

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: September 28, 2026

Agenda Item: K.5b

Board Goal: Finance

Subject: Consideration and possible approval of Annual Costs and Purchase Orders for Services

Administrator Responsible/Position: Deborah Ottmers, Deputy Superintendent / Chief Financial Officer

A. Purpose of Agenda Item:

☒ Action needed ☐ Information only ☐ Receive input

B. Authority for This Action:

☒ Local Policy: ☐ Law or Rule: ☐ N/A
CH – Purchasing and Acquisition

C. Goal or Need Addressed: Approval of expenditures for standard operational items

D. Summary:

- ☐ Previous board action relating to this item: N/A
- ☒ Future action anticipated: Annual consideration and possible approval is anticipated.
- ☒ Background information: The 2026-2027 budget has been adopted by the Hays CISD Board of Trustees. The District has annual recurring costs and purchase orders that require approval for standard items such as utilities, insurance, legal fees, tax appraisal, audits, and collection, ongoing software, child nutrition management company fees, debt service fees, regional day school fees, etc.

E. Comments Received:

☒ Cabinet ☐ DLT ☐ FBOC ☐ Teacher Org. Reps. ☐ Other:

F. Administrative Recommendation: Administration recommends approval of the ongoing fees, as presented.

G. Fiscal Impact and Cost: See attached detail

☒ Budget ☐ Bond ☐ Grant/Special Funds: ☐ Other:
☐ Budget Amendment Needed

H. Monitoring and Reporting Time-Line:

Person responsible for evaluating this decision or action: Deborah Ottmers

Evaluation method and timeline:

Next report to the Board: Fall 2027

I. Suggested Motion:

I move that the Hays CISD Board of Trustees approve the list of annually-recurring costs for services, as presented.