

Called Meeting  
Monday, August 7, 2023 6:30 PM

Third Floor Training Room  
285 Uptown Blvd.  
Cedar Hill, Texas 75104

## **Agenda**

1. CALL TO ORDER  
FIRST ORDER OF BUSINESS - Announcement by the Board President whether a quorum is present, and that the notice of the meeting has been duly called, and posted in the time and manner required by the Texas Open Meetings Act, Texas Government Code Chapter 551.
2. CLOSED SESSION  
Recess to Executive Session, pursuant to Texas Open Meetings Act, Texas Government Code Section:

551.071) Private consultation with the board's attorney,  
551.074) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee  
551.082) Considering discipline of a public school child, or complaint or charge against personnel.

If, during the course of the meeting, the Board of Trustees should determine that a closed session is required, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section listed above.

The Board will vote on matters in Open Session considered in Closed Session or matters considered if the Board enters into a Closed meeting during the meeting, if applicable.

3. PUBLIC COMMENTS  
The Board encourages comments about the District from members of the public. Anyone who has signed up to speak in advance of the meeting in accordance with procedures may do so at this time. Each participant should address the Board from the podium microphone, stating their name and address before speaking. The Board asks that each participant's comments pertain to District business and be no longer than three (3) minutes. Copies of presentations should be made available to all Trustees and the Superintendent.
4. INFORMATION  
Theses items are presented to the Board for information only. No presentations will be made unless specifically requested by the Board.
  - 4.A. Tax Rate Calculation  
**Presenter:** Mrs. Carla Settle

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Tax Rate Presentation

## Presentation

### **BACKGROUND INFORMATION:**

At a regular meeting on June 20, 2023, the Board approved the 2023-2024 Budget. The approved budget is supported by a combined tax rate of \$1.1714/\$100 property value (\$.83540 Maintenance and Operations and \$.3360 Interest and Sinking).

The maintenance and operations tax rate could include an additional \$.17/\$100 value district's maximum compressed tax rate of \$.78540 which exceeds the \$.05/\$100 value allowed by Tax Code 26.08 (n) as amended by the 86th Texas Legislature and effective January 1, 2020. This would require a voter-approved tax rate election.

Since the Board's meeting on June 20, 2023, the 88<sup>th</sup> Texas Legislature executed a \$100,000 homestead exemption and further compressed the maximum compressed tax rate. A presentation from Moak, Casey, LLC will explain the board's options regarding a voter-approved tax rate election.

### **BOARD ACTION REQUIRED:**

None

### **POLICY AUTHORIZATION:**

CHISD POLICY CCG (LEGAL), Tax Rate

### **CONTACT PERSON(S):**

Carla Settle, Chief Financial Officer

### **FUNDING SOURCE:**

General Fund (199)

Debt Service Fund (599)

4.B. Technology DER  
**Presenter:** Mr. Neil Bolton

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Technology Department Efficiency Report

**Information**

**BACKGROUND INFORMATION:**

Education Code 11.201(d)(5) requires the superintendent to manage the day-to-day operations of the district as its administrative manager, including implementing and monitoring plans, procedures, programs, and systems to achieve clearly defined and desired results in major areas of district operations. One of the ways the superintendent meets that requirement is through the District Effectiveness Report (DER). The Technology Department Efficiency report will reflect program initiatives for July 2022 - June 2023.

**RECOMMENDATION:**

None

**BOARD ACTION REQUIRED:**

None

**POLICY AUTHORIZATION:**

None

**CONTACT PERSON:**

Neil Bolton, Executive Director of Technology

**FUNDING SOURCE:**

None

**ENCLOSURES:**

Technology Department Efficiency Report 2023  
Technology Department Efficiency Report Presentation 2023



# CEDAR HILL ISD

DEPARTMENT EFFICIENCY REPORT

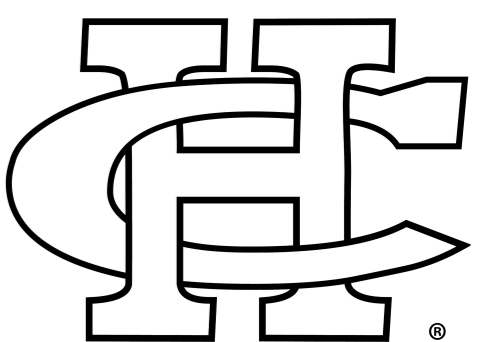


**Technology Department**  
**Neil Bolton**

# Technology Department

- Linda Mills - Technology Department Secretary
- Neil Bolton\* - Executive Director of Technology
- Fennell Gilstrap - Director of Technology Services
- Brandon Wall\* - Network Hardware Analyst
- Cedric Sifflet\* - Network Software Analyst
- Oba Gray Jr.\* - Helpdesk Technician
- LaKarius Butler\* - District Technician
- Sterling Vicks - District Technician
- Jordaine Whyte - District Technician
- 11 Campus Technical Assistants (CTA)

