

Agenda of Regular Meeting

The Board of Trustees Comal ISD

A Regular Meeting of the Board of Trustees of Comal ISD will be held December 12, 2023, beginning at 6:00 PM in the Comal ISD, 1404 IH-35 North, New Braunfels, TX 78130.

The meeting will be held in compliance with Gov. Code, §551. The meeting is also being conducted in accordance with the American With Disabilities Act [42 U.S.C. 12101 (1991)]. The facility where the meeting is to be held is wheelchair-accessible, and handicapped parking is available. Handicapped services are available upon request if received at least 48 hours prior to the meeting. To make arrangements for handicapped services, please call (830) 221-2000.

The subjects are listed on the agenda below. Items do not have to be taken in the same order as shown on the meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time. If, during the course of the meeting, any discussion of any item listed on the agenda should be held in closed meeting, the Board would convene in such closed meeting in accordance with Texas Government Code, §551.071-551.084 to consult with the legal counsel, discuss purchase, exchange, lease, or value of real property, discuss negotiated contracts for prospective gifts or donations, discuss personnel or to hear complaints against personnel, consider the deployment, specific occasions for, or implementation of security, personnel or devices, and/or consider discipline of a public school child or complaint or charge against personnel. No action will be taken during a closed session. At any time, the Board may go into closed meeting to receive legal counsel or advice which the school district's legal counsel determines should be confidential in accordance with counsel's duty to the district pursuant to the code of professional responsibility of the State Bar of Texas.

1. Call Meeting to Order

Presenter: Russ Garner

2. Board Recognition

Presenter: Steve Stanford

3. Public Comment/Audience Participation

Presenter: Russ Garner

4. Board President's Comments

Presenter: Russ Garner

5. Superintendent Reports and Board Information

A. 2021 and 2023 Bond Update

Presenter: Malcolm Mulrone

B. 2024-2025 Academic Calendar Proposal - Options A&C

Presenter: Stacy Wilkie

6. Consent Agenda

A. Consider/Approve Personnel Report

Presenter: Bobbi Supak

B. Consider/Approve Board Meeting Minutes

C. Consider/Approve Financial Statement and Expenditures

Presenter: Glenn Graham

D. Consider/Approve Monthly Tax Office Report

Presenter: Glenn Graham

E. Consider/Approve Third Party Administrator RFP 24-07

Presenter: Bobbi Supak

F. Consider/Approve Modified Schedule/State Assessment Testing Days Waiver and Teacher Data Portal Waiver

Presenter: Krista Moffatt/Courtney Witherell

G. Consider/Approve the SHAC Recommendation for Curriculum Expansion Pertaining to HB 1525

Presenter: Kelli Brooks / Karen Luna Rodriguez, SHAC Chair

7. Items for Discussion and/or Action

A. Items Removed from Consent

B. Consideration and Possible Approval of Bulverde Middle School Attendance Boundaries

Presenter: Steve Stanford / Malcolm Mulroney

C. Consider/Approve the Designation of Non-Business Days for Purposes of Public Information Act Calendar

Presenter: Steve Stanford

8. Closed Session

A. Pursuant to Texas Government Code Sections §551.074 for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, employee, or to hear complaints or charges against a public officer or employee

- Conduct the Superintendent Formative Evaluation

9. Adjournment

Presenter: Russ Garner

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **Board Recognitions**

Date: December 12, 2023

Administrator Responsible/Position: Steve Stanford, Chief Communications Officer

A. Purpose of Agenda Item:

- Information Only Action Needed Receive Input

B. Authority for This Action:

- Local Policy Law or Rule N/A

C. Strategic Objective, Goal, or Need Addressed:

- CV Plan District/Campus Improvement Plan Other

D. Summary:

Previous board action relating to this item:

Future action anticipated:

Background information: Tonight, we are honoring the following students:

- Three students who won the first Comal ISD Christmas Card Contest
- Davenport High School musician, Matthew Stanford, was named to the All-State Jazz Band for the second consecutive year on drum set
- 24 cross country athletes qualified for state competition
- Three marching bands qualified for state competition, Davenport High School, Pieper High School and Smithson Valley High School
- The Fine Arts department received two distinctions this fall: Best Communities for Music Education designation from the National Association for Music Merchants (NAMM) Foundation and the District of Distinction award by the Texas Art Education Association (TAEA).

