

THE HOUSTON INDEPENDENT SCHOOL DISTRICT



AGENDA

**Board of Education
Meeting**

December 14, 2017

THE HOUSTON INDEPENDENT SCHOOL DISTRICT
BOARD OF EDUCATION

Agenda Index

- | | |
|--------------------------------------|---------------------------------------|
| A. Superintendent's Priority Items | G. Human Resources |
| B. Trustee Items | 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, *President*
Diana Dávila, *First Vice President*
Jolanda Jones, *Second Vice President*
Rhonda Skillern-Jones, *Secretary*
Anne Sung, *Assistant Secretary*
Anna Eastman
Holly Maria Flynn Vilaseca
José Leal
Michael Lunceford

Richard A. Carranza, *Superintendent of Schools*

BOARD OF EDUCATION AGENDA

December 14, 2017

2:00 p.m. – BOARD SERVICES CONFERENCE ROOM

- CALL TO ORDER
- ADJOURN TO CLOSED OR EXECUTIVE SESSION UNDER SECTIONS 551.004, 551.071, 551.072, 551.073, 551.074, 551.076, 551.082, 551.0821, 551.083, AND 551.084, CHAPTER 551 OF THE TEXAS GOVERNMENT CODE FOR THE PURPOSES LISTED UNDER SECTION C
- RECESS

4:30 p.m.

- PUBLIC HEARING ON SCHOOLS FINANCIAL INTEGRITY RATING SYSTEM OF TEXAS (SCHOOLS FIRST)

5:00 p.m. – BOARD AUDITORIUM

- REGULAR BOARD MEETING RECONVENES FOR OPEN SESSION
- MEDITATION AND PLEDGE OF ALLEGIANCE
- RECOGNITIONS
- HEARING OF CITIZENS
- SPEAKERS TO AGENDA ITEMS

BUSINESS AGENDA

- CONSIDERATION AND POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED OR EXECUTIVE SESSION
- CONSIDERATION AND APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Table of Contents

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)
- A-2. Board Monitoring Update: Presentation Of Goal 2 Progress Measure 2.3, Goal 3 Progress Measure 3.1, And Constraint 2 Progress Measure 2.1 - *Revised*
 - December 2017 GPM And CPM Update - *Revised*
 - Update On Literacy Empowered, Advanced Placement, And Career And Technical Education - *New*
 - Interventions Office Board Update - *New*
- A-3. Achieve 180 Monthly Report
 - Achieve 180 Monthly Report - November - *New*
 - Achieve 180 Monthly Report Presentation - *New*

B. TRUSTEE ITEMS

- B-1. Announcement Of Required Board Member Continuing Education
- 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 Runoff Election On December 9, 2017, For Houston Independent School District Single-Member Districts I and III - *Revised*
- Amended Resolution Ordering Houston Independent School District Runoff Election
- B-4. Canvass And Accept Official Results Of December 9, 2017, Runoff Election For Houston Independent School District Single-Member Districts I And III - *New*
- Order Canvassing Returns And Declaring The Results Of The December 9, 2017, Runoff Election - *New*

C. CLOSED SESSION

- C-1. Personnel
- a. Deliberate the duties of the superintendent of schools, chief officers, assistant superintendents, principals, employees, chief audit executive, and board members; evaluations of the superintendent and chief audit executive, 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, chief officers, 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-2. 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 Diego Torres v. Michael Guillory, in the 157th Judicial District Court, Harris County, Texas; Cause No. 2016-83234
- d. Consideration and authority to settle the subrogation lien of Patricia Daniels against Phuong Thi Phan and first Connect Insurance for workers' compensation benefits; First Connect Insurance Claim No. FCC1701833
- e. Consideration and authority to settle the subrogation lien of Henry Williams against Patricia Mendoza and ACCC Insurance for workers' compensation benefits; ACCC Insurance Claim No. U0764599-7

C-3. Real Estate

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
 - Detailed Budget: CASE For Kids

E. SCHOOL OFFICES

F. STUDENT SUPPORT

- F-1. Approval Of District Improvement Plan For 2017–2018
 - DIP Executive Summary 2017–2018 - *Revised*

G. HUMAN RESOURCES

H. BUSINESS OPERATIONS

- H-1. Authority To Negotiate, Execute, And Amend Construction Contract For A New Parking Lot At Robert Frost Elementary School
- H-2. Approval To Establish A Budget And To Execute All Necessary Contracts For Improvements At Various Campuses - *New*
- H-3. Approval Of 2017 Facilities Capital Budget Revisions - *Revised*

I. FINANCE

- I-1. Approval Of Vendor Awards For Purchases Over \$100,000 And Ratification Of Vendor Awards For Purchases Under \$100,000
- Purchasing Requests - *Revised*
- I-2. Approval Of Resolution And Ordinance Adopting Early Additional Penalty On Delinquent Tangible Personal Property Taxes On Tax Year 2017 For The Houston Independent School District In Accordance With Section 33.11 Of The Texas Property Tax Code
- Resolution And Ordinance
- I-3. Approval Of 2017 Tax Roll
- HISD Tax Roll Letter 2017
- I-4. Approval To Negotiate And Execute A Contract For Benefits Consulting Services

J. OTHER

- J-1. Approval Of Calendar Year 2018 Audit Plan
- Proposed Internal Audit Plan For Calendar Year 2018 - *New*

K. POLICY

- K-1. Approval To Waive Board Policy BF(LOCAL), *Board Policies*, And Approval Of Proposed Revisions To Board Policy CA(LOCAL), *Fiscal Management Goals And Objectives*—First Reading - *Revised*
- CA(LOCAL), First Reading - *Revised*

L. SUPERINTENDENT'S INFORMATION ITEMS

- L-1. Investment Report

TRUSTEE REPORTS AND COMMENTS

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 these items.

REPORTS FROM THE SUPERINTENDENT

Reports and comments by the superintendent of schools regarding meetings and conferences attended, schools visited, community and district activities, new initiatives, and education programs, on which there will be no action. The items may be discussed, but no final action will be taken on these items at this meeting.

ADJOURN

REPORT FROM THE SUPERINTENDENT

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

SUBJECT: BOARD MONITORING UPDATE: PRESENTATION OF GOAL 2 PROGRESS MEASURE 2.3, GOAL 3 PROGRESS MEASURE 3.1, AND CONSTRAINT 2 PROGRESS MEASURE 2.1

The Houston Independent School District (HISD) exists to strengthen the social and economic foundation of Houston by assuring its youth the highest-quality elementary and secondary education available anywhere.

In accordance with the Texas Education Agency (TEA) Lone Star Governance continuous improvement model and the Framework for School Board Development, the HISD Board of Education monitors progress towards the district's goals and compliance with certain constraints.

Attached to this update are presentations regarding Literacy Empowered, Advanced Placement, Career and Technical Education, the Intervention Assistance Team, and the following goal progress measures (GPMs) and constraint progress measure (CPM).

Goal 2: The percentage of graduates meeting the Global Graduate standards will increase three percentage points annually per year from 2017 baseline up to 85% by 2022.

- ~~GPM 2.1—The number and percentage of students completing (earning a 70 or better) a career and technical education (CTE) course who are coded as a student taking a coherent sequence (CTE2 or CTE3) will be reported for each semester and will show improvement from the prior year's comparable semester and from fall to spring semester.~~
- ~~GPM 2.2—The number and percentage of students completing (earning a 70 or better) an Advanced Placement (AP) or International Baccalaureate (IB) course will be reported for each semester and will show improvement from the prior year's comparable semester and from fall to spring semester.~~
- GPM 2.3—The number and percentage of students completing (earning a 70 or better) a dual-credit course will be reported for each semester and will show improvement from the prior year's comparable semester and from fall to spring semester.

Goal 3: Among students who exhibit below satisfactory performance on state assessments, the percentage who demonstrate at least one year of academic growth will increase three percentage points annually in reading and in math between spring 2017 and spring 2020.

- GPM 3.1—Monthly progress monitoring of students in grades K–12 identified as being below grade level in reading and/or math on the district's screener will

REPORT FROM THE SUPERINTENDENT

demonstrate a minimum of one month's growth each month through to the End of Year (EOY) test.

Constraint 2: The superintendent shall not require teachers to administer more than two district-created assessments per semester.

- **Constraint Progress Measure 2.1—**The number of district-required, district-created assessments will not exceed two per semester starting with Fall 2017.

HOUSTON INDEPENDENT SCHOOL DISTRICT

Goals 2 and 3

Goal Progress Measure 2.3 and 3.1

Constraint Progress Measure 2.1

Date: 12/14/2017

Presenter:

Carla Stevens

*Assistant Superintendent,
Research and Accountability*



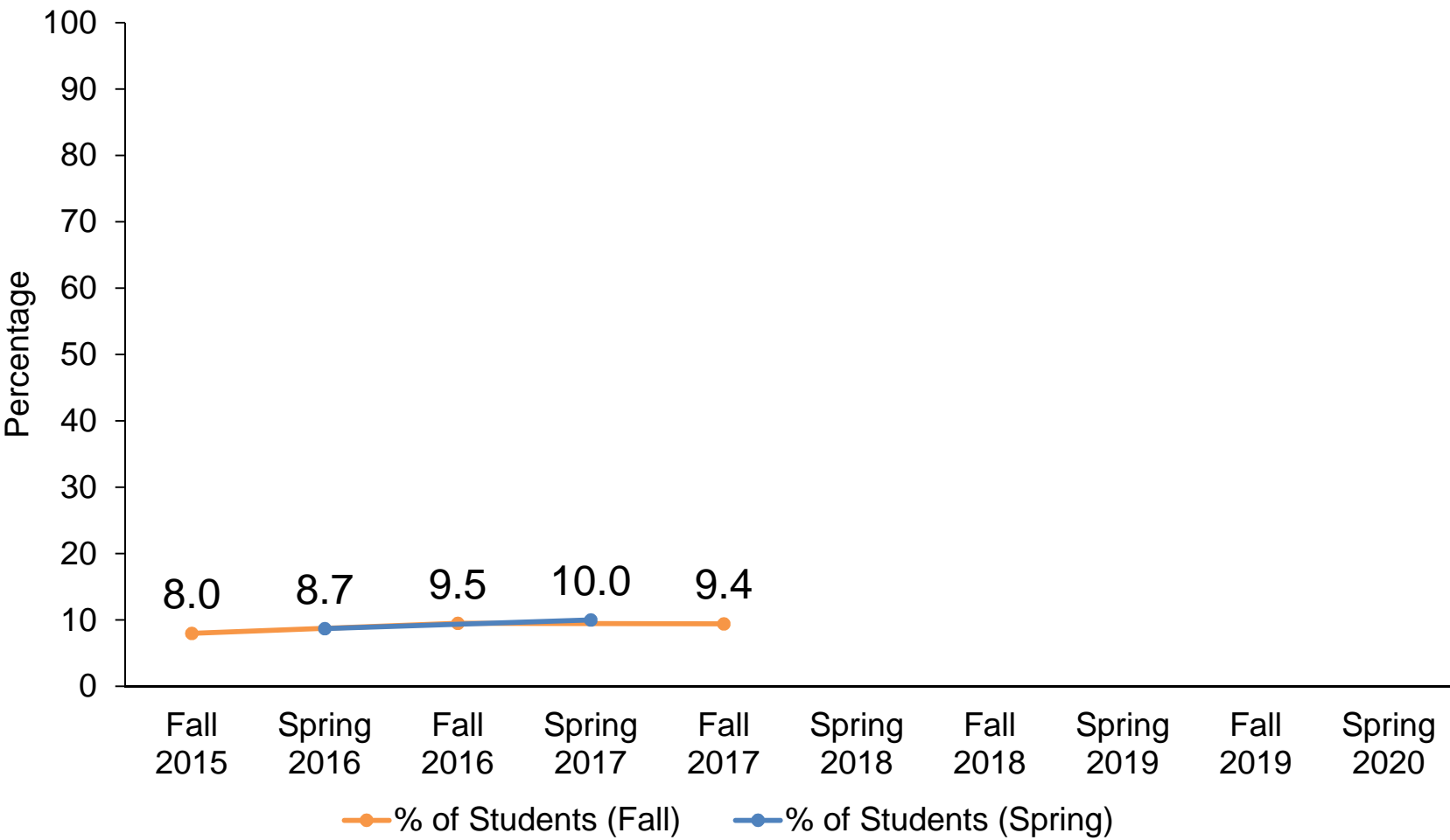
Goal 2

- The percentage of graduates meeting the Global Graduate standards will increase three percentage points annually per year from 2017 baseline up to 85% by 2022.

Goal Progress Measure 2.3

- The number and percentage of students completing (earning a 70 or better) a dual credit course will be reported for each semester and will show improvement from the prior year's comparable semester and from fall to spring semester.

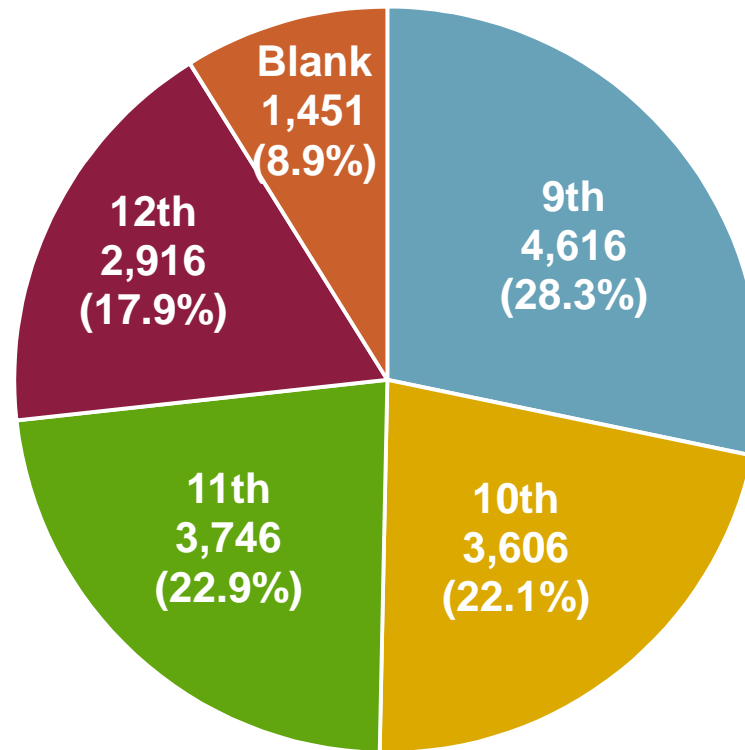
Percentage of Students Enrolled in a Dual Credit Course



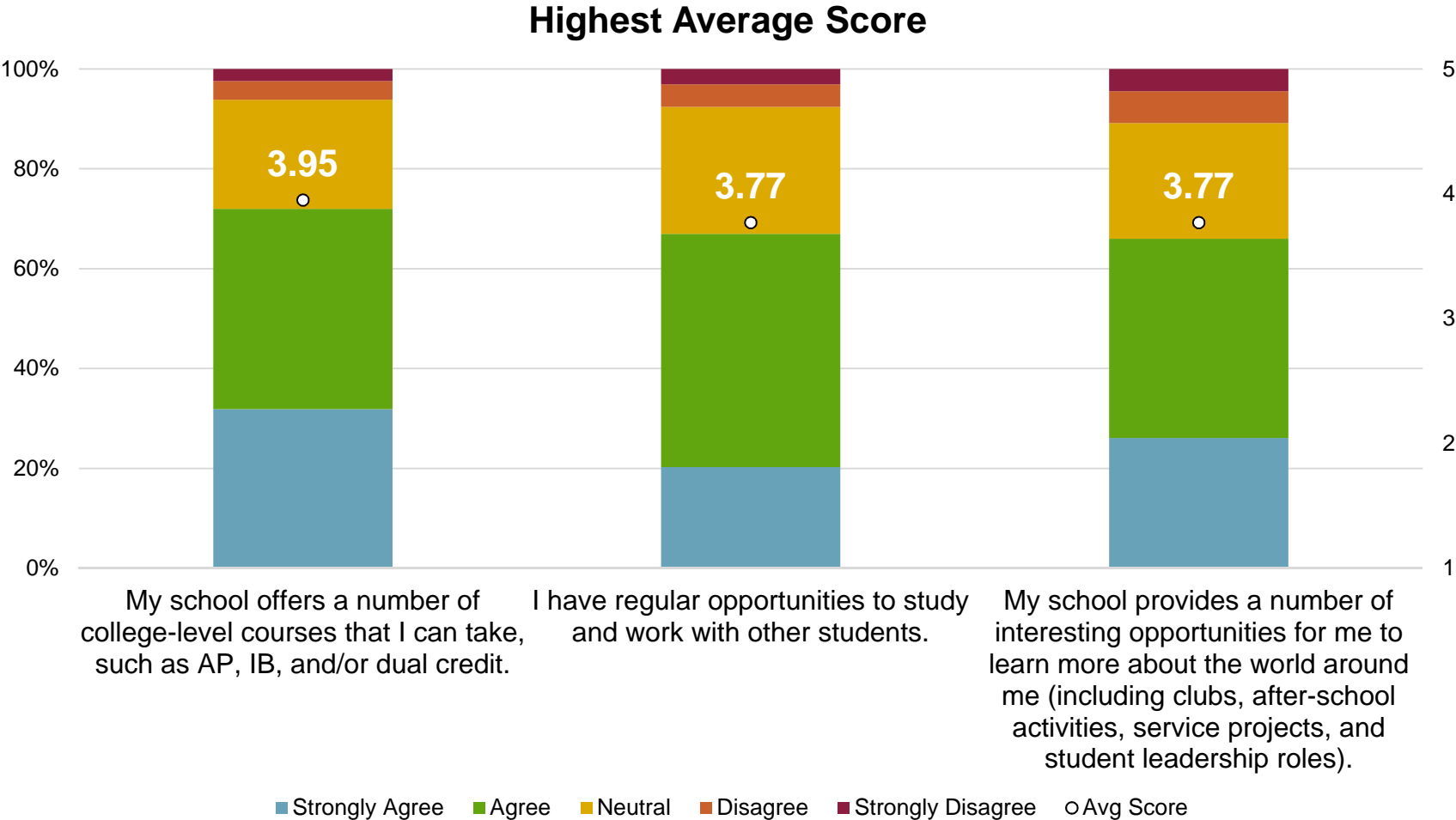
Global Graduates Survey

- In accordance with Board Goal #2, HISD wants to ensure that all students develop the qualities needed to be successful in today's world. In order to see how well the district is doing in preparing students to be Global Graduates, a survey was administered to all HISD high school students on November 6 and closed Friday, November 17. A similar survey will be administered in the Spring.

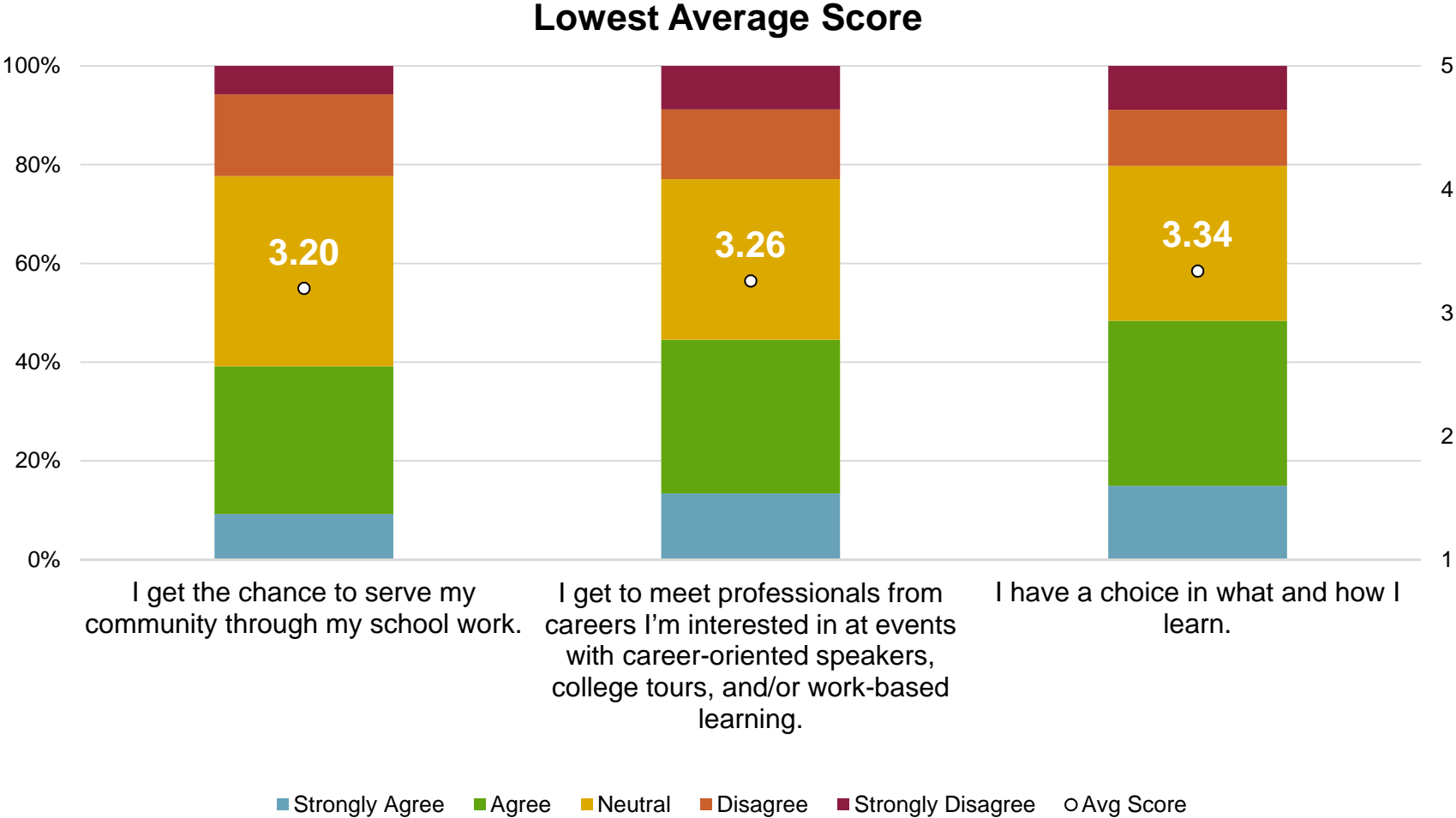
Global Graduates Survey Results: Survey Respondents by Grade