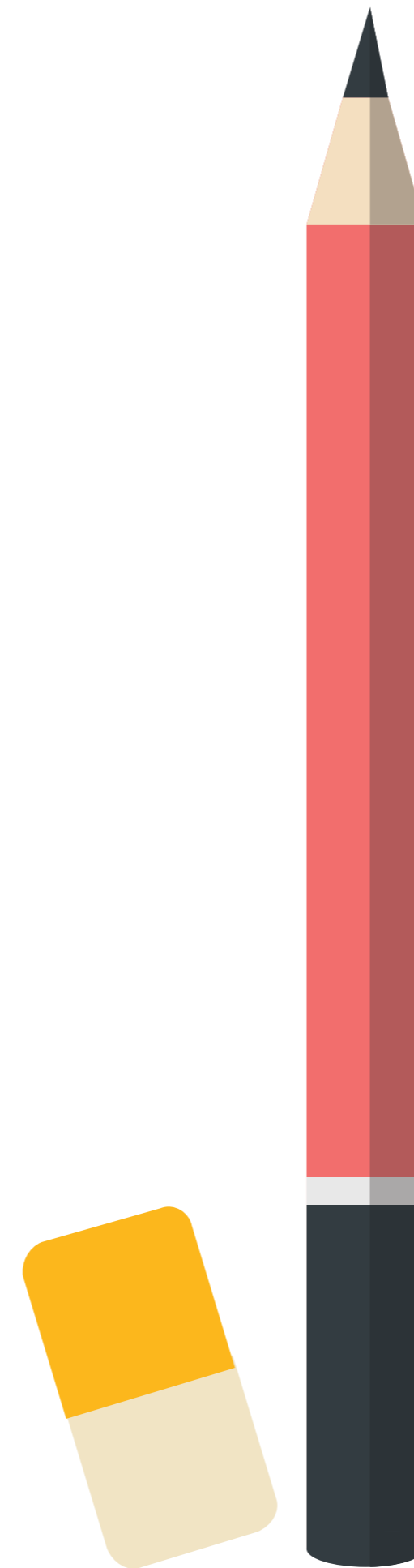
\*Denotes Cedar Hill ISD Graduate



# Executive Summary

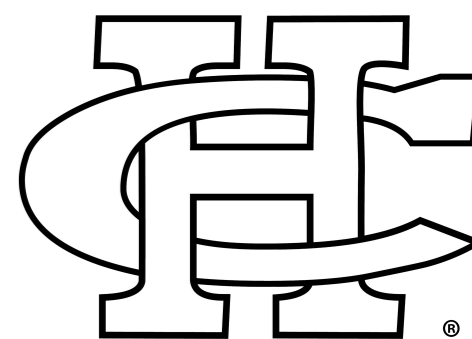
The CHISD Technology Department assists in unlocking every Longhorn's potential by:

- Providing superior technical support and customer service to ensure that district technology is functional, current and efficient.
- Providing software and online applications to be utilized effectively by staff, students and families.
- Providing technology that is fiscally responsible, streamlined, automated and easy to use.
- Providing existing and emerging technologies.
- Providing tools to assist in communication, collaboration, creativity and critical thinking.
- Providing a safe and secure digital and physical environment.



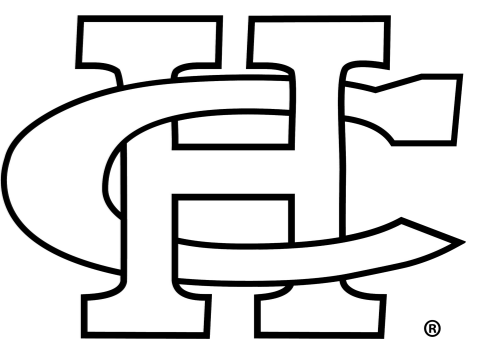
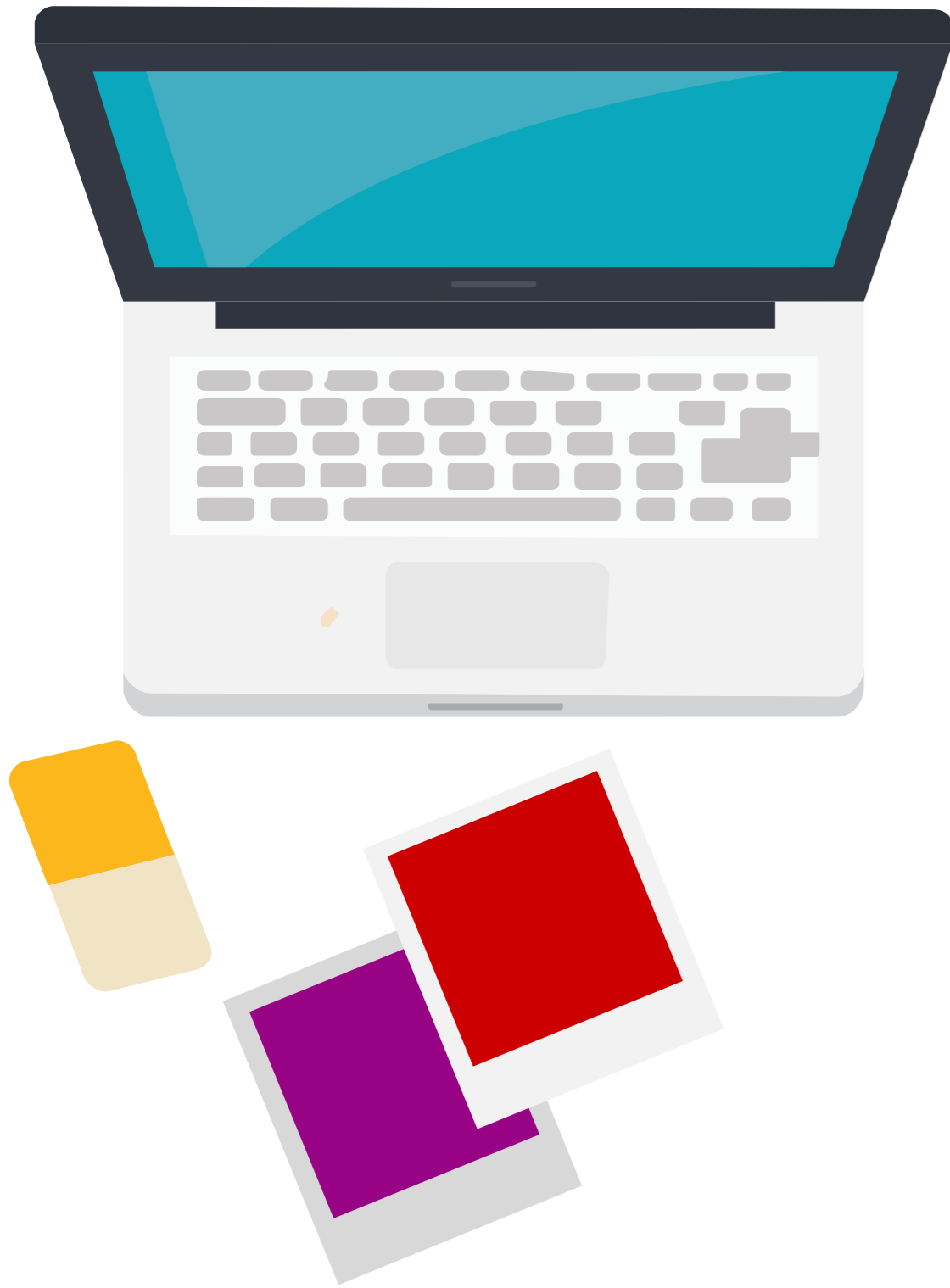
## Department Objectives:

