



Meeting Date: April 17, 2025

Submitted By: Cecilia Davis
Title: Deputy Superintendent

Agenda Item: Consider and take action regarding approving expenditures equal to or greater than \$50,000.

CONSENT ITEM

RECOMMENDATION:

It is recommended that the Board of Trustees approve the expenditures listed in the attachment that are equal to or greater than \$50,000 and delegate the authority to the Superintendent or his designee to execute all contracts and related documents necessary to complete this project.

IMPACT/RATIONALE:

Board Policy CH (Local) states that any single, budgeted purchase of goods or services that cost \$50,000 or more shall require Board approval before a transaction may take place, unless the purchase falls into a categorical exemption or exception as reflected in the policy.

A categorical exemption shall be defined as:

- Expenditures for utilities including electricity, natural gas, telecommunications, water and wastewater;
- Expenditures for impact and permitting fees imposed by municipalities and county governments;
- Payments to the County Appraisal District.
- Expenditures for vehicle fuels procured through board-approved purchasing cooperatives;
- Expenditures for food service products procured through board-approved purchasing cooperatives.

An exception shall be defined as:

- Emergency expenditures in the event of catastrophe, emergency, or natural disaster affecting the District

The expenditures indicated on the attached document are not covered under the categorical exceptions as contained in Board policy.

BOARD ACTION REQUESTED:

Approval/Disapproval



MEMORANDUM

April 4, 2025

To: Cecilia Davis, Deputy Superintendent

From: Lynne Trevino, Director of Purchasing

RE: Purchases Equal to or Exceeding \$50,000

Board Policy CH (Local) states that any single, budgeted purchase of goods or services at a cost of \$50,000 or more shall require Board approval before a transaction may take place, unless the purchase falls into a categorical exemption or exception as reflected in the policy.

A categorical exemption shall be defined as:

- Expenditures for utilities including electricity, natural gas, telecommunications, water and wastewater;
- Expenditures for impact and permitting fees imposed by municipalities and county governments;
- Payments to the County Appraisal District.
- Expenditures for vehicle fuels procured through board-approved purchasing cooperatives;
- Expenditures for food service products procured through board-approved purchasing cooperatives.

An exception shall be defined as:

- Emergency expenditures in the event of catastrophe, emergency, or natural disaster affecting the District.

The expenditures indicated on the attached document are not covered under the categorical exceptions as contained in Board policy.

Once a recommendation to make the purchase was established, the prospective vendor was requested to complete a Texas Ethics Commission Form 1295. This requirement became effective on January 1, 2016 and is related to the passage of House Bill 1295 which is now incorporated into the Texas Government Code 2252.908. The form is attached and identifies all interested parties associated with the vendor as it relates to this procurement. Upon approval by the Board of Trustees and issuance of a district purchase order, the form will be posted on the Texas Ethics Commission's website as required by statute.

All board members, employees and agents involved in the planning, recommending, selecting or contracting of a vendor should be reminded of the conflict of interest reporting requirements as mandated in Chapter 176 of the Local Government Code. A copy of Form CIS has been included as an additional attachment. In the event that a conflict exists, the form should be completed and submitted to the Purchasing Department not later than the 7th day after the conflict is identified.



Vendor	Requesting Department	Procurement Method	Funding Source	Amount
Apptegy	Communications	TIPS 230105	Local	\$153,250

This request is for the approval to transition from our current vendor, Finalsite, to Apptegy for our district’s website platform, mass messaging (phone call, email and text) communication, and a new two-way communication tool. This decision is based on extensive feedback from our community survey, where parents expressed the need for a consistent and reliable communication platform. To ensure alignment with stakeholder needs, our department convened a committee comprising campus principals and district staff to review platform options. Following comprehensive discussions and evaluations, the committee reached a consensus that Apptegy is the preferred choice due to its user-friendly interface, intuitive website platform, and commitment to providing in-person training for all three tools. Additionally, we consulted neighboring districts currently using Apptegy, who provided positive references regarding its functionality and support. By transitioning to Apptegy, we will enhance communication consistency, improve oversight of interactions between staff and parents/students, and ensure a more seamless user experience for all stakeholders.

