
Board Action Required



No Action Required

To: Coppell ISD Board of Trustees
From: Diana Sircar
Date: November 13, 2023

cc: Brad Hunt, Josette Dobbins

Re: Approval of CH (Local) revised policy

During the Policy Review in the spring of 2023, TASB suggested that the district adopt the standard policy for CH (Local) instead of keeping a custom, local policy. This standard policy was subsequently adopted by the Board. Coppell ISD had operated under a custom policy CH (Local) for many consecutive years prior to the adoption of the new policy in the spring of 2023.

The Board approves the budget annually. Since the adoption of the current CH (Local) policy, the district has found that a significant number of budgeted purchases would need to be presented to the Board on an annual basis which would cause delays in purchasing. Some examples are the annual services for custodial, bus transportation, student resource officers, tax collection, appraisal service, elections, audit services, fuel, electricity and other utilities. Other examples are goods such as curriculum software licenses, assessment software, accountability software, ERP software, and Microsoft and other technology licensing.

The Board approves an annual budget that covers all of the examples provided above. Under the revised/recommended policy the district would continue to bring capital purchases over \$50,000 to the board for approval which would include construction, renovation, technology, maintenance, and other capital expenditures using bond funds.

The change in the Purchasing Authority language can be seen below. The previous/recommended custom policy is highlighted in yellow.

Previous/Recommended CH Local – X
Purchasing Authority

The Board delegates to the Superintendent the authority to accept and award bids and proposals for all budgeted 6200-6400 series account codes and library books (code 6329) regardless of the amount; and for all capital outlay (6600 series account codes)

under \$50,000 per bid unless state law requires the Board to make or approve a purchase. The Superintendent shall place formal competitive bid summaries for all other capital outlay items over \$50,000 on the monthly meeting agenda for approval by the Board.

Current CH Local (Adopted in the spring of 2023)

Purchasing Authority

The Board delegates to the Superintendent the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs \$50,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.

The district would like the Board to consider re-adoption of the prior policy that the district successfully operated under to grant the Superintendent the appropriate authority to provide for the timely purchasing of resources budgeted under the board-approved annual operating budgets.

RECOMMENDATION: The Board of Trustees adopt the revision to Policy CH (Local) as presented.