 (Kladis)	RFP / Frozen Food Staple Grocery & Related Items					H	Glazier Foods Company	Not To Exceed \$2,100,000	FD1-35-6351-791-99-977-977

The purpose of this contract amendment is to request budget increase approval beginning August 14, 2015 through August 13, 2016 to continue to provide frozen food staple grocery and related items for Nutrition Services. This contract was previously approved by the board on August 13, 2015 for \$1,500,000. The increase to the budget is due to unforeseen changes in the suppliers' relationships due to price increases in beef commodities and shortages in chicken commodities related to avian flu. Previous suppliers were unwilling to commit during our renewal process for fiscal year 15-16 for our internal contract under this category due to these circumstances. Nutrition Services estimates a total of \$2,100,000 in additional expenditures for the remaining contract period to allow flexibility in expenditure authority. According to Chapter 44 and Chapter 791 of the Texas Education Code and district purchasing and acquisition district policies CH(LOCAL) and CH(LEGAL), HISD is able to enter into an Interlocal contract with HCDE.

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
BuyBoard 15-12-01-01 (Thomas)	RFP / Stage Curtains & Lighting, Stage/Stadium Sound Systems & Theatrical Supplies					T	A V Pro, Inc.		
						T	AVES Audio Visual Systems, Inc.		
						T	Big House Sound, Inc.		
						T	Infinity Sound, LTD.		
						T	Lone Star Communications, Inc.		
						T	N Tune Music and Sound, Inc.		
						T	NSEC, LLC (National Stage Equipment Co)		
						O	Norcostco, Inc.		
						T	Advent Systems, Inc. dba Sound Techs		
						T	Southwest Sound and Electronics, Inc.		
						H	StageLight, Inc.		
						O	Sweetwater Music Education Technology		
						T	The TASC Group, LLC dba TASC A/V		
						O	Woodwind & Brasswind, Inc.	Not To Exceed \$500,000	Various School and/or Department Budgets

The purpose of this contract is to obtain supplies beginning January 15, 2016 through October 31, 2018. This solicitation is from the BuyBoard Cooperative to obtain stage curtains and lighting, stage and stadium sound systems, and theatrical supplies. The average annual spend for the last three fiscal years has been \$143,519. The annual spend for fiscal year 2015 was \$177,841. The projected expenditure for the term of this project is \$500,000. The vendors are awarded under BuyBoard contract # 497-15. According to Chapter 44 and Chapter 791 of the Texas Education Code and district purchasing and acquisition district policies CH(LOCAL) and CH(LEGAL), HISD is able to enter into an Interlocal contract with BuyBoard.

APPROVAL OF COOPERATIVE PURCHASES UNDER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
DIR 15-12-03-02 (Cooper)	RFP / Digitize Human Resource Records					H	Cogniserv dba Databank	Not To Exceed \$100,000	GF1-41-6299-698-99-053-999
<p>The Board approved this vendor on January 15, 2015 for \$195,000, due to additional services required by Human Resources, there was a need for an increase in the expenditures of approved funds. The purpose of this contract is to request approval for ratification of additional funds for digitize human resources records. This is a DIR Co-op DIR-SDD-2178 with Databank IMX LLC with Contract Expiration Date of April 5, 2017. The amount for ratification is \$100,000. According to Chapter 44, §44.031 B (a) (4) An Interlocal Contract and Chapter 791 Interlocal Corporation Contracts of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL), HISD is able to enter into an Interlocal contract with Texas Department of Information Resources.</p>									
HGAC 15-12-24-05 (Lopez)	RFP / Magnum Dump Trailers					T	Magnum Trailers	Not To Exceed \$15,000	GF1-51-6639-800-99-933-933
<p>The purpose of this contract is to request approval beginning January 14, 2016 through October 31, 2016. This solicitation is to purchase two (2) dump trailers for Facility Services through the Houston Galveston Area Council (HGAC) coop from Magnum Trailers. HGAC has Magnum Trailers on contract (TR11-14) as a vendor with the specific type of trailers needed. HGAC and Magnum Trailers entered into contract effective November 1, 2014 to October 31, 2016. Line items on Attachment A of Contract No. TR11-14 list the trailer types needed by Facility Services to move mulch, dirt, equipment as needed. Product Category 900-008 Trailer Purchase/Repair: HISD already spends more than \$50,000 therefor it requires board approval for this project. The projected spend for the remaining length of the contract is \$15,000. The suppliers recommended for approval are: Magnum Trailers; HGAC-Buy contract TR11-14. According to Chapter 44, §44.031 B (a) (4) An Interlocal Contract and Chapter 791 Interlocal Corporation Contracts of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL), HISD is able to enter into an Interlocal contract with HGAC-Buy.</p>									

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	YEAR 2 OF 3	YEAR 3 OF 3	** LOC	AWARDED TO	AMOUNT	BUDGET CHARGE
15-12-15-13 (Luna)	Linked Learning -- Programmatic Components, including Staff and Leadership Development; College/Career Exploration; and Hardware/Technology for campuses participating in the Race to the Top Grant					H H H H T O H T H H	Data Projections French Corner Houston Community College (HCC) The Kingdom Builders' Center (KBC) Manor New Tech High School Nashville Alignment NetSync Texas Association for Minorities in Engineering (TAME) University of Houston Hilton University of Houston Downtown	Not To Exceed \$3,239,000	SR1-61-6299-647-99-RC3-RC3 SR1-11-6299-670-10-AZ5-AZ5 SR1-13-6299-670-74-AV2-AV2 SR1-21-6491-647-99-RC3-RC3 GF1-21-6491-647-99-999-999 SR1-21-6411-647-99-RC3-RC3 SR1-21-6417-647-99-RC3-RC3 GF1-21-6411-647-99-999-999 SR1-13-6268-647-99-RC3-RC3 GF1-13-6268-647-99-999-999 GF1-13-6351-647-99-999-999 SR1-13-6269-647-99-RC3-RC3 SR1-21-6269-647-99-RC3-RC3 SR1-11-6632-647-99-RC5-RC5 SR1-11-6632-647-99-RC6-RC6 SR1-11-6639-647-99-RC5-RC5 SR1-11-6639-647-99-RC6-RC6 GF1-11-6632-647-99-999-999

~~The purpose of this contract is to continue providing the district with a variety of opportunities for development from January 18, 2016 through June 30, 2017. The District seeks to continue supporting the Linked Learning Initiative as outlined in Race To The Top Grant. This includes providing campus and central office staff with professional development; providing students with college and career field experiences; providing campuses with laptop carts, software/hardware, smartboards; and hosting the District's Career Expo -- When I Grow Up. All associated costs will be covered by federal grant funds.~~

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	YEAR 2 OF 3	YEAR 3 OF 3	** LOC	AWARDED TO	AMOUNT	BUDGET CHARGE
15-12-04-13 (Nestor)	College Readiness— Assessments and Preparation for Middle School and High School Students					Q Q Q Q Q	ACT, Inc. College Board Duke University Princeton Review TestMasters	Not to Exceed \$3,049,000	GF1 31 6299 635 99 999 999 Various School and/or Department Budgets
The purpose of this contract is to continue providing students with a variety of opportunities to achieve college readiness levels and access a postsecondary education beginning January 20, 2016 through June 30, 2017. The district seeks to continue providing eligible middle school students with the opportunity to participate in the Duke TIP program and take the SAT. It also seeks to continue covering all costs for any students in the district who take AP exams. In addition, the district wishes to prepare more students to qualify for prestigious programs, such as National Merit, National Hispanic Recognition, and National Achievement Scholars Program through PSAT/SAT preparation.									
15-12-10-13 (Nestor)	Dual Credit Program for Career and Technical Education (CTE) Students					H H H Q T Q	Houston Community College Houston Community College Bookstore Lone Star Community College Pearson Education San Jacinto Community College Wiley Pennwell Sage Corwin Press	Not To Exceed \$934,000	SR1 11 6299 670 74 AV2 AV2 SR1 11 6299 647 99 RC3 RC3
The purpose of this contract is to give CTE students the opportunity to earn dual credit beginning January 20, 2016 through June 30, 2017. Houston ISD, Lone Star Community College, Houston Community College, and San Jacinto Community are providing Dual Credit for students enrolled in approved CTE programs. This partnership affords students the opportunity to earn an Entry Level Certificate upon completion of the program. Students enrolled in dual credit earn weighted grade points for participating in these programs.									

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-08-13 (Nestor)	Curriculum, Test Prep and Certification for Students Participating in CTE Health Science Programs; Transportation, Distribution, and Logistics Programs; Science, Technology, Engineering, and Mathematics (STEM) Programs; Hospitality and Tourism Programs; Information Technology Programs					Q	ASE (National Institute for Automotive Services)		
						Q	BICSI (Building Industry Consulting Services International)		
						Q	CDX Automotive		
						H	Darrell Gashette		
						Q	Health Center 21		
						H	Michigan Institute of Aviation and Technology (MIAT)		
						Q	NASM		
						Q	National Healthcareer Association / Allied Health Certification		
						Q	National Restaurant Association		
						Q	Strategic Licensing (Petro Ed)	Not To Exceed \$864,000	SR1-11-6299-670-74-AV2-AV2 SR1-11-6299-647-99-RC3-RC3

The purpose of this contract is to prepare students in certain fields beginning January 20, 2016 through June 30, 2017. Career and Technical Education (CTE) Health Science Pathways serve to prepare students in the health science field by offering innovative curriculum and industry recognized certifications upon graduation that meet the needs of a large and growing industry. The Transportation, Distribution, and Logistics (TDL) Pathways prepare students with the skills and industry certifications necessary to meet the challenges of the TDL industry. HISD's TDL pathway encompasses automotive, maritime, and aviation pathways. HISD has forged a partnership with BICSI to become the first high school in the nation to offer BICSI certification in our Information Technology Pathway. BICSI is the worldwide association for cabling design and installation professionals. This partnership affords students the opportunity to engage in rigorous training and earn an industry recognized certification in a high growth, high paying field. This opportunity highlights our district's efforts to remain one of the most progressive and innovative in the nation. The Hospitality and Tourism Pathway offers students the opportunity to become ServSafe certified. ServSafe is a food and beverage safety training and certificate program administered by the National Restaurant Association. The program is accredited by ANSI and the Conference for Food Protection. A sanitation certification is required by most restaurants as a basic credential for their management staff. The Science, Technology, Engineering and Mathematics (STEM) Pathway offers students the opportunity to earn an IADC Rig Pass Certification by enrolling in Petroleum Engineering courses.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-29-13 (Nestor)	Keynote Speaker							Not To Exceed \$800,000	Various School and/or Department Budgets