E. Comments Received:

- ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent's Executive Leadership Team.

F. Administrative Recommendation: n/a

G. Fiscal Impact and Cost:

Amount: N/A

- Budget Bond Grant/Special Funds Other

H. Action: n/a – for information only

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Public Comment/Audience Participation

Date: December 12, 2023

Administrator Responsible/Position: Russ Garner, Board President

A. Purpose of Agenda Item:

Information Only

Action Needed

Receive Input

B. Authority for This Action:

Local Policy BED

Law or Rule

N/A

The Board encourages comments from citizens of the District or from District employees.

Policy BED local states that audience participation at a Board meeting is limited to the public comment portion of the meeting designated for that purpose. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer. An open forum will be conducted at each regular monthly meeting.

Persons who wish to participate must submit the Audience Participation form to the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak. Forms will not be accepted after the meeting begins.

Citizens may be provided three minutes. Delegations of more than three persons shall appoint one person to address the Board. If any person other than the appointed spokesperson of a Delegation wants to speak, they may not appear at the lectern as part of a Delegation but must sign up on a separate Audience participation form before the meeting and may only approach the lectern when their name is called.

The Board shall not deliberate or decide regarding any subject that is not included on our agenda for tonight's meeting. If an issue mentioned is listed on tonight's agenda, the Board will defer discussion until the appropriate time during the meeting.

The presiding officer may:

- 1) Direct the speaker to the appropriate complaint policy
 - Employee complaints: DGBA
 - Student or parent complaints: FNG
 - Public complaints: GF
- 2) Provide factual responses to questions raised
- 3) Ask clarifying questions
- 4) Request that the subject of the comment be placed on the agenda of a later meeting when the Board may then take action on the issue raised by the speaker

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **President's Comments**

Date: December 12, 2023

Administrator Responsible/Position: **Russ Garner, Board President**

A. Purpose of Agenda Item:

Information Only

Action Needed

Receive Input

During this portion of the meeting, Russ Garner, the Board President, will provide an overview of the agenda and discuss the process that will be followed during tonight's meeting.

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: 2021 & 2023 Bond Update

Date: December 12, 2023

Administrator Responsible/Position: Malcolm Mulroney, Chief Operations Officer

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Improvement Plan Other

D. Summary:

Previous board action relating to this item:

Future action anticipated:

Background information: In alignment with Collaborative Vision and the DIP Strategic Objective: Complete capital projects as approved by the voters and in support of the long-range plan. The presentation will cover 2021 Bond Projects in progress and the design schedule for 2023 Projects.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent's Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees receive updates regarding the 2021 and 2023 Bonds.

G. Fiscal Impact and Cost: None Amount: N/A

Budget Bond Grant/Special Funds Other

H. Action: n/a – information only

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: 2024-2025 Academic Calendar Proposal – Options A & C

Date: December 12, 2023

Administrator Responsible/Position: Stacy Wilkie, Director of School Leadership

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Improvement Plan Other

D. Summary:

Previous board action relating to this item:

Future action anticipated: Administration will present the 2024-2025 calendar in January of 2024 for Board adoption.

Background information: Each year, the academic calendar is developed using guidance from the state as well as feedback from the District Educational Improvement Council (DEIC), staff, and stakeholders. Based on feedback from the originally proposed options, administration presents to the Board Academic Calendars A and C for consideration.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: Administration presents Option A and Option C for consideration. Option B was eliminated based on selection process from DEIC and stakeholder surveys.

G. Fiscal Impact and Cost: None

Amount: N/A

Budget Bond Grant/Special Funds Other

H. Action: n/a – for information only

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **Consideration and Approval of Consent Agenda**

Date: December 12, 2023

Administrator Responsible/Position: Dr. John E. Chapman III, Superintendent

A. Purpose of Agenda Item:

Information Only

Action Needed

Receive Input

B. Authority for This Action:

Local Policy

Law or Rule

N/A

Policy BE local states that the consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

C. Strategic Objective, Goal, or Need Addressed: As listed on attached pages

D. Summary:

Previous board action relating to this item: Ongoing

Future action anticipated: Monthly

Background information: The following items are presented for approval:

A. Personnel Report

B. Board Meeting Minutes

C. Financial Statement and Expenditures

D. Monthly Tax Office Report

E. RFP 24-07 Employee Third Party Benefits Administrator Services

F. Modified Schedule/State Assessment Testing Days Waiver and Teacher Data Portal Waiver

G. SHAC Recommendation for Curriculum Expansion Pertaining to HB1525

E. Comments Received:

Exec. Team

DEIC

Support Staff AC

Teacher AC

Other

All agenda items have been reviewed by the Superintendent's Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve the consent agenda items as presented.

