THE HOUSTON INDEPENDENT SCHOOL DISTRICT

AGENDA

Board of Education Meeting

February 08, 2018

THE HOUSTON INDEPENDENT SCHOOL DISTRICT
BOARD OF EDUCATION

Agenda Index

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

MEMBERS OF THE BOARD OF EDUCATION

Rhonda Skillern-Jones, *President*
Jolanda Jones, *First Vice President*
Anne Sung, *Second Vice President*
Sergio Lira, *Secretary*
Holly Maria Flynn Vilaseca, *Assistant Secretary*
Wanda Adams
Diana Dávila
Susan Deigaard
Elizabeth Santos

Richard A. Carranza, *Superintendent of Schools*

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**

4:00 p.m.

- **TEXAS ACADEMIC PERFORMANCE REPORT (TAPR)**
- **RECOGNITIONS**

5:00 p.m. – BOARD AUDITORIUM

- **REGULAR BOARD MEETING RECONVENES FOR OPEN SESSION**
- **MEDITATION AND PLEDGE OF ALLEGIANCE**
- **EMPLOYEE OF THE MONTH**
- **2018 HOUSTON GARDERE MARTIN LUTHER KING, JR., ORATORY COMPETITION WINNING SPEECH**
- **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 Measures 2.1, 2.2, And 2.3; Goal 3 Progress Measure 3.1; Constraint 1 Constraint Progress Measures 1.1 and 1.2; And Constraint 4 Constraint Progress Measure 4.3

- February 2018 GPM and CPM Update *- New*
- Goal Monitoring Report - February 2018 *- New*
- Constraint Monitoring Report - February 2018 *- New*

A-3. Achieve 180 Monthly Report *- New*

- Achieve 180 Monthly Report - January *- New*
- Kashmere High School Report *- New*

B. TRUSTEE ITEMS

B-1. Approval For The Board Of Education To Appoint Trustees To Serve As Representatives To Other Organizations For One- Or Two-Year Terms

- 2018 Board Committee Appointments *- 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 appointment, evaluation, and 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. Legal overview concerning board member responsibilities and duties

d. Discussion of Texas Education Agency Governance Issues

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 *- Revised*

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 For Healthy Tomorrows
- Detailed Budget For HIPPY From University Of North Texas

E. SCHOOL OFFICES

E-1. Approval Of Contract Renewal Between Meyerland Performing and Visual Arts Middle School And Harris County Protective Services For Children And Adults For The Community Youth Services Program For 2017–2018

E-2. Approval Of Contract Renewal Between Park Place Elementary School And Harris County Protective Services For Children And Adults For The Community Youth Services Program For 2017–2018

F. STUDENT SUPPORT

G. HUMAN RESOURCES

H. BUSINESS OPERATIONS

H-1. Authority To Negotiate, Execute, And Amend A Construction Manager-At-Risk Contract Related To Braeburn, Jennie Kolter, James Mitchell, And Walter Scarborough Elementary Schools

- Construction Manager-At-Risk Contract Awards

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. Adoption Of Penalty On Tax Year 2017 Delinquent Taxes For The Houston Independent School District In Accordance With Section 33.08 Of The Texas Property Tax Code

- Resolution And Ordinance Relating To Section 33.08 Penalty 2017

I-3. Approval Of Order Authorizing The Issuance, Sale, And Delivery Of Houston Independent School District Limited Tax Schoolhouse Bonds, Series 2018A; Approval For The Superintendent, Chief Financial Officer, Or Controller To Determine The Manner Of Sale And Select Underwriting Team, If Any, And Sell The Bonds Subject To Stated Parameters; And Authorization To Proceed With All Other Necessary Actions For Sale Of Bonds

- Certificate For Order

I-4. Approval Of The 2017–2018 Midyear Budget Amendment

J. OTHER

J-1. Consideration And Approval Of Proposed 2018–2019 Panel Of Law Firms To Provide Legal Services

- 2018–2019 Proposed Panel Of Law Firms *- Revised*

J-2. Consideration And Approval Of Term Contract Employment Areas for Reduction In Force *- Revised*

- 2017–2018 School List

J-3. Consideration And Approval Of Continuing Contract Teaching Fields For Reduction In Force *- Revised*

- 2017–2018 School List

J-4. Adoption Of A Resolution To Waive Work Days Missed And To Pay Employees As A Result Of Inclement Weather Closure Of The District From January 16, 2018, Through January 17, 2018

- Inclement Weather Board Resolution

K. POLICY

K-1. Proposed Revisions To Board Policy CAA(LOCAL), *Fiscal Management Goals And Objectives: Financial Ethics*—Second Reading

- CAA(LOCAL), Second Reading

K-2. Approval Of Proposed Revisions To Board Policy BED(LOCAL), *Board Meetings: Public Participation*—First Reading *- New*

- BED(LOCAL), First Reading *- New*

L. SUPERINTENDENT'S INFORMATION ITEMS

L-1. Debt Management Activity Report

- Debt Management Activity Report

HEARING OF CITIZENS

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 February 8, 2018

SUBJECT: **BOARD MONITORING UPDATE: PRESENTATION OF GOAL 2 PROGRESS MEASURES 2.1, 2.2, AND 2.3; GOAL 3 PROGRESS MEASURE 3.1; CONSTRAINT 1 CONSTRAINT PROGRESS MEASURES 1.1 AND 1.2; AND CONSTRAINT 4 CONSTRAINT PROGRESS MEASURE 4.3**

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 the following goal progress measures (GPMs) and constraint progress measures (CPMs).

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.

REPORT FROM THE SUPERINTENDENT

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

Constraint 1: The superintendent shall not permit the district to operate without a community school and feeder pattern framework, including a definition, processes, and goals.

- CPM 1.1—The district will launch cohort one of Every Community, Every School with a minimum of 15 schools by the end of the 2017–2018 school year and will increase annually until all schools are served in 2022.
- CPM 1.2—The district will develop tools for campuses to conduct a needs assessment, to access to a provider database, a data tracker, and professional development in 2017–2018 and will increase usage annually until all campuses access the tools and training by 2022.

Constraint 4: The superintendent will not allow struggling schools to operate without highly qualified leaders and teachers in core subjects.*
* Struggling schools will include Improvement Required (IR) schools, formerly IR schools, and schools in danger of IR. Teacher qualification should consider certification and experience.

- CPM 4.3—The percent of core courses at struggling schools taught by teachers certified in their assigned subject areas will increase each semester until 100% is reached and maintained through 2020.

HOUSTON INDEPENDENT SCHOOL DISTRICT

Goal Progress Measures 2.1, 2.2, 2.3, and 3.1 Constraint Progress Measure 1.1, 1.2, and 4.3

Date: 2/8/2018
Presenter:
Carla Stevens
Assistant Superintendent,
Research and Accountability

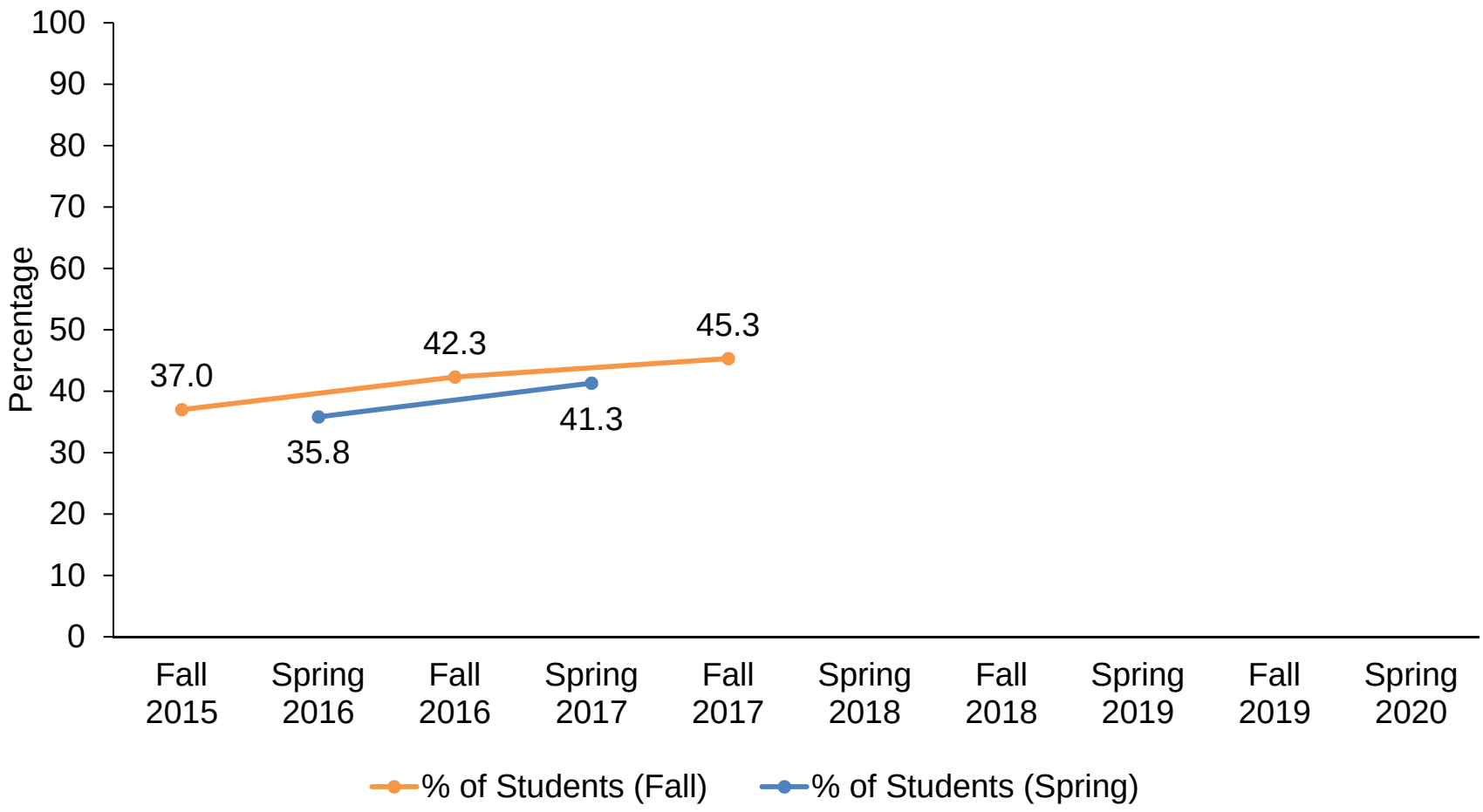
Goal 2

- 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 2.1

- The number and percentage of students completing (earning a 70 or better) a 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.

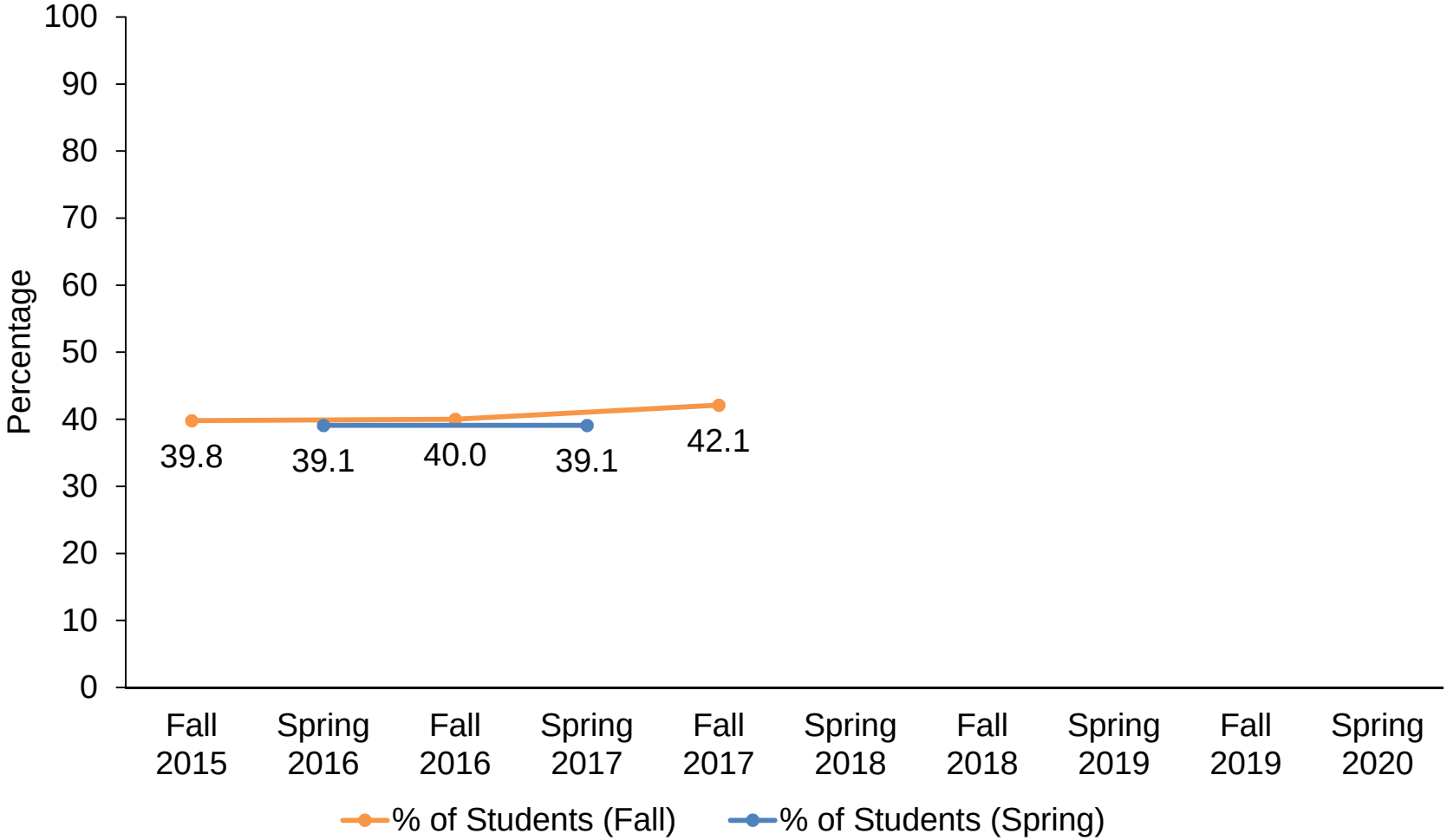
Percentage of Students Completing a CTE Course



Goal Progress Measure 2.2

- The number and percentage of students completing (earning a 70 or better) an Advanced Placement (AP) or International Baccalaureate (IB) will be reported for each semester and will show improvement from the prior year's comparable semester and from fall to spring semester.

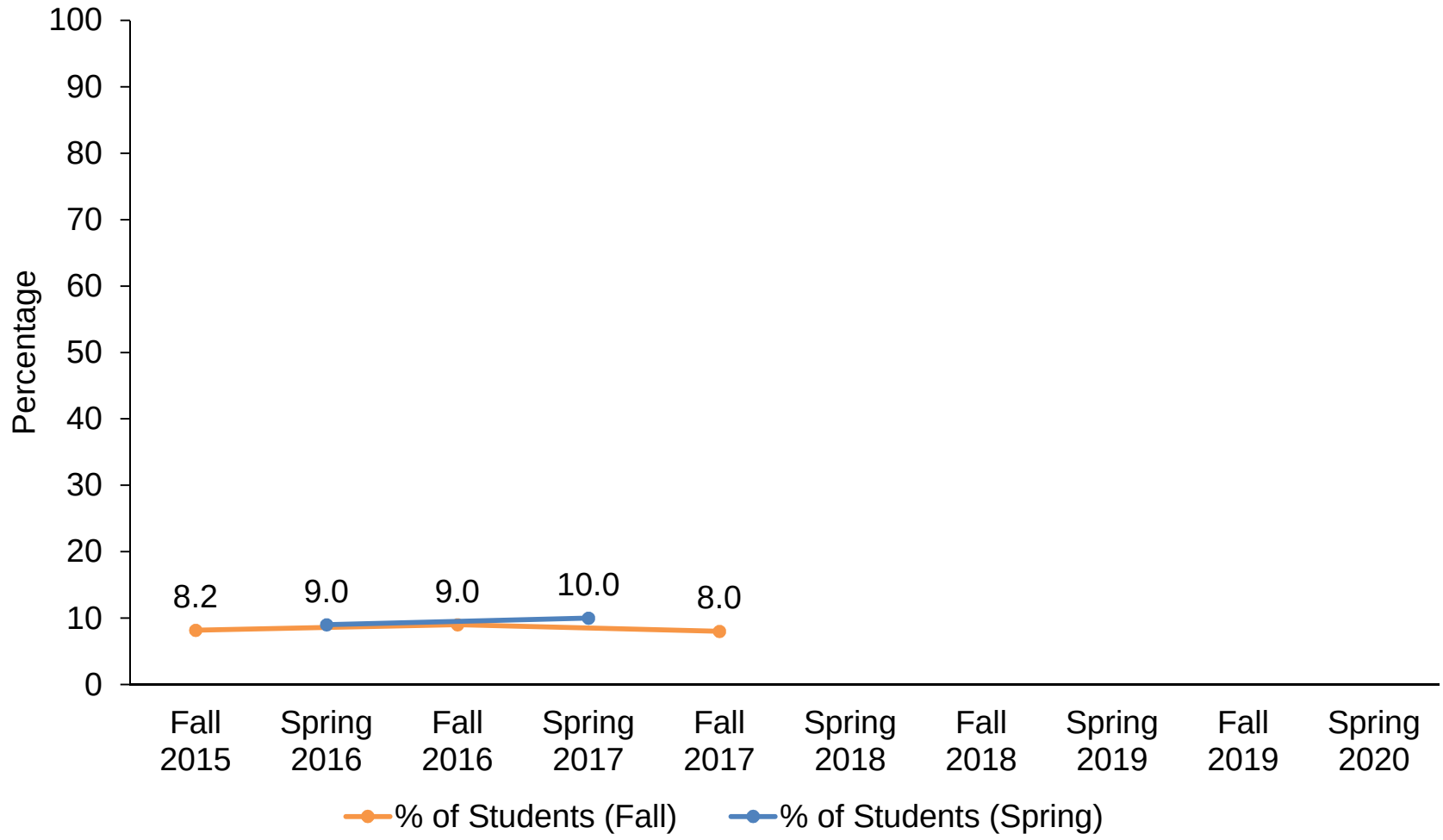
Percentage of Students Completing an AP or IB Course



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 Completing a Dual Credit Course



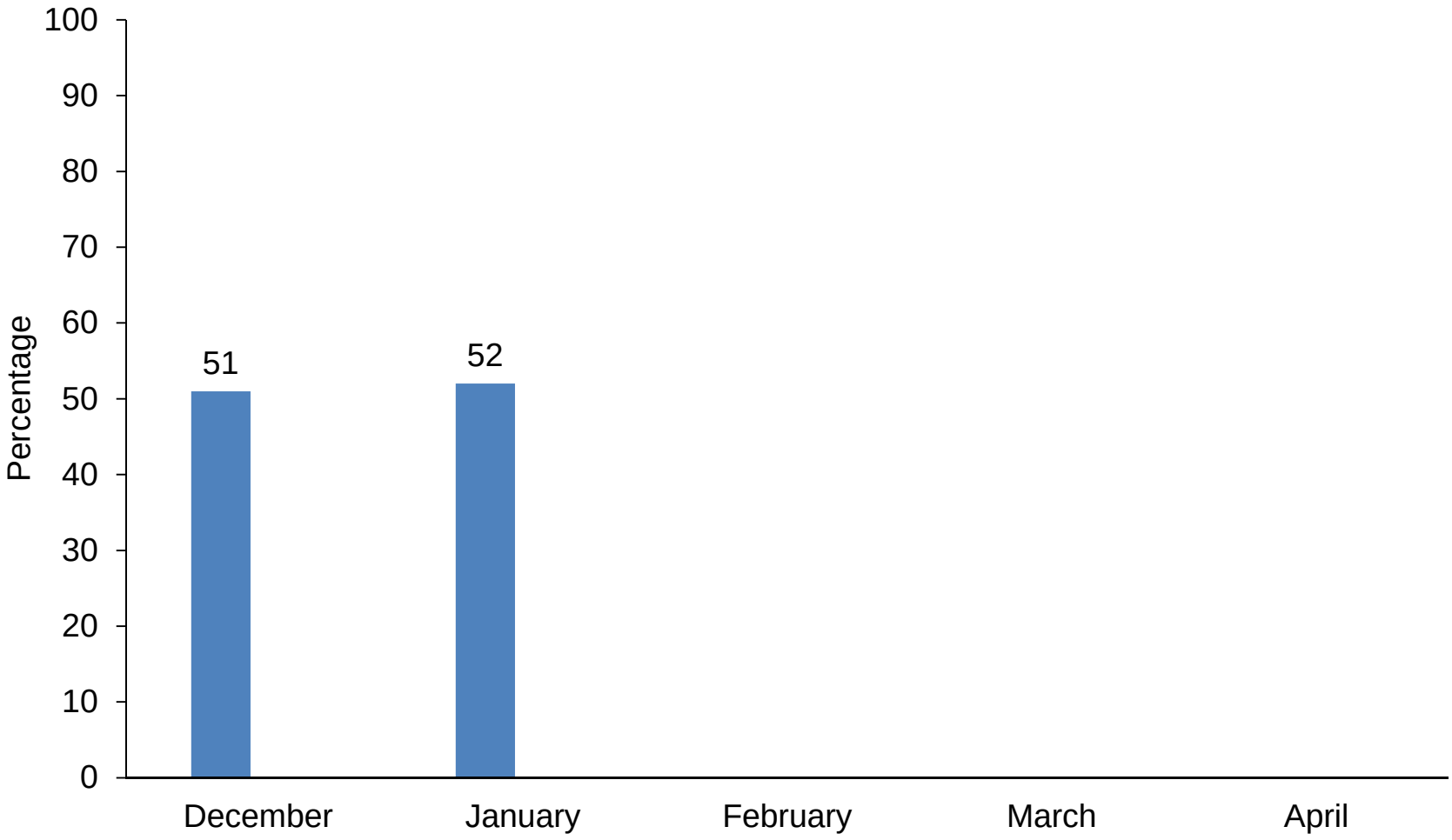
Goal 3

- 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 math between Spring 2017 and Spring 2020.

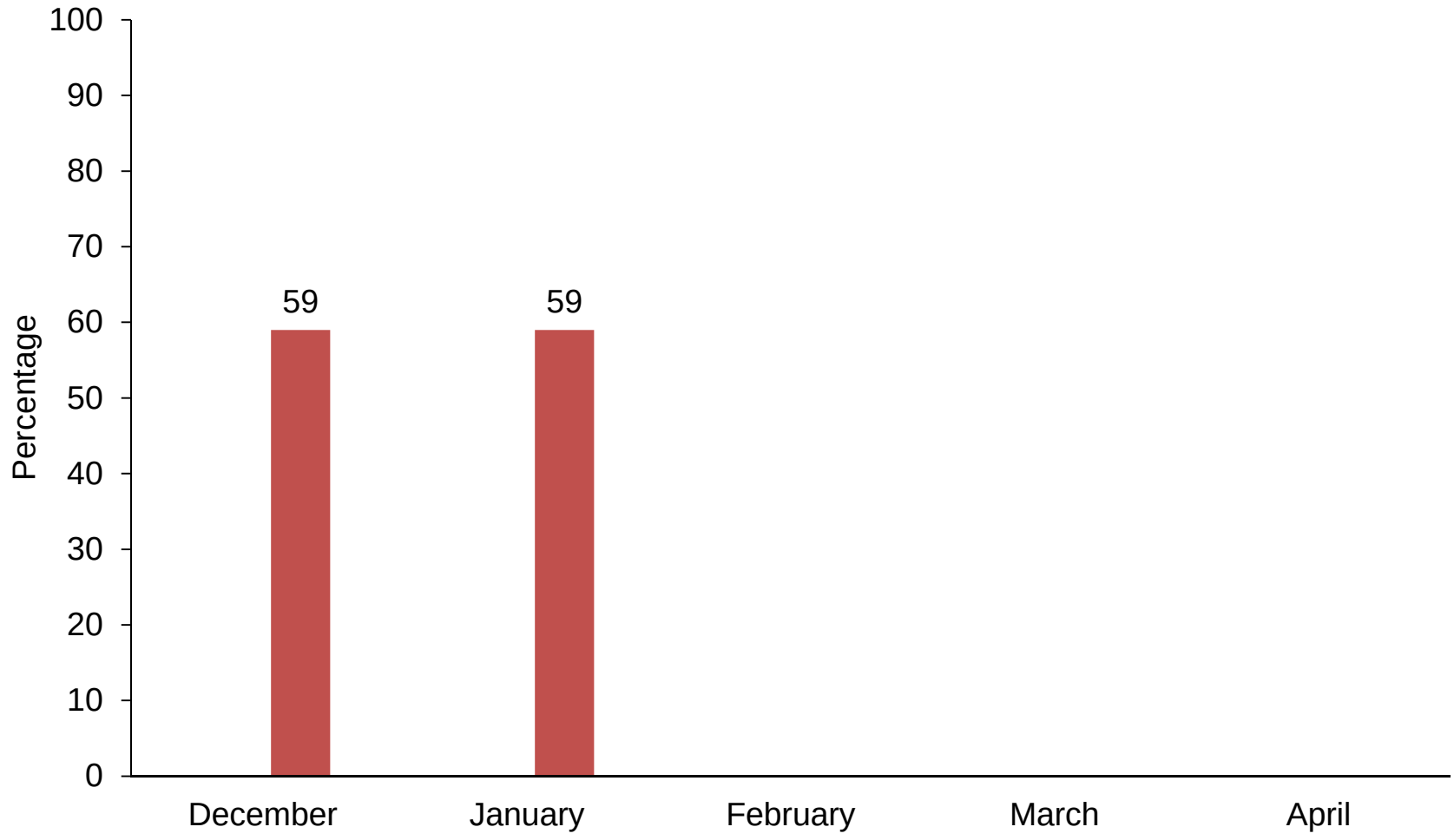
Goal Progress Measure 3.1

- 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 - Preliminary



Percentage of Progress Monitored Students That Increased Their Percentile Ranking From BOY Assessment in Mathematics - Preliminary



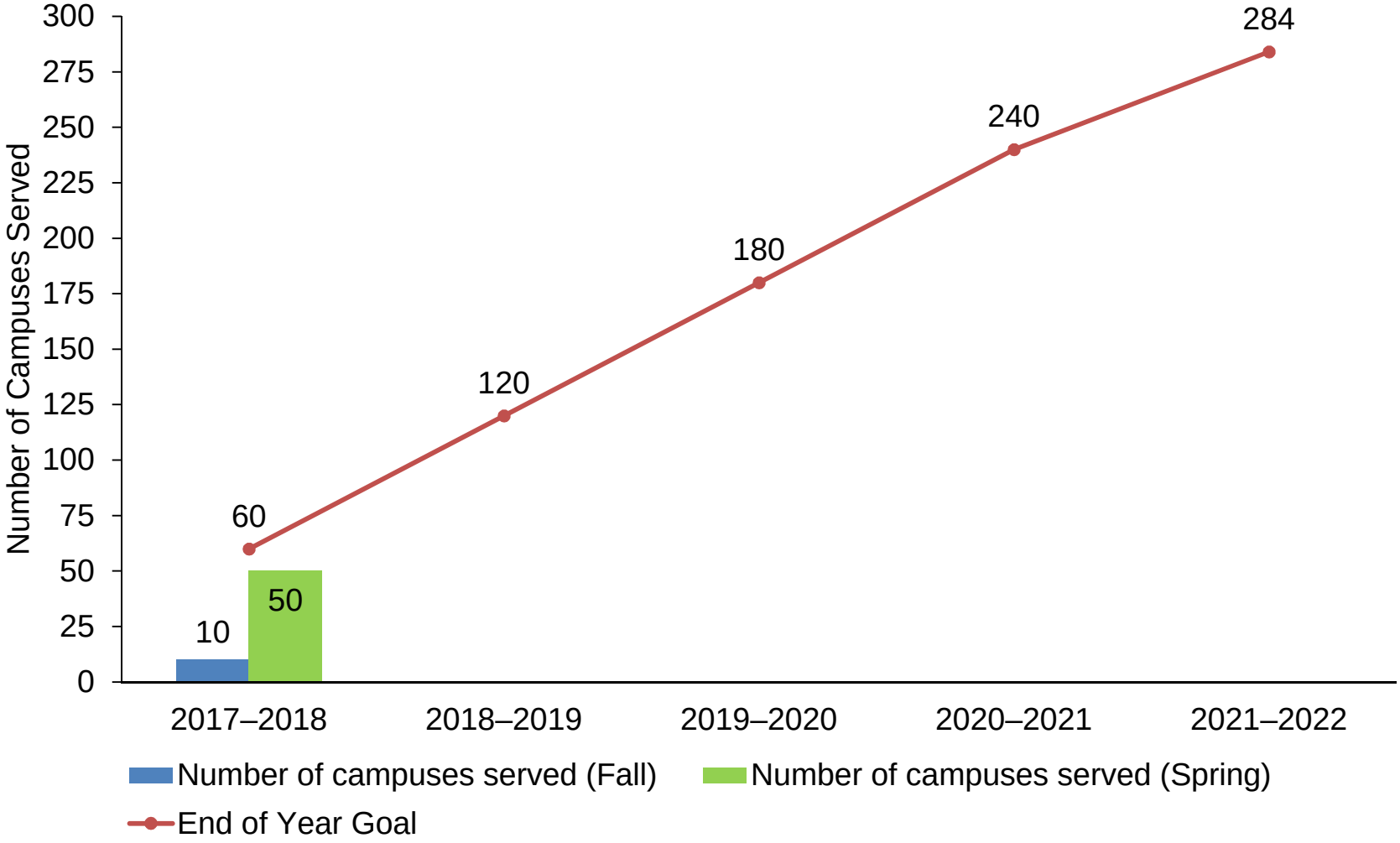
Constraint 1

- The superintendent shall not permit the district to operate without a community school and feeder pattern framework, including a definition, processes, and goals.

Constraint Progress Measure 1.1

- The district will launch cohort one of Every Community, Every School with a minimum of 15 schools by the end of the 2017–2018 school year and will increase annually until all schools are served in 2022.

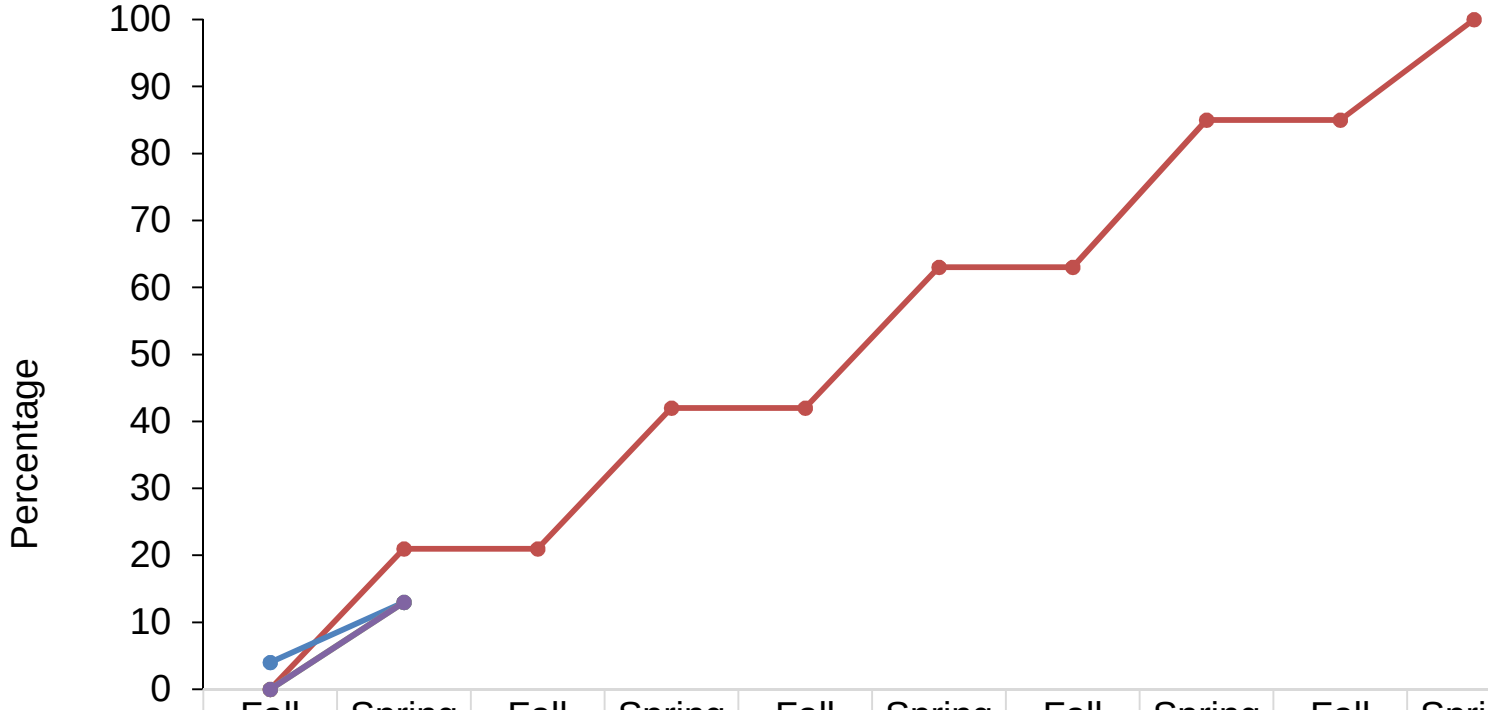
Number of Campuses Served



Constraint Progress Measure 1.2

- The district will develop tools for campuses to conduct a needs assessment, to access a provider database, a data tracker, and professional development in 2017–2018, and will increase usage annually until all campuses access the tools and training by 2022.

% of Campuses Receiving Services



	Fall 2017	Spring 2018	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022
End of Year Goal	0	21	21	42	42	63	63	85	85	100
Professional Development	4	13								
Data Tracker	0	13								
Provider Database	0	13								

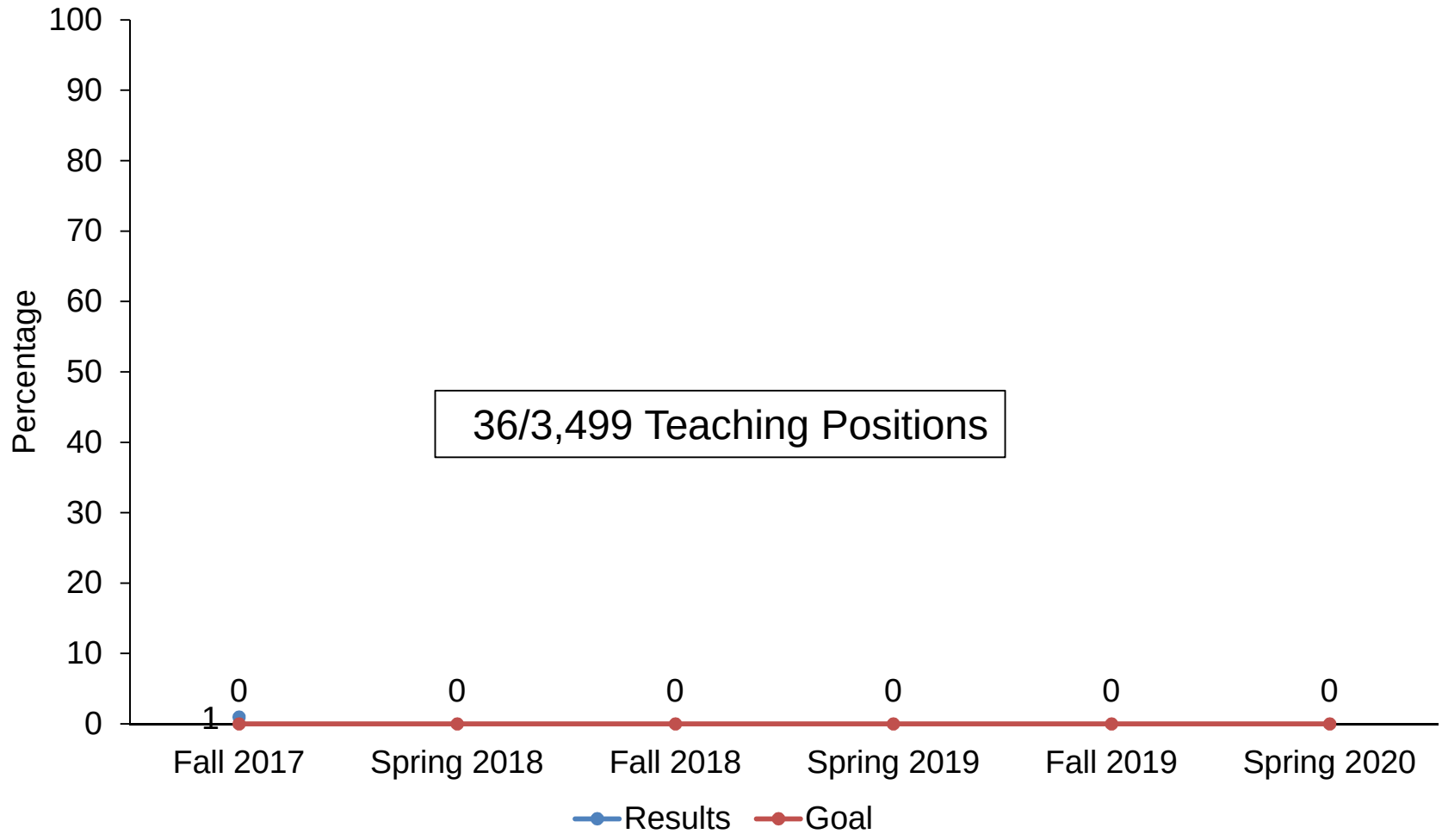
Constraint 4

- The superintendent will not allow struggling schools to operate without highly qualified teachers in core subjects.

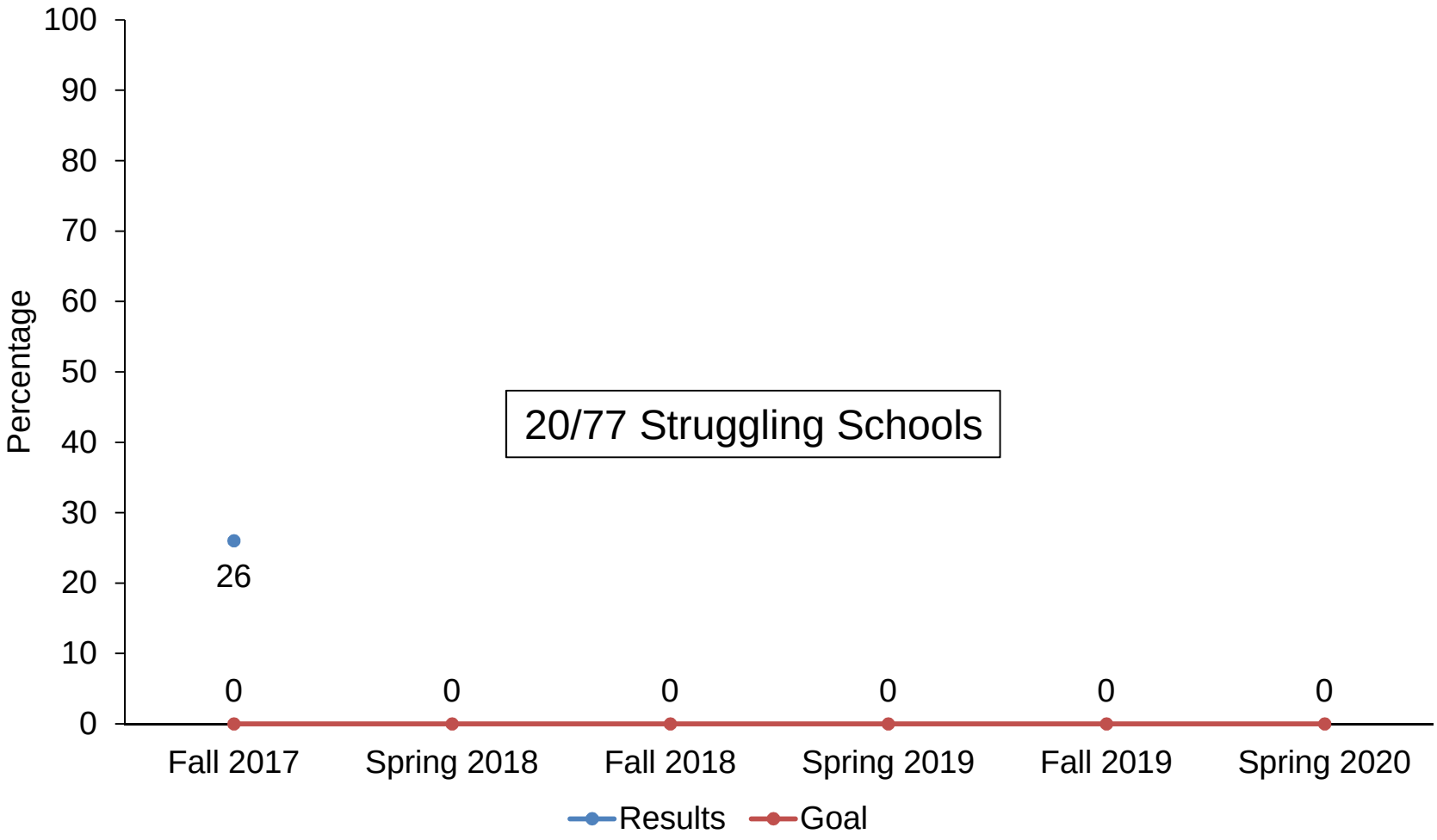
Constraint Progress Measure 4.3

- The percent of core courses at struggling schools taught by teachers certified in their assigned subject areas will increase each semester until 100% is reached and maintained through 2020.

Percentage of Struggling Schools Teaching Positions Reported Out-of-Field



Percentage of Struggling Schools Reporting Teachers Out-of-Field



HOUSTON INDEPENDENT SCHOOL DISTRICT

Thank you

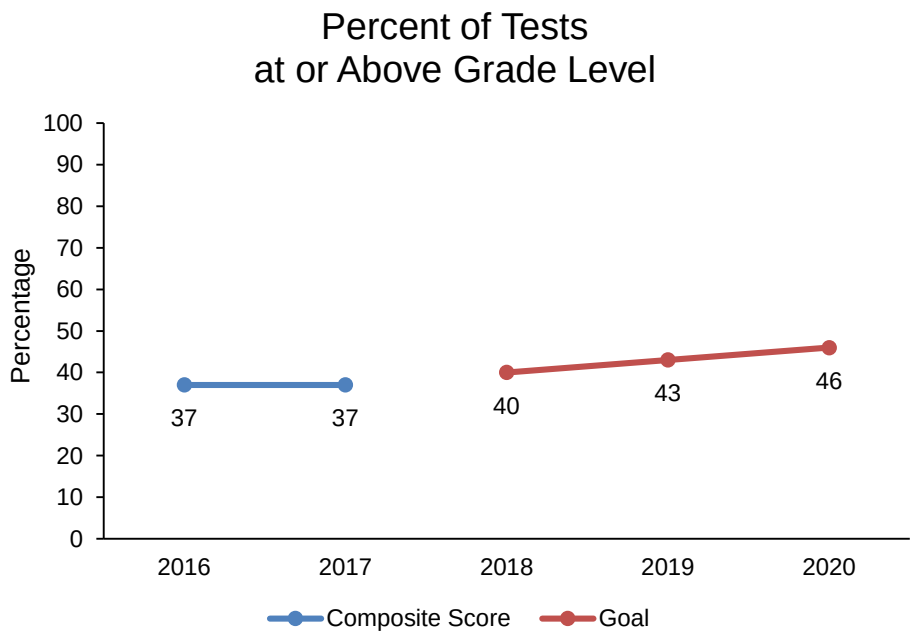
Date: 2/8/2018
Presenter:
Carla Stevens
Assistant Superintendent,
Research and Accountability

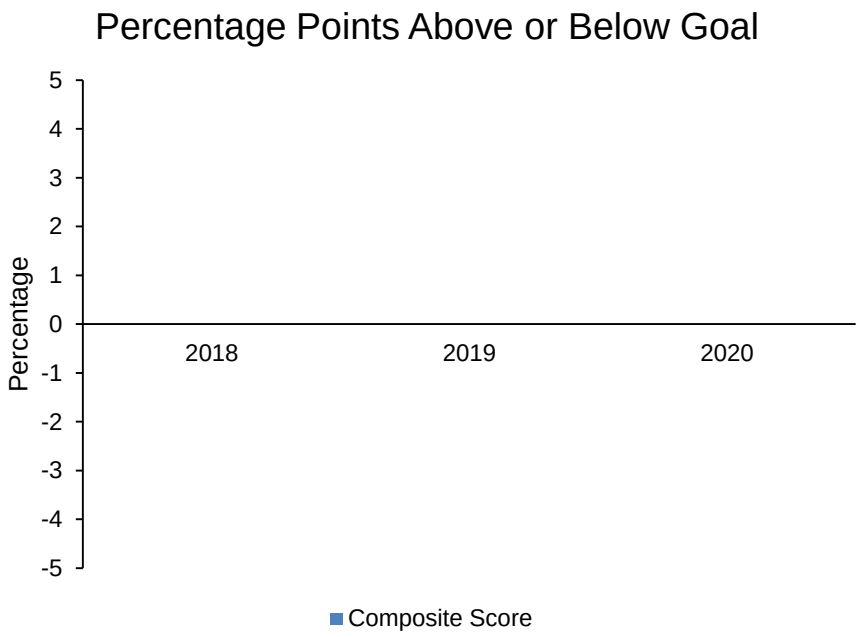
HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal 1, 11/9/2017
Reading and Writing at or Above Grade Level

Goal Measure 1	Evaluation
Percent of students reading and writing at or above grade level for grades 3 through English II will increase by three percentage points annually between Spring 2017 and Spring 2020.	Approaching goal





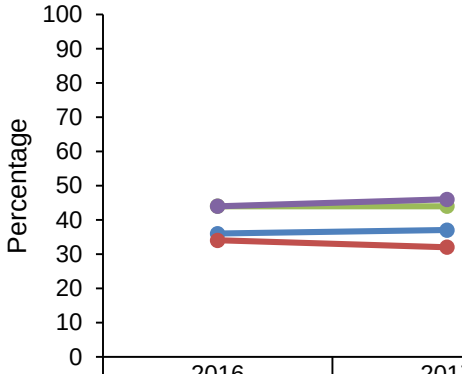
Support Data

- English I and II data will not be received from ETS until June 2, 2018. Goal Measure 1 will be updated after the data is verified and analyzed.
- Reading and Writing data will not be received from ETS until June 13, 2018. Goal Measure 1 will be updated after the data is verified and analyzed.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Measure 1 Support Data (Cont.)



	2016	2017	2018	2019	2020
Reading	36	37			
Writing	34	32			
English I	44	44			
English II	44	46			

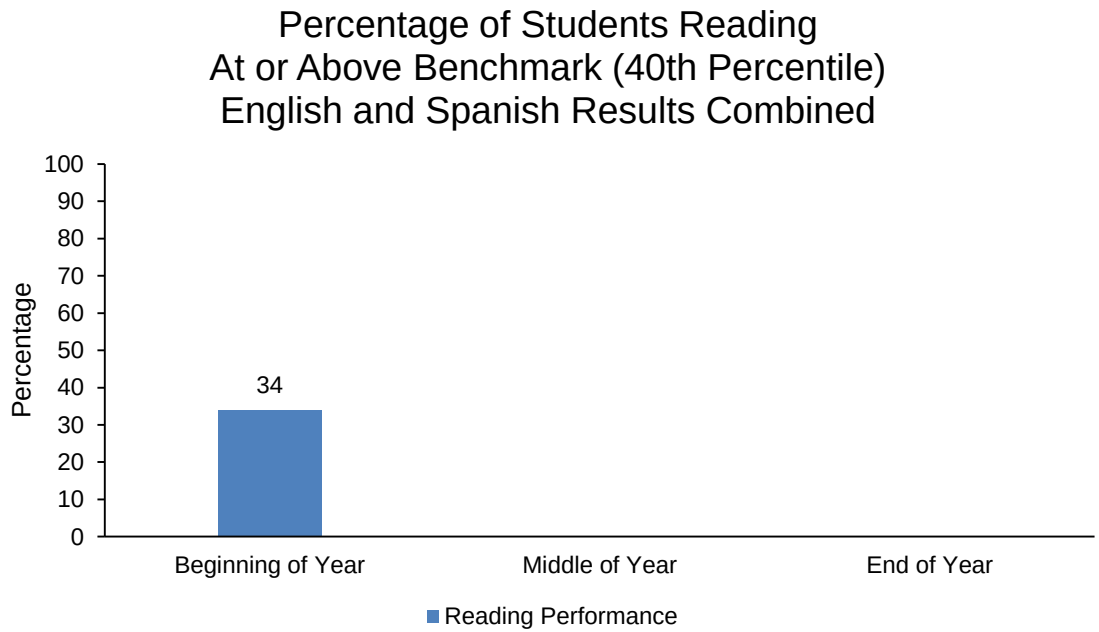
Data Sources

- Results come from the TEA-ETS student data files for the first administration STAAR 3–8 and spring administration EOC exams.
- Data includes all test version except the STAAR Alt. 2 testers.
- EOC results include first-time testers only.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Progress Measure 1.1	Evaluation
Baseline reading data collected in September on the districtwide screener for students in grades K-12 will show improvement in the percentage of students reading on grade level at the middle and end of year testing windows by a minimum of 1.5 percentage points.	Approaching goal



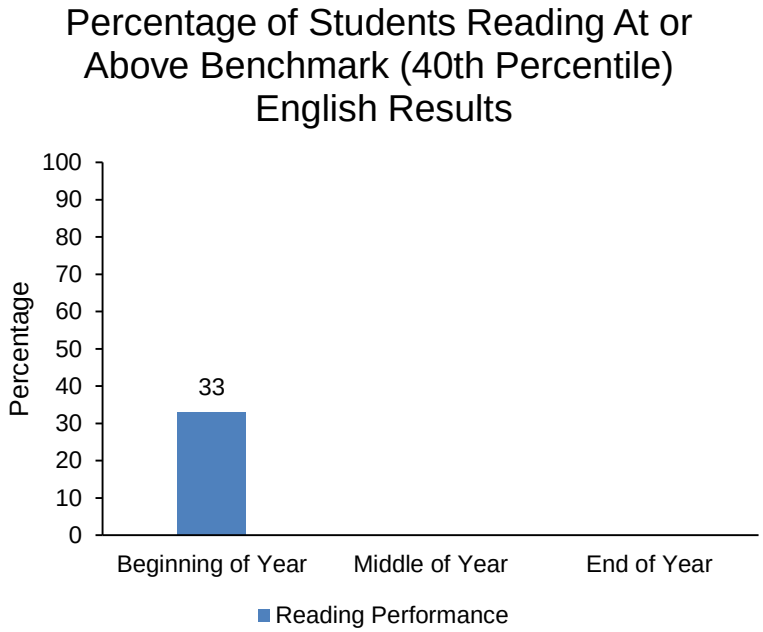
Support Data

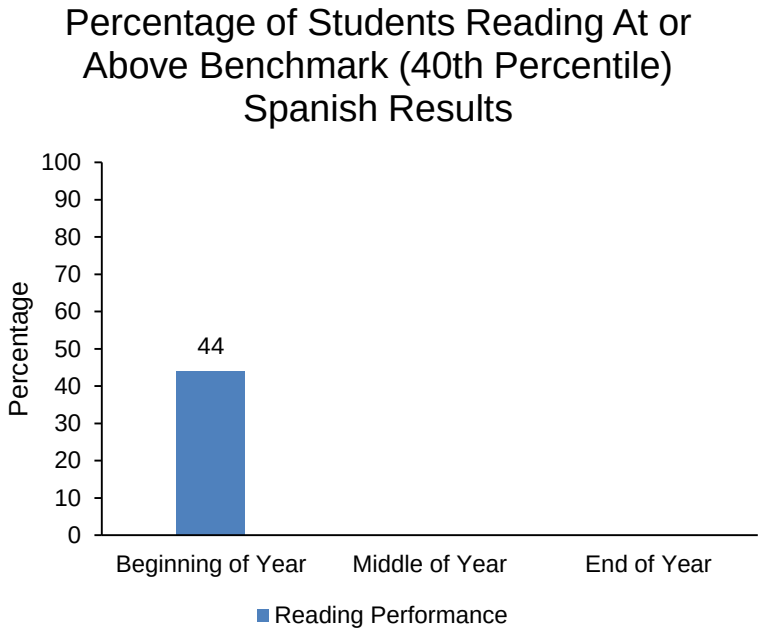
- The Beginning of Year Benchmark testing window ended on October 13.
- The Middle of Year Benchmark testing window will be January 8 through 31. An update will be provided during the March board meeting.
- The End of Year Benchmark testing window will be May 1 through 25. An update will be provided during the June board meeting.
- Reading on grade level is defined as students meeting At/Above Benchmark (≥ 40th Percentile) on the Universal Screener.
- For students who took multiple exams, in English and/or Spanish, the highest performing assessment was used.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Progress Measure 1.1 Support Data (Cont.)