The purpose of this contract is to seek keynote speakers beginning January 20, 2016 through June 30, 2020. The district defines a keynote speaker as: "a person of prominence or accomplishment that is well known for his or her expertise in a particular field or profession (business or industry, politics, military, education, entertainment, arts, etc.), displays positive character and has name recognition due to these professional accomplishments or a life story that is inspiring to others and provides real-life context to variance audiences (students, teachers, administrators, central leadership, parents, etc.) who can share in a delivery to set the underlying tone and summarize a core message or most important revelation that is in alignment with the district's goals, initiatives, and/or professional job roles." If the vendor fits the description of a keynote speaker, the department can select the person that best fits the description based on their needs.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-22-13 (Luna)	Futures Academy Spring Dual Credit Program					H	ATI Nursing Education (ATI)		
						O	Carolina Biological Supply		
						O	Cengage		
						H	Christopher Paez		
						H	Connor Dawson		
						H	Houston Community College Bookstore		
						H	Houston Community College		
						H	Laura Longoria		
						H	Meredith Lopez		
						O	Morphotrust		
						H	Nina Otazo		
						O	Pearson Education (Pearson)		
						H	Rachel Longoria		
						O	School Health Corporation		
						O	School Nurse Supply		
						O	State Board of Pharmacy		
						H	Taylor Hicks		
						H	Valerie Tolbert		
						O	Wiley Pennwell Sage Corwin Press	Not To Exceed \$788,000	GF1-11-6321-646-70-999-999 GF1-11-6269-646-70-999-999 GF1-11-6299-646-70-999-999 GF1-11-6491-646-70-999-999 GF1-11-6399-646-70-999-999

The purpose of this contract is to continue providing students the opportunity to earn an Associate's degree and valuable industry certifications from January 18, 2016 through June 30, 2017. The Futures Academy Program gives underserved students the opportunity to earn an Associate's degree and valuable industry certifications in high-demand career fields while in high school. Futures Academy collaborates with local community colleges to provide students courses of study that offer valuable technological and academic skills. In the Spring of 2015, there will be approximately 800 Futures Academy students enrolled in college courses. The college-level dual credit courses within the college degree plans require specific textbooks related to the courses. The district plans to continue providing the related college textbooks; college readiness TSI tutoring for high school students; transportation to community colleges for dual credit courses; program fees for certifications, exams, and lab supplies; and dual credit programs fees and tuition to support student's academic progress. The projected cost needed to support the program is expected to be \$788,000.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-27-13 (Nestor)	International Baccalaureate (IB) Program					O	International Baccalaureate Organization (IBO)	Not To Exceed \$400,000	GF1-31-6299-635-99-999-999 TA2-99-201804-008-99-973-973 GF1-11-6491-002-10-S1-101 Various Schools and/or Department Budgets
The purpose of this contract is to provide written examinations beginning February 1, 2016 through June 30, 2016. The International Baccalaureate Organization will provide participating schools written examinations for students to be given at the end of the International Baccalaureate Program, which are marked by external IB examiners.									
15-12-31-13 (Nestor)	Region IV Educational Service Center					T	Region IV	Not To Exceed \$400,000	Various School and/or Department Budgets
The purpose of this contract is to provide skill development sessions beginning January 15, 2016 through June 30, 2017. Region IV, through professional services, will assist teachers, district and school leaders, and central staff in improving student performance and enable school districts to operate more efficiently and economically, and support implementations of initiatives as assigned by the Texas Legislature or Commissioner of Education.									

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	YEAR 2 OF 3	YEAR 3 OF 3	** LOC	AWARDED TO	AMOUNT	BUDGET CHARGE
15-12-07-13 (Nestor)	College Readiness – Student Programs to Expose and Prepare Students to Post- Secondary Opportunities					H H O O H H H H	Bayou Event Center Hilton University of Houston National College Resources Foundation National Hispanic Institute Rice University United Way University of Houston/Venuworks Westin Oaks	Not To Exceed \$330,000	GF1-31-6299-635-99-999-999 Various School and/or Department Budgets
The purpose of this contract is to continue providing students with experiences to prepare them for college beginning January 20, 2016 through June 30, 2017. Through a wide variety of different events and programs, the district seeks to provide students with opportunities to immerse themselves in post-secondary environments and develop the awareness and skills they need to be successful in college.									
15-12-30-13 (Nestor)	Region 18 Educational Service Center					T	Region 18	Not To Exceed \$300,000	SR1-13-6299-99-438-99-SF8-SF8
The purpose of this contract is to help staff build capacity for making instructional decisions using value-added data and authentic assessments beginning January 15, 2016 through September 30, 2016. Region 18 will assist teachers, district and school leaders, staff in Curriculum, staff in Professional Development and staff in Research and Accountability to develop and execute an aligned training and coaching plan for building the district's capacity for strong authentic assessments that do not rely on STAAR. It will also develop district owned online training resources to inform instructional leadership and teachers to support student growth metrics.									
15-12-11-13 (Nestor)	Student Assessments for End of Year CTE Program Certifications					O O O O	Careersafe, L.L.C. Certiport Pearson Vue Test Out Corporation	Not To Exceed \$280,000	SR1-11-6299-670-74-AV2-AV2 SR1-11-6299-647-99-RC3-RC3
The purpose of this contract is to prepare students beginning January 18, 2016 through June 30, 2017. The Career and Technical Education department offers students the opportunity to engage in end of program certifications. End of Certification programs span across all 16 clusters and offer students the opportunity to earn industry recognized certifications that can be utilized upon graduation in high growth, high demand careers.									

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-06-13 (Luna)	Online Platforms to assist students with college and career exploration					<input type="radio"/> <input type="radio"/> <input type="radio"/>	Next Tier- Scholarship Plus/E-Scholarship- Scholar Select	Not To Exceed \$196,000	GF1-31-6299-635-99-999-999 GF1-31-6491-635-99-999-999

The purpose of this contract is to continue providing students and parents in the district with the opportunity to explore colleges and careers through online programs from January 18, 2016 through June 30, 2017. The district seeks to continue to provide students and parents in the district with the opportunity to explore colleges and careers through online programs. In addition, the district seeks to continue using online tools to assist with scholarship/financial aid reporting, the promotion of opportunities to students and collaboration tools for college readiness staff.

15-12-05-13 (Nester)	College Success Advising- To Prepare Students for Post-Secondary Success					<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>	Character Lab- Rice Center for College Readiness- Take Root- Texas Association for College Admission Counseling (TACAC)	Not To Exceed \$116,000	GF1-31-6299-635-99-999-999 Various School and/or Department Budgets
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The purpose of this contract is to provide college advising beginning January 20, 2016 through June 30, 2017. College Success Advising is a program within the district that seeks to increase the number of HISD students who apply to and graduate from college by providing timely college advising, resources and support. The scope of these services includes the purchasing of materials, college paraphernalia, books, technology and supplies; training and support of HISD College Success Advisors and Managers; transitioning students to college (boot camps, advising and workshops); college persistence support, college trips and transportation to college fairs; and parent programming. Some costs associated with College Success Advising, including the contracted services with colleges, transportation services, professional development organizations, are being funded by a three-year grant from the Houston Endowment.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-32-13 (Rivera)	Video Streaming Services						Swagit Productions, LLC	Not To Exceed \$18,000	GF1-12-6299-904-99-999-999

The purpose of this inter-local contract with Harris County is to request approval beginning January 15, 2016 through August 7, 2018. This contract is to provide video streaming services (such as video capture and encoding, indexing and cross linking, agenda management integration, and archiving) for the monthly Board meetings and specialty events. The average historical expenditure since 2013 with this vendor has been \$5,700; with last year's expenditure totaling \$6,300. The projected expenditure for the remaining term of the contract (January 15, 2016 through August 7, 2018) is \$18,000. Under product category 180-001 AV Services, the expenditure has exceeded \$50,000; therefore it requires Board approval. In accordance with Chapter 44 of the Texas Education Code, Chapter 791.011 (a-i) of the Texas Government Code, district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL), and district policy GRB(LEGAL), *Relations With Governmental Entities – Interlocal Cooperation Contracts*, the district is able to enter into an interlocal contract with Harris County.

APPROVAL OF CONTRACT RENEWAL PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
14-11-06 (Vest)	RFP / Purchase of School Buses	C-1% C-D	C-0% C-D	X		H OT	Longhorn Bus Sales Thomas Bus Gulf Coast	Not To Exceed \$12,200,000	GF1-34-6633-859-99-931-931

The Board of Education approved this contract January 14, 2015. The purpose of this contract renewal is to request approval beginning January 15, 2016 through January 14, 2017, and an additional one year period after this contract period. This solicitation is to purchase new school buses district wide that meet all safety and technical specifications. The historical average expenditure on the purchases of new school buses for the last three years is \$6,000,000 annually, with last year expenditure being \$6,100,000. The projected expenditures for the remainder of the contract term (2 years) is \$12,200,000. HISD's Transportation Department anticipates purchasing 120 new buses over the next two years and each bus will be equipped with 3 point seatbelts, video camera systems and a 3 brake light system for extra safety. Currently HISD has over 1,100 buses running 1,000 routes and transporting over 28,000 kids. The average age of the bus fleet is 9 years and the average mileage is 138,000. The current plan is to retire buses older than 12 years and 200,000 miles. The vendors recommended were selected by the evaluation team because the company represents the best overall value for the district. The district applied the "Best Value" process in selecting the suppliers in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF CONTRACT RENEWAL PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
13-08-09 (Kladis)	RFP / Kitchen Production Supplies	C-D	C-D		X	H	Daxwell LLC.		
		C-20%	NC -I-1.73%			T	Edward Don & Company		
		C-I-1.16%	C-I-1.01%			O	From Plastics Company		
		B-20%	B-20%			O	Interboro Packaging Corp.		
		C-I-0.79%	C-I-0.79%			H	Jakes Finer Foods		
		C-I-0.13%	C-I-0.35%			T	LAsT Group Enterprises		
		C-I-0.32%	C-I-0.36%			T	Oliver Packaging & Equipment Company		
		C-I-.6%	C-I-24.88%			H	Par-Pak Inc. DBA Preferred Packaging		
		A-100%	A-100%			T	Pasco Brokerage, Inc.		
		C-I-2.45%	C-I-2.21%			O	Plascon Packaging		
		C-3%	NC-0%			O	Sam Tell & Son		
		C-I-13%	C-I-9.48%			O	Duracorp, LLC dba SOLUT!		
		C-D	C-D			O	Tele-Pak, Inc.		
		C-12%	C-17.04%			O	TranPak, Inc.		
		C-7%	C-95.99%			O	Wallace Packaging Inc.		
								Not To Exceed \$3,500,000	FD1-35-6319-791-99-977-977