Global Graduates Survey Results: Highest Average Score



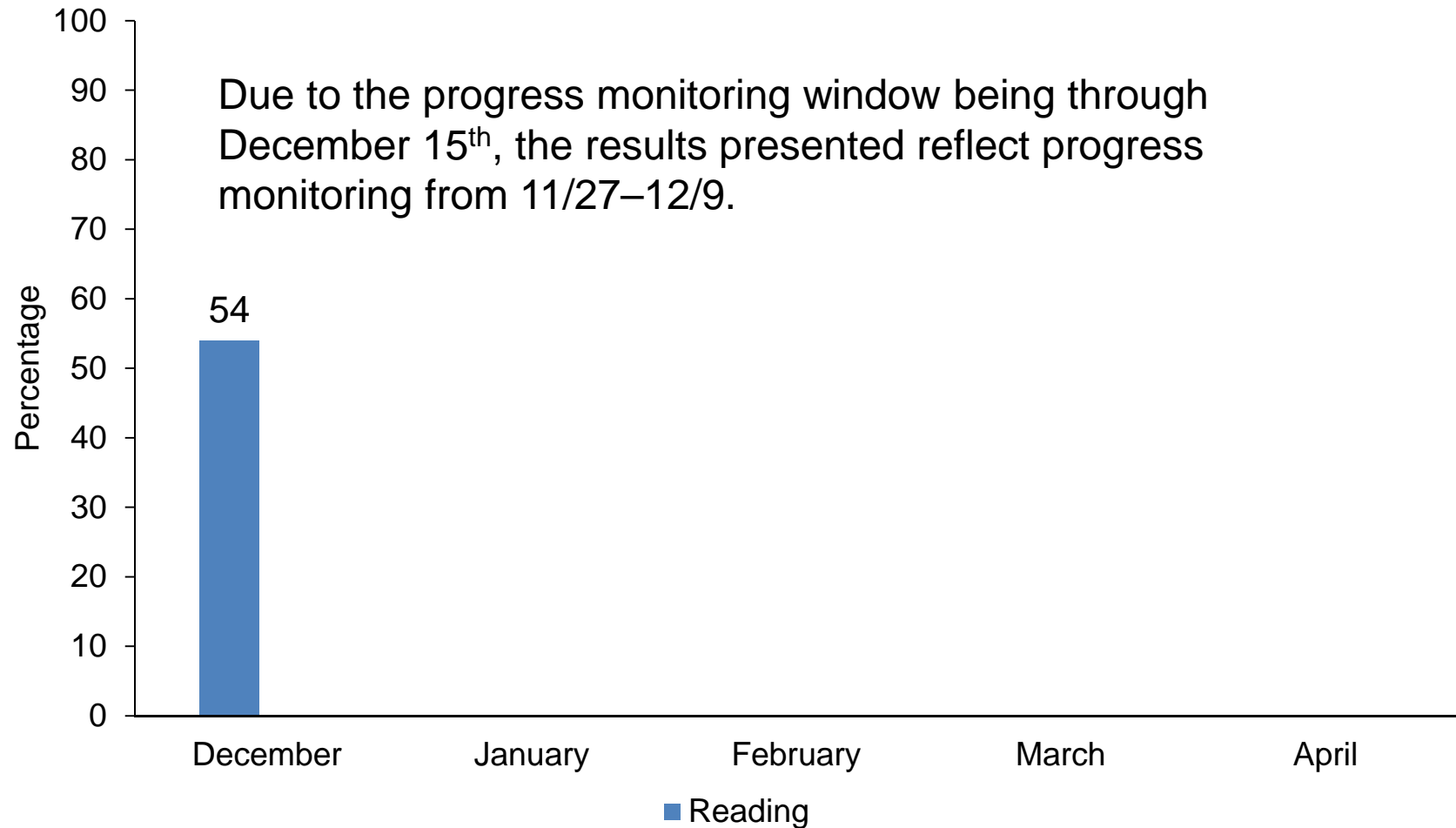
Global Graduates Survey Results: Lowest Average Score



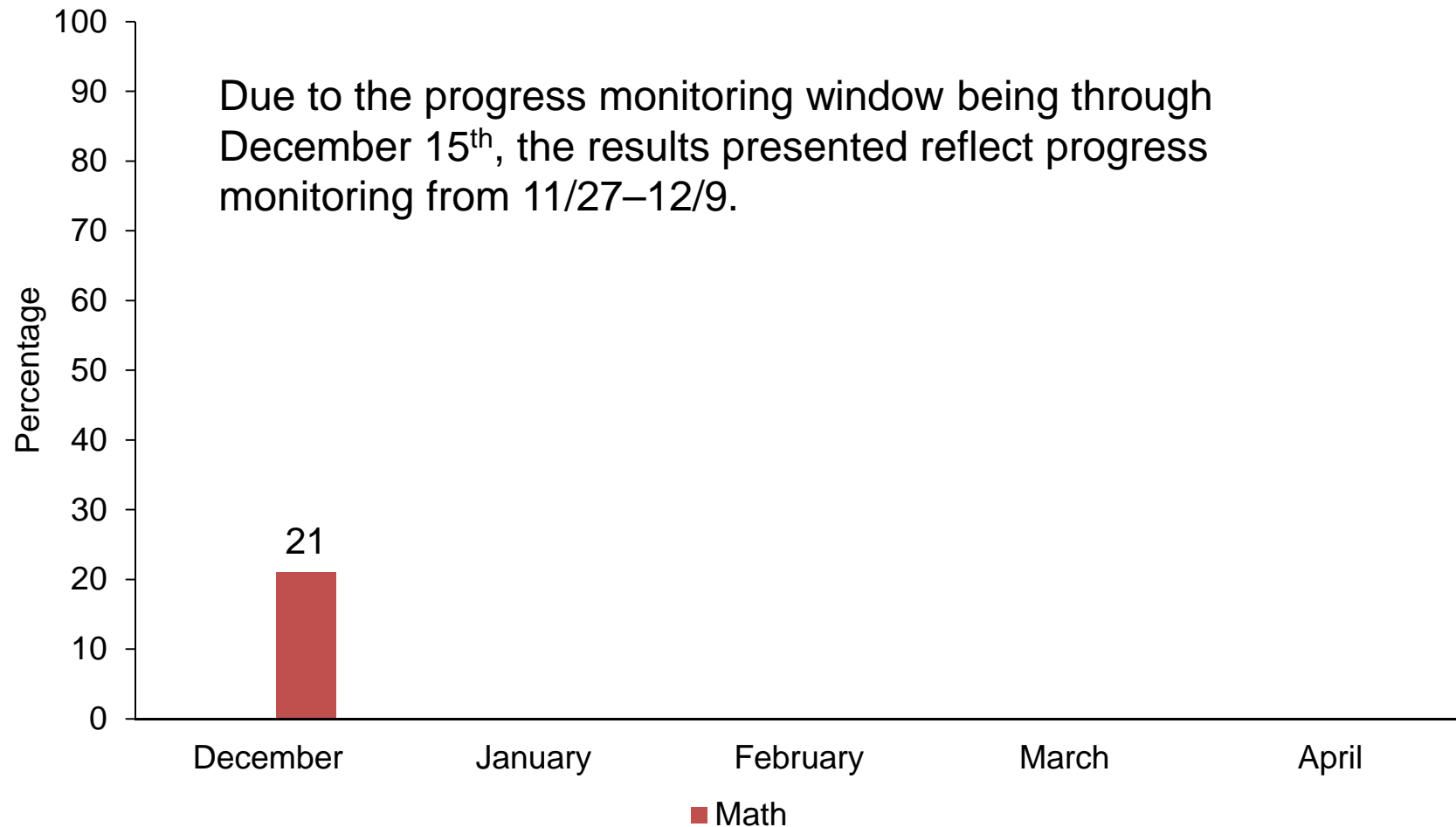
Goal Progress Measure 3.1

- Monthly progress monitoring of students in grades K-12 identified as being below grade level in reading and /or math on the district's screener will demonstrate a minimum of one month's growth each month through to the End of Year (EOY) test.

Percentage of Progress Monitored Students That Increased Their Percentile Ranking From BOY Assessment in Reading



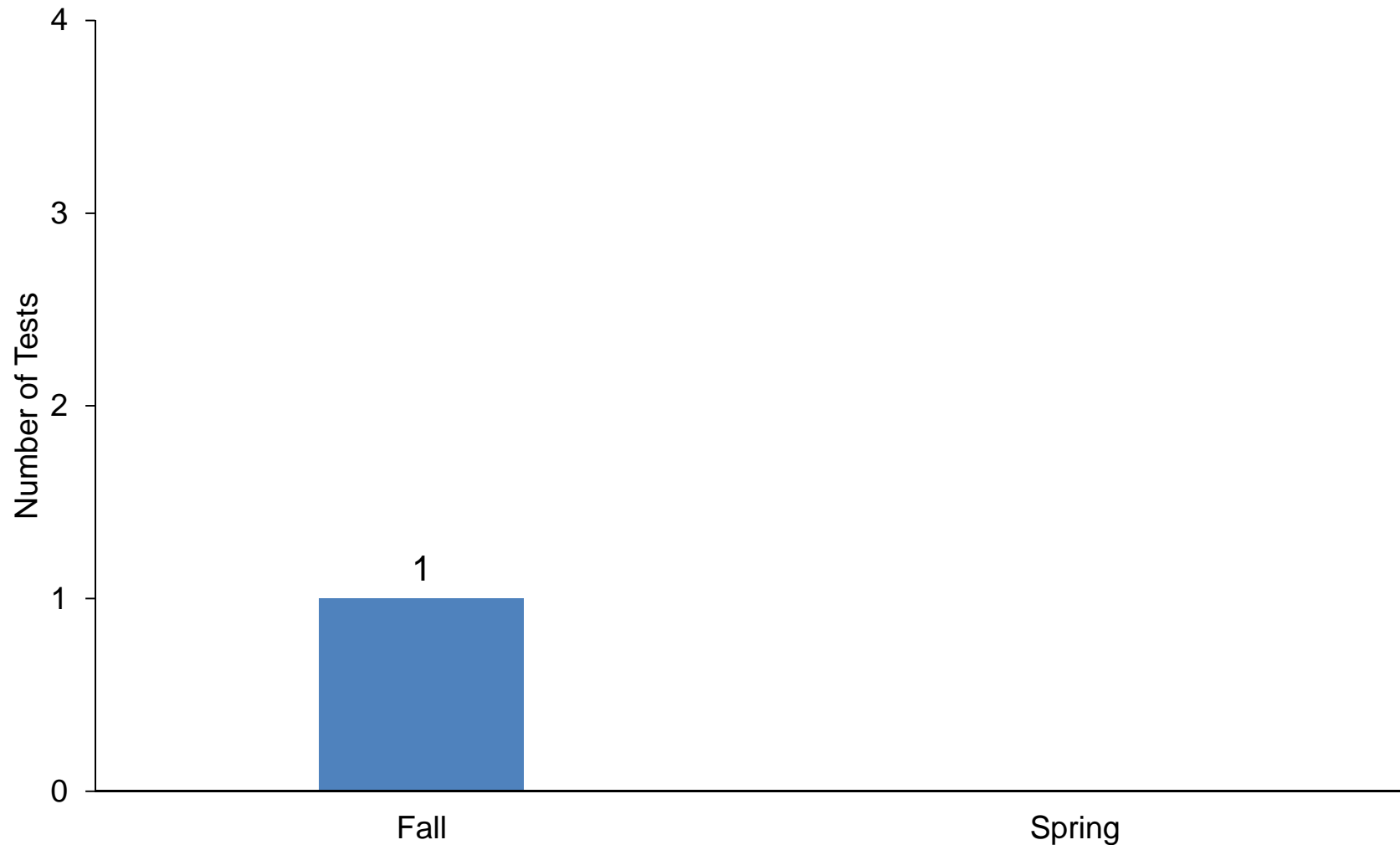
Percentage of Progress Monitored Students That Increased Their Percentile Ranking From BOY Assessment in Math



Constraint Progress Measure 2.1

- The number of district-required, district-created assessments will not exceed two per semester starting with Fall 2017.

Number of District-Required, District-Created Assessments Administered



HOUSTON INDEPENDENT SCHOOL DISTRICT

Thank you

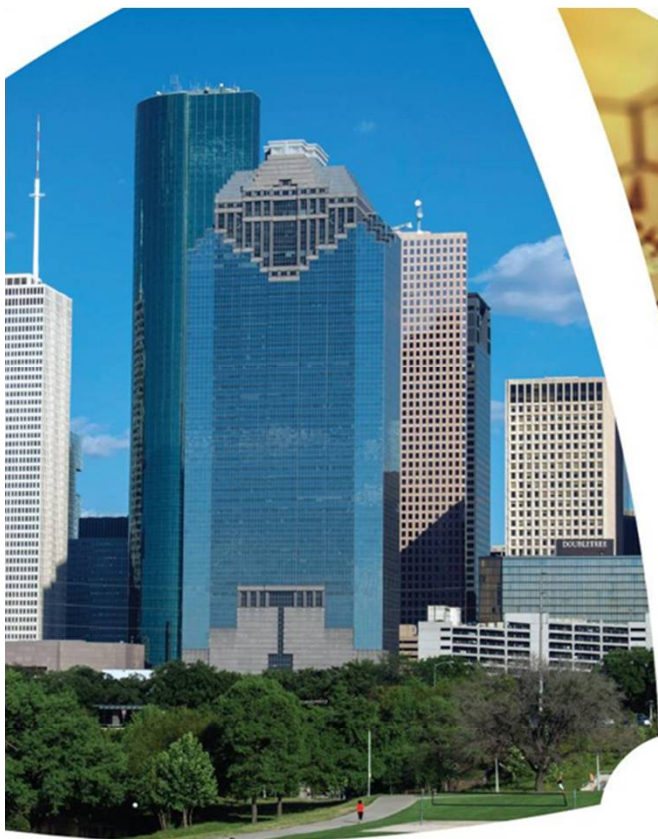
Date: 12/14/2017

Presenter:

Carla Stevens

*Assistant Superintendent,
Research and Accountability*





A GLOBAL DISTRICT IN A GLOBAL CITY

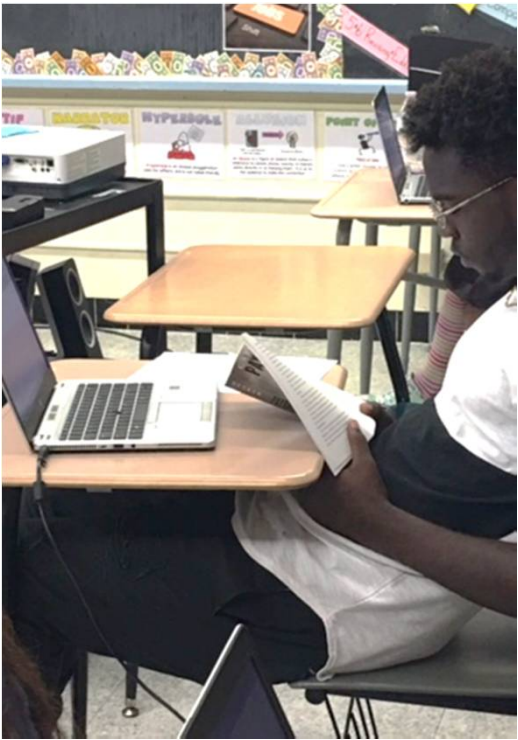
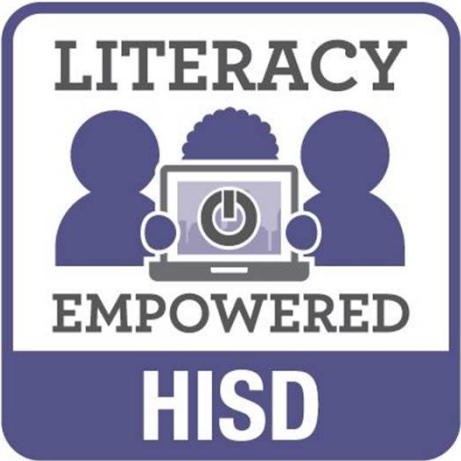
High School Update

Literacy Empowered
Advanced Placement
Career & Technical Education

December 14, 2017

HOUSTON INDEPENDENT SCHOOL DISTRICT

Literacy Empowered Update



Linda S. Trevino and 2 others liked
Kylene Vasquez @kylenervasquez · Oct 25
You know the **#HISD literacy empowered** books are good when the kids steady hide them, so other kids can't get their book. 📖



HISD GLOBAL GRADUATE



Key Components



Reading

Students engage in reading self-selected and assigned texts at their levels.



Writing

Students engage in authentic writing tasks in each discipline to extend their understanding and to provide evidence of critical thinking.



Discourse

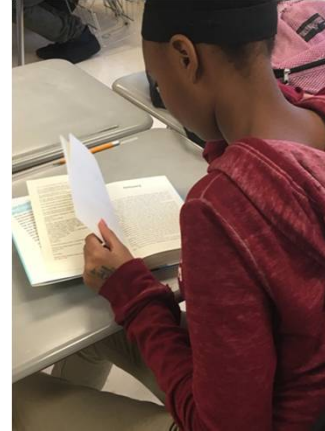
Students have regular opportunities to develop effective speaking and listening skills in both discussions and informal presentations through the introduction of academic discourse frames such as Socratic seminar and debate in each content area.



HISD GLOBAL GRADUATE

Progress and Next Steps

- Training for Teachers and Leaders
- Classroom Resources
- Curriculum Alignment
- TDS Coaching
- Ongoing Development



- Writing Toolkits for 4-core
- Close Monitoring of Practices
- Curriculum to Classroom Updates
- Differentiated Supports

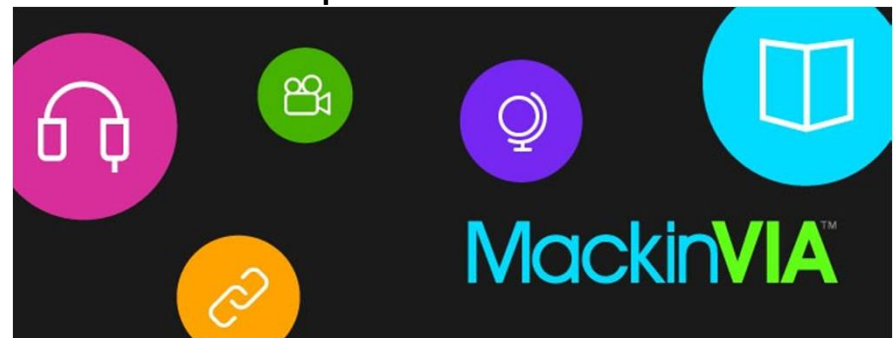
Text • Time • Differentiation

DIGITAL RESOURCES



- All secondary students and staff have access
- Over 46,000 students have logged into Achieve3000 since September, 2017

- Over 12,000 digital titles are available
- Accessible on all devices
- Award-winning books
- Audiobooks
- Books in Spanish



HISD GLOBAL GRADUATE



AP Success

- The number of high school students taking at least one AP Exam **increased** by 4 percent to 15,018
- The number of AP Exams taken by high school students **increased** by 5 percent to 28,236 in 2017 from 26,868 in 2016
- The number of AP Exams scored 3 or higher **increased** by 9 percent to 9,513 in 2017 from 8,765 in 2016
- Using an average rate of \$327.88 per credit hour, district students and families saved a total of the \$9,357,395.68 in college cost



Drivers of Success

- Commitment to paying for AP exams for all students
- Commitment to paying for AP/Pre-AP Approved training for teachers
- Creation of common syllabi and planning documents as well as real time teacher support
- Creation of cohort for computer science teacher certification

AP Potential

- AP Potential is a free, web-based tool that helps campuses increase access to AP by using PSAT/NMSQT® score data to identify students with the potential to succeed in AP.
- Research shows that PSAT/NMSQT® scores predict performance on specific AP Exams with much stronger correlations than other traditionally used methods.

AP District Honor Roll

- HISD is one of 447 districts across US and Canada. First time since award was created in 2009.
- Since 2015 we have increased the number of students participating in AP while also increasing or maintaining the percentage of students earning AP Exam scores of 3 or higher.

Opportunities to Increase Access

Subject area	Offer these AP courses	Add sections of these AP courses
Science	Environmental Science	Environmental Science
Math	Statistics	Statistics
English	English Literature	English Language
History	European History	World History
Social Sciences	Comp Gov & Politics	Psychology
		Art History

College & Career Readiness Updates



HISD GLOBAL GRADUATE

College & Career Readiness Updates

CCR Exploration

- Top Tier College Day
- Black College Expo
- Prairie View Family Day
- CCR Day at Austin HS
- * AVID Rice University
- * Dream Summit
- * Junior Achievement

CTE

- Increase of 2,531 students enrolled in CTE sequence in 16-17 school year (11.4%)
- Graduation rate 11 points higher for students enrolled in CTE sequence

Achieve 180

- DiscoverU Partnership
- Dee1 Financial Aid Day
- College Advising

HISD GLOBAL GRADUATE



College & Career Readiness Updates

PSAT/SAT

- 2017 SAT School Day – increased participation by over 650 students and average score increase of 19 points
- Gap with state decreased to just 1 point
- National Merit Semifinalists increased from 51 (class of 2016) to 72 (class of 2017)

College Advising & EMERGE

- Early acceptances for students in EMERGE program coming in.
- CSAs focused on college & financial aid advising. Thousands of students advised.

Grants

- Houston Endowment awarded \$13+ million over 3 years to HISD
- Expanded number of advisors, students in EMERGE program, earlier outreach, transition and persistence support.
- Additional support for Achieve 180 campuses.

