

Agenda of Special Meeting

The Board of Trustees Splendora ISD

A Special meeting of the Board of Trustees of Splendora ISD will be held March 8, 2021, beginning at 6:30 PM in the Administration Building Boardroom, 23419 FM 2090, Splendora, Texas 77372.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- | | |
|---|---|
| 1. Strategic Direction - Why We Exist | 3 |
| 2. Roll Call | |
| 3. Invocation | |
| 4. U.S. & State of Texas Pledge of Allegiances | 4 |
| 5. Good Things | |
| 6. Audience | |
| 7. Presentation(s) | |
| A. Stantec Presentation | 5 |
| 8. ACTION ITEM(S) | |
| A. Discussion and Possible Action on Stantec Proposal | 8 |
| 9. INFORMATION ITEM(S) | |
| A. Mask Discussion | |
| 10. CLOSED SESSION ITEM(S) | |
| A. Safety and Security - Section 551.076 | |
| 11. Regular Meeting Agenda Review | |
| 12. Adjourn | |

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

The notice for this meeting was posted in compliance with the Texas Open Meeting Act on _____, at _____

For the Board of Trustees



STRATEGIC DIRECTION - *why we exist*

VISION Right People. Right Things. Right Way. Right Resources. Right Relationships

MISSION Cultivating Exceptional People

| BELIEFS - <i>why we act</i> | PRINCIPLES |
|--|--|
| <u>Student-Focused</u> : We believe the greatest outcomes result when students come first. | <ul style="list-style-type: none"> • Be accountable. • Live with integrity. • Focus on student needs. |
| <u>Relationships</u> : We believe positive and supportive relationships create the conditions for students to be advocates in their education. | <ul style="list-style-type: none"> • Value each other. |
| <u>Culture</u> : We believe a healthy, collaborative culture fosters exploration and innovation in a supportive environment. | <ul style="list-style-type: none"> • Ensure a safe physical, emotional, + social environment. |
| <u>Servant Leaders</u> : We believe servant leaders and critical thinkers strengthen our community and democracy. | <ul style="list-style-type: none"> • Develop servant leaders. |
| <u>Learning</u> : We believe all students deserve high-quality, engaging learning experiences that honor the potential in each student. | <ul style="list-style-type: none"> • Create a dynamic learning environment. |

LEARNER PROFILE

The Splendor ISD Learner Profile provides an educational setting where every student is empowered to be: Self Motivated, Confident, An Adaptable Learner, A Critical Thinker, A Productive Citizen

STRATEGIC GOALS

Goal 1: Establish a shared commitment to district beliefs, the need for continuous innovation, and a focus on the future.

Goal 2: Ensure the focus of school district activity is on improving the quality of learning experiences for all.

Goal 3: Enhance the capacity to increase student engagement through digital learning.

Goal 4: Enact a communication strategy that results in a common language and a shared commitment to student success.

Goal 5: Establish a culture that promotes social, emotional and physical well-being for all.

U.S. Pledge:

"I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

Texas Pledge:

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."



**Splendor ISD Board of Trustees
Agenda Item Information Form**

Board Meeting Date: March 22, 2021

Submitted Date: March 3, 2021

Agenda Business Items:

- Consent Agenda Item
- New Action

Information Only Items:

- Presentation
- Recognition
- Information

Name of Person Responsible: Kevin Lynch

Department or Campus: Assistant Superintendent

Topic: Stantec's Proposal for Long Range Facility Planning and Bond Planning Services

Background Information: Stantec's Proposal for Long Range Facility Planning and Bond Planning Services