G. Fiscal Impact and Cost: **Amount:** Per individual items attached

H. Action:

Motion by _____, second by _____

"I move to approve/disapprove/postpone the consent agenda items as presented."

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Consider/Approve Personnel Report

Date: December 12, 2023

Administrator Responsible/Position: Dr. John E. Chapman III, Superintendent

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A
DC, DCA, DCB, DCE Texas Education Code, Chapter 21

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Other
Goals 3 & 4 Improvement Plan

D. Summary:

Previous board action relating to this item: Ongoing; monthly

Background information: Individuals on the lists provided are presented for consideration — Employments, Appointments, Assignments or Promotions; and, Resignations and Retirements

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other
All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve employment, appointment, assignment, or promotion of personnel; and, resignations and retirements as presented.

G. Fiscal Impact and Cost:

Budget Bond **Amount:** N/A Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone the Superintendent’s personnel recommendations as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Consider/Approve Board Meeting Minutes

Date: December 12, 2023

Administrator Responsible/Position: Dr. John E. Chapman III, Superintendent

A. Purpose of Agenda Item:

- Information Only, Action Needed, Receive Input

B. Authority for This Action:

- Local Policy, Law or Rule, N/A

Policy BE local states that the agenda shall contain minutes of the last regular meeting and of any special meeting(s) held previously and not yet approved.

C. Strategic Objective, Goal, or Need Addressed: N/A

- Strategic Plan, District/Campus Improvement Plan, Other

D. Summary:

- Previous board action relating to this item: Ongoing
Future action anticipated: Monthly
Background information: Minutes from the November 16, 2023 Pre-Meeting Briefing; November 16, 2023 Board Meeting; and November 29 Team of 8 workshop for approval.

E. Comments Received:

- Exec. Team, DEIC, Support Staff AC, Teacher AC, Other
All agenda items have been reviewed by the Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board approve the minutes from the November 16, 2023 Pre-Meeting Briefing; November 16, 2023 Board Meeting; and November 29, 2023 Team of 8 Workshop for approval as presented.

G. Fiscal Impact and Cost:

Amount: N/A

- Budget, Bond, Grant/Special Funds, Other

H. Action:

Motion by _____, second by _____
“I move to approve the November 16, 2023 Pre-Meeting Briefing; November 16, 2023, Board Meeting; and November 29, 2023, Team of 8 Workshop for approval as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

Comal Independent School District

Board Meeting Minutes

November 16, 2023

Russ Garner called the meeting to order at 6:00pm at the Support Services Building. A quorum was present; notice of this meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Board Members Present: Russ Garner, Tim Hennessee, Courtney Biasatti, Amanda Jones, David Krawczynski, Michelle Ross, Jason York

Board Members Absent: n/a

Administrators Present: Dr. John Chapman, Corbee Wunderlich, Bobbi Supak, Steve Stanford, Michele Martella, Taylor Keller, Jenny Hale, Jeff Smith, Kevin Fain, Carolyn Ferguson, Tammy Pinkham, Stacia Snyder, Malcolm Mulroney, Glenn Graham, Scott Monroe, Sarah King, Stacy Wilkie, Erin Deason, Dr. Ben Peacock, Stacia Snyder, Jaime Alvarez-Calderon, Amy Malone, Joseph Murguia, Gary Cooper, Dustin Davisson

Members of the Press: none

1. Call Meeting to Order

Russ Garner called meeting to order at 6:00pm and led prayer and pledges.

2. Board Recognition:

Steve Stanford led the presentation in recognitions.