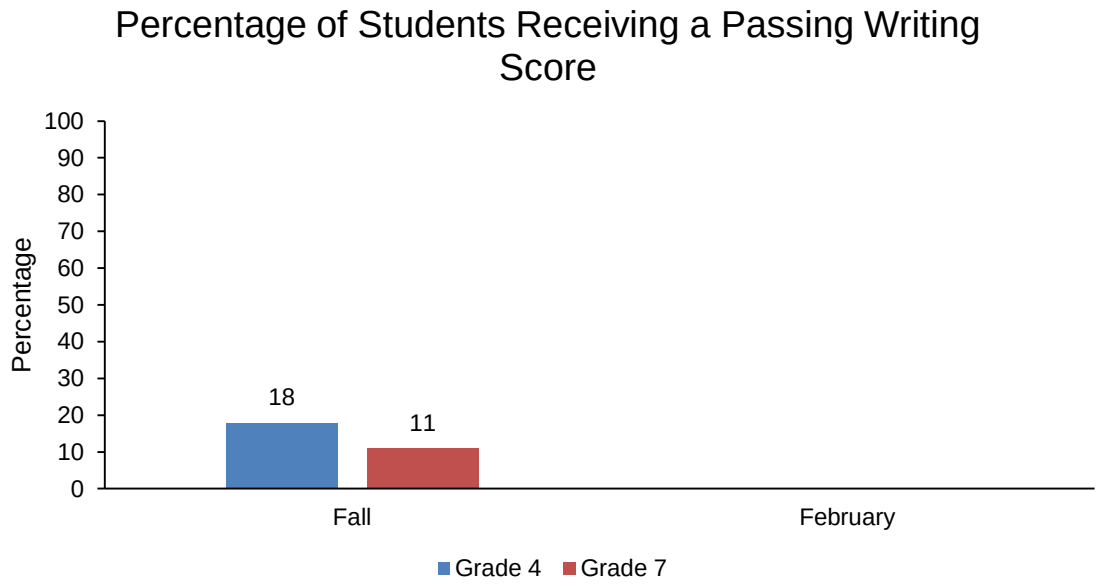
Data Sources

- Results come from the Renaissance 360 BOY Reading English and Spanish files pulled 10/24/2017.
- Reading on grade level is defined as students meeting At/Above Benchmark (≥ 40th Percentile) on the Universal Screener.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Progress Measure 1.2	Evaluation
Data will be collected from students in grades 4 and 7 in September, December, and February from student portfolios of writing samples based on a district rubric; percent of students receiving a passing score will increase proportionally to 90% in February from the September baseline.	Approaching goal



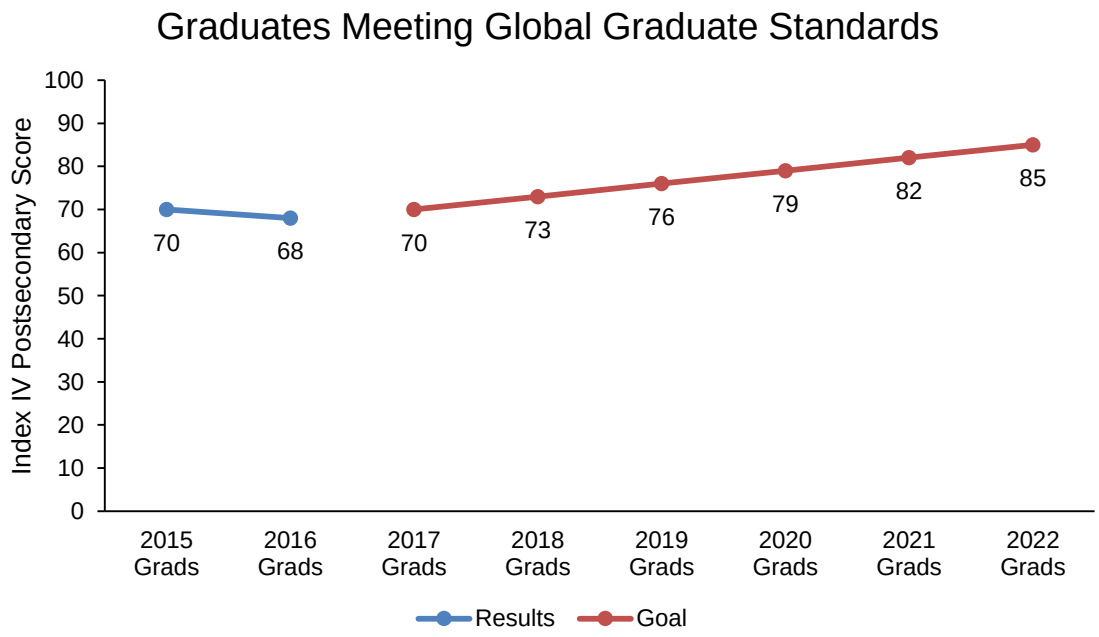
Support Data

- Benchmark Results are based on the District Level Assessment for grade 4 (administered between December 4 and 8) and Snapshot 1 (administered between October 30 and November 8) for grade 7.
  - 96% of grade 4 students who completed the multiple-choice section of the District Level Assessment received a grade for the composition component for a total of 14,080 students tested.
  - 83% of grade 7 students who completed the multiple-choice section of Snapshot 1 received a grade for the composition component for a total of 7,953 students tested.
  - A passing writing score was classified as the percent of students who received at least 70% of possible points.
- The released STAAR testing window will be February 19 through 23 for grade 4 and February 19 through 26 for grade 7. An update will be provided during the March board meeting.
- Note: Due to the impact of Hurricane Harvey on the instructional calendar, only two formative writing assessments will be administered in the 2017-2018 school year to increase the amount of instructional time between assessments.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal 2, 11/9/2017 Global Graduate Students	
Goal 2	**Evaluation**
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.	Approaching Goal



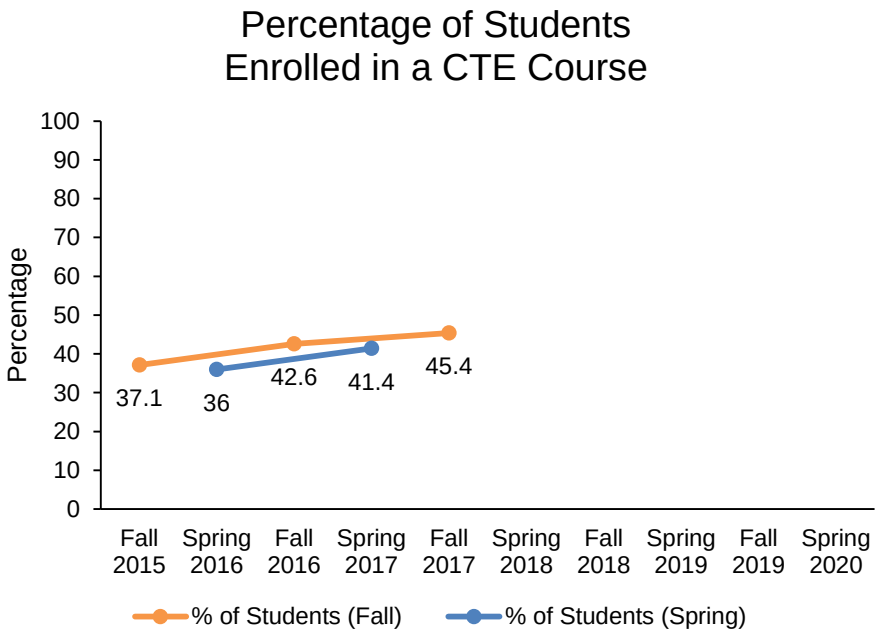
Support Data

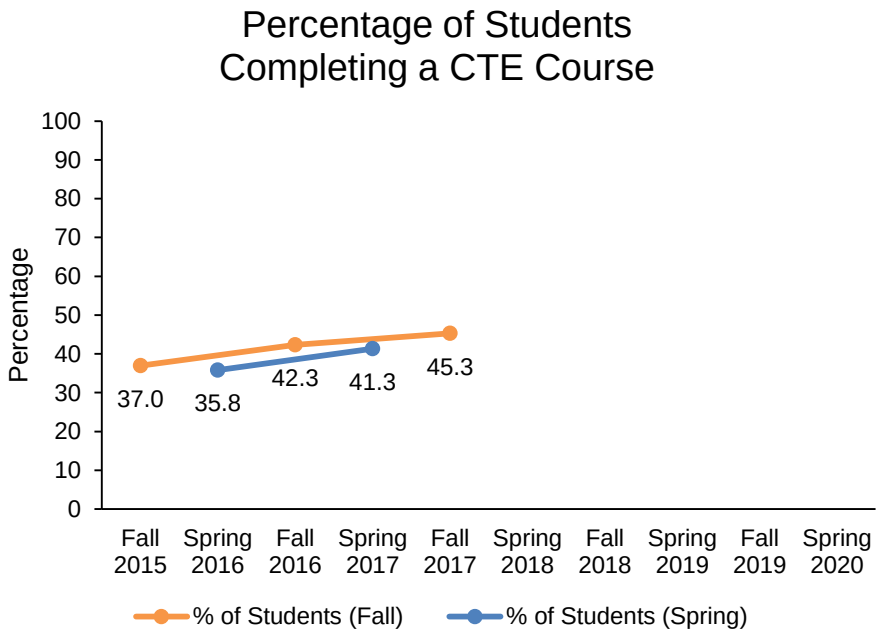
- Goal 2 will be updated when the TEA releases the accountability results in August 2018.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Progress Measure 2.1	Evaluation
The number and percentage of students completing (earning a 70 or better) a 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.	Approaching Goal





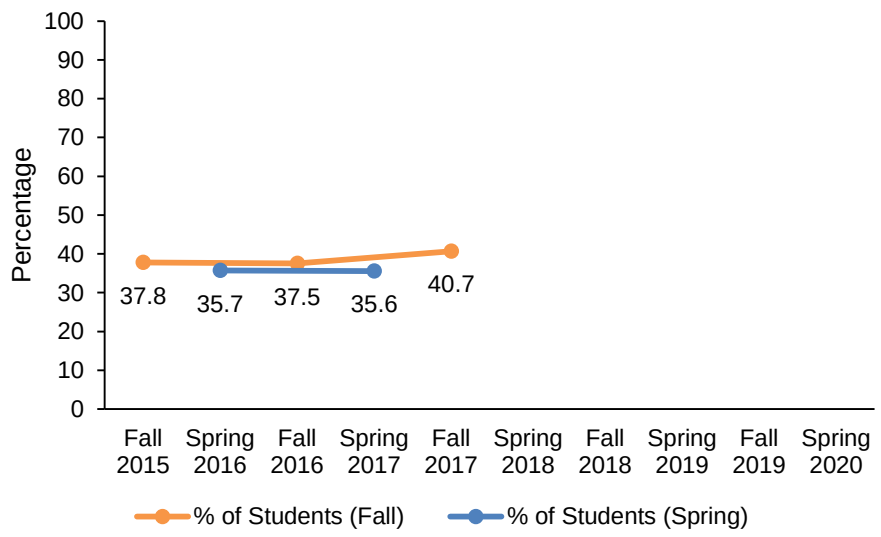
Support Data

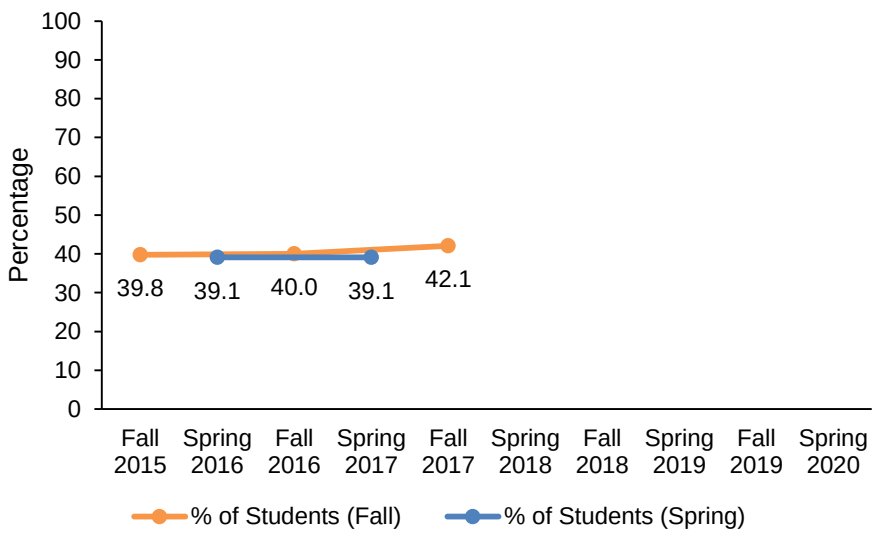
- Enrolled results will be updated during the November and April board meetings for the Fall and Spring semesters respectively
- Completion results will be updated during the February and June board meetings for the Fall and Spring semesters respectively.
- The percentage of students enrolled in a CTE course is based on the total number of students enrolled in the district during the semester, while the percentage of students completing a CTE course is based on students who received a semester average in at least one class.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Progress Measure 2.2	Evaluation
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.	Approaching Goal





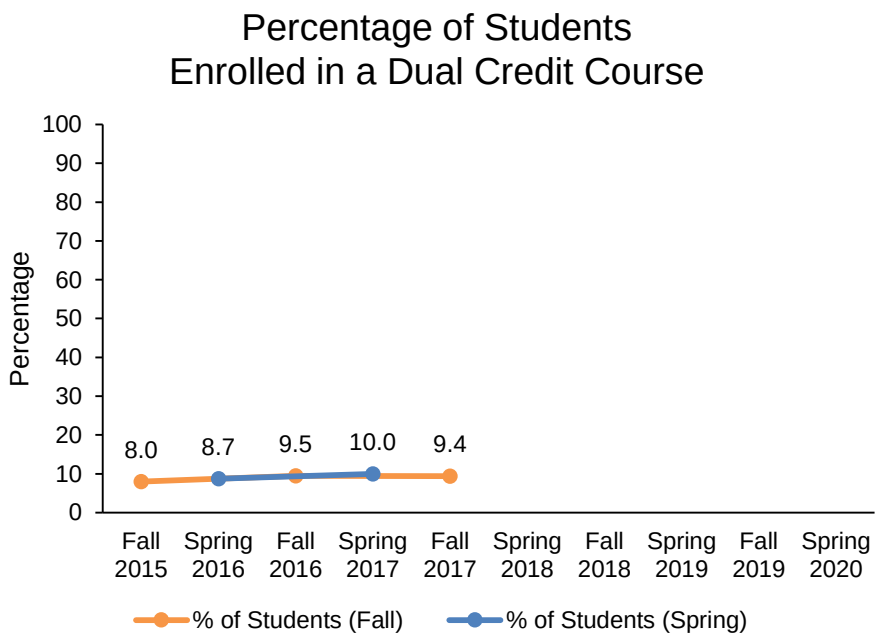
Support Data

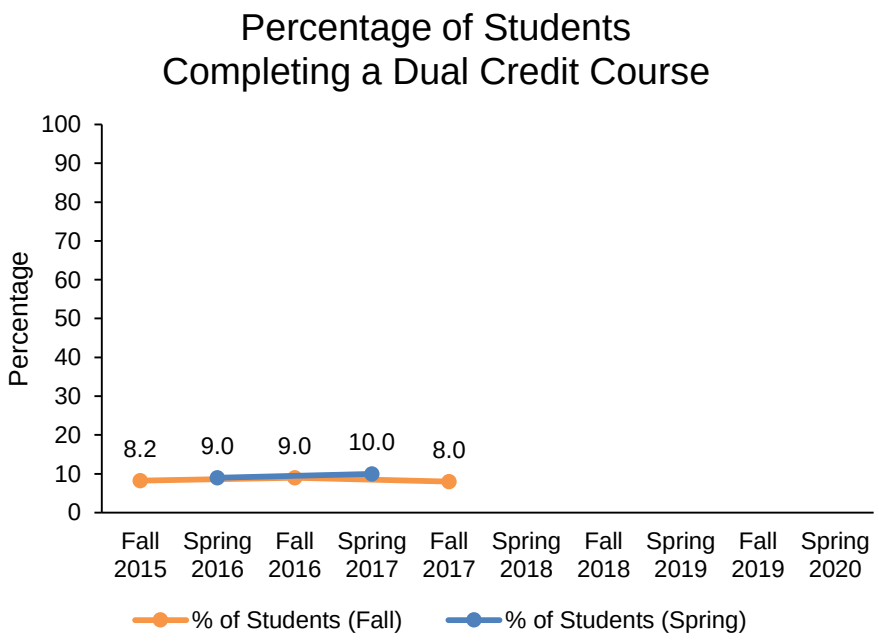
- Enrolled results will be updated during the November and April board meetings for the Fall and Spring semesters respectively
- Completion results will be updated during the February and June board meetings for the Fall and Spring semesters respectively.
- The percentage of students enrolled in a AP or IB course is based on the total number of students enrolled in the district during the semester, while the percentage of students completing a AP or IB course is based on students who received a semester average in at least one class.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Progress Measure 2.3	Evaluation
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.	Approaching Goal





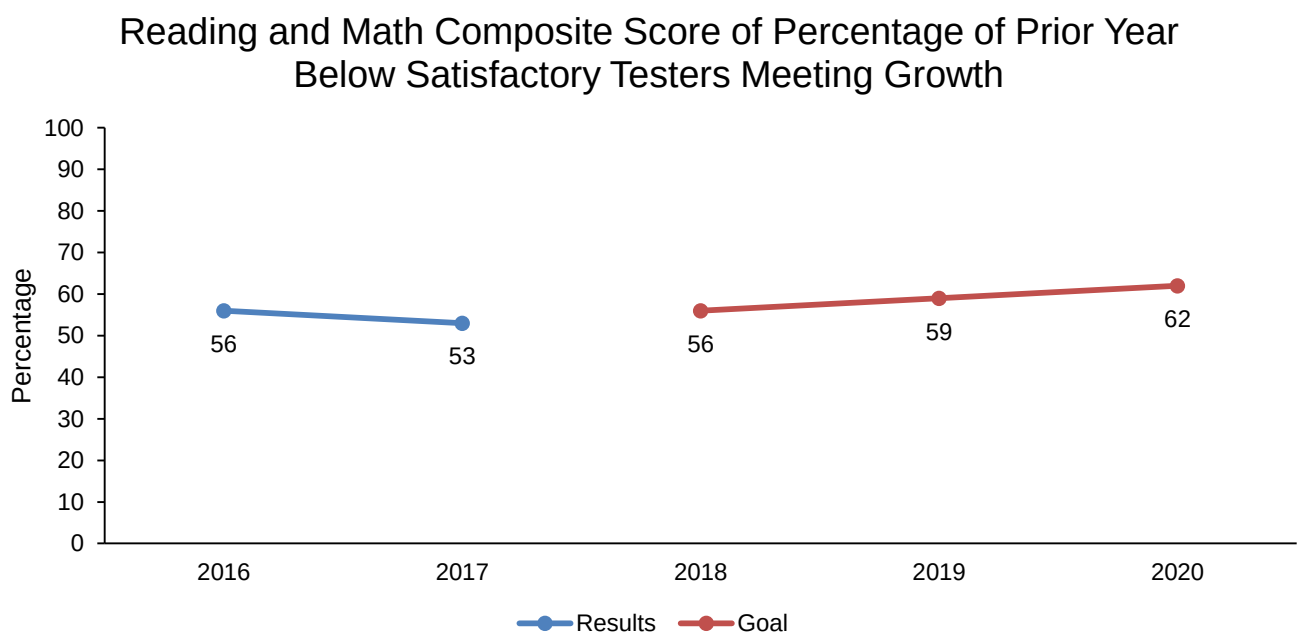
Support Data

- Enrolled results will be updated during the December and April board meetings for the Fall and Spring semesters respectively
- Completion results will be updated during the February and June board meetings for the Fall and Spring semesters respectively.
- The percentage of students enrolled in a Dual Credit course is based on the total number of students enrolled in the district during the semester, while the percentage of students completing a Dual Credit course is based on students who received a semester average in at least one class.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal 3, 11/9/2017 Academic Growth	
Goal 3	**Evaluation**
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 math between Spring 2017 and Spring 2020.	Approaching Goal



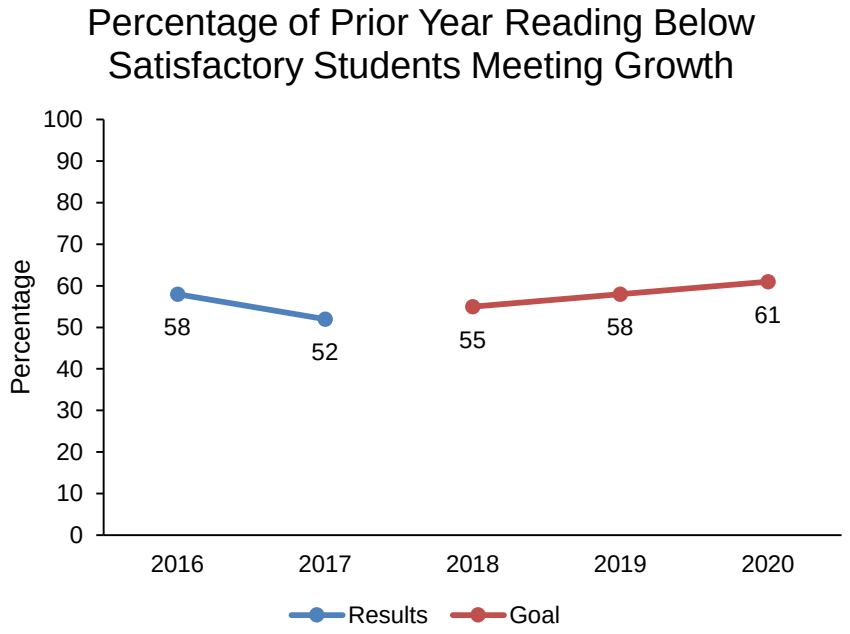
Support Data

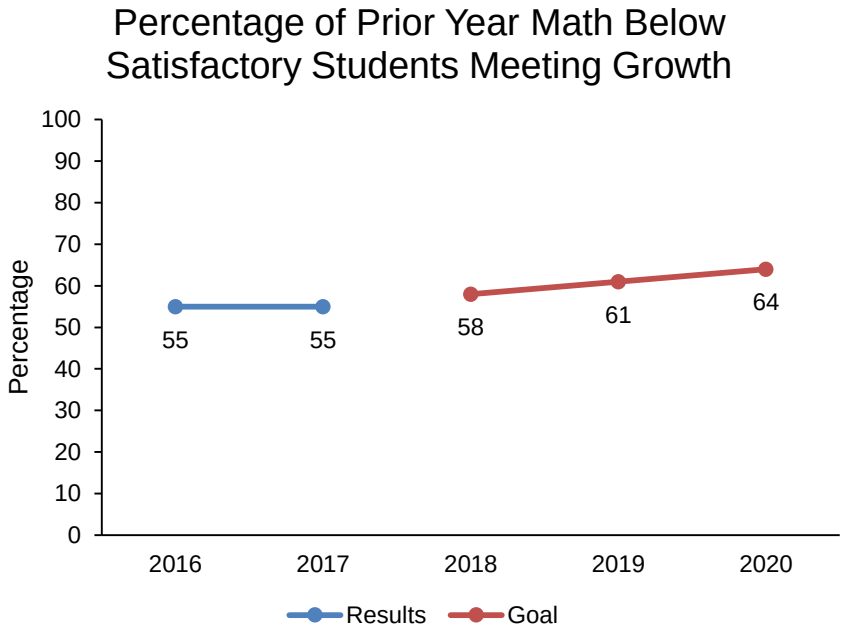
- Goal 3 will be updated in August 2018 after the STAAR 3–8 and EOC is received from the TEA.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Measure 3 Support Data (Cont.)





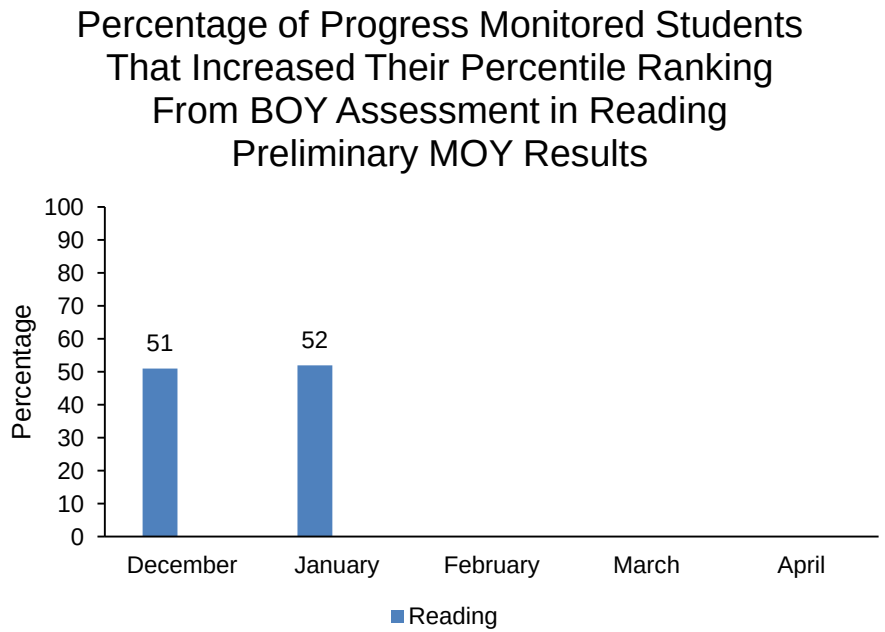
Data Sources

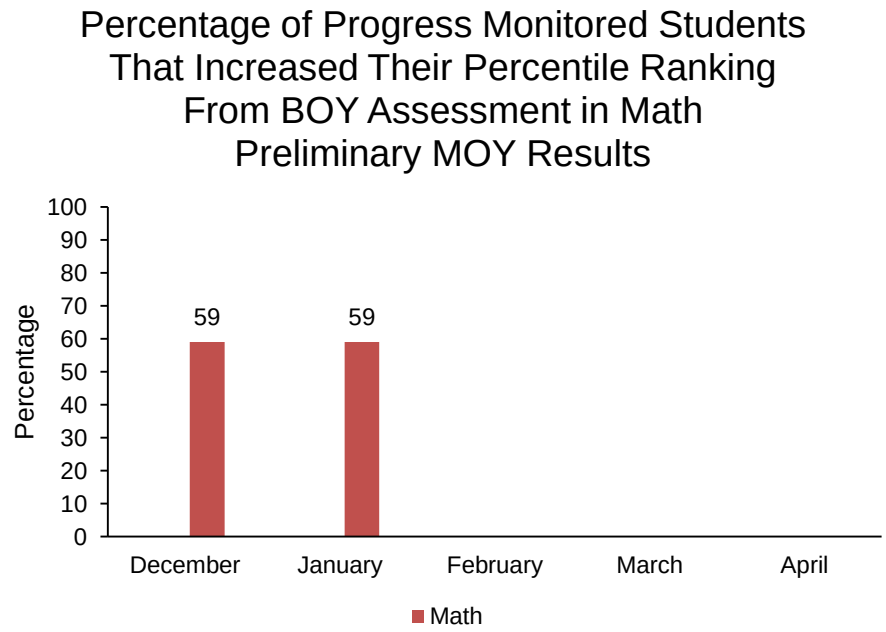
- Results come from the TEA-ETS student data files for the first administration STAAR 3–8 and spring administration EOC exams.
- Results include students who did not meet the approaches grade level standard on the prior year and received an ELL or STAAR progress measure for the current year.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Goal Monitoring Report – February 2018

Goal Progress Measure 3.1	Evaluation
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.	Approaching Goal





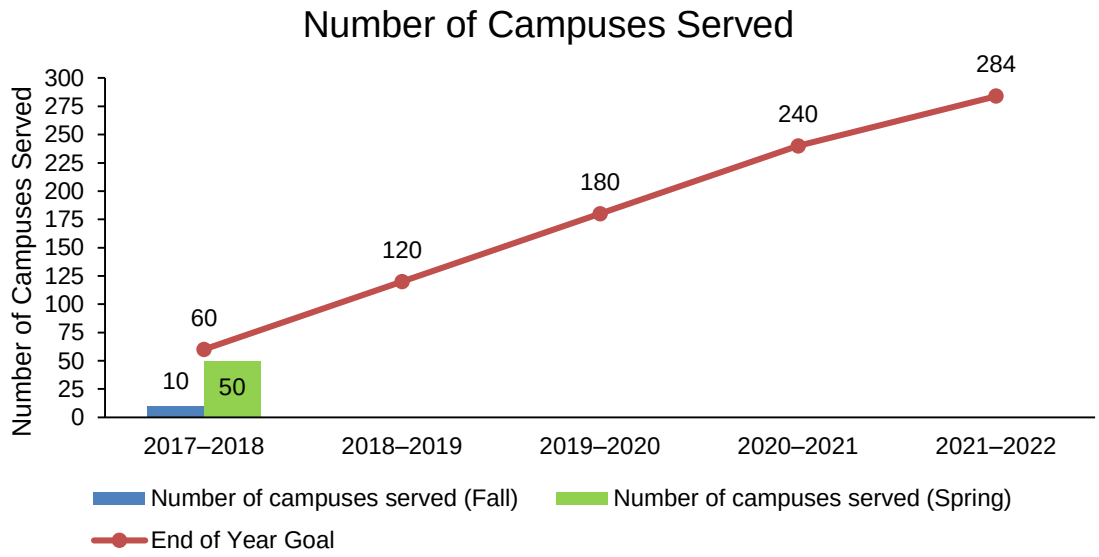
Support Data

- Data reflects the results from January 8 through January 22, 2018 MOY testing window which extends through January 31, 2018.
- Percent of progress monitored students tested: Reading: 50% Math: 41%
- Percent of progress monitored students reaching the next benchmark level: Reading: 32% Math: 41%

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint 1, 1/25/2018 Community School and Feeder Pattern Framework	
Constraint 1	
The superintendent shall not permit the district to operate without a community school and feeder pattern framework, including a definition, processes, and goals.	
Constraint Progress Measure 1.1	**Evaluation**
The district will launch cohort one of Every Community, Every School with a minimum of 15 schools by the end of the 2017–2018 school year and will increase annually until all schools are served in 2022.	Met



Support Data

In October 2017, the board approved the establishment of a new policy, FFC (Local), that codifies the district's commitment to provide a community school and feeder pattern framework. The new policy, was adopted by the board on the second reading in November 2017 and it directed the Superintendent to write a regulation reflecting the framework by which wraparound services are delivered to students; the framework includes a definition of community schools as well as supporting processes and goals.

The district launched *Every Community, Every School* ahead of schedule and met the initial goal of piloting a cohort of 15 schools by the end of the 2017–2018 school year. The launch began with the ten Superintendent Schools and it included Achieve 180 campuses as well as feeder schools within those complete communities.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 1.1 Support Data (Continued)

- November 2017: Identified and hired all ten Wraparound Resource Specialists.
- December 2017: Conducted Student Welfare Surveys in all ten Superintendent Schools in partnership with Rice University, the City of Houston, and the Houston Endowment.
- January 2018: Students enrolled at the ten Superintendent Schools began to receive wraparound services.
- January 2018: A total of 38 Wraparound Specialists and an additional 6 of our Pro Unitas partners were onboarded and fully trained to begin to deliver services to their communities.
- January 2018: A total of 42 schools have posted a Wraparound Specialist under the District's Wraparound Services Department and the six Kashmere Feeder Pattern schools continue to deliver services through our partnership with Pro Unitas.

Schools with wraparound resource specialists are providing services to one high school, one middle school, and one or two elementary schools within each of these feeder patterns detailed above.

- 42 Wraparound Resource Specialist and Managers positions were posted on Applitrack
- 38 Wraparound Resource Specialists have been identified and hired.
- 38 Wraparound Resource Specialists have received proper training.
- A total of 50 schools will have a Wraparound Resource Specialist by the end of February. The total number includes 42 Specialists, 6 Pro Unitas partners, and a specialist at the Momentum Academies and one at our Secondary DAEP.

List of schools in which *Every Community, Every School* launched Wraparound Services in the 2017-2018 school year are listed on the next page.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 1.1 Support Data (Continued)

List of schools in which *Every Community, Every School* launched Wraparound Services in the 2017-2018 school year:

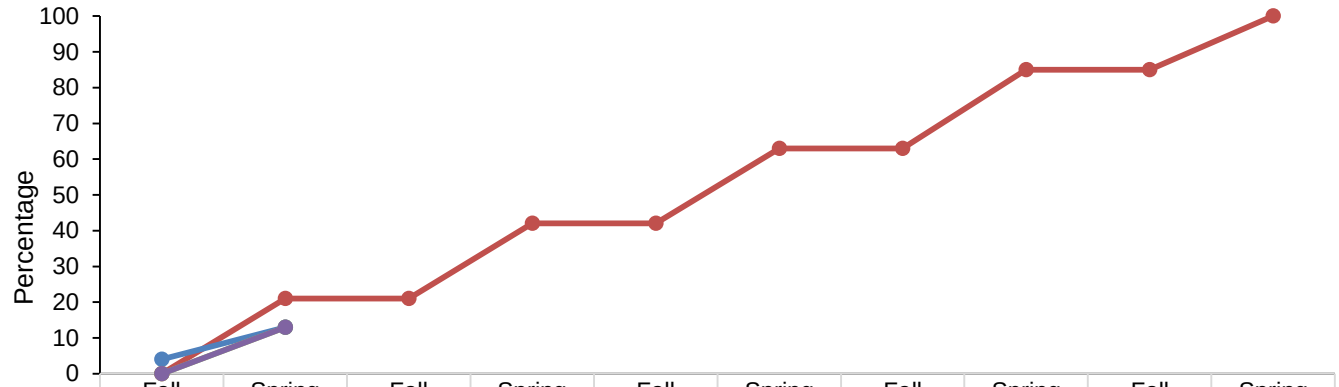
School	School
Attucks Middle School	Lawson Middle School
Austin High School	Lewis Elementary School
Benavidez Elementary School	Looscan Elementary School
Blackshear Elementary School	Mading Elementary School
Cook Elementary School *	Madison High School
Burnet Elementary School	Marshall Middle School
Cullen Middle School	Martinez C Elementary School
DAEP	Milby High School
Deady Middle School	Momentum Academy
Dogan Elementary School	McGowen Elementary School*
Durkee Elementary School	Navarro Middle School
Edison Middle School	Northside High School
Fleming Middle School	North Forest High School
Fondren Middle School	Paige Elementary School*
Forest Brook Middle School	Sharpstown High School
Franklin Elementary School	Washington BT High School
Gallegos Elementary School	Wesley Elementary School
Gregory-Lincoln Education Center	Westbury High School
Grissom Elementary School	Wheatley High School
Henry Middle School	Williams Middle School
Highland Heights Elementary School	Wisdom High School
Houston MSTC	Woodson School
Kashmere High School*	Worthing High School
Kashmere Gardens*	Yates High School
Key Middle School*	Young Elementary School

*****Pro Unitas Partnership

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 1.2	Evaluation
The district will develop tools for campuses to conduct a needs assessment, to access a provider database, a data tracker, and professional development in 2017–2018, and will increase usage annually until all campuses access the tools and training by 2022.	Approaching goal



	Fall 2017	Spring 2018	Fall 2018	Spring 2019	Fall 2019	Spring 2020	Fall 2020	Spring 2021	Fall 2021	Spring 2022
End of Year Goal	0	21	21	42	42	63	63	85	85	100
Professional Development	4	13								
Data Tracker	0	13								
Provider Database	0	13								

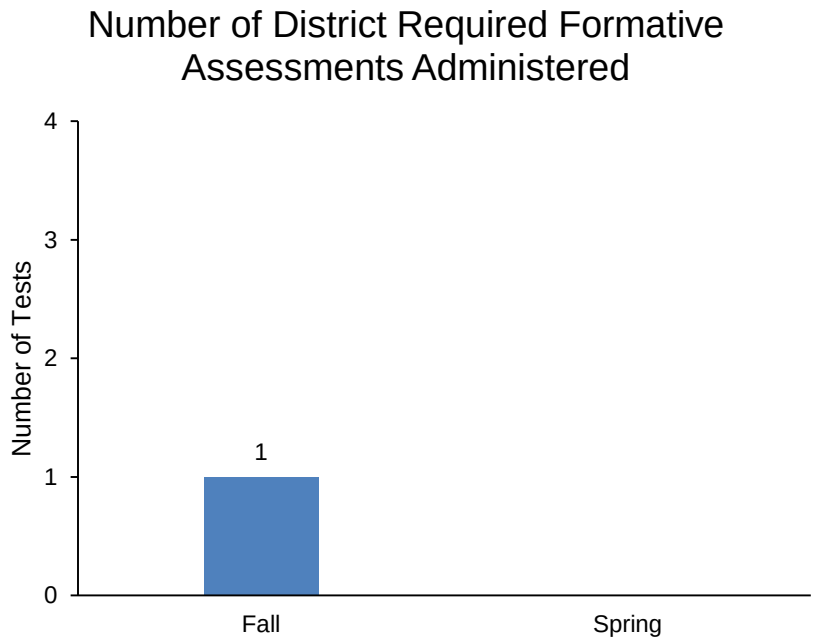
Support Data

- 38 schools have hired their Wraparound Specialist.
- Professional development plans have been developed and delivered to 38 Wraparound Specialist (13%).
- An IT solution has been developed.
- A Data Tracking and Provider Database have been developed. Thirty-eight (13%) wraparound specialists have access and trained on the Data Tracker and Provider Database.
- The partnership with Pro Unitas has been approved to provide a data support infrastructure.
- All 50 Wraparound Specialists will receive the tools, training, and data resources to fully implement the board policy adopted in November 2017.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint 2, 11/9/2017 District Required Formative Assessments	
Constraint 2	
The superintendent shall not require teachers to administer more than two district-created assessments per semester.	
Constraint Progress Measure 2.1	**Evaluation**
The number of district-required, district-created assessments will not exceed two per semester starting with Fall 2017.	Approaching goal



Support Data

- The Fall assessment is the District-Level Assessment. It will be administered between Dec. 4–8 for Elementary (Grades 3–5 only) and Nov. 27–Dec. 6 for Middle and High Schools (EOC core courses only).
- The Spring assessment is the STAAR Released Test. It will be administered between Feb. 19–23 for Elementary (Grades 3–5 only) and Feb. 19–26 for Middle and High Schools (EOC core courses only). Eighth grade STAAR Social Studies and the US History EOC released tests will be administered between Apr. 16–20.
- An update for the number of tests administered will be provided in December for the Fall semester and April for the Spring.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

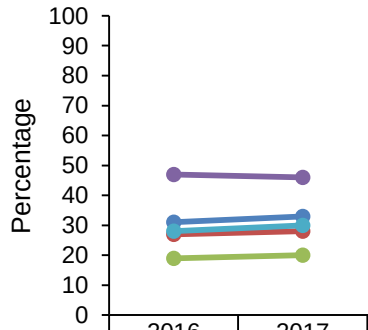
Constraint Monitoring Report – February 2018

Constraint 3, 11/9/2017
Student Group Achievement Gaps

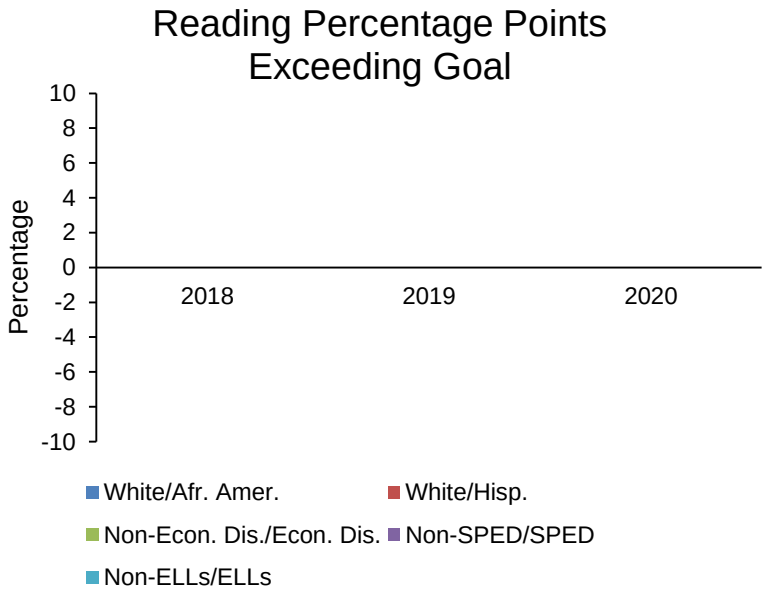
Constraint 3

The superintendent shall not allow achievement gaps for student groups, including African-American, Hispanic, economically disadvantaged students, students receiving special education services, and English language learners (ELLs), to increase in reading, writing, and mathematics

Constraint Progress Measure 3.1	Evaluation
The reading performance gap will decrease by 1 percentage point annually for African-American, Hispanic, economically disadvantaged students, students receiving special education services, and English language learners (ELLs) through 2020.	Approaching Goal



	2016	2017	2018	2019	2020
White/Afr. Amer.	31	33			
White/Hisp.	27	28			
Non-Econ. Dis./Econ. Dis	19	20			
Non-SPED/SPED	47	46			
Non-ELLs/ELLs	28	30			



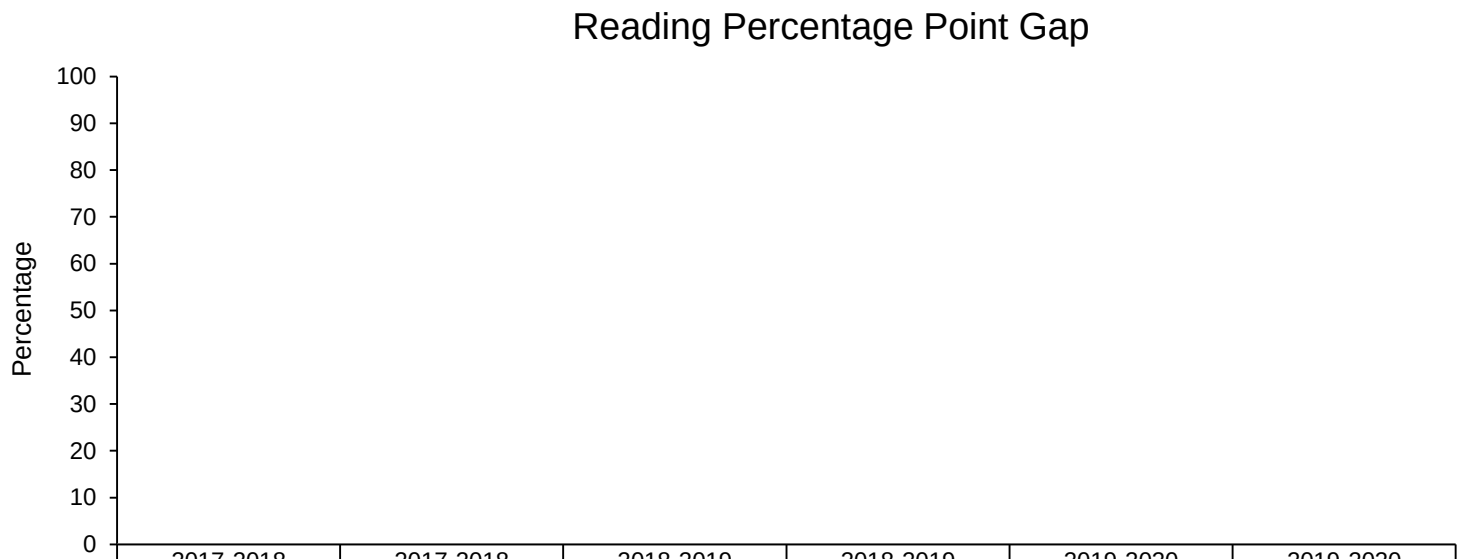
Support Data

- CPM 3.1 will be updated after STAAR results have been received from ETS in June 2018.
- Additional support data is provided on the next page based on the Beginning-of-Year and Middle-of-Year snapshots. This update will be provided during the March board meeting.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 3.1 Support Data (Cont.)



	2017-2018 BOY	2017-2018 MOY	2018-2019 BOY	2018-2019 MOY	2019-2020 BOY	2019-2020 MOY
White/Afr. Amer.						
White/Hisp.						
Non-Econ. Dis./Econ. Dis						
Non-SPED/SPED						
Non-ELLs/ELLs						

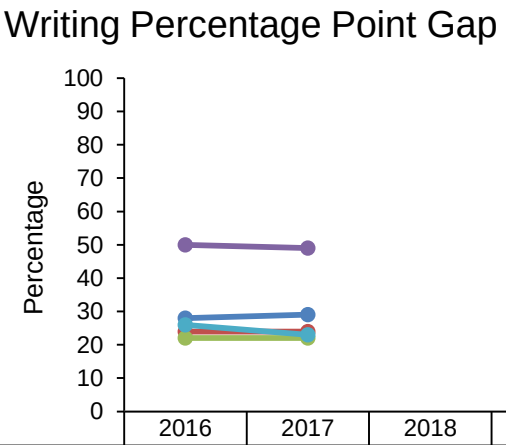
Data Sources

- 2017–2018 supporting data is based on The Beginning-of-Year (BOY) and Middle-of-Year (MOY) Universal Screener results.

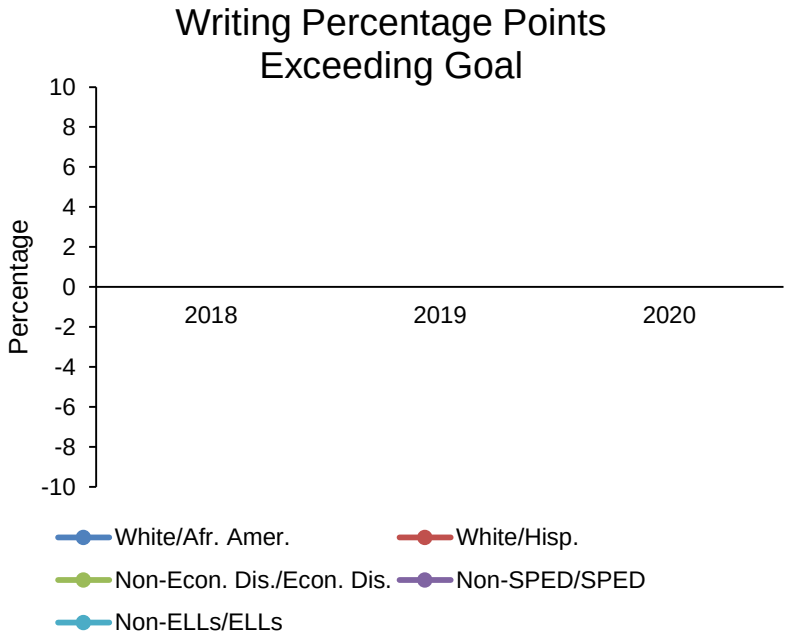
HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 3.2	Evaluation
The writing performance gap will decrease by 1 percentage point annually for African-American, Hispanic, economically disadvantaged students, students receiving special education services, and English language learners (ELLs) through 2020.	Approaching Goal



	2016	2017	2018	2019	2020
White/Afr. Amer.	28	29			
White/Hisp.	24	24			
Non-Econ. Dis./Econ. Dis	22	22			
Non-SPED/SPED	50	49			
Non-ELLs/ELLs	26	23			



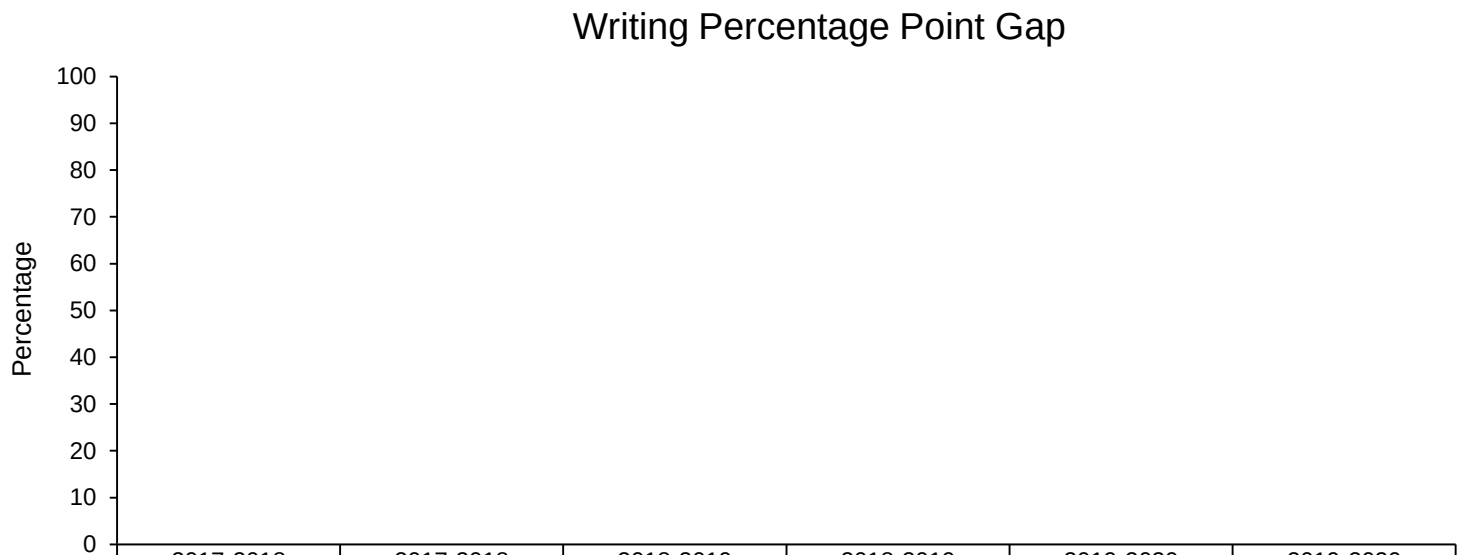
Support Data

- CPM 3.2 will be updated after STAAR results have been received from ETS in June 2018.
- Additional support data is provided on the next page based on the Beginning-of-Year and Middle-of-Year snapshots. This update will be provided during the March board meeting.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 3.2 Support Data (Cont.)



