

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES
WFISD ADMINISTRATION BUILDING – BOARD ROOM
WORK SESSION MEETING FEBRUARY 13, 2024**

CALL TO ORDER AND OPENING STATEMENT:

The Board of Trustees of the Wichita Falls Independent School District met in a work session meeting on the above date. The meeting was called to order at 12:00 p.m. by Ms Katherine McGregor, board president.

Board members present: Ms. Katherine McGregor, Mr. Jim Johnson, Ms. Susan Grisel (left at 1:55pm), Ms. Diann Scroggins, Mr. Mark Lukert and Ms. Sandra Camp. Ms. McGregor noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Dr. Donny Lee, Superintendent of Schools, Dr. Peter Griffiths, Associate Superintendent, Ms. Dayna Hardaway, Director of Human Resources, Ms. Ashley Thomas, Communications Officer, Ms. Leah Horton, Chief Financial Officer, Ms. Denise Brown, Director of Finance, Ms. Lauren Zott, Director of Purchasing, Mr. Jeff Hill, Director of Elementary Curriculum, Ms. Vanessa Dishman, Administrative Assistant to the Superintendent, Ms. Keli Sims, Administrative Assistant-HR, Ms. Deb Dipprey, Executive Director of School Administration, Chief Anthony Smith, WFISD Police, Mr. Scot Hafley, Executive Director of Operations, Ms. Alefia Paris-Toulon, Director of Special Education, Mr. Curtis Shahn, Director of Technology, Ms Betsi Morton, Contract & Risk Manager, Dr. Shonna Norton, Director of Social & Emotional Services, Mr. Chris Fain, Director of Maintenance, Mr. Ward Roberts, Director of Innovation and Advanced Academics, Ms Kelly Strenski, Director of Fine arts and Ms. Marchuetta Matthews, Administrative Assistant to the Associate Superintendent.

Also present: Mr. David Potter, Architect with DP4 Consult and Huckabee, Inc, Mr. Scott Kingston, TREMCO Rep, News Channel 3 reporter and Ms. Toni Alonzo, Director of Community In Schools

INVOCATION:

Ms. Sandy Camp gave the invocation.

PUBLIC COMMENT:

None

PRESENTATIONS:

None

REPORTS OR SPECIAL DISCUSSION ITEMS:

CONSTRUCTION UPDATE ON WF LEGACY HIGH SCHOOL AND WF MEMORIAL HIGH SCHOOL:

Mr. David Potter, Architect with DP4 Consult and Huckabee, Inc, gave a detailed report using photo slides on the construction at Wichita Falls Legacy High School and Wichita Falls Memorial High School. Ms Katherine McGregor asked the following questions on behalf of community members that reached out to her:

Will Legacy be ready for school opening in August 2024? Yes, everything is on schedule

Will there be a cafeteria at each of the new schools or just a Bistro? Cafeteria and Bistro at each campus

Will the roads be ready at Legacy High School? There will be multiple entrances to the campus. Midwestern Parkway East will be eventually completed through to Windthorst Road.

FINANCIAL SERVICES:

FINANCIAL REPORTS AS OF DECEMBER 31, 2023

Mr. Mark Lukert, seconded by Ms. Diann Scroggins, motioned that the Wichita Falls Independent School District Board of Trustees approve the year-to-date financial reports and investment reports as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0

BUDGET AMENDMENTS FOR JANUARY 2024

Ms. Susan Grisel, seconded by Ms. Sandy Camp, motioned that the Wichita Falls Independent School District Board of Trustees approve the budget amendments as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0

AWARD OF ARCHITECT/CONSTRUCTION VENDOR FOR HIRSCHI REFRESH

Ms. Susan Grisel, seconded by Ms. Sandy Camp, motioned that the Wichita Falls Independent School District Board of Trustees accepts the recommendation to begin negotiation of final scope of architecture and construct services to the highest-ranking vendor as outlined below, beginning as early as possible until project(s) are completed, ending no later than December 31, 2024 as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

The solicitation was advertised twice in the Times Record News and provided on the WFISD's bid solicitation platform. A total of (62) vendors were invited by commodity category. A pre-proposal conference was held January 12, 2024, in which (4) vendors were represented. Three (3) vendors submitted proposal qualifications, which were evaluated by Dr. Peter Griffiths, Associate Superintendent, Chris Fain, Director of Maintenance and Ashley Thomas, Communications Officer. Lauren Zotz, Director of Purchasing, facilitated the solicitation.