HISD GLOBAL GRADUATE





Dr. Kenneth Davis
Principal, Jack Yates High School



HOUSTON INDEPENDENT SCHOOL DISTRICT

Interventions Office Board Update

December 14, 2017



Interventions Office

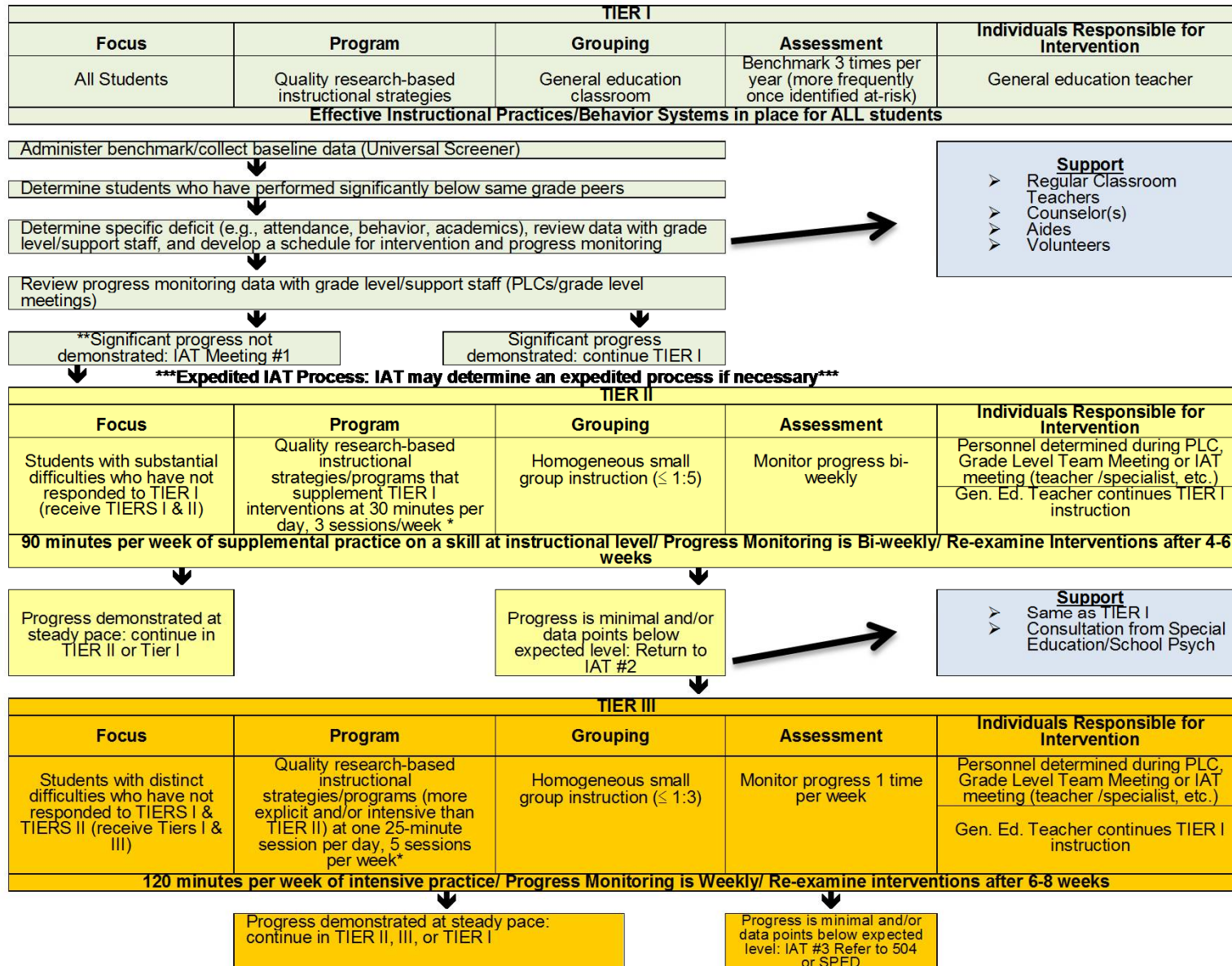
- RTI/IAT
- Dyslexia
- Virtual Schools
- Grad labs/Coaches
- Summer School

Current Structures for Campus Support

RTI/IAT

- § Seven IAT Managers
- § District Protocols for RTI/IAT Implementation
- § Tools for Progress Monitoring
- § Implementation Support and Training
 - § Principals and campus based administrators have received multiple trainings
- § IAT Liaisons – each campus has designated a liaison to assist with implementation

RTI Guidelines



IAT Guidelines

HOUSTON INDEPENDENT SCHOOL DISTRICT

Intervention Assistance Team (IAT) Expectations

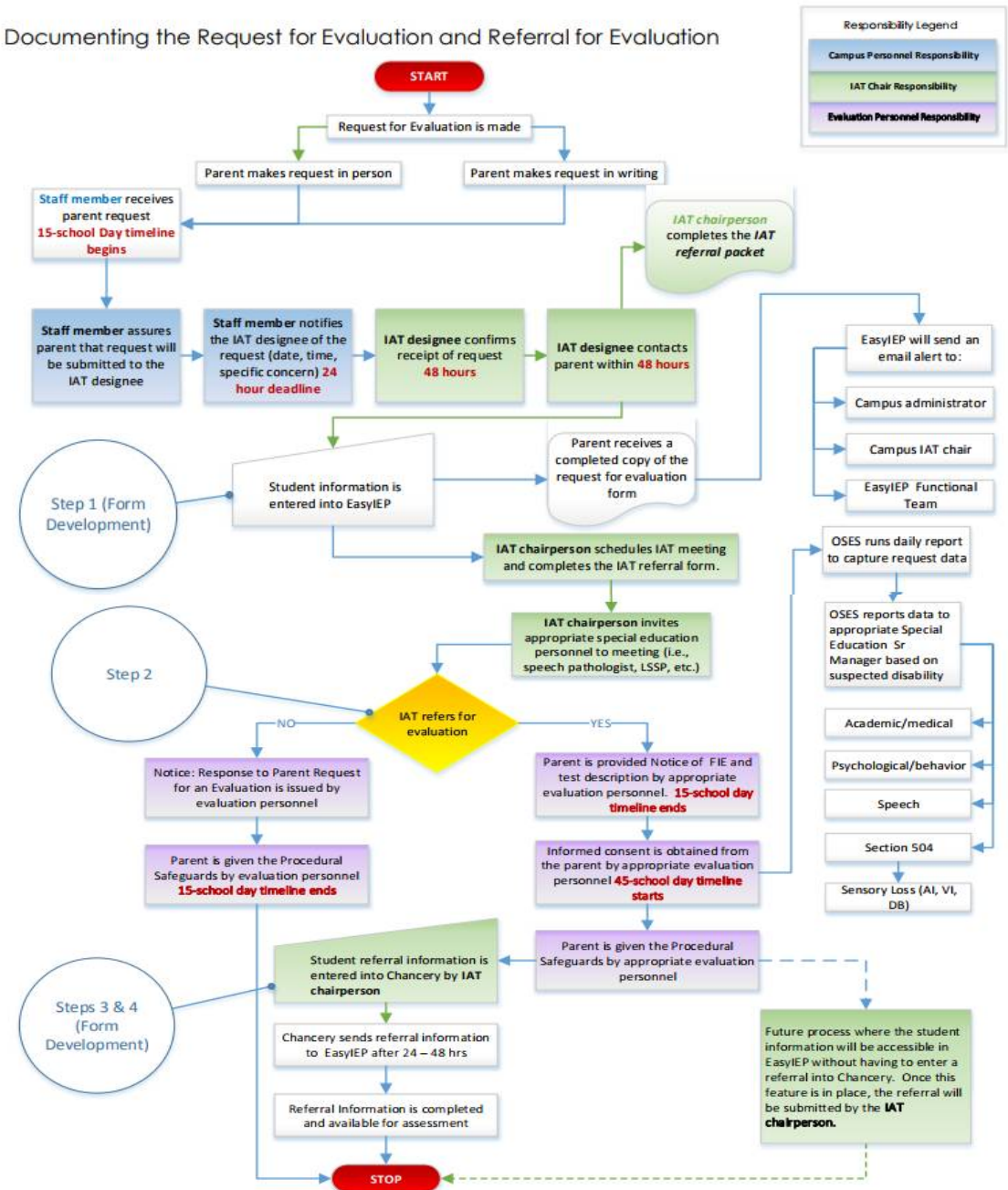
HISD CAMPUS 8 PK-12

- Each campus must establish an IAT and require members to attend mandated training. Alternatively, several campus IATs may be formed around meaningful student groupings (ex: grade levels, Linked Learning pathways, etc.) each with the same expectations.
- The campus principal or assistant principal/dean is responsible for the role of IAT Campus Administrator and oversees functions and outcomes of the IAT(s). Each campus will appoint an IAT Chairperson(s) to run the day-to-day process of the IAT.
- Implementation of an intervention process for students not meeting expectations in reading, math, and/or behavior is expected for grades PK-12. Intervention needs are identified through data collected informally and formally.
- Regularly scheduled campus IAT meetings occur, at minimum, every two to three weeks and as needed to address parent requests within the 15 school day timeline, to fulfill two distinct functions: (1) Analyze universal screening data in order to interpret trends in core instruction and identify struggling learners who fall below cutoff scores. (2) Focus on problem-solving individual student needs with interventions aimed at increasing the learning rate of the struggling learner. Minutes and agendas are readily accessible for review by the SSO and IAT Support Team.
- Assigned campus staff will implement and document interventions at the frequency, duration, and intensity agreed upon by the IAT.
- Progress will be monitored and adjustments made when student growth is not closing the gap between current level and desired level at a sufficient rate.

Revised 9/7/2017

Documenting the Request for Evaluation and Referral for Evaluation

Collaboration and Alignment with Special Education



Current Structures for Campus Support

Dyslexia

- § Teacher Development Specialist
 - § Provides on-going training for Campus based dyslexia Interventionists
- § Compliance Analyst
 - § Monitors documentation, implementation and dyslexia progress monitoring
- § Progress Monitoring
 - § Captured in Easy IEP
- § Each campus has designated a Dyslexia Coordinator

Current Structures for Campus Support

Grad Labs/Virtual Schools

- § Central Office Support – Business Manager
 - § Implementation Manager (Provided by APEX Learning)
 - § Monthly Graduation Coach Meetings
- § Grad Labs
 - § On-line courses for original credit/credit recovery
 - § STAAR and EOC Tutorials (Middle and High School)
 - § Graduation Coaches
- § Virtual Schools
 - § Tuition based online courses for high school credit

HOUSTON INDEPENDENT SCHOOL DISTRICT

Thank you



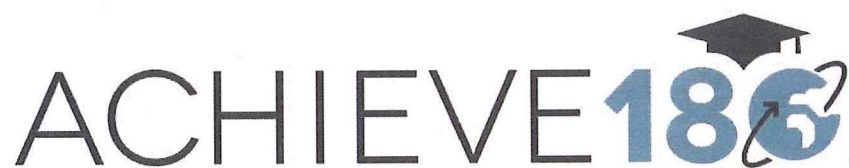
REPORT FROM THE SUPERINTENDENT

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

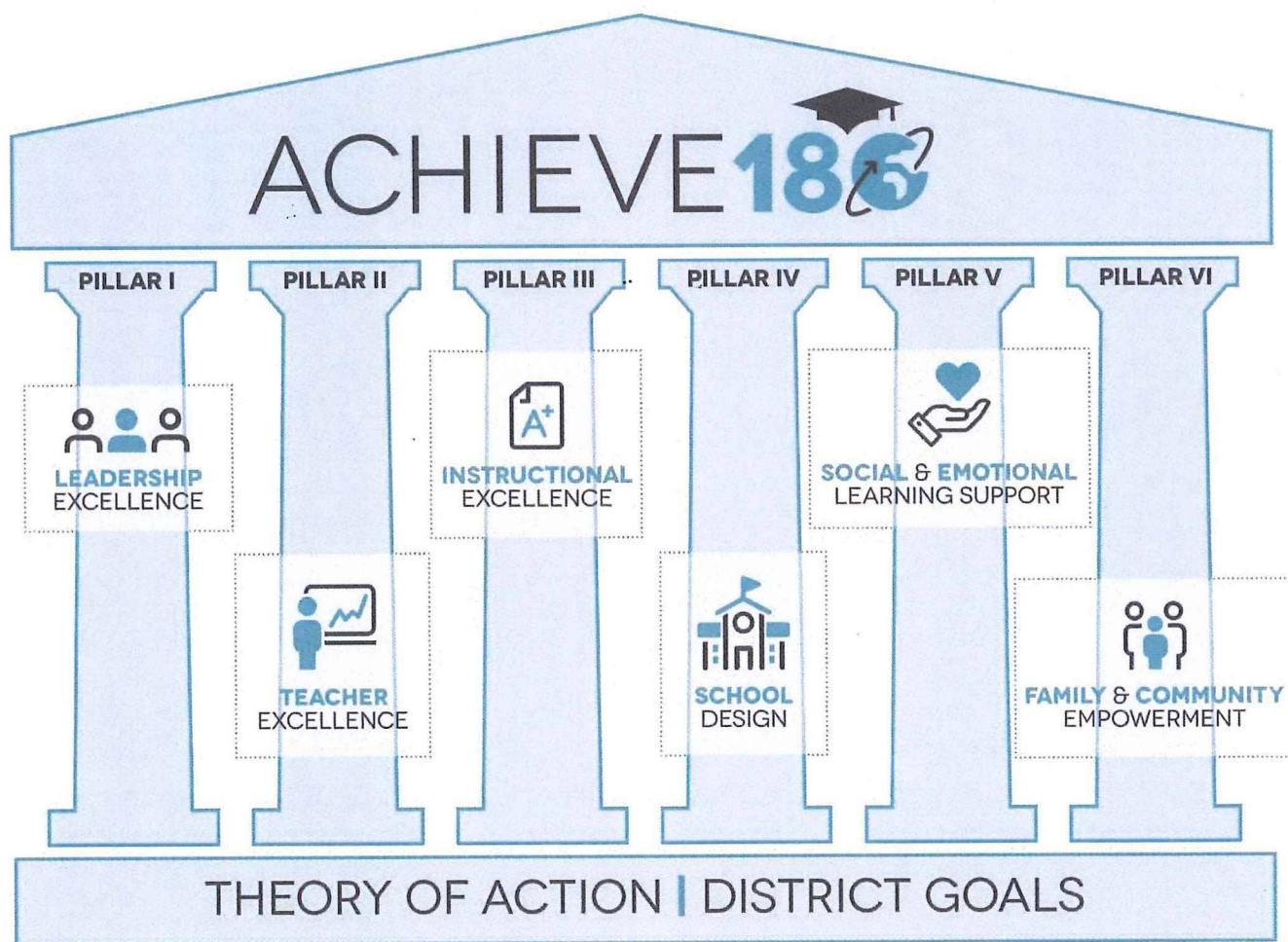
SUBJECT: ACHIEVE 180 MONTHLY REPORT

Achieve 180 is a research-based action plan to support, strengthen, and empower underserved and underperforming HISD feeder pattern communities to increase student achievement. Best practices from successful school turnaround initiatives, including effective teachers, strong principal leadership, and an environment of high expectations for both students and staff, are incorporated into the plan.

Attached to this update is a report containing supporting evidence of district progress for the 2017–2018 school year, specifically for the Achieve 180 program in the month of November.



MONTHLY REPORT: NOVEMBER





ESSENTIAL STAFFING

- ☐ 90% of New Teacher Coaches hired at Superintendent's Schools. Pending Blackshear ES.
- ☐ 94% of Dedicated Associate Teachers hired. Pending 1 at Henry MS, 2 at Key MS, and 2 Montgomery ES.

PRINCIPAL EFFECTIVENESS

- ☐ A180 Collaborate (Distance Learning) and A180 Demonstrate (Demonstration School mentorship pairings) have been meeting and stipends are in progress for teachers from the model schools.

COMPENSATION

- ☐ 100% of Achieve 180 schools have submitted signed letters from staff regarding their stipends and Wednesday extended-day professional development.

COLLABORATIVE SCHOOL SUPPORT

- ☐ HISD Executive Leader Development Sessions are held biweekly for: Chief Academic Officer, Area Superintendents, School Support Officers, Directors, Teacher Development Specialists, Intervention Assistance Team Managers, Special Education, Multilingual Specialists and Curriculum Officers, Directors and Managers. Due to the shortened month, there was one training in November, on November 10. Topics were: Middle School and High School Literacy (Literacy in the Middle and Literacy Empowered), Using Data to Support Advanced Placement Performance, and College Readiness Resources (Khan Academy, CTE, and Dual Credit). Attachment included.
- ☐ Community of Practice visits this month were held at: Blackshear ES, Highland Heights ES, Worthing HS and Woodson K-8. The areas of focus at Blackshear ES were maximizing instructional time and Literacy by 3 practices. At Highland Heights the areas of focus were Literacy by 3 and systems of intervention. At Worthing HS, implementation of the curriculum in EOC subject areas was the focus, and at Woodson the focus areas were literacy and math as well as the quality of customer service to parents. After each visit, central office staff leave with responsibilities for follow-up actions at the school and within their departments to better meet the needs of schools.

HISD | Leadership Development

BUILDING CAPACITY FOR SUCCESS

Executive Leadership Development Series (ELDS) 2017 November 10, 2017 – 1:00 p.m. to 5:00 p.m. / Kingdom Builders Center – Promenade		
Topics: Secondary Literacy, Power Up, Advanced Academics, & College and Career Readiness		Attendees: ASs, SSOs, & Directors Facilitator/Time: Dr. S. Lachlin Verrett/Dr. Dawn Randle
Expected Outcomes: <ol style="list-style-type: none"> 1. Increase knowledge and awareness of district-wide systems, processes, and supports, which lead to systematic campus improvements and student outcomes. 2. Align and leverage district-wide resources to target the differentiated needs of campuses. 		Proposed Agreements: <ul style="list-style-type: none"> • Be engaged • Be reflective • Be open to outcomes • Commit to a change in practice
To prepare for this meeting, please: <ul style="list-style-type: none"> • Eat lunch prior to arrival / Accept invite to the Executive Leadership Development Series HUB group 		
Schedule [240 minutes]		
Time	Minutes	Activity
12:15 p.m. to 1:00 p.m.	45	<ul style="list-style-type: none"> • Sign-in, pick up materials, and enter Promenade room.
1:00 p.m. to 1:05 p.m.	5	Opening Moves: <ul style="list-style-type: none"> • Welcome, Context Setting, & Opening Remarks – Dr. Lathan, CAO • Overview of Agenda & Expected Outcomes – Dr. S. Lachlin Verrett
1:05 p.m. to 1:10 p.m.	5	Setting Context for Secondary Literacy – Annie Wolfe & Micheal Rozas <i>TDSs are encouraged to sit with their SSOs.</i>
Breakout Session Round One: 1:15 p.m. to 1:50 p.m. Breakout Session Round Two: 1:55 p.m. to 2:30 p.m.	75	Literacy in the Middle and Empowered/Power Up – Breakout Sessions (Select two sessions; one each round) Framing Question: As an executive leader, how do you coach, engage, and monitor school leaders to assure deep literacy work supports academic access? Expected Outcomes: Executive leaders will: <u>Session 1: Power Up – HUB and More - (Room#: Promenade)</u> <ul style="list-style-type: none"> • Explore the full functionality of the HUB, digital resources, and its impact on student achievement. <u>Session 2: Power Up – Refresh - (Room#: Hang Time Mid High)</u> <ul style="list-style-type: none"> • Explore the core foundations of PowerUp, how the program functions and how Academics and Information Technology provide support systems for campuses. <u>Session 3: Power Up – Maximizing Student Growth - (Room#: 2111)</u> <ul style="list-style-type: none"> • Explore PowerUp, how to assess meaningful technology integration using the Technology Integration Matrix, and best practices for program sustainability. <u>Session 4: Analyzing Student Work in Science - (Room#: Dance Studio)</u> <ul style="list-style-type: none"> • Exam student work products and the immediate use of the data to improve campus scores on assessments.

Visit the Leadership Development Department at

<http://www.houstonisd.org/Domain/8012>



Leadership Development

BUILDING CAPACITY FOR SUCCESS

		<p>Session 5: Examining Student ELA Work - (Room#: Hang Time College)</p> <ul style="list-style-type: none"> Explore student work samples and examine any known patterns and themes. Discuss what these patterns and themes reveal about the implementation of ELA best practices. <p>Session 6: Seeing is Believing to Student Evidence of Mathematical Learning – (Room#: 2112)</p> <ul style="list-style-type: none"> Explore a protocol for looking at student work and determine how to respond to the data. Discuss how to identify/coach teachers who are using this process for analyzing student work. <p>Session 7: Analyzing Student Work and Providing Meaningful Feedback - (Room#: 2114)</p> <ul style="list-style-type: none"> Investigate the ACES Writing Feedback rubric in order to assist teachers with the process of providing meaningful feedback regarding student products. Discuss strategies to support school leaders in improving instructional change.
2:30 p.m. to 2:35 p.m.	5	Return to Promenade Room - Short Break – Launch Video (Adrian Acosta)
2:35 p.m. to 3:45 p.m.	70	<p>Using Data to Support Advance Placement Performance – Adam Stephens</p> <p>Framing Question: As an executive leader, how do you systematically coach principals to assess and leverage increased advance placement performance of students?</p> <p>Expected Outcomes: Executive leader will:</p> <ol style="list-style-type: none"> Dialogue about the health of the individual AP programs at all schools you support Understand the holistic experience of a school system implementing expanded access to GT and AP. Participants will examine Houston ISD's AP model for expanding equity and access.
3:45 p.m. to 4:50 p.m.	65	<p>CTE/Dual Credit/Kahn Academy – Rick Cruz</p> <p>Framing Question: As an executive leader, how do you coach principals to leverage college and career readiness data and resource to positively impact student achievement?</p> <p>Expected Outcomes: Executive leader will:</p> <ol style="list-style-type: none"> Understand the impact of HB 2804/Domain I College Readiness in regards to high schools. Analyze and evaluate district College Readiness High School Data in regards to HB 2804/Domain I. Create action plans to best position HISD High School to meet HB 2804/Domain I College Readiness benchmarks.
4:30 p.m. to 5:00 p.m.	5	<p>Closing Moves:</p> <ul style="list-style-type: none"> CAO Time – Dr. Lathan / Survey
Important Dates:		ELDS – Session 4 – December 15, 2017

Visit the Leadership Development Department at

<http://www.houstonisd.org/Domain/8012>

HISD | Leadership Development

BUILDING CAPACITY FOR SUCCESS

Executive Leadership Development Series (ELDS) 2017 November 10, 2017 – 1:00 p.m. to 5:00 p.m. / Kingdom Builders Center – Promenade		
Topics: Secondary Literacy, Power Up, Advanced Academics, & College and Career Readiness		Attendees: ASs, SSOs, & Directors Facilitator/Time: Dr. S. Lachlin Verrett/Dr. Dawn Randle
Expected Outcomes: <ol style="list-style-type: none"> 1. Increase knowledge and awareness of district-wide systems, processes, and supports, which lead to systematic campus improvements and student outcomes. 2. Align and leverage district-wide resources to target the differentiated needs of campuses. 		Proposed Agreements: <ul style="list-style-type: none"> • Be engaged • Be reflective • Be open to outcomes • Commit to a change in practice
To prepare for this meeting, please: <ul style="list-style-type: none"> • Eat lunch prior to arrival / Accept invite to the Executive Leadership Development Series HUB group 		
Schedule [240 minutes]		
Time	Minutes	Activity
12:15 p.m. to 1:00 p.m.	45	<ul style="list-style-type: none"> • Sign-in, pick up materials, and enter Promenade room.
1:00 p.m. to 1:05 p.m.	5	Opening Moves: <ul style="list-style-type: none"> • Welcome, Context Setting, & Opening Remarks – Dr. Lathan, CAO • Overview of Agenda & Expected Outcomes – Dr. S. Lachlin Verrett
1:05 p.m. to 1:10 p.m.	5	Setting Context for Secondary Literacy – Annie Wolfe & Micheal Rozas <i>TDSs are encouraged to sit with their SSOs.</i>
Breakout Session Round One: 1:15 p.m. to 1:50 p.m. Breakout Session Round Two: 1:55 p.m. to 2:30 p.m.	75	Literacy in the Middle and Empowered/Power Up – Breakout Sessions (Select two sessions; one each round) Framing Question: As an executive leader, how do you coach, engage, and monitor school leaders to assure deep literacy work supports academic access? Expected Outcomes: Executive leaders will: <u>Session1: Power Up – HUB and More - (Room#: Promenade)</u> <ul style="list-style-type: none"> • Explore the full functionality of the HUB, digital resources, and its impact on student achievement. <u>Session 2: Power Up – Refresh - (Room#: Hang Time Mid High)</u> <ul style="list-style-type: none"> • Explore the core foundations of PowerUp, how the program functions and how Academics and Information Technology provide support systems for campuses. <u>Session 3: Power Up – Maximizing Student Growth - (Room#: 2111)</u> <ul style="list-style-type: none"> • Explore PowerUp, how to assess meaningful technology integration using the Technology Integration Matrix, and best practices for program sustainability. <u>Session 4: Analyzing Student Work in Science - (Room#: Dance Studio)</u> <ul style="list-style-type: none"> • Exam student work products and the immediate use of the data to improve campus scores on assessments.