	2017-2018 Snapshot 1	2017-2018 Released STAAR	2018-2019 BOY	2018-2019 MOY	2019-2020 BOY	2019-2020 MOY
White/Afr. Amer.						
White/Hisp.						
Non-Econ. Dis./Econ. Dis						
Non-SPED/SPED						
Non-ELLs/ELLs						

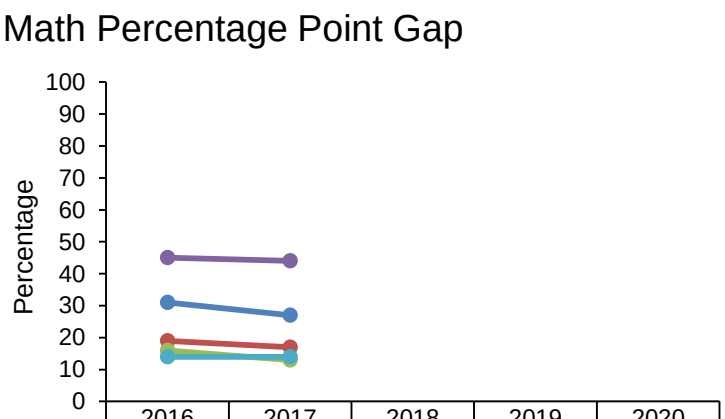
Data Sources

- Due to the instructional interference of Hurricane Harvey, 2017–2018 supporting data is based on Snapshot 1 and the released STAAR administration.

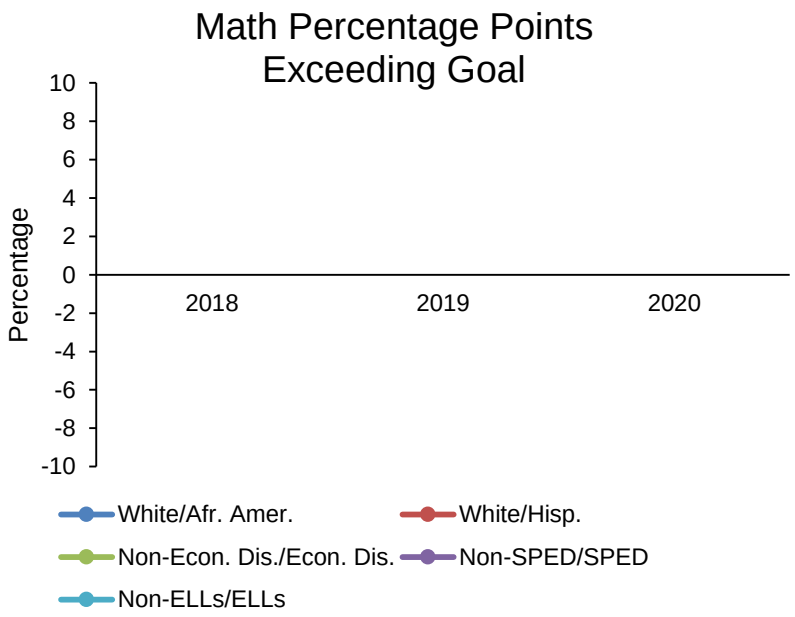
HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 3.3	Evaluation
The mathematics performance gap will decrease by 1 percentage point annually for African-American, Hispanic, economically disadvantaged students, students receiving special education services, and English language learners (ELLs) through 2020.	Approaching Goal



	2016	2017	2018	2019	2020
White/Afr. Amer.	31	27			
White/Hisp.	19	17			
Non-Econ. Dis./Econ. Dis	16	13			
Non-SPED/SPED	45	44			
Non-ELLs/ELLs	14	14			



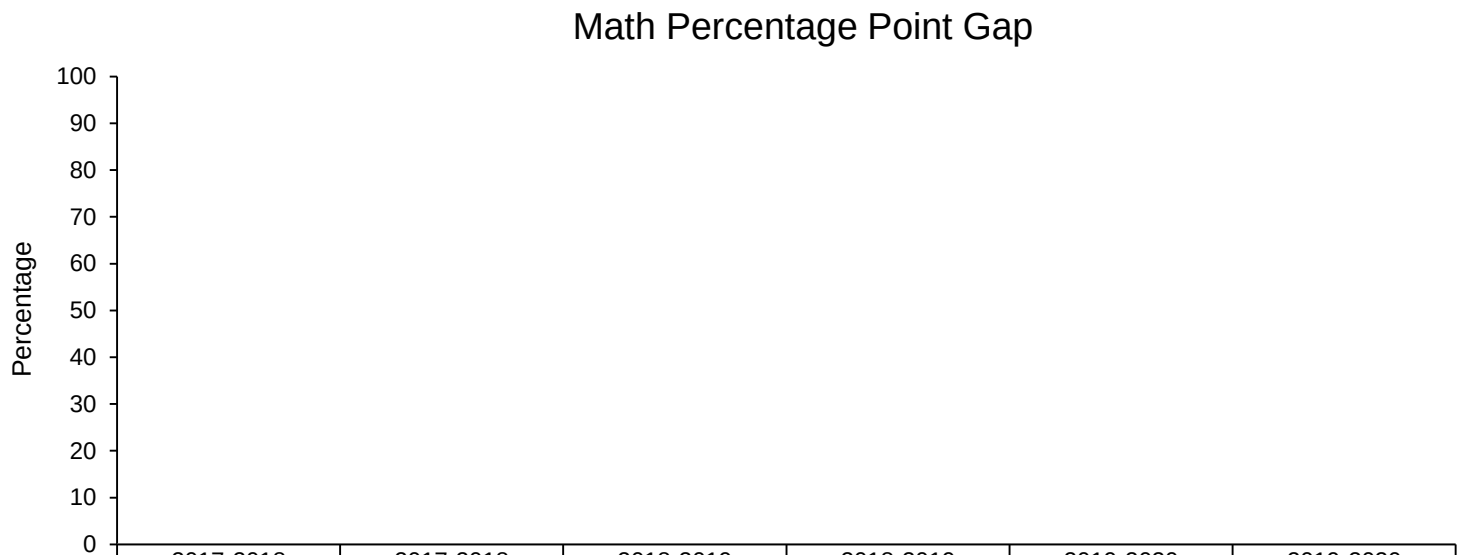
Support Data

- CPM 3.1 will be updated after STAAR results have been received from ETS in June 2018.
- Additional support data is provided on the next page based on the Beginning-of-Year and Middle-of-Year snapshots. This update will be provided during the March board meeting.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 3.3 Support Data (Cont.)



	2017-2018 BOY	2017-2018 MOY	2018-2019 BOY	2018-2019 MOY	2019-2020 BOY	2019-2020 MOY
White/Afr. Amer.						
White/Hisp.						
Non-Econ. Dis./Econ. Dis						
Non-SPED/SPED						
Non-ELLs/ELLs						

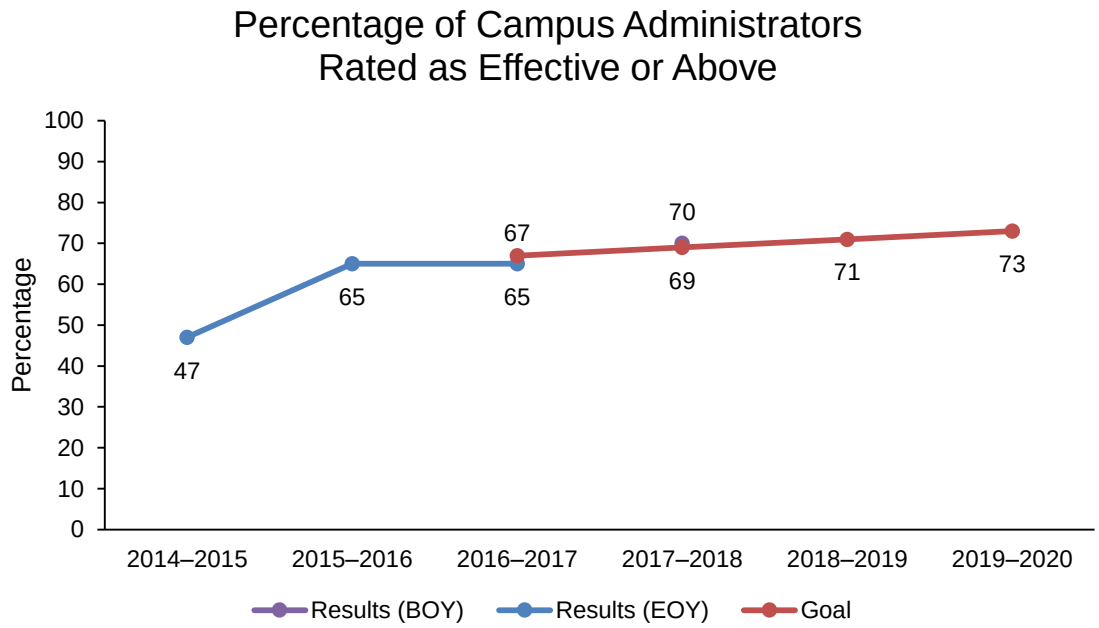
Data Sources

- 2017–2018 supporting data is based on The Beginning-of-Year (BOY) and Middle-of-Year (MOY) Universal Screener results.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint 4, 11/9/2017 Struggling Schools	
Constraint 4	
The superintendent will not allow struggling schools to operate without highly qualified leaders and teachers in core subjects.* *Struggling schools will include Improvement Required (IR) schools, formerly IR schools, and schools in danger of IR. Teacher qualification should consider certification and experience.	
Constraint Progress Measure 4.1	**Evaluation**
The percentage of campus administrators at struggling schools rated as effective or above will increase by two percentage points annually to 73% by 2020.	Approaching Goal



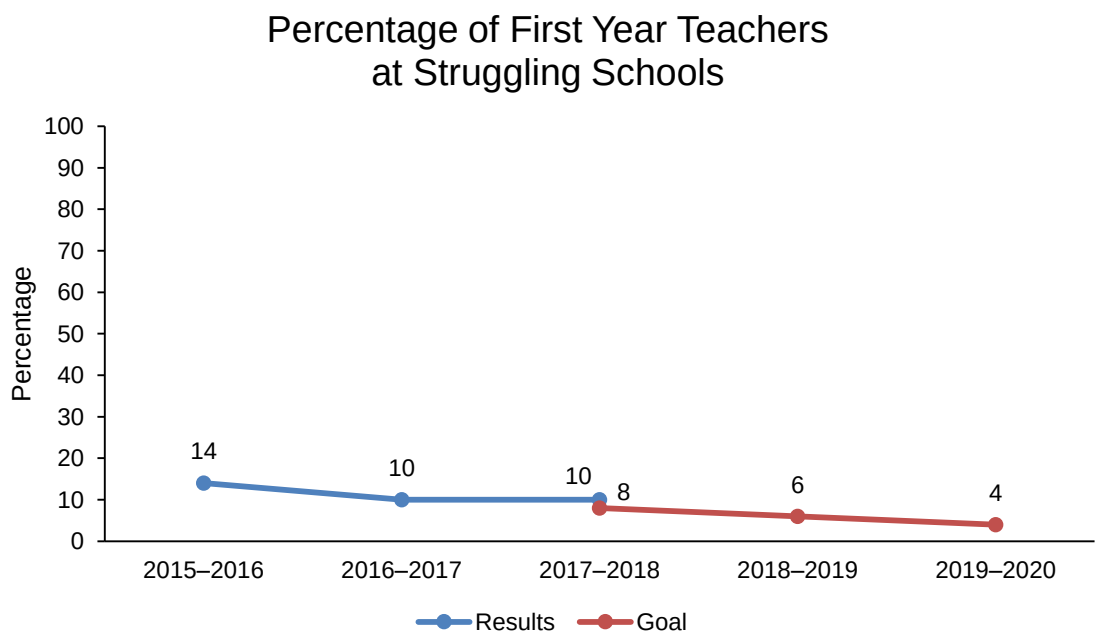
Support Data

- Eighty-five campuses were designated a struggling school for the 2016–2017 school year. Principals not receiving a rating were not included in the denominator for EOY results.
- BOY results show the percentage of campuses with a principal who was rated effective or above in the 2016–2017 school year. Twenty-one campuses have a principal without a 2016–2017 rating, 19 campus principals had a rating below effective, and 45 campus principals were rated as effective or above. Principals not receiving a rating were not included in the denominator for BOY results.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 4.2	Evaluation
The percentage of first year teachers at struggling schools will decrease by 2 percentage points annually to 4% by 2020.	Approaching Goal



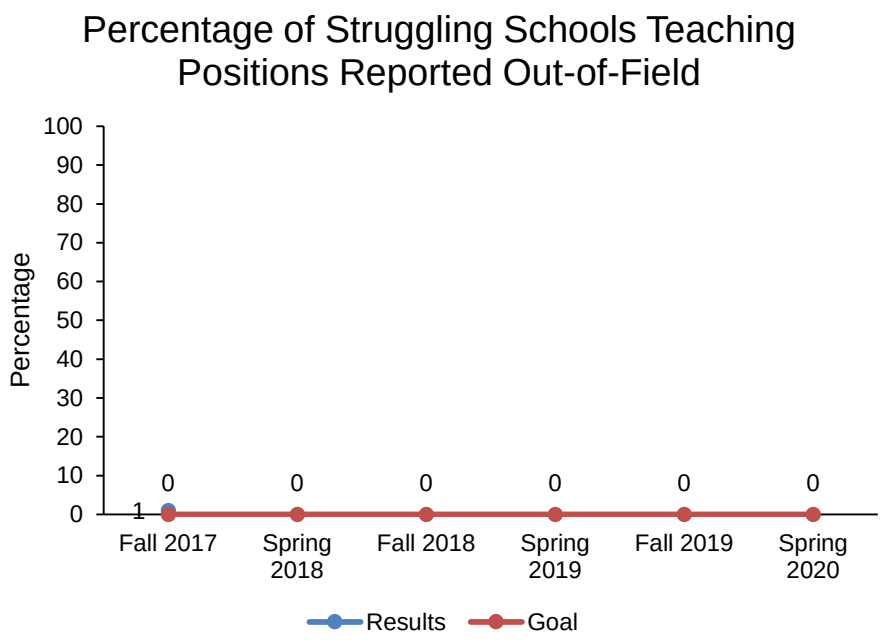
Support Data

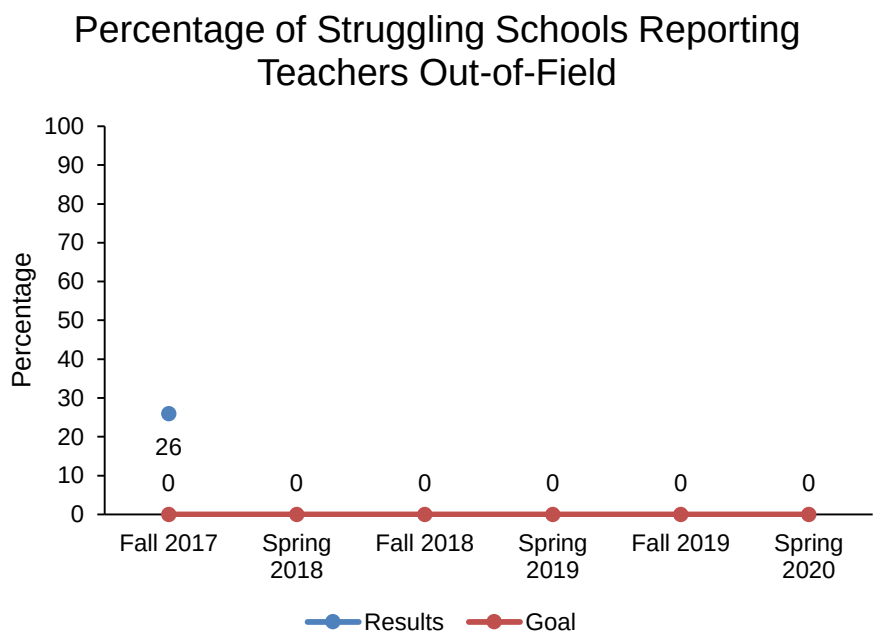
- Eighty-five campuses were designated a struggling school for the 2016–2017 school year. Results for the 2015–2016, 2016–2017, and 2017–2018 schools will be based on these campuses.
- In 2017-2018, out of the 3,548 teachers assigned to the 85 struggling schools, 10 percent (n=357) were new teachers.
- In 2017-2018, out of the 939 new teachers hired in HISD, 38 percent (n=357) were assigned to the 85 struggling schools.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 4.3	Evaluation
The percent of core courses at struggling schools taught by teachers certified in their assigned subject areas will increase each semester until 100% is reached and maintained through 2020.	Approaching Goal





Support Data

- The Human Resources Department will conduct audits every October and February to verify that 100% of core courses are taught by teachers certified in their assigned subject areas. These results will be provided at the December and March board meetings.
- Eighty-five campuses were designated a struggling school for the 2016–2017 school year. Results for the Fall 2017 and Spring 2018 will be based on these campuses. Eight campuses were not required for reporting in CPM 4.3 due to either being a charter campus or having closed.

HISD | Research and Accountability
ANALYZING DATA, MEASURING PERFORMANCE.

Constraint Monitoring Report – February 2018

Constraint Progress Measure 4.3 Support Data (Cont.)

1. **Teaching Positions Reporting Out-of-Field**
   - 1% (36/3,499) of struggling school teaching positions reported out-of-field
     - 13 of the teaching positions were at Elementary Schools
     - 4 of the teaching positions were at Middle Schools
     - 19 of the teaching positions were at High Schools
     - 12 of the teaching positions were at Superintendent Schools
     - 9 of the 36 struggling school teaching positions reported out-of-field were due to vacancies
2. **Schools Reporting Out-of-Field**
   - 26% (20/77) of struggling schools are reported out-of-field
     - 8 of the schools are Elementary Schools
     - 3 of the schools are Middle Schools
     - 9 of the schools are High Schools
   - 7% (20/287) of cumulative HISD schools reported teachers out-of-field

Reason for Out-of-Field Position	Number of Instances
Degreed Hourly Lecturer – No Certification	3
Eligible for Permit / No longer with the district	1
Emergency Permit, Current	7
Emergency Permit Pending, Requested	4
Ineligible for Permit / Certified, teaching out-of-field	12
Vacancy	9

REPORT FROM THE SUPERINTENDENT

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

SUBJECT: **ACHIEVE 180 MONTHLY REPORT**

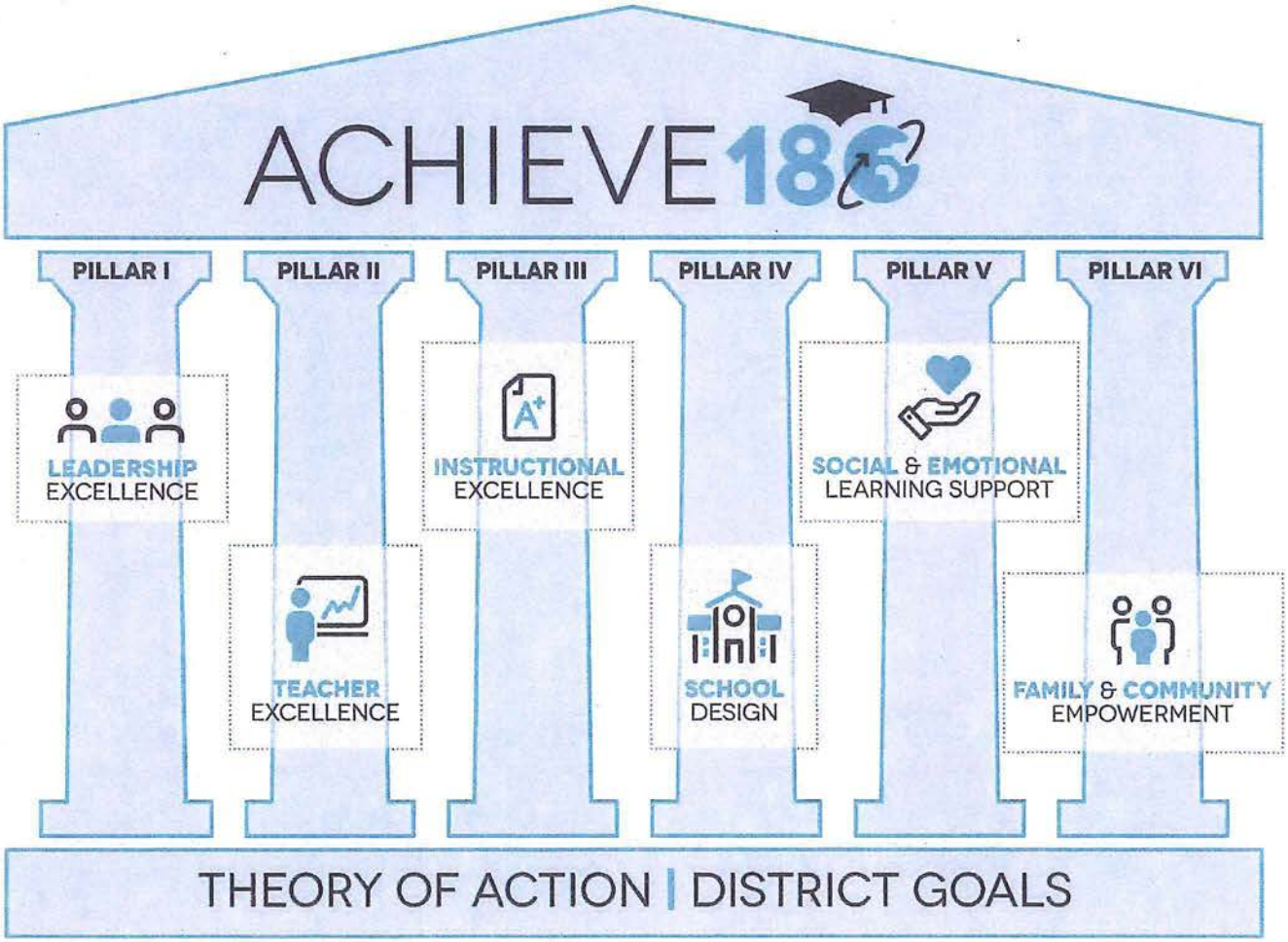
Achieve 180 is a research-based action plan to support, strengthen, and empower underserved and underperforming Houston Independent School District (HISD) feeder pattern communities to increase student achievement. Best practices from successful school turnaround initiatives—including effective teachers,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

Attached to this update are reports containing supporting evidence of district progress for the 2017–2018 school year, specifically for the Achieve 180 program in the month of January and for Kashmere High School.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE 186

MONTHLY REPORT: JANUARY



HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE 180

LEADERSHIP EXCELLENCE

PRINCIPAL EFFECTIVENESS

- The Achieve 180 Schools Office has formed an Achieve 180 Principals' Advisory Committee. Goals of the committee are co-plan and co-execute the ACE Series (Achieve 180 Content Enhancement) series for on-going leader and teacher professional development. The group will also share principals' requests for training and development during the summer. ***Attachment***
- The Achieve 180 Schools Office has planned a two-day Tier II Leader Symposium, for development of Assistant Principals and Deans currently serving at Achieve 180 schools. ***Attachment***
- The Superintendent's Schools Office has launched a series of STELLAR nights, designed to improve leadership effectiveness of assistant principals, deans, and other campus leaders who support the principal. ***Attachment***

COLLABORATIVE SCHOOL SUPPORT

- Community of Practice (COP) visits for the Spring semester have been adapted to increase authenticity and improve focus on next steps. COP visits took place at Henry MS (1/18/18), Wesley ES (1/26/18) and Wheatley HS (1/31/18). ***Attachment***
- Pre-Community of Practice Data Talks were added to the Community of Practice visits for the Spring semester. These data talks bring all stakeholders together around student case studies and campus-wide data, as well as the action steps that have occurred between the Fall and Spring visits to each campus. Pre-COP talks were held for: Henry MS (1/9/18), Wesley ES (1/19/18), Wheatley HS (1/23/18), Highland Heights ES (1/23/18) and Kashmere High School (1/30/18).
- The Achieve 180 Pillar Owners' cross functional stakeholders meeting was held on 1/12/18, with a focus on increasing all stakeholders' awareness of the work of the new Wraparound Services department.
- Leadership Development launched a PLC Task Force on 1/22/18 designed to improve administrator effectiveness in leading Professional Learning Communities. The work includes: a self-assessment, observations of PLCs in action, personalized development plans, and on-site, real-time coaching. Schools included are: Highland Heights ES, Wesley ES, Woodson PK-8, Blackshear ES and Henry MS.
- Research and Accountability continued meeting with school leadership teams, and on 1/12/18 provided HB 22 guidance to Bonham ES, with emphasis on the importance of rigor, leadership implications and campus goal and assessment results.
- The Achieve 180 Schools Office has held campus-specific Data and Strategy presentations at the following schools during the month of January: Hilliard ES, Gregory-Lincoln PK-8, Fondren ES, Bonham ES, Madison HS. The purpose of these sessions is to align supports to student needs based on current-year data such as formative assessments, Renaissance 360 screener data, EOC "retester" results and teacher appraisal (TADS) data.
- The Leadership Development department hosted the Executive Leadership Development Series for Area Superintendents, School Support Officers and Directors on 1/19/18. Topics included at this session were: File Review, Budget Practices, and presentations by each Schools Office area focusing on best practices.

ACHIEVE180

HOUSTON INDEPENDENT SCHOOL DISTRICT

A180 Area Principals' Advisory Committee

- Goals
  - Gather principal input and ideas about how to make the Area Superintendent Breakout Sessions more beneficial.
  - Identify themes and topics, co-plan, and co-execute the ACE (Achieve180 Content Enhancement) Series for on-going leader and teacher professional development.
  - Inform district personnel on summer professional development or on-boarding themes such as those for the Professional Learning Series (PLS) and the New Leaders Institute (NLI).

- Committee Composition
  - A180 Area Superintendent, Director, and SSOs
  - 4 HS Principals, 3 MS Principals, 1 K8 Principal, 2 ES Principals
  - District Partners: Elementary and Secondary Curriculum, Office of Leadership Development

- Meetings
  - Held monthly at HMW since December 2017
  - Utilize survey and other feedback from campuses
  - Include professional reading

LEADERSHIP EXCELLENCE

ACHIEVE180

HOUSTON INDEPENDENT SCHOOL DISTRICT

A180 Area Tier II Leader Symposium

- Goals
  - To clearly articulate aspects of instructional rounds
  - To create a Problem of Practice (PoP) and Essential Questions (EQ)
  - To capture and analyze descriptive evidence
  - To create short-term targets and next level of work ideas
- Participants
  - Tier II Leaders from A180 Area Campuses
    - Self-selected
    - Principal selected
    - APCDO candidates
  - Achieve 180 Area Executive Leadership Team
  - Office of Leadership & Teacher Development
- Summary
  - During a two-day symposium and through professional readings, Achieve 180 APs, Deans, and APCDO candidates will engage in Instructional Rounds training designed to improve their capacity and skills as Instructional Leaders.

INSTRUCTIONAL EXCELLENCE

Date/Time	STELLAR Nights	Location
January 30, 2018 4:45 -6:30	**Data Utilization Process**	Worthing HS
February 20, 2018 4:45 -6:30	**<u>Session Choices</u>** **1. Instructional Walkthroughs that Impact Change** **2. Data Utilization Process (Repeat)** Each session is scheduled for approximately 30 minutes. The first breakout learning session will begin at 5:15 p.m. and the second session will begin at 5:45 p.m.	Wheatley HS
March 20, 2018 4:45 -6:30	**Beyond the File Review: What Next?**	Kashmere HS
April 17, 2018 4:45 -6:30	**School Leader Appraisal System** Standard I: Instructional Leadership Standard II: Human Capital Standard III: Executive Leadership Standard IV: School Culture Standard V: Strategic Operations	Woodson MS
May(Date Pending) 4:45 -6:30	**Emerging Leaders – Leader Profile, Mock Interviews & Resume Feedback**	Dogan ES

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

2017-2018 A180 Community of Practice (COP) Sessions

Community of Practice Sessions are a primary vehicle for professional development for leadership. Because the work builds in this collegial peer community, only members and COP facilitators should attend.

	District Support Team	Campus Support COP Sessions
Facilitator	**Richard Carranza**, Rene Barajas, Brian Busby, Gloria Cavazos, Grenita Lathan, Sam Sarabia, Lenny Schad, Mark Smith, Rebecca Suarez, Cynthia Wilson	**Grenita Lathan**, Yolanda Rodriguez, Felicia Adams
Members	45 Campus Principals and Cabinet	School Teams, School Office, Demonstration Principals, Achieve 180 Project Team, Leadership Development, Academics Team, Technology, Social and Emotional Supports, Family and Community Empowerment, Health & Medical Services, Library Services, Counseling, Communications, Human Resources, Budgeting
Time	8:30 – 10:00 a.m.	Fall: 8:30 – 12:30 p.m. **Spring:** 7:30 – 2:00 p.m. Spring visits will also have a pre-COP Data Session including all COP members.
October	Wed, Oct 4 (HMW)	October 12, 2017 - (8:30am – 12:30pm) - **Henry** October 19, 2017 (8:30am – 12:30pm) - **Wheatley** October 25, 2017 (8:30am – 12:30pm) - **Wesley** October 26, 017- (8:30am – 12:30pm.) - **Kashmere**
November	Wed, Nov 1 (HMW)	November 2, 2017 - (8:30am – 12:30pm) - **Blackshear** November 9, 2017 - (8:30am – 12:30pm) - **Highland Heights** November 16, 2017 - (8:30am – 12:30pm) - **Worthing** November 30, 2017 - (8:30am – 12:30pm) - **Woodson**
December	Wed, Dec 6 (HMW)	December 4, 2017 - (8:30am – 12:30pm) - **Dogan** December 14, 2017, (8:30am – 12:30pm - **Mading**
January	Wed, Jan 10 (HMW)	January 18, 2018 - (7:30am -- 2:00pm) – **Henry** *Data talk 1/9/18 January 26, 2018 - (7:30am – 2:00pm) – **Wesley** *Data talk 1/19/18 January 31, 2018 (7:30am -- 2:00pm) – **Wheatley** *Data talk 1/23/18
February	Wed, Feb 7 (HMW)	February 1, 2018 - (7:30am -- 2:00pm) – **Highland Heights** *Data talk 1/23/18 February 8, 2018 - (7:30am -- 2:00pm) – **Kashmere** *Data talk 1/30/18 February 13, 2018 - (7:30am -- 2:00pm) – **Worthing** *Data talk 2/6/18 February 16, 2018 - (7:30am -- 2:00pm) – **Dogan** *Data talk 2/6/18 February 28, 2018 – (7:30am -- 2:00pm) – **Blackshear** * Data talk 2/20/18
March	None (HMW)	March 1, 2018 - (7:30am – 2:00pm) -- **Mading** *Data talk 2/20/18 March 8, 2018 - (7:30am – 2:00 p.m.) – **Woodson** *Data talk 2/27/18
April	Wed, Apr 3 (HMW)	***Follow-up as Needed***

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

Community of Practice Agenda and Pathways

7:30-8:00 -- ALL:

Light Breakfast

8:00-8:15 – ALL:

Welcome and Setting the Stage

8:15-10:30 -- NON-INSTRUCTIONAL:

Visits to Nurse, Counselor, Librarian, Front Office, Wraparound, etc.

8:15-10:30 -- INSTRUCTIONAL:

Visits to Classrooms, PLCs, Leadership Overview of Student Performance

10:45-11:30 – NON-INSTRUCTIONAL:

Use Achieve 180 Implementation Rubric, Provide Feedback, Commitments and Next Steps

10:45-11:30 – INSTRUCTIONAL:

Share Observations

11:30-12:00 – ALL:

Lunch

12:00-12:45 – ALL:

Case Studies

12:45-1:45 – ALL:

Fine-Tune Action Plan and Next Steps in Collaboration with School

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE 180

PRE-COP Session Agenda

- Welcome and Overview of the COP Process for Spring 2018 – Area Superintendent Rodriguez (5 min)
- State of the School Update – SSO (10 min)
- School Turnaround Plan – SSO (10 min)
- Student Case Studies and School-level Data – Directors Salas and Borzon (15 min)
- Actions Taken Since Last COP – SSO (5 min)
- Wonderings and Theory of Action for School – All (15 min)

NOTES

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

TEACHER
EXCELLENCE

PRIORITY TEACHER STAFFING (ATTRACT/HIRE)

- Achieve 180 schools currently have 24 teaching vacancies (Highland Heights ES – 2, Kashmere HS – 3, Wheatley HS – 1, Worthing HS – 2, Washington HS – 1, Pugh ES – 2, Stevens ES – 1, Sharpstown HS – 1, Attucks MS – 2, Cook ES – 2, Gallegos ES – 1, C. Martinez ES – 1, Yates HS – 1, Westbury HS – 1, Edison MS – 1, HS Ahead Academy – 1, Key MS –1). ***Attachment***

- HR recruiters visited Achieve 180 campuses to check in on staffing needs. Schools visited were: Blackshear ES, Dogan ES, Henry MS, Mading ES, Cullen MS, Fondren ES, Bruce ES, Hilliard ES, Montgomery ES, C. Martinez ES, Lawson MS, Pugh ES, Cook ES, Madison HS, Edison MS, North Forest HS, Foerster ES, Forest Brook MS, Gallegos ES, Kashmere Gardens ES, Key MS, Lewis ES, Victory Prep South, Westbury HS and Yates HS.

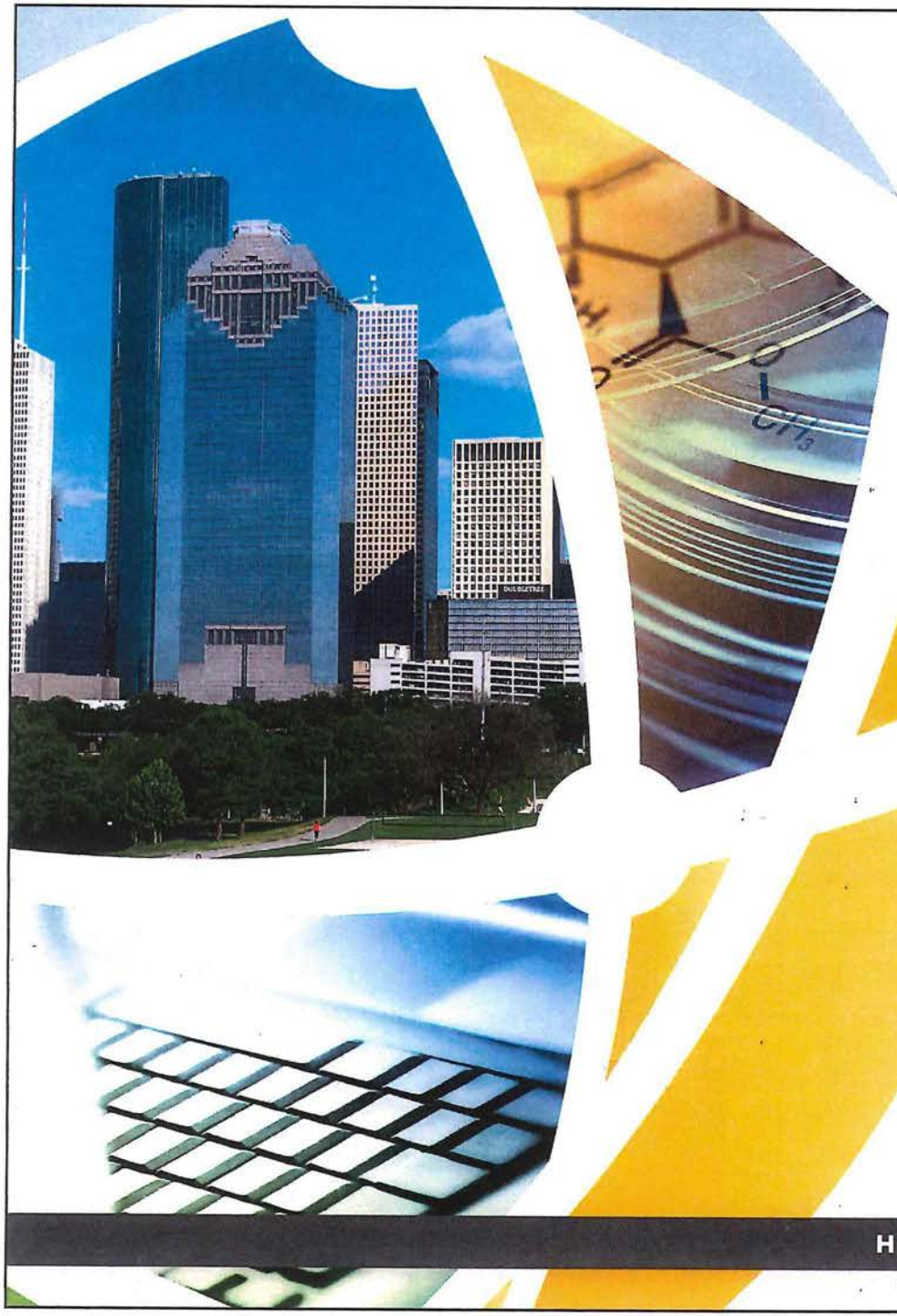
SUPPORT AND RETENTION

- A full-day training was held for New Teacher Coaches on 1/11/18, providing development to the coaches in the areas of: needs assessments, coaching and observation and effective instructional practices. ***Attachment***

- Teacher attendance is at or above 92% in all Achieve 180 schools. Liberty HS, Bruce ES and Dogan ES all have teacher attendance above 97%. For Bruce ES, this is a 4.4% increase over last year. For Dogan ES it is a 5.9% increase, and for Liberty HS it is a 1.5% increase. ***Attachment***

Achieve 180 Teacher Vacancies

JobID	Posting Title	Location	DatePosted	Days Open	Campus Level	HRBP	SSO	Area Superintendent	Board Member
47889	Teacher, Special Education (BSC)	Highland Heights Elementary	12/13/2017	29	ES	Vache Hall	Katherine Roede	Yolanda Rodriguez	Rhonda Skillern-Jones
48337	Teacher, 5th Grade	Highland Heights Elementary	1/18/2018	3	ES	Vache Hall	Katherine Roede	Yolanda Rodriguez	Rhonda Skillern-Jones
47283	Teacher, Theater	Kashmere High School	11/8/2017	54	HS	Vache Hall	Rhonda Johnson	Yolanda Rodriguez	Rhonda Skillern-Jones
47309	Teacher, English	Kashmere High School	11/9/2017	53	HS	Vache Hall	Rhonda Johnson	Yolanda Rodriguez	Rhonda Skillern-Jones
48157	Teacher, Math	Kashmere High School	1/9/2018	10	HS	Vache Hall	Rhonda Johnson	Yolanda Rodriguez	Rhonda Skillern-Jones
48179	Teacher, Reading 6 - 12	Wheatley High School	1/9/2018	10	HS	Carolyn Lewis	Rhonda Johnson	Yolanda Rodriguez	Rhonda Skillern-Jones
47781	Teacher, Science (Environmental Sy	Worthing High School	12/7/2017	33	HS	Ashanti Turner	Rhonda Johnson	Yolanda Rodriguez	Wanda Adams
48101	Teacher, Band, Secondary (Re-post	Worthing High School	1/8/2018	11	HS	Ashanti Turner	Rhonda Johnson	Yolanda Rodriguez	Wanda Adams
48380	Teacher, Biology	Washington High School	1/22/2018	1	HS	Elizabeth Caldwell	Tarrynce Robinson	Erick Pruitt	Rhonda Skillern-Jones
48009	Teacher, Bilingual Pre-Kindergarter	Pugh Elementary School	12/20/2017	24	ES	Alyssa Balboa	Hillarion Martinez	Erick Pruitt	Diana Davila
48155	Teacher, Bilingual EC-4	Pugh Elementary School	1/9/2018	10	ES	Alyssa Balboa	Hillarion Martinez	Erick Pruitt	Diana Davila
48368	Teacher, 1st Grade Self-Contained	Stevens Elementary School	1/19/2018	2	ES	Nubia Sosa	Hillarion Martinez	Erick Pruitt	Rhonda Skillern-Jones
46964	Teacher, Science	Sharpstown High School	1/19/2018	2	HS	Selika Robinson	Dana Arreola	Erick Pruitt	Holly Maria Flynn Vilaseca
48248	Teacher, Math (6th Grade)	Attucks Middle School	1/10/2018	9	MS	Coshunda Fanning	Rona Simmons	Erick Pruitt	Jolanda Jones
48249	Teacher, Science (6th Grade)	Attucks Middle School	1/10/2018	9	MS	Coshunda Fanning	Rona Simmons	Erick Pruitt	Jolanda Jones
48111	Teacher, Bilingual	Felix Cook ES	1/8/2018	11	ES	Vache Hall	Dana Arreola	Erick Pruitt	Rhonda Skillern-Jones
48114	Teacher, Music	Felix Cook ES	1/8/2018	11	ES	Vache Hall	Dana Arreola	Erick Pruitt	Rhonda Skillern-Jones
48315	Teacher, Class Size Reduction (2nd	Gallegos Elementary School	1/12/2018	7	ES	Luis Guevara	Hillarion Martinez	Erick Pruitt	Sergio Lira
48133	Teacher, ESL Elementary	Martinez Clemente Elementary	1/8/2018	11	ES	Nubia Sosa	Hillarion Martinez	Erick Pruitt	Elizabeth Santos
48296	Teacher, ESL/English 8-12	Yates High School	1/11/2018	8	HS	Elizabeth Caldwell	Dana Arreola	Erick Pruitt	Jolanda Jones
48143	Teacher, English	Westbury High School	1/9/2018	10	HS	Elizabeth Caldwell	Rona Simmons	Erick Pruitt	Wanda Adams
47454	Teacher Reading Intervention	Edison Middle School	1/19/2018	2	MS	Ashanti Turner	Hillarion Martinez	Erick Pruitt	Diana Davila
47999	Teacher, Social Studies	High School Ahead Academy	12/19/2017	25	MS	Coshunda Fanning	Tarrynce Robinson	Erick Pruitt	Rhonda Skillern-Jones
48091	Teacher, Special Ed Resources	Key Middle School	12/22/2017	22	MS	Vache Hall	Tarrynce Robinson	Erick Pruitt	Rhonda Skillern-Jones



A GLOBAL DISTRICT
IN A GLOBAL CITY

New Teacher Coach Orientation

HOUSTON INDEPENDENT SCHOOL DISTRICT

ORIENTATION

- New Teacher Coaches will become familiar with the new teacher support expectations.
- New Teacher Coaches will understand their role as it relates to the systems of support the district offers new teacher hires.
- New Teacher Coaches will feel equipped with the knowledge and skills to begin supporting new teachers through goal setting and action planning.

ORIENTATION AGENDA

1. Welcome Introductions
2. Ice Breaker- Bioglyphs Diagram
3. Reflection on Current Practice- Poll Everywhere
4. Systems of Support
5. New Teacher Coach Role Overview & Teacher Autonomy
6. Effective Practices
7. Effective Practices- What Does the Data Say?
8. Teambuilding- Building a PSC
9. Lunch
10. Future Protocol
11. SIBME Intro
12. Reflection & Closing

SUPPORT PLAN FOR NEW TEACHERS

1. Complete Needs Assessment
2. Conduct Bi-Weekly Observation/Feedback Cycles
3. Conduct Weekly Check-Ins with New Teacher
4. Offer Aligned Resources and Support as Necessary

NEW TEACHER SUPPORT EXPECTATIONS

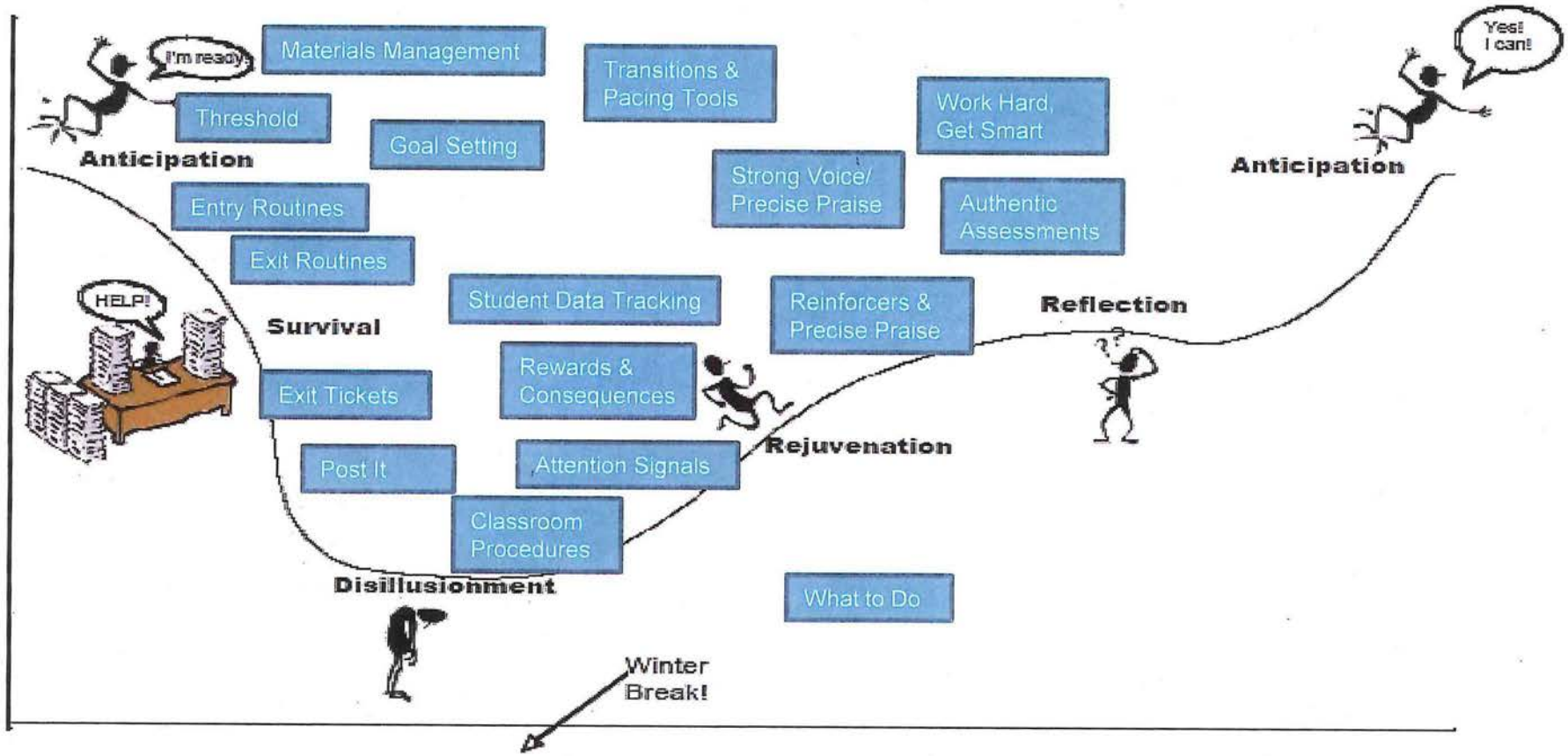
Priority Effective Practices

Materials Management	Goal Setting	Strong Voice/ Precise Praise
Threshold	Student Data Tracking	Reinforcers & Precise Praise
Entry Routines	Rewards & Consequences	What to Do
Exit Routines	Attention Signals	Work Hard, Get Smart
Exit Tickets	Classroom Procedures	Authentic Assessments
Post It	Transitions & Pacing Tools	

Effective Practice Strategies Continuum

Section 4

Phases of First Year Teachers' Attitudes Towards Teaching



Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
HISD	DEEPER-LEARNING CULTIVATOR		SOCIAL & EMOTIONAL LEARNING FACILITATOR		PERSONALIZED LEARNING ARCHITECT		LITERACY DEVELOPER	LIFELONG LEARNER	DATA DRIVEN	

NEEDS ASSESSMENT

Section 5

- Conducted at the start of support plan
- Collaborative activity
- Sets the stage for next steps
- Revisit as needed

Name _____ Grade _____ Date _____

Survey of Teacher Priorities

Please help me plan the focus of support for our time together by completing this form. As we determine the priorities for semester, I will work to address them in multiple ways, including observations and feedback, modeling in my own classroom and offering quick access to resources that you can use at any time.

Please circle the appropriate number to rate each of the following topics to help you and your students achieve your goals for the school year. I will complete a survey as well and we will collaborate on our findings. Thank you!