- Cedar Hill ISD Technology Department continues to build and refine our technology infrastructure as we endeavor to meet the technological needs of our scholars, staff, and community.
- Develop a technological environment that is infused into the teaching and learning process, in order to achieve our district's mission to develop resilient scholars who excel academically and are empowered to serve.

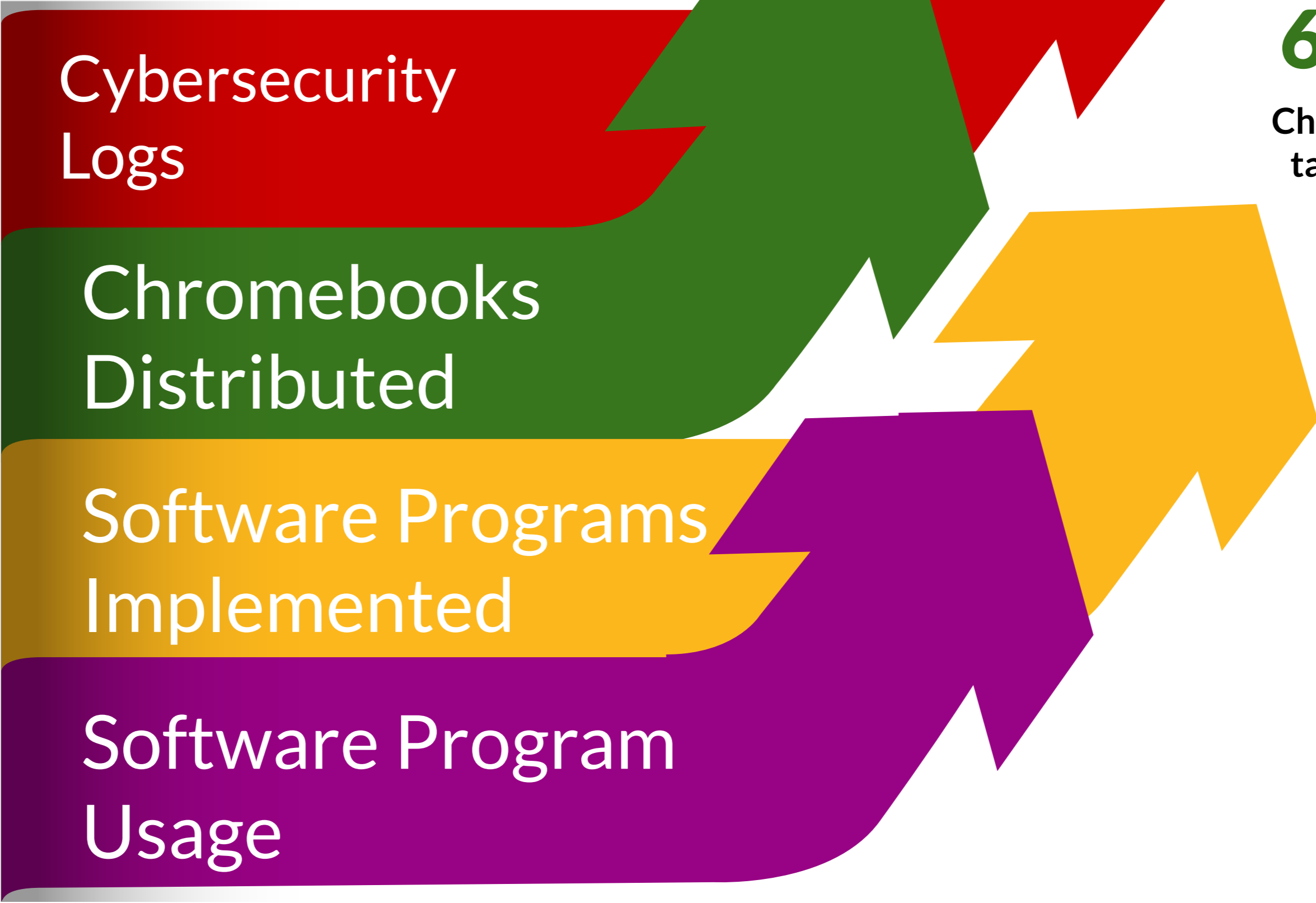
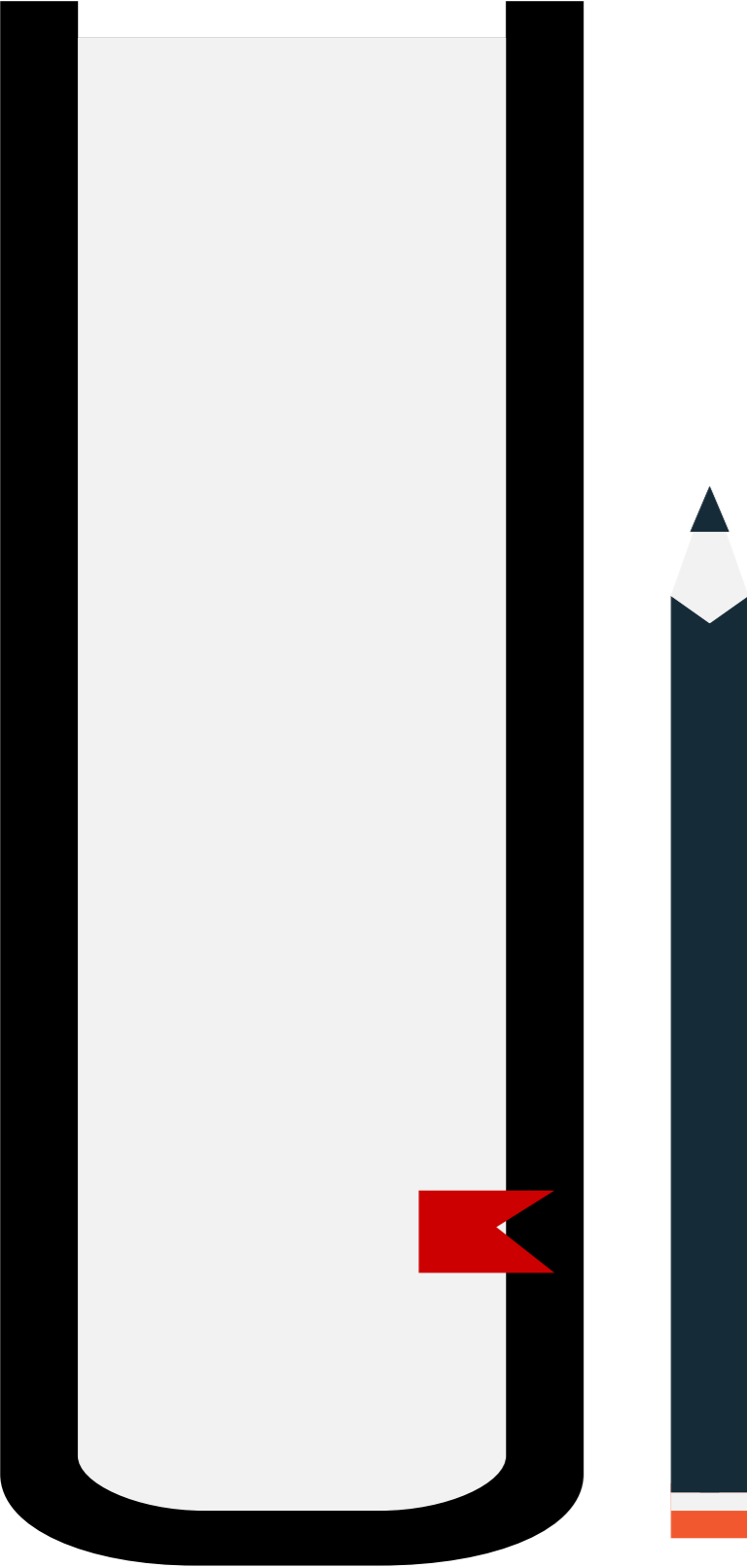


# Technology Projects

- Implemented district MDR Cybersecurity Appliance
- Implemented Internet Cache Server
- Added additional Single Sign-on (SSO) applications to My CHISD
- Replaced 39 network switches using Federal E-rate funds
- Replaced battery backups (UPS) in network closets
- Deployed Chromebook carts for state testing
- Deployed external batteries for Chromebook charging
- Software Analytics - usage and surveys
- Evaluated student safety software



# Technology Statistics 2022-2023



**24,641,283,240+**

Events Analyzed

**6800**

Chromebooks taken home

**2230**

Chromebooks loaners on campus

**12**

New Programs

**70**

Total Programs (Same as last school year)

