

# Agenda of Regular Meeting

## The Board of Trustees Galveston Independent School District

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A Regular Meeting of the Board of Trustees of Galveston Independent School District will be held October 19, 2021, beginning at 6:00 PM in the Lovenberg Administration Building, 3904 Avenue T, Galveston, TX 77550.

The subjects 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.

- 1) Call to order Open Session in the Board Room of the Lovenberg Administration Building, 3904 Avenue T, Galveston, Texas.
- 2) Pledge of Allegiance to the United States flag and the Texas flag.
- 3) The Board may recess into Closed Executive Session in the Library as permitted by the Texas Open Meeting Act Government Code Sections 551.071- 551.090 Subchapter D and E.

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed meeting then the final action, final decision, or final vote shall be either:

A) in the open meeting covered by the Notice upon the reconvening of the public meeting;  
or

B) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

- A) Personnel
- B) Consultation with Attorney
- C) Real Property
- 4) Reestablish the open meeting of the Galveston ISD Board of Trustees.
- 5) District Reports
  - A) Superintendent's Report
    - 1) National School Principal Month
  - B) Board Committee Reports
    - 1) Facilities/Finance Committee Chair- Mr. Johnny Smecca
- 6) Financial Reports and Budget Update 4
- 7) CONSENT AGENDA - Action Items
  - A) Consider approval of the minutes from the September 21, 2021 Regular School Board Meeting. 16
  - B) Consider approval of personnel resignations and recommendations with contracts. 20
  - C) Discuss and consider approval of payment of attorney fees. 21
  - D) Consider approval of Budget Amendments 22

E) Discuss and consider accepting donations in accordance with Board Policy CDC Local.	24
F) Discuss and Consider approval of the District Goals and Performance Objectives for 2021-2022.	26
G) Discuss and Consider approval for the campus goals and performance objectives as presented in the campus plans.	36
H) Discuss and consider submitting a TEA Missed School Days Waiver for Oppe Elementary.	37
I) Discuss and consider approval of Skyward Annual License Fees Greater than \$50,000 and Ratify Payment	38
J) Discuss and consider submitting a TEA waiver for an alternate seventh grade reading diagnostic instrument for 2021 - 2022.	40
K) Discuss and consider submitting a TEA waiver for modified schedule on state assessment days for Ball High and AIM	41
L) Discuss and consider approval of resolution to authorize compensation of employees for one day when Oppe was closed due to City water outage.	42
M) Discuss and consider the purchase of Chromebooks in an amount not to exceed \$206,325	44
N) Discuss and consider approval to contract with Artist Boat to provide construction of outdoor classroom along with professional services at APEX3-Magnet Campuses for an amount not to exceed \$100,590.	58
O) Discuss and consider approval of deductive change orders for Bond 2018 projects.	70
P) Discuss and consider approval of Central Middle School's participation in the Community Youth Development (CYD) Program.	75
8) REGULAR AGENDA- Action Items	
A) Discuss and consider approval of the Appointment of Legal Counsel for RFQ #2021-22-004 for Legal Services.	76
B) Discuss and consider approval of multi-year contract with Cenergistic for RFP #2021-22-001 for Behavior-Based Energy Conservation Services.	78
C) Discuss and Consider approval of updated Transportation Management of District Vehicles Guideline Regulation.	80
9) Citizen's Request to Address the Board on Agenda and Non-Agenda Items. Please complete sign-up sheets available in the lobby <u>prior</u> to the start of the meeting.	
10) Suggested Future Agenda Items	
11) Board Comments	
12) Adjournment	

*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 \_\_\_\_\_

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For the Board of Trustees

# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Financial Reports

The following reports for the period ending 09/30/2021 are attached for your review:

Executive Summary – See Attachment A.

Report No. 1 – FY 2021-2022 General Fund revenues, showing budget, actual collections, and (over)/under collected. See Attachment B.

Report No. 2 – FY 2021-2022 General Fund expenditures by function, showing budget, encumbrances, expenditures, and unencumbered balances. See Attachment C.

Report No. 3 – Cash and investments for all funds. See Attachment D.

Report No. 4 – Detail of tax collections. See Attachment E.

Report No. 5 – Vendors with aggregated purchases for FY 2021-2022 that exceed \$50,000. See Attachment F.

Report No. 6 – Local Vendor Activity for FY 2021-2022 (zip codes 77550-77554). See Attachment G.

Report No. 7 – Monthly Check Register. See Attachment H.

Report No. 8 – Bond Summary Cover Sheet. See Attachment I.

Report No. 9 - Bond Project Report, showing original bond project cost estimates (PBK) compared to actual bids/expenses. See Attachment J.

**RECOMMENDATION:** I move that the Board of Trustees receive the financial reports as presented.

  
\_\_\_\_\_  
Dr. Jerry Gibson  
Superintendent

\_\_\_\_\_  
Connie Morgenroth  
Assistant Superintendent for Business and Operations

Financial Reports – Executive Summary, Board Meeting 10/19/2021

The following reports representing period ending 09/30/2021, are attached for your review:

Report No. 1 – General Fund revenue collected through the period totals \$389,580 or .4% of projected collections. For the same period in FY 2020-2021, revenue totaled \$687,425.51 or .8% of budgeted collections. See attachment B.

Report No. 2 – General Fund expenditures through the period totals \$5,704,034 or 5.5% of total projected expenditures. For the same period in FY 2020-2021, expenditures totaled \$5,348,560.53 or 5.5% of budgeted expenditures. See attachment C.

Report No. 3 – Cash and investment report. See attachment D.

Funds held by each financial institution at 09/30/2021 are as follows:

Moody Bank	\$7,241,566	Pledged securities \$21,560,955.51
Texas Class Investment Pool	\$14,441,129	N/A (Investment Pool)
Texas Term	\$14,498,657	N/A (Investment Pool)
Moody Bank CD-General	\$2,000,000	12 Month CD
Moody Bank CD-Debt Service	\$2,000,000	12 Month CD
Total	\$40,181,353	

Report No. 4 – Current ad valorem taxes, delinquent taxes, and penalties & interest collections through the period are as follows (See attachment E).

Fund	Budget	Amount Collected	% Collected
Maintenance & Operations	\$90,367,054	\$211,884	.2%
Interest & Sinking (Debt Payment)	\$8,315,840	\$21,085	.3%

For the same period in FY 2020-2021, collections were \$284,547 (.4%) for M&O and \$27,049(.3%) for I&S.

Report No. 5 – Bond Summary Cover Sheet. See attachment F.

Report No. 6 - Bond Project Report, showing original bond project cost estimates (PBK) compared to actual bids/expenses. See Attachment G.

