

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES WFISD ADMINISTRATION
BUILDING – BOARD ROOM
WORK SESSION MEETING JANUARY 12, 2026**

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 5:00 p.m. by Mr. Mark Lukert, board president.

Board members present: Mr. Mark Lukert, Ms Katherine McGregor, Mr. Jim Johnson, Ms. Sandy Camp, Ms Diann Scroggins, Ms Susan Grisel and Mr. John Barnard. Mr. Lukert 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, Ms. Jennifer Spurgers, Director of Human Resources, Ms. Leah Horton, Chief Financial Officer, Ms. Vanessa Dishman, Executive Assistant to the Superintendent, Ms. Ashley Thomas, Communications Officer, Mr. Scot Hafley Assistant Superintendent of Operations, Dr. Cody Blair, Executive Director of Secondary Schools, Mr. Jeff Hill, Executive Director of Elementary Schools, Ms. Lauren Zotz, Director of Purchasing, Chief Anthony Smith, WFISD PD, Ms. Alefia Paris-Toulon, Executive Director of Special Programs and Ms Kim Thorne, Associate Director of Special Programs.

Others present: Media.

INVOCATION:

Ms. Susan Grisel gave the invocation.

PUBLIC COMMENT:

None

FINANCIAL SERVICES:

FINANCIAL REPORTS AS OF NOVEMBER 30, 2025

Ms Katherine McGregor, seconded by Mr. Jim Johnson, motioned that the Wichita Falls Independent School District Board of Trustees approves the attached year- to-date financial reports and investment reports as submitted by Leah Horton, Chief Financial Officer, and is recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

BUDGET ADMENDMENTS FOR DECEMBER 2025

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

Carried unanimously by a vote of 7-0

ARCHITECURAL ENGINEERING AND RELATED SERVICES FOR POSSIBLE BOND PROJECTS AND/OR NON-BOND FUTURE RENOVATIONS

Ms. Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees accept the recommendation to negotiate fees for architectural, engineering and related services fees, for non-bond projects, with BYSP architects, as well as to accept the recommendation to negotiate fees for architectural, engineering and related fees, for bond-related projects, with WRA Architects, Inc. as submitted by Leah Horton, Chief Financial Officer and as recommended by Dr. Donny Lee, Superintendent of Schools.

Wichita Falls ISD is seeking an architectural firm to represent the district for possible bond projects and/or non-bond projects. The RFQ was published twice in the Times Record News and posted on the district's online procurement site. Ten (10) firms submitted proposals with four firms selected for presentations/interviews. Interviews were held on Friday,

December 12, 2025. The evaluation committee consisted of Dr. Cody Blair, Director of Secondary Schools, Ashley Thomas, Communications Officer, Chris Fain, Director of Maintenance, and Kim Thorne, Associate Director of Special Programs.

The interviews consisted of each firm's presentations in response to a qualification questionnaire provided by the district for the firms to provide detail regarding services and experiences, and each presentation/interview was followed by a question and answer period.

The committee recommends negotiating services with BYSParchitects for non-bond services and with WRA Architects, Inc. for all-inclusive bond services for bond campaign(s) held within the contractual period. Any resulting contract reached will be for a period of one (1) year, with up to four (4) 1-year options at the mutual agreement of district and firm.

Primarily, related fees will be paid from budgeted funds. After approval from the Board of Trustees on the ranking of the firms, contracted fees will be negotiated. If the district is unable to agree with the top ranked firm in each category, it will end negotiation with the first ranked firm and move to the next.