**1,729,412**

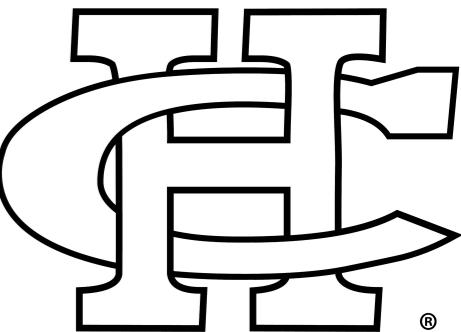
Yearly My CHISD Logins

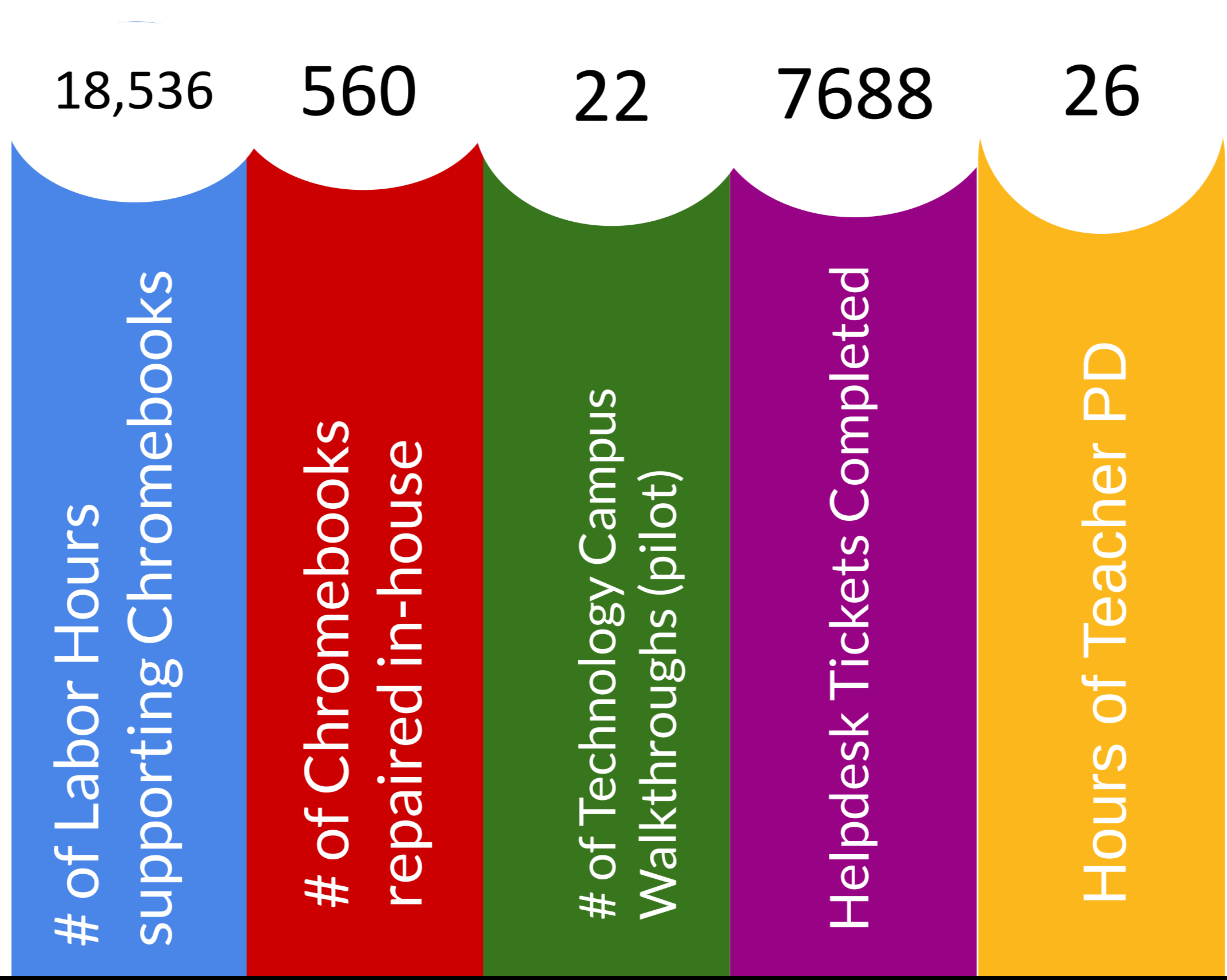
**1,954,062**

Yearly Schoology Launches

**78%**

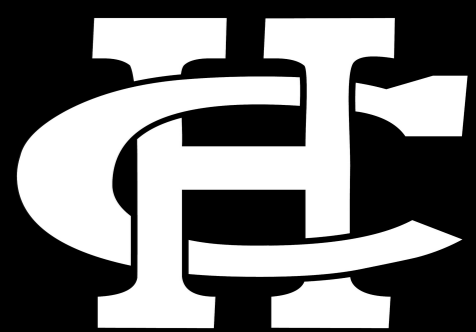
Weekly Average Schoology Usage Percentage