- Vendor Location Final Scoring (of 80)
- Gary Baker Construction Wichita Falls, Texas 69.00 (86.25%)
- Target Solutions Woodway, Texas 68.67 (85.84%)
- Marrs Patriot Construction Wichita Falls, Texas 64.67 (80.84%)

Upon Board approval of the recommended vendor ranking, negotiations will proceed with the highest ranked/qualified vendor to determine the most favorable pricing arrangement in securing services at a fair and reasonable price. It's important to emphasize that this negotiation process will be conducted transparently and in accordance with applicable regulations, to achieve the best possible value for the district.

Carried unanimously by a vote of 6-0

PURCHASE OF CROCKET ROOF RESTORATION

Ms. Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees award the Crockett Elementary School roof restoration project to TREMCO CPG (dba, Weatherproofing Technologies, Inc-"WTI") in the amount of \$179,537.16 as submitted by Leah Horton, Chief Financial Officer and as recommended by Dr. Donny Lee, Superintendent of Schools.

Crockett Elementary School roofs numbered 1-7 (a total of 17,250 square feet) plus adjacent parapet walls (estimated 750 sf) need repair or replacement (roof descriptions reflected on Page 7-36 of the attached Analysis). After careful consideration of options to solve the damaged and aging roof issues with the best, cost-effective method, Chris Fain, Director Maintenance, recommends the purchase and installation of Geogard® Restoration roof coating. As shown on the attached Proposal, TREMCO will first make necessary repairs as needed, then prepare and wash the surface of the roof, and through a two-step application of Geogard®, will coat the entire surface of the roof indicated. The coating is long-lasting, and includes 12-year full warranty coverage. In the twelfth year, reapplications are offered at approximately 60% of the original cost and extends the warranty coverage for an additional seven years. The proposed Geogard® roofing solution not only serves as full coverage leak protection, but also protects and extends the life of the roof, and because it lowers roof surface temperatures, energy use is decreased. In comparison, the estimated cost of a complete tear-off and single-ply replacement of the 17,250 sq. ft. is \$310,500.00, (approximately \$18/sf) and would also incur additional expenses related to removing and replacing electrical units and conduit lines, gas line reset, and other costs estimated at over \$100,000. The restoration solution proposed purchase will utilize TexBuy cooperative award IFB #021-D, which was advertised twice in the Amarillo Globe-News and made available on TexBuy electronic bid platform. This purchase utilizing TexBuy will result in a rebate of approximately \$550.00

This item will be placed on the agenda for the regular meeting on February 19, 2024

PURCHASE OF SCOREBOARDS FOR MEMORIAL STADIUM

Mr. Mark Lukert, seconded by Ms. Sandy Camp, motioned that the Wichita Falls Independent School District Board of Trustees purchase scoreboard package from OES Scoreboards for a total of \$446,740.00 as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools. Athletic Director

Grant Freeman and Executive Director of Operations Scot Hafley reviewed the proposals and recommend accepting the proposal submitted by OES Scoreboards. The OES proposal includes turnkey installation of:

- Custom Truss
- (1) 35ft x 25ft LED Display with software system
- 10mm Display for illuminated daytime viewing
- (1) 18ft scoreboard (score, clock, downs, etc) on north end of field
- (2) 28-inch play clocks,
- (3) 4" locker room clocks (home, visitors, refs)
- (1) Custom Ad Panel
- (1) Control Room Rack
- All associated controllers, remotes, converters as shown on attached
- Installation and related electrical and structural work

OES Scoreboards serves as a scoreboard and solution company based in London, Ontario (Canada), and regionally supported out of its Fort Worth office. The project to replace the scoreboard at Memorial Stadium will be scheduled for as soon as possible pending Board approval. The project will take approximately eight weeks to complete.