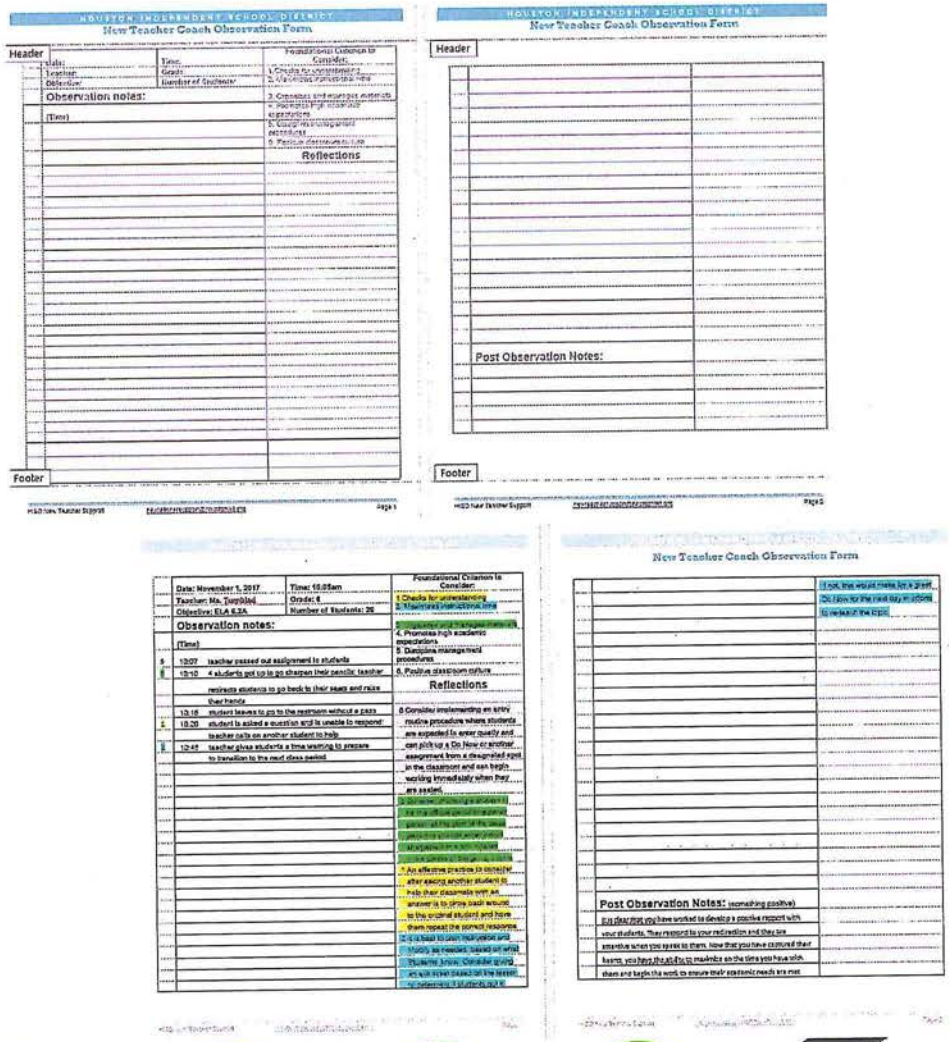
- *High Priority (Yes! I need a lot of support in this area.)*
- *Medium Priority (I do pretty well in this area, but I would attend additional trainings on it.)*
- *Low Priority (This is an area of strength for me in my teaching.)*

	High Priority	Medium Priority	Low Priority
Instructional Practices			
Classroom Management	3	2	1
1. Students enter class in an orderly fashion and begin work promptly.	3	2	1
2. Students complete daily routines efficiently and engage in bell to bell instruction.	3	2	1
3. Students are given directions that are clear and student non-compliance is minimal.	3	2	1
4. There is a classroom system in place for both student rewards and consequences.	3	2	1
5. Students prepare to transition at the end of the class period in an orderly fashion.	3	2	1
6. There is a class-wide, established signal to obtain students' attention.	3	2	1
7. There are positive reinforcement practices that reinforce class behavior expectations.	3	2	1
Classroom Culture	3	2	1
1. There is a student check-in/ welcome system in place prior to the start of instruction.	3	2	1
2. There is a practice that provides positive cues in response to consistent, desired student behaviors.	3	2	1
3. Materials are organized and students have immediate access to what they need.	3	2	1
Maximizing Instruction	3	2	1
1. Tools are used for timing activities and there is engagement in multiple activities.	3	2	1
2. Students move quickly and efficiently between activities/ stations.	3	2	1
High Expectations	3	2	1
1. Objectives, key learnings and desired outcomes of the lesson are clearly posted.	3	2	1
2. Students receive daily and consistent reminders to work hard and persevere.	3	2	1
3. There is a daily practice of checking for understanding at the end of every lesson.	3	2	1
Lesson Planning	3	2	1
1. Visual stimuli and personal experiences are used in the lesson to hook student interest.	3	2	1
2. Rigorous & authentic assessments are tailored to the unique learning needs of students.	3	2	1
Student Achievement	3	2	1
1. There is an effective system in place for tracking student data to inform instruction.	3	2	1
2. Students set goals and establish an action plan for attainment; goals are used to focus teacher planning.	3	2	1

OBSERVATION/FEEDBACK FORM

Section 6/9

1. Bi-weekly observation and feedback cycles
2. Focus on foundational priority effective practices
3. Establishes focus for subsequent check-ins
4. Collaborative effort with supported teacher

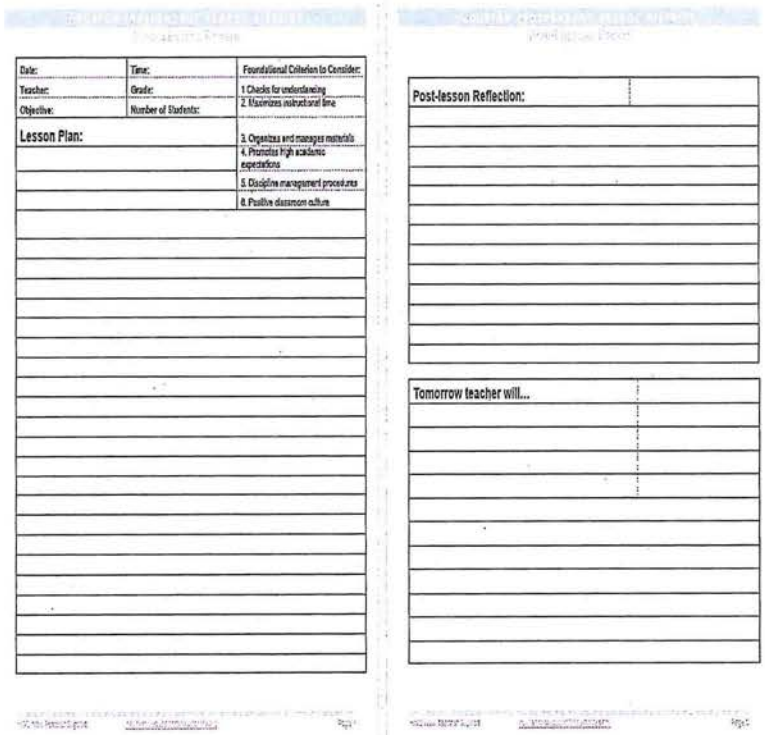


HISD DEEPER-LEARNING CULTIVATOR | SOCIAL & EMOTIONAL LEARNING FACILITATOR | PERSONALIZED LEARNING ARCHITECT | LITERACY DEVELOPER | LIFELONG LEARNER | DATA DRIVEN

MODELING OBSERVATION FORM

Section 10

1. New teacher opportunity to view effective practice in action on campus
2. Utilize as needed
3. Supported teacher can observe you as the coach OR another rock star on your campus.
4. Coach and supported teacher collaborate on supported teacher's next steps



Date:	Time:	Foundational Criterion to Consider:
Teacher:	Grade:	1 Checks for understanding
Objective:	Number of Students:	2. Maximizes instructional time
Lesson Plan:		3. Organizes and manages materials
		4. Promotes high academic expectations
		5. Discipline management procedures
		6. Positive classroom culture

Post-lesson Reflection:	

Tomorrow teacher will...	

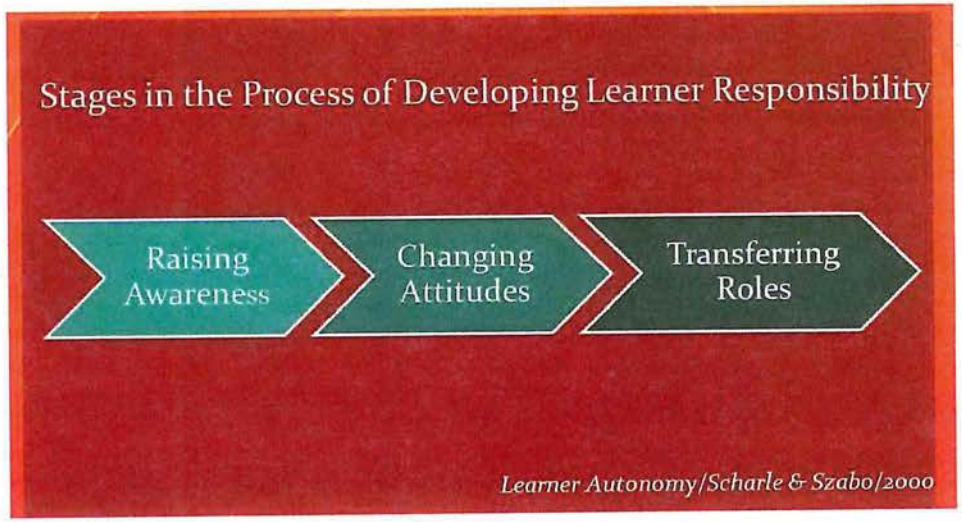
HISD DEEPER-LEARNING CULTIVATOR | SOCIAL & EMOTIONAL LEARNING FACILITATOR | PERSONALIZED LEARNING ARCHITECT | LITERACY DEVELOPER | LIFELONG LEARNER | DATA DRIVEN

WEEKLY CHECK-INS

1. Check in with supported teacher at least once a week
2. Follow up on implementation of effective practice
3. Informs the next observation and/or modeling cycle

Autonomy:

Def.: The ability for one to establish goals and take charge of his or her own learning.



TEACHER AUTONOMY

Why do new teachers leave?

Inadequate Preparation

Beginning teachers with little or no preparation are 2½ times more likely to leave the classroom after one year compared to their well-prepared peers.

Lack Of Support For New Teachers

New teachers who do not receive mentoring and other supports leave at more than two times the rate of those who do.

Challenging Working Conditions

Teachers often cite working conditions, such as the support of their principals and the opportunity to collaborate with colleagues, as the top reason for leaving.

Dissatisfaction With Compensation

Beginning teachers earn about 20% less than individuals with college degrees in other fields, a wage gap that can widen to 30% for mid-career educators.

Better Career Opportunities

More than 1 in 4 teachers who leave say they do so to pursue other career opportunities.

Personal Reasons

More than 1 in 3 teachers who leave cite personal reasons, including pregnancy and child care, as extremely or very important in their decision.

Achieve 180 Teacher Attendance Report (Only Leave Types Local, Vacation, Unpaid, and State) for Fall Semester (Aug-Dec) 2016-17 and 2017-18										
			Fall 2016-17				Fall 2017-18			
School Name	SSO Full Name	Area	Staff Count*	Sum of Absence Hours	Attendance %	Avg Num of Hours Missed	Staff Count	Sum of Absence Hours	Attendance %	Avg Num of Hours Missed
Attucks Middle School	Simmons, Rona	Achieve 180	31	1414.17	93.7%	45.62	31	1307.25	94.1%	42.17
Bellfort ECC	Simmons, Rona	Achieve 180	20	828.75	94.2%	41.44	20	868.4	93.9%	43.42
Blackshear Elementary	Johnson, Rhonda	Superintendent's Schools	31	1806.7	91.9%	58.28	31	1207.25	94.5%	38.94
Bonham Elementary	Simmons, Rona	Achieve 180	64	3361.18	92.7%	52.52	64	2240.49	95.1%	35.01
Bruce Elementary	Arreola, Dana	Achieve 180	37	1916.07	92.8%	51.79	37	735.4	97.2%	19.88
Cook JR ES	Arreola, Dana	Achieve 180	45	1864.8	94.2%	41.44	45	2197.9	93.1%	48.84
Cullen Middle School	Robinson, Tarrynce	Achieve 180	35	1279.27	94.9%	36.55	35	1334.9	94.6%	38.14
Dogan Elementary	Roede, Katherine	Superintendent's Schools	39	2328.25	91.7%	59.70	39	805.25	97.1%	20.65
Edison Middle School	Martinez, Hilarion	Achieve 180	41	2705.9	90.8%	66.00	41	1058.55	96.4%	25.82
Foerster Elementary	Simmons, Rona	Achieve 180	46	1501.38	95.5%	32.64	46	2433.42	92.6%	52.90
Fondren Elementary	Simmons, Rona	Achieve 180	26	748.61	96.0%	28.79	26	945.1	94.9%	36.35
Forest Brook Middle School	Arreola, Dana	Achieve 180	57	2880	93.0%	50.53	57	2248.77	94.5%	39.45
Gallegos Elementary	Martinez, Hilarion	Achieve 180	26	1831.25	90.2%	70.43	26	819.55	95.6%	31.52
Gregory-Lincoln Ed Ctr	Robinson, Tarrynce	Achieve 180	43	2307.83	92.5%	53.67	43	1242.83	95.9%	28.90
H S Ahead Academy	Robinson, Tarrynce	Achieve 180	12	605.1	93.0%	50.43	12	480.25	94.4%	40.02
Henry Middle School	Roede, Katherine	Superintendent's Schools	58	2646.82	93.7%	45.63	58	2521	93.9%	43.47
Highland Heights Elementary	Roede, Katherine	Superintendent's Schools	36	1177.12	95.5%	32.70	36	1923.75	92.5%	53.44
Hilliard EL	Arreola, Dana	Achieve 180	39	2251.88	92.0%	57.74	39	1934.33	93.0%	49.60
Kashmere Gardens Elementary	Arreola, Dana	Achieve 180	24	517.12	97.0%	21.55	24	726.77	95.7%	30.28
Kashmere High School	Johnson, Rhonda	Superintendent's Schools	49	2275.9	93.5%	46.45	49	1420	95.9%	28.98
Key Middle School	Robinson, Tarrynce	Achieve 180	48	2220.05	93.6%	46.25	48	2198.75	93.6%	45.81
Lawson Middle School	Simmons, Rona	Achieve 180	65	3151.73	93.3%	48.49	65	1677.07	95.4%	25.80
Lewis Elementary	Simmons, Rona	Achieve 180	50	1863.42	94.8%	37.27	50	2065.65	94.2%	41.31
Liberty High School	Martinez, Hilarion	Achieve 180	23	634	96.2%	27.57	23	378.5	97.7%	16.46
Looscan Elementary	Martinez, Hilarion	Achieve 180	25	740	95.9%	29.60	25	1052.25	94.1%	42.09
Mading Elementary	Roede, Katherine	Superintendent's Schools	34	1462.24	94.0%	43.01	34	738.45	96.9%	21.72
Madison High School	Robinson, Tarrynce	Achieve 180	105	6004.66	92.1%	57.19	105	5195.29	93.1%	49.48
Martinez C Elementary	Martinez, Hilarion	Achieve 180	34	1803	92.6%	53.03	34	1050.07	95.7%	30.88
Milby High School	Martinez, Hilarion	Achieve 180	96	5776.75	91.6%	60.17	96	4094.85	94.0%	42.65
Montgomery Elementary	Robinson, Tarrynce	Achieve 180	41	1863.13	93.7%	45.44	41	1326.25	95.5%	32.35
North Forest High School	Arreola, Dana	Achieve 180	56	2225.25	94.5%	39.74	56	1922.23	95.2%	34.33
Pugh Elementary	Martinez, Hilarion	Achieve 180	26	577.74	96.9%	22.22	26	950.8	94.9%	36.57
Sharpstown High School	Arreola, Dana	Achieve 180	84	3997.41	93.4%	47.59	84	3636.91	93.9%	43.30
Stevens Elementary	Martinez, Hilarion	Achieve 180	46	2050.26	93.8%	44.57	46	1068.75	96.7%	23.23
Victory Prep Academy South	Robinson, Tarrynce	Achieve 180	15				15			
Victory Prep K-8 Academy	Martinez, Hilarion	Achieve 180	18				18			
Washington BT High School	Robinson, Tarrynce	Achieve 180	47	2,685	92.1%	57.13	47	2661	92.0%	56.62
Wesley Elementary	Roede, Katherine	Superintendent's Schools	20	909	93.7%	45.44	20	601.41	95.8%	30.07
Westbury High School	Simmons, Rona	Achieve 180	127	5,168	94.3%	40.69	127	4837.85	94.6%	38.09
Wheatley High School	Johnson, Rhonda	Superintendent's Schools	55	2925.46	92.6%	53.19	55	2348.5	94.0%	42.70
Woodson School	Johnson, Rhonda	Superintendent's Schools	41	2023.45	93.1%	49.35	41	1787.38	93.9%	43.59
Worthing High School	Johnson, Rhonda	Superintendent's Schools	50	2947.34	91.8%	58.95	50	1161.41	96.7%	23.23
Yates High School	Arreola, Dana	Achieve 180	54	1722.05	95.6%	31.89	54	2469	93.6%	45.72
Young Elementary	Simmons, Rona	Achieve 180	22	1,121	92.9%	50.97	22	992.55	93.7%	45.12

*Staff Count for 2016-17 uses 2017-18 count as 2016-17 is unavailable.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

INSTRUCTIONAL EXCELLENCE

LITERACY

- Secondary Curriculum's Literacy Teacher Development Specialists have been re-allocated with additional time at Achieve 180 secondary schools to ensure that Spring reading intervention needs are met.

- On 1/9/18, Elementary Curriculum hosted Literacy Leadership training in partnership with Scholastic for SSOs, Principals, Literacy Coaches and Literacy Teacher Development Specialists at: Woodson PK-8, Blackshear ES, Wesley ES, Highland Heights ES, Mading ES, Dogan ES, Bruce ES, Cook ES, Hilliard ES, Kashmere Gardens ES, Gregory-Lincoln PK-8, Montgomery ES, Gallegos ES, Looscan ES, C. Martinez ES, Bonham ES, Foerster ES, and Fondren ES.

- An Achieve 180 Librarian Support Meeting was held on 1/10/18. Schools that participated were: Henry MS, North Forest HS, Mading ES, Cook ES, Yates HS, Lewis ES, Washington HS (presenter), Bonham ES, Dogan ES, Foerster ES, C. Martinez ES.

CURRICULUM IMPLEMENTATION & INSTRUCTIONAL DELIVERY

- 23 Achieve 180 teachers and 1 Achieve 180 SSO attended the Social Studies "For Teacher By Teachers" conference on 1/20/18. Guest speakers, instructional materials demos and networking with educators from within and outside of the district were some of the key activities at the conference.

- The Secondary Curriculum and Development leadership team worked with Area Superintendent Pruitt (Achieve 180 Office) to develop a teacher training plan for Achieve 180 content development and instructional support. Teachers will design lesson plans and practices, aligned to current data available, to reteach and spiral low-performing TEKS into instruction; teachers will preview and plan next units aligned to the resources and best practices in the HISD Master Courses; teachers will participate in "at-bats" in order to practice teaching content prior to going "live" with students; campus leaders will participate in an end-of-day closing session to reflect on the learning to support implementation. ***Attachment***

- The Elementary Curriculum and Development leadership team worked with Area Superintendent Pruitt (Achieve 180 Office) to develop training for elementary school teachers and leaders. Teachers will design lesson plans and practices, aligned to current data available, to reteach and spiral low-performing TEKS into instruction; teachers will preview and plan for new TEKS aligned to the resources and best practices in the HISD Unit Planning Guides; teachers will participate in "at-bats" in order to practice teaching content prior to going "live" with students; leaders will participate in an end-of-day closing session to reflect on the learning to support implementation. ***Attachment***

- Wednesday Extended-day PD for January included: Literacy Best Practices: Small Group Instruction (1/10/18), Curriculum Planning with a Literacy Focus (1/17/18), a campus-designed Flex Day (1/24/18) and Data Dig: Middle-of-Year Renaissance Screener Data, Snapshot Data (1/31/18). ***Attachment***

HISD | Secondary Curriculum and Development
ALIGN. ADVANCE. ENGAGE.

Achieve 180 Grade Level and Content Area Cohort Collaboration

Middle and High School Teachers

Goals:

- Teachers will participate in learning experiences to deepen content knowledge centered around spring standards and in collaboration with others who teach the same course.
- Teachers will design lesson plans and practices, aligned to current data available, to reteach and spiral low-performing TEKS into instruction
- Teachers will preview and plan for new TEKS aligned to the resources and best practices in the HISD Master Courses
- Teachers will participate in "at-bats" in order to practice teaching content in safe and supportive learning environment prior to going "live" with students
- Campus leaders will participate in an end-of-day closing session to reflect on the learning to support implementation

Registration:

Teachers should register for the appropriate course via OneSource list below.

Structure of Day:

8:00-8:15	Welcome and introduction by School Support Officers and Secondary Curriculum and Development Leaders
8:15-10:15	Participate in learning experiences to deepen content knowledge centered around spring standards. Design lesson plans and practices, aligned to current data available, to reteach and spiral low-performing TEKS into instruction
10:15-12:00	Preview and plan for new TEKS aligned to the resources and best practices in the Master Courses.
12:00-1:00	Lunch on own
1:00-1:45	Continue to preview and plan for new TEKS aligned to the resources and best practices in the HISD Master Courses
1:45-2:45	Participate in "at-bats" in order to practice teaching content in safe and supportive learning environment.
2:45-3:30	Share and reflect in school teams with a campus leaders.

What to bring?

- Laptop
- Lesson Planning Templates
- Current DLA, Snapshot, Universal Screener, and other formative assessment data

DRAFT

Dates and Locations—Session One

Grade Level	Content Area	Date	Location	OneSource Registration
Grade 6	Mathematics	Tuesday, January 30th	Key MS	938015
Grade 7	Mathematics	Tuesday, January 30th	Key MS	938012
Grade 8	Mathematics	Tuesday, January 30th	Key MS	938009
Middle School	Science	Tuesday, January 30th	Gregory Lincoln	938001
Grade 6	English Language Arts	Thursday, February 1st	Gregory Lincoln	938013
Grade 7	English Language Arts	Thursday, February 1st	Gregory Lincoln	938016
Grade 8	English Language Arts	Thursday, February 1st	Gregory Lincoln	938017
Grade 6-8	Social Studies	Thursday, February 1st	Key MS	938014
High School	Mathematics --Geometry	Tuesday, January 30th	North Forest HS	938006
High School	Mathematics --Algebra I	Tuesday, January 30th	North Forest HS	938008
High School	Mathematics --Algebra II	Tuesday, January 30th	North Forest HS	938004
High School	Science	Tuesday, January 30th	Milby HS	938002
High School	English Language Arts – ENG I	Thursday, February 1st	Milby HS	938018
High School	English Language Arts --ENG II	Thursday, February 1st	Milby HS	938019
High School	English Language Arts --ENG III & IV	Thursday, February 1st	Milby HS	938020
Grades 9-12	Social Studies	Thursday, February 1st	North Forest HS	938010

Dates and Locations—Session Two

What to bring?

- Laptop
- Lesson Planning Templates
- Released STAAR assessment data, Snapshot, and other formative assessment data
- *Artifacts from Session One*

Grade Level	Content Area	Date	Location	OneSource Registration
Grade 6	Mathematics	Tuesday, February 27th	Key MS	938015
Grade 7	Mathematics	Tuesday, February 27th	Key MS	938012
Grade 8	Mathematics	Tuesday, February 27th	Key MS	938009
Middle School	Science	Tuesday, February 27th	Gregory Lincoln	938001
Grade 6	English Language Arts	Thursday, March 1st	Gregory Lincoln	938013
Grade 7	English Language Arts	Thursday, March 1st	Gregory Lincoln	938016
Grade 8	English Language Arts	Thursday, March 1st	Gregory Lincoln	938017
Grade 6-8	Social Studies	Thursday, March 1st	Key MS	938014
High School	Mathematics --Geometry	Tuesday, February 27th	North Forest HS	938006

High School	Mathematics --Algebra I	Tuesday, February 27th	North Forest HS	938008
High School	Mathematics --Algebra II	Tuesday, February 27th	North Forest HS	938004
High School	Science	Tuesday, February 27th	Milby HS	938002
High School	English Language Arts – ENG I	Thursday, March 1st	Milby HS	938018
High School	English Language Arts --ENG II	Thursday, March 1st	Milby HS	938019
High School	English Language Arts --ENG III & IV	Thursday, March 1st	Milby HS	938020
Grades 9-12	Social Studies	Thursday, March 1st	North Forest HS	938010

Dates and Locations—Session Three

What to bring?

- Laptop
- Lesson Planning Templates
- Current Snapshot and other formative assessment data
- *Artifacts from Session Two*

Grade Level	Content Area	Date	Location	OneSource Registration
Grade 6	Mathematics	Tuesday, March 27th	Key MS	938015
Grade 7	Mathematics	Tuesday, March 27th	Key MS	938012
Grade 8	Mathematics	Tuesday, March 27th	Key MS	938009
Middle School	Science	Tuesday, March 27th	Gregory Lincoln	938001
Grade 6	English Language Arts	Thursday, March 29th	Gregory Lincoln	938013
Grade 7	English Language Arts	Thursday, March 29th	Gregory Lincoln	938016
Grade 8	English Language Arts	Thursday, March 29th	Gregory Lincoln	938017
Grade 6-8	Social Studies	Thursday, March 29th	Key MS	938014
High School	Mathematics --Geometry	Tuesday, March 27th	North Forest HS	938006
High School	Mathematics --Algebra I	Tuesday, March 27th	North Forest HS	938008
High School	Mathematics --Algebra II	Tuesday, March 27th	North Forest HS	938004
High School	Science	Tuesday, March 27th	Milby HS	938002
High School	English Language Arts – ENG I	Thursday, March 29th	Milby HS	938018
High School	English Language Arts --ENG II	Thursday, March 29th	Milby HS	938019
High School	English Language Arts --ENG III & IV	Thursday, March 29th	Milby HS	938020
Grades 9-12	Social Studies	Thursday, March 29th	North Forest HS	938010

HISD | Elementary Curriculum and Development

INSPIRING TEACHING, IGNITING LITERACY & LEARNING.

Achieve 180 Grade Level and Content Area Cohort Collaboration

Goals:

- Teachers will design lesson plans and practices, aligned to current data available, to reteach and spiral low-performing TEKS into instruction
- Teachers will preview and plan for new TEKS aligned to the resources and best practices in the HISD Unit Planning Guides
- Teachers will participate in "at-bats" in order to practice teaching content in safe and supportive learning environment prior to going "live" with students
- Campus leaders will participate in an end-of-day closing session to reflect on the learning to support implementation

Registration:

Teachers should register for the appropriate course via OneSource list below. Registration is for all three dates to ensure consistency of participants.

Structure of Day:

8:00-8:15	Welcome and introduction by School Support Officers and Elementary Curriculum and Development Leaders
8:15-10:15	Design lesson plans and practices, aligned to current data available, to reteach and spiral low-performing TEKS into instruction
10:15-12:00	Preview and plan for new TEKS aligned to the resources and best practices in the HISD Unit Planning Guides
12:00-1:00	Lunch on own
1:00-1:45	Continue to preview and plan for new TEKS aligned to the resources and best practices in the HISD Unit Planning Guides
1:45-2:45	Participate in "at-bats" in order to practice teaching content in safe and supportive learning environment prior to going "live" with students
2:45-3:30	Sharing and reflections in school teams with a campus leader

What to bring?

- Laptop
- Lesson Planning Templates
- Current DLA, Snapshot, Universal Screener, and other formative assessment data

Dates and Locations—Session One

Grade Level	Content Area	Date	Location	OneSource Registration
Grade 3	Reading	Thursday, February 1st	Cook Elementary 7115 Lockwood	# 932001
Grade 4	Reading	Thursday, February 1st	Edison Middle 6901 Ave I	# 932002
Grade 5	Reading	Thursday, February 1st	Gallegos Elementary 7415 Harrisburg Blvd	# 932003
Grade 4	Writing	Thursday, February 1st	Edison Middle 6901 Ave I	# 935002
Grade 3	Math	Monday, January 29th	Cook Elementary 7115 Lockwood	# 934006
Grade 4	Math	Monday, January 29th	C Martinez Elementary 901 Hays Street	# 934007
Grade 5	Math	Monday, January 29th	Gallegos Elementary 7415 Harrisburg Blvd	# 934008
Grade 5	Science	Tuesday, January 30th	Young Elementary 3555 Bellfort Ave	# 935001

Dates and Locations—Session Two

What to bring?

- Laptop
- Lesson Planning Templates
- Released STAAR assessment data, Snapshot, and other formative assessment data
- *Artifacts from Session One*

Grade Level	Content Area	Date	Location	OneSource Registration
Grade 3	Reading	Thursday, March 1st	Cook Elementary 7115 Lockwood	# 932001
Grade 4	Reading	Thursday, March 1st	Edison Middle 6901 Ave I	# 932002
Grade 5	Reading	Thursday, March 1st	Gallegos Elementary 7415 Harrisburg Blvd	# 932003
Grade 4	Writing	Thursday, March 1st	Edison Middle 6901 Ave I	# 935002
Grade 3	Math	Monday, February 26th	Cook Elementary 7115 Lockwood	# 934006
Grade 4	Math	Monday, February 26th	C Martinez Elementary 901 Hays Street	# 934007
Grade 5	Math	Monday, February 26th	Gallegos Elementary 7415 Harrisburg Blvd	# 934008
Grade 5	Science	Tuesday, February 27th	Young Elementary 3555 Bellfort Ave	# 935001

Dates and Locations—Session Three

What to bring?

- Laptop
- Lesson Planning Templates
- Current Snapshot and other formative assessment data
- *Artifacts from Session Two*

Grade Level	Content Area	Date	Location	OneSource Registration
Grade 3	Reading	Thursday, March 29th	Cook Elementary 7115 Lockwood	# 932001
Grade 4	Reading	Thursday, March 29th	Edison Middle 6901 Ave I	# 932002
Grade 5	Reading	Thursday, March 29th	Gallegos Elementary 7415 Harrisburg Blvd	# 932003
Grade 3	Math	Monday, March 26th	Cook Elementary 7115 Lockwood	# 934006
Grade 4	Math	Monday, March 26th	C Martinez Elementary 901 Hays Street	# 934007
Grade 5	Math	Monday, March 26th	Gallegos Elementary 7415 Harrisburg Blvd	# 934008
Grade 5	Science	Tuesday, March 27th	Young Elementary 3555 Bellfort Ave	# 935001

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

Spring Wednesday PD for Teachers at Achieve 180 Campuses

Date	Session	Receive Materials	TOT Session Attendees
January 10, 2018	**Literacy Best Practices** (Small Group Instruction)	**December 22, 2017**	TDS attends TOT and collaborates with principal to prepare for session.
January 17, 2018	**Curriculum Planning** (Literacy Focus)	**December 22, 2017**	TDS attends TOT and collaborates with principal to prepare for session.
January 24. 2018	**Flex Day**	**December 18, 2017** Elem/Sec Options	Leadership team will collaborate with TDS to determine sessions.
January 31, 2018	**Data Dig – Snapshot, MOY Screener**	**January 19, 2018**	**TOT - January 19, 2018** Formative Assessment Coordinator Teacher Development Specialist
February 7, 2018	**Intervention Planning**	**January 26, 2018**	TDS attends TOT and collaborates with principal to prepare for session.
February 14, 2018	**Happy Valentine's Day** ***(PD Session Cancelled)***		
February 21, 2018	**Flex Day**	**December 18, 2017** Elem/Sec Options	Leadership team will collaborate with TDS to determine sessions.
February 28, 2018	**Data Dig – Release STAAR Assessment**	**February 16, 2018**	**TOT - February 16, 2018** Formative Assessment Coordinator Teacher Development Specialist
March 7, 2018	**High Leverage Standards**	**February 23, 2018**	TDS attends TOT and collaborates with principal to prepare for session.
March 14, 2018	**Spring Break** ***(PD Session Cancelled)***		
March 21, 2018	**Looking at Student Work**	**March 2 2018**	TDS attends TOT and collaborates with principal to prepare for session.
March 28, 2018	**Curriculum Planning**	**March 9, 2018**	TDS attends TOT and collaborates with principal to prepare for session.
April 4, 2018	**Flex Day**	**December 18, 2017** Elem/Sec Options	Leadership team will collaborate with TDS to determine sessions.
April 11, 2018	**STAAR Assessment** ***(No Wednesday PD Session)***		
April 18, 2018	**Curriculum Planning**	**April 6, 2018**	TDS attends TOT and collaborates with principal to prepare for session.
April 25, 2018	**Flex Day**	**December 18, 2017** Elem/Sec Options	Leadership team will collaborate with TDS to determine sessions.
May 2, 2018	**Curriculum Planning**	**April 20, 2018**	TDS attends TOT and collaborates with principal to prepare for session.
May 9, 2018	**Flex Day**	**December 18, 2017** Elem/Sec Options	Leadership team will collaborate with TDS to determine sessions.
May 16, 2018	**STAAR Assessment** ***(No Wednesday PD Session)***		
May 23, 2018	**Data Dig** (Looking Ahead 2018-2019)	**May 4, 2018**	**TOT – April 20, 2018** Formative Assessment Coordinator Teacher Development Specialist

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

SCHOOL DESIGN

INTERVENTIONS (ACADEMIC & BEHAVIOR)

- On 1/10/18, principals in the Superintendent's Schools Office received training in using all-inclusive schoolwide data sets to determine the needs of different students. They also learned how to group and monitor these students in OnTrack, and how they can use resources such as Goalbook to equip teachers with scaffolds, supports and Universal Design for Learning techniques to better meet the needs of all learners, both in Tier 1 contexts and interventions. Several schools requested the same training for their schools (Wheatley HS, Kashmere HS and Woodson PK-8). Wheatley HS occurred on 1/11/18; Kashmere had to be rescheduled due to the cancellation of school on 1/16/18 and 1/17/18, and Woodson occurred on 1/31/18.

- Multilingual Specialists provided the following supports to Achieve 180 schools: 1/8/18 and 1/9/18, Wheatley HS and Key MS: professional development in the use of ELLevation, which offers classroom instructional strategies to facilitate sheltered instruction for English Language Learners; 1/9/18, Henry MS: observational coaching and input related to vocabulary development; 1/9/18 and 1/10/18, instructional coaching at Worthing HS, Kashmere HS and Milby HS; 1/10/18 and 1/11/18, worked with the admin teams at Kashmere HS and Washington HS to plan Spring 2018 teacher training; 1/11/18, collaborated with Westbury HS and Sharpstown HS to develop a TELPAS plan for Spring, and then met with each school for TELPAS writing PD and supports for refugee students; 1/11/18 and 1/12/18, coaching and materials for sheltered instruction for teachers of newcomers at Madison HS.

BLENDED LEARNING

- PowerUp Pros kicked off on 1/18/18. Each Achieve 180 high school was invited to send 2 staff members to be part of a cohort/PLC to increase expertise in digital learning and digital transformation. This is facilitated by the Instructional Tech team with stipends provided through a grant from the Ed Tech team.

- Imagine Learning Language and Literacy usage for the 1st semester was analyzed during a mid-year check in on January 24th. Schools with the highest usage (greater than 85% of students) are: Bonham ES, Hilliard ES, Fondren ES, Looscan ES, Stevens ES, Highland Heights ES, Gallegos ES, and Lewis ES. Edison MS had the highest usage among secondary schools, at 73%. (Secondary schools will have lower percentages of use as the target group is students with a lexile below 750.) ***Attachment***

GLOBAL GRADUATE COLLEGE & CAREER READINESS OPPORTUNITIES

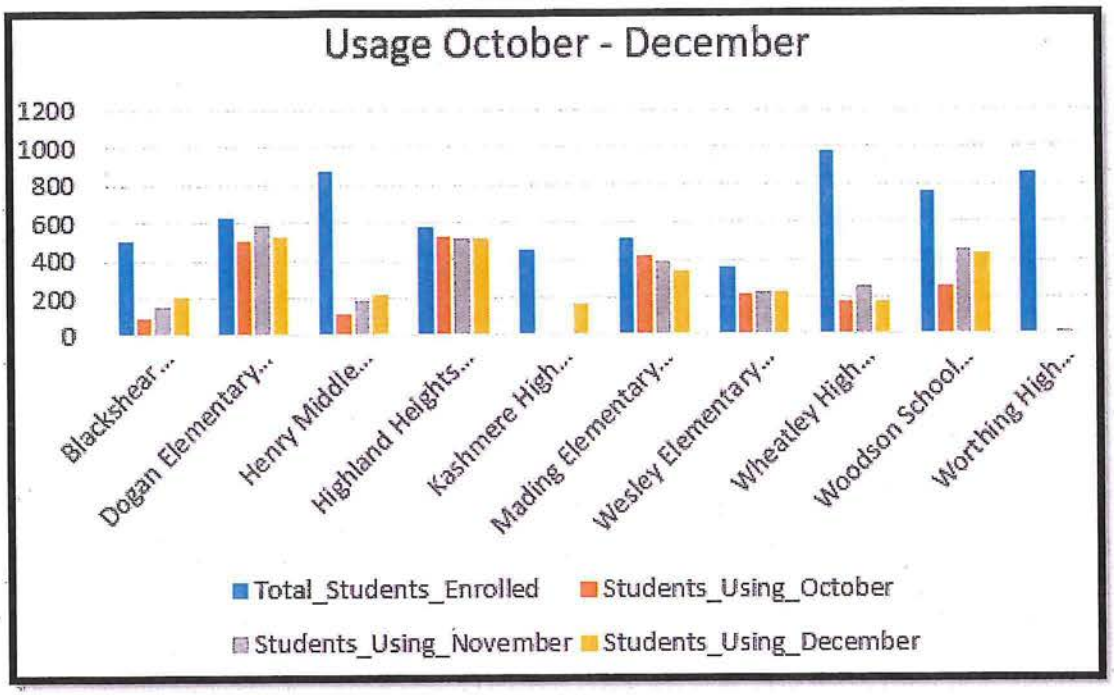
- DiscoverU staff are in place in all Achieve 180 high schools this month, connecting students to summer, weekend and after-school enrichment programs.

- Of the 3025 Achieve 180 seniors, as of 1/22/18 46% have completed applications to 2-year and/or 4-year colleges and 28% have submitted FAFSA and/or TAFSA applications. The highest application rate is at Worthing HS, where 68% of seniors have applied to college so far. ***Attachment***

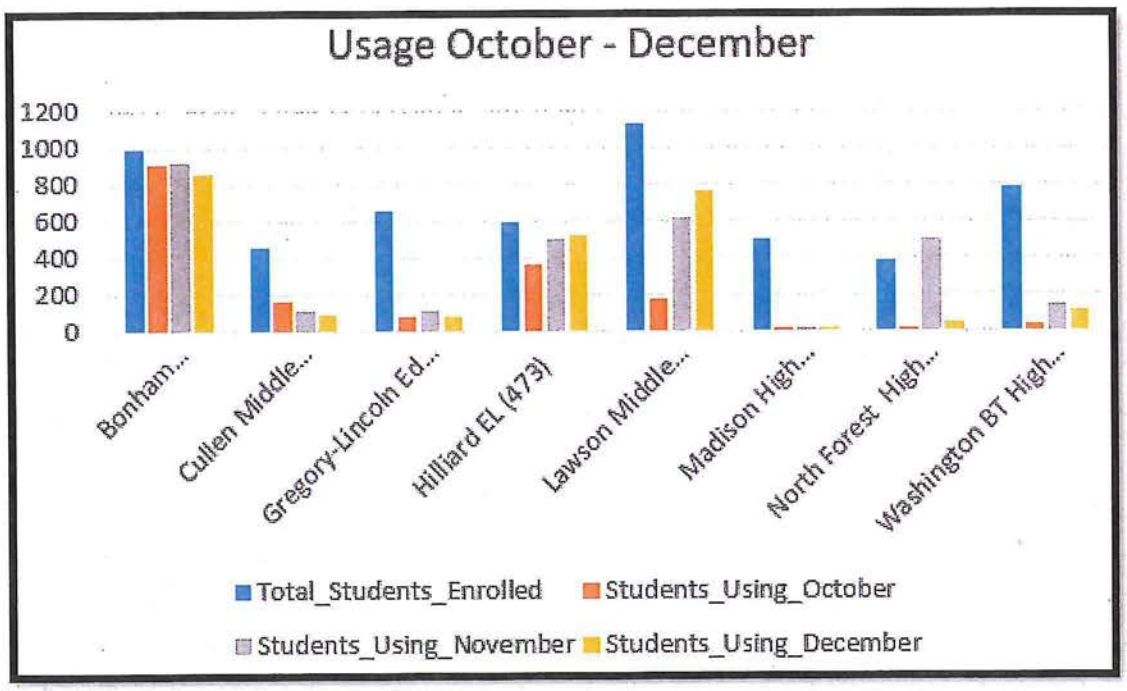
- Achieve 180 schools participating in HISD's first Elementary School College Week are: Dogan ES, Highland Heights ES, Blackshear ES, Mading ES, Hilliard ES, Bonham ES, Gregory-Lincoln PK-8, Looscan ES, Montgomery ES, Stevens ES, Kashmere Gardens ES, Cook ES, Bruce ES, C. Martinez ES, Gallegos ES, and Bellfort ECC.

Imagine Language + Literacy Usage: Achieve 180

Superintendent Schools

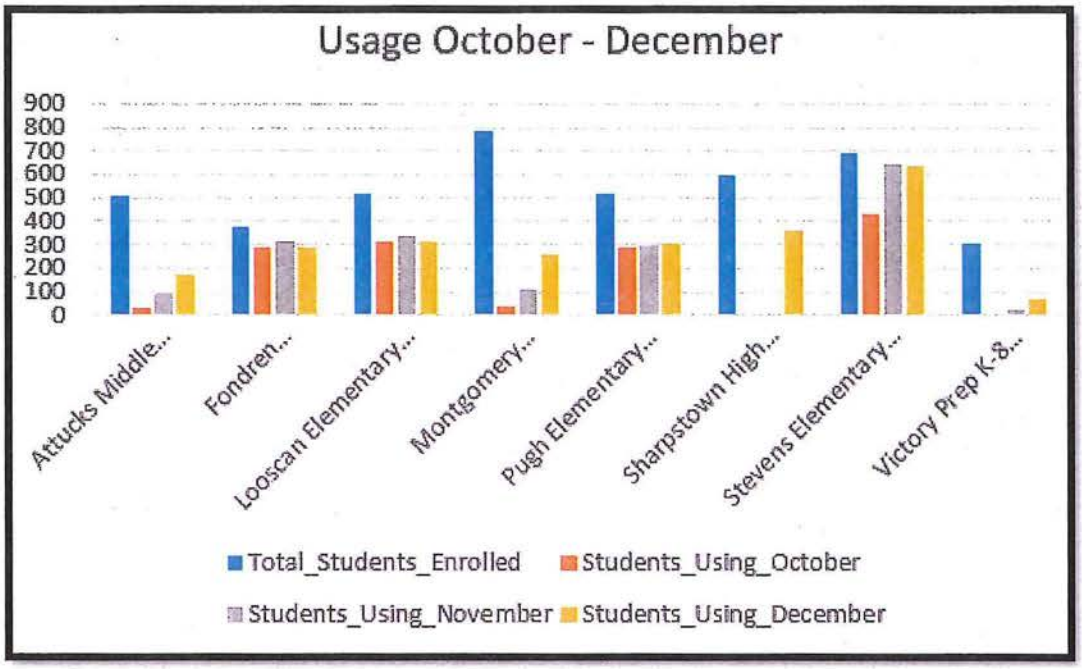


Primary Schools

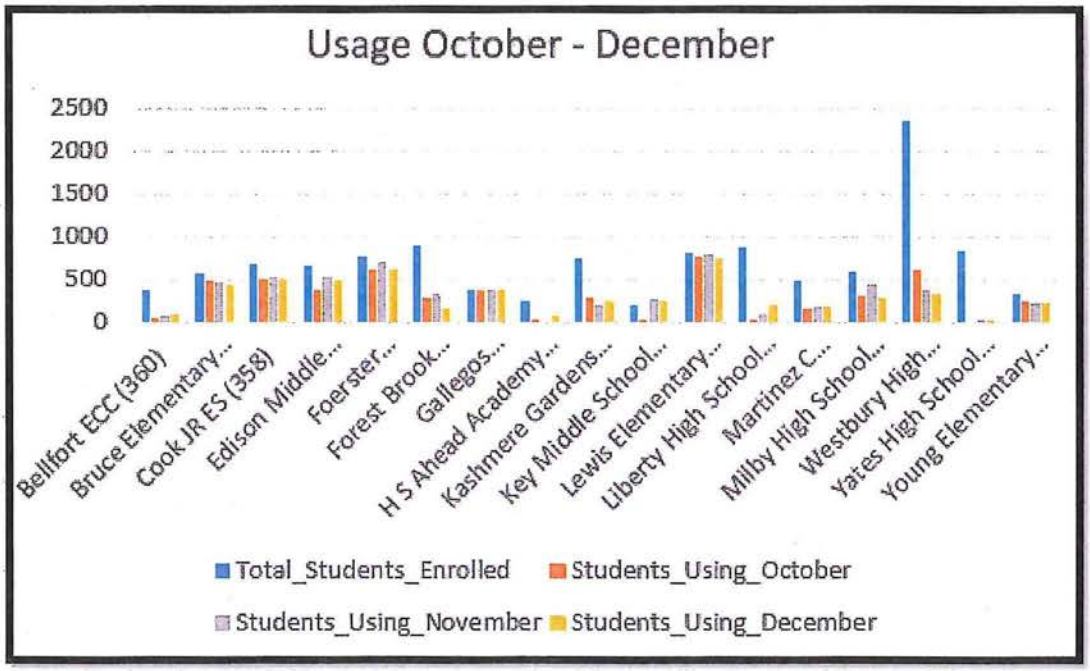


Imagine Language + Literacy Usage: Achieve 180

Secondary Schools



Tertiary Schools



Achieve 180 Campuses Usage

Type	Organization	Total_Students_Enrolled	Students_Using	%_Students_Using	Scaled_Score_Change	Students_Using_MoreThan80	%_Students_Using_MoreThan80	Students_Using_Between40and80	%_Students_Using_Between40and80	Students_Using_LessThan40	%_Students_Using_LessThan40
Primary	Bonham Elementary (111)	997	857	86%	58	12	1%	115	13%	730	85%
Primary	Cullen Middle School (044)	460	82	18%	34	0	0%	2	2%	80	98%
Primary	Gregory-Lincoln Ed Ctr (058)	653	71	11%	45	2	3%	17	24%	52	73%
Primary	Hilliard EL (473)	593	520	88%	40	6	1%	62	12%	452	87%
Primary	Lawson Middle School (075)	1132	762	67%	73	14	2%	129	17%	619	81%
Primary	Madison High School (010)	1665	2	0%	37	0	0%	0	0%	2	100%
Primary	North Forest High School (477)	1029	47	5%	51	0	0%	8	17%	39	83%
Primary	Washington BT High School (016)	785	106	14%	28	1	1%	11	10%	94	89%
Secondary	Attucks Middle School (041)	506	172	34%	9	2	1%	23	13%	147	85%
Secondary	Fondren Elementary (153)	377	290	77%	59	0	0%	4	1%	286	99%
Secondary	Looscan Elementary (197)	362	310	86%	47	0	0%	21	7%	289	93%
Secondary	Montgomery Elementary (207)	608	261	43%	41	0	0%	14	5%	247	95%
Secondary	Pugh Elementary (223)	413	305	74%	28	1	0%	25	8%	279	91%
Secondary	Sharpstown High School (023)	1717	358	21%	59	3	1%	9	3%	346	97%
Secondary	Stevens Elementary (245)	706	632	90%	47	9	1%	115	18%	508	80%
Secondary	Victory Prep K-8 Academy (489)	306	70	23%	1	6	9%	20	29%	44	63%
Superintendent's	Blackshear Elementary (110)	508	205	40%	30	0	0%	35	17%	170	83%
Superintendent's	Dogan Elementary (140)	626	524	84%	58	1	0%	67	13%	456	87%
Superintendent's	Henry Middle School (052)	876	212	24%	53	11	5%	64	30%	137	65%
Superintendent's	Highland Heights Elementary (174)	579	509	88%	72	65	13%	173	34%	271	53%
Superintendent's	Kashmere High School (007)	740	163	22%	13	3	2%	16	10%	144	88%
Superintendent's	Mading Elementary (203)	517	339	66%		10	3%	6	2%	323	95%
Superintendent's	Wesley Elementary (254)	361	230	64%	58	1	0%	18	8%	211	92%
Superintendent's	Wheatley High School (018)	978	170	17%	38	1	1%	6	4%	163	96%
Superintendent's	Woodson School (127)	761	433	57%	42	34	8%	68	16%	331	76%
Superintendent's	Worthing High School (019)	861	4	0%	18	0	0%	0	0%	4	100%
Tertiary	Bellfort ECC (360)	377	98	26%	35	0	0%	0	0%	98	100%
Tertiary	Bruce Elementary (121)	573	450	79%	52	2	0%	9	2%	439	98%
Tertiary	Cook JR ES (358)	676	516	76%	50	2	0%	34	7%	480	93%
Tertiary	Edison Middle School (046)	656	482	73%	51	7	1%	239	50%	236	49%
Tertiary	Foerster Elementary (271)	762	621	81%	58	5	1%	39	6%	577	93%
Tertiary	Forest Brook Middle School (476)	906	150	17%	40	1	1%	10	7%	139	93%
Tertiary	Gallegos Elementary (291)	381	371	97%	59	7	2%	93	25%	271	73%
Tertiary	H S Ahead Academy (456)	247	68	28%	0	0	0%	2	3%	66	97%
Tertiary	Kashmere Gardens Elementary (185)	409	247	60%	15	4	2%	17	7%	226	91%
Tertiary	Key Middle School (079)	685	255	37%	26	0	0%	7	3%	248	97%
Tertiary	Lewis Elementary (194)	816	739	91%	36	8	1%	88	12%	643	87%
Tertiary	Liberty High School (324)	364	196	54%	31	24	12%	35	18%	137	70%
Tertiary	Martinez C Elementary (289)	502	184	37%	18	0	0%	1	1%	183	99%
Tertiary	Milby High School (011)	1720	295	17%	27	0	0%	1	0%	294	100%
Tertiary	Westbury High School (017)	2361	335	14%	32	41	12%	77	23%	217	65%
Tertiary	Yates High School (020)	825	28	3%	0	0	0%	0	0%	28	100%
Tertiary	Young Elementary (247)	323	225	70%	58	1	0%	34	15%	190	84%

HISD College Readiness Weekly Benchmarks 01/22/2018

School Information					College Application Submissions as of 01/22/2018					FAFSA/TASFA Submissions as of 01/22/2018		Case Load Advised as of 12/11/17			
Region	SSO	Achieve 180	School	# Seniors	Unique Seniors with submitted 2 & 4 year ApplyTX, Coalition App, AND Common Application	% Unique Seniors with submitted 2 & 4 year ApplyTX, Coalition App, and Common Application	EOY Goal % '17-'18	Unique Seniors with submitted 4 year Apply TX, Coalition App AND Common App	% Unique Seniors with submitted 4 year Appl TX, Coalition App AND Common App	Total # Seniors with submitted FAFSA/TASFA	% Seniors with submitted FAFSA/TASFA	Number of Case Load Students	Number of Case Load Students Advised	% of Case Load Students Advised	Number of Case Load Students Not Advised
Superintendent's Schools	Rhonda Johnson	Superintendent's School	Kashmere	107	62	58%	77%	47	44%	36	34%	39	37	95%	2
Superintendent's Schools	Rhonda Johnson	Superintendent's School	Wheatley	185	87	47%	69%	62	34%	44	24%	75	63	84%	12
Superintendent's Schools	Rhonda Johnson	Superintendent's School	Worthing	173	118	68%	76%	77	45%	78	45%	59	52	88%	7
Achieve 180	Tarrynce Robinson	Primary	Madison	314	158	50%	72%	115	37%	103	33%	76	49	64%	27
Achieve 180	Dana Arreola	Primary	North Forest	211	108	51%	90%	69	33%	64	30%	66	48	73%	18
Achieve 180	Dana Arreola	Primary	Texas Connections	613	103	17%	30%	81	13%	108	18%	NA	NA	NA	NA
Achieve 180	Tarrynce Robinson	Primary	Washington	137	72	53%	85%	52	38%	44	32%	42	36	86%	6
Achieve 180	Dana Arreola	Secondary	Sharpstown	405	187	46%	89%	129	32%	99	24%	79	58	73%	21
Achieve 180	Hilarion Martinez	Tertiary	Liberty	39	24	62%	NA	13	33%	10	26%	NA	NA	NA	NA
Achieve 180	Hilarion Martinez	Tertiary	Milby	255	142	56%	79%	106	42%	73	29%	74	62	84%	12
Achieve 180	Tarrynce Robinson	Tertiary	Victory Prep - South	67	41	61%	35%	30	45%	21	31%	NA	NA	NA	NA
Achieve 180	Rona Simmons	Tertiary	Westbury	469	278	59%	75%	224	48%	151	32%	82	58	71%	24
Achieve 180	Dana Arreola	Tertiary	Yates	157	80	51%	77%	70	45%	49	31%	57	51	89%	6
				3025	1398	46%		1028	34%	844	28%	610	477	78%	133

*This number reflects applications submitted through ApplyTX and the Common Application, NOT applications submitted directly to the university, i.e. the HCC website.