The purpose of this contract renewal is to request approval beginning January 15, 2016 through January 14, 2017. The purpose of this contract renewal is to continue to provide food production and kitchen smallwares, packaging, and related items for the Nutrition Services Food Production Center and school kitchen throughout the district. The average historical annual expenditures for this contract has been \$3,000,000. Last fiscal year expenditures totaled \$2,910,000. Nutrition Services estimates a total of \$3,500,000 in expenditures for the remaining contract period to allow flexibility in expenditure authority to accommodate productivity increases in food production center. The district applied the "Best Value" process in selecting the suppliers in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF CONTRACT RENEWAL PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
00-11-06 (Cooper)	RFP / Fiber Optic Services - E-rate Project	C-I-1%	C-I-1.67%			H	Phonoscope Enterprises LLC	Not To Exceed \$2,000,000	Technology Department Budget

The Contract Commencement Date for this E-rate Fiber Optic Lease Services contract was on February 4, 2002 for a fifteen-year period ending February 3, 2017. This is the 14th and final renewal of this contract. The projected annual expenditure for this contract is \$2,000,000 per the Technology Department. The amount listed includes estimated amounts for E-rate-eligible requirements and extensions of services for non-E-rate requirements because the district will not know the scope and quantities which impact the total cost of any eligible e-rate item. Actual e-rate-eligible disbursements will not occur until the service is implemented, invoiced, validated by HISD, and authorized by the Universal Service Administrative Company (USAC). Depending on the negotiated invoicing terms, HISD will either pay 100% of the total invoiced costs with subsequent reimbursement from USAC for the discounted amounts, or a percentage of the total and the vendor will invoice USAC directly for the discounted amount. Procurement will monitor the actual expenditures against the estimated amount and will obtain board approval for any potential overrun, if necessary. The vendor recommended for approval is Phonoscope Enterprises LLC., which was selected by the evaluation team because it represents the best overall value for the district. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

10-12-03 (Cooper)	RFP / Data Communications MPSL- E-rate Project	C-D	C-D			H	ENA Services	Not To Exceed \$1,900,000	Technology Department Budget
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The Board of Education approved this contract for E-rate Data Communication Services in February 2011. The purpose of this item is to request approval to renew the contract from July 1, 2016 through June 30, 2017. The projected annual expenditure for this contract is \$1,900,000 per the Technology Department. The amount listed includes estimated amounts for E-rate-eligible requirements and extensions of services for non-E-rate requirements because the district will not know the scope and quantities which impact the total cost of any eligible e-rate item. Actual e-rate-eligible disbursements will not occur until the service is implemented, invoiced, validated by HISD, and authorized by USAC. Depending on the negotiated invoicing terms, HISD will either pay 100% of the total invoiced costs with subsequent reimbursement from USAC for the discounted amounts, or a percentage of the total and the vendor will invoice USAC directly for the discounted amount. Procurement will monitor the actual expenditures against the estimated amount and will obtain board approval for any potential overrun, if necessary. The vendor recommended for approval is ENA Services, which was selected by the evaluation team because it represents the best overall value for the district. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF CONTRACT RENEWAL PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
09-07-01 (Cooper)	RFP / Aesop Online Substitute Management System	C-I-1.85%	C-I-2.49%			O	Frontline Technologies, Inc.	Not To Exceed \$750,000	GF1-41-6299-507-99-999-999
<p>The Commencement Date of this agreement was on March 2, 2010 and is an evergreen contract. The Board of Education approved the renewal of this agreement on May 14, 2015. The purpose of this contract is to request approval for additional funds and for a five year term beginning May 15, 2015 through May 14, 2020. This solicitation is for a substitute personnel management system. The average historical expenditure for these services has been \$113,695, with last year's expenditure totaling \$146,244. The increase in expenditure is due to utilization of the contract by other departments within the District. The projected annual expenditure for this contract is \$150,000. The vendor recommended for approval is Frontline Technologies Group, LLC and were selected by the evaluation team because they represented the best overall value for the district. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).</p>									
14-10-17 (Goff)	RFP / Montessori Classroom Materials and Supplies	NP-0%	NP-0%	X		H	ETC Montessori	Not To Exceed \$385,000	Various School and/or Department Budgets

The Board of Education approved this contract for Montessori curriculum for the four Montessori campuses on December 11, 2014. The administration now seeks a contract renewal from January 15, 2016 through January 14, 2017, and an additional one-year period after this initial contract term. The average annual expenditure for these services has been \$192,019. The projected annual expenditure for the length of two years is \$384,038. The vendor was selected by the evaluation team because it represents the best overall value for the district. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF CONTRACT RENEWAL PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
14-10-13 (Rivera)	RFP / Contract Printing and Bindery Services	A-100% B-20% C-1%	A-100% B-0% C-16%	X		H H H	Digi-Color Office Depot Rasch Graphic Services Corporation	Not to Exceed \$315,000	Various School and/or Department Budgets

The Board of Education approved this contract renewal on January 15, 2015. The purpose of this contract renewal is to continue to provide contract printing and bindery services beginning January 15, 2016 through January 15, 2017 and for an additional one (1) year renewal period after this contract term. This solicitation is for the purchase of overflow of contract printing and bindery for various school and departments. The average annual expenditure for these services has been \$109,250; with last year's expenditure totaling \$155,776. The projected annual expenditure for the remaining term of the contract (January 15, 2016 through January 15, 2018) is \$315,000. The vendor was selected by the evaluation team because it represents the best overall value for the district. The district applied the "Best Value" process in selecting the suppliers in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

14-05-10 (Rivera)	RFP / Translation and Interpretation Services	B-20%	B-0%	X		O	Language Line Services		Various School and/or Department Budgets
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The Board of Education approved this contract renewal on November 12, 2015. The purpose of this contract renewal is to request an amendment to the approved agenda item to add the additional vendor beginning January 15, 2016 through January 15, 2017 and for an additional one (1) year renewal period after this contract term. The vendor did not provide insurance on time during the initial renewal period. This solicitation is for translation and interpretation services including, but not limited to, translation of documents, sign language interpretation, and interpretation for Special Education, Multilingual, Translation Services, various other departments, and schools. The vendor was selected by the evaluation team because it represents the best overall value for the district. The district applied the "Best Value" process in selecting the supplier in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF CONTRACT RENEWAL PURCHASES UNDER \$100,000

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
13-11-01 (Greene-Evans)	RFP / Unemployment Administrative Services	B-25%	B-30 51%	X		O	Employers Edge, LLC	Not To Exceed \$73,000	IS1-33-6219-920-99-951-951

The purpose of this contract renewal is to obtain services for an administrator for Third Party Unemployment Compensation. The administration now seeks a contract renewal for the remaining two (2) one-year extensions from February 1, 2016 through January 31, 2018. Projected expenditure for the length of the contract periods is estimated at \$73,000. The annual fee for services is based on new claim activity of up to 1,100 claims. The original contract was obtained by the district by applying the "Best Value" process in selecting the Supplier to be awarded in accordance with Chapter 44 of the Texas Education Code and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

Code Legend**M/WBE - Minority and Women Business Enterprises Percentage Notations**

Option A - Certified M/WBE firm; Percentages greater than 100% indicates the M/WBE firm will also subcontract with other M/WBE firms.

Option B - Non M/WBE firm who will subcontract the indicated percentage with an M/WBE firm(s) to meet or exceed the district's goal.

Option C – Non M/WBE firm. If listed with percentage greater than 0%, the awardee will sub-contract with an M/WBE firm for a percentage less than the district's goal. If listed as C/I/X%, the awardee will participate under an indirect program for the percentage indicated. If listed as C/D, the awardee made direct contact with M/WBE firms regarding subcontracting opportunities but has no costs attributable as either indirect or direct costs with M/WBE suppliers.

Other Status Options

NC) - Non-compliant; NE) - Not evaluated; NFP) - Non-profit; P) - Pending Certification

LOC – Location

Houston (H); Texas (T); Out of State (O); Out of State with Local Office (OT).

BB
DIR
GSA
HCDE
HGAC
REGION IV
TASB
TBPC
TIPS
TCPN
TPASS
TXMAS
USC

The BuyBoard Cooperative
Texas Department of Information Resources
Federal General Services Administration Schedule 70
Harris County Department of Education
Houston-Galveston Area Council
Region IV Education Service Center
Texas Association of School Boards
Texas Building and Procurement Commission
TIPS/TAPS Region 8 Interlocal Cooperative
The Cooperative Purchasing Network
Texas Procurement and Support Services
Texas Multiple Award Schedules
U. S. Communities

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Finance
Kenneth Huewitt, Deputy Superintendent and Chief Financial Officer

**SUBJECT: APPROVAL OF FOURTH AMENDMENT TO COMMUNICATIONS
EQUIPMENT LICENSE AGREEMENT WITH WILLIAMS TOWER, L.P.,
FOR TRUNKED RADIO ANTENNA AND REPEATER SPACE**

On July 7, 1994, the Houston Independent School District (HISD) Board of Education approved a two-way radio system that included radios and a repeater system linking the HISD Transportation Department (buses), the HISD Police Department, Construction and Facilities Services, the City of Houston Police Department, and the Harris County Sheriff's Office. The system included operational costs for a repeater system to relay transmission between mobile, portable, and base-station radios and the district police operations and transportation department. The repeaters and antenna systems are required to be located on a tall building in order to reach all HISD locations, and space was leased on the 62nd floor of the Williams Tower building located at 2800 Post Oak Boulevard.