This item will be placed on the consent agenda for the regular meeting on January 20, 2026

PURCHASING COOPERATIVE FEES AND REBATES-REPORT ONLY

Ms. Leah Horton, Chief Financial Officer, presented the Report of Purchasing Cooperative Fees for the calendar year 2025. The fees associated for each and the purpose of the fee is listed, and no other fees were paid for contracts of \$25,000 or more. For additional information, cooperative and vendor rebates paid to WFISD are also included. This information is presented by Leah Horton, Chief Financial Officer, and approved by Dr. Donny Lee, Superintendent of Schools. Section 271.102 of the Local Government Code provides the legal authority to participate in a cooperative purchasing program with another local government or a local cooperative organization to purchase goods or services. Texas Education Code, Section 44.0331, requires school districts that enter into a purchasing contract valued at \$25,000 or more, or under any other cooperative purchasing program authorized for school districts by law, shall document any contract-related fee, including any management fee, and the purpose of each fee under the contract.

NAME OF ORGANIZATION (Cooperatives and Other Rebate Sources)	Member Since	REBATE 9/1/23- 8/31/24	REBATE 9/1/24- 8/31/25	FEE	DISPOSITION
Central Texas Purchasing Alliance (CTPA) (Facilitated by Round Rock ISD)	2020			\$150	P.O. 7452600040 Check# TBD, 1/7/2026
Harris County Department of Education – Choice Partners	2008	\$745	\$511	\$0	03/26/2025 Check
Houston-Galveston Area Council - HGAC	2009			\$0	
Region 4 - OMNIA Partners	1999			\$0	
Region 8 – The Interlocal Purchasing System (TIPS)	2018	\$675	\$2,611	\$0	8/27/2025 Check
Region 10 – Equalis Group	2021			\$0	
Region 16 - TexBuy	2018	\$0	\$6,108	\$0	03/18/2025 Check
Region 19 – Allied States Cooperative	2018			\$0	
Region 20 – Purchasing Association of Cooperative Entities (PACE)	2011			\$0	
Sourcwell Cooperative Purchasing	2020			\$0	
State of Texas Comptroller (includes DIR, Smartbuy, and TXMAS)	2014			\$100	PO # 7452600011 Check# 1031092, 8/13/25

Texas Association of School Boards (TASB) - Buyboard	2001	\$35,494	\$36,468	\$0	12/1/2025 Check
Vendor Rebates		REBATE 9/1/23- 8/31/24	REBATE 9/1/24- 8/31/25	FEE	DISPOSITION
Vendor - Lowe's (OMNIA)	2024	\$6,404	\$7,957	\$0	8/13/2025 Check
CitiBank (SmartBuy)	2015	\$3,910 \$4,008	\$3,663 \$3,724	\$0	6/13/2024 ACH 12/13/2024 ACH
Total Fees and Total Rebates Received:		\$51,236	\$61,042	(\$250)	

In addition to the cooperative and vendor rebates received in 2025 as listed above, the Purchasing Department through compliant and strategic Purchasing decisions, utilization of cost analysis, adherence to procurement best practices, and a commitment to be good stewards of district funds, purchasing staff achieved an additional documented savings of \$121,429 during the 2025 calendar year, reaching a total benefit to the district of \$182,471. This reflects an increase in rebates and savings from 2024 in the amount of \$13,856. This accomplishment reflects the collective effort and commitment to responsible stewardship of resources.

DISTRICT OPERATIONS

CLOSURE AND CONSOLIDATION OF SCHOOLS

Mr. Scot Hafley, Assistant Superintendent of Operations, requested the Wichita Falls Independent School District Board of Trustees approve the closure of Jefferson Elementary and opening of McNiel Elementary per policy CT local as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the regular meeting on January 20, 2026

TASB UPDATE 126-FIRST READING

Mr. Scot Hafley, Assistant Superintendent of Operations, requested the Wichita Falls Independent School District Board of Trustees That the Wichita Falls Independent School District Board of Trustees add, revise or delete (LOCAL) policies as offered by TASB Policy Service for consideration and according to the Instruction Sheet for TASB Localized Policy Manual Update 126 and policies revised as a result of Update 126 with the following changes as submitted by Scot Hafley, Assistant Superintendent of Operations, and as recommended by Dr. Donny Lee, Superintendent of Schools. Update 126 includes revisions to legal policies based on legislative, regulatory and special session changes. Update 126 includes changes to local policy to address several remaining laws or changes to the Administrative Code. All referenced bills have already gone into effect unless otherwise noted.