These goals are based on historical data and conversations with campuses.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

SOCIAL & EMOTIONAL LEARNING SUPPORT

WRAPAROUND SERVICES

- Health and Medical Services Specialists conducted weekly trainings and campus support visits for newly hired nurses at Achieve 180 schools. Each newly hired nurse was assigned a mentor.
- Health and Medical Services created a partnership with the City of Houston Department of Health and Human Services wherein an hourly nurse surveys health needs and connects students at Washington HS and Wheatley HS with health care at school-based clinics at Hogg MS and Burbank MS in partnership with Memorial Hermann Hospital. Students receive health and sports physicals and vaccines at no cost.
- Highland Heights ES, Bruce ES and Mading ES nurses received asthma training and have a community health worker assigned from the City of Houston to work with parents and students, including home visits and education.
- Health and Medical Services continued ongoing communication with Yates HS and Legacy Health to facilitate placement of a school-based clinic by Legacy Community Partners. Physical and mental health services will be provided.
- HISD's Student Attendance department visited 23 Achieve 180 schools 55 times between 12/1/17 and 1/22/18. The team provided support to Graduation Support Committees and shared best practices related to attendance. In addition to site visits, the team provided phone, email and home visit contacts to 95 families. Schools visited were: Bellfort ECC, Attucks MS, Victory Prep South, Pugh ES, Madison HS, North Forest HS, Stevens ES, Young ES, Cullen MS, Gregory-Lincoln PK-8, Victory Prep K-8, Edison MS, Milby HS, Lawson MS, Washington HS, HS Ahead Academy MS, Bonham ES, Montgomery ES, C. Martinez ES, Key MS, Hilliard ES, Bruce ES and Lewis ES.
- The Student Assistance department provided support to pregnant students at: Sharpstown HS, Madison HS, Yates HS, North Forest HS, Milby HS, Key MS, Washington HS, Westbury HS, Liberty HS, Cullen MS and Attucks MS.
- On 1/23/18 Student Assistance presented at Milby HS's parent event. Resources related to attendance were shared.
- Training for Wraparound Services specialists and managers occurred during the week of 1/19-1/25. Topics included Cultural Proficiency, the Wraparound Model and how to leverage service providers.

TEACHING THE WHOLE CHILD

- Special Education Behavior Program Specialist conducted Circles (restorative justice) with students and teachers at Wesley ES.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

FAMILY & COMMUNITY EMPOWERMENT

FAMILY FRIENDLY SCHOOLS

- All A180 schools have been working toward completing the four foundation activities to become Family Friendly certified. 72% have completed their school walkthroughs. Pending are: Bruce ES, HS Ahead MS, Key MS, Gallegos ES, Montgomery ES, Sharpstown ES, Westbury HS, Woodson PK-8 and Young ES.

TWO-WAY COMMUNICATION

- 21 schools received additional PD "FACE Fundamentals 101": Attucks MS, Bellfort ECC, Bonham ES, Blackshear ES, Mading ES, Cook ES, Cullen MS, Dogan ES, Edison MS, Gregory-Lincoln PK-8, Henry MS, Kashmere Gardens ES, Lawson MS, Madison HS, Pugh ES, Wesley ES, Wheatley HS, Woodson PK-8, Yates HS and Young ES.

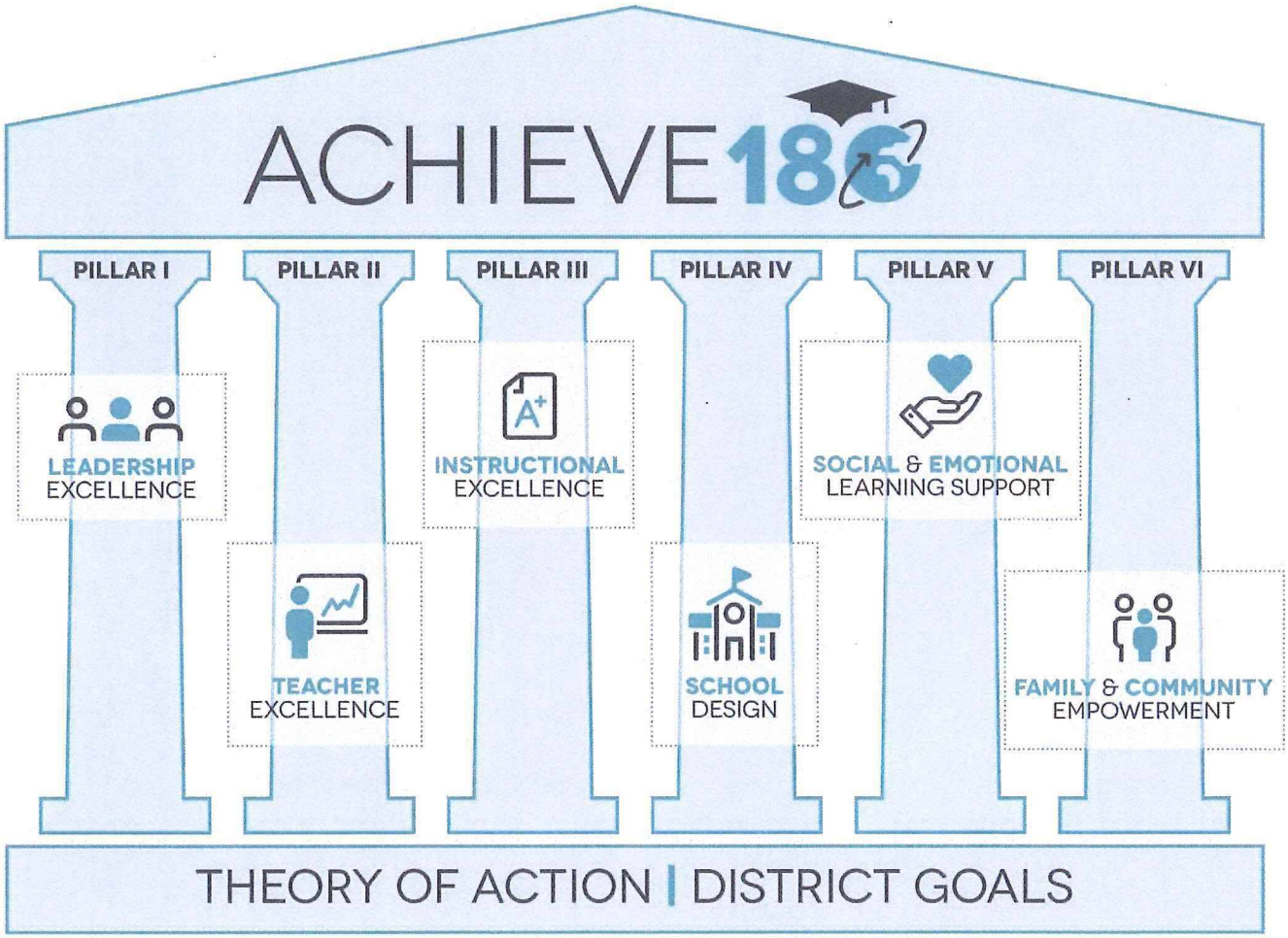
- The following campuses participated in Parent-Teacher Conference PD which included FAME strategies: Blackshear ES, Bonham ES, Edison MS, Forest Brook MS, Foerster ES, Fondren ES, Gregory-Lincoln PK-8, HS Ahead MS, Lewis ES, Liberty HS, Looscan ES, Madison HS, Milby HS, Washington HS, Woodson PK-8, Yates HS and Stevens ES.

- FACE has launched a new professional development series: Community Organizing 101. FACE Specialists presented this workshop to all Wraparound Specialists and Managers of the following schools: Yates HS, Henry MS, Mading ES, Wesley ES, Blackshear ES, Key MS, Westbury HS, Kashmere HS, Worthing HS, Highland Heights ES, Wheatley HS, Kashmere Gardens ES, and Cook ES. FACE has also presented directly to the following schools: Dogan ES and Henry MS.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE186

KASHMERE HIGH SCHOOL MONTHLY REPORT: JANUARY



HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE 180

LEADERSHIP EXCELLENCE

PRINCIPAL EFFECTIVENESS

- The Superintendent's Schools Office has launched a series of STELLAR nights, designed to improve leadership effectiveness of assistant principals, deans, and other campus leaders who support the principal. ***Attachment***

COLLABORATIVE SCHOOL SUPPORT

- Community of Practice (COP) visits for the Spring semester have been adapted to increase authenticity and improve focus on next steps. ***Attachment***
- Pre-Community of Practice Data Talks were added to the Community of Practice visits for the Spring semester. These data talks bring all stakeholders together around student case studies and campus-wide data, as well as the action steps that have occurred between the Fall and Spring visits to each campus. The Pre-COP Data Talk for Kashmere HS was held on 1/30/18. ***Attachment***
- The Achieve 180 Pillar Owners' cross functional stakeholders meeting was held on 1/12/18, with a focus on increasing all stakeholders' awareness of the work of the new Wraparound Services department.
- The Leadership Development department hosted the Executive Leadership Development Series for Area Superintendents, School Support Officers and Directors on 1/19/18. Topics included at this session were: File Review, Budget Practices, and presentations by each Schools Office area focusing on best practices.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE186

TEACHER
EXCELLENCE

PRIORITY TEACHER STAFFING (ATTRACT/HIRE)

- Kashmere High School currently has 3 teaching vacancies (Theater, English, Math).

SUPPORT AND RETENTION

- A full-day training was held for New Teacher Coaches on 1/11/18, providing development to the coaches in the areas of: needs assessments, coaching and observation and effective instructional practices. ***Attachment***
- Teacher attendance at Kashmere HS is at 95.9%, a 2.4% increase over last year.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

INSTRUCTIONAL EXCELLENCE

CURRICULUM IMPLEMENTATION & INSTRUCTIONAL DELIVERY

- Two Kashmere HS teachers attended the Social Studies "For Teachers, By Teachers" conference on 1/20/18. Guest speakers, instructional materials demos and networking with educators from within and outside of the district were some of the key activities at the conference.

- Achieve 180 Wednesday Extended-day PD for January included: Literacy Best Practices: Small Group Instruction (1/10/18), Curriculum Planning with a Literacy Focus (1/17/18), a campus-designed Flex Day (1/24/18) and Data Dig: Middle-of-Year Renaissance Screener Data, Snapshot Data (1/31/18). ***Attachment***

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE 180

SCHOOL DESIGN

INTERVENTIONS (ACADEMIC & BEHAVIOR)

- On 1/10/18, principals in the Superintendent's Schools Office received training in using all-inclusive schoolwide data sets to determine the needs of different students. They also learned how to group and monitor these students in OnTrack, and how they can use resources such as Goalbook to equip teachers with scaffolds, supports and Universal Design for Learning techniques to better meet the needs of all learners, both in Tier 1 contexts and interventions. Kashmere HS requested the same training for teachers. It was scheduled for 1/16/18 but needs to be rescheduled due to school being cancelled.

- Multilingual Specialists provided instructional coaching to the ESL teacher at Kashmere HS on 1/9/18 and 1/10/18.

BLENDED LEARNING

- Imagine Learning Language and Literacy usage for the 1st semester was analyzed during a mid-year check in on January 24th. Kashmere HS usage increased significantly in December, with 163 students using the program.

- As of 1/22/18, 80% of Kashmere HS students have accessed Achieve 3000 this year (personalized literacy platform).

GLOBAL GRADUATE COLLEGE & CAREER READINESS OPPORTUNITIES

- DiscoverU staff began working on-site at Kashmere HS this month, connecting students to summer, weekend and after-school enrichment programs.

- Of the 107 seniors at Kashmere HS, as of 1/22/18 58% have completed applications to 2-year and/or 4-year colleges and 34% have submitted FAFSA and/or TAFSA applications.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE 180

SOCIAL & EMOTIONAL LEARNING SUPPORT

WRAPAROUND SERVICES

- Training for Wraparound Services specialists and managers occurred during the week of 1/19-1/25. Topics included Cultural Proficiency, the Wraparound Model and how to leverage service providers. All Wraparound Specialists in the Kashmere HS feeder pattern were represented at the meeting.

HOUSTON INDEPENDENT SCHOOL DISTRICT

ACHIEVE180

FAMILY & COMMUNITY EMPOWERMENT

FAMILY FRIENDLY SCHOOLS

- All A180 schools have been working toward completing the four foundation activities to become Family Friendly certified. 72% have completed their school walkthroughs. Kashmere has completed 2 of the 4 activities (development of a parent-community-teacher group and school walk-through with community, staff and parents.)

TWO-WAY COMMUNICATION

- FACE has launched a new professional development series: Community Organizing 101. FACE Specialists presented this workshop to all Wraparound Specialists and Managers in the Kashmere HS feeder pattern.

Office of the Board of Education
Board of Education Meeting of February 8, 2018

Rhonda Skillern-Jones, President and District II Trustee

SUBJECT: **APPROVAL FOR THE BOARD OF EDUCATION TO APPOINT TRUSTEES TO SERVE AS REPRESENTATIVES TO OTHER ORGANIZATIONS FOR ONE- OR TWO-YEAR TERMS**

Members of the Houston Independent School District (HISD) Board of Education serve as representatives to various internal and external organizations. The HISD Board of Education is seeking approval to appoint trustees to these and other organizations for one- or two-year terms pursuant to BDB(LOCAL).

A list of committees and appointments 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 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 be given approval to appoint trustees to serve as representatives to other organizations for one- or two-year terms, effective February 9, 2018.

HOUSTON INDEPENDENT SCHOOL DISTRICT BOARD OF EDUCATION
2018 BOARD COMMITTEE APPOINTMENTS

Trustee	Officer	#1	#2	#3	#4
Rhonda Skillern-Jones	President	Texas Association of School Boards Board of Directors	Council of Urban Boards of Education Steering Committee	HISD Foundation	
Jolanda Jones	First Vice President	Budget Committee	Federal Legislative Committee	Public Facility Corporation	
Anne Sung	Second Vice President	Board Monitoring System/Policy Committee	Audit Committee	Special Education *ad hoc* Committee	
Sergio Lira	Secretary	Board Monitoring System/Policy Committee	State Legislative Committee	Council of Great City Schools	Texas Association of School Boards Alternate
Holly Maria Flynn Vilaseca	Assistant Secretary	Audit Committee	Special Education *ad hoc* Committee	Mexican-American School Boards Association Board of Directors	Public Facility Corporation
Wanda Adams		Federal Legislative Committee	Texas Association of School Boards Delegate	Harris County Appraisal District	
Diana Dávila		Budget Committee	Board Monitoring System/Policy Committee	Public Facility Corporation	
Susan Deigaard		Budget Committee	Audit Committee	State Legislative Committee	Federal Legislative Committee
Elizabeth Santos		State Legislative Committee	Gulf Coast Area Association of School Boards	Special Education *ad hoc* Committee	

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

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 February 9, 2018.

SUMMARY OF DONATIONS GREATER THAN $5,000

Donor	Receiving School/ Department	Donation Disbursement
Houston Texans	Braeburn Elementary School (ES), Helms ES, Memorial ES, Pugh ES, Red ES, Wharton Academy	Dual Language Literacy Program

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$8,000	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

The Houston Texans awarded $8,000 for six Houston Independent School District (HISD) schools. These funds are to be used to support dual language classes that are a part of the Leyendo con Telemundo Literacy program. These funds are to be used to support schools in increasing parental and community involvement through reading to students at the six schools. These funds may only be used as specified.

Children's Literacy Initiative (CLI)	Thurgood Marshall ES	Services and Supplies

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$134,912.25					In-Kind

Children's Literacy Initiative (CLI) has donated professional development services, and classroom materials at a value of $134,912.25, to Marshall ES. The services include professional development events, seminars on classroom culture and environment, intentional read aloud seminars, twenty-five hours of one-on-one coaching, ongoing teacher support for each of the 21 K–2 teachers, and campus leadership team meetings with CLI staff. The donation also includes a Read-Aloud Collection that comes with a collection guide, book rack, and book repair materials. This donation may only be used as intended.

Robert Bunge	Frank Black Middle School (MS)	Supplies and Materials

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$5,000	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

Robert Bunge has donated $5,000 to Black MS for supplies and materials. Mr. Bunge is a parent of a Black MS student and as an employee of Noble Energy, participates in the company's matching gifts program. All students are expected to benefit from this donation. The donation may only be used as intended.

SUMMARY OF DONATIONS GREATER THAN $5,000

Donor	Receiving School/ Department	Donation Disbursement
Black MS Parent-Teacher Organization (PTO)	Black MS	Field Trips for Students

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$10,000	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

The Black MS PTO has donated $10,000 to Black MS to provide field trips to students. The intent of the field trips is to provide all students the opportunity to enhance their learning through first-hand experiences outside of the classroom, as well as to connect what they are learning in the classroom with the world outside. The donation may only be used as intended.

The Stacey and Bo Porter SELF Foundation	Revere MS	After-School Program

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$6,000	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

The Stacey and Bo Porter SELF Foundation has donated $6,000 to Revere MS. The donation is intended to support Revere's after-school program. The donation will be used to provide extra-duty pay for a campus staff in the school's after-school program. These funds may only be used as specified.

Save the Children Federation Inc.	Barbara Jordan High School (HS)	Cosmetology Program Supplies and Materials

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$314,950.54			XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

The Save the Children Federation Inc. has donated $314,950.54 worth of supplies and materials to the cosmetology program at Barbara Jordan HS. The donated supplies and materials will be used for educational purposes by students and teachers. This donation may only be used as specified by the donor.

SUMMARY OF DONATIONS GREATER THAN $5,000

Donor	Receiving School/ Department	Donation Disbursement
Houghton Mifflin Harcourt	Middle and high schools c/o the HISD Secondary Curriculum and Development Department	Literacy Support

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$918,000					In-kind

Houghton Mifflin Harcourt has donated online licenses for HISD middle and high schools to have continued access to district-adopted online instructional materials. These funds are to be used to provide individual support to all middle and high school students in HISD, but especially for those who were impacted by Hurricane Harvey. Previously, HISD purchased a two-year extension of online licenses for Holt McDougal Literature. In a goodwill effort, because the state has postponed the adoption of English/Language Arts materials for an additional year, Houghton Mifflin Harcourt will provide the additional year extension on the licenses. The value of this donation is $918,000. These funds may only be used as specified.

U.S. Soccer Foundation	Project Chrysalis MS	Soccer

Total Value of Donation	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$60,000					In-Kind

The U.S. Soccer Foundation donated soccer field supplies to Project Chrysalis MS valued at $60,000. The donated supplies include one acrylic surface mini-pitch, two tamper-proof goals, fencing around the mini-pitch, and one windscreen. The purpose of this donation is to provide equity in access to high-quality programs and will benefit all students in the school. This donation may only be used as specified.

Total Value of Donations: $. ~~1,396,862.79~~ $1,456,862.79

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

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 February 9, 2018.

SUMMARY OF GRANTS GREATER THAN $5,000

Grantor	Receiving School/ Department	Grant Disbursement
Texas Education Agency (TEA)	Special Education Department	Individuals with Disabilities Education Act (IDEA)-B Formula

Total Value of Grant	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$2,678,663	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

TEA awarded HISD's Special Education Department an additional $2,678,663 to support the IDEA -B grant. IDEA-B Formula is a federal grant to support special-education programs. IDEA-B Formula provides supplemental resources to help local education agencies (LEA) ensure that eligible students (ages 3–21) with disabilities are provided with a free, appropriate public education as required by federal statute. This grant pays for payroll costs, professional contracted services, and other operating costs. The grant period is July 1, 2017, to September 30, 2018. These funds will be used district-wide and may only be used as specified in the grant.

TEA	Special Education Department	IDEA-B Preschool

Total Value of Grant	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$152,577	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

TEA awarded HISD's Special Education Department an additional $152,577 to support the IDEA-B Preschool, a federal entitlement grant to support special education for preschool children. IDEA-B Preschool provides supplemental resources to help LEAs ensure that eligible students (ages 3–5) with disabilities are provided with a free, appropriate public education as required by federal statute. This grant pays for payroll costs and professional contracted services. The grant period is July 1, 2017, to September 30, 2018. These funds may only be used as specified in the grant.

SUMMARY OF GRANTS GREATER THAN $5,000

Grantor	Receiving School/ Department	Grant Disbursement
U.S. Department of Health and Human Services Healthy Tomorrows Partnership for Children Program	Fonwood Early Childhood Center (ECC), Laurenzo ECC, Mistral ECC, and Health and Human Services Department	Partnering for Early Access for Success (PEAS) in a Pod

Total Value of Grant	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$11,288					See Detailed Budget

The purpose of the Healthy Tomorrows Partnership for Children grant program is to increase the number of innovative community-initiated programs that promote access to health care for children, youth, and their families nationwide, and to employ preventive health strategies. HISD was awarded a five-year project, entitled Partnering for Early Access for Success (PEAS) in a Pod, which will involve the partnership of community members and organizations, medical entities (both physicians and hospitals), universities, and the school district to ensure that the youth and families in the communities of Fonwood ECC, Laurenzo ECC, and Mistral ECC receive the direct services that they need to improve their health. These funds support the third year of the project. PEAS in a Pod will provide services to all youth in these communities, but will focus on three- and four-year-olds in order to ensure early childhood development and school readiness. The partnerships include Texas Children's Hospital Mobile Clinic, City of Houston (dental screenings), Can Do Houston (gardening services), Texas A&M AgriLife Extension Program (nutrition education), Houston Food Bank (food bank services), Scholastic Books, and Children's Defense Fund (Children's Health Insurance Program, Medicaid information, staff training, and materials). Matching funds will be provided by the district and partner organizations. The grant funds will pay for personnel (25 percent project coordinator), contracted services, supplies, materials, and travel to mandatory grantee meeting. Subsequent years will be awarded subject to availability of funds and satisfactory progress of the project. This grant covers the period from March 1, 2018–February 28, 2019. These funds may only be used as specified by the grant and cannot be used for any other purposes.

SUMMARY OF GRANTS GREATER THAN $5,000

Grantor	Receiving School/ Department	Grant Disbursement
University of North Texas (UNT)	Home Instruction for Parents of Preschool Youngsters (HIPPY) Office	HIPPY Program Support

Total Value of Grant	Fund	Cost Center	Functional Area	General Ledger	Internal Order
$35,454	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXXX

The UNT has awarded HISD a grant to support the district's HIPPY program. The HIPPY program offers educational enrichment opportunities to parents and children from disadvantaged backgrounds in HISD. HIPPY utilizes a home-based, family-focused model to help parents to prepare their children for academic success prior to enrolling in school. The grant funds will be used by the HIPPY program to purchase curriculum, supplies, and staff development. The grant period is September 1, 2017, through August 31, 2018. The grant funds may only be used as specified.

Total Value of Grants: $2,877,982.00

Detailed Budget
U.S. Department of Health and Human Services
Grant to
Healthy Tomorrows Partnership for Children Program (HTPCP) – PEAS in a POD

Fonwood Early Childhood Center (ECC)
Laurenzo ECC
Mistral ECC
Health and Human Services Department

Grantor	Budget String Object Description	Budget String					Amount
		Fund	Cost Center	Functional Area	GL	Internal Order	
HTPCP	Payroll	2890000000				5XXXXXXX3226	$1,975
HTPCP	Stipends	2890000000				5XXXXXXX3226	$2,478
HTPCP	Reading Materials	2890000000				5XXXXXXX3226	$500
HTPCP	Travel (in district)	2890000000				5XXXXXXX3226	$250
HTPCP	Travel (out of district)	2890000000				5XXXXXXX3226	$1,000
HTPCP	Equipment	2890000000				5XXXXXXX3226	$486
HTPCP	Refreshments/Foods	2890000000				5XXXXXXX3226	$125

HTPCP	Supplies	2890000000				5XXXXXXX3226	$500
HTPCP	Contractual	2890000000				5XXXXXXX3226	$3,974
						Total Costs	$11,288

Detailed Budget
University of North Texas (UNT)
Grant to
The Home Instruction for Parents of Preschool Youngsters (HIPPY) Program

Grantor	Budget String Object Description	Budget String					Amount
		Fund	Cost Center	Functional Area	GL	Internal Order	
University of North Texas	Contracted Services	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXX	$2,000
University of North Texas	Supplies and Materials	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXXX	$33,454
						Total Costs	$35,454

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of School Offices
Grenita Lathan, Chief Academic Officer

SUBJECT: **APPROVAL OF CONTRACT RENEWAL BETWEEN MEYERLAND PERFORMING AND VISUAL ARTS MIDDLE SCHOOL AND HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS FOR THE COMMUNITY YOUTH SERVICES PROGRAM FOR 2017–2018**

This agenda item seeks approval of the Houston Independent School District (HISD) Board of Education to renew a contract with Harris County Protective Services for Children and Adults (HCPSCA) for continuation of the Community Youth Services (CYS) program.

CYS is intended to improve the lives of youth and their families through advocacy, education, and personal empowerment. One youth services specialist will be provided to Meyerland Performing and Visual Arts Middle School. This specialist will provide crisis counseling and consultation to students and families; respond to appropriate referrals from the Texas Department of Family and Protective Services; assist families in voluntary facility placements outside of the home; provide resources information to district personnel concerning services for students and families; provide referrals to appropriate county services; serve as a liaison among HCPSCA, the Harris County Juvenile Probation Department, and the district; attend CYS unit, division, or agency meetings deemed necessary by HCPSCA and/or the district; attend training functions, orientation, or other meetings that are deemed necessary by HCPSCA and /or the district; provide additional counseling and social services deemed necessary for the best interest of the family by HCPSCA and/or the district; and keep, manage, and organize all reports, information, records, and other written materials necessary for the program.

COST/FUNDING SOURCE(S): The total cost for this program is not expected to exceed $39,909.96.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
Special Revenue	2100000000	1013055000	PS31300000000000	6299000000	500000003797	$39,909.96

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 renewal of a contract between Meyerland Performing and Visual Arts Middle School and Harris County Protective Services for Children and Adults for the Community Youth Services program for 2017–2018, effective February 9, 2018.

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of School Offices
Grenita Lathan, Chief Academic Officer

SUBJECT: **APPROVAL OF CONTRACT RENEWAL BETWEEN PARK PLACE ELEMENTARY SCHOOL AND HARRIS COUNTY PROTECTIVE SERVICES FOR CHILDREN AND ADULTS FOR THE COMMUNITY YOUTH SERVICES PROGRAM FOR 2017–2018**

This agenda item seeks approval of the Houston Independent School District (HISD) Board of Education to renew a contract with Harris County Protective Services for Children and Adults (HCPSCA) for continuation of the Community Youth Services (CYS) program.

CYS is intended to improve the lives of youth and their families through advocacy, education, and personal empowerment. One youth services specialist will be provided to Park Place Elementary School. This specialist will provide crisis counseling and consultation to students and families; respond to appropriate referrals from the Texas Department of Family and Protective Services; assist families in voluntary facility placements outside of the home; provide resources information to district personnel concerning services for students and families; provide referrals to appropriate county services; serve as a liaison among HCPSCA, the Harris County Juvenile Probation Department, and the district; attend CYS unit, division, or agency meetings deemed necessary by HCPSCA and/or the district; attend training functions, orientation, or other meetings that are deemed necessary by HCPSCA and /or the district; provide additional counseling and social services deemed necessary for the best interest of the family by HCPSCA and/or the district; and keep, manage, and organize all reports, information, records, and other written materials necessary for the program.

COST/FUNDING SOURCE(S): The total cost for this program is not expected to exceed $39,909.96.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
General Funds	1991010001	1012214000	PS31110000000000	6299000000	N/A	$39,909.96

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 renewal of a contract between Park Place Elementary School and Harris County Protective Services for Children and Adults for the Community Youth Services program for 2017–2018, effective February 9, 2018.

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Business Operations
Brian Busby, Chief Operating Officer

SUBJECT: **AUTHORITY TO NEGOTIATE, EXECUTE, AND AMEND A CONSTRUCTION MANAGER-AT-RISK CONTRACT RELATED TO BRAEBURN, JENNIE KOLTER, JAMES MITCHELL, AND WALTER SCARBOROUGH ELEMENTARY SCHOOLS**

On December 14, 2017, the Houston Independent School District (HISD) Board of Education approved a program budget realignment and reassignment of funds for the reconstruction of Braeburn, Jennie Kolter, James Mitchell, and Walter Scarborough Elementary Schools (ES). Facilities assessments have determined that catastrophic flood damage due to Hurricane Harvey, coupled with required increases in the elevation of the structures to prevent future flood damage, warrants the reconstruction of these campuses.

Texas Government Code Chapter 2269 allows school districts to utilize construction manager-at-risk (CMAR) as a delivery method for construction projects. The CMAR delivery method allows a general contractor to be selected and engaged to advise on constructability, cost savings, phasing, and scheduling during the design of a project. The preconstruction services provided by the CMAR enable the project team to make timely changes in the design as necessary based on cost information from subcontractors and product manufacturers, ensuring project efficiency and effectiveness. As the design is completed, the CMAR obtains competitive bids from subcontractors for each aspect of the work and submits a guaranteed maximum price (GMP) as the proposed construction cost. During construction, the CMAR oversees the work. Texas Government Code Section 2269.253 provides HISD with the option to utilize a one-step selection process in choosing a CMAR firm.

On May 14, 2015, the HISD Board of Education authorized the superintendent of schools or a designee to determine the construction delivery method for construction projects using factors approved by the HISD Board of Education, such as schedule, scope, and complexity. Following this process, the CMAR delivery method was determined to provide the best value for these projects.

Qualifications and fee proposals for CMAR services for Braeburn, Kolter, Mitchell, and Scarborough ES were requested on December 16, 2017, and were received January 16, 2018. Information received from construction firms was evaluated and ranked using HISD selection criteria approved by the HISD Board of Education on April 11, 2013, for this delivery method. The fee proposals were comprised of costs for construction-phase services fees and general conditions costs as a percentage of the GMP.

The attachment includes the recommended best value CMAR firm(s) for these projects and minority- and women-owned business enterprises (M/WBE) commitment. The overall M/WBE participation for construction will be tabulated once the project is competitively bid by the CMAR(s).

Approval of this item will authorize the superintendent of schools or a designee to negotiate, execute, and amend a contract (or contracts), including the acceptance of the GMP (or multiple GMPs in the case of phased work), in amounts not to exceed the overall budget for these projects.

In the event that the CMAR is unable to provide a GMP proposal that is acceptable to HISD or is unable to fulfill other obligations, the superintendent of schools or a designee is authorized to terminate negotiations and/or the agreement with that firm and negotiate, execute, and amend contracts with the next-highest-ranked best-value CMAR firm to obtain an acceptable GMP (or multiple GMPs in the case of phased work), in amounts not to exceed the overall budget for that project.

COST/FUNDING SOURCE(S):	The total cost shall not exceed the Braeburn, Kolter, Mitchell, and Scarborough ES project budgets and will be funded by the Reserve for Operations and Tax Increment Reinvestment Zone (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 authorizes the superintendent of schools or a designee to negotiate, execute, and amend a construction manager-at-risk contract for Braeburn, Jennie Kolter, James Mitchell, and Walter Scarborough ES, effective February 9, 2018.

CONSTRUCTION MANAGER-AT-RISK CONTRACT
2012 FACILITIES CAPITAL PROGRAM

PROJECT	CMAR FIRM	M/WBE COMMITMENT	PROJECT BUDGET
Braeburn Elementary School	Satterfield and Pontikes Construction, Inc.	20%	$30,000,000
Kolter Elementary School	Satterfield and Pontikes Construction, Inc.	20%	$23,000,000
Mitchell Elementary School	Satterfield and Pontikes Construction, Inc.	20%	$23,000,000
Scarborough Elementary School	Satterfield and Pontikes Construction, Inc.	20%	$23,000,000

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

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 February 9, 2018.

APPROVAL OF PURCHASES OVER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
17-04-22 (Hooks) (Busby)	RFP /Moving Services	A-100%		57	5	H	A-Rocket Moving & Storage, Inc.
		A-100%				H	East End Transfer & Storage, Inc.
		A-100%				H	Next Level Movers LLC
		C-D				H	Pioneer Contract Services, Inc.
		C-D				H	Roadrunner, LTD

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and/or Departments					$7,500,000

The purpose of this contract is to have moving services available for all departments and divisions on an as needed basis districtwide. This contract replaces 14-06-07 Moving Services which is expiring in February 2018. The new contract term is February 9, 2018 through February 8, 2019, with an additional four, one-year renewal options, not to extend beyond May 9, 2023. The average historical expenditure for moving services for the last four years has been $800,000. The anticipated annual expenditure is expected to increase to $1,500,000 per year. The anticipated annual expenditure of $1,500,000 includes moving services for the 2012 Bond project schools and future capital projects. 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 the district purchasing and acquisition polices CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES OVER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
17-06-06 (Tesoro) (Busby)	RFP/ Laboratory Testing Services	A-100%		8	3	T	Food Safety Net Services

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
7010010000	5140832000	AD35990000000000	6399000000		
7490000020	5440840000	AD35990000000000	6649000000		$320,000

The purpose of this contract is to provide laboratory testing services at the Nutrition Services production facility and various other schools/departments in support of the Houston Independent School District (HISD) food safety management program. This contract replaces project 14-08-06 Laboratory Testing Services. The contract term will be from February 9, 2018, through February 8, 2019, with an option to renew for three additional one-year terms, not to extend beyond May 8, 2022. Based on the historical annual usage and the current needs of the district, the proposed annual expenditure is $80,000 annually or $320,000 for the entire contract term. The district applies 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 FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
18-07-19 (Thomas) (Busby)	RFP/ Purchase of Rebuilt Engines & Rebuilt Transmissions	C-D		41	4	OT	Jasper Engines and Transmissions

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and/or Departments					$300,000

The purpose of this contract is to obtain running rebuilt engines including but not limited to International, Cummins, Ford, Chevrolet, and General Motors; and rebuilt transmissions including but not limited to Allison AT545, MT643, MT653, PTS 2500 and Allison 2000 Series Transmissions, Ford Model E40D, 4R70W, 4R70E, 4R100, AX4S, 5R110W and Chevrolet 4L60E, 4L80 and 700R4 Transmissions for Transportation and the Central Warehouse. The contract term is February 9, 2018, through February 8, 2019, and for an additional four annual renewal periods after the initial contract term, not to extend beyond May 8, 2023. For the last three fiscal years, the expenditure has fluctuated between $32,998 and $50,566. The Transportation Department/Fleet Operations anticipates an annual expenditure of $60,000. The projected expenditure for the term of this project is anticipated to be approximately $300,000. The district applies 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 UNDER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8,2018, BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
16-10-48-A (Alford) (Lathan)	RFP/Teacher and Staff Development	A-100%		105	24	H	Abundance Educational Consulting, LLC
		C-D				H	Ahead of the Class Educational Services, Inc.
		A-100%				O	Be GLAD LLC
		NP-0%				O	Community Training and Assistance Center Incorporated (CTAC)
		C-D				O	Discovery Education, Inc.
		NP-0%				H	Educational Testing Service
		C-D				O	Eduphoric, LLC
		A-100%				O	Epic Collaborative Advisors
		B-25%				H	Hoonuit LLC
		A-100%				H	L'Renee & Associates
		C-D				H	Mark Spilman Consulting Group LLC
		NP-0%				O	New Teacher Center
		B-25%				O	Public Consulting Group
		A-100%				OT	Rochelle L. Webb dba 3W Consulting Group LLC
		C-D				O	Syfr Learning LLC
		C-5%				O	The DDance dba Infinite Solutions Enterprises
		C-D				O	The Flippen Group
		B-25%				O	Zoo-phonics, Inc.

Continue on Next Page

APPROVAL OF PURCHASES UNDER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
16-10-48-A (Alford) (Lathan)	RFP/ Teacher and Staff Development			105	24		

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

This project is a districtwide supplemental to RFP 16-10-48 Teacher and Staff Development, approved on June 8, 2017. The purpose of this contract is to obtain additional suppliers from February 9, 2018, through June 16, 2018, with four one-year options to renew. The objective of the service is to deliver interactive, research-based, professional development focused on supporting teachers and other personnel. The services will improve the quality of academic content, enrichment, and effective practice. There is no anticipated increase. The recommended suppliers were selected because they represent the best overall value for the district. The district applied the "Best Value" process in selecting the suppliers to be awarded in accordance with Chapter 44 of the TEC and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).

APPROVAL OF PURCHASES UNDER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
16-10-46 -A (Alford) (Lathan)	RFP/ Enrichment Services for Students	A-100%		206	18	H	4.0 GPA LLC
		NP-0%				H	BridgeYear
		B-25%				H	Elite Solution LLC
		NP-0%				T	Fredericksburg Education Initiative dba SystemGo
		C-D				T	GameSalad Inc.
		NP-0%				H	Girls Incorporated of Greater Houston
		A-100%				H	Heartwork Trending Counseling and Consulting Services, PLLC
		NP-0%				H	Junior Achievement of Southeast Texas, Inc.
		NP-0%					
		B-25%				H	KickStart Kids
		A-100%				O	Maono Concepts
		NP-0%				O	MG Training Services
						H	National Inventors Hall of Fame
		C-D				O	Rock and Roll Academy
		NP-0%				H	Shamelessly Saved Productions
		C-D				H	Soaring With Eagles

Continue on Next Page

APPROVAL OF PURCHASES UNDER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
16-10-46-A (Alford) (Schad)	RFP/ Enrichment Services for Students	N/A					

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and/or Departments					$0

This is a districtwide supplemental to RFP 16-10-46 Enrichment Services, approved on October 12, 2017. The purpose of this contract is to obtain additional suppliers to provide student learning experiences in order to extend the curriculum and/or enrich student development through various activities. These activities include student internships, demonstrations, and other methods to increase students' academic achievement, behavior, knowledge and skills. The contract term is February 9, 2018, through October 12, 2019, with an additional three one-year renewal options, not to extend beyond January 12, 2023. There is no anticipated increase. 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).

AMENDMENT TO ITEM APPROVED ON A PRIOR BOARD AGENDA

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
14-05-03 (Alford) (Schad)	RFP/ End User Devices Lease and Purchase					O	Netsync Network Solutions (HP Financial Services)

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and/or Departments					$25,000,000

The Board of Education approved the second and third of three contract renewals on August 11, 2016, for a term to run consecutively from October 16, 2016, to October 15, 2018. The original RFP issued on May 12, 2014, allowed for both the purchase and the leasing of districtwide laptops, desktops, tablet computing devices (as part of campus purchases), and PowerUp program leases for the district, and was originally approved by the board on September 11, 2014. A new RFP will be issued in 2018. The purpose of this contract amendment is to increase the budget by an additional $25,000,000 for the final year of the contract to cover the cost associated with new purchases and existing leases. The average historical expenditure for these products has been $21,000,000. The projected expenditure for the final term is $25,000,000. 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 FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
HCDE 16-03-37-04 (Pleasant) (Busby)	Door Parts and Accessories	N/A				H	ACME Architectural Hardware

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and Departments					$665,000

The purpose of this contract amendment is to increase the budget for door parts and accessories. An increase in the amount of $500,000 is necessary due to unforeseen additional expenditures for the Bond Department and Security Maintenance Department through the contract expiration of July 15, 2018. The budget increase will ensure that all doors at HISD schools and facilities are secure for the safety and security of staff and students. The Board of Education approved this contract on April 14, 2016, for $165,000, and the average historical expenditure has been $101,018. However, the Fiscal Year 2018 expenditure to date has already been $119,745, and there is a significant increase anticipated. This is a cooperative contract with HCDE utilizing contract number 13/032DG-02 in accordance with Chapter 44 and Chapter 791 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 FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	BIDS/RFP'S ISSUED	BIDS REC'D	** LOC	AWARDED TO
16-11-25 (Green-Evans) (Barajas)	RFQ/Financial Advisory Services (Renewal)					H	Hilltop Securities, Inc. (Previously First Southwest Asset Management)

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and Departments					No Cost

The purpose of this contract extension is to continue our contract for financial advisory services. This is the first renewal of four with an end date not to extend beyond May 16, 2022. An RFQ was issued by HISD in December 2016 and the board approved this contract on February 16, 2017. The financial advisory services are necessary and play an integral part in the planning, maintenance, and issuance of debt on behalf of HISD. HISD is one of the top 50 issuers of municipal debt in the United States within the context of municipal debt rated by Moody's Investor Service. Hilltop Securities, formally known as First Southwest Asset Management, has been the provider of financial advisory services for the district and continues to be the leading provider of such services in Texas as ranked by both par issuance of bonds and number of debt issuances. The firm has provided exemplary service to the district resulting in the successful issuance of over $4.2 billion of debt in the last ten years. Debt refunding's recommended by them during this time period totaled over $1.1 billion with debt service cash-flow savings of $238 million and net present value savings of over $162 million. 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 COOPERATIVE PURCHASES OVER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	YEAR 2 OF 3	YEAR 3 OF 3	** LOC	AWARDED TO
HCDE 16-07-01-04 (Alford) (Schad)	Technology Hardware, Software & Services	N/A					Netsync Network Solutions

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and/or Departments					$15,000,000

The purpose of this contract is to increase the budget to continue providing technology hardware, software, and services for the Information Technology Department. The HCDE contract term is February 23, 2017, through February 22, 2020. Last year's expenditure totaled $6,907,551 with an additional $4,948,781 to date. The board approved HISD's participation in an interlocal agreement with the HCDE on January 15, 2009.~~The board approved the district's participation in an interlocal agreement with the HCDE on January 15, 2009.The purpose of this contract is to replace contract 14-05-03 End User Devices Lease and Purchase; and increase the budget approved on August 11, 2016, by $15,000,000. This contract is to continue providing service options for technology hardware, software, and services for the Information Technology Department. The contract term is February 23, 2017, through February 22, 2020. Last year's expenditure totaled $6,907,551 with an additional $4,948,781 to date.~~ This is an interlocal agreement with HCDE utilizing contracts 15/006MP-12 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 FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	YEAR 2 OF 3	YEAR 3 OF 3	** LOC	AWARDED TO
BuyBoard 18-12-18-01 (March) (Busby)	Preventative Maintenance of Chillers and Boilers	N/A				H	American Mechanical Services of Houston
						OT	Daikin Applied

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and/or Departments					$3,000,000

The purpose of this project is to obtain vendors for the preventive maintenance, servicing, and repairs of boilers and chillers throughout HISD. The contract term is from February 9, 2018, through November 30, 2018, and for two additional years after the initial contract term, if Buy Board executes its options to renew, not to extend beyond November 30, 2020. The average expenditure for the previous project, over the last three years, has been $820,000 per year. The projected annual expenditure is $1,000,000 annually and is not to exceed $3,000,000 over a three-year period. HISD will utilize the awarded vendors to receive chiller and boiler preventive maintenance, repairs, and related services, 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 Texas Education Code & CH(LOCAL) and CH- (LEGAL) purchasing and acquisition district policies.

APPROVAL OF COOPERATIVE PURCHASES OVER $100,000

RECOMMENDED AWARD FOR FEBRUARY 8, 2018 BOARD AGENDA

PROJECT	DESCRIPTION	*M/WBE COMMIT	M/WBE ACTUAL	YEAR 2 OF 3	YEAR 3 OF 3	** LOC	AWARDED TO
Buyboard 18-12-07-01 (March) (Busby)	Cooling Tower PM & Cleaning	N/A				H	American Mechanical Services of Houston
						OT	Daikin Applied

Fund	Cost Center	Functional Area	General Ledger	IO /Work Breakdown Structure	Amount Not To Exceed
Various Schools and/or Departments					$360,000

The purpose of this project is to obtain vendors for cooling tower cleaning, preventative maintenance, servicing and repairs throughout the District. The contract term is from February 9, 2018, through November 30, 2018, and for two additional years after the initial contract term, if Buy Board executes its options to renew, not to extend beyond November 30, 2020. The average expenditure for the previous project, over the last three years, has been $90,000 per year. The projected annual expenditure is $120,000 annually and is not to exceed $360,000 over a three-year period. HISD will utilize the awarded vendors to receive cooling tower cleaning, preventive maintenance, repairs, and related services, 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 Texas Education Code & CH(LOCAL) CH(LEGAL) purchasing and acquisition district policies.

Code Legend

M/WBE - Minority and Women Business Enterprises Percentage Notations

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

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

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

Other Status Options

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

LOC – Location

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

BB	**The BuyBoard Cooperative**
DIR	**Texas Department of Information Resources**
GSA	**Federal General Services Administration Schedule 70**
HCDE	**Harris County Department of Education**
HGAC	**Houston-Galveston Area Council**
REGION IV	**Region IV Education Service Center**
TASB	**Texas Association of School Boards**
TBPC	**Texas Building and Procurement Commission**
TIPS	**TIPS/TAPS Region 8 Interlocal Cooperative**
TCPN	**The Cooperative Purchasing Network**
TPASS	**Texas Procurement and Support Services**
TXMAS	**Texas Multiple Award Schedules**
USC	**U. S. Communities**

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Finance
Rene Barajas, Chief Financial Officer

SUBJECT: **ADOPTION OF PENALTY ON TAX YEAR 2017 DELINQUENT TAXES FOR THE HOUSTON INDEPENDENT SCHOOL DISTRICT IN ACCORDANCE WITH SECTION 33.08 OF THE TEXAS PROPERTY TAX CODE**

Three sections in the Texas Property Tax Code allow a taxing entity to impose an additional penalty not to exceed 20 percent on delinquent taxes to defray collection costs. Section 33.11 imposes the 20-percent penalty to be added only to tangible personal property accounts that become delinquent on February 1, 2018. Section 33.07 imposes the 20-percent penalty on all other taxes that become delinquent on February 1, 2018, but not later than May 1, 2018, and remain delinquent on July 1, 2018. Section 33.08 authorizes the penalty to be imposed on taxes that, because of late certification or some other reason, become delinquent on or after June 1, 2018. This item is being approved after imposition of the 20-percent penalty pursuant to Section 33.07 for tax year 2017 approved heretofore. Approval of this item will allow the Houston Independent School District (HISD) to also collect the additional penalty on those taxes with the late delinquency date.

Imposition of this penalty will allow the district to retain all delinquent base taxes plus regular penalties and interest, and to pay the delinquent-tax collection firm from the additional 20 percent imposed under Section 33.08.

The Resolution and Ordinance relating to adoption of the Section 33.08 20-percent penalty on delinquent taxes can be reviewed in 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 HISD 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 under Section 33.08 of the Texas Property Tax Code on tax year 2017 delinquent property taxes for HISD, effective February 9, 2018.

HOUSTON INDEPENDENT SCHOOL DISTRICT
RESOLUTION AND ORDINANCE
RELATING TO APPROVAL OF SECTION 33.08 PENALTY UNDER THE TEXAS PROPERTY TAX CODE FOR DELINQUENT TAXES OF THE HOUSTON INDEPENDENT SCHOOL DISTRICT

WHEREAS, Section 33.08 of the Texas Property Tax Code authorizes a taxing unit to add an additional penalty not to exceed twenty percent (20%) of the amount of delinquent taxes, penalty, and interest to each delinquent tax account, including any Tax Code section referenced under Section 33.08(b) of the Texas Property Tax Code, as applicable, that becomes delinquent on or after June 1, of the year in which they become delinquent, if the taxing unit has contracted with an attorney pursuant to Section 6.30 of the Texas Property Tax Code; and if the taxing unit has imposed the additional penalty for collection costs under Section 33.07; 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 the Houston Independent School District has imposed the additional penalty under Section 33.07; and

WHEREAS, the Board of Education of the Houston Independent School District has determined that such twenty percent (20%) penalty shall be added to those taxes of the Houston Independent School District, and on any such taxes on properties that may be added to the jurisdictional boundary of the Houston Independent School District in the future, that become delinquent on or after June 1, of the year in which they become delinquent, and said Board by action taken and passed on February 8, 2018, has voted to impose such twenty percent (20%) penalty on those taxes for Houston Independent School District that become delinquent on or after June 1, of the year in which they 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 taxes, for properties currently within the jurisdictional boundary of the Houston Independent School District, and on any such taxes on properties that may be added to the jurisdictional boundary of the Houston Independent School District in the future, that become delinquent on or after June 1 of the year in which they become delinquent, 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 Section 33.08 of the Texas Property Tax Code.

PASSED, APPROVED, AND ADOPTED this 8th day of February, 2018.