Attachments: Stantec Proposal

Superintendent's Resolutions: Reviewed



2021 Schedule | Long Range Master Planning

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

DEMOGRAPHIC STUDY

FACILITY NEEDS ASSESMENT

Campus walks and needs discussion + review of district lifecycle analysis

FACILITY NEEDS PRIORITIZATION

UTILIZATION STUDY

TECHNOLOGY ASSESMENT

COST VALIDATION

EDUCATION SPECIFICATION

REVIEW STRATEGIC PLAN

Demographic snapshot released

FACILITIES MASTER PLAN

Demographic report released

Information review with School Board

DATA COLLECTION



2022 Schedule | Consensus and Campaign

JANUARY FEBRUARY MARCH APRIL MAY JUNE JULY AUGUST SEPTEMBER OCTOBER NOVEMBER

◆ Selection of Steering and Community Advisory Committee

**STEERING COMMITTEE +
COMMUNITY ADVISORY**



Steering Committee, responsible for direction of meetings
Community Advisory Committee meetings March, April, May

- #1 Discuss expectations, review district vision, update on previous bond
- #2 Report on Demographics, financial capacity, facility needs
- #3 Ranking of projects and needs
- #4 Discussion on financial implications and review of findings from rankings
- #5 Consensus, recommendation, and discussion of school board presentation

7

→ ◆ Chair presents recommendation to the School Board June Meeting

→ ◆ School Board action July meeting

→ ◆ Deadline to call bond August 22nd

**BOND CAMPAIGN +
COMMUNICATIONS**

Ethics Training ◆

Weekly Meetings ◆ →

Last day to register to vote October 11th ◆

Election Day November 8th ◆

**CELEBRATE +
BOND OVERSIGHT**

District Information Campaign

- In tandem with persuasive campaign
- 10-week detailed timeline
- Weekly meeting, conduit of information
- Inhouse, on call, extension of your team
- FAQ's, general voting information, best practices, strategic messaging, website development, social media development, presentation development, graphic production
- Industry connections; voter analysis, survey companies, etc.



2021 Schedule | Long Range Master Planning

FEBRUARY MARCH APRIL MAY JUNE JULY AUGUST SEPTEMBER OCTOBER NOVEMBER DECEMBER

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REVIEW STRATEGIC PLAN

FACILITIES MASTER PLAN

◆ Demographic snapshot released

◆ Demographic report released

◆ Information review with School Board

DATA COLLECTION

SPLENDORA ISD | BOND ROADMAP



2022 Schedule | Consensus and Campaign

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March 3, 2021

Attention: Jeffrey Burke, Ed.D
Splendora Independent School District
23419 FM 2090
Splendora, TX 77372

Reference: Proposal for Long Range Facility Planning and Bond Planning Services

Dear Dr. Burke,

We are pleased to submit the following proposal for professional services related to the Splendora ISD Long Range Facility Plan and subsequent Bond Plan. Based on previous discussions, we have developed the following scope outline and estimated cost for our professional services. The proposal is presented below for your review and approval.

The following is a scope outline and summary description of the activities that will be included as part of the long range facility planning and bond planning services:

Long Range Facility Plan

1. Information Review with Board of Trustees: We will work with SISD to gather and report findings from the following to the Board of Trustees.
 - Demographic Analysis (to be provided by PASA)
 - Facility Assessment (Stantec to review scope proposed by SISD M&O Plan & Schedule)
 - Technology Assessment (SISD provided information)
 - Teaching / Learning Assessment (Stantec to work with SISD to gather written documentation of teaching/learning concepts for each campus)
 - SISD Strategic Plan/Vision (SISD)
 - District Finances (SISD, or Financial Advisor)
2. Scope Verification Meetings and Campus Walks: Stantec will conduct meetings with end-users at the identified campuses and walk the facilities to understand and verify the scope. Stantec will also help organize the scope information, so that it can be shared with the Community Advisory Committee to prioritize the identified projects.
3. Phasing & Pricing Verification: Stantec will work with Splendora ISD to define the long term facility goals. We will also help define the high-level project phasing for the Priority 1 Items and will provide opinion of probable cost for these items.