Visit the Leadership Development Department at

<http://www.houstonisd.org/Domain/8012>



Leadership Development

BUILDING CAPACITY FOR SUCCESS

		<p>Session 5: Examining Student ELA Work - (Room#: Hang Time College)</p> <ul style="list-style-type: none"> Explore student work samples and examine any known patterns and themes. Discuss what these patterns and themes reveal about the implementation of ELA best practices. <p>Session 6: Seeing is Believing to Student Evidence of Mathematical Learning – (Room#: 2112)</p> <ul style="list-style-type: none"> Explore a protocol for looking at student work and determine how to respond to the data. Discuss how to identify/coach teachers who are using this process for analyzing student work. <p>Session 7: Analyzing Student Work and Providing Meaningful Feedback - (Room#: 2114)</p> <ul style="list-style-type: none"> Investigate the ACES Writing Feedback rubric in order to assist teachers with the process of providing meaningful feedback regarding student products. Discuss strategies to support school leaders in improving instructional change.
2:30 p.m. to 2:35 p.m.	5	Return to Promenade Room - Short Break – Launch Video (Adrian Acosta)
2:35 p.m. to 3:45 p.m.	70	<p>Using Data to Support Advance Placement Performance – Adam Stephens</p> <p>Framing Question: As an executive leader, how do you systematically coach principals to assess and leverage increased advance placement performance of students?</p> <p>Expected Outcomes: Executive leader will:</p> <ol style="list-style-type: none"> Dialogue about the health of the individual AP programs at all schools you support Understand the holistic experience of a school system implementing expanded access to GT and AP. Participants will examine Houston ISD's AP model for expanding equity and access.
3:45 p.m. to 4:50 p.m.	65	<p>CTE/Dual Credit/Kahn Academy – Rick Cruz</p> <p>Framing Question: As an executive leader, how do you coach principals to leverage college and career readiness data and resource to positively impact student achievement?</p> <p>Expected Outcomes: Executive leader will:</p> <ol style="list-style-type: none"> Understand the impact of HB 2804/Domain I College Readiness in regards to high schools. Analyze and evaluate district College Readiness High School Data in regards to HB 2804/Domain I. Create action plans to best position HISD High School to meet HB 2804/Domain I College Readiness benchmarks.
4:30 p.m. to 5:00 p.m.	5	<p>Closing Moves:</p> <ul style="list-style-type: none"> CAO Time – Dr. Lathan / Survey
Important Dates:		ELDS – Session 4 – December 15, 2017

Visit the Leadership Development Department at

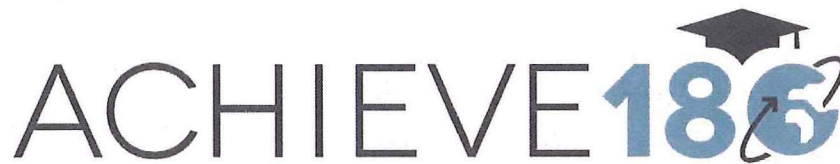
<http://www.houstonisd.org/Domain/8012>



TEACHER
EXCELLENCE

PRIORITY TEACHER STAFFING & RETENTION

- ☐ The HR Recruitment Team is visiting the Superintendent's Schools weekly and the Primary and Secondary Achieve 180 Schools biweekly to follow up on staffing needs and to check in with new teachers.
- ☐ The HR Recruitment Team met with Achieve 180 Area Superintendent and School Support Officers to discuss current and upcoming vacancies. The recruitment team provided information on strategies to assist in filling vacancies.
- ☐ Achieve 180 Principals were invited to a large teacher job fair at the University of Houston. Principals were able to interview teacher candidates graduating in December 2017 to fill current and upcoming vacancies.
- ☐ Teacher attendance has been above 95% at all Achieve 180 schools.

**INSTRUCTIONAL
EXCELLENCE****LITERACY**

- ☐ Achieve 180 Literacy PD featuring customized, in-depth focus on Small Group Guided Reading led by a national literacy consultant was held for Highland Heights ES, Wesley ES, Montgomery ES, Woodson K-8, Blackshear ES, Mading ES, Dogan ES, Bruce ES, Cook ES, Hilliard ES, Kashmere Gardens ES, Gregory-Lincoln K-8, Gallegos ES, Looscan ES, C. Martinez ES, Stevens ES, Pugh ES, Victory Prep K-8, Bonham ES, Foerster ES, Fondren ES, Lewis ES, Young ES. Process included school visits, real-time modeling, and action planning. Participants included principal, SSO and literacy TDS from each school.
- ☐ The first "virtual PLC" for Achieve 180 librarians was held on November 15. Blackshear ES and Highland Heights ES attended the PLC. Topics covered were: A180 HUB Course, Social Media, HISD Digital Resources and Tips for Creating a Monthly Newsletter. A follow-up meeting has been scheduled for December 5 with Library Services and Achieve 180 to work toward increasing participation in the PLC.

CURRICULUM IMPLEMENTATION & INSTRUCTIONAL DELIVERY

- ☐ Wednesday PD sessions in November included: Flex Day (campuses choose from a menu of literacy and curricular PD sessions) (11/1), Data Dig 2 (focusing on results of Snapshot 1) (11/8), and Instructional Practices (customized to the needs of the campus) (11/15).
- ☐ Elementary Curriculum and Development provided follow-up support to Wesley ES, Blackshear ES and Highland Heights ES in response to needs evidenced during the Community of Practice visits in the month of October.

ACHIEVE180



INTERVENTIONS (ACADEMIC & BEHAVIOR)

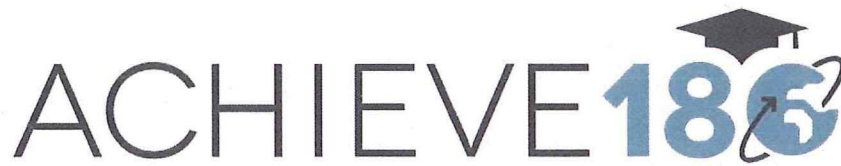
- ☐ Multilingual Program Specialists worked with school leadership teams, observed classes and provided feedback and support with programming and teacher development at Stevens ES, Kashmere Gardens ES, Dogan ES, Pugh ES, Highland Heights ES, Bonham ES, Hilliard ES, Foerster ES, Cook ES, Mading ES, Blackshear ES, C. Martinez ES, and Wesley ES. Multilingual Program Specialists worked with individual teachers and within PLCs at the following secondary schools with customized trainings in response to campus observations: North Forest HS, Wheatley HS, Henry MS, Madison HS, Sharpstown HS, Westbury HS, Liberty HS, Edison MS, Fondren MS, Kashmere HS, Washington HS, Williams MS, Key MS, Forest Brook MS, Cullen MS, and HS Ahead MS.
- ☐ The Multilingual Department Secondary ESL Division provided all Achieve 180 schools with a list of their senior ELL students who are in danger of not graduating due to EOC failures. A set of remediation activities was also provided.

BLENDED LEARNING

- ☐ Imagine Learning Language and Literacy implementation is improving. Teacher logins increased from 1,115 on 11/1 to 1,450 on 11/17; student logins increased from 21,118 on 11/1 to 29,694 on 11/17.

GLOBAL GRADUATE COLLEGE & CAREER READINESS OPPORTUNITIES

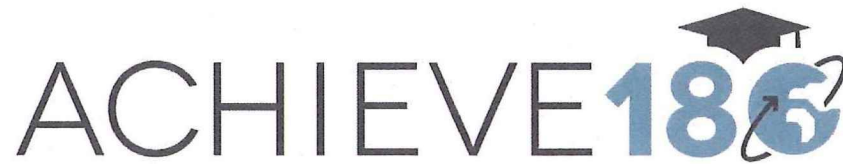
- ☐ College and Career Readiness has been working with freshmen, sophomore and juniors to ensure that all students are informed about and have access to the Khan Academy Official College Board SAT prep course, which is personalized for each student in relation to his/her SAT 8/9 and/or PSAT score. College and Career Readiness is also working with students on college readiness factors such as GPA, the application process and extracurricular activities.
- ☐ College Readiness will be funding Gold-level membership in the DiscoverU program for all Achieve 180 high schools. DiscoverU helps students to apply for and participate in Fabulous Learning Opportunities (FLOs) – usually summer enrichment camps and after-school or weekend experiences that are powerful opportunities for students. These are opportunities that would, in most cases, be financially inaccessible to many students; DiscoverU is committed to working with students and their families to apply to these competitive programs, acquire financial aid and other assistance, and even problem-solve issues such as transportation and needed supplies. FLO programs can be life-changing experiences, and set students apart in the college admissions process. Many HISD EMERGE scholars currently attending Tier 1 and Ivy League schools are students who participated in these experiences. The package that College Readiness is providing will include 10 hours per week of on-site DiscoverU personnel directly assisting students with their journey through the application and participation process.



SOCIAL & EMOTIONAL
LEARNING SUPPORT

WRAPAROUND SERVICES

- ❑ 23 Achieve 180 schools now have a position posted or filled for Wraparound Specialist (see below for details). The role of the specialist is to coordinate wraparound services that match student needs at each campus, and to ensure that students have access to the needed resources. 9 of the 10 Superintendent Schools have hired a Wraparound Resource Specialist. Wheatley H.S. had identified and hired a candidate, but the hire process did not go through as planned. Therefore, the Superintendent Schools that have hired a Specialist are Kashmere HS, Blackshear ES, Worthing HS, Dogan ES, Highland Heights ES, Woodson K-8, Henry MS, Mading ES, and Wesley ES. The following Achieve 180 schools have officially identified and are in the process of hiring their Wraparound Specialist: Westbury HS, Yates HS, Madison HS. These Achieve 180 schools have a position posted, but they have not identified or hired a candidate: Booker T. Washington HS, North Forest HS, Gregory-Lincoln K-8, Young ES, Edison MS, C. Martinez ES, Lewis ES (and Bellfort ECC will be served by the same candidate).
- ❑ The following Achieve 180 schools are currently being served through our partnership with Pro-Unitas: Kashmere HS, Key MS, Cook ES, Kashmere Gardens ES.
- ❑ An evening phone bank was conducted in collaboration with University of Houston graduate students to reach parents who had not yet followed up on eye exams for students who failed school vision screenings: Attucks MS, Bellfort ECC, Blackshear ES, Bonham ES, Cook ES, Cullen MS, Dogan ES, Edison MS, Fondren MS, Forest Brook MS, Gallegos ES, Henry MS, Highland Heights ES, Hilliard ES, Kashmere Gardens ES, Key MS, Lawson MS, Lewis ES, Looscan ES, Mading ES, C. Martinez ES, Montgomery ES, Pugh ES, Stevens ES, Washington HS, Wesley ES, Wheatley HS, Woodson K-8, Worthing HS, Yates HS, Young ES. Families were informed about voucher programs and other resources for free or low-cost eyecare. Families not reached through the phone bank are listed for follow-up by the school nurse.
- ❑ District behavior support staff conducted coaching observations of Discipline in the Secondary Classroom implementation at Wheatley HS, Worthing HS, Yates HS and Woodson K-8.



FAMILY & COMMUNITY
EMPOWERMENT

FAMILY FRIENDLY SCHOOLS

- ☐ 31 of the Achieve 180 schools have distributed school climate surveys. Pending schools are: Westbury, Sharpstown, Liberty, Bonham, Young, Bellfort, Victory Prep K-8, Victory Prep South, C. Martinez, Looscan, Stevens, Foerster and Bruce. For TX Connections this is not applicable.
- ☐ All Achieve 180 schools have been contacted regarding Family Friendly Schools Walkthroughs and 50% of the schools have scheduled or held their walkthroughs: Bellfort ECC, Kashmere HS, Henry MS, Kashmere Gardens ES, Mading ES, North Forest HS, Madison HS, Edison MS, Forest Brook MS, Highland Heights ES, Blackshear ES, Hilliard ES, Washington HS, Lawson MS, Wesley ES, Dogan ES, Pugh ES, Wheatley HS, Worthing HS, Victory Prep Academy South, Yates HS, Woodson PK-8.

HOUSTON INDEPENDENT SCHOOL DISTRICT



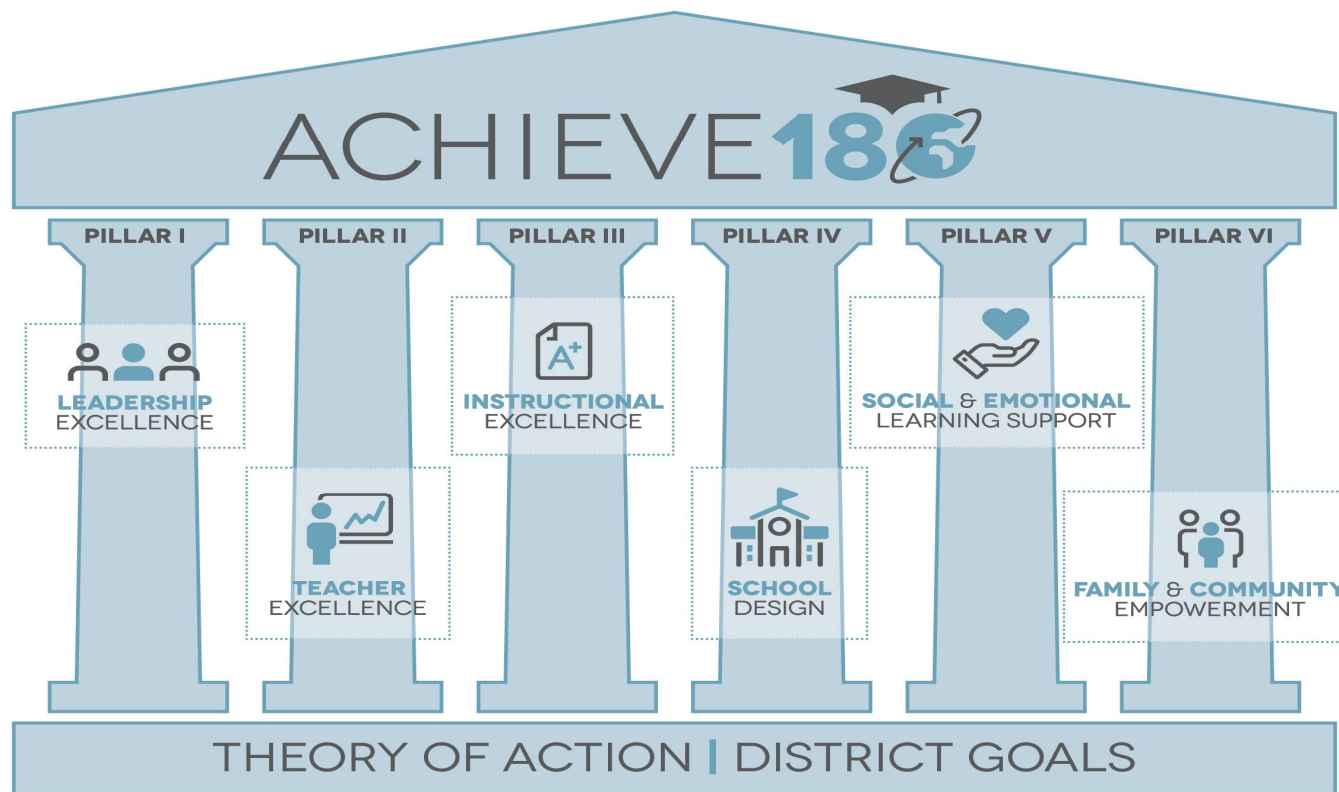
Board Update

December 14, 2017

Update Objectives

- November Report
- Implementation Rubric Initial Findings
- Semester 1 Accomplishments

November Report





HOUSTON INDEPENDENT SCHOOL DISTRICT

PILLAR I: LEADERSHIP EXCELLENCE**Essential Staffing**

- 90% of New Teacher Coaches hired.
- 94% of Dedicated Associate Teachers hired.

Principal Effectiveness

- Stipends in progress for teachers who are part of A180 Demonstrate and A180 Collaborate.

Compensation

- Teachers submitted stipend documents.

Collaborative School Support

- Community of Practice visits this month were held at: Blackshear ES, Highland Heights ES, Worthing HS and Woodson K-8.
- Executive Leadership series focused on Literacy in the Middle, Literacy Empowered and College/Career Readiness.

PILLAR II: TEACHER EXCELLENCE

Priority Teacher Staffing & Retention

- A180 schools attended job fair at University of Houston to interview December graduates.
- Teacher attendance remains above 95%.

PILLAR III: INSTRUCTIONAL EXCELLENCE

Literacy

- Achieve 180 leaders and SSOs attended customized literacy PD with Scholastic, including school observations and embedded development on Guided Reading practices.
- Centralized supports were developed for Achieve 180 librarians.

Curriculum Implementation & Instructional Delivery

- Wednesday PD sessions in November included: Flex Day, Data Dig 2 and Instructional Practices.
- Spring Wednesday PD schedule finalized.

HOUSTON INDEPENDENT SCHOOL DISTRICT

PILLAR IV: SCHOOL DESIGN**Intervention
Academic & Behavior**

- Multilingual Department worked with leadership teams to fine-tune ELL programming and provide resources for EOC prep for ELL re-testers.

Blended Learning

- Imagine Learning Language and Literacy implementation improvements.

Global Graduate

- College Readiness is supporting schools with Grade 9, 10 and 11 Khan Academy usage/linkage and college applications.
- College Readiness is providing Gold-level membership to DiscoverU for all Achieve 180 schools including site-based support.

PILLAR V: SOCIAL & EMOTIONAL SUPPORTS

Wraparound Services

- 23 schools now have Wraparound Services Specialist positions.
- An evening phone bank and school-day follow-up via the nurse took place for students who are in need of vision services.
- Behavior support coaching and walkthroughs are on-going.

PILLAR VI: FAMILY & COMMUNITY EMPOWERMENT

Family Friendly Schools

- 31 Achieve 180 schools have completed school climate surveys.
- 50% of Achieve 180 schools have completed school walkthroughs in pursuit of the Family Friendly Schools designation.

IMPLEMENTATION RUBRIC INITIAL FINDINGS

- More centralized development and support is needed for staff new to Essential Positions role. This is underway.
- Schools are actively using Achieve 180 resources, with some support needed in quality of level of implementation.

HOUSTON INDEPENDENT SCHOOL DISTRICT		
ACHIEVE180		
PILLAR	RESOURCE	STRONG EXAMPLE
	Essential Positions (Nurse, Counselor, Librarian)	All positions are staffed. Clear evidence that students are welcome, aware of, and using the resources that each position brings. The presence of the position is making a proactive impact on the campus - e.g. health activities and connections to external resources are evident beyond assistance to students who are sick, resources about college and social and emotional health are evident and abundant, the library is offering opportunities like book clubs, UIL, Name That Book, etc.
	Demonstration School Pairing	An authentic collaboration has formed between the leaders at the paired schools. Teachers are actively involved in exchanging ideas and are able to speak to changes to practice that have emerged through that exchange. The level of classroom instruction is of the same caliber in both schools for the classes involved in the partnership.

Office of the Board of Education
Board of Education Meeting of December 14, 2017

Wanda Adams, President and District IX Trustee

SUBJECT: ANNOUNCEMENT OF REQUIRED BOARD MEMBER CONTINUING EDUCATION

In accordance with Chapter 61, Subchapter A, §61.1, an announcement as to the status of board members' continuing education must be made at the last regular board meeting of the calendar year by the board president.

The annual continuing education assessment is on file in Board Services.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 announces the required board member continuing education, effective December 14, 2017.

Office of the Board of Education
Board of Education Meeting of December 14, 2017

Wanda Adams, President and District IX Trustee

**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 or reappointment of representatives to new two-year terms of service on TIRZ Boards of Directors as follows.

- John Thomas – TIRZ 2 (Midtown): The term will expire in December 2019.
- ~~Christopher D. Manriquez – TIRZ 5 (Memorial Heights): The term will expire in December 2019.~~
- Monica Savino – TIRZ 13 (Old Sixth Ward): The term will expire in December 2019.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 appointment or reappointment of HISD representatives to the TIRZ 2, ~~5~~, and 13 Boards of Directors, effective December 15, 2017.

Office of the Board of Education
Board of Education Meeting of December 14, 2017

Wanda Adams, President and District IX Trustee

SUBJECT: APPROVAL OF AMENDED RESOLUTION ORDERING RUNOFF ELECTION ON DECEMBER 9, 2017, FOR HOUSTON INDEPENDENT SCHOOL DISTRICT SINGLE-MEMBER DISTRICTS I 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 16, 2017, special meeting of the HISD Board of Education, the board approved a resolution ordering a runoff election for HISD single-member districts I and III to be administered by Harris County on December 9, 2017, for the purpose of electing a trustee from each of the single-member geographic districts I and III. This order of election included early voting locations ~~provided~~ but provided no election-day polling locations because they had not yet been determined by Harris County in coordination with the district.

Since November 16, 2017, and before the election ~~on~~ December 9, 2017, Harris County in coordination with the district completed the list of polling locations. The board must approve this amended list as required by state law.

The document amending the order of election is attached.

COST/FUNDING SOURCE(S): The total cost of the runoff election is not expected to exceed \$XXX,XXX and will be funded by local funds.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
General Funds	1999000001	1090800003	41990000000000	6439000000	N/A	\$XXX,XXX

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 runoff election on December 9, 2017, for HISD Board of Education single-member districts I and III, effective December 14, 2017.