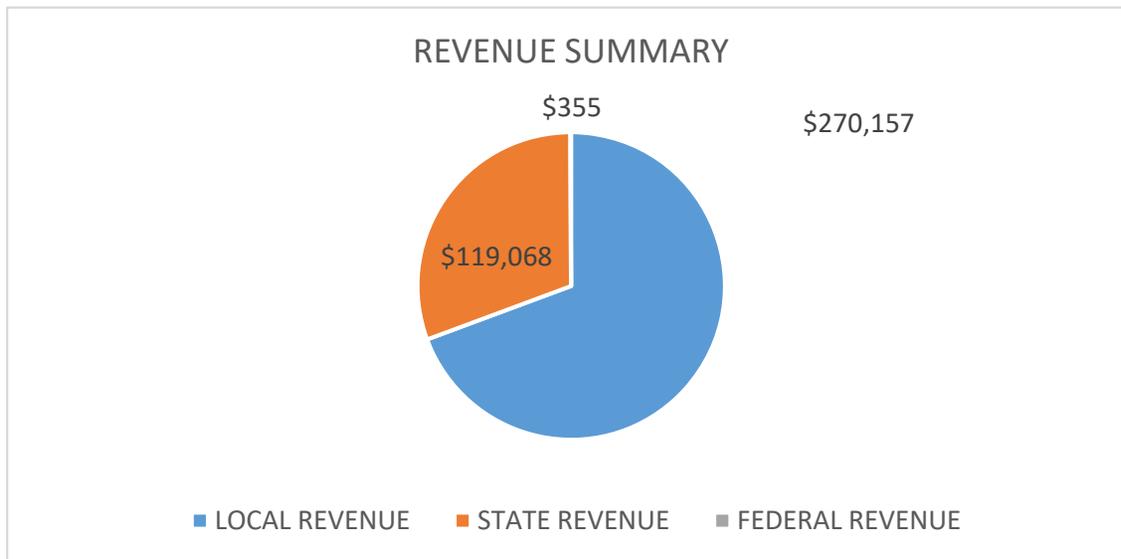
Report No. 7 – Vendors with aggregate purchases for FY 2021-2022 that exceed \$50,000. See attachment H.

Report No. 8 – Local vendor activity for FY 2021-2022 (zip codes 77550-77559). See attachment I.

Report No. 9 - Monthly Check Register. See attachment J.

GALVESTON ISD  
GENERAL FUND REVENUES BY MAJOR OBJECT  
AS OF 09-30-2021

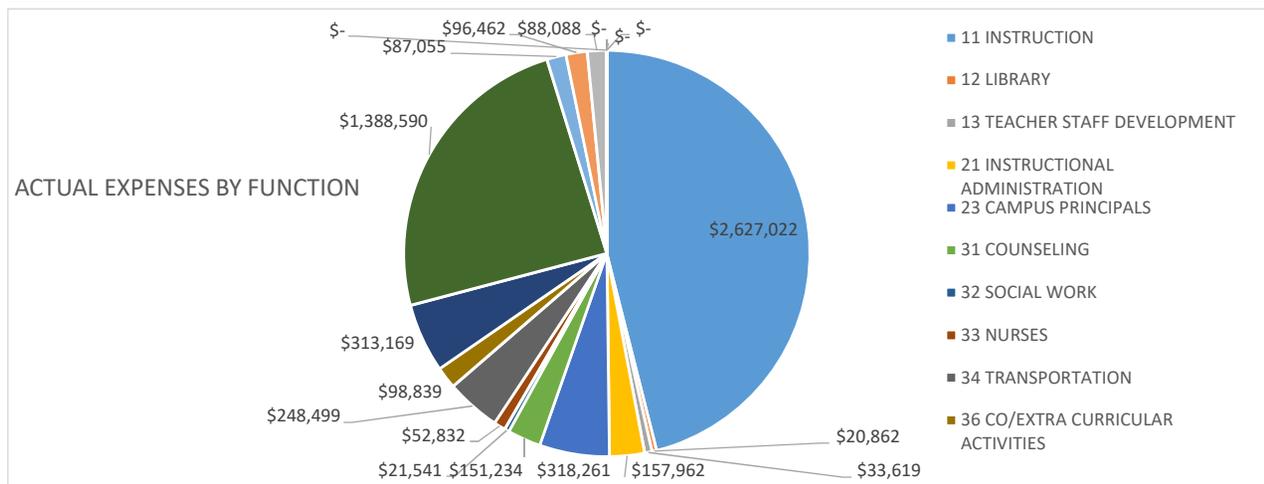
		2021-2022 Original Budget	Monthly Receipts 09/30/2021	FYTD Activity 09/30/2021	2021-2022 FYTD (Under)/Over Budget
57--	LOCAL REVENUE	\$ 91,329,734	\$ 270,157	\$ 270,157	\$ (91,059,577)
58--	STATE REVENUE	\$ 4,565,298	\$ 119,068	\$ 119,068	\$ (4,446,230)
59--	FEDERAL REVENUE	\$ 2,974,968	\$ 355	\$ 355	\$ (2,974,613)
79--	TRANSFERS IN	\$ 3,841,653	\$ -	\$ -	\$ (3,841,653)
---		\$ 102,711,653	\$ 389,580	\$ 389,580	\$ (102,322,073)
	% COLLECTED	0.4%			



ATTACHMENT B

GALVESTON ISD  
GENERAL FUND EXPENDITURES BY FUNCTION  
AS OF 09/30/2021

FC	Function	Rev Bud September 2021-2022	FYTD Activity September 2021-2022	Encumbered September 2021-2022	Expenses + Encumbered	Unencumbered Balance September 2021-2022
11	INSTRUCTION	\$ 39,306,972	\$ 2,627,022	\$ 170,395	\$ 2,797,417	\$ (36,509,555)
12	LIBRARY	\$ 349,663	\$ 20,862	\$ 3,064	\$ 23,926	\$ (325,737)
13	TEACHER STAFF DEVELOPMENT	\$ 855,840	\$ 33,619	\$ 8,141	\$ 41,760	\$ (814,080)
21	INSTRUCTIONAL ADMINISTRATION	\$ 2,106,586	\$ 157,962	\$ (2,038)	\$ 155,924	\$ (1,950,662)
23	CAMPUS PRINCIPALS	\$ 4,271,440	\$ 318,261	\$ 1,381	\$ 319,642	\$ (3,951,798)
31	COUNSELING	\$ 2,154,581	\$ 151,234	\$ (5,477)	\$ 145,757	\$ (2,008,824)
32	SOCIAL WORK	\$ 289,679	\$ 21,541	\$ -	\$ 21,541	\$ (268,138)
33	NURSES	\$ 867,547	\$ 52,832	\$ 70	\$ 52,902	\$ (814,645)
34	TRANSPORTATION	\$ 3,335,445	\$ 248,499	\$ 159,582	\$ 408,081	\$ (2,927,364)
36	CO/EXTRA CURRICULAR ACTIVITIES	\$ 1,806,119	\$ 98,839	\$ 37,189	\$ 136,028	\$ (1,670,091)
41	GENERAL ADMINISTRATION	\$ 2,982,089	\$ 313,169	\$ 235,700	\$ 548,869	\$ (2,433,220)
51	MAINTENANCE	\$ 9,394,155	\$ 1,388,590	\$ 673,703	\$ 2,062,292	\$ (7,331,863)
52	SECURITY	\$ 1,201,688	\$ 87,055	\$ 10,062	\$ 97,117	\$ (1,104,571)
53	TECHNOLOGY DEPARTMENT	\$ 2,159,833	\$ 96,462	\$ 28,970	\$ 125,432	\$ (2,034,401)
61	COMMUNITY SERVICES	\$ 1,074,943	\$ 88,088	\$ 841,406	\$ 929,495	\$ (145,448)
81	CONSTRUCTION	\$ -	\$ -	\$ -	\$ -	\$ -
91	CHAPTER 41 RECAPTURE	\$ 30,047,660	\$ -	\$ -	\$ -	\$ (30,047,660)
93	PMTS TO FISCAL AGENT/SSA	\$ 27,500	\$ -	\$ -	\$ -	\$ (27,500)
99	APPRAISAL DISTRICT FEES	\$ 700,000	\$ -	\$ -	\$ -	\$ (700,000)
	PO ROLLOVER	\$ 1,135,689	\$ -	\$ -	\$ -	\$ (1,135,689)
--	COLUMN TOTALS	\$ 104,067,429	\$ 5,704,034	\$ 2,162,149	\$ 7,866,183	\$ (95,065,557)
	EXPENDITURES AS A % OF BUDGET		5.5%		7.6%	