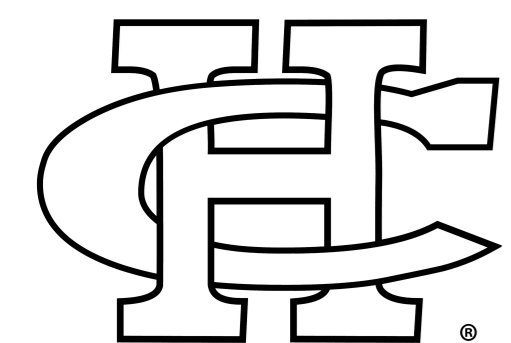
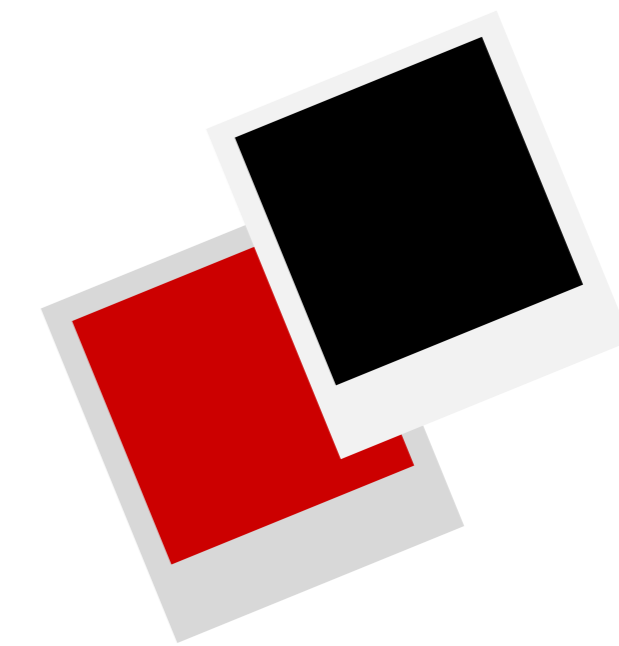
# Technology Support

Data Reflects August 1, 2022 - May 31, 2023



# Accomplishments

- Utilized E-rate to replace campus network switches
- Replaced 45 projectors with interactive whiteboards
- Achieved network switch uptime of 99.88%
- Achieved server uptime of 99.99%
- Remained fully staffed all school year
- Notified counseling department of student self harm messages
- Deployed Brightbytes survey, cybersecurity training and digital citizenship training



# Vision for the Future

## Continued Focus on Security

Implementing new external password reset tool. Researching multi-factor authentication tools (MFA).

## Improved Inventory

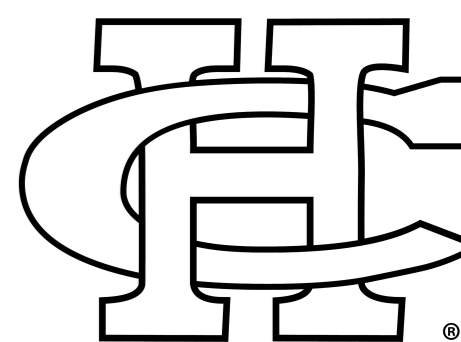
Utilizing new software, that replaces our current system, to track all district technology, including Chromebooks, laptops, desktop computers, and interactive whiteboards.

## Software Analytics

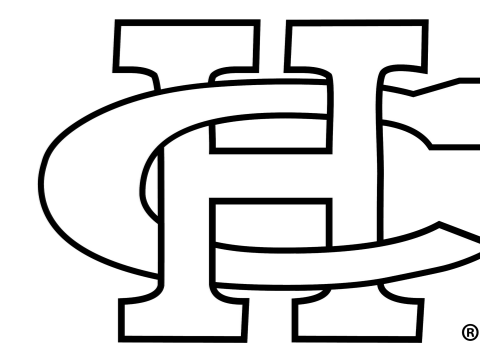
Deploying Analytics+ software that will pull usage information for all programs used on district Chromebooks and devices.

## Hardware Refresh

Replacing additional network switches and battery backups in the district utilizing erate funds. Looking for alternative funding sources to refresh interactive whiteboards, Chromebooks, & computers



# QUESTIONS



4.C. HB3/ VATRE Presentation

**Presenter:** Mrs. Tierney Tinnin & Chief James Hawthorne

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald B. Hudson, Superintendent of Schools

**Subject:** Voter Approval Tax Rate Election & HB 3

**Information**

**BACKGROUND INFORMATION:**

On Jun 14, 2023 the Texas Legislature passed HB 3 requiring a number of measures designed to enhance safety on school campuses. The measures take effect on September 1, 2023. The presentation is a look at specific requirements enacted by HB 3 and how a Voter-Approved Tax Rate Election can assist with funding for the required measures.

**RECOMMENDATION:**

Information Only

**BOARD ACTION REQUIRED:**

None

**POLICY AUTHORIZATION:**

None

**CONTACT PERSON:**

Mrs. Teirney Tinnin, Chief of Communications  
Chief James Hawthorne, Chief of Police

**FUNDING SOURCE:**

None

**ENCLOSURES:**

Presentation

4.D. HB 3033 Update

**Presenter:** Mrs. Tierney Tinnin

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald B. Hudson, Superintendent of Schools

**Subject:** House Bill 3033

**Information**

**BACKGROUND INFORMATION:**

HB 3033, passed during the regular legislative session, amends the Public Information Act (PIA) by limiting the number of “non-business” days for school districts. This legislation will greatly reduce response times for PIA requests when Districts are closed for business. The bill requires Board action to designate non-business PIA days and to update district calendars for purposes of responding to PIA requests. The new law takes effect September 1, 2023.

**RECOMMENDATION:**

Administration requests approval to use the presented calendar of non-business days for compliance with House Bill 3033.

**BOARD ACTION REQUIRED:**

Motion to approve authorizing the use of the presented calendar of non-business days for Public Information Act Requests

**POLICY AUTHORIZATION:**

GBAA

**CONTACT PERSON:**

Tierney Tinnin, Chief of Communications & Marketing

**FUNDING SOURCE:**

n/a

**ENCLOSURES:**

Presentation & Proposed Calendar

# House Bill 3033

Effective September 1, 2023



# Public Information Act of Texas

The Texas Public Information Act (PIA) guarantees the public copies of or access to “public information.”