Reference: Proposal for Long Range Facility Planning and Bond Planning Services

Bond Planning / Community Engagement

1. Steering Committee Meetings: 1-hour strategic meeting intended to share information and review strategic findings from Community Advisory Meetings. This group will help guide and direct meeting content for Community Advisory Meetings. Stantec will work with Splendora ISD to update weekly agenda.
2. Community Advisory Committee (CAC)
 - a. CAC Organization: A committee of approximately 25-40 people that represent SISD should be organized to serve as the Community Advisory Committee that will help shape the Long Range Facility plan scope of work.
 - The CAC should include a broad cross-section of the community to help build consensus around whatever recommendation is developed during the Long Range Plan activities. The CAC will participate in the discussions regarding potential future scope, prioritization of the needs and creation of the proposed recommendation to the SISD Board for consideration/approval.
 - The CAC should identify a “committee chair” to serve as the leader/facilitator of the committee. This person(s) will work closely with the SISD staff and Stantec between meetings to organize the information and lead the committee in the discussions at the CAC Meetings. The Long Range Plan should have the “voice of the community” associated with the resulting recommended plan. Stantec will provide assistance in the area of meeting organization + facilitation.
 - b. CAC Meetings: Stantec will work with SISD to facilitate approximately five (5) Community Advisory Committee Meetings. Each meeting will last approximately 1.5 hours in the evening, spaced apart across the overall project timeline to accomplish milestone objectives moving toward the recommended plan.

Anticipated activities

- Meeting 1 – Informational / Organizational / Planning
 - Meeting 2 – Data Collection Findings + Explore Preliminary Options
 - Meeting 3 – Review Options / Costs & Begin Prioritization
 - Meeting 4 – Build Consensus
 - Meeting 5 – Develop Recommendation
3. Recommendation / Presentation to SISD Board: The CAC leader (or Stantec) will present the resulting recommendation of the committee to the SISD Board summarizing the process + final recommendation for consideration.

Reference: Proposal for Long Range Facility Planning and Bond Planning Services

Bond Communication Consultation Services

In addition to the items outlined above, Stantec can also assist in the following bond activities:

1. Bond Consultation: Stantec will consult on integrated strategy, informational messaging, and ethics compliance.
2. Marketing: Where necessary, Stantec can provide graphic, written, and digital collateral that align with and support informational objectives.

Schedule

Stantec shall start work as soon as the contract is approved and executed. Anticipated pre-bond scope milestones are below:

- Facility Condition Information Gathering (from District) March – May, 2021
Facility Needs Assessment Meetings/Walks
Project Review, Schedule and Cost Analysis
- Facilities Master Plan September – November, 2021
- Community Advisory Committee Meetings March – May, 2022
- Present bond projects and cost to B of T June, 2022
- B of T to call bond election July, 2022

Schedules for bond projects to be determined as a part of the pre-bond scope.

Compensation

For the services described above, the Owner shall compensate the Architect as follows:

Long Range Planning / Scope Verification / Pricing - Lump sum of \$48,940

Bond Planning / Community Engagement – Lump sum of \$22,170

Bond Communication Consultation Services - Hourly with a not to exceed sum of \$10,440

1. The costs above include labor and travel for Stantec personnel.
2. Compensation for the “Long Range Planning / Scope Verification / Pricing” portion of work shall be applied toward architectural services fee for projects awarded to Stantec as a result of a successful passage of the anticipated Bond Election. Should the bond election fail, and the District elects to hold a second Bond Election, this agreement shall remain effective through that second bond cycle. The terms of this agreement shall not extend beyond two (2) consecutive bond cycles.

Reference: Proposal for Long Range Facility Planning and Bond Planning Services

Reimbursables

Items identified outside of the services listed above shall be billed as reimbursable. Examples of reimbursable items are printing, scanning existing drawings, permitting fees, accessibility reviews and other required code reviews. All reimbursable items shall be submitted in writing to Splendor find ISD prior to proceeding with the work.

We would like to thank Splendor ISD for the opportunity to assist you with your Long Range Facility Plan. We are truly honored to be able to assist Splendor ISD in the project and believe we can bring value to the process and the outcome. Please feel free to call me with any questions you might have regarding this proposal.

Regards,

Stantec Architecture



Laura Flannery Sachtleben AIA, LEED AP BC+C
Senior Principal | Education Sector Leader
Phone: 713.515.3110
Email: Laura.Sachtleben@Stantec.com

Attachment: Schedule | Consensus and Campaign (2 pages)



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