The Board recognized:

- Five students named as National Merit Scholarship Program Semifinalists
- Fourteen students named as National Merit Scholarship Program Commended Scholars
- Canyon High School student, Aubree Kabanek, was named to the Texas Thespians Festival All-State Cast

3. Public Comment/Audience Participation:

Russ Garner explained the process of Public Comment/Audience Participation and then opened the floor to the audience members who filled out a participation sheet. There is 1 participant for public comment.

- Patsy Covar – addressed Board about athletic stipends.

4. Board President's Comments:

Russ Garner spoke briefly about the legislative session and urged audience to write legislators.

5. Superintendent Reports and Board Information

5A. Collaborative Team Cycle – Startzville Elementary 3rd Grade Team

Taylor Keller introduced the 3rd grade team - Megan Helinski, Amy Fermin, Jennifer Majors and Aaron Aniroodh - and Principal Calland to speak about the team.

5B. Bulverde Middle School Attendance Boundary Recommendation

Steve Stanford and Malcolm Mulrone presented. Since September 6, 2023, the BMS attendance boundary committee has met four times to develop a recommendation for the school's boundaries. Tonight, the committee will provide its recommendation for the BMS boundaries. Tonight's presentation is for information purposes as the administration will be bringing this back to the Board in December for possible action.

The Board took a quick recess at 8:02pm and reconvened at 8:09pm.

5C. Contract Ratification

Malcolm Mulrone presented. Various vendors from the Comal ISD approved pool of professional service providers will provide required services for Bond 2021, Bond 2023 and capital projects. On September 24, 2015, District staff presented a process to help expedite design work related to Bond and other approved capital projects. Under the approval, administration was delegated the authority to execute agreements ranging from \$50,000 to \$350,000 with Board ratification at the next regularly scheduled meeting.

5D. Literature Review Process

Taylor Keller presented the policy, process and guidelines followed with selecting titles for the Comal ISD Reserved Titles list through the Literature Review Committee.

5E. Financial Integrity Rating System of Texas (FIRST) Rating Report

Glenn Graham presented the results of the Financial Integrity Rating of Texas (FIRST) administered by the Texas Education Agency. The state's school financial accountability rating system ensures that Texas public schools are held accountable for the quality of their financial management practices and that they improve these practices. The system is designed to encourage Texas public schools to better manage their financial resources to provide the maximum allocation possible for direct instructional purposes. These results are from the 2021 - 2022 fiscal year.

6. Consider/Approve Consent Agenda Items

On a motion by Tim Hennessee, seconded by Courtney Biasatti, the board moved to approve the consent agenda items presented.

- 6A. Personnel Report
- 6B. Board Meeting Minutes
- 6C. Financial Statement and Expenditures
- 6D. Monthly Tax Office Report
- 6E. 1st Quarter Investment Report
- 6F. Donation to Church Hill Middle School
- 6G. HVAC DDC Controller Replacements SVHS RFCSP 24-04
- 6H. 2023-2024 Board of Trustees Student Outcome Goals
- 6I. Superintendent Evaluation

For: 7

Against: 0

Absent: 0

7. Items for Discussion and/or Action

7A. Items Removed from Consent

There were no items removed from consent.

7B. Consider/Approve Votes for Appraisal District Board of Directors

Every two years, appraisal districts hold Board of Director elections. Comal ISD works with five different appraisal districts and votes for the allocation of votes for the Comal, Bexar, Guadalupe, Hays and Kendall Appraisal District Board of Directors. Glenn Graham began the

presentation by introducing Jeffrey Booker, Chief Appraiser with Comal Appraisal District. Mr. Booker explained the process for vote distribution and answered questions.

On a motion by Jason York, second by Michelle Ross, the board moved to approve splitting the votes evenly amongst all candidates listed for the Comal Appraisal District Board of Directors as presented.

For: 7

Against: 0

Absent: 0

**No motions were made or votes were cast on any other counties.*

7C. Consider/Approve Resolutions Authorizing Resale of Property Held in Trust by the County of Comal, Texas, As Trustee

Glenn Graham presented. Three tax sale properties that have been struck off to the County of Comal are being maintained by the City of New Braunfels for the health and safety of the public. It is unlikely that these properties will ever be resold to a private entity because they consist of a drainage detention easement, a utility easement, and a private street. The City has since stepped in to assume maintenance on these properties, but in order for the City to take ownership of the properties, resolutions will need to be passed by the County, City and School Board.