HOUSTON INDEPENDENT SCHOOL DISTRICT

By _____
_____, President
Board of Education

ATTEST:

_____
_____, Secretary
Board of Education

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Finance
Rene Barajas, Chief Financial Officer

SUBJECT: **APPROVAL OF ORDER AUTHORIZING THE ISSUANCE, SALE, AND DELIVERY OF HOUSTON INDEPENDENT SCHOOL DISTRICT LIMITED TAX SCHOOLHOUSE BONDS, SERIES 2018A; APPROVAL FOR THE SUPERINTENDENT, CHIEF FINANCIAL OFFICER, OR CONTROLLER TO DETERMINE THE MANNER OF SALE AND SELECT UNDERWRITING TEAM, IF ANY, AND SELL THE BONDS SUBJECT TO STATED PARAMETERS; AND AUTHORIZATION TO PROCEED WITH ALL OTHER NECESSARY ACTIONS FOR SALE OF BONDS**

In November 2012 the voters of the Houston Independent School District approved a ballot initiative authorizing the district to issue $1,890,000,000 for the 2012 bond program for the rebuilding and renovation of district facilities. The district has previously issued five series of bonds to implement the 2012 bond program: the Series 2013A Bonds, Series 2013B Bonds, Series 2014A Bonds, Series 2016A Bonds, and the Series 2017A Bonds in a total amount of $1,790,000,000, leaving $100,000,000 in authorized but unissued bonds pursuant to the 2012 election. The administration is recommending authorizing the sale of the remaining $100,000,000 of bonds for the 2012 bond program. The timing of the sale of the bonds takes into account the requirement that funds be available to encumber contracts as design and/or construction contracts are approved by the board, coupled with the requirement of the Internal Revenue Service that the district expect funds to be expended within three years of issuance to maintain their tax-exempt status to the bondholders.

The bonds will be sold as either fixed or variable rate bonds via a negotiated underwriting or competitive sales process. This agenda item authorizes the superintendent, chief financial officer, or controller to determine the manner of sale and select the underwriting team, if any, who will assist the district with the sale of the bonds.

Co-bond counsel will be selected at a later date. The district's co-financial advisors for the transaction are Hilltop Securities, Inc., and YaCari Consultants, LLC.

The rates at which bonds are sold are dependent on what other public fund issues are in the market on a given day, the effect of global economic issues, including fluctuations in credit markets, as well as yield performance. In order to ensure the bonds are being sold on a day that is advantageous to the district's economic model, it may be necessary to sell the bonds on a day and at a time when the board of education is not scheduled to meet. The administration is asking for approval to sell the bonds subject to set parameters. The approval would authorize the superintendent, chief financial officer, or controller to sell the bonds subject to the following parameters:

1. The aggregate principal amount will not exceed $100,000,000;
2. The net effective interest rate of the bonds shall not exceed 5.00 percent; and
3. The maximum maturity date of the bonds shall be no later than February 15, 2043.

Any finding by the authorized representative relating to the sale and delivery of the bonds will have the same force and effect as a finding or determination made by the Board of Education.

The delegation will expire on February 7, 2019. A report on the results of the sale will be brought forward to the Board of Education.

Meetings will be scheduled with the rating agencies Moody's Investors Services and Standard & Poor's. The bonds will be guaranteed by the Texas Permanent School Fund and are expected to be rated AAA (triple A).

The district and its legal and financial advisors will continue to monitor the legal issues surrounding the district's issuance of the bonds. This agenda item allows the administration to move forward with all actions needed to carry out the sale of the Limited Tax Schoolhouse Bonds, Series 2018A.

COST/FUNDING SOURCE(S): Bond issuance costs are a one-time expense and will be paid from the proceeds of the sale of the bonds.

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals and is aligned to Core Initiative 4: Data-Driven Accountability and Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

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

RECOMMENDED: That the Board of Education approves the order authorizing the issuance, sale, and delivery of Houston Independent School District Limited Tax Schoolhouse Bonds, Series 2018A; approves the superintendent, chief financial officer, or controller to determine the manner of sale and select the underwriting team, if any, and sell the bonds subject to stated parameters; and authorizes all other necessary actions for sale of the bonds, effective February 9, 2018.

CERTIFICATE FOR ORDER

STATE OF TEXAS §
COUNTY OF HARRIS §
HOUSTON INDEPENDENT SCHOOL DISTRICT §

The undersigned officers of the Board of Education (the "Board") of the Houston Independent School District (the "District"), hereby certify as follows:

1. The Board of the District convened in regular meeting on February 8, 2018, at the regular designated meeting place, and the roll was called of the duly constituted officers and members of said Board, to-wit:

Rhonda Skillern-Jones, President
Jolanda Jones, First Vice President
Anne Sung, Second Vice President
Sergio Lira, Secretary
Holly Maria Flynn Vilaseca, Assistant Secretary
Elizabeth Santos, Member
Susan Deigaard, Member
Diana Dávila, Member
Wanda Adams, Member

and all of such persons were present except _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at said meeting: a written

ORDER AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF HOUSTON INDEPENDENT SCHOOL DISTRICT LIMITED TAX SCHOOLHOUSE BONDS, SERIES 2018A; AUTHORIZING AN AUTHORIZED REPRESENTATIVE TO APPROVE THE AMOUNT, INTEREST RATES, PRICE AND TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATED THERETO; AND CONTAINING OTHER MATTERS RELATED THERETO

was duly introduced for the consideration of the Board. It was then duly moved and seconded that such Order be passed; and, after due discussion, such motion, carrying with it the passage of such Order, prevailed and carried by the following vote:

AYES _ NOES _ ABSTENTIONS

2. That a true, full and correct copy of such Order passed at the meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that such Order has been duly recorded in such Board's minutes of such meeting; that the above and foregoing paragraph is a true, full and correct excerpt from such Board's minutes of such meeting pertaining to the passage of such Order; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance of the time, place and purpose of such meeting, and that such Order would

be introduced and considered for passage at such meeting, and each of such officers and members consented, in advance, to the holding of such meeting for such purpose; and that such meeting was open to the public, and public notice of the time, place and purpose of such meeting was given all as required by Chapter 551, Texas Government Code, as amended.

SIGNED AND SEALED this _____, 2018.

_____
Supervisor, Board Services
Houston Independent School District

(SEAL)

ORDER AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF HOUSTON INDEPENDENT SCHOOL DISTRICT LIMITED TAX SCHOOLHOUSE BONDS, SERIES 2018A; AUTHORIZING AN AUTHORIZED REPRESENTATIVE TO APPROVE THE AMOUNT, INTEREST RATES, PRICE AND TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATED THERETO; AND CONTAINING OTHER MATTERS RELATED THERETO

STATE OF TEXAS §
COUNTY OF HARRIS §
HOUSTON INDEPENDENT SCHOOL DISTRICT §

WHEREAS, the Board of Education (the "Board") of the Houston Independent School District (the "District"), by order adopted on August 9, 2012, called an election (the "Election") for the purpose of obtaining the approval of the resident, qualified electors in the District of the issuance of an aggregate of $1,890,000,000 in bonds for the purpose of providing funds for the construction, acquisition and equipment of school buildings in the District (including the rehabilitation, renovation, expansion and improvement thereof) and the purchase of the necessary sites therefor;

WHEREAS, the Election was held on November 6, 2012, in accordance with the Constitution and laws of the State of Texas, including the Texas Election Code;

WHEREAS, on November 19, 2012, the Board canvassed the Election returns and found that resident, qualified electors in the District authorized the issuance of $1,890,000,000 in bonds, as a result of which the District is authorized by the Constitution and laws of the State of Texas, including Sections 45.001 and 45.003(b)(2) of the Texas Education Code, to issue such authorized amount of bonds in accordance with the Election;

WHEREAS, as of the date of adoption of this Order there remains $100,000,000 authorized but unissued bonds pursuant to the Election;

WHEREAS, pursuant to Article 2784g, Vernon's Texas Civil Statutes, as amended, and an election held April 7, 1962, the District is authorized to levy annual ad valorem taxes in an amount not to exceed $1.70 per $100 assessed valuation on all taxable property within the District, including $1.00 per $100 assessed valuation for debt service;

WHEREAS, the District has a principal amount of at least $100 million in a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued, and such indebtedness is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation; and, therefore, the District qualifies as an "Issuer" under Chapter 1371, Texas Government Code; and

WHEREAS, pursuant to Sections 1371.053, Texas Government Code, the District desires to delegate authority to effect the sale of one or more series of bonds authorized at the Election to

the Authorized Representative (as defined herein) within the parameters established in Section 5 hereof;

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF EDUCATION OF THE HOUSTON INDEPENDENT SCHOOL DISTRICT:

1. Definitions. Throughout this Order the following terms and expressions as used herein shall have the meanings set forth below:

The term "Attorney General" shall mean the Attorney General of Texas.

The term "Authorized Representative" shall mean any one of the Superintendent, the Chief Financial Officer or the Controller of the District.

The term "Board" shall mean the Board of Education of the District.

The term "Bond Purchase Agreement" shall mean the bond purchase agreement, if any, between the District and the Underwriters.

The term "Bonds" shall mean one or all of the Houston Independent School District Limited Tax Schoolhouse Bonds, Series 2018A (or such other series designation authorized in the Officer's Pricing Certificate), authorized to be issued pursuant to this Order, unless the context clearly indicates otherwise.

The term "Business Day" shall mean any day which is not a Saturday, Sunday, a day on which the Registrar is authorized by law or executive order to remain closed or a legal holiday.

The term "Code" shall mean the Internal Revenue Code of 1986, as amended.

The term "Comptroller" shall mean the Comptroller of Public Accounts of the State of Texas.

The term "Debt Service Fund" shall mean the Debt Service Fund established by the District pursuant to Section 22 of this Order.

The term "District" shall mean the Houston Independent School District, and any successor to its duties and functions.

The term "DTC" shall mean The Depository Trust Company, New York, New York, or any successor securities depository.

The term "DTC Participant" shall mean brokers and dealers, banks, trust companies, clearing corporations and certain other organizations on whose behalf DTC was created to hold securities to facilitate the clearance and settlement of securities transactions among DTC Participants.

The term "Interest Payment Date" shall mean each February 15 and August 15 commencing on the date set out in the Officer's Pricing Certificate and thereafter until maturity or prior redemption, unless otherwise provided in the Officer's Pricing Certificate.

The term "Notice of Sale and Bidding Instructions" shall mean a document designated as such by the Authorized Representative for use in a competitive sale of the Bonds.

The term "Officer's Pricing Certificate" means a certificate signed by an Authorized Representative and containing the information regarding the Bonds specified in Sections 3, 4 and 5 hereof substantially in the form of Exhibit A hereto.

The term "Order" as used herein and in the Bond shall mean this order authorizing the Bonds.

The term "Outstanding," when used with respect to the Bonds, shall mean, as of a particular date, all Bonds theretofore and thereupon delivered pursuant to this Order except: (a) any Bond cancelled by or on behalf of the District at or before such date; (b) any Bond defeased pursuant to the defeasance provisions of this Order or otherwise defeased as permitted by applicable law; and (c) any Bond in lieu of or in substitution for which a replacement Bond shall have been delivered pursuant to this Order.

The term "Owner" or "Registered Owner" shall mean any person who shall be the registered owner of any outstanding Bond.

The term "Record Date" shall mean the last Business Day of the month next preceding each Interest Payment Date.

The term "Register" shall mean the books of registration kept by the Registrar in which are maintained the names and addresses of, and the principal amounts of the Bonds registered to, each Owner.

The term "Registrar" shall mean The Bank of New York Mellon Trust Company, National Association, and its successors in the capacities of paying agent and registrar for the Bonds.

The term "Underwriters" shall mean, as the case may be, (i) the underwriters identified in the Bond Purchase Agreement, or (ii) the bidder(s) submitting the Winning Bid.

The term "Winning Bid" shall mean the bid, if any, selected pursuant to the Notice of Sale and Bidding Instructions in connection with a competitively bid sale.

All terms defined herein and all pronouns used in this Order shall be deemed to apply equally to singular and plural and to all genders. The titles and headings of the sections are for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict any of the terms and provisions hereof. This Order and all the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein and to sustain the validity of the Bonds and the validity of the levy of ad valorem taxes to pay the principal of and interest on the Bonds.

2. Authorization. The Bonds shall be issued from time to time in one or more series, in fully registered form, without coupons, to provide funds (i) for the construction, acquisition and equipment of school buildings in the District (including the rehabilitation, renovation, expansion and improvement thereof) and the purchase of the necessary sites therefor, and (ii) paying the costs of issuance of the Bonds. The Bonds shall be issued under and in strict conformity with the Constitution and laws of the State of Texas, particularly Chapter 45, Texas Education Code, as amended, and Chapter 1371, Texas Government Code, as amended.

3. Designation and Date. The Bonds shall be designated as the "Houston Independent School District Limited Tax Schoolhouse Bonds, Series 2018A," or as otherwise designated in the Officer's Pricing Certificate, and shall be dated as provided in the Officer's Pricing Certificate.

4. Initial Bonds; Numbers, Interest Rates, Interest Payment Dates and Denominations. The Bonds shall mature on the dates in each of the years and in the amounts set out in the Officer's Pricing Certificate, and shall bear interest from the date and at the rates set out in the Officer's Pricing Certificate. Interest on the Bonds shall be payable on each February 15 and August 15 commencing on the date set out in the Officer's Pricing Certificate. Bonds delivered on transfer of or in exchange for other Bonds shall be numbered (with appropriate prefix) in order of their authentication by the Registrar, shall be in the denomination of $5,000 or integral multiples thereof, and shall mature on the same date and bear interest at the same rate as the Bond or Bonds in lieu of which they are delivered.

5. Selling and Delivering Bonds. As authorized by Section 1371.053, Texas Government Code, as amended, the Authorized Representative is hereby authorized to act on behalf of the District from time to time in selling and delivering the Bonds and carrying out the other procedures specified in this Order including, without limitation, determining the manner of sale of the Bonds (whether by competitive bid or negotiated underwriting), the date on and price at which the Bonds will be sold, the issuance date and dated date, whether and in how many tranches the Bonds may be issued and the appropriate distinguishing designation for each such tranche, the years in which the Bonds will mature, the aggregate principal amount of the Bonds, the principal amount to mature in each year of maturity, the rate of interest to be borne by each such maturity, any optional and mandatory sinking fund redemption provisions, and all other matters not expressly provided in this Order relating to the issuance, sale and delivery of the Bonds, all of which shall be specified in the Officer's Pricing Certificate, substantially in the form attached hereto as Exhibit A; provided that:

(i) the aggregate principal amount of the Bonds shall not exceed $100,000,000;

(ii) the net effective interest rate on the Bonds shall not exceed 5.00%;

(iii) the maximum maturity date shall be no later than February 15, 2043;

Any finding by the Authorized Representative relating to the sale and delivery of the bonds shall have the same force and effect as a finding or determination made by the Board. The authority conferred by this Section shall expire at 11:59 p.m. on February 7, 2019.

6. Execution of Bonds; Seal. The Bonds shall be signed by the President or Vice President of the Board and countersigned by the Secretary or Assistant Secretary of the Board, by their

manual, lithographed or facsimile signatures, and the official seal of the District shall be impressed or placed in facsimile thereon. Such facsimile signatures on the Bonds shall have the same effect as if each of the Bonds had been signed manually and in person by each of such officers, and such facsimile seal on the Bonds shall have the same effect as if the official seal of the District had been manually impressed upon each of the Bonds. If any officer of the District whose manual or facsimile signature shall be on the Bonds shall cease to be such officer before the authentication of such Bonds or before the delivery of such Bonds, such manual or facsimile signature shall nevertheless be valid and sufficient for all purposes as if such officer had remained in such office.

7. Approval by Attorney General; Registration by Comptroller. The Bonds to be initially issued shall be delivered to the Attorney General for approval and shall be registered by the Comptroller. The President or Vice President and the Secretary or Assistant Secretary of the Board are authorized hereby to have control and custody of the Bonds and all necessary records and proceedings pertaining thereto pending their delivery, and the President or Vice President and the Secretary or Assistant Secretary and other officers and employees of the District are hereby authorized and directed to make such certifications and to execute such instruments as may be necessary to accomplish the delivery of the Bonds and to assure the investigation, examination and approval thereof by the Attorney General and the registration of the initial Bonds by the Comptroller. Upon registration of the Bonds, the Comptroller (or the Comptroller's bond clerk, or an assistant bond clerk lawfully designated in writing to act for the Comptroller) shall manually execute the registration certificate of the Comptroller substantially in the form provided in Section 20 of this Order, and such certificate shall be affixed or attached to the Bonds to be initially issued, and the seal of the Comptroller shall be impressed, or placed in facsimile, thereon. The Bonds shall initially be registered in the name designated in the Officer's Pricing Certificate.

8. Authentication. Except for the Bonds to be initially issued, which need not be authenticated by the Registrar, only such Bonds as shall bear thereon a certificate of authentication, substantially in the form provided in Exhibit A of this Order, manually executed by an authorized representative of the Registrar, shall be entitled to the benefits of this Order or shall be valid or obligatory for any purpose. Such duly executed certificate of authentication shall be conclusive evidence that the Bond so authenticated was delivered by the Registrar hereunder.

9. Payment of Principal and Interest. The Registrar is hereby appointed as the registrar and paying agent for the Bonds pursuant to the terms and provisions of the Paying Agent/Registrar Agreement, substantially in the form presented at the meeting at which this Order was adopted, which is hereby authorized and approved by the Board and which the appropriate officials of the District are hereby authorized to execute. The officers of the District are each hereby authorized to execute, attest and affix the District's seal to the Paying Agent/Registrar Agreement, the terms and provisions of which are hereby approved. Such initial registrar and paying agent and any successor, by undertaking the performance of the duties of the registrar and paying agent hereunder, and in consideration of the payment of any fees pursuant to the terms of the agreement between the Registrar and the District and/or the deposits of money pursuant to this Order, shall be deemed to accept and agree to abide by the terms of this Order. All money transferred to the Registrar in its capacity as registrar or paying agent for the Bonds under this Order (except any sums representing registrar or paying agent fees) shall be held in trust for the benefit of the District, shall be the property of the District and shall be disbursed in accordance with this Order. Subject to the provisions of Section 12, all matured Bonds presented to the Registrar for payment shall be

paid without the necessity of further instructions from the District. Such Bonds shall be cancelled as provided herein.

The principal or redemption price of the Bonds shall be payable, without exchange or collection charges, in any coin or currency of the United States of America which, on the date of payment, is legal tender for the payment of debts due the United States of America, upon their presentation and surrender as they respectively become due and payable, at the corporate trust office of the Registrar. The interest on each Bond shall be payable by check on the Interest Payment Date, mailed by the Registrar on or before each Interest Payment Date to the Owner of record as of the Record Date, to the address of such Owner as shown on the Register. Any accrued interest payable at maturity on a Bond shall be paid upon presentation and surrender of such Bond at the corporate trust office of the Registrar.

If the date for payment of the principal of or interest on any Bond is not a Business Day, then the date for such payment shall be the next succeeding Business Day with the same force and effect as if made on the date payment was originally due.

10. Successor Registrars. The District covenants that at all times while any Bonds are outstanding it will provide a legally qualified bank, trust company, financial institution or other agency to act as Registrar for the Bonds. The District reserves the right to change the Registrar for the Bonds on not less than sixty (60) days' written notice to the Registrar, as long as any such notice is effective not less than 60 days prior to the next succeeding principal or interest payment date on the Bonds. Promptly upon the appointment of any successor Registrar, the previous Registrar shall deliver the Register or a copy thereof to the new Registrar, and the new Registrar shall notify each Owner, by United States mail, first class postage prepaid, of such change and of the address of the new Registrar. Each Registrar hereunder, by acting in that capacity, shall be deemed to have agreed to the provisions of this Order.

11. Special Record Date. If interest on any Bond is not paid on any Interest Payment Date and continues unpaid for thirty (30) days thereafter, the Registrar shall establish a new record date for the payment of such interest, to be known as a Special Record Date. The Registrar shall establish a Special Record Date when funds to make such interest payment are received from or on behalf of the District. Such Special Record Date shall be fifteen (15) days prior to the date fixed for payment of such past due interest, and notice of the date of payment and the Special Record Date shall be sent by United States mail, first class, postage prepaid, not later than five (5) days prior to the Special Record Date, to each Owner of record of an affected Bond as of the close of business on the Business Day prior to the mailing of such notice.

12. Ownership; Unclaimed Principal and Interest. The District, the Registrar and any other person may treat the person in whose name any Bond is registered as the absolute Owner of such Bond for the purpose of making and receiving payment of the principal of or interest on such Bond and for all other purposes, whether or not such Bond is overdue, and neither the District nor the Registrar shall be bound by any notice or knowledge to the contrary. All payments made to the person deemed to be the Owner of any Bond in accordance with this Section shall be valid and effectual and shall discharge the liability of the District and the Registrar upon such Bond to the extent of the sums paid.

Amounts held by the Registrar which represent principal of and interest on the Bonds remaining unclaimed by the Owner after the expiration of three (3) years from the date such amounts have become due and payable shall be reported and disposed of by the Registrar in accordance with the applicable provisions of Texas law, including, to the extent applicable, Title 6 of the Texas Property Code, as amended. To the extent such provisions of the Property Code do not apply to the funds, such funds shall be paid by the Registrar to the District upon receipt by the Registrar of a written request therefor from the District. The Registrar shall have no liability to the Owners of the Bonds by virtue of actions taken in compliance with this Section.

13. Registration, Transfer and Exchange. As long as any Bonds remain Outstanding, the Registrar shall keep the Register at its corporate trust office and, subject to such reasonable regulations as it may prescribe, the Registrar shall provide for the registration and transfer of Bonds in accordance with the terms of this Order.

Each Bond shall be transferable only upon the presentation and surrender thereof at the corporate trust office of the Registrar, duly endorsed for transfer or accompanied by an assignment duly executed by the registered Owner or his authorized representative in form satisfactory to the Registrar. Upon due presentation of any Bond in proper form for transfer, the Registrar shall authenticate and deliver in exchange therefor, within seventy-two (72) hours after such presentation, a new Bond or Bonds registered in the name of the transferee or transferees, in authorized denominations and of the same maturity and aggregate principal amount and bearing interest at the same rate as the Bond or Bonds so presented.

All Bonds shall be exchangeable upon presentation and surrender thereof at the corporate trust office of the Registrar for a Bond or Bonds of the same maturity and interest rate and in any authorized denomination in an aggregate principal amount equal to the unpaid principal amount of the Bond or Bonds presented for exchange. The Registrar shall be and is hereby authorized to authenticate and deliver exchange Bonds in accordance with the provisions of this Section. Each Bond delivered in accordance with this Section shall be entitled to the benefits and security of this Order to the same extent as the Bond or Bonds in lieu of which such Bond is delivered.

The District or the Registrar may require the Owner of any Bond to pay a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with the transfer or exchange of such Bond. Any fee or charge of the Registrar for such transfer or exchange shall be paid by the District.

The Registrar shall not be required to transfer or exchange any Bond called for redemption in whole or in part during the 45-day period immediately prior to the date fixed for redemption; provided, however, that such limitation shall not apply to the transfer or exchange by the Owner of the unredeemed portion of a Bond called for redemption in part.

14. Book-Entry Only System. The definitive Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities thereof. Upon initial issuance, the ownership of each such definitive Bond shall be registered in the name of Cede & Co., as nominee of DTC, and except as provided in Section 16 hereof, all of the Outstanding Bonds shall be registered in the name of Cede & Co., as nominee of DTC. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in

place of Cede & Co., and subject to the provisions in this Order with respect to interest checks being mailed to the Owner at the close of business on the Record Date, the word "Cede & Co." in this Order shall refer to such new nominee of DTC.

With respect to Bonds registered in the name of Cede & Co., as nominee of DTC, the District and the Registrar shall have no responsibility or obligation to any DTC Participant or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the District and the Registrar shall have no responsibility or obligation with respect to (a) the accuracy of the records of DTC, Cede & Co. or any DTC Participant with respect to any ownership interest in the Bonds, (b) the delivery to any DTC Participant or any other person, other than a Bondholder, as shown on the Register, of any notice with respect to the Bonds, or (c) the payment to any DTC Participant or any other person, other than a Bondholder, as shown in the Register of any amount with respect to principal of, premium, if any, or interest on the Bonds.

Except as provided in Section 16 of this Order, the District and the Registrar shall be entitled to treat and consider the person in whose name each Bond is registered in the Register as the absolute Owner of such Bond for the purpose of payment of principal of, premium, if any, and interest on Bonds and other matters with respect to such Bond, for the purpose of registering transfer with respect to such Bond, and for all other purposes whatsoever. The Registrar shall pay all principal of, premium, if any, and interest on the Bonds only to or upon the order of the respective owners, as shown in the Register as provided in this Order, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of principal of, premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. No person other than an Owner shall receive a Bond certificate evidencing the obligation of the District to make payments of amounts due pursuant to this Order.

15. Payments and Notices to Cede & Co. Notwithstanding any other provision of this Order to the contrary, as long as any Bonds are registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of, premium, if any, and interest on the Bonds, and all notices with respect to such Bonds shall be made and given, respectively, in the manner provided in the representation letter of the District to DTC.

16. Successor Securities Depository; Transfer Outside Book-Entry Only System. In the event that the District or the Registrar determines that DTC is incapable of discharging its responsibilities described herein and in the representation letter of the District to DTC and that it is in the best interest of the beneficial owners of the Bonds that they be able to obtain certified Bonds, the District or the Registrar shall (a) appoint a successor securities depository, qualified to act as such under Section 17(a) of the Securities and Exchange Act of 1934, as amended, notify DTC of the appointment of such successor securities depository and transfer one or more separate Bonds to such successor securities depository or (b) notify DTC of the availability through DTC of Bonds and transfer one or more separate Bonds to DTC Participants having Bonds credited to their DTC accounts. In such event, the Bonds shall no longer be restricted to being registered in the Register in the name of Cede & Co., as nominee of DTC, but may be registered in the name of the successor securities depository, or its nominee, or in whatever name or names Bondholders transferring or exchanging Bonds shall designate, in accordance with the provisions of this Order.

17. Mutilated, Lost or Stolen Bonds. Upon the presentation and surrender to the Registrar of a damaged or mutilated Bond, the Registrar shall authenticate and deliver in exchange therefor a replacement Bond of like maturity, interest rate and principal amount, bearing a number not contemporaneously outstanding. The District or the Registrar may require the Owner of a damaged or mutilated Bond to pay a sum sufficient to cover any tax or other governmental charge that may be imposed in connection therewith, including the fees and expenses of the Registrar.

If any Bond is lost, apparently destroyed or wrongfully taken, the District, pursuant to the applicable laws of the State of Texas and in the absence of notice or knowledge that such Bond has been acquired by a bona fide purchaser, shall execute and the Registrar shall authenticate and deliver a replacement Bond of like maturity, interest rate and principal amount, bearing a number not contemporaneously outstanding. The District or the Registrar may require the Owner of a lost, apparently destroyed or wrongfully taken Bond, before any replacement Bond is issued, to:

(a) furnish to the District and the Registrar satisfactory evidence of the ownership of and the circumstances of the loss, destruction or theft of such Bond;

(b) furnish such security or indemnity as may be required by the Registrar and the District to save them harmless;

(c) pay all expenses and charges in connection therewith, including, but not limited to, printing costs, legal fees, fees of the Registrar and any tax or other governmental charge that may be imposed; and

(d) meet any other reasonable requirements of the District and the Registrar.

If, after the delivery of a replacement Bond, a bona fide purchaser of the original Bond in lieu of which such replacement Bond was issued presents for payment such original Bond, the District and the Registrar shall be entitled to recover such replacement Bond from the person to whom it was delivered or any person taking therefrom, except a bona fide purchaser, and shall be entitled to recover upon the security or indemnity provided therefor to the extent of any loss, damage, cost or expense incurred by the District or the Registrar in connection therewith.

If any such mutilated, lost, apparently destroyed or wrongfully taken Bond has become or is about to become due and payable, the District in its discretion may, instead of issuing a replacement Bond, authorize the Registrar to pay such Bond.

Each replacement Bond delivered in accordance with this Section shall be entitled to the benefits and security of this Order to the same extent as the Bond or Bonds in lieu of which such replacement Bond is delivered.

18. Cancellation of Bonds. All Bonds paid or redeemed in accordance with this Order, and all Bonds in lieu of which exchange Bonds or replacement Bonds are authenticated and delivered in accordance herewith, shall be cancelled and destroyed upon the making of proper records regarding such payment or redemption. The Registrar shall furnish the District with appropriate certificates of destruction of such Bonds.

19. Redemption Prior to Maturity.

(a) The Bonds shall be subject to optional redemption and mandatory sinking fund redemption as provided in the Officer's Pricing Certificate.

(b) Bonds may be redeemed only in integral multiples of $5,000 of principal amount. If a Bond subject to redemption is in a denomination larger than $5,000, a portion of such Bond may be redeemed, but only in integral multiples of $5,000. In selecting portions of Bonds for redemption, the Registrar shall treat each Bond as representing that number of Bonds of $5,000 denomination which is obtained by dividing the principal amount of such Bond by $5,000. Upon surrender of any Bond for redemption in part, the Registrar, in accordance with Section 13 hereof, shall authenticate and deliver in exchange therefor a Bond or Bonds of like maturity and interest rate in an aggregate principal amount equal to the unredeemed portion of the Bond so surrendered.

(c) Not less than thirty (30) days prior to a redemption date for the Bonds, a notice of redemption will be sent by U.S. mail, first class postage prepaid, in the name of the District to each Owner of a Bond to be redeemed in whole or in part at the address of such Owner appearing on the Register at the close of business on the Business Day next preceding the date of mailing. Such notices shall state the redemption date, the redemption price, the place at which Bonds are to be surrendered for payment and, if less than all Bonds outstanding are to be redeemed, the numbers of Bonds or portions thereof to be redeemed. Any notice of redemption so mailed as provided in this Section will be conclusively presumed to have been duly given, whether or not the Owner receives such notice. By the date fixed for redemption, due provision shall be made with the Registrar for payment of the redemption price of the Bonds or portions thereof to be redeemed. When Bonds have been called for redemption in whole or in part and notice of redemption has been given as herein provided, the Bonds or portions thereof so redeemed shall no longer be regarded to be Outstanding, except for the purpose of receiving payment solely from the funds so provided for redemption, and interest which would otherwise accrue after the redemption date on any Bond or portion thereof called for redemption shall terminate on the date fixed for redemption.

20. Forms. The form of the Bonds, including the form of the Registrar's Authentication Certificate, the form of Permanent School Fund Certificate, the form of Assignment and the form of Registration Certificate of the Comptroller of Public Accounts of the State of Texas, which shall be attached or affixed to the Bonds initially issued, shall be, respectively, substantially as shown in Exhibit A hereto, with such additions, deletions and variations as are necessary to conform such forms to the Officer's Pricing Certificate and as may be necessary or desirable and not prohibited by this Order.

21. Opinion of Bond Counsel; CUSIP. The approving opinion of bond counsel and CUSIP Numbers may be printed on the Bonds, but errors or omissions in the printing of such opinion or such numbers shall have no effect on the validity of the Bonds.

22. Debt Service Fund; Tax Levy.

(a) A special fund to be designated "Houston Independent School District Limited Tax Schoolhouse Bonds, Series 2018A Debt Service Fund" (the "Debt Service Fund") is hereby created solely for the benefit of the Bonds and shall be maintained by the District at an official depository bank of the District for as long as the Bonds, or interest thereon, are outstanding and unpaid. The proceeds from (i) all ad valorem debt service taxes levied, assessed and collected for and on account of the Bonds authorized by this Order and (ii) state aid, if any, that is required by law to be deposited into the Debt Service Fund shall be deposited, as collected, in the Debt Service Fund. Money on deposit in the Debt Service Fund may, at the option of the District, be invested as permitted under Texas law, provided that all such investments shall be made in such manner that the money will be available at the proper time or times. For purposes of maximizing investment returns, money in the Debt Service Fund may be invested with other money of the District in common investments, or in a common pool of investments, which shall not be deemed to be or constitute a commingling of such money as long as safekeeping receipts or certificates of participation clearly evidencing the investment or investment pool in which such money is invested and the share thereof purchased with such money or owned by the Debt Service Fund are held by or on behalf of the Debt Service Fund. Money in the Debt Service Fund may, to the extent necessary, be used to make any required payments to the federal government under the Code to assure that interest on the Bonds is excludable from gross income for federal income tax purposes.

(b) During each year while the Bonds or any part of the principal thereof or interest thereon remain outstanding and unpaid, there is hereby levied and there shall be annually assessed and collected in due time, form and manner, and at the same time as other District taxes are assessed, levied and collected, in each year, beginning with the current year, a continuing direct annual ad valorem tax upon all taxable property in the District, within the limits prescribed by law, sufficient to pay the interest on the Bonds as the same becomes due and to pay each installment of the principal of the Bonds as the same matures, full allowance being made for delinquencies and costs of collection; provided that the annual aggregate bond taxes in the District shall never be more than $1.00 on each $100 valuation of taxable property in the District; provided further that the amount of tax levied shall take into account the proceeds of state aid payments, if any, on deposit in the Debt Service Fund for the Bonds. Such taxes are hereby irrevocably pledged to the payment of the principal of and interest on the Bonds and to no other purpose.

(c) There is hereby appropriated from funds currently on hand and available for such purpose an amount sufficient, taking into account any accrued interest received from the sale of the Bonds, if any, to pay any debt service on the Bonds due prior to receipt of taxes levied to pay such interest.

23. Sale; Bond Purchase Agreement/Winning Bid; PSF Guarantee; Ratings. The Bonds shall be sold and delivered to the Underwriters at a price to be set forth in the Officer's Pricing Certificate and in accordance with the terms of (i) the Bond Purchase Agreement, in substantially

the form presented to the Board, or (ii) the Winning Bid, as the case may be. Upon completion of the terms of the Officer's Pricing Certificate, the Authorized Representative is hereby authorized and directed to execute the Bond Purchase Agreement or the Winning Bid, as the case may be, on behalf of the District, and the President of the Board of Education, Superintendent, Chief Financial Officer, Controller, Treasurer and all other officers, agents and representatives of the District are hereby authorized to do any and all things necessary or desirable to satisfy the conditions set out therein and to provide for the issuance and delivery of the Bonds.

The District's application and payment of a fee for a guarantee of the principal of and interest on the Bonds by the Permanent School Fund of the State of Texas is hereby authorized, approved, ratified and confirmed. The appropriate officials and representatives of the District are hereby authorized and directed to execute such documents and certificates and to do any and all things necessary or desirable to obtain such guarantee, and the printing on the Bonds of an appropriate legend or statement regarding such guarantee, as provided by the Texas Education Agency, is hereby approved. The President of the Board and the District's Superintendent, Chief Financial Officer, Controller, Treasurer, financial advisor and consultants are authorized hereby to take such actions as the President of the Board shall approve in seeking ratings on the Bonds from Moody's Investors Service, Inc. and/or S&P Global Ratings, Inc. and such actions are hereby ratified and confirmed.

24. Covenants to Maintain Tax-Exempt Status.

(a) Definitions. When used in this Section, the following terms have the following meanings:

"Code" means the Internal Revenue Code of 1986, as amended by all legislation, if any, enacted on or before the Issue Date.

"Computation Date" has the meaning stated in Section 1.148-1(b) of the Regulations.

"Gross Proceeds" has the meaning stated in Section 1.148-1(b) of the Regulations.

"Investment" has the meaning stated in Section 1.148-1(b) of the Regulations.

"Issue Date" for the Bonds or other obligations of the District is the respective date on which such Bonds or other obligations of the District is delivered against payment therefor.

"Net Sale Proceeds" has the meaning stated in Section 1.148-1(b) of the Regulations.

"Nonpurpose Investment" has the meaning stated in Section 1.148-1(b) of the Regulations.

"Proceeds" has the meaning stated in Section 1.148-1(b) of the Regulations.

"Rebate Amount" has the meaning stated in Section 1.148-3 of the Regulations.

"Regulations" means the temporary or final Income Tax Regulations applicable to the Bonds issued pursuant to Sections 141 through 150 of the Code. Any reference to a section of the Regulations shall also refer to any successor provision to such section hereafter promulgated by the Internal Revenue Service pursuant to Sections 141 through 150 of the Code and applicable to the Bonds.

"Yield of"

(1) any Investment shall be computed in accordance with Section 1.148-5 of the Regulations, and

(2) the Bonds shall be computed in accordance with Section 1.148-4 of the Regulations.

(b) Not to Cause Interest to Become Taxable. The District shall not use, permit the use of or omit to use Gross Proceeds of the Bonds or any other amounts (or any property the acquisition, construction or improvement of which is to be financed directly or indirectly with Gross Proceeds) in a manner which, if made or omitted, respectively, would cause the interest on any Bond to become includable in the gross income, as defined in Section 61 of the Code, of the owner thereof for federal income tax purposes. Without limiting the generality of the foregoing, unless and until the District shall have received a written opinion of counsel nationally recognized in the field of municipal bond law to the effect that failure to comply with such covenant will not adversely affect the exemption from federal income tax of the interest on any Bond, the District shall comply with each of the specific covenants in this Section.

(c) No Private Use or Private Payments. Except as permitted by Section 141 of the Code and the regulations and rulings thereunder, the District shall, at all times after the Issue Date of any Bond and prior to the last stated maturity of the Bonds:

(i) exclusively own, operate, and possess all property the acquisition, construction, or improvement of which is to be financed directly or indirectly with Gross Proceeds of the Bonds (including property financed with Gross Proceeds of the Refunded Bonds) and not use or permit the use of such Gross Proceeds or any property acquired, constructed, or improved with such Gross Proceeds in any activity carried on by any person or entity other than a state or local government, unless such use is solely as a member of the general public, or

(ii) not directly or indirectly impose or accept any charge or other payment for use of Gross Proceeds of the Bonds or any property the acquisition, construction or improvement of which is to be financed directly or indirectly with such Gross Proceeds (including property financed with Gross Proceeds of the

Refunded Bonds) other than taxes of general application and interest earned on investments acquired with such Gross Proceeds pending application for their intended purposes.

(d) No Private Loan. Except to the extent permitted by Section 141 of the Code and the regulations and rulings thereunder, the District shall not use Gross Proceeds of the Bonds to make or finance loans to any person or entity other than a state or local government. For purposes of the foregoing covenant, Gross Proceeds are considered to be "loaned" to a person or entity if (1) property acquired, constructed or improved with Gross Proceeds (including property financed with Gross Proceeds of the Refunded Bonds) is sold or leased to such person or entity in a transaction which creates a debt for federal income tax purposes, (2) capacity in or service from such property is committed to such person or entity under a take-or-pay, output, or similar contract or arrangement, or (3) indirect benefits, or burdens and benefits of ownership, of such Gross Proceeds or such property are otherwise transferred in a transaction which is the economic equivalent of a loan.

(e) Not to Invest at Higher Yield. Except to the extent permitted by Section 148 of the Code and the regulations and rulings thereunder, the District shall not, at any time prior to the earlier of the final stated maturity or final payment of the Bonds, directly or indirectly invest Gross Proceeds of the Bonds in any Investment (or use such Gross Proceeds to replace money so invested), if as a result of such investment the Yield of all Investments allocated to such Gross Proceeds whether then held or previously disposed of, exceeds the Yield on the Bonds.

(f) Not Federally Guaranteed. Except to the extent permitted by Section 149(b) of the Code and the regulations and rulings thereunder, the District shall not take or omit to take any action which would cause the Bonds to be federally guaranteed within the meaning of Section 149(b) of the Code and the regulations and rulings thereunder.

(g) Information Report. The District shall timely file with the Secretary of the Treasury the information required by Section 149(e) of the Code with respect to the Bonds on such forms and in such place as such Secretary may prescribe.

(h) Payment of Rebate Amount. Except to the extent otherwise provided in Section 148(f) of the Code and the regulations and rulings thereunder, the District shall:

(i) account for all Gross Proceeds of the Bonds (including all receipts, expenditures and investments thereof) on its books of account separately and apart from all other funds (and receipts, expenditures and investments thereof) and shall retain all records of such accounting for at least nine years after the final Computation Date. The District may, however, to the extent permitted by law, commingle Gross Proceeds of the Bonds with other money of the District, provided that the District separately accounts for each receipt and expenditure of such Gross Proceeds and the obligations acquired therewith,

(ii) calculate the Rebate Amount with respect to the Tax-Exempt Bonds not less frequently than each Computation Date, in accordance with rules set forth

in Section 148(f) of the Code, Section 1.148-3 of the Regulations, and the rulings thereunder. The District shall maintain a copy of such calculations for at least three years after the final Computation Date,

(iii) as additional consideration for the purchase of the Bonds by the initial purchasers thereof and the loan of the money represented thereby, and in order to induce such purchase by measures designed to ensure the excludability of the interest thereon from the gross income of the owners thereof for federal income tax purposes, pay to the United States the amount described in paragraph (2) above at the times, in the installments, to the place, in the manner and accompanied by such forms or other information as is or may be required by Section 148(f) of the Code and the regulations and rulings thereunder, and

(iv) exercise reasonable diligence to assure that no errors are made in the calculations required by paragraph (2) and, if such error is made, to discover and promptly to correct such error within a reasonable amount of time thereafter, including payment to the United States of any interest and any penalty required by the Regulations.

(i) Not to Divert Arbitrage Profits. Except to the extent permitted by Section 148 of the Code and the regulations and rulings thereunder, the District shall not, at any time after the Issue Date of the Bonds and prior to the earlier of the final stated maturity or final payment of the Bonds, enter into any transaction that reduces the amount required to be paid to the United States pursuant to Subsection (h) of this Section because such transaction results in a smaller profit or a larger loss than would have resulted if the transaction had been at arm's length and had the Yield of the Bonds not been relevant to either party.

(j) Not Hedge Bonds. The District did not invest more than 50 percent of the Proceeds of the Refunded Bonds, and will not invest more than 50 percent of the proceeds of the Bonds, in Nonpurpose Investments having a guaranteed yield for four years or more. On the Issue Date of the Bonds, the District will reasonably expect, and on the Issue Date of the Refunded Bonds, the District reasonably expected, that at least 85 percent of the Net Sale Proceeds of the Bonds and Refunded Bonds, respectively, would be used to carry out the governmental purpose of such series within three years after the Issue Date of such series.

25. Use of Proceeds. Proceeds from the sale of the Bonds shall, promptly upon receipt by the District, be applied in accordance with the provisions set forth in the Officer's Pricing Certificate.

26. Continuing Disclosure Undertaking.

(a) Annual Reports. The District will provide certain updated financial information and operating data to the MSRB annually in an electronic format as prescribed by the MSRB and available via the Electronic Municipal Market Access ("EMMA") system at www.emma.msrb.org. The information to be updated includes all quantitative

financial information and operating data with respect to the District of the general type included in the Official Statement authorized by Section 30 of this Order, being the information identified and described in the Officer's Pricing Certificate. The District will update and provide this information within six months after the end of each fiscal year. Any financial statements so to be provided shall be (1) prepared in accordance with the accounting principles prescribed by the Texas State Board of Education, or such other accounting principles as the District may be required to employ from time to time pursuant to State law or regulation and (2) audited, if the District commissions an audit of such statements and the audit is completed within the period during which they must be provided. If audited financial statements are not so provided, then the District shall provide unaudited financial statements for the applicable fiscal year by the required time, and audited financial statements when audited financial statements become available.

If the District changes its fiscal year, it will submit a notice of such change to the MSRB (and the date of the new fiscal year end) prior to the next date by which the District otherwise would be required to provide financial information and operating data pursuant to this Section.

The financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific reference to any document (including an official statement or other offering document, if it is available from the MSRB).

(b) Event notices. The District shall notify the MSRB in an electronic format prescribed by the MSRB, in a timely manner (not in excess of ten (10) business days after the occurrence of the event), of any of the following events with respect to the Bonds:

(i) Principal and interest payment delinquencies;
(ii) Non-payment related defaults, if material;
(iii) Unscheduled draws on debt service reserves reflecting financial difficulties;
(iv) Unscheduled draws on credit enhancements reflecting financial difficulties;
(v) Substitution of credit or liquidity providers or their failure to perform;
(vi) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
(vii) Modifications to rights of holders of the Bonds, if material;
(viii) Bond calls, if material, and tender offers;
(ix) Defeasances;
(x) Release, substitution, or sale of property securing repayment of the Bonds, if material;
(xi) Rating changes;

(xii) Bankruptcy, insolvency, receivership or similar event of the District;

(xiii) The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and

(xiv) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

As used in clause (xii), above, the phrase "bankruptcy, insolvency, receivership or similar event" means the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court of governmental authority has assumed jurisdiction over substantially all of the assets or business of the District, or if jurisdiction has been assumed by leaving the District in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District.

The District shall notify the MSRB, in a timely manner, of any failure by the District to provide financial information or operating data in accordance with Section 29(a) of this Order by the time required by such Section.

(c) Electronic Format. All information and notices shall be provided to the MSRB in an electronic format, as prescribed by the MSRB, and all documents provided to the MSRB pursuant to this Section shall be accompanied by identifying information, as prescribed by the MSRB.

(d) Limitations, Disclaimers, and Amendments. The District shall be obligated to observe and perform the covenants specified in this Section for so long as, but only for so long as, the District remains an "obligated person" with respect to the Bonds within the meaning of the Rule, except that the District in any event will give notice of any deposit made in accordance with Texas law that causes Bonds no longer to be outstanding.

The provisions of this Section are for the sole benefit of the holders and the beneficial owners of the Bonds, and nothing in this Section, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The District undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Section and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the District's financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Section or otherwise, except as expressly provided herein. The District does not make any representation or warranty concerning such information or its usefulness to a decision to

invest in or sell Bonds at any future date.

UNDER NO CIRCUMSTANCES SHALL THE DISTRICT BE LIABLE TO THE HOLDER OR BENEFICIAL OWNER OF ANY BOND OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE DISTRICT, WHETHER NEGLIGENT OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE UNLIMITED TO AN ACTION FOR MANDAMUS OR SPECIFIC PERFORMANCE.

No default by the District in observing or performing its obligations under this Section shall comprise a breach of or default under this Order for purposes of any other provision of this Order.

Nothing in this Section is intended or shall act to disclaim, waive, or otherwise limit the duties of the District under federal and state securities laws.

The provisions of this Section may be amended by the District from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, or status or type of principal payment of the District, if (1) the agreement, as so amended, would have permitted an underwriter to purchase or sell Bonds in the initial primary offering in compliance with the Rule, taking into account any amendments or interpretations of the Rule to the date of such amendment, as well as such changed circumstances, and (2) either (a) the holders of a majority in aggregate amount of the outstanding Bonds consent to such amendment or (b) a person unaffiliated with the District (such as nationally recognized bond counsel) determines that the amendment will not materially impair the interests of the holders and beneficial owners of the Bonds. The District may also amend or repeal the provisions of this continuing disclosure agreement if the SEC amends or repeals the applicable provisions of the Rule or a court of final jurisdiction enters judgment that such provisions of the Rule are invalid, but only if and to the extent that the provisions of this sentence would not prevent an underwriter from lawfully purchasing or selling Bonds in the primary offering of the Bonds. If any such amendment is made, the District will include in its next annual update an explanation in narrative form of the reasons for the change and its impact on the type of operating data or financial information being provided.

27. Permanent School Fund Guarantee Program. The District covenants to comply timely with all applicable requirements and procedures under Article VII, Section 5 of the Texas Constitution, Subchapter C of Chapter 45, Texas Education Code and the Rules of the State Board of Education relating to the guarantee of the principal of and interest on the Bonds by the Permanent School Fund of the State of Texas. Upon defeasance of the Bonds, either at or prior to maturity in accordance with applicable law, the guarantee of the principal of and interest on the Bonds by the Permanent School Fund of the State of Texas shall be removed in its entirety. If the District is unable to pay the principal of or interest on a guaranteed Bond, the amount necessary to pay the principal or interest will be transferred to the Registrar for the Bonds from the Permanent

School Fund of the State of Texas, and the amounts so transferred, plus interest, will be withheld by the Comptroller from the first State money payable to the District, first from the Foundation School Fund and, if necessary, from the Available School Fund.

28. Related Matters. To satisfy in a timely manner all of the District's obligations under this Order and the Bond Purchase Agreement or the Winning Bid, as the case may be, the President, Vice President and Secretary of the Board and all other appropriate officers, agents and representatives of the District are hereby authorized and directed to take all other actions that are reasonably necessary to provide for the issuance of the Bonds, including, without limitation, executing and delivering on behalf of the District all certificates, consents, receipts, requests and other documents as may be reasonably necessary to satisfy the District's obligations under the Bond Purchase Agreement or the Winning Bid, as the case may be, and this Order and to direct the transfer and application of funds of the District consistent with the provisions of this Order.

29. Order a Contract – Amendments. This Order shall constitute a contract with the Owners from time to time, be binding on the District, and shall not be amended or repealed by the District so long as any Bond remains Outstanding except as permitted in this Section. The District may, without the consent of or notice to any Owners, from time to time and at any time, amend this Order in any manner not detrimental to the interests of the Owners, including the curing of any ambiguity, inconsistency, or formal defect or omission herein. In addition, the District may, with the consent of Owners who own in the aggregate 51% of the principal amount of the Bonds then Outstanding, amend, add to, or rescind any of the provisions of this Order; provided that, without the consent of all Owners of Outstanding Bonds, no such amendment, addition, or rescission shall (i) extend the time or times of payment of the principal of and interest on the Bonds, reduce the principal amount thereof, the redemption price, or the rate of interest thereon, or in any other way modify the terms of payment of the principal of or interest on the Bonds, (ii) give any preference to any Bond over any other Bond, or (iii) reduce the aggregate principal amount of Bonds required to be held by Owners for consent to any such amendment, addition, or rescission.

When used with reference to the Bonds, "Outstanding" shall mean, as of a particular date, all Bonds theretofore and thereupon delivered pursuant to this Order except: (a) any Bonds canceled by or on behalf of the District at or before such date; (b) any Bonds defeased pursuant to the defeasance provisions of this Order or otherwise defeased as permitted by applicable law; and (c) any Bonds in lieu of or in substitution for which a replacement Bond shall have been delivered pursuant to this Order.

30. Official Statement. The Board hereby authorizes and approves, in connection with the offering and sale of the Bonds, the preparation and distribution of a Preliminary Official Statement and, if applicable, an Official Notice of Sale and Bidding Instructions, and hereby authorizes the preparation of a final Official Statement containing such additional information and amendments as may be necessary to conform to the terms of the Bonds, this Order, the Officer's Pricing Certificate and the Bond Purchase Agreement or Winning Bid, as the case may be, for the Bonds. Appropriate officials of the District are hereby authorized to sign such Official Statement and/or to deliver a certificate pertaining to such Official Statement as prescribed therein.