**AMENDED RESOLUTION ORDERING HOUSTON INDEPENDENT SCHOOL
DISTRICT RUNOFF ELECTION FOR SINGLE-MEMBER DISTRICTS I AND III**

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

WHEREAS, a general election of the trustees for the Houston Independent School District was held on the seventh day of November, 2017, for the purpose of electing five trustees, for regular terms, to Geographic Districts I, V, VI, VII, and IX;

WHEREAS, a special election of the trustees for the Houston Independent School District was also held on the seventh day of November, 2017, for the purpose of electing one trustee for the unexpired term in Geographic District III;

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

WHEREAS, the Board of Education finds that the November 7, 2017, general and special elections were 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 I, III, V, VI, VII and IX voted in the election; and that no candidate received a majority of the votes cast in Geographic Districts I and III as required by Article 2774b, Vernon's Annotated Texas Civil Statutes, requiring a runoff election between the two candidates receiving the highest number of votes cast in those Geographic Districts.

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

1. That a runoff election between the two candidates receiving the highest number of votes for Geographic Districts I and III at the election on November 7, 2017, be held between the hours of 7:00 a.m. and 7:00 p.m. on December 9, 2017, for the purpose of electing one trustee for a regular term to Geographic District I, and one trustee for the unexpired term in Geographic District 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 I and III shall be eligible to vote at the election.

3. That said election shall be administered by Harris County pursuant to Chapter 31 of the Texas Election Code, and held jointly with participating Entities, including the City of Houston, in precincts that can be served by common polling places pursuant to Chapter 271 of the Texas Education Code; and further, be it noted that, in setting the runoff election date, the Board of Education took into consideration the date other entities with runoff elections similarly being administered by Harris County set for their runoff elections (*i.e.*, December 9, 2017).

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 (located at the Hattie Mae White Educational Support Center, 4400 West 18th Street, Houston, Texas 77092-8501) on November 16, 2017, 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 Education 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 runoff election shall be open for voting from 7:00 a.m. to 7:00 p.m. on December 9, 2017.

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

PCT	Location	Address		
District I				
0001	Proctor Plaza Park Community Center	803 West Temple Street	Houston	77009-5257
0003	Proctor Plaza Park Community Center	803 West Temple Street	Houston	77009-5257
0004	Proctor Plaza Park Community Center	803 West Temple Street	Houston	77009-5257
0005	Proctor Plaza Park Community Center	803 West Temple Street	Houston	77009-5257
0046	John Marshall Middle School	1115 Noble Street	Houston	77009-8437
0053	First Baptist Church Heights Fellowship Hall	201 East 9th Street	Houston	77007-1601
0057	Heights High School	413 East 13th Street	Houston	77008-7021

PCT	Location	Address		
District I				
0058	Love Park Community Center	1000 West 12th Street	Houston	77008-6619
0059	Field Elementary School	703 East 17th Street	Houston	77008-4414
0073	Durham Elementary School	4803 Brinkman Street	Houston	77018-2021
0075	Helms Community Learning Center	503 West 21st Street	Houston	77008-3641
0077	Our Redeemer Lutheran Church	215 Rittenhouse Street	Houston	77076-1709
0078	Harris County Department of Education	6300 Irvington Boulevard	Houston	77022-5618
0086	Sheraton Houston Brookhollow Hotel	3000 North Loop West Freeway	Houston	77092-8810
0105	Clark Park Community Center	9718 Clark Road	Houston	77076-5031
0117	Benbrook Elementary School	4026 Bolin Road	Houston	77092-4711
0153	Janowski Elementary School	7500 Bauman Road	Houston	77022-6125
0166	Saint Anne de Beaupre Catholic Church	2810 Link Road	Houston	77009-1196
0167	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0179	Benbrook Elementary School	4026 Bolin Road	Houston	77092-4711
0184	Independence Hall Apartments Community Room	6 Burrell Street	Houston	77022-1944
0196	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0206	Proctor Plaza Park Community Center	803 West Temple Street	Houston	77009-5257
0207	Saint Albans Episcopal Church	420 Woodard Street	Houston	77009-1824
0261	Armandina Farias Early Childhood Center	515 East Rittenhouse Street	Houston	77076-1607
0270	Clifton Middle School	6001 Golden Forest Drive	Houston	77092-2359
0313	Sheraton Houston Brookhollow Hotel	3000 North Loop West Freeway	Houston	77092-8810
0321	Melrose Park Community Center	1001 Canino Road	Houston	77076-1218
0323	Sheraton Houston Brookhollow Hotel	3000 North Loop West Freeway	Houston	77092-8810

PCT	Location	Address		
District I				
0324	Durham Elementary School	4803 Brinkman Street	Houston	77018-2021
0326	Our Redeemer Lutheran Church	215 Rittenhouse Street	Houston	77076-1709
0339	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0341	Burbank Elementary School	216 Tidwell Road	Houston	77022-2046
0367	Garden Oaks Baptist Church	3206 North Shepherd Drive	Houston	77018-7621
0424	Benbrook Elementary School	4026 Bolin Road	Houston	77092-4711
0446	Benbrook Elementary School	4026 Bolin Road	Houston	77092-4711
0448	Wainwright Elementary School	5330 Milwee Street	Houston	77092-6655
0498	Clifton Middle School	6001 Golden Forest Drive	Houston	77092-2359
0501	Love Park Community Center	1000 West 12th Street	Houston	77008-6619
0505	Wainwright Elementary School	5330 Milwee Street	Houston	77092-6655
0543	Herrera Elementary School	525 Bennington Street	Houston	77022-4911
0579	Rittenhouse Baptist Church	513 West Rittenhouse Street	Houston	77091
0637	William Booth Garden Apartments	808 Frawley Street	Houston	77009-3353
0663	Garden Oaks Baptist Church	3206 North Shepherd Drive	Houston	77018-7621
0677	Armandina Farias Early Childhood Center	515 East Rittenhouse Street	Houston	77076-1607
0683	Armandina Farias Early Childhood Center	515 East Rittenhouse Street	Houston	77076-1607
0736	John Marshall Middle School	1115 Noble Street	Houston	77009-8437
0778	Herrera Elementary School	525 Bennington Street	Houston	77022-4911
0779	Melrose Park Community Center	1001 Canino Road	Houston	77076-1218
0787	Our Redeemer Lutheran Church	215 Rittenhouse Street	Houston	77076-1709
0795	Armandina Farias Early Childhood Center	515 East Rittenhouse Street	Houston	77076-1607

PCT	Location	Address		
District I				
0809	Benbrook Elementary School	4026 Bolin Road	Houston	77092-4711
0833	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0835	Our Redeemer Lutheran Church	215 Rittenhouse Street	Houston	77076-1709
0844	John Marshall Middle School	1115 Noble Street	Houston	77009-8437
0846	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0909	Our Redeemer Lutheran Church	215 Rittenhouse Street	Houston	77076-1709
0910	Our Redeemer Lutheran Church	215 Rittenhouse Street	Houston	77076-1709
0917	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0927	Garden Oaks Baptist Church	3206 North Shepherd Drive	Houston	77018-7621
0928	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0953	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959
0978	Looscan Elementary School	3800 Robertson Street	Houston	77009-4959

PCT	Location	Address		
District III				
0023	Raul Yzaguirre School for Success Tejano Center Building B	2950 Broadway Boulevard	Houston	77017-1794
0036	Daniel Ortiz Middle School	6767 Telephone Road	Houston	77061-2056
0064	Gallegos Elementary School	7415 Harrisburg Boulevard	Houston	77011-4740
0065	DeZavala Park Community Center	907 76th Street	Houston	77012-1199
0066	John R Harris Elementary School	801 Broadway Street	Houston	77012-2124
0067	Brookline Elementary School	6301 South Loop 610 East	Houston	77087-1012
0072	Mason Park Community Center	541 South 75th Street	Houston	77023-2701
0094	Charlton Park Recreation Center	8200 Park Place Boulevard	Houston	77017-3105

PCT	Location	Address		
District III				
0134	Daniel Ortiz Middle School	6767 Telephone Road	Houston	77061-2056
0142	Charlton Park Recreation Center	8200 Park Place Boulevard	Houston	77017-3105
0154	HCC Southeast College Building C Parking Garage	6960 Rustic Street	Houston	77087
0172	Golfcrest Elementary School	7414 Fairway Drive	Houston	77087-3623
0181	Charlton Park Recreation Center	8200 Park Place Boulevard	Houston	77017-3105
0203	Houston Federation of Teachers	2704 Sutherland Street	Houston	77023-5399
0211	Charlton Park Recreation Center	8200 Park Place Boulevard	Houston	77017-3105
0221	Meadowcreek Village Park Community Center	5333 Berry Creek Drive	Houston	77017-6254
0226	Ingrando Park Recreation Center	7302 Keller Street	Houston	77012-3518
0231	Golfcrest Elementary School	7414 Fairway Drive	Houston	77087-3623
0275	Glenbrook United Methodist Church	8635 Glen Valley Drive	Houston	77061-2339
0285	J P Cornelius Elementary School	7475 Westover Street	Houston	77087-6113
0308	Glenbrook United Methodist Church	8635 Glen Valley Drive	Houston	77061-2339
0329	W I Stevenson Middle School	9595 Winkler Drive	Houston	77017-5921
0343	Houston Federation of Teachers	2704 Sutherland Street	Houston	77023-5399
0379	Bellfort Church of Christ	6606 Bellfort Street	Houston	77087-6410
0389	University of Houston Recreation and Wellness Center	4500 University Dr	Houston	77004
0526	Raul Yzaguirre School for Success Tejano Center Building B	2950 Broadway Boulevard	Houston	77017-1794
0527	Charlton Park Recreation Center	8200 Park Place Boulevard	Houston	77017-3105
0530	City of Houston Fire Station 20	6902 Navigation Boulevard	Houston	77011-1455
0653	Laura Welch Bush Elementary School	9100 Blackhawk Boulevard	Houston	77075-2250
0749	Daniel Ortiz Middle School	6767 Telephone Road	Houston	77061-2056

PCT	Location	Address		
District III				
0766	Golfcrest Elementary School	7414 Fairway Drive	Houston	77087-3623
0774	Laura Welch Bush Elementary School	9100 Blackhawk Boulevard	Houston	77075-2250
0791	Glenbrook United Methodist Church	8635 Glen Valley Drive	Houston	77061-2339
0798	Daniel Ortiz Middle School	6767 Telephone Road	Houston	77061-2056
0801	Laura Welch Bush Elementary School	9100 Blackhawk Boulevard	Houston	77075-2250
0815	Daniel Ortiz Middle School	6767 Telephone Road	Houston	77061-2056
0820	Daniel Ortiz Middle School	6767 Telephone Road	Houston	77061-2056
0843	Laura Welch Bush Elementary School	9100 Blackhawk Boulevard	Houston	77075-2250
0849	Laura Welch Bush Elementary School	9100 Blackhawk Boulevard	Houston	77075-2250
0850	Glenbrook United Methodist Church	8635 Glen Valley Drive	Houston	77061-2339
0871	Houston Federation of Teachers	2704 Sutherland Street	Houston	77023-5399
0921	J P Cornelius Elementary School	7475 Westover Street	Houston	77087-6113
0945	Golfcrest Elementary School	7414 Fairway Drive	Houston	77087-3623
0946	Golfcrest Elementary School	7414 Fairway Drive	Houston	77087-3623

7. The Harris County Administration Building, 1001 Preston Street, First Floor, Houston, Texas 77002 is designated as the main early voting place, and Mr. Stan Stanart, Harris County Clerk, is hereby appointed clerk for early voting in the runoff election. 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 November 28, 2017.

8. Early voting by personal appearance will be held November 29, 2017, through December 5, 2017, including Saturday, December 2, 2017, but not Sunday, December 3, 2017. Early voting by personal appearance shall take place from 8:00 a.m. to 4:30 p.m. on November 29, 2017, November 30, 2017, and December 1, 2017; and from 7:00 a.m. to 7:00 p.m. on December 2, 2017, December 4, 2017, and December 5, 2017, and will be conducted at the following locations:

Harris County Administration Building
1001 Preston, 1st Floor
Houston, Texas 77002

Sunnyside Multi Purpose Center
9314 Cullen Boulevard
Houston, Texas 77051

Hardy Senior Center
11901 West Hard Road
Houston, Texas 77076

Hiram Clark Multi-Service Center
3810 W Fuqua Street
Houston, Texas 77045

Moody Park Community Center
3725 Fulton Street
Houston, Texas 77009

Fiesta Mart
8130 Kirby Drive
Houston, Texas 77054

Metropolitan Multi-Service Center
1475 W. Gray Street
Houston, Texas 77019

HCCS Southeast College
6960 Rustic Street, Parking Garage
Houston, Texas 77087

Young Neighborhood Library
5107 Griggs Road
Houston, Texas 77021

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 candidates receiving the majority of the votes cast for Districts I and III 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 candidate elected to office in Geographic District I shall assume office on January 1, 2018, continuing until December 31, 2021. The candidate elected to office in Geographic District III shall assume office at the first regular meeting of the Board after the runoff election, and shall serve for the unexpired term in District III, ending on December 31, 2019.

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:

Official Houston ISD Runoff Election Ballot for Trustee Districts I and III

16. This Resolution and Order shall constitute the election order for the call of the runoff 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 14th day of December, 2017.

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

Wanda Adams, President
Board of Education
Houston Independent School District



Office of the Board of Education
Board of Education Meeting of December 14, 2017

Wanda Adams, President and District IX Trustee

SUBJECT: CANVASS AND ACCEPT OFFICIAL RESULTS OF DECEMBER 9, 2017, RUNOFF ELECTION FOR HOUSTON INDEPENDENT SCHOOL DISTRICT SINGLE-MEMBER DISTRICTS I AND III

On December 9, 2017, a runoff election for Houston Independent School District (HISD) Board of Education single-member districts I and III was administered by Harris County. The official election returns have been filed with the secretary of the HISD Board of Education. The board must now canvass and accept the election results.

A copy of the Order Canvassing Returns and Declaring the Results of the December 9, 2017, Runoff Election For Houston Independent School District Single-Member Districts I And III is attached along with the official results of the election.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 canvasses and accepts the official results of the December 9, 2017, runoff election for HISD Board of Education single-member districts I and III, effective December 15, 2017.

**ORDER CANVASSING RETURNS AND DECLARING
THE RESULTS OF THE DECEMBER 9, 2017, RUNOFF ELECTION FOR HOUSTON
INDEPENDENT SCHOOL DISTRICT SINGLE-MEMBER DISTRICTS I AND III**

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

WHEREAS, on December 9, 2017, there was held within and throughout the territory of the Houston Independent School District (the “District”) a runoff election of the trustees for the purpose of electing one trustee for a regular term to Geographic District I, and one trustee for the unexpired term in Geographic District III.

WHEREAS, the runoff election (“the Election”) was called and held in all respects under and in strict compliance with the Constitution and laws of the State of Texas and the United States of America, including Article 2774b, Vernon’s Annotated Texas Civil Statutes; and

WHEREAS, the tabulation of the results of the Election is contained in **ATTACHMENT A** to this Order.

**IT IS, THEREFORE, ORDERED BY THE BOARD OF EDUCATION OF THE
HOUSTON INDEPENDENT SCHOOL DISTRICT THAT:**

Section 1. The Election was duly called and notice thereof given in accordance with law; the Election was held in the manner required by law; only resident, qualified voters of Geographic Trustee Districts I and III voted at the Election; a written return of the election results has been made to the District in accordance with the Texas Election Code, and has been attached to this Order as Attachment A.

Section 2. In accordance with the official election results attached hereto, Elizabeth Santos is declared elected to Geographic District I for a full term, and Sergio Lira is declared elected to Geographic District III for the unexpired term.

Section 3. This Order, along with the attached official election returns, shall be delivered to the Secretary of the Board of Education, who is hereby directed to enter in the District’s election register the tabulation of the votes cast, and to preserve such tabulations as required by law.

Section 4. The Board of Education officially finds, determines, recites and declares that written notice of the date, hour, place and subject of the meeting at which this Order was adopted was posted on a bulletin board located at a place convenient to the public at the District’s administrative offices for at least 72 hours preceding the scheduled time of the meeting as required by Chapter 551 of the Texas Government Code; and that such meeting was open to the public at all times during which this Order and the subject matter thereof were discussed, considered and formally acted upon, except as provided by law.

Section 5. The President or Vice President of the Board of Education is authorized to execute and the Secretary of the Board of Education is authorized to attest and seal this Order on behalf of the Board of Education.

Section 6. This Order is effective immediately upon its passage and approval.

PASSED AND APPROVED, this 14th day of December 2017.

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

Wanda Adams, President
Board of Education
Houston Independent School District



Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Academic Services
Grenita Lathan, 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 all three district goals 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 December 15, 2017.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department			Donation Disbursement	
The Children's Museum of Houston	Blackshear Elementary School (ES), Braeburn ES, Dogan ES, R. P. Harris ES, Highland Heights ES, Hilliard ES, Mading ES, Scarborough ES, Wesley ES, and Woodson School			Transportation Reimbursement	

Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$8,250	49900200000	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX

The Children's Museum of Houston has donated \$8,250 to reimburse 10 schools for roundtrip bus transportation from their campuses to the museum. Four of the schools were selected because they had a late start due to Hurricane Harvey and the other six schools are Superintendent Schools. The schools were chosen by the Children's Museum. Each campus received funding for three buses. This donation is aligned to Houston Independent School District (HISD) Core Initiative 5: Culture of Trust through Action and may only be used as specified.

Educational Products, Inc.	Strategic Partnerships/HISD			School Supply Packs	
Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$7,611.70					In-kind

Educational Products, Inc., donated school supply packs valued at \$7,611.70 to Strategic Partnerships on behalf of HISD for students in prekindergarten through eighth grade who were impacted by Hurricane Harvey and in need of school supplies. Strategic Partnerships will work with schools for distribution. This donation is aligned to HISD Core Initiative 5: Culture of Trust through Action and may only be used as specified.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department			Donation Disbursement	
The Simmons Foundation via HISD Foundation	HISD Student Congress			Student Congress 2018 Institute of Engagement Program	
Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$12,500	49900100002	XXXXXXXXXXXX	PS11110000000	XXXXXXXXXXXX	XXXXXXXXXXXX

The Simmons Foundation via the HISD Foundation donated \$12,500 to HISD's Student Congress. These funds will be used to support the attendance of the Student Congress group—which is made up of junior and senior students or recent graduates from various HISD schools—and three counselors at a retreat. The retreat will be held in June 2018 at Rice University. The donated funds will cover the cost of room and board, food, supplies, and transportation. Twenty applicants will be chosen to participate. This donation is aligned to HISD Core Initiatives 3: Rigorous Instructional Standards and Supports, and 4: Data-Driven Accountability. These funds may only be used as specified.

Bo Porter SELF Foundation	Meyerland Performing and Visual Arts Middle School (PVA MS)			After-school programs	
Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$5,100	49900100002	10130550000	PS11110000000	XXXXXXXXXXXX	XXXXXXXXXXXX

Meyerland PVA MS received a donation from The Bo Porter SELF Foundation to support after-school programs on campus. This donation will be used to provide extra-duty pay for a campus site coordinator, teachers, coaches, and supplies needed for the program. This partnership was made possible through the district's Strategic Partnerships Department. This donation is aligned to HISD Core Initiative 3: Rigorous Instructional Standards and Supports. These funds may only be used as specified.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department			Donation Disbursement	
The Public Education Foundation	Strategic Partnerships/HISD			Hurricane Assistance	
Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$15,000					In-Kind
The Public Education Foundation donated 896 backpacks, pens, and pencils to HISD. This donation is valued at \$15,000 and is aligned to HISD Core Initiatives 3: Rigorous Instructional Standards and Supports, and 4: Data Driven Accountability. These funds may only be used as specified.					
Community Members of Las Cruces, New Mexico (NM)	Strategic Partnerships/HISD			Hurricane Harvey Relief	
Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$10,000					In-Kind
The Community Members of Las Cruces, NM, donated school supplies to HISD to support Hurricane Harvey relief. The value of the donated supplies is \$10,000. This donation is aligned to HISD Core Initiative 3: Rigorous Instructional Standards and Supports. These funds may only be used as specified.					
Mary's Bridal	Homeless Education Office			Formal Dresses for Homeless Students	
Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$343,784					In-kind
Mary's Bridal has donated \$343,784 (in-kind) in formal dresses to the HISD Homeless Education Office to help homeless students celebrate special occasions. This donation is aligned to HISD Core Initiative 5: Culture of Trust through Action and may only be used as specified.					

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department			Donation Disbursement	
Capital One Bank	Strategic Partnerships c/o HISD Foundation			Dream On/STEAM On Initiative	
Total Value of Grant	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$20,000	4990010002	1080802000	PS11110000000000	0000000000	6XXXXXXXXXXXX

The Dream On/STEAM On Initiative helps teachers improve academic achievement of students in science, technology, engineering, the arts, and mathematics (STEAM). The purpose of this project is to help prepare global graduates to become productive citizens. In the program, students will be taught scientific investigative skills in a collaborative learning environment and will be exposed to individuals in STEM/STEAM fields. The program will provide professional development for teachers in STEM/STEAM-related fields; books, supplies, and materials; and field lessons that will expand the students' knowledge of science, mathematics, and art. The following schools will participate in the program: Northside High School (HS), Sterling HS, Washington HS, Marshall MS, Williams MS, C. Martinez ES, Looscan ES, Mading ES, Osborne ES, and Sherman ES. These schools were chosen by Capital One Bank because they are in a high-priority area for the bank and/or because of their STEM focus. The participating schools and Strategic Partnerships will each receive \$1818.18 to support the Dream On/STEAM On Initiative. This donation is aligned to HISD Core Initiatives 1: Effective Teacher in Every Classroom, and 5: Culture of Trust through Action and may only be used as specified.

EVERFI and BBVA Compass	Strategic Partnerships/HISD Elementary Schools Impacted by Hurricane Harvey			Hurricane Harvey Relief	
Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$18,333					In-Kind

EVERFI and BBVA Compass have donated a total of \$18,333 (in-kind) to provide approximately 6,111 prize kits to HISD elementary-school students who were impacted by Hurricane Harvey and who participated in the BBVA Compass Future Builders Program. Each prize kit is valued at \$3 and includes two pencils, a calculator, a digital watch, and a plastic zippered pouch. This donation is aligned to Core Initiative 3: Rigorous Instructional Standards and Supports and may only be used as specified.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement
-------	------------------------------	-----------------------

Phillips 66 Company – Marketing and Lubricants Development Program	Strategic Partnerships/Houston ISD	Hurricane Harvey Relief
--	------------------------------------	-------------------------

Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$10,000					In-Kind

Phillips 66 Company – Marketing and Lubricants Development Program has donated a total of \$10,000 (in-kind) to provide backpacks and school supplies to HISD students impacted by Hurricane Harvey. This donation is aligned to HISD Core Initiative 3: Rigorous Instructional Standards and Supports and may only be used as specified.