The term for this license agreement has expired and it will be necessary to extend the agreement in order to allow for continued use of the tower systems. The Fourth Amendment to Communications Equipment License would extend the agreement for an additional five years. Either party would have the right to terminate the agreement without cause upon giving the other party 90 days' notice. The total cost for the five-year term would be \$310,675.20, paid in monthly installments of \$5,177.92 as specified in the amendment. This would be a \$246.56 per month increase over the previous five-year agreement.

COST/FUNDING SOURCE(S): The total cost for this recommended action will be \$310,675.20, to be paid in monthly installments over the five-year term and will be funded by (GF1-51-6299-803-99-153-999).

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and is aligned to Core Initiative 4: Data-Driven Accountability.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the Fourth Amendment to Communications Equipment License Agreement with Williams Tower, L.P., for trunked radio antenna and repeater space, effective January 15, 2016.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Finance
Kenneth Huewitt, Deputy Superintendent and Chief Financial Officer

SUBJECT: APPROVAL OF EVALUATION CRITERIA FOR JOB ORDER CONTRACTS CONSTRUCTION PROJECTS MANAGED BY CONSTRUCTION AND FACILITIES SERVICES, AND UNDERSTOOD NOT TO BE UTILIZED FOR ANY CONSTRUCTION UNDER THE BOND PROGRAM

The purpose of this item is to request approval from the Board of Education to select the evaluation criteria that will be used to select the qualified suppliers from the Competitive Sealed Proposal (CSP) for Job Order Contracts (JOC) in accordance with the Texas Government Code, under Chapter 2269, Subchapter I – Job Order Contracts Method – section 2269.401. JOC is a procurement method used for maintenance, repair, alteration, renovation, remediation, or minor construction of a facility when the work is of a recurring nature but the delivery times, type, and quantities of the work required are indefinite. The administration will use Attachment A as the evaluation criteria for all future CSPs to select suppliers for the JOC Program within the Houston Independent School District (HISD). The types of projects that may fall under this program are: general construction projects; heating, ventilation, and air conditioning (HVAC) repair and emergency services; electrical, plumbing, and roofing services; etc.

Attachment A: Selection Criteria—which has been reviewed and approved by HISD legal representatives, evaluation committee members from Construction and Facilities Services (CFS), Procurement, and Business Assistance—incorporates selection criteria and will be applicable to those projects advertised for JOC construction after January 14, 2016.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and is aligned to Core Initiative 4: Data-Driven Accountability.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the criteria in Attachment A for evaluation, ranking, and selection of offerors for JOC construction services to the district; effective January 15, 2016.

Attachment A

Job Order Contract (JOC) Selection Criteria (Above \$50K)

Percentage	Quantitative Criteria
35%	Coefficient or Multiplier Amount
30%	Offeror's Experience and Qualifications in JOC
5%	Reputation and References in JOC
10%	MWBE Plan / Compliance
10%	Offeror's Safety Record
3%	Offeror's Financial Capability
7%	Demonstrated Quality Assurance/Quality Control Methodology During Construction and Warranty Period

Under the Texas Government Code:

Sec. 2269.404. CONTRACTUAL UNIT PRICES. The governmental entity may establish contractual unit prices for a job order contract by: (1) specifying one or more published construction unit price books and the applicable divisions or line items; or (2) providing a list of work items and requiring the offerors to propose one or more coefficients or multipliers to be applied to the price book or prepriced work items as the price proposal.

Sec. 2269.405. COMPETITIVE SEALED PROPOSAL METHOD. (a) A governmental entity may use the competitive sealed proposal method under Subchapter D for job order contracts. (b) The governmental entity shall advertise for, receive, and publicly open sealed proposals for job order contracts. (c) The governmental entity may require offerors to submit information in addition to rates, including experience, past performance, and proposed personnel and methodology.

The Board of Education determined in accordance with agenda item G-20 on April 11, 2013 subject to the provisions hereinafter set forth, the following:

That when the Job Order Contracting (Delivery Order Contracting) construction/project delivery method is determined to be best value for the district, each project shall not exceed \$500,000 and aggregate contracts for an offeror shall not exceed \$1,000,000 per annum per campus without approval of the Board of Education.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Finance
Kenneth Huewitt, Deputy Superintendent and Chief Financial Officer

SUBJECT: APPROVAL OF CONTRACT ITEMS FOR CAREER AND TECHNICAL EDUCATION, COLLEGE READINESS, LINKED LEARNING, AND FUTURES ACADEMY FOR THE OFFICE OF MAJOR PROJECTS TO SUPPORT STUDENTS

The purpose of this item is to request approval from the Board of Education to select different suppliers for programs under the Office of Major Projects to support Houston Independent School District (HISD) students in college readiness and preparation.

The attachment to this agenda item describes the programs that are needed to help fulfill the students' requirements for the 2015–2016 school year, and to be able to continue to support the students for the 2016–2017 school year. The Office of Major Projects will prepare a formal solicitation to prepare the programs to be executed during the 2017–2018 school year.

COST/FUNDING SOURCE(S): Funds are shown in the attachment.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and is aligned to Core Initiative 4: Data-Driven Accountability.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves the different projects as requested in the attachment.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-15-13 (Luna)	Linked Learning - Programmatic Components, including Staff and Leadership Development; College/Career Exploration; and Hardware/Technology for campuses participating in the Race to the Top Grant					H	Aztec Events and Tents		
						H	Collaborative for Children		
						H	Data Projections		
						H	French Corner		
						H	Houston Community College (HCC)		
						H	The Kingdom Builders' Center (KBC)		
						T	Manor New Tech High School		
						O	Nashville Alignment		
						H	NetSync		
						T	Texas Association for Minorities in Engineering (TAME)	Not To Exceed \$3,239,000	
						H	University of Houston Hilton	\$3,344,750	SR1-61-6299-647-99-RC3-RC3
						H	University of Houston-Downtown	\$3,357,750	SR1-11-6299-670-10-AZ5-AZ5
									SR1-13-6299-670-74-AV2-AV2
									SR1-21-6491-647-99-RC3-RC3
									GF1-21-6491-647-99-999-999
									SR1-21-6411-647-99-RC3-RC3
									SR1-21-6417-647-99-RC3-RC3
									GF1-21-6411-647-99-999-999
									SR1-13-6268-647-99-RC3-RC3
									GF1-13-6268-647-99-999-999
									GF1-13-6351-647-99-999-999
									SR1-13-6269-647-99-RC3-RC3
									SR1-21-6269-647-99-RC3-RC3
									SR1-11-6632-647-99-RC5-RC5
									SR1-11-6632-647-99-RC6-RC6
									SR1-11-6639-647-99-RC5-RC5
									SR1-11-6639-647-99-RC6-RC6
									GF1-11-6632-647-99-999-999
									<u>SR1-61-6299-436-99-RC3-RC3</u>

The purpose of this contract is to continue providing the district with a variety of opportunities for development from January 18, 2016 through June 30, 2017. The District seeks to continue supporting the Linked Learning Initiative as outlined in Race To The Top Grant. This includes providing campus and central office staff with professional development; providing students with college and career field experiences; providing campuses with laptop carts, software/hardware, smartboards; and hosting the District's Career Expo - When I Grow Up. All associated costs will be covered by federal grant funds.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-04-13 (Nestor)	College Readiness - Assessments and Preparation for Middle School and High School Students					O O O O O	ACT, Inc. College Board Duke University Princeton Review TestMasters	Not to Exceed \$3,049,000	GF1-31-6299-635-99-999-999 Various School and/or Department Budgets
<p>The purpose of this contract is to continue providing students with a variety of opportunities to achieve college readiness levels and access a postsecondary education beginning January 20, 2016 through June 30, 2017. The district seeks to continue providing eligible middle school students with the opportunity to participate in the Duke TIP program and take the SAT. It also seeks to continue covering all costs for any students in the district who take AP exams. In addition, the district wishes to prepare more students to qualify for prestigious programs, such as National Merit, National Hispanic Recognition, and National Achievement Scholars Program through PSAT/SAT preparation.</p>									
15-12-10-13 (Nestor)	Dual Credit Program for Career and Technical Education (CTE) Students					H H H O T O	Houston Community College Houston Community College Bookstore Lone Star Community College Pearson Education San Jacinto Community College Wiley Pennwell Sage Corwin Press	Not To Exceed \$934,000	SR1-11-6299-670-74-AV2-AV2 SR1-11-6299-647-99-RC3-RC3
<p>The purpose of this contract is to give CTE students the opportunity to earn dual credit beginning January 20, 2016 through June 30, 2017. Houston ISD, Lone Star Community College, Houston Community College, and San Jacinto Community are providing Dual Credit for students enrolled in approved CTE programs. This partnership affords students the opportunity to earn an Entry Level Certificate upon completion of the program. Students enrolled in dual credit earn weighted grade points for participating in these programs.</p>									

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-08-13 (Nestor)	Curriculum, Test Prep and Certification for Students Participating in CTE Health Science Programs; Transportation, Distribution, and Logistics Programs; Science, Technology, Engineering, and Mathematics (STEM) Programs; Hospitality and Tourism Programs; Information Technology Programs					O	ASE (National Institute for Automotive Services)		
						O	BICSI (Building Industry Consulting Services International)		
						O	CDX Automotive		
						H	Darrell Gashette		
						O	Health Center 21		
						H	Michigan Institute of Aviation and Technology (MIAT)		
						O	NASM		
						O	National Healthcareer Association / Allied Health Certification		
						O	National Restaurant Association		
						O	Strategic Licensing (Petro Ed)	Not To Exceed \$864,000	SR1-11-6299-670-74-AV2-AV2 SR1-11-6299-647-99-RC3-RC3