On a motion by Michelle Ross, second by Amanda Jones, the board moved to approve the Resolutions Authorizing Resale of Property Held in the Trust by the County of Comal, Texas, As Trustee as presented.

For: 7

Against: 0

Absent: 0

7D. Consider/Approve Updates to Board Policy CKE (Local) and DH (Local)

Corbee Wunderlich presented. The administration is asking for approval on the presented proposed updates to Board Policy CKE (Local) and DH (Local) on October 26, 2023. The proposed policy updates will put in place the guidelines for a Commissioned Armed Security staff and Contracted Commissioned Armed Security staff if the school district in partnership with law enforcement agencies is unable to meet the requirement of an armed security officer on each campus during school hours.

On a motion by Jason York, second by David Krawczynski, the board moved to approve Updates to Board Policy CKE (Local) and DH (Local) as presented.

For: 7

Against: 0

Absent: 0

8. Closed Session

A. Pursuant to Texas Government Code 551.089, discuss and deliberate security assessments or deployments relating to information resources technology; certain network security information; or the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

B. Pursuant to 551.074 of the Texas Government Code, consider the Independent Hearing Examiner's Recommendation in TEA Docket No. 085-LH-08-2023 Regarding the Proposed Termination of Jason Llamas

C. Pursuant to 551.071, consult with and seek legal advice from counsel regarding the Independent Hearing Examiner's Recommendation in TEA Docket No. 085-LH-08-2023 Regarding the Proposed Termination of Jason Llamas

Comal Independent School District

Board Workshop Minutes

November 29, 2023

Russ Garner called the workshop to order at 6:00pm at the Support Services Building. A quorum was present; notice of this meeting was posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Board Members Present: Russ Garner, Tim Hennessee, Courtney Biasatti, Amanda Jones, David Krawczynski, Michelle Ross, Jason York

Board Members Absent: N/A

Administrators Present: Dr. John Chapman III

Members of the Press: N/A

1. Call Meeting to Order

Board President, Russ Garner, called the meeting to order at 6:00pm.

2. Audience Participation:

There were no audience participation requests.

3. President's Comments:

Russ Garner had Dr. Chapman introduce the Team of 8 trainer, Mr. Greg Gibson of MoakCasey.

4. Governance Team Building and Strategic Direction

Mr. Gibson led the discussion on Board Governance, Roles and Responsibilities and Expectations.

There being no further business, the meeting was adjourned at 9:03pm.

Russ Garner
Comal ISD Board President

Courtney Biasatti
Comal ISD Board Secretary

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **November 2023 Financial Statement & Expenditures** **Date:** December 12, 2023

Administrator Responsible/Position: Glenn Graham, Chief Financial Officer

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A

Policy CFA (Legal) – States that annual financial statements must be adopted and filed with TEA. The District exceeds this requirement with monthly adoption of the financial statements.

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Other
Academic Success/Instruction Improvement Plan

D. Summary:

Previous board action relating to this item: Monthly

Future action anticipated: Ongoing

Background information: Separate Memo is attached.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve the November 2023 financial statements and expenses as presented.

G. Fiscal Impact and Cost: None Amount: Per Report

Budget Bond Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone November 2023 Financial Statement & Expenditures as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Tax Office Report

Date: December 12, 2023

Administrator Responsible/Position: Glenn Graham, Chief Financial Officer

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A

Policy BDAF (LEGAL) states that the administration must prepare and submit to the Board each month a written report, made under oath, accounting for all taxes collected for the District during the preceding month.

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Other
Academic Success/Instruction Improvement Plan

D. Summary:

Previous board action relating to this item: Ongoing

Future action anticipated: Monthly

Background information:

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve the November tax office report and report of tax dollar loss or gain as presented.