Texas Chiller Systems	Maintenance	Buyboard 720-23	Local	\$126,400
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This request is for the replacement of the meshed media for the water-cooled chiller at Wagner High School. The existing chiller is approximately 21 years old and due to its age; the water hardness has caused the chiller media to become brittle and damaged. Because of this damage the chiller is not working efficiently. The purpose of the chiller media is to absorb and evaporate the water efficiently for the air to cool as it passes over it. The scope of work for this request includes the removal and proper disposal of fill material from all (3) three towers, mechanical cleaning of the interior of the cold and hot water basins: removing all existing mud sludge, and loose scale deposits, along with replacement of 5-6 damaged louvers. Vendor will verify proper operation of cooling tower providing all necessary labor, materials, disposal, supervision, and insurance requirement to complete the project. A five (5) year warranty is provided by vendor on parts and labor warranty on materials and workmanship.



CDWG	Technology	TX DIR CPO-5093	Bond 2016	\$198,800
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In an effort to support the instructional program at the middle school campuses, the middle school principals requested that chromebook cabinets be installed in all Core Instructional Classrooms for the 6th – 7th grade levels at all middle schools. This quote provides for cabinets and cabinet installations to be completed in 142 classrooms at the five middle schools. Each cabinet will be stocked with 30 chromebooks per classroom to ensure that the one to one ratio remains for the 6th and 7th grade levels. Therefore, 6th and 7th grade students will no longer be issued devices to take home on a daily basis. These grade levels will access devices in classrooms similar to the model implemented at the Elementary campuses. Devices will continue to be checked out to all 8th grade students to support instruction and will continue at the high school level.

Classlink	Technology	TX DIR CPO-4493	Local	\$81,675
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Classlink is the student and staff portal to support all instructional and business applications across the district. Classlink was implemented in 2021 and provides for single sign on to all district applications. Classlink is primarily used to distribute student textbooks digitally as well as other programs regularly used by students to support instruction. This is a renewal request for a one-year term. The district previously purchased this product on a three-year term agreement.

Great Minds	Curriculum & Instruction	JISD 24-04	Title II	\$308,100
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This request is for the purchase of Bluebonnet Math professional development (PD) and coaching for five elementary campuses: Paschall Elementary, Woodlake Elementary, Candlewood Elementary, Spring Meadows Elementary, & Park Village Elementary. The total amount of the purchase includes the following professional development:

- PD for all elementary Math teachers on May 13 & 14, 2025 for the 25-26 school year
- PD for all new and returning teachers on July 22 & 23, 2025
- District PD for all new and returning teachers on August 5 & 6, 2025
- District PD on November 4, 2025
- District PD on February 27, 2026



K-Log	Department of Innovation	Buyboard 767-25	286-LASO Grant	\$263,067.25
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Kirby STEM Academy is seeking to allocate a portion of its School Action Fund Grant (LASO) to purchase flexible seating for 44 classrooms. This strategic investment will enhance the school's STEM model and establish its branding as an innovative educational institution, creating an inviting atmosphere that attracts students from JISD and the greater San Antonio area. Flexible seating will strengthen the cross-curricular STEM approach, facilitating collaborative projects, and supporting the established STEM Lab for all 6th graders and students in 7th & 8th grade. The cost to outfit 44 classrooms is \$263,067.25.

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

FORM CIS

(Instructions for completing and filing this form are provided on the next page.)

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.

OFFICE USE ONLY

Date Received

1 Name of Local Government Officer

2 Office Held

3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code

4 Description of the nature and extent of employment or other business relationship with vendor named in item 3

5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

(attach additional forms as necessary)

6 AFFIDAVIT

I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.

Signature of Local Government Officer

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day
of _____, 20 _____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Please refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

- 1. Name of Local Government Officer.** Enter the name of the local government officer filing this statement.
- 2. Office Held.** Enter the name of the office held by the local government officer filing this statement.
- 3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, with whom the officer has an employment or other business relationship as described by Section 176.003(a)(2)(A), Local Government Code.
- 4. Description of the nature and extent of employment or business relationship with vendor named in item 3.** Describe the nature and extent of the employment or other business relationship with the vendor in item 3 as described by Section 176.003(a)(2)(A), Local Government Code.
- 5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100.** List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.
- 6. Affidavit.** Signature of local government officer.