The procurement of OES Scoreboards is on TIPS 22090102 Scoreboards and Services (JOC). This RFP was advertised twice in the Pittsburg Gazette (Pittsburg, Texas). OES Scoreboards proposal and pricing is verified TIPS compliant pricing.

Carried unanimously by a vote of 6-0

PURCHASE OF BOX TRUCK FOR FOOD SERVICE

Ms. Leah Horton requested that the Wichita Falls Independent School District Board of Trustees approve the purchase of one (1) Box Truck, totaling \$153,656.67, for WFISD Food Service, procured on RFP 2324-20-S-24 as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

RFP 2324-20-S-24 for (1) Box Truck and (2) Cargo Vans for Food Service was advertised twice in the Times Record News and web-published for fourteen (14) days as required by Texas Department of Agriculture (TDA), as well as issued on WFISD's electronic bid solicitation platform for forty-five (45) days (TDA required). Thirty-one vendors received notification of the solicitation and (2) responded with proposals for the Box Truck and (1) responded with a proposal for the cargo vans.

Industrial Power's proposal for the Box Truck fully meets the vehicle specifications and offers the lowest price. Industrial Power also submitted a response for the Cargo Vans, but the solicitation is re-issued due to not meeting the minimum response requirement (2) as well as determination it is not feasible for WFISD to include electric vehicles at this time due to lack of electric vehicle maintenance and repair staff training at this time.

The responses received are as follows:

Vendor	Vehicle	Year/Fuel	Vehicle Model (and Reefer)	Lead-Time AR	Price
Industrial Power	20' Box Truck	2024/Gas	Isuzu NRR (Carrier S7 Reefer, Diesel)	90-120 days	\$153,656.67
Bruckner's	20' Box Truck	2024 Diesel	Mack MD6 (Morgan Reefer, Diesel)	Not provided	\$157,937.00
*Industrial Power	Cargo Van (no award)	2024 Electric	Green Power Motor, 170" WB	120 days	\$127,421.43

*Not awarded

Current Food Service Delivery Vehicles will be reviewed for either continued use in Food Service, transition to use by Maintenance, or deemed as surplus, depending on vehicle condition and district need.

Model	Make	Type	Purchased	Date Acquired	Purchase Price	Current Mileage
2012	Isuzu NPR	Box Truck	New	1/19/2012	\$46,297.04	66,712
2008	Ford F350	Box Truck	New	2/26/2007	\$23,615.00	91,713
2008	Ford E250	Cargo Van	New	2/4/2008	\$20,270.00	93,524
2002	Chevy 2500 Cargo Express	Cargo Van	New	3/11/2002	\$18,400.00	117,856
2002	Isuzu NPR	Box Truck	New	7/9/2002	\$31,717.00	70,466
2000	Dodge Ram Wagon	Cargo Van	New	6/20/2000	\$18,360.00	161,829

This item will be placed on the consent agenda for the regular meeting on February 19, 2024

PURCHASE OF BAND UNIFORMS (MEMORIAL AND LEGACY HIGH SCHOOLS)

Mr. Jim Johnson, seconded by Ms. Susan Grisel, motioned award the purchase of Legacy and Memorial High Schools' band uniforms to Fred J. Miller Inc in the amount of \$241,650.00, as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

With the opening of Legacy and Memorial High Schools, new band uniforms have been designed to coordinate with the school names and colors. A total of (300) complete uniforms are needed for each school to provide the needed variety of uniform sizes. Each Fred J. Miller (FJM) Cesario™ uniform request to purchase includes: jacket, bib pants, gauntlet (sleeve accent), plume (hat feather), shako (cylindrical hat) with wrap (emblem), garment bag, hanger, and box.