The purpose of this contract is to prepare students in certain fields beginning January 20, 2016 through June 30, 2017. Career and Technical Education (CTE) Health Science Pathways serve to prepare students in the health science field by offering innovative curriculum and industry recognized certifications upon graduation that meet the needs of a large and growing industry. The Transportation, Distribution, and Logistics (TDL) Pathways prepare students with the skills and industry certifications necessary to meet the challenges of the TDL industry. HISD's TDL pathway encompasses automotive, maritime, and aviation pathways. HISD has forged a partnership with BICSI to become the first high school in the nation to offer BICSI certification in our Information Technology Pathway. BICSI is the worldwide association for cabling design and installation professionals. This partnership affords students the opportunity to engage in rigorous training and earn an industry recognized certification in a high growth, high paying field. This opportunity highlights our district's efforts to remain one of the most progressive and innovative in the nation. The Hospitality and Tourism Pathway offers students the opportunity to become ServSafe certified. ServSafe is a food and beverage safety training and certificate program administered by the National Restaurant Association. The program is accredited by ANSI and the Conference for Food Protection. A sanitation certification is required by most restaurants as a basic credential for their management staff. The Science, Technology, Engineering and Mathematics (STEM) Pathway offers students the opportunity to earn an IADC Rig Pass Certification by enrolling in Petroleum Engineering courses.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-22-13 (Luna)	Futures Academy Spring Dual Credit Program					H	ATI Nursing Education (ATI)		
						O	Carolina Biological Supply		
						O	Cengage		
						H	Christopher Paez		
						H	Connor Dawson		
						H	Houston Community College Bookstore		
						H	Houston Community College		
						H	Laura Longoria		
						H	Meredith Lopez		
						O	Morphotrust		
						H	Nina Otazo		
						O	Pearson Education (Pearson)		
						H	Rachel Longoria		
						O	School Health Corporation		
						O	School Nurse Supply		
						O	State Board of Pharmacy		
						H	Taylor Hicks		
						H	Valerie Tolbert		
						O	Wiley Pennwell Sage-Corwin Press	Not To Exceed \$788,000	GF1-11-6321-646-70-999-999 GF1-11-6269-646-70-999-999 GF1-11-6299-646-70-999-999 GF1-11-6491-646-70-999-999 GF1-11-6399-646-70-999-999

The purpose of this contract is to continue providing students the opportunity to earn an Associate's degree and valuable industry certifications from January 18, 2016 through June 30, 2017. The Futures Academy Program gives underserved students the opportunity to earn an Associate's degree and valuable industry certifications in high-demand career fields while in high school. Futures Academy collaborates with local community colleges to provide students courses of study that offer valuable technological and academic skills. In the Spring of 2015, there will be approximately 800 Futures Academy students enrolled in college courses. The college level dual credit courses within the college degree plans require specific textbooks related to the courses. The district plans to continue providing the related college textbooks; college readiness TSI tutoring for high school students; transportation to community colleges for dual credit courses; program fees for certifications, exams, and lab supplies; and dual credit programs fees and tuition to support student's academic progress. The projected cost needed to support the program is expected to be \$788,000.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-07-13 (Nestor)	College Readiness - Student Programs to Expose and Prepare Students to Post- Secondary Opportunities					H H O O H H H H	Bayou Event Center Hilton University of Houston National College Resources Foundation National Hispanic Institute Rice University United Way University of Houston/Venuworks Westin Oaks	Not To Exceed \$330,000	GF1-31-6299-635-99-999-999 Various School and/or Department Budgets
The purpose of this contract is to continue providing students with experiences to prepare them for college beginning January 20, 2016 through June 30, 2017. Through a wide variety of different events and programs, the district seeks to provide students with opportunities to immerse themselves in post-secondary environments and develop the awareness and skills they need to be successful in college.									
15-12-11-13 (Nestor)	Student Assessments for End of Year CTE Program Certifications					O O O O O	Careersafe, L.L.C. <u>CCI Learning</u> Certiport Pearson Vue Test Out Corporation	Not To Exceed \$280,000	SR1-11-6299-670-74-AV2-AV2 SR1-11-6299-647-99-RC3-RC3

The purpose of this contract is to prepare students beginning January 18, 2016 through June 30, 2017. The Career and Technical Education department offers students the opportunity to engage in end of program certifications. End of Certification programs span across all 16 clusters and offer students the opportunity to earn industry recognized certifications that can be utilized upon graduation in high growth, high demand careers.

APPROVAL OF CONTRACT ITEMS

RECOMMENDED AWARD FOR JANUARY 14, 2016, BOARD AGENDA

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>*M/WBE COMMIT</u>	<u>M/WBE ACTUAL</u>	<u>YEAR 2 OF 3</u>	<u>YEAR 3 OF 3</u>	<u>** LOC</u>	<u>AWARDED TO</u>	<u>AMOUNT</u>	<u>BUDGET CHARGE</u>
15-12-06-13 (Luna)	Online Platforms to assist students with college and career exploration					O O O	Next Tier Scholarship Plus/E-Scholarship Scholar Select	Not To Exceed \$196,000	GF1-31-6299-635-99-999-999 GF1-31-6491-635-99-999-999

The purpose of this contract is to continue providing students and parents in the district with the opportunity to explore colleges and careers through online programs from January 18, 2016 through June 30, 2017. The district seeks to continue to provide students and parents in the district with the opportunity to explore colleges and careers through online programs. In addition, the district seeks to continue using online tools to assist with scholarship/financial aid reporting, the promotion of opportunities to students and collaboration tools for college readiness staff.

15-12-05-13 (Nestor)	College Success Advising To Prepare Students for Post-Secondary Success					O H O T	Character Lab Rice Center for College Readiness Take Root Texas Association for College Admission Counseling (TACAC)	Not To Exceed \$116,000	GF1-31-6299-635-99-999-999 Various School and/or Department Budgets
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The purpose of this contract is to provide college advising beginning January 20, 2016 through June 30, 2017. College Success Advising is a program within the district that seeks to increase the number of HISD students who apply to and graduate from college by providing timely college advising, resources and support. The scope of these services includes the purchasing of materials, college paraphernalia, books, technology and supplies; training and support of HISD College Success Advisors and Managers; transitioning students to college (boot camps, advising and workshops); college persistence support, college trips and transportation to college fairs; and parent programming. Some costs associated with College Success Advising, including the contracted services with colleges, transportation services, professional development organizations, are being funded by a three-year grant from the Houston Endowment.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Ethics and Compliance
Richard Patton, Chief Audit Executive

**SUBJECT: APPROVAL TO RENEW AGREEMENT WITH AND ACQUIRE
ADDITIONAL PROGRAMMING SERVICES FROM DUN &
BRADSTREET**

This item seeks Board of Education authority to negotiate and execute a renewal agreement with Dun & Bradstreet to continue providing comprehensive and proprietary business information related to corporations and subsidiaries through an online platform. The Office of Ethics & Compliance provides compliance guidance to the Board of Education in relation to campaign donations and potential conflicts of interest. To assist the Office in providing factual information related to individual relationships with particular companies who may be interested in providing a service to the Houston Independent School District (HISD), it is imperative that the office has the ability to determine if a potential conflict exists. This allows HISD to be in compliance with its policies and regulations.

~~The Office of Ethics & Compliance~~HISD has had a master agreement with Dun & Bradstreet since 1999 and this agenda item continues that agreement. The contract amount of \$41,880 includes the annual fee of \$26,880 and an additional one-time fee of \$15,000 to upgrade existing services. Dun & Bradstreet will integrate their upgraded application program interface (API), Direct 2.0, into the custom online platform application, connecting HISD's SQL database with Dun & Bradstreet. The contract will be paid on a quarterly basis at \$10,470 per payment.

COST/FUNDING SOURCE(S): The total cost for this service/program is \$41,880 and will be funded by:
(\$15,000-GF1-41-6292-413-99-999-999)
(\$26,880-GF1-41-6299-413-99-999-999).

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and Goal 5: Improve Public Support and Confidence in Schools, and is aligned to Core Initiative 4: Data-Driven Accountability and Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the Board of Education approves renewing the agreement with and acquiring additional programming services from Dun & Bradstreet, effective January 15, 2016.

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Legal Services
Elneita Hutchins-Taylor, General Counsel

SUBJECT: PROPOSED REVISIONS TO BOARD POLICY DH(LOCAL), EMPLOYEE STANDARDS OF CONDUCT, INCLUDING THE TEXAS OPEN CARRY LAW—FIRST READING

Changes in state law from House Bill 910, effective January 1, 2016, allow open carry of firearms by license holders in limited circumstances. Districts that wish to pursue criminal trespass charges against license holders for open carry in certain locations must post appropriate signage. Changes in state law from Senate Bill (SB) 273 prohibit a school district from posting signs that bar a handgun license holder from having a concealed handgun where the license holder is not otherwise prohibited by law from having a concealed handgun. A district may post signs at the entrances to its buildings prohibiting a license holder from carrying a firearm into district buildings.

Based on the employment relationship, the Texas Association of School Boards Legal Services believes that a district can continue to prohibit employees from possessing firearms on district property. Therefore, the provisions from GKA(LOCAL) have been moved without revision to this local policy. These provisions prohibit employees from using, possessing, or displaying weapons, including firearms, on district property except at certain district-approved activities. A cross-reference to CKE(LOCAL) has been added to note the exception to this prohibition since the Houston Independent School District (HISD) has a commissioned school district police department. See WEAPONS PROHIBITED.

Revisions at TOBACCO AND E-CIGARETTES are based on SB 97, which requires a school district to prohibit employees from smoking or using e-cigarettes at a school-related or school-sanctioned activity on or off school property.

SB 339 prohibits a district from enacting, adopting, or enforcing a rule or regulation that prohibits the possession of low-tetrahydrocannabinol (THC) cannabis as authorized by Chapter 487 of the Health and Safety Code, which permits prescriptions for low-THC (non-intoxicating) cannabis in limited circumstances. In accordance with this bill, an EXCEPTION has been added to the district's prohibition against possession of controlled substances and drugs if an employee possesses low-THC cannabis or any other controlled substance or drug that a licensed physician has prescribed for the employee's child or another individual for whom the employee is a legal guardian. The district's existing exception for an employee's use of a drug prescribed by a licensed physician has been expanded to apply to use "or possession" of a "controlled substance" or drug. The text at ALCOHOL AND DRUGS has also been revised to align with the new statute.

At NOTICE, the text has been simplified to address the district's obligation to notify employees of this policy.