31. Power to Revise Form of Documents. Notwithstanding any other provision of this Order, the President of the Board is hereby authorized to make or approve such revisions, additions, deletions, and variations to this Order and in the form of the documents attached hereto as exhibits as, in the judgment of the President, and in the opinion of Bond Counsel to the District, may be necessary or convenient to carry out or assist in carrying out the purposes of this Order, the Preliminary Official Statement, the final Official Statement, or as may be required for approval of the Bonds by the Attorney General of Texas; provided, however, that any changes to such documents resulting in substantive amendments to the terms and conditions of the Bonds or such documents shall be subject to the prior approval of the Board and the provisions of Section 29 of this Order.

32. No Personal Liability. No recourse shall be had for payment of the principal of or interest on any Bonds or for any claim based thereon, or on this Order, against any official or employee of the District or any person executing any Bonds.

33. Defeasance. Except as otherwise provided in the Officer's Pricing Certificate, the District may defease the provisions of this Order and discharge its obligation to the Owners of any or all of the Bonds to pay the principal of and interest thereon in any manner now or hereafter permitted by law, including (but not limited to) by depositing with the Registrar or with the Comptroller either:

(a) cash in an amount equal to the principal amount of and interest thereon to the date of maturity or earlier redemption, if any, or

(b) pursuant to an escrow or trust agreement, cash and/or (i) direct noncallable obligations of United States of America, including obligations that are unconditionally guaranteed by the United States of America; (ii) noncallable obligations of an agency or instrumentality of the United States, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that are rated as to investment quality by a nationally recognized investment rating firm not less than "AAA" or its equivalent; or (iii) noncallable obligations of a state or an agency or a county, municipality, or other political subdivision of a state that have been refunded and that are rated as to investment quality by a nationally recognized investment rating firm not less than "AAA" or its equivalent, which, in the case of (i), (ii) or (iii), may be in book-entry form, and the principal of and interest on which will, when due or redeemable at the option of the holder, without further investment or reinvestment of either the principal amount thereof or the interest earnings thereon, provide money in an amount which, together with other moneys, if any, held in such escrow at the same time and available for such purpose, shall be sufficient to provide for the timely payment of the principal of and interest thereon to the date of maturity or earlier redemption, if any;

provided, however, that if any of such Bonds are to be redeemed prior to their respective dates of maturity, provision shall have been made for giving notice of redemption as provided in this Order. Upon such deposit, such Bonds shall no longer be regarded to be outstanding or unpaid. Any surplus amount not required to accomplish such defeasance shall be returned to the District.

34. Notice. Any notice, demand, direction, request or other instrument authorized or required by this Order to be given to or filed with the District or the Registrar shall be deemed to have been given only upon receipt. Any notice shall be sent by first class mail, postage prepaid, to the address specified below or, to such other address as may be designated in writing by the parties:

District: Houston Independent School District
4400 West 18th Street
Houston, Texas 77092
Attention: Superintendent

Registrar: The Bank of New York Mellon Trust Company, National Association
601 Travis Street, 18th Floor
Houston, Texas 77002
Attention: Corporate Trust Department

35. Legal Holidays. In any case where the date interest accrues and becomes payable on the Bonds or principal of the Bonds matures or the date fixed for redemption of any Bonds or a Record Date shall be in the District a Saturday, Sunday, legal holiday or a day on which banking institutions are authorized by law to close, then payment of interest or principal need not be made on such date, or the Record Date shall not occur on such date, but payment may be made or the Record Date shall occur on the next succeeding day which is not in the District a Saturday, Sunday, legal holiday or a day on which banking institutions are authorized by law to close with the same force and effect as if (i) made on the date of maturity or the date fixed for redemption and no interest shall accrue for the period from the date of maturity or redemption to the date of actual payment or (ii) the Record Date had occurred on the last business day of that calendar month.

36. Open Meeting. It is hereby officially found and determined that the meeting at which this Order was adopted was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Law, Chapter 551, Texas Government Code, as amended.

37. Effective Date. This Order shall be in full force and effect from and upon its adoption.

38. Severability. If any section, paragraph, clause or provision of this Order shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Order.

39. Repealer. All orders, resolutions and ordinances, or parts thereof, inconsistent herewith are hereby repealed to the extent of such inconsistency.

PASSED AND APPROVED this February 8, 2018.

_____
President, Board of Education
Houston Independent School District

ATTEST:

_____
Secretary, Board of Education
Houston Independent School District

(SEAL)

Exhibit A – Form of Officer's Pricing Certificate

EXHIBIT A

FORM OF OFFICER'S PRICING CERTIFICATE

HOUSTON INDEPENDENT SCHOOL DISTRICT
LIMITED TAX SCHOOLHOUSE BONDS, SERIES 2018A

THIS OFFICER'S PRICING CERTIFICATE is executed as of _____, 2018, by the Authorized Representative of the Houston Independent School District (the "District") pursuant to the authorization contained in an order of the Board of Education, acting as the governing body of the District, adopted on February 8, 2018 (the "Order"), authorizing the issuance of the captioned series of bonds and delegating to the undersigned the authority to agree to and stipulate certain terms and provisions thereof, all of which are set forth herein.

Capitalized terms used in this Officer's Pricing Certificate shall have the meanings assigned to them in the Order.

1. Designation; Principal Amount, Maturity Amount, Numbers, Interest Rates, Interest Payment Dates and Maturities. The Bonds shall be designated the "Houston Independent School District Limited Tax Schoolhouse Bonds, Series _____," shall be dated _____, ____, and shall be issued in the total authorized principal amount of $_____ (the "Bonds"). The Bonds shall bear interest from their [dated date/date of initial delivery to the Underwriters]. The Interest Payment Date for the Bonds shall be each _____ and _____, commencing _____, until maturity or prior redemption. Interest on the Bonds shall accrue from the date of delivery of the Bonds to the Underwriters.

   The Bonds shall mature on _____ in each of the years and in the amounts and shall bear interest as set out in the following schedule:

Bond Number	Year of Maturity (_____)	Principal Amount	Interest Rate
R-1			
R-2			
R-3			

2. Optional Redemption. The Bonds maturing on and after _____, ____ are subject to optional redemption, in whole or in part, on any date on or after _____, _____ at a redemption price of par plus accrued interest.

[3. Mandatory Sinking Fund Redemption. The Bonds maturing on _____ in the years _____ and _____ will be issued as term bonds (the "Term Bonds") and shall be subject to the following mandatory redemption requirements:

TERM BONDS MATURING _____, ____

Mandatory Redemption Date (_____)	Principal Amount	Redemption Price
		100%
		100
		100
		100

TERM BONDS MATURING _____, ____

Mandatory Redemption Date (_____)	Principal Amount	Redemption Price
		100%
		100
		100
		100

To the extent that such Term Bonds have been previously called for redemption or purchased and retired in part and otherwise than from scheduled mandatory redemption payments, future mandatory redemption payments may be reduced by the principal amount of such Term Bonds so redeemed or purchased.

In lieu of mandatorily redeeming the Term Bonds, the District reserves the right to purchase for cancellation Term Bonds of the same maturity at a price no greater than the applicable redemption price of such Term Bonds.

The Paying Agent/Registrar will select by lot the specific Term Bonds (or with respect to Term Bonds having a denomination in excess of $5,000, each $5,000 portion thereof) to be redeemed by mandatory redemption. The principal amount of Term Bonds required to be redeemed on any redemption date pursuant to the foregoing mandatory redemption provisions shall be reduced, at the option of the District, by the principal amount of any Bonds having the same maturity which have been purchased or redeemed by the District as follows, at least 45 days prior to the mandatory redemption date:

(a) if the District directs the Paying Agent to purchase Bonds with money in the debt service fund for the Bonds (at a price not greater than par plus accrued interest to the date of purchase), then a credit of 100% of the principal amount of such Bonds purchased will be made against the next mandatory redemption installment due, or

(b) if the District purchases or redeems Bonds with other available moneys, then the principal amount of such Bonds will be credited against future mandatory redemption installments in any order, and in any annual amount, that the District may direct.]

5. Underwriters; Initial Bond. The "Underwriters" are _____. The Initial Bond shall be registered in the name of _____.

6. Purchase Price. The sale of the Bonds to the Underwriters is authorized pursuant to the [Bond Purchase Agreement/Winning Bid] at the following price:

PRINCIPAL AMOUNT	$_____
Plus Original Issue Premium	_____
Less Underwriter's Discount	_____
PURCHASE PRICE	$_____

It is hereby found and declared that the sale of the Bonds pursuant to the [Bond Purchase Agreement at such price is on the best terms and at the best prices reasonably obtainable by the District][Winning Bid is to the highest bidder at terms that were the most advantageous reasonably obtained].

7. Use of Proceeds. Proceeds from the sale of the Bonds shall be applied as follows:

(a) Proceeds in the amount $_____ shall be used to pay costs of issuance;

(b) Proceeds in the amount of $_____ shall be used to pay underwriter's discount;

(c) Proceeds in the amount $_____, including premium in the amount $_____, shall be used for the purposes set forth in clause (i) of Section 1 of the Order.

Any proceeds of the Bonds remaining after making all such deposits any payments shall be deposited into the Debt Service Fund and used to pay debt service on the Bonds.

8. Form of Bond. Pursuant to Section 5 of the Order, the Form of Bond as set forth in Attachment 1 hereto is hereby approved and supersedes the Form of Bond set forth in the Order.

9. Pursuant to Section 26 of the Order, the District shall provide updated financial information and operating data to the MSRB each year to the extent, by the times, subject to the exceptions noted, and as provided in the Official Statement under the caption "CONTINUING DISCLOSURE OF INFORMATION – Annual Reports."

10. Pursuant to Section 5 of the Order, I hereby further find and determine that:

(i) the aggregate principal amount of the Bonds equals $_____, which does not exceed $100,000,000.

(ii) the net effective interest rate for the Bonds is ____%, which does not exceed 5.00%; and

(iii) the maximum maturity is February 15, 20__, which is not later than February 15, 2043.

11. After issuance of the Bonds (for which $_____ in principal amount and $_____ in net premium counts against voted authority), the District will have remaining $_____ in authorized but unissued voted authorization pursuant to the Election.

12. The undersigned hereby find, determine and declare, that in accordance with the requirements of the Order, this Officer's Pricing Certificate complies with and satisfies the terms and provisions of the Order in accordance with the delegation contained therein.

WITNESS MY HAND this _____, 2018.

_____
Authorized Representative
Houston Independent School District

ATTACHMENT 1 TO OFFICER'S PRICING CERTIFICATE

FORM OF BOND

United States of America
State of Texas

NUMBER
R-1[1]
REGISTERED

PRINCIPAL AMOUNT
$_____
REGISTERED

HOUSTON INDEPENDENT SCHOOL DISTRICT
LIMITED TAX SCHOOLHOUSE BOND
SERIES 20__

INTEREST RATE[2]:	DATED DATE:	MATURITY DATE[2]:	CUSIP[2]:
%		_____, ____	

REGISTERED OWNER:

PRINCIPAL AMOUNT: DOLLARS

HOUSTON INDEPENDENT SCHOOL DISTRICT (the "District"), for value received, promises to pay to the Registered Owner identified above, or registered assigns, on the Maturity Date specified above, upon presentation and surrender of this Bond at the corporate trust office of The Bank of New York Mellon Trust Company, National Association, or its successor (the "Registrar"), the Principal Amount identified above, payable in any coin or currency of the United States of America which on the date of payment of such principal is legal tender for the payment of debts due the United States of America, and to pay interest thereon at the rate shown above, calculated on the basis of a 360-day year of twelve 30-day months, from the later of the [Dated Date specified above/date of delivery of the Bonds], or the most recent interest payment date to which interest has been paid or duly provided for.[3] Interest on this bond is payable semiannually

---

1 Initial Bond shall be numbered T-1.

2 Omitted from the Initial Bond.

3 The first sentence of the Initial Bond shall read as follows:

HOUSTON INDEPENDENT SCHOOL DISTRICT (the "District"), for value received, promises to pay to the Registered Owner identified above, or registered assigns, on the maturity dates specified below, upon presentation and surrender of this Bond at the corporate trust office of The Bank of New York Mellon Trust Company, National Association, or its successor (the "Registrar"), the principal amounts set forth in the following schedule: [Insert information regarding years of maturity, principal amounts and interest rates from Officer's Pricing Certificate], payable in any coin or currency of the United States of America which on the date of payment of such principal is legal tender for the payment of debts due the United States of America, and to pay interest thereon at the rate shown above, calculated on the basis of a 360-day year of twelve 30-day months, from the later of the [Dated Date] specified above, or the most recent interest payment date to which interest has been paid or duly provided for.

on _____[4] and _____[4] of each year until maturity, beginning _____,[4] 2018, by check mailed to the Registered Owner of record as of the last business day of the month next preceding each interest payment date, to the address of such owner as shown on the books of registration kept by the Registrar. Any accrued interest due at maturity shall be paid upon presentation and surrender of this Bond at the corporate trust office of the Registrar.

THIS BOND is one of a duly authorized issue of bonds, aggregating $_____[4] (the "Bonds"), issued for the purposes of (i) constructing, acquiring and equipping school buildings in the District (including the rehabilitation, renovation, expansion and improvement thereof) and the purchase of the necessary sites therefor, and (ii) paying the costs of issuance of the Bonds, as described in an order adopted by the Board of Education of the District on February 8, 2018 (the "Order"), all pursuant to the authority of Chapter 45, Texas Education Code, as amended, and Chapter 1371, Texas Government Code, as amended.

THE DISTRICT RESERVES THE RIGHT, at its option, to redeem the Bonds maturing on _____, and thereafter prior to their scheduled maturities, in whole or in part, in integral multiples of $5,000, on _____, or any date thereafter at par plus accrued interest on the principal amounts called for redemption to the date fixed for redemption.

[THE BONDS MATURING ON _____, 20__ (the "Term Bonds") are subject to mandatory sinking fund redemption in the following amounts (subject to reduction as hereinafter provided), on the following dates, in each case at a redemption price equal to the principal amount of such Term Bonds or the portions thereof so called for redemption plus accrued interest to the date fixed for redemption:

Mandatory Redemption Date (February 15)	Principal Amount	Redemption Price

TO THE EXTENT THAT such Term Bonds have been previously called for redemption or purchased and retired in part and otherwise than from scheduled mandatory redemption payments, future mandatory redemption payments may be reduced by the principal amount of such Term Bonds so redeemed or purchased.

IN LIEU OF MANDATORILY REDEEMING the Term Bonds, the District reserves the right to purchase for cancellation Term Bonds of the same maturity at a price no greater than the applicable redemption price of such Term Bonds.

4 To be completed in accordance with the Officer's Pricing Certificate.

THE PAYING AGENT/REGISTRAR will select by lot the specific Term Bonds (or with respect to Term Bonds having a denomination in excess of $5,000, each $5,000 portion thereof) to be redeemed by mandatory redemption. The principal amount of Term Bonds required to be redeemed on any redemption date pursuant to the foregoing mandatory redemption provisions shall be reduced, at the option of the District, by the principal amount of any Bonds having the same maturity which have been purchased or redeemed by the District as follows, at least 45 days prior to the mandatory redemption date:

(a) if the District directs the Paying Agent to purchase Term Bonds with money in the debt service fund for the Bonds (at a price not greater than par plus accrued interest to the date of purchase), then a credit of 100% of the principal amount of such Term Bonds purchased will be made against the next mandatory redemption installment due, or

(b) if the District purchases or redeems Term Bonds with other available moneys, then the principal amount of such Term Bonds will be credited against future mandatory redemption installments in any order, and in any annual amount, that the District may direct.]

NOT LESS THAN THIRTY (30) DAYS prior to a redemption date, a notice of redemption will be sent by U.S. mail, first class postage prepaid, in the name of the District to each registered owner of a Bond to be redeemed in whole or in part at the address of the registered owner appearing on the registration books of the Registrar at the close of business on the business day next preceding the date of mailing. When Bonds or portions thereof have been called for redemption and due provision has been made to redeem the same, the amounts so redeemed shall be payable solely from the funds provided for redemption, and interest which would otherwise accrue on the Bonds or portions thereof called for redemption shall terminate on the date fixed for redemption.

THIS BOND IS TRANSFERABLE only upon presentation and surrender at the corporate trust office of the Registrar duly endorsed for transfer or accompanied by an assignment duly executed by the registered owner or his authorized representative, subject to the terms and conditions of the Order.

THIS BOND IS EXCHANGEABLE at the corporate trust office of the Registrar for bonds in the principal amount of $5,000 or any integral multiple thereof, subject to the terms and conditions of the Order.

THE REGISTRAR IS NOT REQUIRED to accept for transfer or exchange any Bond called for redemption in whole or in part during the 45-day period immediately prior to the date fixed for redemption; provided, however, that such limitation shall not apply to the transfer or exchange by the Registered Owner of the unredeemed portion of any Bond called for redemption in part.

THIS BOND shall not be valid or obligatory for any purpose or be entitled to any benefit under the Order unless this Bond is authenticated by the Registrar by due execution of the authentication certificate endorsed hereon.[5]

THE REGISTERED OWNER of this Bond, by acceptance hereof, acknowledges and agrees to be bound by all the terms and conditions of the Order.

THE DISTRICT has covenanted in the Order that it will at all times provide a legally qualified registrar for the Bonds and will cause notice of any change of registrar to be mailed to each registered owner.

IT IS HEREBY certified, recited and covenanted that this Bond has been duly and validly issued and delivered; that all acts, conditions and things required or proper to be performed, to exist and to be done precedent to or in the issuance and delivery of this Bond have been performed, exist and have been done in accordance with law; that the Bonds do not exceed any constitutional or statutory limitation; and that annual ad valorem taxes, within the limits prescribed by law, sufficient to provide for the payment of the interest on and principal of this Bond, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in the District and have been pledged irrevocably for such payment.

IN WITNESS WHEREOF, this bond has been signed with the manual or facsimile signature of the President or Vice President of the Board of Education of the District and countersigned with the manual or facsimile signature of the Secretary of the Board of Education of the District, and the official seal of the District has been duly impressed, or placed in facsimile, on this bond.

(SEAL)

HOUSTON INDEPENDENT SCHOOL DISTRICT

_____

[Vice] President, Board of Education

_____

[Assistant] Secretary, Board of Education

5 In the Initial Bond, this paragraph shall read: "THIS BOND shall not be valid or obligatory for any purpose or be entitled to any benefit under the Order unless this Bond is registered by the Comptroller of Public Accounts of the State of Texas by registration certificate endorsed hereon."

FORM OF REGISTRATION CERTIFICATE
OF COMPTROLLER OF PUBLIC ACCOUNTS

COMPTROLLER'S REGISTRATION CERTIFICATE: REGISTER NO. _____

I hereby certify that this bond has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and that this bond has been registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS MY SIGNATURE AND SEAL this _____.

_____
Comptroller of Public Accounts of the
State of Texas

(SEAL)

* * * * *

FORM OF REGISTRAR'S AUTHENTICATION CERTIFICATE

AUTHENTICATION CERTIFICATE

It is hereby certified that this bond has been delivered pursuant to the Order described in the text of this Bond, in exchange for or in replacement of a bond, bonds or a portion of a bond or bonds of an issue of bonds which was originally approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts of the State of Texas.

THE BANK OF NEW YORK MELLON TRUST
COMPANY, NATIONAL ASSOCIATION
as Paying Agent Registrar

By:_____
Authorized Signature_____
Date of Authentication:_

* * * * *

FORM OF PERMANENT SCHOOL FUND CERTIFICATE

PERMANENT SCHOOL FUND CERTIFICATE

Under the authority granted by Article 7, Section 5 of the Texas Constitution and Subchapter C of Chapter 45 of the Texas Education Code, the payment, when due, of the principal of and interest on the issuance by the Houston Independent School District of its Limited Tax Schoolhouse Bonds, Series 2018A, dated _____, 2018, in the principal amount of $_____ is guaranteed by the corpus of the Permanent School Fund of the State pursuant to the bond guarantee program administered by the Texas Education Agency. This guarantee shall be removed in its entirety upon defeasance of such bonds.

Reference is hereby made to the continuing disclosure agreement of the Texas Education Agency, set forth in Section I of the Agency's Investment Procedure Manual and the Agency's commitment letter for the guarantee. Such disclosure agreement has been made with respect to the bond guarantee program, in accordance with Rule 15c2-12 of the United States Securities and Exchange Commission, for the benefit of the holders and beneficial owners of the bonds.

In witness thereof I have caused my signature to be placed in facsimile on this bond.

_____
Mike Morath
Commissioner of Education

* * * * *

FORM OF ASSIGNMENT

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____

_____
(Please print or type name, address, and zip code of Transferee)

_____
(Please insert Social Security or Taxpayer Identification Number of Transferee)

the within bond and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer such bond on the books kept for registration thereof, with full power of substitution in the premises.

DATED:_____ _____

Signature Guaranteed: Registered Owner

NOTICE: Signature must be guaranteed by a member firm of the New York Stock Exchange or a commercial bank or trust company.

NOTICE: The signature above must correspond to the name of the registered owner as shown on the face of this bond in every particular, without any alteration, enlargement or change whatsoever.

****

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Finance
Rene Barajas, Chief Financial Officer

SUBJECT: **APPROVAL OF THE 2017–2018 MIDYEAR BUDGET AMENDMENT**

A comprehensive midyear report on the status of the 2017–2018 budget as of December 31, 2017, has been completed. This report reflects various adjustments that are required to be approved by the Houston Independent School District (HISD) Board of Education, in accordance with state guidelines, as well as other adjustments recommended by the superintendent of schools for ratification by the board.

Included is budgetary information for the following funds: General Fund, Debt Service Fund, and the Nutrition Services Fund.

The midyear budgetary update has been transmitted to the board under separate cover.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This item supports all three district goals and is aligned to Core Initiatives 4: Data-Driven Accountability and 5: Culture of Trust through Action. It also allows the district's financial records to accurately reflect new funds, as well as funds originally budgeted, to support, increase, or change educational services delivered to students.

THIS ITEM DOES NOT REQUIRE CONSULTATION.

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

RECOMMENDED: That the Board of Education approves the midyear budgetary update reflecting fiscal adjustments to estimated revenues and appropriations for fiscal year 2017–2018, effective February 9, 2018.

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Legal Services
Elneita Hutchins-Taylor, General Counsel

SUBJECT: **CONSIDERATION AND APPROVAL OF PROPOSED 2018–2019 PANEL OF LAW FIRMS TO PROVIDE LEGAL SERVICES**

The Houston Independent School District (HISD) issued a request for qualifications (RFQ) for legal services on September 8, 2017, through November 29, 2017. Bid notices were distributed via online messaging, the district website, local newspaper ads, and statewide trade journals. The district received responses from 31 law firms in the following categories: business/commercial law, construction law, facility use/naming rights, general school law, general litigation, hearing officers, immigration law, investigations, real estate, personnel administration and benefits, small claims litigation, special education and Section 504, tort claims litigation, workers' compensation law, bond counsel, and disclosure counsel.

In 1997, the district issued its first request for proposal for legal services and developed the panel format in response to a report by the State Comptroller's Office during the Texas School Performance Review. The panel format allows the district to distribute business among several law firms and thereby diversify legal services and allow competitive rates.

The superintendent of schools is recommending that the Board of Education approve the panel of law firms attached to this agenda item authorizing the superintendent of schools and general counsel to engage other firms on an as-needed basis.

COST/FUNDING SOURCE(S): All law firms will be paid upon rendition of services from the legal services general fund.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
General Funds	1993000000	1080825000	AD41990000000000	6211000000	N/A	TBD

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 authorizes the superintendent of schools and general counsel to execute engagement letters with the approved panel of law firms, and to engage other law firms on an as-needed basis to provide legal services, effective February 9, 2018.

HOUSTON INDEPENDENT SCHOOL DISTRICT
2017~~7~~8–2018~~8~~9 PROPOSED PANEL OF LAW FIRMS[1]

CONSTRUCTION LAW

Jackson Walker, LLP
Kilpatrick Townsend & Stockton, LLP
Munsch Hardt Kopf & Harr, PC
Rogers Morris & Grover, LLP
Walsh Gallegos Trevino Ruso & Kyle, PC

GENERAL SCHOOL LAW

Beck Redden, LLP
Karczewski Bradshaw, LLP
Lewis Brisbois Bisgard & Smith, LLP
Littler Mendelson, PC
Rogers Morris & Grover, LLP
Thompson & Horton, LLP
Walsh Gallegos Trevino Ruso & Kyle, PC
West & Associates, LLP

GENERAL LITIGATION

Andrews Kurth Kenyon, LLP
Beck Redden, LLP
Bracewell, LLP
Callier & Garza, LLP
Greenberg Traurig, LLP
Jackson & Walker, LLP
Lewis Brisbois Bisgard & Smith, LLP
Littler Mendleson, PC
Rogers Morris & Grover, LLP
Thompson & Horton, LLP
West & Associates, LLP

REAL ESTATE

Bracewell, LLP
Edison McDowell & Hertherington, LLP
Jackson & Walker, LLP
Munsch Hardt Kopf & Harr, PC
Rogers Morris & Grover, LLP

SPECIAL EDUCATION | SECTION 504

Powell & Leon, LLP
Rogers Morris & Grover, LLP
Thompson & Horton, LLP
Walsh Gallegos Trevino Ruso & Kyle, PC

[1] Part 1 of 2: February 8, 2018 Board Meeting; Part 2 of 2: March 8, 2018 Board Meeting

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Legal Services
Elneita Hutchins-Taylor, General Counsel

SUBJECT: **CONSIDERATION AND APPROVAL OF TERM CONTRACT EMPLOYMENT AREAS FOR REDUCTION IN FORCE**

Forecasting staffing for the 2018–2019 school year will be significantly impacted by two major factors in addition to campus and department based adjustments typically made from year to year. In 2018–2019 district staffing at the campus level and within central office departments will be impacted by budget and staffing changes aimed at increasing equity across the district. Changes in the funding and staffing formulas to schools will impact individual campuses differently. Some campuses will lose staff, necessitating a reduction in force, while other campuses will see staffing increases. The need for a reduction in staff in the coming school year is also due to the anticipated reduction in revenues because of Hurricane Harvey.

The relocation of families due to Hurricane Harvey has caused a loss of students at some schools during the current school year that may carry over to 2018–2019. The loss of students will result in reduced state funding. In addition, Hurricane Harvey has impacted property values in certain parts of the district, which reduces anticipated property tax revenues to the district.

For these reasons and the reasons stated below, the superintendent recommends that the Board of Education approves reduction in force for certain term contract employees for the following reasons:

- Change in campus staffing/funding models.
- Loss of revenues due to anticipated decline in property values resulting from Hurricane Harvey.
- Anticipated low enrollments for the 2018–2019 school year at certain campuses.
- Recommended program changes related to the need to improve and/or meet academic needs on some campuses and in some departments.
- Recommended reorganizations based on the needs of the department or campus, including budget adjustments.
- Recapture of district funds necessitating campus and/or departmental reduction in staff.

Even without the impact of new staffing/funding models and Hurricane Harvey, schools annually assess the teaching needs of students for the following year. The superintendent recognizes that, based on each campus' assessment, a reduction in force may be necessary for the reasons cited above, and therefore recommends that the board approve this action for employees on term contracts. In accordance with

board policy DFFB(LOCAL), the superintendent has determined that reorganization and/or program change is required to meet the needs of students on some campuses and in some departments.

Program change is defined by board policy as: “any elimination, curtailment, or reorganization of a program, department, school operation, or curriculum offering, including, for example, a change in curriculum objectives; a modification of the master schedule; the restructuring of an instructional delivery method; or a modification or reorganization of staffing patterns in a department, on a particular campus, or District wide.”

Board policy requires that the employment areas of individuals on a term contract affected by a reduction in force be identified. These employment areas may be implemented by campus or district wide. An employee may fall within one or more employment areas. Each employment area will be applied by campus. The following, specific employment areas are recommended for a reduction in force, as needed:

ELEMENTARY SCHOOLS AND K-8

- Assistant Principal
- Department Chair
- Dean of Instruction
- Elementary certified teacher
- Early Childhood / Pre-kindergarten
- Museum Teacher
- First Grade
- Second Grade
- Third Grade
- Fourth Grade
- Fifth Grade
- Sixth Grade
- Special Education
- English as a Second Language (ESL)
- Librarian
- Art
- Music
- Band
- Orchestra Music
- Choral Music
- Spanish
- French
- World Languages
- Chapter I
- Nurse
- Counselor
- Counselor, Elementary

- Physical Education
- Fine Arts
- Instructional Coordinators
- Other contracted positions (Title I Coordinator, Magnet Coordinator, etc.)
- Multi-Grade Teacher
- Bilingual
- Special Education
- Computer/Technology Teacher
- Special Education Co-Teacher
- Special Education Resource
- Special Education SC MI
- Special Education Life Skills
- Special Education Behavior Class Instructor
- Special Education Math
- Special Education Reading
- Special Education Pre-K
- Special Education Autism Teacher
- Special Education English
- Special Education SC BSC
- Speech
- Reading/Language Arts
- Math
- Science
- Social Studies
- Teacher Specialists
- Intervention Teachers
- Multilingual Program Specialists
- Teacher Coordinator
- Teacher Coordinator – 11-months

MIDDLE SCHOOLS AND K–8, ALTERNATIVE AND HIGH SCHOOLS

- Core Content Teachers and Specialists
- Reading
- Department Chair
- Theater
- Dance
- Band
- Choral Music
- Music
- Orchestra Music
- Art
- Secondary subject areas
- Mathematics
- Science

- Social Studies
- English/Language Arts
- Physical Education
- Fine Arts
- Spanish
- French
- English
- Language Arts
- Computer /Technology Teacher
- Health
- History
- Journalism
- World languages; each of the following is a separate employment area: Arabic, French, German, Hebrew, Japanese, Vietnamese, Latin, Italian, Russian, Spanish, Mandarin Chinese, Chinese, Hindi, Exploratory Language, American Sign Language
- Nurse and other health services
- Librarian
- Counselor
- Counselor, Secondary
- ESL
- Coordinator
- Instructional Specialist
- Play It Smart Coach
- Special Education Co-Teacher
- Special Education Resource
- Special Education SC MI
- Special Education Life Skills
- Special Education Behavior Class Instructor
- Special Education Math
- Special Education Reading
- Special Education Pre-K
- Special Education Autism Teacher
- Special Education English
- Special Education SC BSC
- Special Education VAC
- Teacher, Multi Grade
- Career and Technology Education (CATE) Programs; each of the following is a separate employment area: Advertising and Design; Automotive Collision and Repair; Automotive Technology; Aviation; Career Prep/Co-Op; Cosmetology; Computer Maintenance/Networking; Construction; Criminal Justice; Culinary and Hospitality; Drafting; Education and Training; Electronics (Engineering); Graphic Arts; Health Science; Heating, Ventilation, and Air Conditioning; Maritime; Marketing; Media Technology; Mill and Cabinetry; Petrochemical; Photography;

Plumbing; Small Engine Repair; Welding; Agriculture; Business Education; Family and Consumer Service; Skills for Living/Family and Consumer Science; Typing/Touch Data Systems; Data Processing; Office Education; Typing; Trades and Industries; Maintenance; General Business

- Ancillary
- Special Education Resource
- Instructional Support
- Bilingual
- Special Education
- Special Education with specific endorsement or special certification
- Computer/Technology Teacher
- Theater
- Dance
- Choral Music
- Orchestra Music
- Lead Teacher
- Electives
- College Access Coordinator
- Dean of Instruction
- Title I Coordinator
- Campus Administration
- Assistant Principal
- Student Referral Center
- Speech
- Student Referral Center (SRC)
- Play It Smart Coach
- Mathematics
- Science
- Social Studies
- English/Language Arts
- Physical Education
- Fine Arts
- Reading 6–12
- Special Education, Department Chair for Instruction
- Registrar
- CATE, Business Administration
- Chair, Special Education, 10-months
- Chemistry
- ESL Secondary
- Special Education SC Life Skills
- CATE, Business Education CP
- CATE, Marketing Ed-Career Prep
- Computer Science 6–12
- Physical Science

- Teacher Coordinator
- Teacher Coordinator, 11-months
- Teacher Specialist
- Intervention Teacher
- Magnet Coordinator
- High School Graduation Coach
- Multilingual Program Specialists

OTHER

- Area Superintendent
- School Support Officer
- Officer
- Assistant Superintendent
- Senior Manager
- Director
- General Manager
- Teacher Coach

This agenda item requests that the board approves these employment areas for reduction in force.

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 REQUIRE CONSULTATION.

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

RECOMMENDED: That the Board of Education approves the term contract employment areas affected by a reduction in force, effective February 9, 2018.

2017-2018 HISD SCHOOLS

ALCOTT EL
ALMEDA EL
ANDERSON EL
ARABIC IMMERSION MAGNET SCHOOL
ASHFORD EL
ASKEW EL
ATHERTON EL
ATTUCKS MIDDLE
AUSTIN H S
BARRICK EL
BASTIAN EL
BAYLOR COLLEGE OF MEDICINE ACADEMY AT RYAN
BAYLOR COLLEGE OF MEDICINE BIOTECH ACADEMY AT RUSK
BELL EL
BELLAIRE H S
BELLFORT EARLY CHILDHOOD CENTER
BENAVIDEZ EL
BENBROOK EL
BERRY EL
BLACK MIDDLE
BLACKSHEAR EL
BONHAM EL
BONNER EL
BRAEBURN EL
BRIARGROVE EL
BRIARMEADOW CHARTER
BRISCOE EL
BROOKLINE EL
BROWNING EL
BRUCE EL
BURBANK EL
BURBANK MIDDLE
BURNET EL
BURRUS EL
BUSH EL
CAGE EL
CARNEGIE VANGUARD H S
CARRILLO EL
CHALLENGE EARLY COLLEGE H S
CHAVEZ H S
CLIFTON MIDDLE

CODWELL EL
COMMUNITY SERVICES-SEC
CONDIT EL
COOK JR EL
COOP EL
CORNELIUS EL
CRESPO EL
CROCKETT EL
CULLEN MIDDLE
CUNNINGHAM EL
DAVILA EL
DE CHAUMES EL
DE ZAVALA EL
DEADY MIDDLE
DEANDA EL
DEBAKEY H S FOR HEALTH PROF
DOGAN EL
DURHAM EL
DURKEE EL
EAST EARLY COLLEGE H S
EASTWOOD ACADEMY
EDISON MIDDLE
EL DAEP
ELIOT EL
ELMORE EL
ELROD EL
EMERSON EL
ENERGIZED FOR EXCELLENCE ACADEMY ECC
ENERGIZED FOR EXCELLENCE ACADEMY EL
ENERGIZED FOR EXCELLENCE ACADEMY INC MIDDLE
ENERGIZED FOR STEM ACADEMY SOUTHEAST
ENERGIZED FOR STEM ACADEMY SOUTHEAST MIDDLE
ENERGIZED FOR STEM ACADEMY SOUTHWEST H S
ENERGIZED FOR STEM ACADEMY SOUTHWEST MIDDLE
ENERGY INSTITUTE H S
FARIAS EARLY CHILDHOOD CENTER
FIELD EL
FLEMING MIDDLE
FOERSTER EL
FONDREN EL
FONDREN MIDDLE
FONVILLE MIDDLE

FONWOOD EARLY CHILDHOOD CTR
FOREST BROOK MIDDLE
FOSTER EL
FRANKLIN EL
FROST EL
FURR H S
GALLEGOS EL
GARCIA EL
GARDEN OAKS MONTESSORI
GARDEN VILLAS EL
GOLFCREST EL
GREGG EL
GREGORY-LINCOLN ED CTR
GRISSOM EL
GROSS EL
H S AHEAD ACADEMY
H S FOR LAW AND JUSTICE
HALPIN EARLY CHILDHOOD CTR
HAMILTON MIDDLE
HARPER DAEP
HARRIS CO J J A E P
HARRIS J R EL
HARRIS R P EL
HARTMAN MIDDLE
HARTSFIELD EL
HARVARD EL
HCC LIFE SKILLS PROGRAM
HEIGHTS H S
HELMS EL
HENDERSON J EL
HENDERSON N EL
HENRY MIDDLE
HEROD EL
HERRERA EL
HIGHLAND HTS EL
HILLIARD EL
HINES-CALDWELL
HOBBY EL
HOGG MIDDLE
HOLLAND MIDDLE
HORN EL
HOUSTON ACADEMY FOR INTERNATIONAL STUDIES

HOUSTON MATH SCIENCE AND TECHNOLOGY CENTER
INSPIRED FOR EXCELLENCE ACADEMY INC
ISAACS EL
JANOWSKI EL
JEFFERSON EL
JONES FUTURES ACADEMY
JORDAN H S
KANDY STRIPE ACADEMY
KASHMERE GARDENS EL
KASHMERE H S
KELSO EL
KENNEDY EL
KETELSEN EL
KEY MIDDLE
KING EARLY CHILDHOOD CTR
KOLTER EL
LAMAR H S
LANIER MIDDLE
LANTRIP EL
LAS AMERICAS
LAURENZO EARLY CHILDHOOD CTR
LAW EL
LAWSON MIDDLE
LEWIS EL
LIBERTY H S
LOCKHART EL
LONG ACADEMY
LONGFELLOW EL
LOOSCAN EL
LOVE EL
LOVETT EL
LYONS EL
MACGREGOR EL
MADING EL
MADISON H S
MANDARIN IMMERSION MAGNET SCHOOL
MARK WHITE EL
MARSHALL EL
MARSHALL MIDDLE
MARTINEZ C EL
MARTINEZ R EL
MCGOWEN EL

MCNAMARA EL
MCREYNOLDS MIDDLE
MEMORIAL EL
MEYERLAND MIDDLE
MICKEY LELAND COLLEGE PREP ACAD FOR YOUNG MEN
MIDDLE COLLEGE H S AT HCC FRAGA
MIDDLE COLLEGE H S AT HCC GULFTON
MILBY H S
MILNE EL
MISTRAL CENTER FOR EARLY CHILDHOOD
MITCHELL EL
MONTGOMERY EL
MORENO EL
MOUNT CARMEL ACADEMY
NAVARRO MIDDLE
NEFF ECC
NEFF EL
NORTH FOREST H S
NORTH HOUSTON EARLY COLLEGE H S
NORTHLINE EL
NORTHSIDE H S
OAK FOREST EL
OATES EL
ORTIZ MIDDLE
OSBORNE EL
PARK PLACE EL
PARKER EL
PATTERSON EL
PECK EL
PERFOR & VIS ARTS H S
PERSHING MIDDLE
PETERSEN EL
PILGRIM ACADEMY
PIN OAK MIDDLE
PINEY POINT EL
PLEASANTVILLE EL
POE EL
PORT HOUSTON EL
PROJECT CHRYSALIS MIDDLE
PUGH EL
R D S P D
RAY DAILY EL

REAGAN K-8 EDUCATIONAL CTR
RED EL
REVERE MIDDLE
REYNOLDS EL
RICE SCH /LA ESCUELA RICE
RIVER OAKS EL
ROBERTS EL
ROBINSON EL
RODERICK R PAIGE EL
RODRIGUEZ EL
ROOSEVELT EL
ROSS EL
RUCKER EL
SANCHEZ EL
SCARBOROUGH EL
SCARBOROUGH H S
SCHOOL AT ST GEORGE PLACE
SCROGGINS EL
SECONDARY DAEP
SEGUIN EL
SHADOWBRIAR EL
SHADYDALE EL
SHARPSTOWN H S
SHARPSTOWN INTERNATIONAL SCHOOL
SHEARN EL
SHERMAN EL
SINCLAIR EL
SMITH EL
SOAR CTR
SOUTH EARLY COLLEGE H S
SOUTHMAYD EL
STERLING H S
STEVENS EL
STEVENSON MIDDLE
SUGAR GROVE ACADEMY
SUTTON EL
T H ROGERS SCHOOL
TANGLEWOOD MIDDLE
TEXAS CONNECTIONS ACADEMY AT HOUSTON
THOMAS MIDDLE
THOMPSON EL
TIJERINA EL

TINSLEY EL
TRAVIS EL
TSU CHARTER LAB SCH
TWAIN EL
VALLEY WEST EL
VICTORY PREPARATORY ACADEMY SOUTH
VICTORY PREPARATORY K-8 ACADEMY
WAINWRIGHT EL
WALNUT BEND EL
WALTRIP H S
WASHINGTON B T H S
WELCH MIDDLE
WESLEY EL
WEST BRIAR MIDDLE
WEST UNIVERSITY EL
WESTBURY H S
WESTSIDE H S
WHARTON K-8 DUAL LANGUAGE ACADEMY
WHEATLEY H S
WHIDBY EL
WHITE E EL
WHITTIER EL
WILLIAMS MIDDLE
WILSON MONTESSORI
WINDSOR VILLAGE EL
WISDOM H S
WOODSON SCHOOL
WORTHING H S
YATES H S
YOUNG EL
YOUNG LEARNERS
YOUNG SCHOLARS ACADEMY FOR EXCELLENCE
YOUNG WOMEN'S COLLEGE PREP ACADEMY

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Legal Services
Elneita Hutchins-Taylor, General Counsel

SUBJECT: **CONSIDERATION AND APPROVAL OF CONTINUING CONTRACT TEACHING FIELDS FOR REDUCTION IN FORCE**

Forecasting staffing for the 2018–2019 school year will be significantly impacted by two major factors in addition to campus and department based adjustments typically made from year to year. In 2018–2019 district staffing at the campus level and within central office departments will be impacted by budget and staffing changes aimed at increasing equity across the district. Changes in the funding and staffing formulas to schools will impact individual campuses differently. Some campuses will lose staff, necessitating a reduction in force, while other campuses will see staffing increases. The need for a reduction in staff in the coming school year is also due to the anticipated reduction in revenues because of Hurricane Harvey.

The relocation of families due to Hurricane Harvey has caused a loss of students at some schools during the current school year that may carry over to 2018–2019. The loss of students will result in reduced state funding. In addition, Hurricane Harvey has impacted property values in certain parts of the district, which reduces anticipated property tax revenues to the district.

For these reasons and the reasons stated below, the superintendent recommends that the Board of Education approves reduction in force for certain continuing contract employees for the following reasons:

- Change in campus staffing/funding models.
- Loss of revenues due to anticipated decline in property values resulting from Hurricane Harvey.
- Anticipated low enrollments for the 2018–2019 school year at certain campuses.
- Recommended program changes related to the need to improve and/or meet academic needs on some campuses and in some departments.
- Recommended reorganizations based on the needs of the department or campus, including budget adjustments.
- Recapture of district funds necessitating campus and/or departmental reduction in staff.

Even without the impact of new staffing/funding models and Hurricane Harvey, schools annually assess the teaching needs of students for the following year. The superintendent recognizes that, based on each campus's assessment, a reduction in force may be necessary for the reasons cited above, and therefore recommends that the board approve this action for employees on term contracts. In accordance with

board policy DFFB(LOCAL), the superintendent has determined that reorganization and/or program change is required to meet the needs of students on some campuses and in some departments.

Program change is defined by board policy as: “any elimination, curtailment, or reorganization of a program, department, school operation, or curriculum offering, including, for example, a change in curriculum objectives; a modification of the master schedule; the restructuring of an instructional delivery method; or a modification or reorganization of staffing patterns in a department, on a particular campus, or District wide.”

Board policy requires that the teaching fields of individuals on a continuing contract affected by a reduction in force must be identified. These teaching fields may be implemented by campus or district wide. An employee may fall within one or more teaching fields. Each teaching field will be applied by campus. The following specific teaching fields are recommended for a reduction in force, as needed:

ELEMENTARY SCHOOLS AND K–8

- Assistant Principal
- Dean of Instruction
- Department Chair
- Elementary Certified Teacher
- Early Childhood / Pre-kindergarten
- Museum Teacher
- First Grade
- Second Grade
- Third Grade
- Fourth Grade
- Fifth Grade
- Sixth Grade
- Special Education
- English as a Second Language (ESL)
- Librarian
- Art
- Music
- Band
- Orchestra Music
- Choral Music
- Spanish
- French
- World Languages

- Chapter I
- Nurse
- Counselor
- Counselor, Elementary
- Physical Education
- Fine Arts
- Instructional Coordinators / Specialists
- Other contracted positions (Title I Coordinator, Magnet Coordinator, etc.)
- Multi-Grade Teacher
- Bilingual
- Special Education
- Computer/Technology Teacher
- Special Education Co-Teacher
- Special Education Resource
- Special Education SC MI
- Special Education Life Skills
- Special Education Behavior Class Instructor
- Special Education Math
- Special Education Reading
- Special Education Pre-K
- Special Education Autism Teacher
- Special Education English
- Special Education SC BSC
- Speech
- Reading/Language Arts
- Math
- Science
- Social Studies
- Teacher Specialists
- Intervention Teachers
- Multilingual Program Specialists
- Teacher Coordinator
- Teacher Coordinator – 11-months

MIDDLE SCHOOLS AND K–8, ALTERNATIVE, AND HIGH SCHOOLS

- Core content teachers and specialists
- Reading
- Department Chair
- Theater
- Dance
- Band
- Choral Music
- Music

- Orchestra Music
- Art
- Secondary subject areas
- Mathematics
- Science
- Social Studies
- English/Language Arts
- Physical Education
- Fine Arts
- Spanish
- French
- English
- Language Arts
- Computer /Technology Teacher
- Health
- History
- Journalism
- World languages; each of the following is a separate teaching field: Arabic, French, German, Hebrew, Japanese, Vietnamese, Latin, Italian, Russian, Spanish, Mandarin Chinese, Chinese, Hindi, Exploratory Language, American Sign Language
- Nurse and other health services
- Librarian
- Counselor
- Counselor, Secondary
- ESL
- Coordinator
- Instructional Coordinators / Specialists
- Play It Smart Coach
- Special Education Co-Teacher
- Special Education Resource
- Special Education SC MI
- Special Education Life Skills
- Special Education Behavior Class Instructor
- Special Education Math
- Special Education Reading
- Special Education Pre-K
- Special Education Autism Teacher
- Special Education English
- Special Education SC BSC
- Special Education VAC
- Multi-Grade Teacher
- Career and Technology Education (CATE) Programs; each of the following is a separate teaching field: Advertising and Design; Automotive Collision and Repair;

Automotive Technology; Aviation; Career Prep/Co-Op; Cosmetology; Computer Maintenance/Networking; Construction; Criminal Justice; Culinary and Hospitality; Drafting; Education and Training; Electronics (Engineering); Graphic Arts; Health Science; Heating, Ventilation, and Air Conditioning; Maritime; Marketing; Media Technology; Mill and Cabinetry; Petrochemical; Photography; Plumbing; Small Engine Repair; Welding; Agriculture; Business Education; Family and Consumer Service; Skills for Living/Family and Consumer Science; Typing/Touch Data Systems; Data Processing; Office Education; Typing; Trades and Industries; Maintenance; General Business

- Ancillary
- Special Education Resource
- Instructional Support
- Bilingual
- Special Education
- Special Education with specific endorsement or special certification
- Computer/Technology Teacher
- Theater
- Dance
- Choral Music
- Orchestra Music
- Lead Teacher
- Electives
- College Access Coordinator
- Dean of Instruction
- Title I Coordinator
- Campus Administration
- Assistant Principal
- Student Referral Center
- Speech
- Student Referral Center (SRC)
- Play it Smart Coach
- Mathematics
- Science
- Social Studies
- English/Language Arts
- Physical Education
- Fine Arts
- Reading 6–12
- Special Education, Department Chair for Instruction
- Registrar
- CATE, Business Administration
- Chair, Special Education, 10-months
- Chemistry
- ESL Secondary

- Special Education SC Life Skills
- CATE, Business Education CP
- CATE, Marketing Ed-Career Prep
- Computer Science 6–12
- Physical Science
- Teacher Coordinator
- Teacher Coordinator, 11-months
- Teacher Specialist
- Intervention Teacher
- Magnet Coordinator
- High School Graduation Coach
- Multilingual Program Specialists

OTHER

- Area Superintendent
- School Support Officer
- Officer
- Assistant Superintendent
- Senior Manager
- Director
- General Manager
- Teacher Coach

This agenda item requests that the board approves these teaching fields for reduction in force.

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 REQUIRE CONSULTATION.

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

RECOMMENDED: That the Board of Education approves the continuing contract teaching fields affected by a reduction in force, effective February 9, 2018.