FJM offers custom designs and patterns for band uniforms. The sleeves include "adjust-a-cuff" snaps to avoid improper sleeve length. Bib shoulder straps allow for adjusting proper length on pant legs. FJM Cesario™ uniforms are supported by a Limited Lifetime Warranty that covers defects in materials or workmanship under normal use, for which FJM will repair or replace, at no charge, uniforms that prove defective because of improper materials or workmanship (additional information attached hereto). Furthermore, additional/identical uniforms (or components) may be purchased in the future to replace items or to expand the uniform fleet. All features, functions and design aspects were evaluated by a committee consisting of Director of Fine Arts-Kelly Strenski, and band directors from all three current high schools (Justin Lewis, Shirley Johnston, Michael Walta, Loy Studer, Ben Cooper and Thomas Borgman). The committee also reviewed options available with three other band uniform vendors (McCormick's, Stanbury, and Fruhauf).

Carried unanimously by a vote of 6-0

APPROVAL OF CATALOG BIDS

Ms. Susan Grisel, seconded by Ms. Sandy Camp, motioned that the Wichita Falls Independent School District Board of Trustees award the RFPs 2324-23-C-25 (Local Retail Goods and Supplies (supplemental) and 2324-22-C-25 Local Automobile Maintenance and Repair Services, to the vendors listed on the RFP attachments as outlined, effective February 20, 2024, through August 31, 2025, as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the regular meeting on February 19, 2024

SCHOOL ADMINISTRATION:

ADVANCED ACADEMICS UPDATE

Mr. Ward Roberts, Director of Innovation and Advance Academics, presented updated information regarding the current programs offered to WFISD students and teachers in the realm of Advanced Academics. College Prep student programs are College Credit via Dual Credit classes available through partnerships with Midwestern State University and Vernon College. Honors/Advanced Placement (AP) and International Baccalaureate (IB) are examples of other college prep student programs and are available to Middle School and High School Students. GT (Gifted & Talented)/TAG (GT grades 3-5) are the advanced programs for Elementary students. Students are transported to Carrigan for a half day once a week to participate in project-based activities. For students to qualify for GT/TAG, parents must nominate them. Testing occurs February-March each year and consists of verbal, quantitative, nonverbal and composite questions and those that are chosen score at or above 85% in at least 3 of the areas. The parents are notified in May.

A new addition to the department is the STEAM Bus. It is a grant funded, by the West Foundation, mobile classroom/lab that visits campuses and offers students opportunities for learning without the campus/teachers having to go to the expense of purchasing the equipment for their classroom. The STEAM Bus is also available to outside organizations for a nominal fee. There are plans to add another smaller bus to emphasize the A for Art in STEAM. A Program for district teachers is Teacher Incentive Allotment (TIA). TIA elevates the education profession by providing districts with systems and funding to recruit promising new teachers, retain their best teachers, and incentivize teachers to work in high-needs schools and difficult to staff positions. Based in the Texas Education Code (TEC), §21.3521 (Local Optional Teacher Designation System) and §48.112 (Teacher Incentive Allotment), TIA is built to provide lasting funds for outstanding Texas teachers to remain in the classroom and improve student outcomes. Currently WFISD has 33 Recognized, 70 Exemplary and 42 Master teachers that receive additional income based on their T-TESS Evaluation and student growth numbers. The classification is good for 5 years. A teacher is able to "move up" and earn more. After the 5 years the teacher can re-qualify.