G. Fiscal Impact and Cost: None Amount: N/A

Budget Bond Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone the November tax office report of tax dollar loss or gain as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Consider/Approve Third Party Administrator RFP 24-07

Date: December 12, 2023

Administrator Responsible/Position: Bobbi Supak, Chief Human Resources Officer

A. Purpose of Agenda Item:

- Information Only Action Needed Receive Input

B. Authority for This Action:

- Local Policy Law or Rule N/A
CH Local Education Code Chap. 44

C. Strategic Objective, Goal, or Need Addressed:

- Strategic Plan District/Campus Other
Improvement Plan

D. Summary:

Previous board action relating to this item:

Future action anticipated:

Background information: The District enters into an agreement with a Third Party Benefits Administrator (TPA) to administer employee enrollment in medical, dental, and supplemental insurance annually. The TPA enrolls employees in the district selected medical and dental plans and the TPA earns commission off the TPA selected supplemental insurance plans (accident, 403B, life, etc.). US Employee Benefits Services Group has been the district's TPA since 2004 and the was most recently selected through the RFP process in 2018.

E. Comments Received:

- ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent's Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve the US Employee Benefits Services Group as the Third Party Benefits Administrator as presented.

G. Fiscal Impact and Cost:

Amount:

- Budget Bond Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone US Employee Benefits Services Group as the Third Party Benefits Administrator for Comal ISD Employee Plans.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Consider/Approve Modified Schedule/State Assessment Testing Days Waiver and Teacher Data Portal Waiver

Date: December 12, 2023

Administrator Responsible/Position: Krista Moffatt, Assistant Superintendent of Teaching, Learning and Leadership

A. Purpose of Agenda Item:

- Information Only Action Needed Receive Input

B. Authority for This Action:

- Local Policy Law or Rule N/A

C. Strategic Objective, Goal, or Need Addressed:

- Strategic Plan District/Campus Improvement Plan Other

D. Summary:

Previous board action relating to this item:

Future action anticipated:

Background information: Modified Schedule/State Assessment Testing Days Waiver: To assist campuses on state assessment testing days, this waiver would allow groups of students who are not participating in a scheduled assessment to report to school after the test sessions has completed on a particular school day (late start). Attendance requirements for students reporting after the testing period remain in effect on test days when this modified schedule waiver is utilized; students must report to campus by 12:00 noon and must be in attendance for a minimum of four hours. Teacher Data Portal Waiver: Comal ISD currently uses Eduphoria AWARE as our local student data system. Aware provides more functionality than the state data portal for teachers as well as administrators. In addition, Aware, through a partnership with lead4ward, provides enhanced data tools for data analysis and accountability that are used by the Teaching, Learning and Leadership team to inform administrators about student outcomes. Eduphoria Aware meets all of the required criteria for a local student data system as set forth by TEA.

E. Comments Received:

- ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve the district filing to renew the Modified Schedule/State Assessment Testing Days Waiver and the Teacher Data Portal Waiver for the 2023-2024, 2024-2025 and 2025-2026 school years as presented.

G. Fiscal Impact and Cost: None

Amount: N/A

Budget

Bond

Grant/Special Funds

Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone district filing to renew the Modified Schedule/State Assessment Testing Days Waiver and the Teacher Data Portal Waiver for the 2023-2024, 2024-2025 and 2025-2026 school years as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Consider/Approve the SHAC Recommendation for Curriculum Expansion Pertaining to HB1525

Date: December 12, 2023

Administrator Responsible/Position: Micaeli Smith, Director of Physical Education, Health and Wellness

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A
EFA Legal TEC §66.104(a)

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Improvement Plan Other

D. Summary:

Previous board action relating to this item:

Future action anticipated:

Background information: In 2022, the Board voted to convene the Comal ISD School Health Advisory Council to review curriculum materials pertaining to HB1525 topic: Human Sexuality Instruction. The SHAC recommended Living Well Aware resulting in Board approval and 6th grade curriculum implementation in Spring of 2023. A Living Well Aware 7th and 8th grade update is now available. The Board was given access to the curriculum and the SHAC held 2 public meetings reviewing the curriculum update from September 6th to November 29th. Tonight, the Comal ISD SHAC unanimously recommends the Board adopt the update and implementation of 7th and 8th grade Living Well Aware curriculum materials pertaining to HB1525 presented by administration.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other
All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve and adopt the 7th and 8th grade Living Well Aware update of curriculum materials pertaining to HB1525 as presented.

G. Fiscal Impact and Cost:

Budget Bond **Amount:** N/A Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone the recommendation of the Comal ISD School Health Advisory Council and administration for implementation of 7th and 8th Grade Living Well Aware curriculum update as presented.”