PIA imposes mandatory statutory deadlines on the requestor, the governmental body and the Attorney General’s office.



# Public Information Act in CHISD

- Requests are processed through Communications Office.
- 45 requests completed in 2023-23 school year

\$0.10 per page to copy

\$15.00 an hour and includes the actual time to locate, compile, manipulate data and reproduce the requested information. It also includes the time spent to redact any confidential information in order to release the public information.

# By Law...

If a government entity **fails** to provide the requestor with information OR does not request a ruling from the Office of the Attorney General, **within 10 business days**, the requestor can file a formal complaint with the Texas Attorney General.



# HB 3033


Passed during the regular legislative session, amends the Public Information Act (PIA) by limiting the number of “non-business” days for school districts.

Effective September 1, 2023



# How We Calculate Days Before HB 3033

Dec. 23/Jan. 24

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	11	 12	 13	 14	 15	16
17	 18	 19	 20	 21	 22	23
24	 25	 26	 27	 28	 29	30
31	 1 January	 2	 3	 4	 5	6
7	 8	 9	 10	11	12	

# State & Federal Holidays

## 2023

**July 4, 2023** Independence Day

**Sept. 4, 2023** Labor Day

**Nov. 23, 2023** Thanksgiving Day

**Nov. 24, 2023** Day after Thanksgiving

**Dec. 25, 2023** Christmas Day

## 2024

**Jan. 1, 2024** New Year's Day

**Jan. 15, 2024** Martin L. King Day

**Feb. 19, 2024** Presidents' Day

**May 27, 2024** Memorial Day

**July 4, 2024** Independence Day

**Sept. 2** Labor Day

**Nov. 28** Thanksgiving Day

**Nov. 29** Day after Thanksgiving

**Dec. 25** Christmas Day

# HB 3033

Requires Board Action to identify non-business PIA days when District Offices are closed or operating with limited staff.

Districts can identify no more than 10 non-business PIA days.



# Recommended HB 3033 Non-Business Days

1. Oct. 9, 2023
2. Nov. 20, 2023
3. Nov. 21, 2023
4. Nov. 22, 2023
5. December 21, 2023
6. December 22, 2023
7. December 27, 2023
8. December 28, 2023
9. December 29, 2023

1. January 2, 2024
2. January 3, 2024
3. January 4, 2024
4. January 5, 2024
5. Dec. 20, 2024
6. Dec. 23, 2024
7. Dec. 24, 2024
8. Dec. 26, 2024
9. Dec. 27, 2024
10. Dec. 30, 2024



# Next Steps

- Board Action on August 21
- Update CHISD website to reflect non-business days
- Update current CHISD online request form



# QUESTIONS



4.E. Corrective Action Plan Update

**Presenter:** Dr. Shemeka Millner & Ms. Derica Turner

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald B. Hudson, Superintendent of Schools

**Subject:** Corrective Action Plan INV 2023-11-155

**Information**

**BACKGROUND INFORMATION:**

Cedar Hill ISD completed an agreed Corrective Action Plan in response to INV2023-11-155 regarding Video Surveillance in Special Education Settings.

**RECOMMENDATION:**

Information Only

**BOARD ACTION REQUIRED:**

None

**POLICY AUTHORIZATION:**

None

**CONTACT PERSON:**

Dr. Shemeka Millner- Williams, Asst. Superintendent of Academics  
Ms. Derica Turner, Executive Director of Special Education

**FUNDING SOURCE:**

None

**ENCLOSURES:**

CAP IN2023-11-155 Presentation

4.F. 2023-2024 Student Code of Conduct Updates

**Presenter:** Mr. Tellaunce Graham

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald B. Hudson, Superintendent of Schools

**Subject:** 2023-2024 Student Code of Conduct Update

**Information**

**BACKGROUND INFORMATION:**

**Information regarding updates to the Cedar Hill ISD Student Code of Conduct in response to the 88th Legislative Session**

**RECOMMENDATION:**

Information Only

**BOARD ACTION REQUIRED:**

None

**POLICY AUTHORIZATION:**

None

**CONTACT PERSON:**

Mr. Tellaunce Granham, Asst. Superintendent of Student Services

**FUNDING SOURCE:**

n/a

**ENCLOSURES:**

- Listing of Bills for 88th Legislative Session affected SCOC
- Student Code of Conduct Draft

4.G. 2023-2024 Insurance Update  
**Presenter:** Mrs. Carla Settle

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Insurance Renewals Update

## Information

### **BACKGROUND INFORMATION:**

The Superintendent is not required to obtain Board approval for certain types of budgeted purchases, regardless of cost, but shall subsequently report them to the Board. A purchase made pursuant to a Board-approved interlocal contract, in accordance with Government Code Chapter 791 and in accordance with Local Government Code 271.102 satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services. Participation in TASB Risk Management Fund is via Interlocal Agreement which meets Section 44.031 of the Education Code as an approved purchasing method that is in compliance with all bidding statutes. This allows the district to enter into an agreement without going through an additional bidding process.

The District is a member of the interlocal agreement that includes property, liability, workers' compensation and unemployment compensation. The four programs were combined in April 1997 to form the Fund. Fund Members have the option of participating in one or all of the Fund's programs. The Fund has provided exceptional risk management coverage to educational entities throughout Texas for over 40 years and risk management services to more educational entities across the state than any other single provider.