ATTACHMENT C

GALVESTON INDEPENDENT SCHOOL DISTRICT  
Cash and Investment Report for the Month Ending 09/30/21  
For Board Meeting 10/19/21

Depository or Investment Pool	Account Name	Account Number	Type of Account	% Earned	8/31/21	Changes to Market Value			9/30/21
					Market Value	Deposits	Withdrawals	ROI (net)	Market Value
Moody Bank	General Disbursement	xxxxxx601	Now Account	0.050%	\$ 10,486,722.96	\$ 2,172,097.98	\$ 8,450,308.53	\$ 304.33	\$ 4,208,816.74
Moody Bank	Activity Fund	xxxxxx627	Now Account	0.050%	\$ 32,388.07	\$ 61,569.56	\$ 29,204.64	\$ 8.35	\$ 64,761.34
Moody Bank	Child Nutrition	xxxxxx619	Now Account	0.050%	\$ 798,640.18	\$ 98,747.72	\$ 273,970.14	\$ 29.99	\$ 623,447.75
Moody Bank	Bond	xxxxxx056	Now Account	0.050%	\$ 285,907.52			\$ 11.75	\$ 285,919.27
Moody Bank	Debt Service Money Market	xxxxxx635	Money Market	0.300%	\$ 2,034,953.71			\$ 501.77	\$ 2,035,455.48
Moody Bank	Debt Service	xxxxxx049	Now Account	0.050%	\$ 23,164.41			\$ 0.95	\$ 23,165.36
Moody Bank	General Fund		12 Month CD	1.500%	\$ 2,000,000.00				\$ 2,000,000.00
Moody Bank	Debt Service		12 Month CD	1.500%	\$ 2,000,000.00				\$ 2,000,000.00
			<b>Total Moody Bank:</b>		<b>\$ 17,661,776.85</b>	<b>\$ 2,332,415.26</b>	<b>\$ 8,753,483.31</b>	<b>\$ 857.14</b>	<b>\$ 11,241,565.94</b>
	<b>SECURITIES PLEDGED 11,000,000</b>								
Texas Class	General Operating	xxxxxxxx01	Investment Pool	0.0443%	\$ 8,126,788.16	\$ 4,382,409.91		\$ 332.20	\$ 12,509,530.27
Texas Class	Debt Service	xxxxxxxx02	Investment Pool	0.0443%	\$ 811,034.83	\$ 26,299.45	\$ 25,045.05	\$ 29.16	\$ 812,318.39
Texas Class	Construction	xxxxxxxx03	Investment Pool	0.0443%	\$ 312.40			\$ -	\$ 312.40
Texas Class	Activity	xxxxxxxx04	Investment Pool	0.0443%	\$ 409,349.75			\$ 14.90	\$ 409,364.65
Texas Class	Child Nutrition	xxxxxxxx05	Investment Pool	0.0443%	\$ 861,874.56		\$ 152,299.72	\$ 28.73	\$ 709,603.57
			<b>Total Texas Class:</b>		<b>\$ 10,209,359.70</b>	<b>\$ 4,408,709.36</b>	<b>\$ 177,344.77</b>	<b>\$ 404.99</b>	<b>\$ 14,441,129.28</b>
Texas Range	General Operating	XXXX-02	Investment Pool	0.02%	\$ 13,190,585.85	\$ -		\$ 197.13	\$ 13,190,782.98
Texas Range	Debt Service	XXXX-04	Investment Pool	0.02%	\$ 208,582.33			\$ 3.12	\$ 208,585.45
Texas Range	Bond Construction	XXXX-05	Investment Pool	0.02%	\$ 391,684.28			\$ 5.85	\$ 391,690.13
Texas Range	Child Nutrition	XXXX-08	Investment Pool	0.02%	\$ 707,588.22			\$ 10.57	\$ 707,598.79
			<b>Total Texas Class:</b>		<b>\$ 14,498,440.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 216.67</b>	<b>\$ 14,498,657.35</b>
			<b>Total Cash &amp; Investments</b>		<b>\$ 42,369,577.23</b>	<b>\$ 6,741,124.62</b>	<b>\$ 8,930,828.08</b>	<b>\$ 1,478.80</b>	<b>\$ 40,181,352.57</b>

Long-term investments include unrealized gains/losses; therefore, "book value" is estimated value at maturity, as of this report date.  
All cash, cash equivalents and other investments are in compliance with the GISD investment policy and also Texas Government Code, Chapter 2256.

Note: Texas Range formerly Texas Term

Connie Morgenroth, Assistant Superintendent for Business and Operations

GALVESTON ISD  
TAX COLLECTIONS BY FUND  
AS OF 09/30/2021

FUND	FUND	OBJ	OBJ	Revised Budget 2021-2022	FYTD Activity 2021-2022	September 2021-2022 Monthly Activity	2020-21 FYTD (UNDER)/Over Budget
199	GENERAL FUND	5711	TAXES-CURRENT YEAR	\$ 87,694,702	\$ -	\$ -	\$ (87,694,702)
199	GENERAL FUND	5712	TAXES-DELINQUENT	\$ 1,622,352	\$ 175,010	\$ 175,010	\$ (1,447,342)
199	GENERAL FUND	5719	PENALTY/INT/OTHER TAX REVENUE	\$ 1,050,000	\$ 36,874	\$ 36,874	\$ (1,013,126)
199	GENERAL FUND	5719	PENALTY/INT/OTHER TAX REVENUE	\$ -	\$ -	\$ -	\$ -
FUND TOTAL				\$ 90,367,054	\$ 211,884	\$ 211,884	\$ (90,155,170)
YTD AS A % OF BUDGET				0.2%			

FUND	FUND	OBJ	OBJ	Revised Budget 2021-2022	FYTD Activity 2021-2022	September 2021-2022 Monthly Activity	2020-21 FYTD (UNDER)/Over Budget
599	DEBT SERVICE FUND	5711	TAXES-CURRENT YEAR	\$ 8,073,481	\$ -	\$ -	\$ (8,073,481)
599	DEBT SERVICE FUND	5712	TAXES-DELINQUENT	\$ 149,359	\$ 17,487	\$ 17,487	\$ (131,872)
599	DEBT SERVICE FUND	5719	PENALTY/INT/OTHER TAX REVENUE	\$ 93,000	\$ 3,598	\$ 3,598	\$ (89,402)
FUND TOTAL				\$ 8,315,840	\$ 21,085	\$ 21,085	\$ (8,294,755)
YTD AS A % OF BUDGET				0.3%			

ATTACHMENT E

**GALVESTON ISD**  
**BOND FUND EXPENDITURE SUMMARY BY PROJECT & CENTER**  
**FY 2021-22 AS OF 9/30/2021**

Bond authorization (including premium on bonds sold) ->	\$31,275,439.32
Rebates	\$232,153.53
Return on Investments	\$895,012.27
<b>Total Available</b>	<b>\$32,402,605.12</b>
Expended 2017-18	\$1,222,084.02
Expended 2018-19	\$15,037,128.42
Expended 2019-20	\$12,874,404.54
Expended 2020-21	\$ 2,663,260.35
Expended + Encumbered 2021-2022	\$ 542,389.70
<b>Expended + Encumbered All Years</b>	<b>\$32,339,267.03</b>
Balance	\$63,338.09
Expended + Encumbered % (of Total Available) ->	100%

\*Reflects actual expenses and encumbrances in District software system.

\*Lovenberg Trust - \$581,029.62 of middle school project expenditures were transferred from Bond 2018 fund to Lovenberg Trust fund.