LOCAL Policy Action List Update 126

BE(LOCAL): BOARD MEETINGS

BED(LOCAL): BOARD MEETINGS - PUBLIC PARTICIPATION

CJ(LOCAL): CONTRACTED SERVICES

CJA(LOCAL): CONTRACTED SERVICES - BACKGROUND CHECKS AND REQUIRED REPORTING

CLE(LOCAL): BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT - REQUIRED DISPLAYS

CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY

CQD(LOCAL): TECHNOLOGY RESOURCES - ARTIFICIAL INTELLIGENCE

Agenda Item: TASB Recommended Policy Update 126 – 1st Reading

(LEGAL) Policies

(LOCAL) Policies (See attached list)

Administrator Responsible: Scot Hafley, Assistant Superintendent of Operations

Attachments: Annotated policies for review

Action Needed X Future Action Presentation Report

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WICHITA FALLS ISD BOARD OF TRUSTEES

January 12, 2026

CSA(LOCAL): FACILITY STANDARDS - SAFETY AND SECURITY

CV(LOCAL): FACILITIES CONSTRUCTION

DBD(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS - CONFLICT OF INTEREST

DEC(LOCAL): COMPENSATION AND BENEFITS - LEAVES AND ABSENCES

DFBB(LOCAL): TERM CONTRACTS - NONRENEWAL

DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE

COMPLAINTS/GRIEVANCES

DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT

EEP(LOCAL): INSTRUCTIONAL ARRANGEMENTS - LESSON PLANS

EFA(LOCAL): INSTRUCTIONAL RESOURCES - INSTRUCTIONAL MATERIALS

EIA(LOCAL): ACADEMIC ACHIEVEMENT - GRADING/PROGRESS REPORTS TO PARENTS

FA(LOCAL): PARENT RIGHTS AND RESPONSIBILITIES

FEF(LOCAL): ATTENDANCE - RELEASED TIME

FFB(LOCAL): STUDENT WELFARE - CRISIS INTERVENTION

FFF(LOCAL): STUDENT WELFARE - STUDENT SAFETY

FFG(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT

FNG(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FO(LOCAL): STUDENT DISCIPLINE

FOB(LOCAL): STUDENT DISCIPLINE - SUSPENSION

GF(LOCAL): PUBLIC COMPLAINTS

GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES

LOCAL Policy Revisions Due to the Review of Update 126

EHBAF(LOCAL): SPECIAL EDUCATION - VIDEO/AUDIO MONITORING

FFAC(LOCAL): WELLNESS AND HEALTH SERVICES - MEDICAL TREATMENT

FM (LOCAL): STUDENT ACTIVITIES

HUMAN RESOURCES:

PERSONNEL REPORT

Ms. Jennifer Spurgers, 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 Work Session 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

Ms. Katherine McGregor, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool and addendum.

Carried unanimously by a vote of 7–0

BOARD MATTERS:

BOARD MINUTES:

Dr. Donny Lee, Superintendent of Schools requested that the Wichita Falls Independent School District Board of Trustees approves the proposed minutes of a work session on December 8 2025, and a regular meeting on December 15, 2025 as submitted by Dr. Donny Lee, Superintendent of Schools.

These items will be placed on the consent agenda for the regular meeting on January 20, 2026

UPCOMING EVENTS:

Ms. Ashley Thomas, Communications Officer, informed the Board of Trustees on the events happening around the district.

RECESS:

Mr. Mark Lukert, board president, recessed the work session to go into closed session at 5:31 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)
2. Discussion Purchase, Exchange, Lease or Value of Real Property (Pursuant to Texas Governmental Code Section 551.072)

ADJOURNED:

With no more action to take, Mr. Mark Lukert, board president, adjourned the meeting from closed session at 6:25pm.

President, Board of Trustees

Secretary, Board of Trustees