Sprint Corporation and Sprint Foundation	HISD Technology Department	Devices and Hot Spots for Internet Access for HISD High School Students
--	----------------------------	---

Total Value of Donation	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$1,624,425					In-Kind

The Sprint Corporation and Sprint Foundation have donated \$1,624,425 in technology and services to the HISD Technology Department for technology devices and access to hot spots to provide internet access to high-school students currently lacking access at home. This donation is aligned to HISD Core Initiatives 3: Rigorous Instructional Standards and Supports, and 5: Culture of Trust through Action, and may only be used as specified.

Total Value of Grants: \$2,075,003.70

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Academic Services
Grenita Lathan, 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 all three district goals 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 December 15, 2017.

SUMMARY OF GRANTS GREATER THAN \$5,000

Grantor	Receiving School/ Department	Grant Disbursement
---------	------------------------------	--------------------

The University of Texas Health Science Center at Houston	Houston Independent School District (HISD) Health and Medical Services	School Nurses
Total Value of Grant	<u>Fund</u>	<u>Cost Center</u>
\$35,000	4990010002	1060845000
	<u>Functional Area</u>	<u>General Ledger</u>
	PS1311000000	XXXXXXXXXXXX
		<u>Internal Order</u>
		XXXXXXXXXXXX

The University of Texas Health Science Center awarded a grant in the amount of \$35,000 to HISD's Health and Medical Services Department. This grant is to be used to provide training, technical assistance, best practices strategies, and resources to school nurses on increasing Human Papilloma Virus (HPV) vaccination among students in medically-underserved areas of Houston, Texas. The grant period is from August 1, 2017, through July 30, 2018. These funds may only be used as specified.

Financial Fitness Partners	HISD Benefits Department	Financial Fitness Coach Grant
Total Value of Grant	<u>Fund</u>	<u>Cost Center</u>
\$50,000		
	<u>Functional Area</u>	<u>General Ledger</u>
		<u>Internal Order</u>
		In-kind

Financial Fitness Partners has awarded a Financial Fitness Coach Grant to HISD. This grant allows HISD to participate in the Financial Fitness Coach Program, which aims to help evaluate the efficacy of delivering a blended learning approach to improving financial behaviors and reducing financial stress. This program will give up to 28,000 HISD employees the opportunity to benefit from financial services valued over \$50,000. These services will include an independent, unbiased education; access to the Financial Fitness CHECKUP and the Financial Fitness ACADEMY; and the opportunity to connect with a Financial Fitness COACH. These services are valued at \$200 plus per person, and will be provided free of charge to HISD employees and the district. This grant program will be available for one year beginning February 12, 2018.

SUMMARY OF GRANTS GREATER THAN \$5,000

Grantor	Receiving School/ Department			Grant Disbursement	
The Center for Afterschool and Summer Enrichment (CASE) for Kids/Harris County Department of Education	Burbank Elementary School (ES)			After-School Program	
Total Value of Grant	<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>Internal Order</u>
\$7,000	No new funds	Transfer of funds	From Sequin ES to Burbank ES		See Detailed Budget

The CASE Partnership Project provides funding with the goal of quality out-of-school time programming for youth. The purpose of the grant is to provide after-school programs for students that will improve student achievement and are focused on literacy and numeracy. These funds may be used for extra-duty pay for teachers, funding for service providers, and supplies and materials to support the project. CASE Partnership Project sites offer an array of activities that develop both academic and social skills in students. Sequin ES originally received this CASE Partnership Project grant in the amount of \$10,000; however, due to low enrollment caused by Hurricane Harvey, they are unable to fulfill the requirements of the grant. Burbank ES, with the approval of Harris County Department of Education, has agreed to use the grant to provide after-school programs for Burbank students. As a result, all grant funds initially awarded to Sequin ES will be redirected to Burbank ES and Burbank will receive an additional \$7,000 for a total of \$17,000. The grant period ends July 31, 2018. These funds may only be used as specified.

Total Value of Grants: \$92,000.00

Detailed Budget
The Center for Afterschool and Summer Enrichment for Kids (CASE) for Kids/Harris County Department of Education
Grant to
Burbank Elementary School

Grantor	Budget String Object Description	Budget String					Amount
		<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>GL</u>	<u>Internal Order</u>	
The CASE for Kids/Harris County Department of Education	Payroll Costs	4990010002	1012122000	PS11110000000	XXXXXXXXXX	XXXXXXXXXXXXX	\$14,000
The CASE for Kids/Harris County Department of Education	Contracted Services	4990010002	1012122000	PS11110000000	XXXXXXXXXX	XXXXXXXXXXXXX	\$1,000
The CASE for Kids/Harris County Department of Education	Supplies and Materials	4990010002	1012122000	PS11110000000	XXXXXXXXXX	XXXXXXXXXXXXX	\$1,000
The CASE for Kids/Harris County Department of Education	Other Operating Costs	4990010002	1012122000	PS11110000000	XXXXXXXXXX	XXXXXXXXXXXXX	\$1,000
Total Costs							\$17,000

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Student Support
Mark Smith, Chief Student Support Officer

SUBJECT: APPROVAL OF DISTRICT IMPROVEMENT PLAN FOR 2017–2018

Texas Education Code (TEC) §11.252 requires that each school district have a District Improvement Plan (DIP) that is developed, evaluated, revised, and approved by the Board of Trustees annually. The purpose of the DIP is to guide district and campus staff members in the improvement of student performance for all student groups in order to attain state standards in respect to the academic excellence indicators and the performance index framework.

The 2017–2018 DIP is a one-year plan aligned to the information from relevant research reports and data. It is inclusive of department strategies and objectives for improvement that can be updated and modified throughout the year based on district need. The DIP is also utilized for federal and state reporting purposes and includes strategies to support Houston Independent School District (HISD) goals.

Attached is the executive summary of the DIP. The full plan is on file in Board Services and available [online](#).

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

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

THIS ITEM DOES REQUIRE CONSULTATION.

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

RECOMMENDED: That the Board of Education approves the 2017–2018 District Improvement Plan, effective December 15, 2017.



District Improvement Plan 2017-2018

EXECUTIVE SUMMARY

Purpose

The Houston Independent School District (HISD) exists to strengthen the social and economic foundation of Houston by assuring its youth the highest-quality elementary and secondary education available anywhere. In fulfilling this goal and as required by law, Texas Education Code §11.251 PLANNING AND DECISION-MAKING PROCESS states that the board of trustees of each independent school district shall ensure that a district improvement plan and improvement plans for each campus are developed, reviewed, and revised annually for the purpose of improving the performance of all students. The board shall annually approve district and campus performance objectives. The plan must also be submitted to the Texas Education Agency (TEA) annually for a State Compensatory Education desk audit.

Process

The District Improvement Plan (DIP) is updated and revised annually with input from the District Advisory Committee (DAC) and various departments. . Each department contributor met with the DAC to collect input from members about each department's respective section of the plan. Contributors then drafted their section of the DIP, taking into account input received from DAC members.

Components of the District Improvement Plan

The District Improvement Plan includes a comprehensive needs assessment, goals, objectives, strategies, resources, staff members responsible, timelines for strategies and formative assessment. The information included in the District Improvement Plan aligns to the Board of Education goals and HISD department objectives. Data were gathered from reports that the HISD Research and Accountability Department provides to the Board. The data in the plan are the most current data available at the time this plan was developed. The District Improvement Plan includes instructional strategies and initiatives for the district, as well as strategies that are required specifically by law. Those strategies include but are not limited to: instructional strategies for addressing the needs of students not achieving their full potential; violence and bullying prevention; dropout reduction; family and community engagement; college and career readiness; special education; multilingual education; Title I, Title II and Title IV; student support services, and interventions.

Summary of DIP Contributions by Department

The table below provides highlights from the DIP to give readers a high-level summary of the contributions each department has committed to providing schools in the pursuit of improved student outcomes.

Department		DIP Contribution Summary
Curriculum	Elementary	<p>Elementary Curriculum and Development honors gains in grades 3–5 mathematics, grade 5 reading, and grade 5 science scores, it is acknowledged that more work needs to be done around reading and writing. In response to the grades 3–5 STAAR Reading and Writing results, Elementary Curriculum and Development will implement the following actions to support campuses and increase student achievement:</p> <ul style="list-style-type: none"> • Plan and provide ongoing Literacy By 3 training for campus principals and instructional leaders. This work will center around Literacy By 3 best practices, increasing teacher capacity, and providing effective coaching and feedback; • Continue to provide Writer’s Workshop, particularly in Grades K–2, in an effort to build teacher capacity in the area of writing instruction. • Actively participate in weekly literacy observation walks to provide prescriptive feedback and determine next steps; • Strategically address and support campuses that have recently been removed from Improvement Required (IR) status; • Develop and implement a plan of support for campuses that, based on STAAR 2017 results, are in danger of becoming IR; and • Teach, model, and practice complex thinking and vocabulary development through the use of authentic literature and open-ended questions. <p>The K-12 Fine Arts team will develop district-wide music, theater, visual arts, and dance curriculum as well as robust fine arts professional development offerings. Additionally, a three-year strategic plan to implement high-quality and equitable access to fine arts programming will be produced to inform future planning.</p>
	Secondary	<p>While some gains are reported in 2016–2017 secondary STAAR data, we know that further work needs to be done to close achievement gaps, address sub- populations, and build student literacy in grades 6–12.</p> <ul style="list-style-type: none"> • With only 40% of secondary students reading on grade level in HISD, there is a need to explicitly address literacy in grades 6–12. Literacy in the Middle, for grades 6–8, continues to address teacher training, classroom materials, and leadership support for best literacy practices in read alouds, independent reading, writing, and small group instruction. • Additionally, the Literacy Empowered initiative has provided classroom libraries for high school English Language Arts and Social Studies teachers and resources and training for all 4-core teachers to embed best practices into rigorous instruction through independent reading, writing across the content areas, and discourse. • Preliminary reports suggest that the high school laptop initiative, PowerUp, could contribute to the closing of achievement gaps. With equitable technological access to all high school students, and a library full of digital content aligned to state standards, students have increased opportunities to make choices in their learning. This assists with differentiated approaches to learning in high school classes, therefore growing all students. Follow-up data analysis will be done in 2017–2018 to determine what effects technology has on closing achievement gaps. Additionally, other strategies will continue to be explored in the area of differentiated instruction and student-centered learning. • An increase in job-embedded coaching for teachers and professional development support in instructional planning and data analysis are needed in Achieve 180 schools to help the schools come out of (and stay out of) Improvement Required status.

Department	DIP Contribution Summary
Health & Physical Education	<p>HISD's Health and Physical Education Curriculum department employs two primary strategies to support student achievement: 1) coordinated school health and 2) physical fitness assessment initiative.</p> <ul style="list-style-type: none"> • A coordinated school health program has been adopted to serve students in grades K–8. This model provides ten interconnecting components that aid in the creation of sustainable school health initiatives. Each component makes an important contribution to students' well-being and readiness to learn. With a coordinated approach, the components complement each other and have a greater impact than each one alone. HISD will use the model as the overarching rationale for many programs and initiatives within the district—health and physical education, and nutrition services—and for evaluating the culture of individual schools. Many of the components are within the district's wellness policy. • The Physical Fitness Assessment Initiative (PFAI) is a program designed to gather physical fitness data from Texas students for analysis to determine the relationship between student academic achievement, attendance, obesity, disciplinary problems, and school meal programs.
Advanced Academics	<p>Based on data analysis, Advanced Academics will continue to provide support to campuses with less than 7% of the population identified as Gifted and Talented (G/T). The G/T Identification Matrix and entry criteria will continue to be reviewed and updated.</p>
Academic Interventions	<p>The Academic Interventions Department has committed to the following:</p> <p>Increase by at least 3% the percent of students reading and writing at or above grade level for grades Kindergarten through English II, by Spring 2018.</p> <ul style="list-style-type: none"> • Identify and provide direct literacy instruction and intervention to 100% of students reading two or more years below grade level (as measured by Percentile Rank and Lexile) on the districts universal screening tool. • Identify and serve 100% of students with Dyslexia on all HISD campuses with explicit, systematic instruction that is monitored for progress, including screening all students K-2 for Dyslexia. • Among students who exhibit below satisfactory performance on state assessments, the percentage who demonstrate at least one year of academic growth will increase at least 3% in reading and in math, by Spring 2018. • Develop effective Intervention Assistance Teams (IATs) on 100% of HISD campuses that implement academic and behavioral Response to Intervention (RtI) supported by district IAT Managers and monitored through deliverables around processes and student data. • Improve summer school instructional programming to be more focused on students' literacy and math needs at their instructional level in a feeder pattern approach. • Identify and provide direct foundational math instruction to students two or more years below grade level (as measured by the district universal screener). • The percentage of graduates meeting the Global Graduate standards* will increase three percentage points annually per year from 2017 baseline up to 85% by 2022. • Support core instruction in courses towards graduation and with academic supports through original credit, credit recovery, supplemental instruction, and tutorials through Apex in Grad Labs and classroom instruction as measured through credit accrual in Chancery and graduation rate.
Special Education	<p>The Special Education Department has committed to the following:</p> <ul style="list-style-type: none"> • Decrease the percentage of students with disabilities placed in general education for 40% or less of the school day by 5%.

Department	DIP Contribution Summary
	<ul style="list-style-type: none"> • Improve achievement outcomes for students with disabilities in core content areas of reading, writing, math grades 3-8; and EOC/English Language Arts (ELA) and mathematics on STAAR Assessment) by 10%. • The percentage of students with disabilities who meet the Global Graduate (post-secondary readiness) standards will increase two percentage points annually per year. • Increase by 3.3% the percentage of students with disabilities who meet the Global Graduate (post-secondary readiness) standards for the current year. • Complete 100% of initial evaluations within 45 calendar days of receipt of parental consent.
<p>Multilingual</p> <p>Migrant</p>	<p>The Multilingual Department has committed to the following:</p> <ul style="list-style-type: none"> • Annual increase of 3% of the percentage of identified (ELL, Immigrant, Refugee, Migrant) students reading and writing at or above grade level for grades three through English II. • Annual increase of 3% of identified students (ELL, Immigrant, Refugee, Migrant) who demonstrate at least one year of academic growth (met either STAAR or ELL progress measure) will increase in reading and in math. <p>To identify and ensure that “priority for service” (PFS, specifically defined in the DIP) migrant students have the same opportunity to meet the state content and student performance standards by providing instructional and support services that will ensure student success the Migrant specialists, within the Multilingual department, commits to the following.</p> <ul style="list-style-type: none"> • 100% of PFS students will have access to instructional opportunities and services. 80% of PFS students in grades 3-12 will meet the state academic achievement standard (STAAR). • 80% of PFS students in grades K-2 will be promoted to the next grade level. • 90% of PFS students will graduate with a high school diploma.
<p>College and Career Readiness</p> <p>College Readiness</p>	<p>The College Readiness Department has expanded its programming to include additional support for elementary and middle schools, as well as college matriculation support. In addition, the EMERGE team will be graduating a class of students from 42 HISD high schools.</p> <p>The College and Career Readiness Department commits to the following:</p> <p><u>College Applications, Enrollment and Completion</u></p> <ul style="list-style-type: none"> • 90% of 2018 seniors will have applied to a college. • 55% of 2018 graduates will enroll in a college or university within one year of graduating from HISD with an increase in the number enrolling in four-year institutions. • Increase by 10% the percent of HISD’s graduates who go on to graduate from college within 6 years of graduating from high school. <p><u>Scholarship and Financial Aid Offers & FAFSA/TASFA Completion</u></p> <ul style="list-style-type: none"> • Increase by 10% the amount of scholarship and financial aid offers to HISD students. • Increase by 5% the FAFSA/TASFA completion rate for class of 2018. • Students who were advised by the College Success team will increase their completed their FAFSA/TASFA rate by 5%. <p><u>College Entrance Exams School Day Participation and College Readiness Benchmarks</u></p> <ul style="list-style-type: none"> • Increase by 10% the percentage of students taking the SAT or ACT assessments. • Students taking ACT/SAT assessments will increase composite scores by 10%. • Increase by 10% the percentage of students scoring ‘college ready’ on the PSAT 8/9, PSAT/NMSQT and SAT School Day

Department	DIP Contribution Summary
Career Readiness (CTE)	<ul style="list-style-type: none"> ○ Increase by 5% the percentage of special education students testing under accommodations. <p>In preparation for the upcoming changes to the state's accountability system, the CTE Department will partner with high school campus personnel to increase the number of students taking TEA recognized exams, as reported on the Perkins Grant application.</p> <p>The CTE Department commits to provide career readiness awareness, exploration, and credentialing opportunities to students across the district through an 8% increase in the number of seniors completing a coherent sequence.</p> <ul style="list-style-type: none"> • Provide career readiness awareness, exploration, and credentialing opportunities to students across the district, by having 60% of the CTE teachers attend content specific professional development to increase their knowledge/skills to help prepare students for industry certification exams. • Provide career readiness awareness, exploration, and credentialing opportunities to students across the district, through a 10% increase in the number of middle school students exploring careers through lessons and courses. • Provide career readiness awareness, exploration, and credentialing opportunities to students across the district, through a 3% increase in the number of students completing an associate degree or level 1 certificate.
Family and Community Empowerment (FACE)	FACE will contribute to attaining a 5% increase in overall district student academic achievement by the spring of 2018, as measured by STAAR and other standardized assessments, through the implementation of research based-programs designed to enhance parent engagement in schools including Family Academic Mentors Engaged (FAME), Family Friendly Schools (FFS), Family Literacy Events, Professional Development and Parent Organization Support.
Student Assistance and State Compensatory Education (SCE)	<p>As a result of an August 2017 restructuring of the Student Support Services Office, outreach workers have been incorporated to better support campuses in matters of attendance, homeless assistance, pregnancy-related services, and working to ensure that students who have been incarcerated or who are in foster care receive the assistance they need. In response to flat-lined attendance data, a new team has been dedicated to assist campuses and families with support and strategies to incentivize attendance, which is a foundation for students to be successful at school and beyond. The Student Assistance Department commits to the following:</p> <ul style="list-style-type: none"> • Increase the district's attendance rate by 0.2%. • Provide wraparound <u>service referrals to 100% of</u> all homeless, pregnant or parenting, foster care and formerly incarcerated students by the end of the 2017–2018 school year, in order to improve student attendance. • Review 50% of school budgets related to use of SCE funds for use on tools/strategies that reduce the disparity between students at risk of dropping out and all other students.
Social and Emotional Learning	<p>The Social and Emotional Learning Department commits to the following:</p> <ul style="list-style-type: none"> • Create disciplinary alternatives and preventative practices that address students' social emotional wellness while building social skills needed to have long-term academic and behavioral success. This will be done by decreasing the district number of out-of-school suspensions, as well as the disparities between African-American students and the majority population using restorative discipline; positive behavior interventions and supports; social and emotional learning curriculum; and intervention assistance. • Support development of safe and civil schools where students are emotionally and academically healthy by developing and conducting training sessions designed to assist

Department	DIP Contribution Summary
	schools in implementing campus-wide social and emotional learning, as well as provide behavior and crisis intervention during the school year.
External Funding Title I Title II Leadership Title II Teachers Title IV Fine Arts Title IV Wraparound Services	<p>The External Funding Department commits to:</p> <ul style="list-style-type: none"> • Provide supplemental funding to schools with high concentrations of students from low-income families in order to provide all students a high-quality education that will enable them to meet the state’s student-performance standards. • Supporting the Leadership Development Department to create a “grow-our-own” leadership development program that will provide a pipeline of high quality school leadership whereby: <ul style="list-style-type: none"> ○ 80% of aspiring school leaders complete program requirements. ○ 70% of aspiring school leaders who participate in the program will be promoted to fill leadership vacancies. ○ 90% of first-time school leaders will complete induction program in 2017-2018 and will continue as leaders in HISD at the beginning of the 2018–2019 school year. ○ At least ten self-selected choice courses, aligned to specific needs of current and aspiring school leaders, will be available to current and aspiring leaders during the 2017-2018 school year. ○ At least five districtwide leadership trainings, aligned to state mandates and district initiatives, will be available to school leaders during the 2017–2018 school year. • Provide supplemental funding to support the Teacher Career Development team as they work to: <ul style="list-style-type: none"> ○ Provide 75% of new/beginning teachers will participate in new teacher support offerings by the end of the 2017–2018 School Year in order to improve effective classroom instruction. ○ Provide instructional support to 85% of teacher leaders by the end of the 2017–2018 School Year in order to increase the number of effective/highly effective teachers on Career Pathways campuses. • Provide supplemental funding to support the Fine Arts Department as they work to: <ul style="list-style-type: none"> ○ Ensure equity of access to fine arts instruction at all campuses and to align fine arts curriculum with district focuses and TEKS. ○ Increase by 5% student access to fine arts instruction by purchasing and repairing instruments, providing professional development to non-fine arts educators through online sessions, and increasing professional development offerings to HISD staff. • Provide supplemental funding to support the Wraparound Services team as they work to: <ul style="list-style-type: none"> ○ Provide student supports that address root causes of non-academic factors, that in-turn, increase student academic achievement. ○ <u>Identify</u> students’ and schools’ wraparound service needs, connect more students to effective services and learn from the pilot to improve processes and tools before the Fall 2018 launch. ○ Improve student state assessment scores by 10% among students at schools participating in the wraparound services pilot program.

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Business Operations
Brian Busby, Chief Operating Officer

**SUBJECT: AUTHORITY TO NEGOTIATE, EXECUTE, AND AMEND
CONSTRUCTION CONTRACT FOR A NEW PARKING LOT AT
ROBERT FROST ELEMENTARY SCHOOL**

An assessment of the current parking area at Robert Frost Elementary School (ES) identified the need for additional parking spaces to accommodate school functions and activities, and to lessen the impact on traffic on the streets surrounding the campus.

This project was advertised on August 19 and August 26, 2017. On October 24, 2017, the district received seven competitive sealed proposals from the following responsive contractors:

A Status Construction
A-1 Construction Services
Jerdon Enterprise, LP.
P2MG, LLC.
Quadra Mind Enterprise, Inc.
IKLO Construction
LATX Construction Services

After an evaluation in accordance with the procedures approved by the Houston Independent School District (HISD) Board of Education, A Status Construction was determined to be the highest-ranked, best-value proposer. Therefore, it is recommended this contractor be awarded the contract for the new parking lot project at Frost ES.