Galveston ISD											
2018 Bond Construction Status by Project											
Row	A	B	C	D	E	F	G	H	I	J	K
	Desc	LOC	Bid Amount Approved	PBK 6%	Contingency	P&P Bond	Reimbursable (estimate)	GISD Budget	PBK ( Budget Bond Amount)	Difference	Project Status
1	SPOOR FIELD/TRACK	B01	\$1,377,659.00	\$82,659.54			\$19,716.65	\$1,480,035.19	\$1,765,125.00	\$285,089.81	Warranty
2	SECURITY VESTIBULES	B02	\$532,400.00	\$31,944.00			\$4,319.24	\$568,663.24	\$234,225.00	(\$334,438.24)	Warranty
3	BUS PURCHASES	B03	\$2,487,757.36	\$0.00			\$0.00	\$2,487,757.36	\$2,000,000.00	(\$487,757.36)	Closed
4	WHITE FLEET REPLACE VEHICLES	B04	\$606,143.23	\$0.00			\$0.00	\$606,143.23	\$500,000.00	(\$106,143.23)	Closed
5	TECHNOLOGY REPLACEMENT/UPGRADE	B05	\$2,020,674.92	\$0.00			\$0.00	\$2,020,674.92	\$2,000,000.00	(\$20,674.92)	Closed
6	SECURITY CAMERAS	B06	\$509,999.25	\$0.00				\$509,999.25	\$500,000.00	(\$9,999.25)	Warranty
	Spoor field wireless for streaming	B06	\$2,250.00					\$2,250.00	\$0.00	(\$2,250.00)	closed
7	FLOORING	B07	\$253,389.50	\$0.00			\$0.00	\$253,389.50	\$358,425.00	\$105,035.50	Warranty
	Flooring Abatement	B07	\$11,634.25					\$11,634.25	\$0.00	(\$11,634.25)	Closed
8	MEP Package 1 (Oppe, la Morgan, Oppe, parker)	B08	\$1,392,714.00	\$80,628.00		\$23,000.00	\$8,074.74	\$1,504,416.74	\$1,501,065.00	(\$3,351.74)	Warranty
9	MEP Package 2 (Oppe, parker)	B08	\$62,625.00	\$3,757.50				\$66,382.50	\$550,125.00	\$483,742.50	Warranty
10	MEP Package 3 (Central, San Jac, Alamo, Crenshaw)	B08	\$806,482.00	\$47,118.60				\$853,600.60	\$1,294,110.00	\$440,509.40	Warranty
11	MEP Package 4 (Crenshaw office unit, Admin, Austin, central)	B08	\$1,038,759.00	\$62,325.54				\$1,101,084.54	\$922,235.00	(\$178,849.54)	Punch
12	MEP Package 5 (ball fire pump, Weis insulation, Rosenberg water heater and water heater)	B08	\$122,060.00	\$7,081.80				\$129,141.80	\$162,797.00	\$33,655.20	Warranty
13	MEP Package 6 (Ball Cooling Tower and check valves, Rosenberg CHWP)	B08	\$499,684.00	\$29,415.00				\$529,099.00	\$842,535.00	\$313,436.00	Punch
14	MEP Transportation Package	B08	\$59,485.00	\$3,569.10				\$63,054.10		(\$63,054.10)	Warranty
15	MEP Water Treatment	B08	\$10,275.00	\$0.00				\$10,275.00		(\$10,275.00)	Closed
16	Ball - LED Theatrical Lighting Dimmer System	B08	\$188,622.00					\$188,622.00	\$162,000.00	(\$26,622.00)	Warranty
	Ball Chiller Insulation Direct Work	B08	\$10,000.00					\$10,000.00	\$0.00	(\$10,000.00)	Closed
	Parker - fire duct detectors	B08	\$5,414.05					\$5,414.05	\$0.00	(\$5,414.05)	Closed
17	REROOFING PHASE 1 (Scott, Central, Ball, Austin)	B09	\$2,060,700.89	\$123,821.70			\$3,735.39	\$2,188,257.98	\$2,190,275.00	\$2,017.02	Warranty
18	MARQUEES	B10	\$50,636.82					\$50,636.82	\$105,000.00	\$54,363.18	Closed
19	FUEL CANOPY - BUS BARN	B11	\$10,365.00					\$10,365.00	\$67,500.00	\$57,135.00	Closed
20	PARKER-REBUILD GYM	B15	\$3,445,623.68	\$187,476.90			\$62,132.43	\$3,695,233.01	\$3,723,975.00	\$28,741.99	WIP
21	Parker Gym - FFE	B15	\$8,740.00					\$8,740.00	\$0.00	(\$8,740.00)	WIP
22	LED Lighting Retrofit	B16	\$1,746,025.00					\$1,746,025.00	\$1,700,000.00	(\$46,025.00)	Warranty
23	LED Lighting Fixtures Transportation Storage	B16	\$9,666.00					\$9,666.00	\$0.00	(\$9,666.00)	Closed
24	Baseball and Softball Infield Turf	B17	\$634,520.00	\$38,071.20			\$10,968.78	\$683,559.98	\$685,707.73	\$2,147.75	Warranty
25	Baseball and Softball sprinkler work	B17	\$4,958.00					\$4,958.00	\$0.00	(\$4,958.00)	Closed
26	Baseball backstop padding	B17	\$4,750.00					\$4,750.00	\$0.00	(\$4,750.00)	Closed
27	Baseball concrete visitors dugout	B17	\$5,125.00					\$5,125.00	\$4,050.00	(\$1,075.00)	Closed
28	Softball backstop padding	B17	\$21,632.50					\$21,632.50	\$8,100.00	(\$13,532.50)	Closed
29	Baseball roof replacement dugout, ticket	B17	\$7,697.23					\$7,697.23	\$0.00	(\$7,697.23)	Closed
30	NEW BUS WASH	B18	\$180,849.36	\$10,945.92				\$191,795.28	\$135,000.00	(\$56,795.28)	Closed