2017-2018 HISD SCHOOLS

ALCOTT EL
ALMEDA EL
ANDERSON EL
ARABIC IMMERSION MAGNET SCHOOL
ASHFORD EL
ASKEW EL
ATHERTON EL
ATTUCKS MIDDLE
AUSTIN H S
BARRICK EL
BASTIAN EL
BAYLOR COLLEGE OF MEDICINE ACADEMY AT RYAN
BAYLOR COLLEGE OF MEDICINE BIOTECH ACADEMY AT RUSK
BELL EL
BELLAIRE H S
BELLFORT EARLY CHILDHOOD CENTER
BENAVIDEZ EL
BENBROOK EL
BERRY EL
BLACK MIDDLE
BLACKSHEAR EL
BONHAM EL
BONNER EL
BRAEBURN EL
BRIARGROVE EL
BRIARMEADOW CHARTER
BRISCOE EL
BROOKLINE EL
BROWNING EL
BRUCE EL
BURBANK EL
BURBANK MIDDLE
BURNET EL
BURRUS EL
BUSH EL
CAGE EL
CARNEGIE VANGUARD H S
CARRILLO EL
CHALLENGE EARLY COLLEGE H S
CHAVEZ H S
CLIFTON MIDDLE

CODWELL EL
COMMUNITY SERVICES-SEC
CONDIT EL
COOK JR EL
COOP EL
CORNELIUS EL
CRESPO EL
CROCKETT EL
CULLEN MIDDLE
CUNNINGHAM EL
DAVILA EL
DE CHAUMES EL
DE ZAVALA EL
DEADY MIDDLE
DEANDA EL
DEBAKEY H S FOR HEALTH PROF
DOGAN EL
DURHAM EL
DURKEE EL
EAST EARLY COLLEGE H S
EASTWOOD ACADEMY
EDISON MIDDLE
EL DAEP
ELIOT EL
ELMORE EL
ELROD EL
EMERSON EL
ENERGIZED FOR EXCELLENCE ACADEMY ECC
ENERGIZED FOR EXCELLENCE ACADEMY EL
ENERGIZED FOR EXCELLENCE ACADEMY INC MIDDLE
ENERGIZED FOR STEM ACADEMY SOUTHEAST
ENERGIZED FOR STEM ACADEMY SOUTHEAST MIDDLE
ENERGIZED FOR STEM ACADEMY SOUTHWEST H S
ENERGIZED FOR STEM ACADEMY SOUTHWEST MIDDLE
ENERGY INSTITUTE H S
FARIAS EARLY CHILDHOOD CENTER
FIELD EL
FLEMING MIDDLE
FOERSTER EL
FONDREN EL
FONDREN MIDDLE
FONVILLE MIDDLE

FONWOOD EARLY CHILDHOOD CTR
FOREST BROOK MIDDLE
FOSTER EL
FRANKLIN EL
FROST EL
FURR H S
GALLEGOS EL
GARCIA EL
GARDEN OAKS MONTESSORI
GARDEN VILLAS EL
GOLFCREST EL
GREGG EL
GREGORY-LINCOLN ED CTR
GRISSOM EL
GROSS EL
H S AHEAD ACADEMY
H S FOR LAW AND JUSTICE
HALPIN EARLY CHILDHOOD CTR
HAMILTON MIDDLE
HARPER DAEP
HARRIS CO J J A E P
HARRIS J R EL
HARRIS R P EL
HARTMAN MIDDLE
HARTSFIELD EL
HARVARD EL
HCC LIFE SKILLS PROGRAM
HEIGHTS H S
HELMS EL
HENDERSON J EL
HENDERSON N EL
HENRY MIDDLE
HEROD EL
HERRERA EL
HIGHLAND HTS EL
HILLIARD EL
HINES-CALDWELL
HOBBY EL
HOGG MIDDLE
HOLLAND MIDDLE
HORN EL
HOUSTON ACADEMY FOR INTERNATIONAL STUDIES

HOUSTON MATH SCIENCE AND TECHNOLOGY CENTER
INSPIRED FOR EXCELLENCE ACADEMY INC
ISAACS EL
JANOWSKI EL
JEFFERSON EL
JONES FUTURES ACADEMY
JORDAN H S
KANDY STRIPE ACADEMY
KASHMERE GARDENS EL
KASHMERE H S
KELSO EL
KENNEDY EL
KETELSEN EL
KEY MIDDLE
KING EARLY CHILDHOOD CTR
KOLTER EL
LAMAR H S
LANIER MIDDLE
LANTRIP EL
LAS AMERICAS
LAURENZO EARLY CHILDHOOD CTR
LAW EL
LAWSON MIDDLE
LEWIS EL
LIBERTY H S
LOCKHART EL
LONG ACADEMY
LONGFELLOW EL
LOOSCAN EL
LOVE EL
LOVETT EL
LYONS EL
MACGREGOR EL
MADING EL
MADISON H S
MANDARIN IMMERSION MAGNET SCHOOL
MARK WHITE EL
MARSHALL EL
MARSHALL MIDDLE
MARTINEZ C EL
MARTINEZ R EL
MCGOWEN EL

MCNAMARA EL
MCREYNOLDS MIDDLE
MEMORIAL EL
MEYERLAND MIDDLE
MICKEY LELAND COLLEGE PREP ACAD FOR YOUNG MEN
MIDDLE COLLEGE H S AT HCC FRAGA
MIDDLE COLLEGE H S AT HCC GULFTON
MILBY H S
MILNE EL
MISTRAL CENTER FOR EARLY CHILDHOOD
MITCHELL EL
MONTGOMERY EL
MORENO EL
MOUNT CARMEL ACADEMY
NAVARRO MIDDLE
NEFF ECC
NEFF EL
NORTH FOREST H S
NORTH HOUSTON EARLY COLLEGE H S
NORTHLINE EL
NORTHSIDE H S
OAK FOREST EL
OATES EL
ORTIZ MIDDLE
OSBORNE EL
PARK PLACE EL
PARKER EL
PATTERSON EL
PECK EL
PERFOR & VIS ARTS H S
PERSHING MIDDLE
PETERSEN EL
PILGRIM ACADEMY
PIN OAK MIDDLE
PINEY POINT EL
PLEASANTVILLE EL
POE EL
PORT HOUSTON EL
PROJECT CHRYSALIS MIDDLE
PUGH EL
R D S P D
RAY DAILY EL

REAGAN K-8 EDUCATIONAL CTR
RED EL
REVERE MIDDLE
REYNOLDS EL
RICE SCH /LA ESCUELA RICE
RIVER OAKS EL
ROBERTS EL
ROBINSON EL
RODERICK R PAIGE EL
RODRIGUEZ EL
ROOSEVELT EL
ROSS EL
RUCKER EL
SANCHEZ EL
SCARBOROUGH EL
SCARBOROUGH H S
SCHOOL AT ST GEORGE PLACE
SCROGGINS EL
SECONDARY DAEP
SEGUIN EL
SHADOWBRIAR EL
SHADYDALE EL
SHARPSTOWN H S
SHARPSTOWN INTERNATIONAL SCHOOL
SHEARN EL
SHERMAN EL
SINCLAIR EL
SMITH EL
SOAR CTR
SOUTH EARLY COLLEGE H S
SOUTHMAYD EL
STERLING H S
STEVENS EL
STEVENSON MIDDLE
SUGAR GROVE ACADEMY
SUTTON EL
T H ROGERS SCHOOL
TANGLEWOOD MIDDLE
TEXAS CONNECTIONS ACADEMY AT HOUSTON
THOMAS MIDDLE
THOMPSON EL
TIJERINA EL

TINSLEY EL
TRAVIS EL
TSU CHARTER LAB SCH
TWAIN EL
VALLEY WEST EL
VICTORY PREPARATORY ACADEMY SOUTH
VICTORY PREPARATORY K-8 ACADEMY
WAINWRIGHT EL
WALNUT BEND EL
WALTRIP H S
WASHINGTON B T H S
WELCH MIDDLE
WESLEY EL
WEST BRIAR MIDDLE
WEST UNIVERSITY EL
WESTBURY H S
WESTSIDE H S
WHARTON K-8 DUAL LANGUAGE ACADEMY
WHEATLEY H S
WHIDBY EL
WHITE E EL
WHITTIER EL
WILLIAMS MIDDLE
WILSON MONTESSORI
WINDSOR VILLAGE EL
WISDOM H S
WOODSON SCHOOL
WORTHING H S
YATES H S
YOUNG EL
YOUNG LEARNERS
YOUNG SCHOLARS ACADEMY FOR EXCELLENCE
YOUNG WOMEN'S COLLEGE PREP ACADEMY

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Legal Services
Elneita Hutchins-Taylor, General Counsel

SUBJECT: **ADOPTION OF A RESOLUTION TO WAIVE WORK DAYS MISSED AND TO PAY EMPLOYEES AS A RESULT OF INCLEMENT WEATHER CLOSURE OF THE DISTRICT FROM JANUARY 16, 2018, THROUGH JANUARY 17, 2018**

The Board of Education is asked to consider adoption of a resolution authorizing payment to certain impacted district employees for Tuesday, January 16, 2018, and Wednesday, January 17, 2018. On these two dates, the Houston Independent School District (HISD) was officially closed due to inclement weather conditions throughout the greater Houston area. Closure of the district on January 16, 2018, and January 17, 2018, was necessitated by icy streets and highways caused by freezing temperatures, sleet, and snow, which created hazardous travel conditions, and which posed a considerable safety risk to students and staff. Accordingly, it was a prudent decision to close the district.

Some employee groups, including salaried employees, teachers, school-based administrators, and salaried central office staff have been compensated as usual during the pay period encompassing the two days the district was closed. However, district employees who are paid on a scheduled hourly basis for hours actually worked will not be paid for time not worked pursuant to HISD board policy. The administration is implementing a plan to make up instructional time by increasing the length of the school day by 10 minutes until the end of the academic year. Under this plan, no make-up days will be needed. Consequently, hourly employees will not have the opportunity to work two other make-up days to compensate for the days the district was closed.

This employee group includes certain district bus drivers and other transportation workers, hourly food service workers, and hourly custodians. The administration recommends that these employees receive compensation for the two scheduled work days that they were unable to work and be paid for Tuesday, January 16, 2018, and Wednesday, January 17, 2018, because of the inclement weather-related district closures. The administration further recommends that instructional and non-instructional staff be paid in accordance with CKC8(REGULATION) and other guidelines issued by the Chief Financial Officer.

The resolution accompanying this agenda item recites that the board finds that a public purpose exists to pay employees for the work days missed, as a result of extreme weather conditions in and around the greater Houston area, and a benefit to HISD exists to excuse and/or forgive the absences, because doing so demonstrates support of hourly employees, enhances hourly employee morale, and supports the retention of hourly employees. A copy of the above-referenced resolution is attached to this item.

CKC8(REGULATION) and other applicable guidelines give details on who is eligible to be paid and how the payment is determined.

HISD employees required to work to maintain emergency operations and/or to facilitate reporting of facility conditions will also be paid pursuant to the regulation.

COST/FUNDING SOURCE(S):	Funds are budgeted in the 2017–2018 operating budget.
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 REQUIRE CONSULTATION.

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

RECOMMENDED: That the Board of Education approves adoption of the resolution authorizing payment to district employees for the missed work days on January 16, 2018, and January 17, 2018, effective February 9, 2018.

RESOLUTION

WHEREAS, inclement weather conditions in and around the greater Houston area, specifically freezing temperatures, sleet, ice and snow, resulted in the closure of all schools and facilities of the Houston Independent School District ("HISD" or “district”) on January 16, 2018 and January 17, 2018 to protect the safety of students and staff; and

WHEREAS, HISD closed its schools and facilities because it must act in the best interests of, and protect the safety of, its students and staff; and

WHEREAS, dangerous road conditions caused by the inclement weather would have prevented HISD employees from travelling safely to and from their district job sites had there not been a closure of district schools and facilities; and

WHEREAS, HISD students will, for purposes of meeting the state required minimum instructional time, add ten (10) additional minutes in class each day until the end of the school year, and

WHEREAS, HISD salaried employees, including teachers, school-based administrators, and central office staff will be paid as normal without having to work make-up days; and

WHEREAS, HISD scheduled hourly employees who are paid for hours actually worked will not have the opportunity to work make-up days to compensate for the two days the district was closed; and

WHEREAS, the HISD 2017–2018 school calendar and related work schedules have been affected by these events; and

DRAFT

WHEREAS, the Board of Education ("Board") believes it is in the best interests of HISD for the remainder of the 2017–2018, 10-month Academic calendar to remain in effect as originally adopted by the Board; and

WHEREAS, the Board has determined that the two days missed due to a district-wide closure will not be made up by HISD employees, and that payment should be made to employees in accordance with CKC8 (REGULATION) and guidelines developed by the Chief Financial Officer; and

WHEREAS, the Board believes that a public purpose exists for forgiving or excusing the absence of HISD employees due to inclement weather which precipitated icy streets and highways and other dangerous conditions; and

WHEREAS, this resolution is not meant to excuse the failure to report to duty on January 16, 2018 and January 17, 2018 by any employees who were instructed by the administration to do so, or who were required by contract or job description to report for duty, and who are emergency services personnel or whose presence is necessary to provide for the safety and well-being of the general public; and

NOW THEREFORE, be it resolved by the Board that:

1. All the above-referenced paragraphs are incorporated into and made a part of this resolution; and

2. There is a public purpose served, and a benefit to HISD, for the district to (1) demonstrate support of its hourly employees, (2) enhance hourly employee morale, and (3) support the retention of hourly employees, by paying hourly employees for the two days that HISD was closed; and

3. The Board determines that none of the work days missed – Tuesday January 16, 2018, and Wednesday, January 17, 2016 -- by district employees, due to a district-wide closure resulting from inclement weather on those days, will be made up by HISD employees, except as required to provide and/or support an additional ten (10) minutes of student instruction per day through the end of the 2017-2018 school year (as mandated by this resolution), and except as may be required by the superintendent, or in the performance of other employee duties; and

4. As set forth above, and in the agenda item related to this resolution, the Board finds that a public purpose and a benefit to HISD exist to excuse and/or forgive the absence by district employees due to school and work location closure, and that payment for such days is necessary, for both salaried and scheduled hourly employees, in the operation of the public schools as provided by Texas Education Code §45.105; and

5. As set forth above, and in the agenda item related to this resolution, the Board finds that a public purpose and a benefit to the HISD exist to provide additional compensation, to the extent necessary, to its employees, both contract and non-contract, who assisted with efforts to recover and restore regular district operations during and in the aftermath of the inclement weather occurring on January 16, 2018 and January 17, 2018, and that such compensation shall be made in accordance with CKC8 (REGULATION) and guidelines developed by the Chief Financial Officer; and

6. The Board hereby authorizes the Superintendent of Schools to pay the two days of absence of district employees for school and work location closure necessitated by inclement weather and the resulting dangerous conditions. Further, the

Board hereby authorizes the Superintendent to pay additional compensation to district employees in accordance with Section 5 of this Resolution.

7. The Board hereby ratifies and approves, to the extent permitted by law, all actions taken by the Superintendent in the exercise of his/her discretion to protect and preserve the public property and assets of HISD, and to protect the safety and welfare of the employees, students, parents, taxpayers and other citizens of HISD, to the extent necessary, as a result of the inclement weather and resulting dangerous conditions, through the effective date of this resolution.

Approved this ____ day of February 2018.

By:_____
Rhonda Skillern-Jones
HISD Board President

Attest:

By:_____
Sergio Lira
HISD Board Secretary

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

Office of Internal Audit
Garland Blackwell, Chief Audit Executive

SUBJECT: **PROPOSED REVISIONS TO BOARD POLICY CAA(LOCAL), FISCAL MANAGEMENT GOALS AND OBJECTIVES: FINANCIAL ETHICS—SECOND READING**

Revisions to this local policy on financial ethics are recommended as a result of revised federal regulations governing all federal grants and awards, known as the Education Department General Administrative Regulations (EDGAR), and a review of provisions regarding the Code of Silence.

The Note on page one of the revised policy includes additional policies and administrative regulations that provide guidance regarding conflicts of interest, ethics, and financial oversight.

The standards of conduct in CAA(LOCAL), which require individuals involved in district financial transactions to act with integrity and diligence and prohibit those individuals from engaging in fraud or financial impropriety, have been broadened to include agents, as referred to in EDGAR conflict-of-interest provisions.

At DEFINITION on page 3, new text affirmatively states that fraud and financial impropriety include the failure to comply with requirements for state and federal awards (item 13), as well as the failure to provide financial records as required by federal entities (item 10).

At FEDERAL AWARDS DISCLOSURE, page 5, new text reiterates the legal requirement for a district to disclose in writing to the federal awarding agency or pass-through entity (Texas Education Agency) any violations of federal criminal law involving fraud or bribery, or gratuity violations potentially affecting a federal grant award.

Revisions on page 13 address changes to the Code of Silence time period for more timely execution of contracts awarded by the Board of Education, and adds language regarding undue influence upon negotiations of a Request For Proposals after the Code of Silence has ended. On page 14, updates are made to the investigation process for suspected violation of this policy.

The proposed changes are noted in the attached revised policy.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports all three district goals and is aligned to Core Initiative 5: Culture of Trust through Action.

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education approves the proposed revisions to Board Policy CAA(LOCAL), *Fiscal Management Goals And Objectives: Financial Ethics*, on second reading, effective February 9, 2018.

This introductory page outlines the contents of this policy on financial ethics. See the following sections for provisions on:

SECTION I General Provisions page 2

1) Summary of related financial ethics governance documents

SECTION II Fraud and Financial Impropriety pages 2–5

1) Definition

2) Financial controls and oversight

3) Fraud prevention

4) Fraud investigations

~~4)~~5) Analysis of fraud

SECTION III Ethics and Compliance Program and E-Rate Compliance pages 5–11

~~5)~~1) Definitions

~~6)~~2) E-Rate goods and services

~~7)~~3) Semi-annual disclosure of interest

~~8)~~4) E-Rate “Code of Silence” period

~~9)~~5) Monitoring and compliance review

~~10)~~6) Education and training

~~11)~~7) Compliance officer

~~12)~~8) Annual audit

SECTION IV Standard Bidding and Contracting pages 11–14

1) “Code of Silence”

2) Procurement methods

3) Time period

4) Violation

5) Formal complaints

SECTION I: GENERAL PROVISIONS

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
  for Board members—BBF
  for employees—DH
- Financial conflicts of interest:
  for public officials—BBFA
  for all employees—DBD
  for vendors—CHE
- Compliance with state and federal grant and award requirements: CB, CBB
- Financial conflicts ~~involving~~and gifts and gratuities regarding federal funds: CB, CBB
- Systems for monitoring the District's investment program: CDA
- Budget planning and evaluation: CE
- Compliance with accounting regulations: CFC
- Activity fund management: CFD
- Criminal history record information for employees: DBAA, DC
- Disciplinary action for fraud by employees: DCD, DCE, and DF series

---

SECTION II: FRAUD AND FINANCIAL IMPROPRIETY

The District prohibits fraud and financial impropriety, as defined below, in the actions of its Trustees, employees, vendors, contractors, agents, consultants, volunteers, and others seeking or maintaining a business relationship with the District.

DEFINITION

Fraud and financial impropriety shall include, but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.
3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, except as otherwise permitted by law or District policy. [See CB, DBD]
9. Inappropriately destroying, removing, or using District property, including but not limited to records, furniture, fixtures, or equipment, except as authorized by District policy.
10. Failure to provide financial records required by state or local entities.
11. Failure to disclose conflicts of interest as required by law or District policy.
12. Any other dishonest act regarding the finances of the District.
13. Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.

FINANCIAL CONTROLS AND OVERSIGHT

Each employee who supervises or prepares District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

FRAUD PREVENTION

The Superintendent or designee shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District. [See BJA(LOCAL)]

REPORTS

Any person who suspects fraud or financial impropriety in the District shall do one of the following:

1. Report the incidents to the chief audit executive;
2. Report the suspicions immediately to any supervisor;
3. Call the District's 24-hour *Alertline*;
4. Call the District's 24-hour E-Rate whistleblower hotline; or
5. Report the suspicions to the Superintendent or designee.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with law. All employees involved in an investigation shall be advised to keep information about the investigation confidential with the exception that any employee represented by a lawyer or other designated representative for purposes of the investigation may share information in furtherance of that representation.

PROTECTION FROM RETALIATION

Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]

FRAUD INVESTIGATIONS

In coordination with the District's ~~legal~~General ~~c~~Counsel and other internal or external departments or agencies, as appropriate, the Superintendent, Board President, or the chief audit executive shall promptly investigate reports of potential fraud or financial impropriety.

RESPONSE

If an investigation substantiates a report of fraud or financial impropriety, the Superintendent or designee shall promptly inform the Board of the report, the investigation, and any responsive action taken or recommended by the administration.

If an employee is found to have committed fraud or financial impropriety, the Superintendent or designee shall take or recommend appropriate disciplinary action, which may include termination of employment. If a contractor, vendor, consultant, volunteer, or other party involved in the District's financial transactions is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with that party.

When circumstances warrant, the Board, Superintendent, or designee may refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds.

The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with legal counsel.

FEDERAL AWARDS DISCLOSURE

The District shall disclose, in a timely manner in writing to the federal awarding agency or pass-through entity, all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting a federal grant award. [See CBB]

ANALYSIS OF FRAUD

After any investigation substantiates a report of fraud or financial impropriety, the Superintendent or designee shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent or designee shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

SECTION III: ETHICS AND COMPLIANCE PROGRAM AND E-RATE COMPLIANCE

The Superintendent or designee shall establish a system of internal controls that ensures high-level management oversight and appropriate review of all District Ethics and Compliance activities and E-Rate Program activities.

DEFINITIONS

E-RATE

As defined by the Telecommunications Act of 1996, E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries to obtain affordable telecommunications and Internet access.

E-RATE EMPLOYEE

An E-Rate employee is defined as:

- All District officers, Board members, and employees involved in any aspect of the E-Rate Program.
- Contractors (except for service providers that provide E-Rate-supported services to the District), consultants, and other entities and individuals involved on behalf of the District with the E-Rate Program, including individuals who:
  - Prepare, review, approve, sign, or submit E-Rate applications, technology plans, or other forms related to the E-Rate Program, or

- Determine whether services are eligible for funding, prepare bids, or communicate or work with E-Rate service providers, E-Rate consultants, or USAC.

- Office of Internal Audit staff members responsible for auditing and monitoring the District's compliance with E-Rate Program rules.

E-RATE VENDOR /SERVICE PROVIDER

An E-Rate vendor/service provider is defined as any external entity or individual involved in any aspect of the District's E-Rate Program, including, but not limited to:

- A parent company;
- Subsidiary companies;
- Joint ventures;
- Resellers;
- Consultants/contractors of the above entities;
- Board members/officers/owners of the above entities; and
- Employees/representatives/salespersons of the above entities.

E-RATE GOODS AND SERVICES

The Superintendent or designee shall establish procedures to ensure that the competitive bidding process for E-Rate goods and services is "fair and open," and consistent with the rules and requirements of the FCC.

GIFTS AND CONFLICTS OF INTEREST

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

E-Rate Program employees and Board members are prohibited from accepting gifts, meals, entertainment, or anything of value from any outside entity, or any consultant or other individual representing such an entity that provides or seeks to provide goods or services pursuant to the E-Rate Program, either directly or through any entity associated with the E-Rate vendor/service provider. An exception applies for items of *de ~~minimis~~minimus* intrinsic value, such as single greeting cards, basic key chains, and basic pens.

Where an E-Rate vendor/service provider ignores the E-Rate employee or Board member rejection of a gift, entertainment, or anything of value, such items shall either be immediately returned to the vendor with an explanation that such items are not allowed pursuant to District policy or immediately submitted to the Ethics

and Compliance Office for proper disposal or donation to a charitable entity as determined by the Superintendent or designee. The Ethics and Compliance Office shall log the details of such occurrences, including the disposition of the items. E-Rate employees and Board members shall report to the Ethics and Compliance Office all cases where gifts, entertainment, or other items of value have been offered by an E-Rate vendor/service provider. The Ethics and Compliance Office shall take the appropriate steps to log the details of such occurrences, including any disposition of items, and communicate the District's policy to such E-Rate vendor or service provider. In addition, the ethics and compliance officer shall request such vendor or service provider certify his or her understanding of the District's policy or risk exclusion from the District's E-Rate Program.

The E~~e~~thics and ~~c~~Compliance ~~o~~Officer shall coordinate with the District's Legal Services and Procurement departments to incorporate specific language asserting the District's policy in future E-Rate Requests for Proposals (RFP) and contracts, and communicate such to all E-Rate participants.

Any questions regarding gifts and conflicts of interests should be communicated to the Ethics and Compliance Office or E-Rate hotline at (800) 483-2757.

CAMPAIGN RECEIPTS AND BUSINESS RELATIONSHIPS

Board members shall not knowingly accept campaign contributions from, or have a business relationship with, E-Rate vendors/service providers, as defined above. "Business relationship" is defined as a Board member's acceptance or receipt of amounts in excess of $2,000 in a single calendar year in the course of any business dealings with an E-Rate vendor.

In the event that monetary contributions from E-Rate vendors/service providers are made to a Board member, that Board member shall be prohibited from voting on specific E-Rate contracts for three years if:

- Cumulative funds in excess of $500 in campaign contributions in a 365-day period are received from an E-Rate vendor/service provider taken as a whole, or
- Cumulative funds in excess of $2,000 in a single calendar year in the course of any business relationship are received from an E-Rate vendor/service provider taken as a whole.

MONITORING CAMPAIGN RECEIPTS

Board members shall submit copies of each potential campaign contribution to Board Services prior to formal acceptance of or cashing such funds. Submissions shall be made within seven business days of check date, or prior to any vote on any related

contracts for contributions from known E-Rate vendors/service providers, whichever occurs first. Board Services and the Ethics and Compliance Office shall research the items within 15 business days of receipt by the District to identify contributions from sources that require monitoring. All such contributions provided to Board Services shall be logged by the Ethics and Compliance Office and their final disposition noted. Where the contributor is determined to be an E-Rate vendor/service provider, the ethics and compliance officer shall prepare a report on a calendar-year basis of the cumulative amounts for each respective E-Rate vendor/service provider taken as a whole. Upon completion of the research, the Ethics and Compliance Office shall provide the results to the respective Board member and chief audit executive. The Board members shall have the final authority to reject or accept each contribution. Once the $500 threshold is reached, the ethics and compliance officer shall inform the Superintendent and the President of the Board of Education that the maximum campaign receipt limit has been reached and the Board member is no longer eligible to vote on any contract with such E-Rate vendor/service provider for a three-year period from the date the maximum campaign contribution was dated, not deposited. Such action shall be reported in an abstention listing and provided to all Board members.

MONITORING BUSINESS RELATIONSHIPS

Board members shall report details of any business relationship with E-Rate vendors/service providers to the Ethics and Compliance Office. Details shall include company or related officer and/or key employee's name, date(s) of business transaction(s), and dollar amount(s). Report of such shall be made within seven business days of transaction date, or prior to any vote on any related contracts with known E-Rate vendors/service providers, whichever occurs first. All such reports provided to the Ethics and Compliance Office shall be logged, and cumulative transaction amounts for each respective E-Rate vendor/service provider taken as a whole shall be prepared on a calendar-year basis. The Ethics and Compliance Office shall provide a copy of the cumulative transaction report to the respective Board member and the chief audit executive. Once transactions from an E-Rate vendor/service provider to a Board member reach a total of $2,000 in a single calendar year, the Ethics and Compliance Office shall inform the Superintendent and the President of the Board of Education that the annual maximum limit has been reached and the Board member is no longer eligible to vote on any contract with such E-Rate vendor/service provider for a three-year period from the date the maximum amount was reached as determined by transaction date, not deposit date. Such action shall be reported in an abstention listing and provided to all Board members.

Any questions regarding campaign receipts and business relationships should be communicated to the Ethics and Compliance Office or the E-Rate hotline.

AUDIT RESPONSIBILITY

The chief audit executive shall consider campaign receipts and business relationships in his or her routine risk assessment for inclusion in the annual internal audit plan, where appropriate.

DISCLOSURE OF INTEREST

Board members shall complete the District's Disclosure of Interest Form covering E-Rate matters on January 15 and July 15 of each year. The January report covers the period July 1 through December 31 of the previous year and the July report covers the period January 1 through June 30 of the current year. The Disclosure of Interest Form shall be submitted to Board Services, which will distribute to the ethics and compliance officer for review and any necessary follow-up. This form shall be retained by Board Services. [See CAA(EXHIBIT)]

E-RATE 'CODE OF SILENCE' PERIOD

E-Rate Program employees and Board members, to the best of their knowledge, shall not communicate with any E-Rate vendor/service provider, related officers, and/or key employees for a 30-day calendar period prior to the issuance of a RFP. Once an RFP is issued and until contract execution, E-Rate Program employees and Board members shall not communicate with any E-Rate vendor/service provider except for certain limited conditions allowed to the Procurement Department as provided by the E-Rate Program Rules and Requirements. The "Code of Silence" shall not apply to communications regarding existing E-Rate contracts or day-to-day operational matters.

MONITORING AND COMPLIANCE REVIEW

The Superintendent or designee shall establish a system of internal monitoring and compliance review, including the steps to be taken if any person suspects that:

1. Any bid, proposal, or submission for E-Rate funding or other E-Rate Program-related conduct is not in accordance with the District's E-Rate compliance policy; Board policy; with District-approved procurement procedures; local, state, or federal competitive bid statutes; other applicable laws, regulations, and procedures; or with E-Rate Program Rules and Requirements;

2. Any gifts or other items of value have been offered or received by any party associated with, seeking to participate in, or otherwise involved in the District's E-Rate Program; or

3. The District or any of its E-Rate vendors have improperly requested payment for goods or services not provided, or has overcharged for E-Rate goods and services.

As part of its monitoring and compliance review, a USAC whistleblower hotline shall be publicized to allow anonymous reports of known, alleged, or suspected noncompliance. The hotline shall be monitored by the Office of Internal Audit, and investigation results shall be reported to the Ethics and Compliance Office and Superintendent in a timely manner.

EDUCATION AND TRAINING

The Superintendent or designee shall require education and training for all E-Rate Program employees.

The District training shall consider the following:

1. Training materials available from USAC;
2. Information about E-Rate Program rules (as periodically updated);
3. The District's E-Rate Compliance Policy;
4. Applicable federal, state, and local procurement laws;
5. The District's Conflict of Interest and Gift policies and the prohibition on gifts and other things of value;
6. E-Rate Program rules regarding submission of invoices to USAC;
7. Commission rules and orders requiring a fair and open competitive bidding process; and
8. Consequences of noncompliance with E-Rate Program rules and requirements, including cancellation of commitments, recoupment of disbursed E-Rate funds, suspension and debarment from the E-Rate Program, criminal and civil prosecution, and appropriate disciplinary action, which may include termination of employment.

As part of the E-Rate training program, the Superintendent or designee shall require that the appropriate District representatives responsible for ensuring compliance with the E-Rate Program rules and requirements and the E-Rate compliance program attend the applicant training provided annually by USAC.

The District shall require all E-Rate Program employees to certify that they have attended the annual District training, and the Ethics and Compliance Officer shall retain the certifications for ten years thereafter.

COMPLIANCE OFFICER

A high-level District employee will serve as the Ethics and Compliance Officer, who shall:

- Maintain and enforce the E-Rate Compliance Policy and Ethics and Compliance Program.
- Report directly to the C~~c~~hief A~~a~~udit E~~e~~xecutive.
- Have experience or obtain the necessary training in substantive areas, including procurement.

The Ethics and Compliance Officer and any employees under his or her immediate supervision shall not be affiliated with or compensated by any service provider, consultant, or other outside entity with whom the District does business related to the E-Rate Program.

ANNUAL AUDIT

The Board shall direct the chief audit executive to include within his or her annual scope of work a periodic enterprise risk assessment and audit plan. The District may hire a third-party auditor to perform any required audits.

SECTION IV: STANDARD BIDDING AND CONTRACTING

CODE OF SILENCE

PURPOSE

The District shall implement a Code of Silence to enforce its commitment to ethical contracting standards and improve accountability and public confidence.

VENDOR RELATIONSHIPS –CONFLICTS OF INTEREST

It is important to avoid both the appearance of conflicts and actual conflicts of interest. The implication from the appearance of a conflict of interest is just as important as the implication from a real conflict. If an outside independent party might question the intent of a transaction or relationship, such transaction or relationship is deemed to impact the appearance of a conflict and therefore, should be avoided. Circumstances related to an appearance of conflict include those that would cause a reasonable and informed third party, having knowledge of the relevant information, to reasonably conclude that a Board member or administrator has compromised objectivity related to a vendor relationship. [See BBFA]

For purposes of this policy, “vendor’s representative” shall mean an employee, partner, director, Board member or officer of a potential vendor or consultant, lobbyist, actual or potential subcontractor of a vendor, or any other individual or for-profit or nonprofit organization acting through or on behalf of any person seeking an award or on behalf of a group of interested individuals or members.

PROCUREMENT METHODS

Texas Education Code Section 44.031 allows for the purchase of goods and services through one of the following methods:

- Competitive bidding for services other than construction services;

- Competitive sealed proposals for services other than construction services;
- A request for proposals for services other than construction services or a method provided by Government Code Chapter ~~2267~~ 2269 for construction services; or
- Any other procurement method authorized by state law.

The Code of Silence period applies to the acquisition of goods or services using the procurement methods identified above as well as renewal periods for contracts previously awarded by the Board of Education with multiple one-year renewal options.

APPLICABILITY

"Code of Silence" shall mean a prohibition on any communication regarding any RFP, bid, or other competitive solicitation (as defined in the procurement methods above) between:

1. Any person who seeks an award from the District or its affiliated entities (including, but not limited to, the HISD Foundation and the HISD Public Facility Corporation), including a potential vendor or vendor's representative; and
2. A Board member, the Superintendent, senior staff member, principal, department head, director, manager, or other District representative who has influence in the evaluation or selection process.

Furthermore, campaign contributions, gifts, donations, and any other items of value are prohibited between the parties defined above for any known contract under consideration during the Code of Silence period. Also, candidates who have filed for election to the Board of Education are subject to these limitations after the date on which the candidate has filed for office. HISD will review historical campaign finance reports to identify campaign contributions for the applicable period and hold newly elected Board members accountable as existing Board members during the Code of Silence period.

EXCEPTION

The Code of Silence shall not apply to communication with the District's general counsel, finance attorney, procurement project manager, general manager of procurement, general manager of business assistance, supplier diversity specialists, controller, assistant controller, chief financial officer, who are not serving on the particular Procurement Committee; or the Office of Internal Audit or employees reporting to the chief audit executive. Such communications shall be limited to the purpose of obtaining clarification or information concerning the subject solicitation. An exception also applies to the Audit Committee of the Board of Education, other specific members of the Board of Education for the purposes of the

selection of external auditors or the Board's legal counsel, and any other specific circumstances approved by the Board of Education.

TIME PERIOD

The Code of Silence time period shall begin upon the issuance of an RFP, bid, or other competitive solicitation (as defined under Procurement Method, above) and will officially end upon ~~execution of the awarded contract by all required parties~~ approval of the awarded contract by the Board of Education at an appropriately called meeting. Even after the Code of Silence has ended, at no time after the approval of an RFP by the Board of Education shall a vendor, potential vendor, or District employee attempt to improperly influence the negotiations of any contract that has been properly awarded in the appropriately called meeting.

A weekly e-mail notification regarding the Code of Silence shall be sent to the Board of Education, Superintendent, senior staff member, department head, director, manager, or other District representative who has influence in the evaluation or selection process for each RFP, RFP renewal, bid, or other competitive solicitation and shall remain in effect until the ~~execution of the awarded contract by all required parties.~~ approval by the Board of Education as stated above. The Office of Finance shall also provide public notice on the District's Website at the same time the e-mail notification is sent.

Regardless of the above time period, it is not acceptable for a potential vendor to participate in determining the scope of work, strategic direction, technical specifications, or evaluation criteria of such projects.

Nothing contained in this policy shall prohibit any potential vendor or vendor's representative from:

1. Making public representations at scheduled pre-bid conferences or scheduled selection and negotiation committee meetings;
2. Engaging in contract negotiations during any scheduled meeting;
3. Making a public presentation to the Board during any duly noticed public meeting; or
4. Conducting business on contracts previously executed and currently in force.

The potential vendor or vendor's representative shall send all written communication directly to the designated procurement representative.

Nothing in this policy shall prohibit the Procurement Committee's representative, who shall be an employee from the Procurement Office, from initiating a contact with a potential vendor or vendor's representative and subsequent communication related thereto for the purposes of obtaining further clarifying information regarding a response to an RFP, bid, or competitive solicitation. Such contact shall be in writing and shall be provided to the members of the applicable Procurement Committee, including any response thereto.

VIOLATION

Any suspected violation of this policy shall be investigated by the C~~c~~hief A~~a~~udit E~~e~~xecutive, in consultation with the General Counsel, Board Counsel, and/or a contracted outside law firm. ~~and~~ The investigation may result in the District deeming as void or voidable: ~~any recommendation for award;~~ (1) any RFP, bid, or other competitive solicitation award; (2) any bid award to the potential vendor or the vendor's representative; and ~~or a~~ (3) any vendor's contract. ~~deemed void or voidable~~. The potential vendor or vendor's representative determined to have violated this rule shall be subject to debarment from bidding and contracting activities ~~of~~ regarding current and future projects for a period of up to two calendar years (24 months). In addition to any other penalty provided by law, violation of this rule by a District employee shall subject the employee to disciplinary action up to and including dismissal. Board members and candidates who have filed for election to the Board; who have violated the Code of Silence; and/or who have received campaign contributions, gifts, donations, or any other items of value from such vendor's representatives during the Code of Silence shall abstain from voting on such matters for a period up to two calendar years (24 months).

In the event that a Board member or candidate unknowingly accepts a campaign contribution, gift, donation, or any other item of value from a vendor's representative during the Code of Silence, the Board member or candidate shall return the contribution within ten days after becoming aware of the conflict with this policy.

FORMAL COMPLAINTS

This policy is not intended to prohibit contractors and their representatives from issuing formal complaints or concerns about potential conflicts of interest during the Code of Silence. Such concerns should be communicated to the chief audit executive.

EFFECTIVE DATE

This policy shall be effective as of the adoption date, ~~June 12, 2015~~.

Office of the Board of Education
Board of Education Meeting of February 8, 2018

Rhonda Skillern-Jones, President and District II Trustee

SUBJECT: **APPROVAL OF PROPOSED REVISIONS TO BOARD POLICY BED(LOCAL), BOARD MEETINGS: PUBLIC PARTICIPATION—FIRST READING**

To streamline the process of board meetings and in accordance with the Texas Education Agency (TEA) Lone Star Governance continuous improvement model, revisions to BED(LOCAL) are recommended regarding time limits.

The proposed changes are noted in the attached revised policy.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

ORGANIZATIONAL GOALS/IMPACT: This agenda item supports 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 MODIFY BOARD POLICY.

RECOMMENDED: That the Board of Education accepts the proposed revisions to Board Policy BED(LOCAL), *Board Meetings: Public Participation*, on first reading.

LIMIT ON PARTICIPATION

Audience participation at a Board meeting is limited to the portion of the meeting designated for that purpose. At all other times during a Board meeting, members of the audience shall not enter into discussion or debate on matters being considered by the Board, except as provided by this policy.

SPEAKERS TO AGENDA ITEMS AND HEARING OF CITIZENS

A citizen wishing to speak regarding an agenda item, or any other District-related matter (i.e., the Hearing of Citizens), may do so by completing a registration form and submitting it to the Office of Board Services by 9:30 a.m. on the day of the meeting. A citizen wishing to speak about a topic that is not on the agenda must indicate his or her concern, complaint, or commendation on the registration form. Preference shall be given to those citizens who have not appeared before the Board within 30 days and those who wish to present a matter not previously scheduled for a meeting.

Citizens may address the Board on any matter of Board policy, existent or proposed. Should any citizen wish to distribute handout materials to the Board, the materials shall be provided to the Office of Board Services by 4:30 p.m. on the day before the meeting. Should any citizen wish to distribute handout materials to the audience, this shall be done after, not during, the meeting. No speech shall be permitted on behalf of a person running for political office and no literature pertaining to any form of electioneering shall be permitted during the meeting.

TIME LIMIT

Speakers to agenda items shall be limited to ~~three~~ two minutes each. Speakers during the Hearing of Citizens shall be limited to one minute each. A speaker may not yield unused time to another person. Time allotments for any one topic or agenda item shall not exceed 30 minutes and total time for all registered speakers shall not exceed two hours, without the approval of the majority of the Board members present. Should there be a speaker who has registered to speak to multiple agenda items, or to speak at the Hearing of Citizens and to one or more agenda items, the Board President shall direct the speaker to consolidate his or her comments under the first item on the agenda for which he or she has registered, and the speaker will be given a total of ~~five~~ two minutes to make his or her consolidated comments.

Should the speaker drift from the stated subject, or become disruptive or abusive, he or she shall be given one warning; if a second warning is required, then the speaker shall forfeit the remaining time allotment. Citizens are required to follow the rules of behavior specified at BE(LOCAL).

BOARD'S RESPONSE

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate on or make decisions regarding any subject that is not included on the posted meeting notice.

AWARDS AND RECOGNITIONS

Awards and recognition for major achievements of students and employees shall be presented at regular meetings of the Board as the occasions arise for such acknowledgments. Scheduling shall take into consideration the order of business for the meeting as determined by the Board President and the convenience of the persons to be presented.

COMPLAINTS AND CONCERNS

The presiding officer or designee shall determine whether a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the person shall be referred to the appropriate policy [see list below] to seek resolution.

Employee complaints: DGBA

Student or parent complaints: FNG

Public complaints: GF

DISRUPTION

The Board shall not tolerate disruption of the meeting by members of the audience. If after at least one warning from the presiding officer, any person continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the person removed from the meeting.

EFFECTIVE DATE

This policy shall be effective as of the adoption date~~, April 14, 2017~~.

REPORT FROM THE SUPERINTENDENT

Office of the Superintendent of Schools
Board of Education Meeting of February 8, 2018

SUBJECT: **DEBT MANAGEMENT ACTIVITY REPORT**

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

The district's *Debt Management Policy* requires that the Office of Finance provide a report to the Board of Education semi-annually detailing debt management activities and adherence to the policy. The attached report includes the fiscal year from July 1, 2017, through December 31, 2017.

REPORT OF DEBT MANAGEMENT ACTIVITIES

Houston Independent School District

As of December 31, 2017

FOREWORD

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

COMPLIANCE CERTIFICATION

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

Rene Barajas
Chief Financial Officer

Sherrie Robinson
Controller

Rick Fairman
Treasurer

DEBT MANAGEMENT POLICY
COMPLIANCE REVIEW
As of December 31, 2017

Houston ISD Compliance Summary		
Category	**Compliant**	**Comments**
Debt Management Policy reviewed annually.	Yes	Approved by Board of Education on 6/8/2017.
Arbitrage reports prepared and reported in CAFR.	Yes	CAFR dated 6/30/2017 reflects arbitrage liabilities.
Authorized types of debt issued in current reporting period.	Yes	No issuance in current reporting period.
Variable rate debt <= 25% of total debt.	Yes	As of 12/31/2017 variable rate debt equaled 15.78% of total debt.
Refunded debt met net present savings thresholds of 2% for current refundings and 4% for advance refundings.	Yes	No refunding transactions in current reporting period.
Legal debt limitation requirements met.	Yes	Attorney General letter on file with issuance documents.
District debt service tax rate limitation of $1.00 per $100 assessed valuation and total tax rate of $1.70 not exceeded.	Yes	Current debt service tax rate is $0.1667 and total tax rate is $1.2067.
The District obtained credit ratings from at least two nationally recognized bond rating agencies prior to bond issues.	Yes	Current ratings are Aaa by Moody's and AA+ by Standard & Poors.
Required bond issuance reports filed with nationally recognized municipal securities information repository by bond counsel.	Yes	Letter on file by bond counsel (Andrews Kurth) dated 1/15/2018 indicating compliance.
The District filed CAFR with nationally recognized municipal securities information repository (NRMSIR).	Yes	Filed by District in December 2017.
Investment of bond proceeds meets Debt Policy guidelines.	Yes	Proceeds invested in segregated accounts and reported within the district's Cash Management and Investment Policy.
The District met targeted debt service fund balance of 10% of total debt service at most recent fiscal year end.	Yes	The debt service fund balance at 6/30/2017 was 36.79% of budgeted 2018 debt service.

SUMMARY OF DEBT ACTIVITY

FOR THE PERIOD JULY 1, 2017 THROUGH DECEMBER 31, 2017

- **DEBT ISSUANCE**

No debt issuance for the period reported.

SUMMARY OF DEBT ACTIVITY

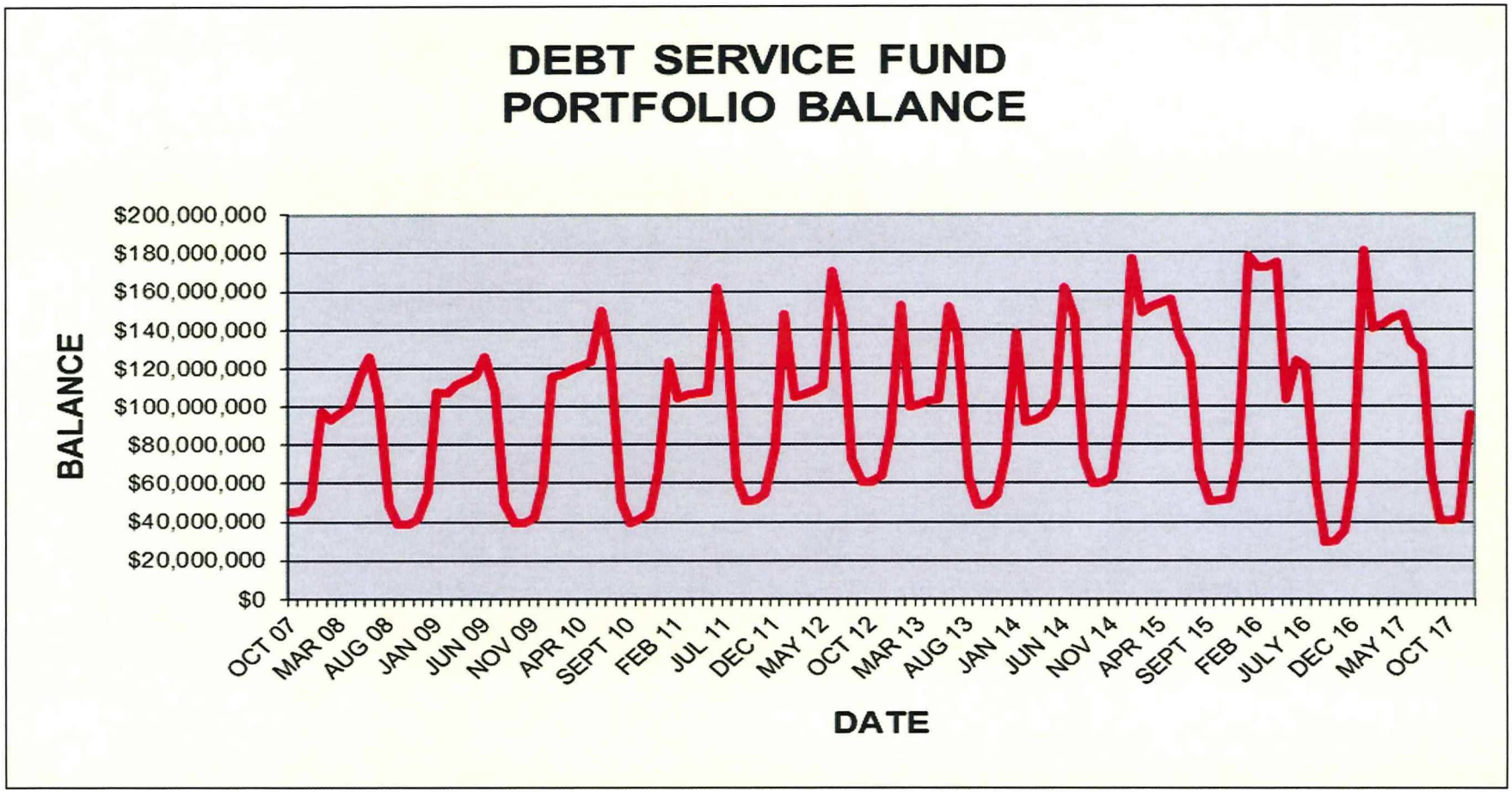
DEBT PAYMENTS (7/01/17 through 12/31/2017)

Principal Payments	**$ 42,299,393**
Interest Payments	**$ 61,239,285**
Escrow Agents – Current Refunding	**$ -**
Fiscal Charges	**$ 12,362**
Total Expenditures	**$ 103,551,040**
Other Financing Uses - Escrow Agents – Advance Refunding	**$ -**
Total Disbursements (Uses)	**$ 103,551,040**

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

HOUSTON INDEPENDENT SCHOOL DISTRICT
DEBT SUMMARY AS OF DECEMBER 31, 2017

Date of Issue	Description	Original Issue Amount	Final Maturity Date	6/30/2017 Debt Principal	7/17 - 12/17 Activity Debt Acquisitions/ Sales/(Refundings)	7/17 - 12/17 Activity Debt Principal Pymts	7/17 - 12/17 Activity Debt Interest Pymts	12/31/2017 Debt Principal
11/21/06	*Refunding Series 2006A	$ 28,100,000	8/15/2017	$ 14,390,000	$ -	$ 14,390,000	$ 359,750	$ -
3/22/07	Refunding Series 2007	279,865,000	2/15/2026	10,000,000	-	-	262,500	10,000,000
11/01/09	Series 2009A-1	68,920,000	2/15/2018	15,050,000	-	-	301,000	15,050,000
11/01/09	Series 2009A-2 (BABS)	148,850,000	2/15/2034	148,850,000	-	-	4,579,309	148,850,000
11/01/09	Series 2009A-3 (BABS)	183,750,000	2/15/2028	183,750,000	-	-	5,181,424	183,750,000
5/01/98	Lease Revenue Series 1998A (PFC)	46,246,108	9/15/2021	6,231,657	-	1,389,393	2,495,607	4,842,264
4/26/10	Lease Revenue Series 2010A (PFC EI)	16,070,000	9/15/2021	12,895,000	-	1,595,000	238,547	11,300,000
4/26/10	Lease Revenue Series 2010B (PFC EI BABS)	38,430,000	9/15/2029	38,430,000	-	-	1,116,173	38,430,000
5/15/12	Variable Rate Refunding Series 2012	182,080,000	6/1/2030	105,485,000	-	-	846,098	105,485,000
2/14/13	Limited Tax Refunding Series 2013C	92,905,000	2/15/2032	81,435,000	-	-	1,733,650	81,435,000
2/14/13	Limited Tax Sch and Ref Series 2013A	209,640,000	2/15/2038	161,425,000	-	-	3,680,500	161,425,000
2/14/13	Variable Rate Ltd Tax Sch Series 2013B	147,130,000	6/1/2037	147,130,000	-	-	1,109,236	147,130,000
12/16/14	Limited Tax Refunding Series 2014B	365,395,000	2/15/2033	314,370,000	-	-	7,004,350	314,370,000
12/23/14	Lease Revenue Series 2014 (PFC)	81,650,000	9/15/2020	66,850,000	-	15,480,000	1,671,250	51,370,000
4/12/16	Limited Tax Sch and Ref Series 2016A	757,195,000	2/15/2041	739,140,000	-	-	17,164,525	739,140,000
4/19/16	Limited Tax Refunding Series 2016B	19,975,000	2/15/2033	19,975,000	-	-	349,562	19,975,000
6/01/16	Variable Rate Ltd Tax Sch Series 2014A-1B	100,000,000	6/1/2039	100,000,000	-	-	1,500,000	100,000,000
5/23/17	Limited Tax Sch and Ref Series 2017	848,740,000	2/15/2042	848,740,000	-	-	8,852,766	848,740,000
6/01/17	Variable Rate Ltd Tax Sch Series 2014A-2	149,955,000	6/1/2039	149,955,000	-	-	2,249,325	149,955,000
6/29/17	Lease Revenue Ref Series 2017 (PFC)	21,550,000	9/15/2030	21,550,000	-	1,395,000	204,746	20,155,000
	Bonds Payable	$ 3,786,446,108		$ 3,185,651,657	$ -	$ 34,249,393	$ 60,900,318	$ 3,151,402,264
11/01/09	*Contractual Obligations Series 2009	$ 23,500,000	7/15/2017	$ 1,425,000	$ -	$ 1,425,000	$ 21,375	$ -
11/01/11	Contractual Obligations Series 2011	23,500,000	7/15/2019	4,200,000	-	1,400,000	63,000	2,800,000
	Contractual Obligations	$ 47,000,000		$ 5,625,000	$ -	$ 2,825,000	$ 84,375	$ 2,800,000
7/13/15	Maintenance Notes Refunding Series 2015	$ 40,360,000	7/15/2020	$ 35,360,000	$ -	$ 5,225,000	$ 254,592	$ 30,135,000
	Notes Payable	$ 40,360,000		$ 35,360,000	$ -	$ 5,225,000	$ 254,592	$ 30,135,000
	Total Debt Payable	$ 3,873,806,108		$ 3,226,636,657	$ -	$ 42,299,393	$ 61,239,285	$ 3,184,337,264

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

INVESTMENT AND CASH BALANCES