Approval will authorize the superintendent of schools or a designee to negotiate and execute a contract in an amount not to exceed the identified cost and amend the contract within the established allowance.

The requested amount is as follows:

Highest-Ranked Firm	Base Bid and Applicable Alternates	Construction Contingency Amount	Total Contract Amount Not to Exceed	M/WBE Participation
A Status Construction	\$320,400	\$9,612	\$330,012	100%

COST/FUNDING SOURCE(S):

The total cost for the recommended actions will not exceed \$330,012.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
General Funds	1991020007	1012156000	PS519900000000	62990000000	N/A	\$250,000
General Funds	1991010001	1012156000	PS519900000000	62990000000	N/A	\$80,012

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 a construction contract with A Status Construction for the new parking lot project at Robert Frost ES, effective December 15, 2017.

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Business Operations
Brian Busby, Chief Operating Officer

SUBJECT: APPROVAL TO ESTABLISH A BUDGET AND TO EXECUTE ALL NECESSARY CONTRACTS FOR IMPROVEMENTS AT VARIOUS CAMPUSES

At its August 27, 2009, board 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 that a budget allocation of \$74,886 be provided for capital-related improvements as noted below. The funds will come from the allocation that has been allotted for District II.

School	Scope of Work	Budget
Kashmere High School (HS)	Instrument repair	\$23,016
North Forest HS	Instrument repair	\$22,525
Wheatley HS	Instrument repair	\$14,345
	Equipment/supplies for Wheatley Wildcat Garden and Habitat Space	\$2,300
	Various capital improvements (Culinary Program improvements, books, student capital requests)	\$12,700
TOTAL		\$74,886

COST/FUNDING SOURCE(S): The cost will not exceed \$74,886 and will be funded by trustee allocations for Trustee District II.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 the execution of all necessary contracts for improvements at various campuses, not to exceed a total of \$74,886 from Trustee District II allocations, effective December 15, 2017.

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Business Operations
Brian Busby, Chief Operating Officer

SUBJECT: APPROVAL OF 2017 FACILITIES CAPITAL BUDGET REVISIONS

Facilities assessments conducted since Hurricane Harvey have determined that catastrophic flood damage, coupled with required increases to property elevations to prevent future flood damage, warrants the reconstruction of Braeburn Elementary School (ES), George Scarborough ES, Jennie Kolter ES, and James Mitchell ES. To fund the projects, the Houston Independent School District (HISD) proposes using \$56,000,000 of funds released from the Reserve for Operations portion of the committed fund balance, along with \$70,000,000 from tax increment reinvestment zone (TIRZ) funds.

It is therefore requested that the HISD Board of Education approves a program budget realignment of the forecasted available funds as follows: of an aggregate amount of \$120,000,000 with a five-percent construction contingency for a total amount of \$126,000,000 for the four schools mentioned above.

Reconstruction of Four Elementary Schools:

Braeburn ES	\$30,000,000
-------------	--------------

Scarborough ES	\$30,000,000
----------------	--------------

Kolter ES	\$30,000,000
-----------	--------------

Mitchell ES	\$30,000,000
-------------	--------------

<u>Construction Contingency:</u>	\$6,000,000
---	--------------------

Realign available funds to create a five-percent construction contingency fund to address unforeseen conditions and/or emergencies related to the above four projects.

TOTAL	\$126,000,000
--------------	----------------------

Construction Services staff members have worked in collaboration with the Finance Office and confirmed the reassignment of funds as proposed.

In addition, it is requested that the HISD Board of Education authorizes the superintendent of schools, chief operating officer, or the officer of Construction Services to assign construction contingency funds to projects as needed to address unforeseen

conditions and/or emergencies, and to utilize the above funds to negotiate, execute, and amend contracts as needed to address relocation needs for the campuses.

COST/FUNDING SOURCE(S): No additional funding is required. Necessary costs in an amount not to exceed \$56,000,000 will be reallocated from funds released from the Reserve for Operations portion of the committed fund balance, with the remaining \$70,000,000 allocated from TIRZ funds.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 recommended 2017 Facilities Capital budget realignment and authorizes the superintendent of schools, chief operating officer, or the officer of Construction Services to assign construction contingency funds to projects as needed to address unforeseen conditions and/or emergencies, and to utilize the above funds to negotiate, execute, and amend contracts as needed to address relocation needs for the campuses, effective December 15, 2017.

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Finance
Rene Barajas, 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 three district 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 December 15, 2017.

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
17-05-19 (Langston Wilkins) (Anderson)	RFP/ Instructional	C-D	2		15	H	Dr. Assessment
	Materials, Instructional	C-D	5			O	EBS Healthcare, Inc.
	Technology, Professional	A-100%	8			O	Invo Health Care
	Development Services, &	C-D	2			T	Istation
	Board-Certified Behavior	B-25%	8			O	Lakeshore Learning
	Analysts (BCBA) and						Materials
	Behavior Therapists	C-1%	5			H	Motivating Minds Learning
	Services						Connection
		C-D	2			H	Professor Griff Corp.
		B-25%	8			O	Rally! Education
		C-2%	5			T	RoboKind
		C-D	0			O	Scholastic
		C-D	0			T	Texas Educational
							Solutions
		C-D	2			H	The Literacy Group

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$4,446,750

The purpose of this contract is to provide reliable and current screening, progress monitoring, reporting, interventions to support behavioral improvement, academics, adaptive functioning, special-needs access to general education curriculum, professional development to increase teacher capacity and improve classroom instruction, web-based resources, software support that allows printed material, and management of Special Education data and Individualized Education Programs (IEPs), as well as to provide early-childhood support to students with disabilities. This contract will replace 15-11-13. The contract term is ~~March 13, 2017, through March 13, 2018~~ December 15, 2017, through December 14, 2018, with an additional four one-year renewal options, not to extend beyond March 13, 2022. The historical expenditure is \$4,181,750.00. The projected expenditure is \$4,446,750.00. The district applied the "Best Value" process in selecting the suppliers to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
17-02-04 (March) (Busby)	RFP/ Window & Portable AC Units & Parts	A-100%		52	2	H	Competitive Choice, Inc.

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
1993010002	1040803304	AD51990000000000	6319000000		
1993010002	1040803404	AD51990000000000	6319000000		
Various Schools and/or Departments					\$3,750,000

The purpose of this project is to obtain portable air conditioning (A/C) units, window A/C units, and various parts for repair as needed throughout the district. This project was created to replace the previous project # 14-05-09. The contract term is from December 15, 2017, through December 14, 2018, with four additional options to renew after the initial contract term, not to extend beyond December 14, 2022. The historical expenditure for these units over the past year has been \$573,000. The team has advised that a dramatic overhaul will be needed in the upcoming years to repair and/or replace the outdated window units throughout the Houston Independent School District (HISD). To meet the needs of the district, the proposed annual expenditure is \$750,000 annually, not to exceed \$3,750,000 over five years. The district applied the "Best Value" process in selecting the vendor and awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
17-06-16 (Hooks) (Busby)	RFP/ Swimming Pool Services	C-D		29	3	H	Sweetwater Pools, Inc

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$2,500,000

The purpose of this contract is to provide swimming-pool services districtwide for 33 pools. This project replaces 14-05-01. The contract term is from December 15, 2017, through December 14, 2018, with an option to renew for four additional one-year terms, not to extend beyond December 13, 2022. Based on historical annual usage, the proposed annual expenditure is \$500,000. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with chapter 44 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
17-03-24 (Langston Wilkins) (Anderson)	RFP/ Assistive Technology and Specialized Access Items, Devices, Equipment, and Technology	C-D C-D	<u>0</u> 2 2	<u>6</u>	3	O T T	Oticon, Inc. RoboKind, LLC Troxell Communications, Inc.

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$1,440,000

The purpose of this contract is to purchase an assistive technology device item, equipment, or product system for the Special Education Department. This contract will provide students with disabilities with access to assistive technology as defined under the Individuals with Disabilities Education Act, 2004. The devices are used to establish universally accessible computing technology in highly specialized special-education settings. This contract replaces RFP 15-11-13. The term of the contract is ~~March 13, 2017, through March 13, 2018~~ December 15, 2017, through December 14, 2018, with an additional four one-year options for renewal, not to extend beyond March 13, 2022. The historical annual expenditure is \$287,926.00. The projected annual expenditure is 288,000. The district applied the "Best Value" process in selecting the suppliers to be awarded in accordance with Chapter 44 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
18-08-06 (Alford) (Smith)	RFP/ Alcohol/Drug Counseling Education and Intervention	NP-0% NP-0%		102	4	H H	Teen and Family Services The Council on Recovery

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$500,000

The purpose of this contract is to provide to any student found under the influence of drugs or alcohol for the first time an opportunity to complete an alcohol and drug awareness program as an alternative to the secondary disciplinary alternative education program. Services may include an alcohol and drug assessment and appropriate counseling interventions. The contract term is December 15, 2017, through December 14, 2020, with two additional one-year renewal options, not to extend beyond December 14, 2022. The projected expenditure for the term of this project is \$500,000. The district applied the "Best Value" process in selecting the suppliers to be awarded in accordance with Chapter 44 of the TEC and the district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
17-03-04 (Alford) (Smith)	RFP/ Alcohol/Drug Counseling Education and Intervention	NP-0%		102	2	H	The Council on Recovery

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$500,000

The purpose of this contract is to provide to any student found under the influence of drugs or alcohol for the first time an opportunity to complete an alcohol and drug awareness program as an alternative to the secondary disciplinary alternative education program. Services may include an alcohol and drug assessment and appropriate counseling interventions. The contract term is December 15, 2017, through December 14, 2020, with two additional one-year renewal options, not to extend beyond December 14, 2022. The projected expenditure for the term of this project is \$500,000. The district applied the "Best Value" process in selecting the suppliers to be awarded in accordance with Chapter 44 of the TEC and the district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
18-07-07 (Greene- Evans) (Busby)	RFP/ Consulting Services for Nutrition Service Support Facility	0% N/A		143	2	0	Schrupp Consulting, LLC

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
7010030000	5140830000	AD35990000000000	6299000000		
Various Schools and/or Departments					\$100,000

The purpose of this contract is to obtain consulting services for the HISD Nutrition Service Support Facility. The Nutrition Services Department is seeking a consultant to perform a Business Unit Efficiency and Opportunity Assessment of the Services Support Facility. The contract term will be December 15, 2017, through December 14, 2018, with an optional 90-day extension. Based on the current needs of the district, the proposed annual expenditure is \$100,000. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

AMENDMENT TO ITEM APPROVED ON A PRIOR BOARD AGENDA

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
12-10-02 (Wilkins) (Busby)	RFP/Fleet Catastrophic Coverage	C-20% 0% N/A	C-0%	0	0	H	Lexington Insurance Company (USI Southwest, Insurance Broker).

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
					\$500,000

The Board of Education approved this contract on November 13, 2014. The original board-awarded approval was \$500,000. The project expenditure for the initial, first renewal, and second renewal terms was \$914,286.26, an average of \$457,144.63 per year. The projected expenditure is now \$500,000 annually for the term of the project period. ~~The contract term is from December 1, 2017, to December 1, 2018.~~ The contract term is from December 15, 2017, through December 14, 2018. The purpose of the services is to perform comprehensive physical damage coverage for district-owned motor vehicles while parked at 12 designated locations. The coverage specifically excludes over-the-road perils like collision, upset, and overturn. Coverage is designed to allow vehicles to be repaired or replaced based upon replacement cost valuation. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44, §44.031 B (b) of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

AMENDMENT TO ITEM APPROVED ON A PRIOR BOARD AGENDA

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
15-10-17 (Wilkins) (Busby)	RFP/ Crime Insurance	B-25% 0% N/A		2	1	H	Arthur Gallagher Risk Management Services, Inc.

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and Departments					\$225,000

The Board of Education approved this contract on January 14, 2016. The purpose of this contract is to obtain crime insurance coverage estimated at \$225,000.00 annually. This item requests approval from January 31, 2016, through January 30, 2017, and for an additional two annual renewal periods. This contract will replace Project 13-01-01, which expired in January 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 TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

AMENDMENT TO ITEM APPROVED ON A PRIOR BOARD AGENDA

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
12-09-01 (Wilkins) (Busby)	RFP/ Third-Party Claims Administration Services for Automobile, General, and Professional Liability Claims	C-14.45% N/A	C-11.87%			OT	Broadspire

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and Departments					\$140,000

The Board of Education approved this contract on December 12, 2012. The initial term of this contract was January 1, 2013, through December 30, 2017. The purpose of this contract is to extend the term of the initial contract from January 1, 2018, through June 30, 2018. The projected expenditure for the extension is not to exceed \$150,000 based on historical annual fees. The district applied the "Best Value" process in selecting the supplier to be awarded in accordance with Chapter 44 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

AMENDMENT TO ITEM APPROVED ON A PRIOR BOARD AGENDA

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
16-10-46 (Alford) (Lathan/ Smith)	RFP/ Enrichment Services	A-100%					After School to Achieve

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and Departments					

The Board of Education approved this contract renewal on October 12, 2017. The purpose of this amendment is to add one additional vendor to the Enrichment Services RFP. Documentation was identified, reviewed, and verified for enrichment services. The contract term is from December 15, 2017, through October 12, 2020, with an additional two one-year renewal options, not to extend beyond October 12, 2022. The district applied the "Best Value" process in selecting the vendor to be awarded in accordance with Chapter 44 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
BuyBoard 18-09-06-01 (March) (Busby)	Heating, Ventilation, and Air Conditioning (HVAC) Equipment Supplies and Services, Including Preventive Maintenance (PM) & Emergency Repairs	0%	0%			OT OT H T T H	American Mechanical Services (AMS) Carrier Corporation Daikin Applied Lennox Industries, Inc. TDIndustries Texas Specialty Products (TSP)

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$45,000,000

The purpose of this project is to obtain HVAC maintenance, repair services, and like for like equipment throughout the district, as well as for preventive maintenance and cleaning of the cooling towers. The contract term is from December 1, 2017, through November 30, 2018, and for two additional years after the initial contract term, if Buy Board executes its options to renew. The project is not to extend beyond November 30, 2020. The average expenditure for this project over the last two years has been \$10 million per year. Based on the average age of our current HVAC systems and the recent weather related stress on our equipment, the team believes extensive maintenance and repairs will be required to keep the students and staff in a comfortable learning and work environment. The projected annual expenditure is expected to be \$15,000,000 annually and is not to exceed \$45,000,000, over a three year period. HISD will utilize the awarded vendors to receive services such as emergency HVAC response, preventive maintenance, cleaning, troubleshooting, repairs, & replacement of like for like equipment and related services and supplies as required by the district. This is an agreement with Buy Board utilizing contract # 552-17 in accordance with Chapter 44, §44.031 B (a) (4) an interlocal contract and Chapter 791 Interlocal Corporation Contracts of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
TXMAS 18-10-11-11 (Vest) (Busby)	Purchase of Tools	0% N/A	0%			H	IDSC Holding, LLC BBA: Snap-on Industrial.

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$1,100,000

The purpose of this contract is to continue purchasing industrial tools for the schools that offer career electives (Career and Technical Education, or CTE) for automotive technology, collision repair / refinishing, and other related courses that entail the use of industrial tools. These electives currently have specialized equipment that require Snap-on products for additional accessory or expansion of the tools system for standardization purposes. The contract term is from December 15, 2017, through January 31, 2021. Last year's expenditure was \$350,000 and the projected expenditure for term of the contract is \$1,100,000. This is a cooperative agreement with TXMAS utilizing contract TXMAS-17-51V02 in accordance with Chapter 44 and Chapter 791 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
HCDE 18-11-01-04 (Thomas) (Busby)	Supplemental Bus Service (Charter)	0% N/A				H	B.H. Goodman Bus Service, Inc., dba Goodman Bus Service

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$500,000

This project is needed to supplement project 17-05-29 Rental of Extracurricular Charter & School Bus Services. These goods and services are needed to transport students and district staff on an as-needed basis to include but not be limited to transportation to and from school, University Interscholastic League (UIL) events, HISD games, parades, in-district and out-of-district travel, and other related transportation requirements. The demand for these services has escalated as a result of Hurricane Harvey (displaced students) and extracurricular events such as college tours and playoff games. The contract term is December 15, 2017, through April 20, 2018, and for an additional two annual renewal periods after the initial contract term, if HCDE executes its option, not to extend beyond April 20, 2020. For the last three fiscal years, the expenditure has fluctuated between \$867,442 and \$1,257,837.60, with the peak expenditure for these services occurring in fiscal year 2017. However, based on the 2017 expenditure for Goodman Bus of \$150,854, the projected annual expenditure is anticipated to be approximately \$188,568, which includes a 25% increase. The projected expenditure for the term of this project is anticipated to be \$500,000. This is an agreement with HCDE utilizing Contract # 15/008KC-03 in accordance with Chapter 44 and Chapter 791 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
----------------	--------------------	--------------------------	-------------------------	------------------------	------------------------	-------------------	-------------------

BuyBoard 18-11-08-01 (Alford) (Licata)	Routing and Scheduling Operational Software	0% <u>N/A</u>				O	Transfinder
---	--	---------------	--	--	--	---	-------------

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
1993000000	104081002	AD34990000000000	6299000000		
Various Schools and/or Departments					\$471,360

The purpose of this contract is to purchase school bus routing software for the HISD Transportation division. The contract term is from December 15, 2017, through December 31, 2018. The projected expenditure is \$471,360. This is a cooperative contract with BuyBoard, utilizing contract number 498-15 in accordance with Chapter 44 and Chapter 791 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
TXMAS 18-09-10-11 (March) (Busby)	Vocational Welding Gases and Supplies	0% N/A 0% N/A	0% 0%			O O	Matheson Tri-Gas, Inc. Airgas USA, LLC

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$400,000

The purpose of this project is to acquire additional vendors for welding gases, materials, and supplies for HISD CTE students, faculty, and the Facility Services Department. This will be supplemental to existing project # 16-07-13-01 (Vocational Welding Materials,) and we will continue to use Alamo Iron Works for steel and welding material. The contract term is from December 15, 2017, through May 31, 2018, and for an additional three annual renewal periods after the initial contract term, if TXMAS exercises its options to renew, not to extend beyond May 31, 2021. The 2017 expenditure was approximately \$66,500. The CTE program will continue to expand each year, and we are anticipating additional price increases on welding gases. Therefore, the annual budget requested for this project is \$100,000, with a total of \$400,000 over four years. This is an agreement with TXMAS utilizing Contract # 430-M1 in accordance with Chapter 44, §44.031 B (a) (4) an interlocal contract and Chapter 791 Interlocal Corporation Contracts of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF COOPERATIVE PURCHASES OVER \$100,000

RECOMMENDED AWARD FOR DECEMBER 14, 2017, 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>
HCDE 18-10-08-04 (Thomas) (Busby)	Industrial Equipment (Rent Purchase) and Service	0% <u>N/A</u>				H	Lansdowne Moody Co. L.P

<u>Fund</u>	<u>Cost Center</u>	<u>Functional Area</u>	<u>General Ledger</u>	<u>IO /Work Breakdown Structure</u>	<u>Amount Not To Exceed</u>
Various Schools and/or Departments					\$150,000

The purpose of this contract is for the Transportation and Grounds Departments as well as Athletics to purchase industrial supplies, equipment, and repair services as needed. The contract term is from December 11, 2017, through July 15, 2018; however, HCDE will have a new contract available with a tentative date of August 1, 2018. Therefore, to maintain availability of these goods for HISD, a new HCDE contract will be presented to the Board of Education again on August 9, 2018, for the term of its new contract. The average annual expenditure has been \$108,706 for industrial supplies, equipment, and repair services. In fiscal year 2017 the expenditure peaked at \$167,413. The requested expenditure is \$150,000 for the term of this agreement. This is an agreement with HCDE Contract # 13/032DG in accordance with Chapter 44 and Chapter 791 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

Code Legend

M/WBE – Minority- and Women-Owned 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 December 14, 2017

Office of Finance
Rene Barajas, Chief Financial Officer

SUBJECT: APPROVAL OF RESOLUTION AND ORDINANCE ADOPTING EARLY ADDITIONAL PENALTY ON DELINQUENT TANGIBLE PERSONAL PROPERTY TAXES ON TAX YEAR 2017 FOR THE HOUSTON INDEPENDENT SCHOOL DISTRICT IN ACCORDANCE WITH SECTION 33.11 OF THE TEXAS PROPERTY TAX CODE

The Texas Property Tax Code (Code) contains various provisions allowing a taxing unit to add an additional amount up to 20 percent of delinquent taxes, penalties, and interest owing in order to facilitate property tax collections. Section 33.07 of the Code provides for the additional amount to be added on all accounts remaining delinquent on July 1 that have a delinquency date of February 1 but not later than May 1 each year. Section 33.08 of the Code provides for the additional amount to be added on all delinquent accounts with a delinquency date on or after June 1.

Section 33.11 provides for the additional amount to be added to tangible personal property accounts only that become delinquent on February 1 and remain delinquent 60 days after the date the taxes become delinquent. The purpose of the Section 33.11 additional penalty is to allow earlier turnover of those personal property tax accounts to the delinquent tax collection law firm since many of those personal property assets may no longer be available on July 1, due to businesses closing or properties no longer being available for collection or seizure of assets.

In order for the Section 33.11 penalty to apply, the taxing unit must be under contract with an attorney to collect delinquent taxes. The Houston Independent School District (HISD) is under contract with a delinquent tax collection firm, which complies with the Code requirements. Imposition of these penalties allows HISD to retain all delinquent base taxes plus regular penalties and interest, and to pay the delinquent tax collection law firm from the additional collections imposed under Section 33.11.

The resolution and ordinance relating to adoption of the Section 33.11, 20-percent penalty on delinquent taxes is attached and on file in Board Services.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 resolution and ordinance adopting a 20-percent penalty pursuant to and in accordance with Section 33.11 of the Texas Property Tax Code on tax year 2017 tangible personal property taxes that become delinquent on or after February 1, 2018, effective December 15, 2017.