Row	Desc	LOC	Bid Amount Approved	PBK 6%	Contingency	P&P Bond	Reimbursable (estimate)	GISD Budget	PBK ( Budget Bond Amount)	Difference	Project Status
31	TEST DRINKING WATER	B19	\$40,460.00					\$40,460.00	\$40,500.00	\$40.00	Closed
32	Plumbing Repair	B19	\$10,620.00					\$10,620.00	\$0.00	(\$10,620.00)	Closed
33	BHS LECTURE HALL REPLCE SEATNG	B20	\$18,638.00					\$18,638.00	\$6,480.00	(\$12,158.00)	Closed
34	CRENSHAW IMPROVEMENTS (insulation, ramp, painting, wet glazing, soft sealants)	B21	\$676,595.00	\$40,105.86			\$770.37	\$717,471.23	\$678,575.00	(\$38,896.23)	punch
35	PBK Invoices Not Distributed to Projects	B22									
36	REFURBISH TENNIS COURTS	B24	\$247,240.00	\$14,834.40			\$3,640.59	\$265,714.99	\$263,250.00	(\$2,464.99)	Closed
37	Tennis Court Restroom Repair	B24	\$10,654.00					\$10,654.00	\$0.00	(\$10,654.00)	Closed
38	REPLACE DOOR HARDWARE	B25	\$64,820.05					\$64,820.05	\$68,850.00	\$4,029.95	Closed
39	Crenshaw Vestibule Door Hardware	B25	\$5,713.47					\$5,713.47	\$0.00	(\$5,713.47)	Closed
40	REROOFING PHASE 2 (Oppe, Alamo, Austin, Courville, Central, San Jac)	B27	\$2,239,307.14	\$134,358.43			\$1,613.78	\$2,375,279.35	\$2,669,895.00	\$294,615.65	Punch
41	Roofing Repair Direct Contract Work	B27	\$58,526.12					\$58,526.12	\$0.00	(\$58,526.12)	Closed
42	Asbestos Abatement	B28	\$74,746.25					\$74,746.25		(\$74,746.25)	WIP
43	Baseball Backstop Netting (change order to DW Site Improvements)	B29 B32 B17	\$196,088.85	\$76,128.00				\$272,216.85	\$0.00	(\$272,216.85)	Punch
44	COURVILLE/DW SITE IMPROVEMENTS (baseball covered batting, baseball fence and soft sealants, softball backstop netting and soft sealants,oppe fence, la Morgan canopy, stadium press box windows, spalling repairs, la Morgan roof repair, la Morgan spalling repair, Central fence replacement)	B29 B32 B17	\$1,268,800.00				\$28,527.17	\$1,297,327.17	\$1,819,717.27	\$522,390.10	punch
45	REROOFING PHASE 3 (Priority Repairs)Alamo, ball, Scott	B30	\$142,185.00	\$6,813.06				\$148,998.06	\$0.00	(\$148,998.06)	Warranty
46	Tennis Court LED Lights (Electrical install)	B31	\$61,964.55					\$61,964.55	\$0.00	(\$61,964.55)	Warranty
47	Tennis Court LED Lights (Light Poles)	B31	\$284,400.00	\$17,064.00				\$301,464.00	\$0.00	(\$301,464.00)	Warranty
48	MEP Package 7 (Central MS)	B33	\$2,013,841.95	\$119,131.14				\$2,132,973.09	\$486,000.00	(\$1,646,973.09)	Warranty
49	REROOFING PHASE 4 (Rosenberg)	B34	\$1,395,809.70	\$83,748.58			\$5,909.88	\$1,485,468.16	\$1,406,700.00	(\$78,768.16)	WIP
50	MEP Package 9 (Rosenberg - change out a/c controls)	B35	\$100,340.00					\$100,340.00	\$434,565.00	\$334,225.00	WIP
51	MEP Package 8 (Annex change out D/X units)	B36	\$272,128.00	\$16,157.40				\$288,285.40	\$202,365.00	(\$85,920.40)	punch
52	Ball - Tie in 2 chill and 2 hot water loops	B37	\$352,023.00	\$22,674.96				\$374,697.96	\$433,350.00	\$58,652.04	Warranty
53	Ball - replace domestic water heater	B37	\$25,893.00					\$25,893.00	\$34,830.00	\$8,937.00	Warranty
54	District Wide Change out Exhaust Fans	B38	\$372,915.00	\$22,374.90	\$20,000.00			\$415,289.90	\$274,725.00	(\$140,564.90)	WIP
55	PBK Invoices Not Distributed to Projects 2	B39									
56	Crenshaw retrofit sprinkler heads	B40	\$19,630.73					\$19,630.73	\$10,000.00	(\$9,630.73)	WIP
57	White boards and bulletin Boards (Elementary)	B41	\$139,932.80					\$139,932.80	\$200,000.00	\$60,067.20	WIP
58	REROOF PHASE 5 (Admin, Annex, Parker, Weis)	B46	\$304,259.00	\$18,255.54	\$50,000.00			\$322,514.54	\$242,000.00	(\$80,514.54)	WIP

Row	Desc	LOC	Bid Amount Approved	PBK 6%	Contingency	P&P Bond	Reimbursable (estimate)	GISD Budget	PBK ( Budget Bond Amount)	Difference	Project Status
59	Elementary School Furniture	M28	\$113,266.80					\$113,266.80		(\$113,266.80)	WIP
60	Box Truck Warehouse/Band	M29	\$78,959.00					\$78,959.00	\$0.00	(\$78,959.00)	WIP
61	Softball and Baseball LED lighting Retrofit	B44	\$315,000.00					\$315,000.00	\$0.00	(\$315,000.00)	WIP
62	Central / Weis Door Hardware Retrofit	B45	\$103,115.36					\$103,115.36	\$0.00	(\$103,115.36)	WIP
63	BOND-COST OF ISSUANCE/UW DISC	B97	\$275,439.32					\$275,439.32	\$0.00	(\$275,439.32)	Closed
64	Bank Fee's	L1R						\$90.00		(\$90.00)	
65	Unassigned	B99		\$0.00				\$0.00	\$286,788.00	\$286,788.00	
66	Parker Replace gym doors paint								\$29,160.00	\$29,160.00	Deleted
67											
68	Column Totals		\$31,472,629.13	\$1,280,461.07	\$70,000.00	\$23,000.00	\$149,409.02	\$32,945,589.22	\$31,000,000.00	(\$1,945,589.22)	
69	Bond Premium on Bonds Sold								\$275,439.32	\$275,439.32	
70	Rebates and investment revenues								\$1,106,761.74	\$1,106,761.74	
71	Lovenberg Fund 836 Funded Project B09									\$581,029.62	
72	Cumulative variance								\$32,382,201.06	\$17,641.46	

VENDORS WITH AGGREGATE PURCHASES IN  
FY 2021-2022 THAT EXCEED \$50,000

VENDOR	AMOUNT
BXS INSURANCE	68,370.72
CAVALLO ENERGY TEXAS LLC	157,985.93
GALVESTON SCHOOL EMPLOYEES FEDERAL CREDIT UNI	69,002.00
GLAZIER FOODS COMPANY	129,909.63
KICKSTART KIDS	65,000.00
MOODY EARLY CHILDHOOD CENTER	76,491.54
NWEA	71,476.75
RAE SECURITY, INC.	54,398.30
TASB RISK MGMT FUND PROPERTY CASUALTY	74,821.00
TRS ACTIVE CARE	216,863.00
UNITED STATES TREASURY	480,165.67

LOCAL VENDOR ACTIVITY FOR FY 2021-2022

Vendor	FYTD Amount	Zip
A B SIGN SHOP	2,374.00	77551
A. SMECCA INC	875.00	77550
ALERT ALARMS	2,140.00	77550
AMY NEBLETT	43.25	77554
BEACHTOWN LAWN SERVICE, LLC	11,700.00	77554
BREEZEWAY CUSTOM SCREENPRINTIN	820.00	77551
CALLIE WALKER CREATIVE	3,040.00	77554
CHALMERS HARDWARE & EMBROIDERY	1,152.26	77550
CITY OF GALVESTON	35,576.72	77553
CLASSIC FORD GALVESTON	808.78	77553
CONNIE MORGENROTH	64.00	77550
FLAMINGO GARDENS INC	13,000.00	77551
GALVESTON CHAMBER OF COMMERCE	2,190.00	77550-150
GALVESTON COLLEGE	4,676.54	77550
GALVESTON COUNTY TAX-ASSESSOR	654.68	77550
GALVESTON RENTALS, INC	330.00	77554
GALVESTON SCHOOL EMPLOYEES FEDERAL	69,002.00	77551
GALVESTON VETERINARY CLINIC	458.50	77551
GISD CHILD NUTRITION	493.00	77550
GISD EDUCATIONAL FOUNDATION	2,105.00	77550
HICKS CO, W U-HAUL	346.00	77554
IDEAL LUMBER CO	488.74	77552-018
JACOB DAEHNKE	393.20	77550
JASON HARRIS	116.00	77550
JESSE GARZA	116.00	77550
JULIE SCHMID	23,360.00	77554
KLEEN SUPPLY CO	11,300.91	77553
LEON'S WORLD'S FINEST IN AND OUT B-	2,000.00	77551
MELISSA RUTH DESKINS	220.00	77551
MIA CARDENAS	1,000.00	77551
MOODY EARLY CHILDHOOD CENTER	152,983.08	77550
REPUBLIC PARTS CO	2,282.22	77550
SCOTTY'S OVERHEAD DOOR	1,105.00	77554
SHERWIN-WILLIAMS CO, THE	160.31	77551
STEWART'S PACKAGING INC	239.00	77550
TEEN HEALTH CENTER, INC	50,662.00	77553
THE ARTIST BOAT, INC.	19,058.52	77554
TOP GEAR	1,773.40	77551
TREASURE ISLAND TROPHIES	1,288.00	77551
UPWARD HOPE ACADEMY	16,666.64	77550
VILLAGE HARDWARE	2,530.26	77551
WEST ISLE URGENT CARE	2,167.00	77551
<b>TOTAL</b>	<b>441,760.01</b>	