Typically, the term of these contracts are September 1, 2023 – August 31, 2024. A short presentation regarding the climate of the insurance market will be provided to the board to inform their upcoming decisions regarding insurance renewals in the following regular board meeting.

### **BOARD ACTION REQUIRED:**

None

### **POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition

CH – LOCAL Purchasing and Acquisition

### **CONTACT PERSON(S):**

Carla Settle, Chief Financial Officer

### **FUNDING SOURCE:**

General Fund (199)

5. CONSENT ITEMS

5.A. Corrective Action Plan

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald B. Hudson, Superintendent of Schools

**Subject:**

**Action**

**BACKGROUND INFORMATION:**

Cedar Hill ISD has completed an agreed Corrective Action Plan in response to INV2023-11-155 re: Video Surveillance of Special Education Settings.

**RECOMMENDATION:**

Approval of Corrective Action Plan in response to INV2023-11-155

**BOARD ACTION REQUIRED:**

Yes

**POLICY AUTHORIZATION:**

**CONTACT PERSON:**

Dr. Shemeka Millner- Williams, Assistant Superintendent of Academics  
Ms. Derica Turner, Executive Director of Special Education

**FUNDING SOURCE:**

n/a

**ENCLOSURES:**

Copy of Agreed Corrective Action Plan INV2023-11-155

5.B. Student Code of Conduct

**Presenter:** Mr. Tellaunce Graham

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Student Code Of Conduct

**Consent**

**BACKGROUND INFORMATION:**

Under provisions of the Texas Education Code 37.001, the board of trustees of an independent school district shall, with the advice of its district-level committee, adopt a student code of conduct for the district.

**RECOMMENDATION:**

We recommend that the Board of Trustees approves the 2023-2024 Student Code of Conduct.

**BOARD ACTION REQUIRED:**

Yes

**POLICY AUTHORIZATION:**

None

**CONTACT PERSON:**

Mr. Tellaunce Graham, Asst. Superintendent of Student Services

**FUNDING SOURCE:**

None

**ENCLOSURES:**

2023-2024 Student Code of Conduct (Draft)

5.C. Memorandum of Understanding between Cedar Hill ISD and Dallas County  
JJAEP

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Dallas County Juvenile Justice Alternative Education Program  
(DCJJAEP) Memorandum of Understanding (MOU)

**Consent**

**BACKGROUND INFORMATION:**

Chapter 37 of the Texas Education Code requires that in those counties with a population of 125,000 or more, juvenile boards and independent school districts must work cooperatively to provide alternative education programs. The responsibilities of school districts and county juvenile boards as to the operation and funding of such programs must be outlined in a joint memorandum of understanding pursuant to Texas Education Code Section 37.011 (k). An expelled student shall, to the extent provided by law or by the MOU, immediately attend the educational program from the date of expulsion. Education Code 37.010(a) [See FOD].

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve of the 2023-2024 DCJJAEP MOU.

**BOARD ACTION REQUIRED:**

Yes

**POLICY AUTHORIZATION:**

FODA(LEGAL)

**CONTACT PERSON:**

Tellauance L. Graham, Assistant Superintendent of Student Services and Administration  
Dr. Norbert Whitaker, Executive Director Student Services

**FUNDING SOURCE:**

General Operating Budget

**ENCLOSURES:**

DCJJAEP MOU

6. SUPERINTENDENT'S REPORT  
6.A. Worker's Compensation

# Cedar Hill Independent School District BOARD OF TRUSTEES

**Meeting Date:** August 7, 2023

**Presented by:** Dr. Gerald Hudson, Superintendent of Schools

**Subject:** Renewal of Contract for the Purchase of Workers' Compensation Insurance for 2023-2024

## Information

### **BACKGROUND INFORMATION:**

The Superintendent is not required to obtain Board approval for certain types of budgeted purchases, regardless of cost, but shall subsequently report them to the Board. A purchase made pursuant to a Board-approved interlocal contract, in accordance with Government Code Chapter 791 and in accordance with Local Government Code 271.102 satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services. Participation in TASB Risk Management Fund is via Interlocal Agreement which meets Section 44.031 of the Education Code as an approved purchasing method that is in compliance with all bidding statutes. This allows the district to enter into an agreement without going through an additional bidding process.

The District is a member of the interlocal agreement that includes property, liability, workers' compensation and unemployment compensation. The four programs were combined in April 1997 to form the Fund. Fund Members have the option of participating in one or all of the Fund's programs. The Fund has provided exceptional risk management coverage to educational entities throughout Texas for over 40 years and risk management services to more educational entities across the state than any other single provider.

TASB RMF presented a fully funded renewal for a one-year plan in the amount of \$391,534. The term of the contract will be September 1, 2023 – August 31, 2024.

### **BOARD ACTION REQUIRED:**

None

### **POLICY AUTHORIZATION:**

CH – LEGAL Purchasing and Acquisition  
CH – LOCAL Purchasing and Acquisition

### **CONTACT PERSON(S):**

Carla Settle, Chief Financial Officer  
Paula McBride, Executive Director of Finance

**FUNDING SOURCE:**

General Fund (199)

**ENCLOSURES:**

TASB Risk Management Fund proposal for workers' compensation coverage

TASB Risk Management Fund Interlocal Agreement 2022-2024

7. ADJOURN