**HOUSTON INDEPENDENT SCHOOL DISTRICT
RESOLUTION AND ORDINANCE
RELATING TO APPROVAL OF SECTION 33.11 PENALTY
UNDER THE TEXAS PROPERTY TAX CODE FOR TAX YEAR 2017
DELINQUENT TANGIBLE PERSONAL PROPERTY TAXES OF THE
HOUSTON INDEPENDENT SCHOOL DISTRICT**

WHEREAS, Section 33.11 of the Texas Property Tax Code authorizes a taxing unit that has contracted with an attorney pursuant to Section 6.30 of the Texas Property Tax Code to add an early additional penalty not to exceed twenty percent (20%) of the amount of delinquent taxes, penalties, and interest on all tangible personal property taxes that become delinquent on or after February 1, and remain delinquent on the later of the date those taxes become subject to the attorney's contract, or 60 days after the date the taxes become delinquent, which additional penalty is incurred on a date prior to July 1 of the year in which the taxes become delinquent; and

WHEREAS, the Houston Independent School District is under contract with a law firm pursuant to Section 6.30 of the Texas Property Tax Code; and

WHEREAS, the Board of Education of the Houston Independent School District has determined that a twenty percent (20%) penalty shall be added for the 2017 tax year to those delinquent tangible personal property taxes, penalties and interest owed to the Houston Independent School District, and said Board by vote taken and passed on December 14, 2017, has voted to impose such twenty percent (20%) penalty for the 2017 tax year on those Houston Independent School District tangible personal property taxes that become delinquent on or after February 1 and that remain delinquent on the 60th day thereafter, and such penalty is incurred on a date before July 1 of the year in which the taxes become delinquent.

THEREFORE, BE IT RESOLVED AND ORDAINED THAT:

All of the above paragraphs are incorporated and made a part of this Resolution and be it,

RESOLVED and ORDAINED that the Board of Education of the Houston Independent School District has approved and does hereby pass, approve, authorize and declare that all

tax year 2017 tangible personal property taxes, that become delinquent on or after February 1, 2018, shall incur an additional penalty to defray costs of collection in the amount of twenty percent (20%) of the taxes, penalties and interest due, pursuant to and in accordance with Section 33.11 of the Texas Property Tax Code.

PASSED, APPROVED, AND ADOPTED this 14th day of December, 2017.

HOUSTON INDEPENDENT SCHOOL DISTRICT

By _____
Wanda Adams, President
Board of Education

ATTEST:

Rhonda Skillern-Jones, Secretary
Board of Education

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Finance
Rene Barajas, Chief Financial Officer

SUBJECT: APPROVAL OF 2017 TAX ROLL

At its meeting of September 14, 2017, the Houston Independent School District Board of Education adopted a tax rate of \$1.2067 per \$100 of taxable value for tax year 2017. On the basis of that tax rate, the Harris County Tax Office has calculated an initial tax roll levy of \$2,038,706,079 based on taxable value of \$168,948,875,371, prior to the age 65 and older and disabled persons' homestead frozen-levy loss calculations. The actual levy will be reduced by approximately \$68,964,853 for levy loss due to those frozen-levy loss calculations. This levy includes certified appraisal roll values as of October 27, 2017, by the Harris County Appraisal District. The levy may also be subject to some increase as uncertified values are added to the roll, and to decrease due to settled value protests. This is submitted to the Board of Education for approval as the 2017 tax roll for the district pursuant to requirements of the Texas Property Tax Code.

A copy of the information from the Harris County Tax Office can be reviewed on the attachment and is on file in Board Services.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals and is aligned to all five core initiatives of the district. Tax revenues fund operations throughout 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 the 2017 Certified Appraisal Roll and 2017 Calculated Tax Roll as submitted, effective December 15, 2017.



ANN HARRIS BENNETT

Tax Assessor-Collector & Voter Registrar
www.hctax.net

November 08, 2017

Members of the Board of Education
Houston Independent School District
4400 West 18th Street
Houston, Texas 77092-8501

Honorable Board Members:

As required by Sections 26.04 and 26.09 of the Texas Tax Code, the information to be provided to you regarding the 2017 Certified Appraisal Roll used in preparation of the original tax bills is as follows:

Appraised/assessed value (certified appraisal roll only)	\$ 213,254,210,821
Taxable value (certified appraisal roll only)	\$ 168,948,875,371
Initial tax roll levy amount (tax rate \$1.2067/\$100 value) Before reduction for tax ceiling limitation	\$ 2,038,706,079
Levy lost from over-65/disabled tax ceiling limitation	\$ 68,964,853
Anticipated collection rate (including delinquent tax, penalty and interest)	99.76%

Current uncertified property value as of 10-27-2017 estimated by the Harris County Appraisal District to be added to the 2017 Certified Appraisal Roll is as follows:

Appraised/ assessed value (includes Sec. 26.01(d) property)	\$ 9,087,885,291
Taxable Value	\$ 4,261,926,501
Tax roll amount (tax rate \$1.2067/\$100 value)	\$ 51,428,667

The above amounts for the Houston Independent School District include the former North Forest Independent School District accounts.

Respectfully Submitted,

Ann Harris Bennett
Tax Assessor-Collector
& Voter Registrar

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Finance
Rene Barajas, Chief Financial Officer

SUBJECT: APPROVAL TO NEGOTIATE AND EXECUTE A CONTRACT FOR BENEFITS CONSULTING SERVICES

The Houston Independent School District (HISD) manages a large self-insured medical plan program, as well as a number of fully-insured voluntary benefit programs.

HISD utilizes health and welfare benefit consulting services to assist the district in developing longterm strategies to improve the longterm health of plan members and cost-control strategies using industry best practices; to make recommendations for possible plan design strategies based on district profile; to investigate and recommend other innovative healthcare options; to provide pharmacy program support by reviewing utilization and comparing to best practices with recommendations; to conduct medical and pharmacy claim audits; to deliver actuarial support for planning and budgeting, including rate development support and cost estimates; to monitor and track all claims near specific stop-loss limits and determine recoveries; to assist in developing request-for-proposal (RFP) documents and assist in evaluating vendor submissions; to conduct regular updates on federal and state laws and regulations in the area of benefits and provide specific district advice for compliance with federal and state regulations; and to provide other services.

HISD issued RFP #18-07-12 to procure these services. Four vendors submitted proposals in response to this RFP. Based on an evaluation of the proposals, it is recommended that Gallagher Benefits Services be selected for a five-year term starting April 1, 2018. Gallagher has an extensive public entity benefits consulting unit locally. Gallagher proposed innovative strategies for consideration, which included Accountable Care Organizations, pharmacy collectives, virtual clinics, dialysis narrow networks, dialysis carve-outs, claim-based decision-making, and an integrated real-time diabetes disease management program.

COST/FUNDING SOURCE(S): The total cost of the program is estimated to be \$3,912,000 and will be funded by the health insurance internal service fund.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
Internal Service Fund	7530000000	3770804000	AD41990000000000	6291000000	N/A	\$3,912,000

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals and is aligned to Core Initiatives 4: Data-Driven Accountability and 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 authorizes the superintendent of schools or a designee to negotiate and execute a contract with Gallagher Benefits Services for benefits consulting services, effective December 15, 2017.

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Internal Audit
Garland Blackwell, Chief Audit Executive

SUBJECT: APPROVAL OF CALENDAR YEAR 2018 AUDIT PLAN

This agenda item requests that the Houston Independent School District (HISD) Board of Education approves the 2018 calendar year audit plan.

The chair of the Audit Committee of the Board of Education tasked the chief audit executive (CAE) to prepare and submit an audit plan for calendar year 2018 for the board's review and approval. The audit plan was presented to the Audit Committee and the board for review and approval. The CAE requests board approval of the subject audit plan.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals 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 2018 calendar year audit plan, effective December 15, 2017.

PROPOSED INTERNAL AUDIT PLAN FOR CALENDAR YEAR 2018

The Chief Audit Executive and the Office of Internal Audit created this Audit Plan for 2018 to support the goals that the Board of Education established for the Houston Independent School District.

District Goals:

1. The percentage of students reading and writing at or above grade level for grade 3 through English II will increase by three percentage points annually between spring 2017 and spring 2020.
2. The percentage of graduates meeting the Global Graduate standards will increase three percentage points annually per year from 2017 baseline up to 85% by 2022.
3. Among students who exhibit below satisfactory performance on state assessments, the percentage who demonstrate at least one year of academic growth will increase three percentage points annually in reading and in math between spring 2017 and spring 2020.

Plan Structure: This plan has audits in four categories: Educational Programs; Financial and Operational; Construction; and Ethics and Compliance related audit topics. In those sections, there are new audits; follow-up audits; and audits held in reserve in case they are needed for some reason. For example, the plan also leaves some room in case the Board and/or the Superintendent requests an audit at any time, but if that does not happen, we have some audits in reserve that we can initiate to consume our available resources.

EDUCATIONAL PROGRAMS AUDITS

NEW AUDIT TOPICS		PROPOSED AUDIT OBJECTIVE(S)
1	IR Schools	a. Efficiency & effectiveness of management of improvement plans to achieve student outcome b. Effectiveness of teacher transfer recruitment bonus on student outcomes.
2	ELL/ESL Exit Process	a. Effectiveness of procedures, and controls around ELL/Multilingual program exit timing and process, and impact of exit timing on student outcomes. b. Effectiveness of controls to ensure compliance with any laws, regulations, policies, and procedures as they relate to state accountability.
3	Literacy by 3	a. Efficiency & effectiveness of management of program to achieve objectives set for program. b. Effectiveness of controls to ensure compliance with any laws, regulations, policies, and procedures, and determine whether funds were allocated and utilized in accordance with requirements.
4	School Improvement Grants	a. Effectiveness of campus and district management of School Improvement Grants. b. Effectiveness of processes, policies, procedures, and controls for use of School Improvement Grants specific to student outcomes as stated in grant proposal objectives.
5	Testing Integrity	a. Effectiveness of controls for testing storage and testing environment. b. Assess compliance with applicable district and state laws and mandated requirements.
6	Magnet Lottery & Enrollment Process	a. Efficiency & effectiveness of management lottery & enrollment processes to ensure procedures applied equitably to all students. b. Effectiveness of controls to ensure compliance with any laws, regulations, policies, and procedures.
7	Magnet Programs Awareness & Access	a. Effectiveness of system for equitable parent & student awareness of programs. b. Efficiency in use of resources to provide accessible variety of magnet awareness events.
8	On Track Online Assessment	a. Efficiency & effectiveness of management of program to achieve objectives set for use of online system. b. Effectiveness of controls and support for district-wide implementation.
FOLLOW-UP AUDITS		PROPOSED AUDIT OBJECTIVE(S)
1	Assignment of Long-Term Associate Teachers	a. Effectiveness of controls to ensure compliance with applicable laws, policies, and procedures for assignment of long-term associate teachers.

		b. Effectiveness and efficiency of support & supervision of long-term associate teachers.
2	Grade Change Procedures & Policies	a. Effectiveness of controls to ensure compliance with any laws, regulations, policies, and procedures. b. Effectiveness and efficiency of guidelines, training, and support for campus faculty, staff, and administration.
3	PowerUp	a. Assess implementation of recommendations.
RESERVE AUDITS		PROPOSED AUDIT OBJECTIVE(S)
1	Teacher Appraisal System	a. Efficiency & effectiveness of management of program to achieve objectives set for program. b. Effectiveness of controls to ensure compliance with any laws, regulations, policies, and procedures.
2	Student Discipline Data	a. Effectiveness of controls and compliance with discipline recording and reporting to ensure compliance with applicable laws, regulations, policies, and b. Effectiveness of controls for ensuring recorded electronic data and manual records on campus are
3	Title I Expenditures (Follow up)	a. Effectiveness of processes, policies, procedures, and controls for use of Title I funds to achieve student b. Effectiveness of controls to ensure compliance with any laws, regulations, policies, and procedures as they relate to state accountability.

Reserve Audits listed above will be included for 2018 if there are no consulting requests from the Superintendent.

FINANCIAL AND OPERATIONAL AUDITS

NEW AUDIT TOPICS		PROPOSED AUDIT OBJECTIVE(S)
1	Central Warehouse	Determine if Central Warehousing has adequate inventory controls over the District inventory
2	Food Services Annual Inventory Count	Observe the inventory count and verify the counts accuracy.
3	Contract Compliance	Determine vendor is providing the agreed upon services or products and is in compliance with the contract
4	Procurement Process and Compliance With Edgar	Determine if the new Edgar Procurement Rules have been implemented in the HISD procurement process. Also, consider the impact the more stringent procurement process has on small student service providers who maybe considered sole source providers.
5	Treasury Management- Cash Management	Verify effective controls are in place for managing the Districts cash receipts.
6	Payroll- Overtime Pay	Determine if the District has effective controls for managing, approving, and calculating overtime.
7	Payroll-Off Cycle payroll	Verify off cycle and manual payroll transactions are authorized and accurate.
8	Grants	Determine if the District has effective controls to ensure compliance with the grants' requirements. We will also judgmentally select a representative sample of the grants for compliance.
9	Business Continuity Plan-Non IT	Determine if the District has a written compressive and current business continuity plan in place for critical non-IT functions of the District.
10	Campus Audits- Change in Principal	Audit a sample of 10 campus to determine: <ul style="list-style-type: none"> • Determine campus compliance with applicable HISD Board of Education and Administrative policies and procedures, and regulatory requirements (i.e., federal, state, and local guidelines and regulations). • Ensure that effective controls exist to limit the school/District exposure to unauthorized and inappropriate activities and financial transactions. • Substantiate activity fund account balances and the propriety of financial transactions.
11	Baker and Botts Follow Up Audit	Determine if there is a formal, documented validation process in place to accurately identify a proposed bidder under the COS (Code of Silence).
12	Campus Audits	Audit scope and objective TBD. A sample of schools will be audited for a specific school function, policy, regulation, or responsibility such as fixed assets, activity funds, Title III, payroll/recordkeeping, or Procard. schools for compliance select a

13	Procurement Contract Management	Determine the effectiveness of current controls over Contract Management, and provide guidance on how to improve current controls going forward.
FOLLOW-UP AUDITS		PROPOSED AUDIT OBJECTIVE(S)
1	Follow Up on Outstanding Findings	The objectives of our Follow-Up Audit is to determine the status of selected open audit findings and recommendations
2	Booster Clubs	Determine if audit report recommendations have been implemented by the HISD Athletic Department.
RESERVE AUDITS ON HOLD		PROPOSED AUDIT OBJECTIVE(S)
1	Payroll- Accounting	Determine effective controls over payroll accounting and tax reporting
2	Accounts Payable	Determine accounts payable controls are effective in preventing unauthorized, duplicated, and incorrect payments
3	Consulting Audits To Be Determined	TBD by District Administration

CONSTRUCTION AUDITS

NEW AUDIT TOPICS		PROPOSED AUDIT OBJECTIVE(S)
1	Construction Contract Audits CMAR and CSP Finish up those scheduled for completion in 2018 and add new Projects. Projects listed on attachment 1	a. To ensure HISD is properly administering the 2012 Bond Projects b. Contract Compliance c. Cost Recovery
2	A/E Firm Reviews	a. Primarily invoicing compliance with the billing schedules. PSSAs, and reimbursable costs b. Include a review of deliverables
3	PM Firm Reviews	a. Primarily invoicing compliance with the billing schedules. b. Include a review of deliverables
4	Audits of JOC Contracts (Job Orders)	a. To ensure HISD is properly administering its JOC Contracts. b. Contract Compliance, Compliance with law and policy. c. Cost Recovery
5	Audits of CFS Review past CMAR Contracts and determine actual General Conditions % The % used to compute the GMP(s) Audit CFS Process	a. To determine if the Actual General Conditions costs are regularly exceeding the originally specified percentage. Process and scope TBD
6	External Audit Fixed Asset Testwork	a. External Audit PBC work to save HISD on Audit Fees PBC - (Performed by Client)
7	E-Rate Audit Assist Ethics and Compliance	Train Ethics and Compliance With audits of IT installations under E-Rate
FOLLOW-UP AUDITS		PROPOSED AUDIT OBJECTIVE(S)
8	Follow up Audits Barnett & Butler Furr HS Grady MS Mandarin CLI North Forrest ECC Worthing HS	a. Performed as necessary to ensure findings were addressed.
9	Special Requested Audits Hurricane Harvey - Maintenance Dept. Additional Projects - Upon Request	a. To review the costs related to Hurricane Harvey Requested by Trustee Eastman
10	Other Audits Projects - TBD	

ETHICS & COMPLIANCE

NEW AUDIT TOPICS		PROPOSED AUDIT OBJECTIVE(S)
1	HISD Unions	<ul style="list-style-type: none"> a. Review process by which a union is recognized at HISD, and in which employee payroll deductions are made b. Determine if sufficient policies and procedures are in place to provide oversight to the actions of a union
2	Conflict of Interest - External employment or consulting by senior staff	<ul style="list-style-type: none"> a. Determine if COI exists and if disclosures are made as required by policy b. Compare best practices to other ISD's within Texas
3	Safety & Emergency Management	<ul style="list-style-type: none"> a. Determine if the comprehensive safety program for all district employees is sufficient and properly implemented b. Determine if campuses and departments are adhering to the required safety training in compliance with state, federal laws and regulations, and District policy.
4	E-Rate/CIPA	<ul style="list-style-type: none"> a. Confirm that equipment is properly inventoried and documented under E-Rate requirements b. Determine if students are properly trained and documented per CIPA requirements
5	HISD Foundation	<ul style="list-style-type: none"> a. Determine if relationship to HISD is sufficiently independent and free of any conflict of interest b. Review policies and procedures to determine if they are adequate to ensure an 'arms-length' arrangement exists b/w Foundation and HISD management
6	Criminal History Background	<ul style="list-style-type: none"> a. Determine if policies are adequate to identify and disqualify from employment those individuals with questionable moral turpitude b. Determine if an effective system is in place to flag those employees terminated for cause due to criminal history are not rehired
7	Policy Administration	<ul style="list-style-type: none"> a. Review the procedures for originating and updating HISD policies
8	Police Operations	<ul style="list-style-type: none"> a. Determine if policies related to PD operations management exist and are sufficient b. Review standard operating procedures
RESERVE AUDITS		PROPOSED AUDIT OBJECTIVE(S)
	Sustainability Audit	<ul style="list-style-type: none"> a. Determine if policies, procedures and practices compare to industry best practices. b. Determine what practices are in place and to what extent, if any, these practices are implemented and if sustainability categories are identified.
	Hold for Special Investigations	

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

Office of Business Operations
Brian Busby, Chief Operating Officer

SUBJECT: APPROVAL TO WAIVE BOARD POLICY BF(LOCAL), BOARD POLICIES, AND APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY CA(LOCAL), FISCAL MANAGEMENT GOALS AND OBJECTIVES—FIRST READING

This agenda item is presented to the Houston Independent School District (HISD) Board of Education for approval of changes to Board Policy CA(LOCAL) on fiscal management.

Current policy mandates that the Reserve for Operations shall maintain a balance equal to five percent of the appropriations of the General Fund Operations Budget. The proposed change to this policy will allow the Chief Financial Officer to determine the required minimum balance of the Reserve for Operations in accordance with the requirements of applicable law and board policy. Proposed changes to Board Policy CA(LOCAL) will require the Reserve for Operations account to be reported in the District's Comprehensive Annual Financial Report. Additional proposed changes will ensure that, if reserve funds are expended, the district will take all reasonable efforts to replenish the balance as additional funds become available. Finally, if Board-approved expenditures cause the balance of the Reserve for Operations account to fall below an amount equal to five percent of the appropriations of the General Fund Operations Budget, the superintendent of schools will be required to make an annual report to the HISD Board of Education detailing the status of the account and efforts to replenish the account to a five percent level.

Board Policy BF(LOCAL), *Board Policies*, states, "Proposed local policies or amendments introduced and recommended to the Board at one meeting shall not be adopted until a subsequent meeting. Emergency adoption, however, may occur in one meeting if circumstances demand an immediate response." By waiving the two readings required in BF(LOCAL), the updated version will be available for immediate publication in the Policy Online manual.

The proposed update to Board Policy CA(LOCAL), *Fiscal Management Goals and Objectives*, is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals and is aligned to Core Initiative 4: Data-Driven Accountability.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education waives Board Policy BF(LOCAL), *Board Policies*, and approves the proposed revisions to Board Policy CA(LOCAL), *Fiscal Management Goals and Objectives*, on first reading, effective December 15, 2017.

FISCAL MANAGEMENT GOALS AND OBJECTIVES

CA
(LOCAL)

DEBT MANAGEMENT
POLICY

The District will implement a formal debt management policy to provide guidelines for the issuance of indebtedness and the continuous monitoring of outstanding debt issues needed to preserve the District's credit rating.

The debt policy will be reviewed annually by the District's chief financial officer as well as the District's bond counsel and financial advisors. The debt management policy will be approved annually by the Board.

FINANCIAL
MANAGEMENT POLICY

The District shall maintain a high level of financial stability and shall not compromise the long-term financial integrity to achieve short-term benefits.

In order to provide for a stable fund balance reserve, the District shall maintain a designated fund balance named Reserve for Operations.

RESERVE FOR
OPERATIONS

The Reserve for Operations shall be accounted for in the Committed Fund Balance, and shall maintain a balance equal to five percent of the appropriations of the General Fund Operations Budget, excluding pass-through amounts (e.g., TRS on behalf). The required minimum balance shall be determined by the Chief Financial Officer, in accordance with the requirements of applicable law and Board policy.

The Reserve for Operations account shall be reviewed annually and adjusted to meet the balance requirement. requirements required by applicable law and Board policy, reported in the District's Comprehensive Annual Financial Report.

In order to expend funds from the Reserve for Operations account, a two-thirds majority of the Board must affirm the expenditures. In the event the Board authorizes the release of funds, the District shall take all reasonable efforts to replenish the balance as additional funds become available. Should the balance of the Reserve for Operations account fall below a balance equal to five percent of the appropriations of the General Fund Operations Budget, excluding pass-through amounts (e.g., Teacher Retirement System on behalf), the Superintendent shall provide the Board with an annual report on the state of the Reserve for Operations account and efforts to replenish the balance to the five percent level.

REPORT FROM THE SUPERINTENDENT

Office of the Superintendent of Schools
Board of Education Meeting of December 14, 2017

SUBJECT: INVESTMENT REPORT

Section 2256 of the Government Code requires that the board-designated investment officers prepare and submit to the Board of Education, not less than quarterly, a written report of investment transactions for all funds covered by the act for the preceding quarter.

The quarterly investment report for the first quarter ending September 30, 2017, in fiscal year 2017–2018 contains portfolio composition and maturity schedules for all funds, as well as beginning and ending book and market values for each fund's investments.

Houston Independent School District (HISD) investments are governed by the board-approved Cash Management and Investment Policy. All investments purchased meet the four basic tenets included in policy: investment safety, investment liquidity, investment yield, and maintenance of the public trust. All investments are held to maturity. HISD does not invest on a speculative basis.

This report also contains a compliance letter signed by the chief financial officer, the controller, and the treasurer, who have all been designated by the Board of Education as the district's investment officers for the day-to-day management of HISD's cash and investment position.