# Action Sheet

**MEETING DATE:**

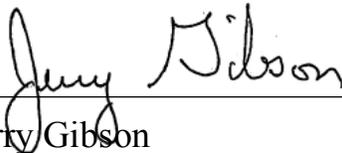
**October 20, 2021**

**AGENDA ITEM:**

Consider approval of the minutes from the Regular School Board Meeting on September 21, 2021.

**RECOMMENDATION:**

**I move that the Board of Trustees approve the minutes from the Regular School Board Meeting on September 21, 2021.**



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Jerry Gibson  
Superintendent

# Minutes of Regular Meeting

## The Board of Trustees Galveston Independent School District

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The Public Hearing to present the Annual Performance of the Optional Flexible School Day Program at AIM College and Career Preparatory Academy and Ball High School began at 6:52pm, September 21, 2021, in the Board Room at the Lovenberg Administration Building, 3904 Avenue T, Galveston, TX. *Presented by Cheryl Rutledge and Joe Pillar.*

*--6:56 Question by O'Neal*

A Regular meeting of the Board of Trustees of Galveston Independent School District was held following the Public Hearing in the Lovenberg Administration Building, 3904 Avenue T, Galveston, TX 77550.

The subjects 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.

*Board members in attendance: Staff members in attendance: Jerry Gibson, Alan Ellinger, Paul Byers, Mary Patrick, Matthew Neighbors, Annette Scott, Dyann Polzin, Vikki Curry, Connie Morgenroth, Eric Mueller, Eric Paul, Jeff Post, Michael Le, Jackie Siller, John Pruitt, Billy Rudolph, Joe Pillar, Jennifer Douglas, Ian Rogers, Amy Bly*

*Audio visual recording of this meeting can be found online at:  
<https://gisd.viebit.com/index.php?folder=ALL>*

- 1) Call to order Open Session in the Board Room of the Lovenberg Administration Building, 3904 Avenue T, Galveston, Texas. *--6:00*
- 2) Pledge of Allegiance to the United States flag and the Texas flag. *--6:00*
- 3) The Board may recess into Closed Executive Session in the Library as permitted by the Texas Open Meeting Act Government Code Sections 551.071- 551.090 Subchapter D and E. *--6:01*

Should any final action, final decision, or final vote be required in the opinion of the School Board with regard to any matter considered in such closed meeting then the final action, final decision, or final vote shall be either:

A) in the open meeting covered by the Notice upon the reconvening of the public meeting; or

B) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

A) Personnel

B) Consultation with Attorney

C) Real Property

- 4) Reestablish the open meeting of the Galveston ISD Board of Trustees. *--6:52 Then recessed to hold the public hearing for the Optional Flexible School Day Program at*

*AIM College and Career Preparatory Academy and Ball High School. Back to open session at 6:57.*

- 5) District Reports --6:57
  - A) Superintendent's Report- The district had some water damage at schools from the storm. We have enough days built into our schedule that attendance is okay. We have the homecoming parade tomorrow and game on Friday.
    - 1) TASB business recognition - Billy Rudolph --7:02-7:10 *Academy Sports and Outdoors, Galveston Restaurant Group and Smart Family Literacy.*
  - B) Board Committee Reports
    - 1) Policy Committee Chair- Mr. David O'Neal --7:01 *No meeting to report.*
    - 2) Curriculum Committee --6:59 *Report given by Chair- Ms. Ann Masel*
    - 3) Facilities/Finance Committee Chair- Mr. Johnny Smecca
- 6) Financial Reports --7:10 *Report given by Connie Morgenroth*  
--7:15 *Masel asked questions. Connie introduced new Director of Finance, Jacqueline Siller. Brown asked questions about attachment C.*
- 7) CONSENT AGENDA - Action Items --7:18 *Discussion of consent agenda items.*  
--7:27 *Smecca makes the motion to approve the consent agenda with the exception of Item O (to be pulled.) Second by Masel. No further discussion. All in favor of approval.*
  - A) Consider approval of the minutes from the August 25, 2021 Regular School Board Meeting.
  - B) Consider approval of the Board's Time Use Tracker - August 25, 2021
  - C) Consider approval of personnel resignations and recommendations with contracts.
  - D) Discuss and consider approval of payment of attorney fees.
  - E) Consider approval of Budget Amendments
  - F) Discuss and consider accepting donations in accordance with Board Policy CDC Local.
  - G) Discuss and Consider approval to cancel the Regular School Trustee Election for District 3-C and 4-D for the November 2, 2021 School Board Election.
  - H) Discuss and Consider approval of Certification of Unopposed Candidate for the Regular School Trustee Election for Districts 3-C and 4-D.
  - I) Discuss and consider approval of resolution to grant employees excused, but unpaid leave for reasons related to COVID illness or quarantine
  - J) Discuss and Consider Update GKD- - Use of School Facilities
  - K) Discuss and Consider Contract Awards for Professional Development for teachers to the Vendors presented for 36 months starting October 1, 2021, with the option to renew for two additional one-year periods, not to exceed \$1.5 million (UNDER SEPARATE COVER)
  - L) Discuss and Consider approval of Attendance Committees for all campuses as per FEC (LEGAL)
  - M) Discuss and Consider approval of the purchase of Imagine Learning Software license for an amount not to exceed \$56,250 using grant funds.
  - N) Discuss and consider approval of resolution to authorize compensation of employees for days when District was closed due to inclement weather
  - O) Discuss and consider adoption of Reimbursement Resolution #3 for expenditures related to a demographic study by Zonda Education in the event a May 2022 Bond election is approved by the voters --7:24 *Pulled*

- P) Discuss and Consider Approval of Partnership Agreement with Communities in Schools for Dropout Prevention Program.
- 8) REGULAR AGENDA- Action Items --7:28
- A) Discuss and consider the submission of the application for Optional Flexible School Day for AIM College and Career Prep and Ball High School. --7:28 *Motion by Masel to approve. Second by Lakin. Unanimous in favor*
- B) Discuss and Consider Nominations for Persons to Serve on the Galveston Central Appraisal District Board of Directors. --7:29 *Masel would like to nominate Tom Farmer. Second by Smecca. 5-0 in favor. Brown abstained.*
- 9) Citizen's Request to Address the Board on Agenda and Non-Agenda Items. Please complete sign-up sheets available in the lobby prior to the start of the meeting. --7:30 *None.*
- 10) Suggested Future Agenda Items --7:30 *Brown would like a better understanding of attendance issues.*
- 11) Board Comments --7:31  
*O'Neal - Wear your purple and gold all week for homecoming.*  
*Jobe - Parents please come out to games and events.*  
*Masel - Get vaccinated and be safe.*  
*Lakin - Support the Ed. Foundation and go out to eat.*  
*Smecca - Is excited about homecoming. Happy Homecoming!*  
*Brown - Says he hopes this game is as exciting as last week's. This weekend is the TASB conference.*
- 12) Adjournment --7:34.