The proposed changes are noted in the attached revised policy.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and HISD Goal 6: Create a Positive District Culture and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education accepts the proposed revisions to Board Policy DH(LOCAL), *Employee Standards of Conduct*, on first reading.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

DEFINITIONS

For purposes of defining prohibited conduct, the following shall apply:

- “Immorality” is conduct that the Board determines is not in conformity with the accepted principles of right and wrong behavior or that the Board determines is contrary to the moral standards that are accepted within the District.
- “Moral turpitude” is an act of baseness, vileness, or depravity in the private or social duties that a person owes another member of society in general and that is contrary to the accepted rule of right and duty between persons. Examples include but shall not be limited to: theft, attempted theft, swindling, forgery, indecency with a minor, prostitution, and the like.
- “Workplace” is defined as the site for performance of work done in connection with all assignments or duties of one’s employment with the District, including any District building or premise; any District-owned or District-approved vehicle, including any vehicle used to transport students to and from school or school activities; or any off-school property during any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event where students are under the jurisdiction of the District.
- “Electronic media” includes all forms of digital media, such as text messaging, instant messaging, electronic mail (e-mail), and Internet and social media. Electronic media also includes all forms of telecommunications, such as landlines, cell phones, and web-based applications.
- “Social media” covers web-based, interactive communication between individuals, organizations, or communities, which includes but is not limited to web logs (e.g., blogs, electronic forums such as chat rooms, video-sharing websites (e.g., YouTube, Vimeo), editorial comments posted on the Internet, and social networking sites including, but not limited to Facebook, Twitter, Google+, Instagram, LinkedIn, Wikispace, and Edmodo.
- “User” is defined as a District employee or District contractor using computers, Internet and social media, e-mail, chat rooms, text messaging, instant messaging, and other forms of electronic communications or equipment for which the District has administrative responsibility. It also applies to any equipment that uses the District’s network to access online resources.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

GENERAL GUIDELINES Employees shall be courteous to one another and the public, working together in a cooperative spirit to serve the best interests of the District. All District employees shall be expected to adhere to the standards of conduct set out in the *Educators' Code of Ethics*. [See DH(EXHIBIT)]

Employees wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA(LOCAL)]

E-RATE MATTERS In the case of E-Rate matters, refer to governance provided at CAA.

EMPLOYEE RESPONSIBILITIES Every employee shall be responsible for:

- Arriving at work on time every day and following attendance procedures;
- Satisfactorily completing the duties as specified by the job description and/or contract, if any;
- Relating to colleagues and supervisors with respect, courtesy, and in a professional manner;
- Spending the workday on work-related activities to the exclusion of personal business;
- Dressing in a manner that is appropriate for the job assignment, that reflects positively on the District, and that includes the use of all issued safety equipment;
- Recognizing that employment with the District is not guaranteed, but is dependent on employee performance, budget, and need;
- Following the established rules of behavior for the District and society in general as defined by local, state, and federal laws;
- Conducting their duties in a safe manner, following the District's general safety policies and department rules regarding proper use of approved safety equipment and apparel; and
- Following the directives of the supervisor.

VIOLATIONS OF STANDARDS OF CONDUCT Employees shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to their status as District employees. Violation of any policies, regulations, or guidelines may result in disciplinary action, including termination of employment. [See DCD and DF series]

DISCRIMINATION, HARASSMENT, OR ABUSE District employees shall work, supervise others, or be supervised in a work environment free of discrimination, harassment, and abuse. Accordingly, the use of discriminatory remarks and/or epi-

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

thets regarding an employee's race, sex, age, color, religion, ancestry, handicap or disability, marital status, veteran status, political affiliation, sexual orientation, gender identity, and/or gender expression, or national origin shall not be permitted. Employees shall not engage in prohibited harassment, including sexual harassment, of:

Other employees, as defined at DIA.

Students, as defined at FFH. [See FFG regarding child abuse and neglect].]

While acting in the course of their employment, employees shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG]

WORKPLACE
BULLYING

The District considers workplace bullying to be unacceptable and will not tolerate it under any circumstances.

Workplace bullying is defined as engaging in written or verbal expression, expression through electronic means, or physical conduct that occurs in the workplace that:

Has the effect or will have the effect of physically harming another employee, damaging the employee's property, or placing the employee in reasonable fear of harm to the employee's person or of damage to the employee's property;

Is sufficiently severe, persistent, and pervasive that the action or threat creates an intimidating, threatening, or abusive work environment for the employee;

Exploits an imbalance of power between the employee perpetrator and the employee victim through written or verbal expression or physical conduct; or

Interferes with the victim's employment or substantially disrupts the operation of the work location.

Workplace bullying does not include the legitimate exercise of employee management, including task assignment, employee coaching, and work-related employee discipline.

Allegations of workplace bullying shall be handled in accordance with DIA3(REGULATION).

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

RELATIONSHIPS WITH STUDENTS	Employees shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See DIA and FFH]
FREEDOM OF SPEECH	The First Amendment of the United States Constitution prohibits the government from creating law that abridges the freedom of speech. Under Article 1, Section 8 of the Texas Constitution, every person shall be at liberty to speak, write, or publish his or her opinions on any subject, being responsible for the abuse of that privilege; and no law shall ever pass curtailing the liberty of speech. This policy is not intended to abrogate any individual's state and federal constitutional right to free speech on matters of public concern or to inhibit an employee's right to participate in political affairs in the employee's community, state, or nation as provided under Education Code 21.407(b). These rights must be exercised responsibly and within the context of the District's right to maintain and secure an effective and efficient workplace and school operations free from disruptions that detract from the District's objective of educating children.
SOCIAL MEDIA	The District recognizes the powerful impact that social media can have on education. The user participation and sharing of information inherent in these media can be beneficial to students and teachers; and when used responsibly and safely, they may be effectively integrated into the educational environment to support traditional instruction.
SOCIAL MEDIA USE WITH STUDENTS	<p>In accordance with administrative regulations, a certified or licensed employee, or any other employee designated in writing by the Superintendent or designee, may use social media to communicate with currently enrolled students about matters within the scope of the employee's professional responsibilities. All other employees are prohibited from using social media to communicate directly with students who are currently enrolled in the District. For specific procedures on the following, see the administrative regulation [see DH5(REGULATION)]:</p> <p>Exceptions for family and social relationships; and</p> <p>Procedures for establishing professional media sites, limitations to communicating with students, content restrictions, administrative monitoring and review, privacy issues, adherence to applicable laws and policies, and site accessibility to parents and administrators.</p> <p>Each employee shall continue to comply with the applicable state and federal laws, local policies, administrative regula-</p>

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

tions, and the Code of Ethics and Standards for Texas Educators including:

- Compliance with the Public Information Act and the Family Educational Rights and Privacy Act (FERPA), including retention and confidentiality of student records; [See CPC and FL]
- Copyright law; and [See CY]
- Technology resources. [See CQ]

PERSONAL USE OF
SOCIAL MEDIA

An employee shall be held to the same professional standards in his or her use of social media as for any other public conduct. If an employee's use of social media violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

SAFETY
REQUIREMENTS

All employees shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

WEAPONS
~~PROHIBITION~~
~~PROHIBITED~~

~~The District employees are prohibits the use, possession, or display of any firearm, illegal knife, club, or prohibited from possessing or using any of the weapons~~ weapon, as defined in Section 46.05 of the Penal Code [see at FNCG(LEGAL)] while, on District property, while working in the scope of assigned duties, or while attending District-sponsored activities. Any exceptions to at all times.

EXCEPTIONS

No violation of this provision shall be specifically policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by the Superintendent or designee. Board action. [See CKE]
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

TOBACCO USE /
~~ELECTRONIC AND~~
~~E-CIGARETTES~~

~~Employees~~ An employee shall not ~~smoke or~~ use tobacco products, ~~electronic or e-cigarettes, or electronic vaporizing devices in on~~ District ~~buildings~~ property, in District vehicles, ~~nor in the presence of students at school or or~~ at school-related activities. [See ~~DH and also~~ GKA(LEGAL)]

ALCOHOL AND DRUGS

~~A copy of this policy, the purpose of which is to eliminate alcohol and drug abuse from the workplace, shall be provided each employee at the beginning of each year or upon employment.~~

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

~~Employees shall not unlawfully~~ An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours ~~while at school on District property~~ or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant, or mood-changing, mind-altering, or behavior-altering ~~drugs~~ drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

EXCEPTIONS

It shall not be considered a violation of this policy if the employee who uses a:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician through a prescription specifically prescribed for the employee's personal use; or
- 4-3. Possesses a controlled substance or drug that employee's use shall not be considered to have violated this policy a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

NOTICE

Each employee shall be given a copy of the District's notice regarding drug-free schools. [See DI(EXHIBIT)]

A copy of this policy, a purpose of which is to eliminate drug abuse from the workplace, shall be provided to each employee at the beginning of each year or upon employment.

DRUG TESTING

All employees are subject to reasonable suspicion testing for alcohol and/or drug use. [See DHE(LOCAL)]

NOTICE

An employee who tests positive for prohibited drugs and/or alcohol shall be subject to termination, except when an employee voluntarily admits to alcohol or illegal drug use and commences counseling or rehabilitation prior to an event that leads to the initiation of any

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

alcohol or drug testing. Such an employee must thereafter refrain from using alcohol and/or illegal drugs.

[See also DI(EXHIBIT) for Drug-Free Workplace Requirements and DHE(LOCAL) for alcohol and drug testing]

UNAUTHORIZED
PERSONS ON
DISTRICT PREMISES

A District employee shall not bring his or her own relative, personal aide, or hired helper to assist the employee in the performance of duties on District premises or at school-sponsored activities without prior approval from the principal/work location supervisor and/or Human Resources Department. [See also DC(LOCAL) and GKG(LOCAL)]

DRESS AND
GROOMING

The dress and grooming of District employees shall be clean, neat, in a manner appropriate for their assignments, and in accordance with any additional standards established by their supervisors and approved by the Superintendent.

MONEY LENDING

The District prohibits loans made by one employee to another with the intent of collecting interest.

ANNUAL CRIMINAL
HISTORY RECORD
CHECK

An annual criminal background check shall be conducted on all active personnel who do not have electronic fingerprints on file with the Texas Department of Public Safety.

REVIEW COMMITTEE

A review committee will assess the records of employees found to have criminal records that may bar them from continued employment in the District. The committee shall use the standards for reviewing employees and applicants as set out in DC16(REGULATION).

CRIMINAL HISTORY
RECORD CHECK
PRIOR TO
PROMOTION OR
TRANSFER

A criminal background check shall be conducted on all employees prior to any promotion or transfer to an administrator position, on a campus or within the central office, or as determined by the Superintendent's direct report.

Employees shall disclose a prior record when requested to do so at the time of employment. Failure to do so shall result in termination of employment.