COMMUNITY IN SCHOOLS CONTRACT

Dr. Shonna Norton, Director of Social/Emotional Services, requested that the Wichita Falls Independent School District Board of Trustees review and approve the proposed contract with Communities in Schools (CIS) in the amount of \$123,200 to serve the five WFISD secondary campuses as submitted by Dr. Shonna Norton, Director of Social and Emotional Services and as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the regular meeting on February 19, 2024

DISTRICT SERVICES:

RESOLUTION ABOUT CAMPUS CHAPLAINS

Mr. Jim Johnson, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees adopt a resolution opting not to employ a chaplain or accept a chaplain as a volunteer on a regular basis, but affirm the practice of the district permitting a chaplain to provide support to students and staff when appropriate, as submitted by Dr. Peter Griffiths, Associate Superintendent and as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6–0

BOLIN MILLS/VERIZON LAND LEASE

Mt. Curtis Shahan, director of Technology presented information regarding a land lease agreement between Bolin Mills/Verizon and WFISD. Bolin Mills/Verizon would like to erect a telecommunications tower on the Wichita Falls High school property. That area of town needs a cell tower and the area at the back of the school near the athletic fields is the only place that is suitable. Mr. Shahan showed photos of what the tower would look like, similar to a flag pole with an American Flag. He also stated if approved the lease would be for 5 years and can be extended up to four times for a total of 25 years. Rental payments would begin on the commencement date and be in equal monthly installments on the first day of the month, in advance for at a total annual rental of \$14,400.00.

HUMAN RESOURCES:

PERSONNEL REPORT

Ms. Dayna Hardaway, Director of Human Resources, reported to the Wichita Falls Independent School District Board of Trustees a review of employee resignations/retirements that have been submitted since the last board meeting. The resignations/retirements have been accepted by Dr. Donny Lee, Superintendent of Schools, in accordance with the requirements of Policy DFE (LOCAL).

TEACHER APPLICANT POOL

Mr. Mark Lukert, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool.

Carried unanimously by a vote of 6–0

BOARD MATTERS:

BOARD MINUTES:

Minutes of a work session, January 9, 2024, a regular meeting, January 16, 2024, and a work session, January 22, 2024.

These items will be placed on the consent agenda for the regular meeting on February 19, 2024

UPCOMING EVENTS

Ms. Ashley Thomas, Communications Officer, went over events coming up in the district:

February 15: Mandatory Parent Meeting for Legacy & Memorial Drill Team prospective members CEC 6:30pm

February 15: Facebook Live with Dr Lee

February 16: Athletic Department Fre4All podcast

February 16: District Cowboy/Western Dress Up Day

February 19: President's Day; Student holiday, Professional Development Day for staff

February 19: CEC Open House, 5:30pm-7:00pm

February 20: Mike Morath Commissioner of Education to visit Southern Hills Elementary

February 21: Legacy Coaches Meet & Greet at CEC 7:00pm

February 22: Memorial & Legacy choir Parent Meeting at the CEC 6:30pm-8:00pm

February 26: Legacy & Memorial Drill Team Try-Outs, Ed Center 4-5:30pm

February 26: Memorial School Spirit Committee Meeting, 4:00pm

Feb 26-March 6: Memorial & Legacy Cheer Camps

February 28: Legacy School Spirit Committee Meeting, 4:00pm

March 5: Memorial Band Parent Meeting Hirschi Band Hall 6:00pm

March 8: Memorial & Legacy Cheerleader Try-Outs, WFHS Gym 4:00pm

February CEC Bistro Menu:

February 14-Birria Quesadillas

February 21-Beef Lasagna

February 28: Monte Cristo Sliders

This month Three with Lee to spotlight McNiel Middle School, Rider High School and Wichita Falls High School

RECESS:

Ms. Katherine McGregor, board president, recessed the work session to go into closed session at 2:04 pm.

CLOSED SESSION:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees (Pursuant to Texas Government Code 551.074)

ADJOURNED:

With no other action to take, Ms. Katherine McGregor, board president, adjourned the meeting at 3:08pm from Closed Session.

President, Board of Trustees

Secretary, Board of Trustees