*Minutes taken by: Amedia Bly*

Approved on October 20, 2021

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Mr. Tony Brown, President

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Shae Jobe, Secretary

# Action Sheet

**MEETING DATE:**

**October 20, 2021**

**AGENDA ITEM:**

Discuss and consider approval of personnel resignations and recommendations with contracts.

Under Separate Cover

**RECOMMENDATION:**

**I move that the Board of Trustees approve personnel resignations and recommendations with contracts.**

  
\_\_\_\_\_  
Jerry Gibson  
Superintendent

# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider approval of payment of attorney fees.

The Board has directed that attorney fees incurred by the district be brought for approval before payments are made. The district is in receipt of invoices from:

Karczewski | Bradshaw | Spalding

General Legal Matters:	\$2726.42	Invoice #20207491 (October 13 for September)
SPED:	\$378.75	Invoice #20207492 (October 13 for September)
GAL01007:	\$73.75	Invoice #20207493 (October 13 for September)
GAL01008:	\$1938.75	Invoice #20207494 (October 13 for September)

  
\_\_\_\_\_  
Jerry Gibson  
Superintendent

# Action Sheet

**MEETING DATE:**

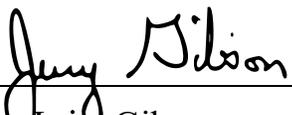
**October 20, 2021**

**AGENDA ITEM:**

Discuss and consider approval of monthly Budget Amendment.

**RECOMMENDATION:**

I move that the Board of Trustees approve the budget amendment, as presented.

  
\_\_\_\_\_  
Dr. Jerry Gibson  
Superintendent

\_\_\_\_\_  
Connie Morgenroth  
Asst. Superintendent of Business and Operations

**GALVESTON Independent School District  
2021-2022 Proposed Budget Amendment  
October 2021**

		<u>General Fund</u>			<u>Food Service Fund</u>			<u>Debt Service Fund</u>		
		<u>Beginning Budget</u>	<u>Amendments</u>	<u>Ending Budget</u>	<u>Beginning Budget</u>	<u>Amendments</u>	<u>Ending Budget</u>	<u>Beginning Budget</u>	<u>Amendments</u>	<u>Ending Budget</u>
<b>Function</b>										
11	Instruction	\$ 39,434,786	\$ 239,150	\$ 39,673,936						
12	Instructional Resources	\$ 349,663		\$ 349,663						
13	Curriculum & Inst Staff Dev	\$ 764,700	\$ 500	\$ 765,200						
21	Instructional Leadership	\$ 2,111,110		\$ 2,111,110						
23	School Leadership	\$ 4,271,440		\$ 4,271,440						
31	Guidance/Counseling	\$ 2,160,943	\$ 350	\$ 2,161,293						
32	Social Work Services	\$ 289,679		\$ 289,679						
33	Health Services	\$ 867,547		\$ 867,547						
34	Student Transportation	\$ 3,335,445		\$ 3,335,445						
35	Food Services	\$ -		\$ -	\$ 5,555,240		\$ 5,555,240			
36	Extracurricular Activities	\$ 1,859,261		\$ 1,859,261						
41	General Administration	\$ 2,993,050		\$ 2,993,050						
51	Maintenance and Operations	\$ 9,438,705	\$ 180,239	\$ 9,618,944	\$ 558,985		\$ 558,985			
52	Security and Monitoring	\$ 1,201,688		\$ 1,201,688						
53	Data Processing Services	\$ 2,183,312		\$ 2,183,312						
61	Community Services	\$ 1,074,943		\$ 1,074,943						
71	Debt Service	\$ -		\$ -				\$ 7,690,000	\$ -	\$ 7,690,000
81	Construction	\$ 955,997		\$ 955,997						
91	Recapture Payment	\$ 30,047,660		\$ 30,047,660						
93	Shared Services	\$ 27,500		\$ 27,500						
99	Intergovernmental Charges	\$ 700,000		\$ 700,000						
		\$ -		\$ -						
<b>TOTAL</b>		<b>\$ 104,067,429</b>	<b>\$ 420,239</b>	<b>\$ 104,487,668</b>	<b>\$ 6,114,225</b>	<b>\$ -</b>	<b>\$ 6,114,225</b>	<b>\$ 7,690,000</b>	<b>\$ -</b>	<b>\$ 7,690,000</b>
<b>Function</b>	(500) Crenshaw Staff Development			<b>Function</b>				<b>Function</b>		
11	50 504 Accomodations			23	-			41	\$ -	
	(400) Membership for Counselors			<b>TOTAL</b>	<b>-</b>			<b>TOTAL</b>	<b>\$ -</b>	
	240,000 4 New Teacher Positions at Rosenberg									
<b>TOTAL</b>	<b>239,150</b>							<b>Function</b>	\$ 37,739	Flood Insurance -required by FEMA / IKE Projects
<b>Function</b>				<b>Function</b>	(50) 504 Accomodations			51	\$ 142,500	Cenergistic - Energy Management Program
12	-			31	400 Membership for Counselors			<b>TOTAL</b>	<b>\$ 180,239</b>	
<b>TOTAL</b>	<b>-</b>			<b>TOTAL</b>	<b>350</b>			<b>Function</b>	53	\$ -
<b>Function</b>				<b>Function</b>				<b>TOTAL</b>	<b>\$ -</b>	
13	500 Crenshaw Staff Development			35	\$ -			<b>Function</b>	81	\$ -
<b>TOTAL</b>	<b>500</b>			<b>TOTAL</b>	<b>\$ -</b>			<b>TOTAL</b>	<b>\$ -</b>	
<b>Function</b>				<b>Function</b>						
21	-			36	\$ -					
<b>TOTAL</b>	<b>-</b>			<b>TOTAL</b>	<b>\$ -</b>					

# Action Sheet

**MEETING DATE:**

**October 20, 2021**

**AGENDA ITEM:**

Discuss and consider approval of donations  
in accordance with Board Policy CDC Local

**RECOMMENDATION:**

I move that the Board accept the donations,  
as presented.

  
\_\_\_\_\_  
Dr. Jerry Gibson  
Superintendent

\_\_\_\_\_  
Connie Morgenroth  
Asst. Superintendent of Business and Operations



**Galveston Independent School District  
Donations/Gifts for September 2021**

In accordance with Board Policy CDC (Local), the Board of Trustees of Galveston Independent School District acknowledges and appreciates the following donations:

<b>Date</b>	<b>Recipient</b>	<b>Giver</b>	<b>Gift</b>
09/01/2021	FACE	Irwin Herz	\$100.00
09/07/2021	FACE	Sheryl & Richard Lane	\$25.00
09/21/2021	Discovery Club	Multiple donors	\$290.00
09/23/2021	FACE	Brent & Ann Masel	\$100.00
09/23/2021	FACE	Peter & Chana Hoida Santschi	\$100.00
09/25/2021	FACE	Dolores Pinion	\$ 25.00
09/29/2021	FACE	Steven Cohn & Jenny Buzan	<u>\$200.00</u>
		<b>TOTAL</b>	<b>\$840.00</b>
09/29/2021	FACE	Mint Denistry	3 Cases of toothpaste and tooth brushes

# Action Sheet

**MEETING DATE:**

**October 20, 2021**

**AGENDA ITEM:**

**Discuss and consider approval for the District Goals and Performance Objectives for 2021-2022**

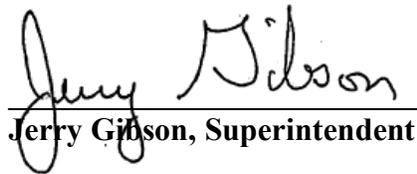
According to Board Policy BQ (LOCAL),

*The Board shall approve and periodically review the District's vision, mission, and goals to improve student performance. The vision, mission, goals, and the approved District and campus objectives shall be mutually supportive and shall support the state goals and objectives under Education Code, Chapter 4.*

The goals and performance objectives were presented at the District Education Council (DEC) on September 27.