FOR: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: Consideration and Possible Approval of BMS Attendance Boundaries

Date: December 12, 2023

Administrators Responsible/Positions: Steve Stanford, Chief Communications Officer;
Malcolm Mulrone, Chief Operations Officer

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus
Improvement Plan Other

D. Summary:

Previous board action relating to this item: The boundary recommendation was presented to the Board at the Nov. 16 meeting.

Future action anticipated:

Background information: The BMS attendance boundary committee met four times to develop a recommendation for the school’s boundaries. At the Nov. 16 meeting, the committee provided its recommendation for the BMS boundaries. Tonight, the administration is presenting the recommendation for approval.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: It is the recommendation of the Superintendent that the Board of Trustees approve the Bulverde Middle School attendance boundaries, as well as resulting changes to the Smithson Valley High School attendance boundary as presented.

G. Fiscal Impact and Cost: None Amount: N/A

Budget Bond Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone the Bulverde Middle School attendance boundaries, as well as resulting changes to the Smithson Valley High School attendance boundary as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Subject: **PIA Non-Business Days**

Date: December 14, 2023

Administrator Responsible/Position: Steve Stanford, Chief Communications Officer

A. Purpose of Agenda Item:

Information Only Action Needed Receive Input

B. Authority for This Action:

Local Policy Law or Rule N/A

C. Strategic Objective, Goal, or Need Addressed:

Strategic Plan District/Campus Improvement Plan Other

D. Summary:

Previous board action relating to this item: [Click or tap here to enter text.](#)

Future action anticipated: [Click or tap here to enter text.](#)

Background information: Under current law, a governmental body that receives a public information request must respond to the request within 10 business days. House Bill 3033 from the last legislative session redefines a business day to mean a day other than a Saturday or Sunday, a national holiday, or a state holiday. A governmental body may designate a day on which its administrative offices are closed or operating with minimum staffing as a nonbusiness day. The designation of a nonbusiness day for an independent school district must be made by the Board of Trustees and may designate not more than 10 nonbusiness days each calendar year.

E. Comments Received:

ELT DEIC Support Staff AC Teacher AC Other

All agenda items are reviewed by Superintendent’s Executive Leadership Team.

F. Administrative Recommendation: Approval of the designated Non-Business Days Under the Texas Public Information Act for School Year 2023-2024 and 2024-2025

G. Fiscal Impact and Cost: None Amount: N/A

Budget Bond Grant/Special Funds Other

H. Action:

Motion by _____, second by _____

“I move to approve/disapprove/postpone the Resolution to Designate Non-Business Days Under the Texas Public Information Act for School Year 2023-2024 and 2024-2025 as presented.”

FOR R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York
AGAINST: R. Garner, T. Hennessee, C. Biasatti, A. Jones, D. Krawczynski, M. Ross, J. York

MOTION CARRIED/DENIED/POSTPONED

COMAL INDEPENDENT SCHOOL DISTRICT

Certified Agenda of Closed Session

Meeting of December 12, 2023

CONFIDENTIAL: No one shall, without lawful authority, knowingly disclose to a member of the public this certified agenda of a closed session meeting. A person who violates this subsection commits a Class B misdemeanor and may be liable to any party injured or damaged by the disclosure. Texas Government Code 551.146(a).

I. Statement of Beginning of Closed Session:

The presiding officer announced at the beginning of the closed session:

“The Board of Trustees on December 12, 2023, beginning at _____ PM, convened in a closed session pursuant to Sections 551.071 through 551.089 of the Texas Government Code.”

II. Subjects Discussed in the Session Closed to the Public:

- A. Pursuant to Texas Government Code Sections §551.074 for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, employee, or to hear complaints or charges against a public officer or employee.
 - a. Conduct the Superintendent Formative Evaluation

Board members present: _____

III. Statement at End of Closed Session:

The presiding officer announced at the end of the closed session:

“The Board of Trustees ended its closed session at _____ PM on December 12, 2023.”

IV. Record of Further Action Taken, if any, on Above Items in the Subsequent Open Session:

V. Certification by Presiding Officer:

I, Russ Garner, Comal ISD Board President, do hereby certify that the agenda listed above is a true and correct record of the proceedings on the above date.

Russ Garner, President

Date