

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: November 17, 2025

Agenda Item: K.4

Board Goal: N/A

Subject: Consideration and possible approval of the Upgrade of Hays CISD Telecom Hardware, Software and Licensing – Affiliated Communications

Administrator Responsible/Position: Alan Duerr, Chief Technology Officer
Cesar Romero, Telecom Systems Administrator

A. Purpose of Agenda Item:

☒ Action needed ☐ Information only ☐ Receive input

B. Authority for This Action:

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

C. Goal or Need Addressed: Approval of this item will allow the district to upgrade the Mitel phone system hardware and software to ensure reliable and secure communication across all school sites and administrative offices. The current system is aging and approaching the end of its life cycle. This will result in higher maintenance costs and an increased risk of service interruptions.

D. Summary:

- ☒ **Previous board action relating to this item:** The Board previously approved these upgrades and purchases of the Mitel Phone system in May of 2015.
- ☒ **Future action anticipated:** Following board approval, the Technology department will move forward with the implementation of upgrading the Hays CISD phone system across the district in a phased approach.
- ☒ **Background information:** The district's current phone system is more than 10 years old, and many of the phones in use are the same age. This aging equipment no longer meets operational needs and is becoming increasingly difficult to maintain. Outdated hardware and software increase the risk of service interruptions and reduce overall system performance. A modern and secure telecom system is essential for supporting daily operations, emergency response, and reliable communication. This is a five-year agreement.

E. Comments Received:

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

F. Administrative Recommendation: Administration recommends approval of the purchase of telecom hardware, software and licensing, as presented.

Advantages and benefits of this proposal: Upgrading to a Mitel phone system offers the district a reliable and scalable communication platform that can grow with its needs. Mitel provides advanced features such as voicemail-to-email, call forwarding, conferencing, and mobile integration to improve productivity and connectivity. The system delivers high-quality voice performance with strong security measures to protect communications. Ongoing vendor support and regular software updates help keep the system secure and current. Additionally, Mitel can integrate with other technologies used in schools, such as emergency notification systems, while also helping reduce maintenance costs through modern, efficient infrastructure.

Expected results in terms of student benefit/achievement: Approving this purchase ensures the Hays CISD will have access to a reliable communication system. Educators and Administrators can then focus on instruction and student support.

Effect of this action on other parts of the system: Schools, departments, and families can rely on a stable telecom network.

Consequences of not approving this recommendation: If this recommendation is not approved, the district risks increased system failures, higher maintenance costs, reduced communication reliability, and potential security vulnerabilities, which could disrupt daily operations and compromise emergency response efforts.

G. Fiscal Impact and Cost: \$1,279,156.08

☐ Budget ☒ 2025 Bond ☐ Grant/Special Funds: ☐ Other
☐ Budget Amendment Needed

Prior Year Spending for this item/service: \$182,383.22

Bid / Contract Information: DIR-CPO-5390. This is a 5-year agreement

Reasons for rejecting alternatives: N/A

Future/Ongoing: N/A

H. Monitoring and Reporting Time Line:

Person responsible for evaluating this decision or action: Alan Duerr

Evaluation method and timeline: Daily evaluation to ensure functionality and service

Next report to the Board: Fall 2030

I. Suggested Motion:

I move that the Hays CISD Board of Trustees approve the upgrade of the Hays CISD telecom hardware, software, and licensing with Affiliated Communications for a 2025 Bond-funded amount not to exceed \$1,279,156.08, as presented.