RESPONSIBILITY TO
REPORT CHARGES

Employees are required to notify the District within ten days should they be charged with, convicted of, granted deferred adjudication for, or entered a plea of nolo contendere to any felony or any misdemeanor involving moral turpitude. This notification must be made in writing to the custodian of records in the Human Resources Department. Failure to do so could result in termination of employment.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

REASSIGNMENT
PENDING FINAL
DISPOSITION

An employee shall be subject to being temporarily reassigned when the District becomes aware of any pending charge, previous conviction, or deferred adjudication. The decision to reassign an employee shall be made by the appropriate direct report to the Superintendent or designee.

DETERMINATION
UPON FINAL
DISPOSITION

A determination regarding what action, if any, to take will be made after the final disposition of the pending charge(s) or, in the case of a conviction or deferred adjudication, after a recommendation is made to the senior manager, Human Resources (HR) Operations, by the criminal history review committee. In the case of an employee, final disposition of pending charges means a conviction, deferred adjudication, or dismissal of the charges. An employee's completion of probation or other sentencing is not required for a final disposition by the District.

REPORTS OF
MISCONDUCT

In its Declaration of Beliefs and Visions, the Board expressed its strong confidence in and appreciation for District personnel. The Board desires to provide a uniform system that adequately addresses the needs and concerns of all District employees. The Board therefore encourages employees and others connected with the District to bring forward reports in the form of complaints, comments, and suggestions in order to maintain effective and efficient operations, free from disruptions that detract from the District's main objective of educating children.

This policy applies not only to District employees but is also available to parents, students, patrons of the District, and the general public.

The Board recognizes that there are existing resources through which reports can be made and resolved. These resources include the Employee Hotline, the Employee Assistance Program, the Equal Employment Opportunity, Professional Standards, District Police, and Internal Affairs Departments, as well as other appropriate law enforcement authorities. The Board has designated the senior manager, HR Employee Relations, as the clearinghouse for all reports of wrongdoing and for the coordination of resolutions.

EFFECTIVE DATE

This policy shall be effective as of the adoption date, ~~November 14, 2014.~~

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

Office of Legal Services
Elneita Hutchins-Taylor, General Counsel

**SUBJECT: PROPOSED REVISIONS TO BOARD POLICY GKA(LOCAL),
COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES,
INCLUDING THE TEXAS OPEN CARRY LAW—FIRST READING**

Changes in state law from House Bill 910, effective January 1, 2016, allow open carry of firearms by license holders in limited circumstances. Districts that wish to pursue criminal trespass charges against license holders for open carry in certain locations must post appropriate signage. Changes in state law from Senate Bill (SB) 273 prohibit a school district from posting signs that bar a handgun license holder from having a concealed handgun where the license holder is not otherwise prohibited by law from having a concealed handgun. A district may post signs at the entrances to its buildings prohibiting a license holder from carrying a firearm into district buildings.

The recommended revision at WEAPONS is to conform to these changes in law and prohibits the "unlawful" use, possession, or display of weapons, including firearms. The provisions at this local policy apply to community members.

Revisions at TOBACCO AND E-CIGARETTES is based on SB 97, which requires a school district to prohibit anyone from smoking or using e-cigarettes at a school-related or school-sanctioned activity on or off school property.

A new section at OFF-CAMPUS ACTIVITIES outlines employee responsibilities regarding appropriate conduct of participants and others at school-related activities at non- and out-of-district facilities.

The proposed changes are noted in the attached revised policy.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports HISD Goal 4: Increase Management Effectiveness and Efficiency and HISD Goal 6: Create a Positive District Culture and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education accepts the proposed revisions to Board Policy GKA(LOCAL), *Community Relations: Conduct On School Premises*, on first reading.

COMMUNITY RELATIONS
CONDUCT ON SCHOOL PREMISES

GKA
(LOCAL)

PRINCIPAL'S
AUTHORITY

Principals are authorized to refuse entry onto school grounds to persons who do not have legitimate business at the school and to request any unauthorized person or persons engaging in unacceptable conduct to leave the school grounds.

LAW ENFORCEMENT

The Superintendent or designee is authorized to request assistance of law enforcement officers in cases of emergency and to seek prosecution to the full extent of the law when persons violate the provisions of this policy and GKA(LEGAL) regarding trespassing on school grounds, damage to school property, loitering, and disruptive activity.

OFF-CAMPUS
ACTIVITIES

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

PROHIBITIONS
TOBACCO AND
ELECTRONIC E-
CIGARETTES

The District prohibits smoking and the use of tobacco products and e-electronic cigarettes or any other electronic vaporizing device on District property, in District vehicles, or at school-related activities at all times.

WEAPONS

The District prohibits the unlawful use, possession, or display of any firearm, illegal knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

EXCEPTION

No violation of this policy occurs when the use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

REPORT FROM THE SUPERINTENDENT

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

SUBJECT: DEBT MANAGEMENT ACTIVITY REPORT

Houston Independent School District enacted a formal *Debt Management Policy* with the intent to improve the quality of decisions and provide justification for the structure of debt issuance. The guidelines set forth in the *Debt Management Policy* were developed to provide for the issuance and management of the district's debt portfolio. Adherence to the policy indicates to rating agencies and capital markets that the district's debt is being managed in a prudent manner.

The district's *Debt Management Policy* requires that the Office of Finance provide a report to the Board of Education semi-annually detailing debt management activities and adherence to the policy. The attached report includes the fiscal year from July 1, 2015 through December 31, 2015.



REPORT OF DEBT MANAGEMENT ACTIVITIES

Houston Independent School District
As of December 31, 2015

FOREWORD

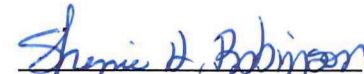
- Pursuant to the Debt Management Policy adopted by the Board of Education of the Houston Independent School District, the Office of Finance shall periodically report to the Board debt management activities and adherence to the Policy.

COMPLIANCE CERTIFICATION

We hereby certify that debt management activities were conducted in compliance with the Board-approved Debt Management Policy.



Kenneth Huewitt
Chief Financial Officer



Sherrie Robinson
Controller



Rick Fairman
Treasurer

DEBT MANAGEMENT POLICY COMPLIANCE REVIEW As of December 31, 2015

Houston ISD Compliance Summary		
Category	Compliant	Comments
Debt Management Policy reviewed annually.	Yes	Approved by Board of Education on 6/11/2015.
Arbitrage reports prepared and reported in CAFR.	Yes	CAFR dated 6/30/2015 reflects arbitrage liabilities prepared by contracted specialist.
Authorized types of debt issued in current reporting period.	Yes	Debt issued in the period included Maintenance Tax Refunding Bonds, Series 2015 as authorized by policy.
Variable rate debt <= 25% of total debt.	Yes	As of 12/31/2015 variable rate debt equaled 23.56% of total debt.
Refunded debt met net present savings thresholds of 2% for current refundings and 4% for advance refundings.	Yes	Current refunding dated 7/13/2015 realized 11.34% of net present value savings exceeding the threshold of 2%.
Legal debt limitation requirements met.	Yes	Attorney General letter on file with issuance documents.
District debt service tax rate limitation of \$1.00 per \$100 assessed valuation and total tax rate of \$1.70 not exceeded.	Yes	Current debt service tax rate is \$0.17 and total tax rate is \$1.1967.
The District obtained credit ratings from at least two nationally recognized bond rating agencies prior to bond issues.	Yes	Current ratings are Aaa by Moody's and AA+ by Standard & Poors.
Required bond issuance reports filed with nationally recognized municipal securities information repository by bond counsel.	Yes	Letter on file by bond counsel (Andrews Kurth) dated 12/21/2015 indicating compliance.
The District filed CAFR with nationally recognized municipal securities information repository (NRMSIR).	Yes	Filed by District in November 2015.
Investment of bond proceeds meets Debt Policy guidelines.	Yes	Proceeds invested in segregated accounts and reported within the District's Cash Management and Investment Policy.
The District met targeted debt service fund balance of 10% of total debt service at most recent fiscal year end.	Yes	The debt service fund balance at 6/30/2015 was 43.60% of budgeted 2016 debt service.

SUMMARY OF DEBT ACTIVITY

FOR THE PERIOD JULY 1, 2015 THROUGH DECEMBER 31, 2015

□ **DEBT ISSUANCE**

\$40,360,000 Maintenance Tax Refunding Bonds, Series 2015

- Debt issue dated July 13, 2015 as refunding bonds with a par amount of \$40,360,000.
- The refunding included a cash contribution of available debt service funds in the amount of \$1,010,050 for payment of \$1,009,000 in debt service previously due 7/15/2015 and \$1,050 in paying agent fees.
- Cash flow savings of \$5,843,811 reducing future debt service payments.
- The net present value savings of the refunding was \$4,575,440 with a percentage savings of 11.34%.
- Costs of issuance totaled \$102,194.
- Proceeds from the issuance were utilized to refund the remaining outstanding bonds of Limited Tax Refunding Bonds, Series 2005 in order to lower debt service costs of the District.
- The bonds were issued as a private placement with JPMorgan Chase Bank and have a final maturity of 7/15/2020.

SUMMARY OF DEBT ACTIVITY

□ **DEBT PAYMENTS (7/01/15 through 12/31/2015)**

Principal Payments	\$ 21,269,225
Interest Payments	\$ 76,581,919
Fiscal Charges	<u>\$ 1,122,340</u>
Total Expenditures	\$ 98,973,484
Other Financing Uses -	
 Payments to Escrow Agents	<u>\$ 40,360,000</u>
Total Disbursements (Uses)	<u><u>\$ 139,333,484</u></u>

Note: This report is an unaudited management report and may not reflect final audited results.

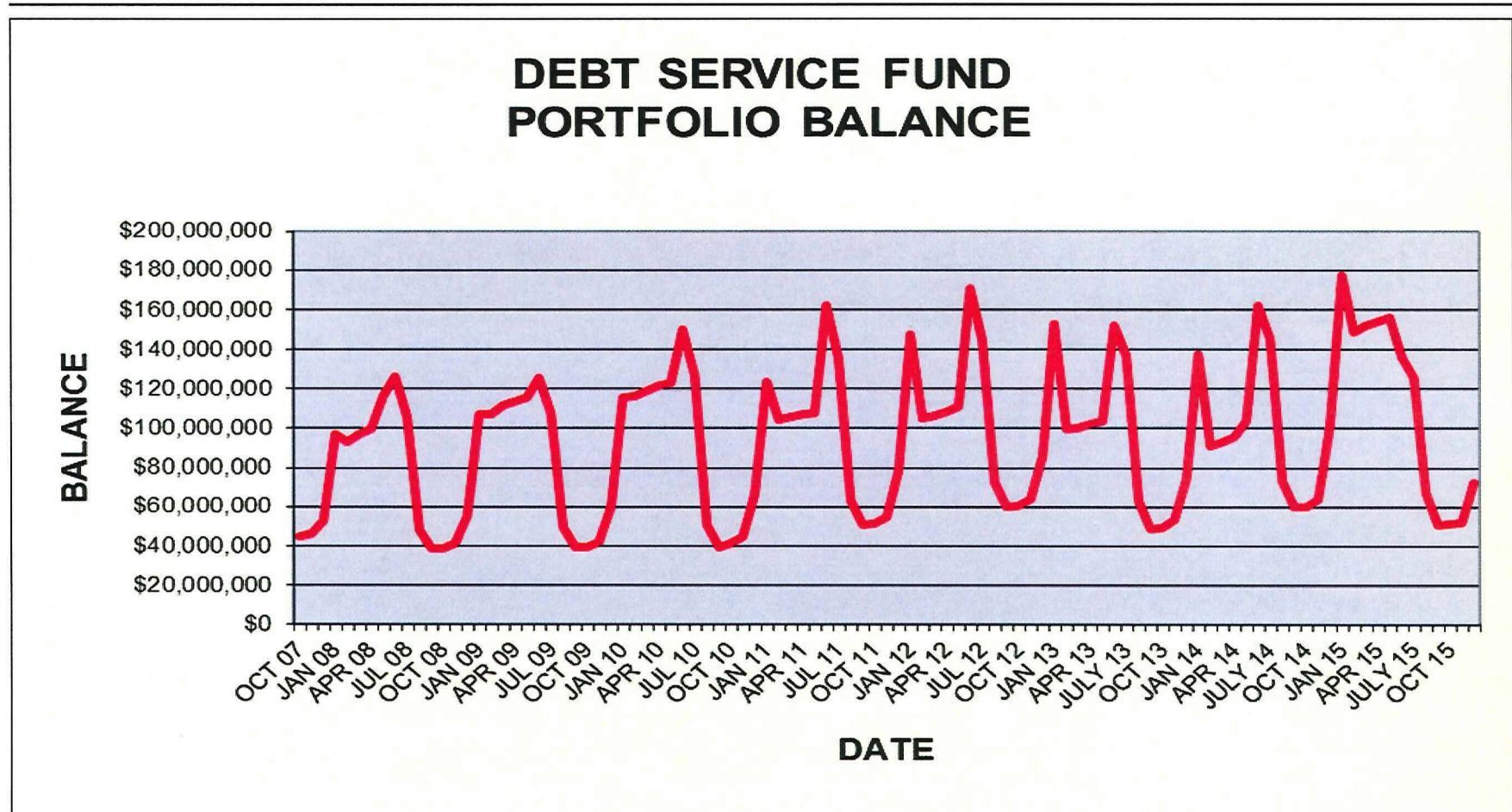
HOUSTON INDEPENDENT SCHOOL DISTRICT

DEBT SUMMARY AS OF DECEMBER 31, 2015

Date of Issue	Description	Original Issue Amount	Final Maturity Date	6/30/2015 Debt Principal	7/15 - 12/15	7/15 - 12/15	7/15 - 12/15	12/31/2015 Debt Principal
					Activity Debt Acquisitions/ Sales/(Refundings)	Activity Debt Principal Pymts	Activity Debt Interest Pymts	
1/01/97	*Refunding Series 1997	\$ 31,435,000	8/15/2015	\$ 1,765,000	\$ -	\$ 1,765,000	\$ 12,690,000	\$ -
2/10/05	Refunding Series 2005A	198,078,577	2/15/2020	11,260,691	-	-	-	11,260,691
9/21/05	Refunding Series 2005B	173,140,000	2/15/2024	167,640,000	-	-	4,191,000	167,640,000
11/21/06	Refunding Series 2006A	28,100,000	8/15/2017	28,100,000	-	-	702,500	28,100,000
3/22/07	Refunding Series 2007	279,865,000	2/15/2026	258,200,000	-	-	5,939,500	258,200,000
3/01/08	Series 2008	389,825,000	2/15/2033	345,950,000	-	-	8,594,938	345,950,000
11/01/09	Series 2009A-1	68,920,000	2/15/2018	43,300,000	-	-	930,000	43,300,000
11/01/09	Series 2009A-2 (BABS)	148,850,000	2/15/2034	148,850,000	-	-	4,579,309	148,850,000
11/01/09	Series 2009A-3 (BABS)	183,750,000	2/15/2028	183,750,000	-	-	5,181,424	183,750,000
5/01/98	Lease Revenue Series 1998A (PFC)	46,246,108	9/15/2021	9,261,063	-	1,558,740	2,326,260	7,702,323
5/01/98	Lease Revenue Series 1998B (PFC)	47,999,985	9/15/2016	5,423,300	-	2,790,485	4,164,515	2,632,815
4/01/06	Lease Revenue Series 2006 (PFC Food)	33,600,000	9/15/2030	26,485,000	-	1,150,000	602,344	25,335,000
4/26/10	Lease Revenue Series 2010A (PFC E)	16,070,000	9/15/2021	14,485,000	-	-	260,409	14,485,000
4/26/10	Lease Revenue Series 2010B (PFC E BABS)	38,430,000	9/15/2029	38,430,000	-	-	1,116,173	38,430,000
5/15/12	Variable Rate Refunding Series 2012	182,080,000	6/1/2030	144,160,000	-	-	914,251	144,160,000
2/14/13	Limited Tax Refunding Series 2013C	92,905,000	2/15/2032	88,330,000	-	-	1,906,025	88,330,000
2/14/13	Limited Tax Sch and Ref Series 2013A	209,640,000	2/15/2038	182,430,000	-	-	4,100,600	182,430,000
2/14/13	Variable Rate Ltd Tax Sch Series 2013B	147,130,000	6/1/2037	147,130,000	-	-	1,145,568	147,130,000
6/01/15	Variable Rate Ltd Tax Sch Series 2014A-1	168,040,000	6/1/2039	168,040,000	-	-	2,520,600	168,040,000
6/01/15	Variable Rate Ltd Tax Sch Series 2014A-2	168,040,000	6/1/2039	168,040,000	-	-	3,360,800	168,040,000
12/16/14	Limited Tax Refunding Series 2014B	365,395,000	2/15/2033	358,340,000	-	-	8,103,600	358,340,000
12/23/14	Lease Revenue Series 2014 (PFC)	81,650,000	9/15/2020	81,650,000	-	-	2,863,442	81,650,000
Bonds Payable				\$ 2,621,020,054	\$ -	\$ 7,264,225	\$ 76,193,256	\$ 2,613,755,830
11/01/07	Contractual Obligations Series 2007	23,500,000	7/15/2015	1,460,000	-	1,460,000	29,200	-
11/01/09	Contractual Obligations Series 2009	23,500,000	7/15/2017	4,155,000	-	1,345,000	58,963	2,810,000
11/01/11	Contractual Obligations Series 2011	23,500,000	7/15/2019	11,700,000	-	6,200,000	175,500	5,500,000
Contractual Obligations				\$ 17,315,000	\$ -	\$ 9,005,000	\$ 263,663	\$ 8,310,000
5/15/05	*Maintenance Notes Refunding Series 2005	\$ 61,245,000	7/15/2020	\$ 45,360,000	\$ (40,360,000)	\$ 5,000,000	\$ 125,000	\$ -
7/13/55	Maintenance Notes Refunding Series 2015	\$ 40,360,000	7/15/2020	\$ -	\$ 40,360,000	\$ -	\$ -	\$ 40,360,000
Notes Payable				\$ 45,360,000	\$ -	\$ 5,000,000	\$ 125,000	\$ 40,360,000
Total Debt Payable				\$ 2,683,695,054	\$ -	\$ 21,269,225	\$ 76,581,919	\$ 2,662,425,830

* Debt either reached final maturity or was fully redeemed during the current fiscal year.

INVESTMENT AND CASH BALANCES



REPORT FROM THE SUPERINTENDENT

Office of the Superintendent of Schools
Board of Education Meeting of January 14, 2016

SUBJECT: COMBINED CHARITIES CAMPAIGN REPORT

The 2016 Combined Charities Campaign (CCC) Committee recently reported that this year's annual workplace campaign raised \$329,831 in contributions. The combined effort of uniting 11 charitable federations that represent over 600 service agencies and a once-a-year workplace campaign is advantageous for all involved. This contribution is another example of the Houston Independent School District's (HISD) caring and generosity toward those in need.

HISD provides its employees with a simple online pledge system allowing for contributions to be conveniently deducted from their payroll through a one-time or a 26-pay-period donation. The list of top contributors for the 2016 campaign is attached.

HOUSTON INDEPENDENT SCHOOL DISTRICT

2016 COMBINED CHARITIES CAMPAIGN

TOP CONTRIBUTOR LIST

Category*	Top Contributor School/Site	Pledge Amount	Principal/ Supervisor	SSO/LP	Coordinator(s)
IV	Bellaire High School	\$9,298	Michael McDonough	Noelia Longoria	Martha Craft Cilya Frank
III	Madison High School	\$11,546	Orlando Reyna	Laura Hunter	Stephen Roquemore
I	Anderson Elementary	\$5,844	Rosalyn Vaughn	Patricia Palacios	Linda Burks
II	Yates High School	\$8,094	Kenneth Davis	Kristin Craft	Carolyn Travis Robert Dooley

Non-School Site

IV	Child Study	8,378	Michael Webb, Sr.	Sowmya Kumar	Renise Turner
II	Information Technology/PMO – Project Management Office	\$4,160	Lenny Schad	Christina Masick	Telicia Williams
I	Elementary Transformation Schools Office	\$7,636	Dr. Grenita Lathan	Silvia Trinh	Sylvia Chapa
III	Secondary Curriculum and Development	\$8,206	Annie Wolfe		Diana Perez

*Category Description

Number of Employees Per Work Location

Category	I	II	III	IV
School Site	1-68	69-137	138-205	206+
Non-School Site	1-20	21-39	40-75	76+