**RECOMMENDATION:**

**I move that the Board of Trustees approve the District Goals and Performance Objectives for 2021-2022.**

  
\_\_\_\_\_  
Jerry Gibson, Superintendent

  
\_\_\_\_\_  
Annette Scott  
Assistant Superintendent for Student Support

# Galveston Independent School District

## District Improvement Plan

### 2021-2022 Performance Objectives

Accountability Rating: Not Rated: Declared State of Disaster



27

# Mission Statement

The mission of Galveston ISD is to Educate, Engage and Empower EACH student for a life of Excellence

## Vision

Island of Excellence - World of Opportunity

## Value Statement

We believe: • Every child can learn • Every child should have equal access to learn, grow and become successful adults • In a district where each and every student is a prepared, confident leader who is comfortable in any culture and knows he/she will succeed given any situation • Everyone has a voice and is a participant • All children possess exceptional talent to reach their dreams • Each child deserves an abundance of exceptional educational experiences • That in all actions everyone will be treated with respect and dignity • In a district that supports and rewards staff who provide exceptional educational experiences • GISD students are better prepared for the real world because of our diversity and their experiences in our community and schools • All children and staff deserve their schools to be a safe and effective place to learn, work, play, and heal • GISD can be one of the premier school districts in the nation

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# Goals

**Goal 1:** The Galveston Independent School District will achieve a rating not less than "B" in any accountability category under the A-F Accountability System. (TEACHING & LEARNING)

**Performance Objective 1:** Seventy percent (70%) of all student groups will meet or exceed the minimum passing standards (APPROACHING GRADE LEVEL) on all STAAR Assessments.

**Performance Objective 2:** During the 2021-2022 school year, 50% of students will EXCEED PROGRESS in reading and mathematics on the state assessment.

**Performance Objective 3:** GISD will provide professional learning opportunities that are relevant and effective resulting in increased student achievement as measured through SGMs (Student Growth Measures)

**Performance Objective 4:** 4. The achievement gap by race, ethnicity, and socioeconomic status will be no greater than ten percentage points on all academic measures.

30

**Performance Objective 5:** Ninety-five percent of students will graduate with 12 or more college hours and/or industry certification.

**Performance Objective 6:** Galveston ISD schools will be the primary choice for 90% families in the Galveston Community.

**Goal 2:** The Galveston Independent School District will recruit, develop, and retain exceptional personnel to assure a life of excellence for each student.  
(HUMAN CAPITAL MANAGEMENT SYSTEM)

**Performance Objective 1:** Galveston ISD will develop a competitive and creative compensation package comparable to 10% of the area school districts.

**Performance Objective 2:** 40% of GISD teachers will be Bilingual or ESL certified by May 2022.

**Performance Objective 3:** Galveston ISD will provide a relevant and effective coaching to grow teachers to a level of "Accomplished" on the T-TESS by 10%.

**Goal 3:** The Galveston Independent School District will develop a systemic approach to address the holistic needs of students and families. (WHOLE CHILD)

**Performance Objective 1:** By the end of the 2021-2022 school year, the district dropout rate will approach the state requirements.

**Performance Objective 2:** GISD will have an attendance rate of 90% or greater in 2021-2022.

**Performance Objective 3:** GISD will increase the number of campuses utilizing PBIS strategies by 10% from the previous year in 2021-2022.

**Performance Objective 4:** By the end of 2021-2022, Galveston ISD will increase support services to students and their families by 10% over the previous year.

**Performance Objective 5:** For the 2021-2022 school year, Galveston ISD will address the social emotional learning (SEL) needs of 60% of GISD students.

**Goal 4:** The Galveston Independent School District will optimize resources for student success. (FUNDING & FINANCE)

**Performance Objective 1:** GISD will find at least one additional funding source during 2021-2022 from available creative revenue sources.

**Performance Objective 2:** The District will identify cost savings and efficiencies in spending.

**Performance Objective 3:** GISD will implement all grants with fidelity.

**Goal 5:** The Galveston Independent School District will maximize current and future district-wide facilities that support and enhance student excellence and district performance. (FACILITIES)

**Performance Objective 1:** For the 2021-2022, Galveston ISD will prioritize facility needs and complete 10% of the identified priority list.

**Goal 6:** The Galveston Independent School District will implement System of Great Schools strategies to ensure that all district schools are high performing schools.

**Performance Objective 1:** 100% of GISD schools will have an annual school performance review using the School Performance Framework.

**Performance Objective 2:** 100% of GISD schools will receive support unique to the needs of the campus.

# Action Sheet

**MEETING DATE:**

**October 20, 2021**

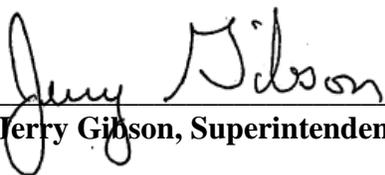
**AGENDA ITEM:**

**Discuss and consider approval for the campus goals and performance objectives as presented in the campus plans.**

According to policy BQ (LOCAL), the Board shall approve and periodically review the District's vision, mission, and goals to improve student performance. The vision, mission, goals, and the approved District and campus objectives shall be mutually supportive and shall support the state goals and objectives under Education Code, Chapter 4. Copies of the goals and performance objectives for AIM, Austin Middle School, Ball, Burnet, Central, Collegiate Academy, Crenshaw, MECC, Morgan, Oppe, Parker and Rosenberg accompany this document.

**RECOMMENDATION:**

**I move that the Board of Trustees approve the campus goals and performance objectives for 2021-2022.**

  
\_\_\_\_\_  
**Jerry Gibson, Superintendent**

  
\_\_\_\_\_  
**Annette Scott**  
**Assistant Superintendent for Student Support**

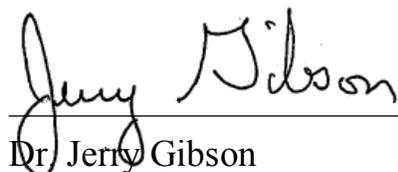
# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider submitting a TEA Missed School Days Waiver for Oppe Elementary

Missed School Days Waiver, pursuant to TEC 25.081, allows the district or campus to request a waiver if instructional days are missed due to weather, health, safety, or other issues. Galveston ISD is requesting a waiver on behalf of Oppe Elementary for September 30 for the missed school day for students and staff due to the water outage.

**RECOMMENDATION:** I move that the board approve the submission of the application for the TEA Missed School Days Waiver for Oppe Elementary.



Dr. Jerry Gibson  
Superintendent



Dr. Annette Scott  
Assistant Superintendent  
Student Support

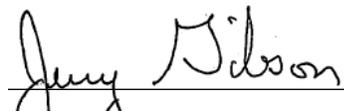
# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider approval of Skyward Annual License Fees Greater than \$50,000 and Ratify Payment

The District uses Skyward for its financial and student software systems. Annually, we are billed license fees for the use of their products. For the 2021-2022 fiscal year, this amount was \$153,490 and payment was made in September. See the attached invoice for more details.

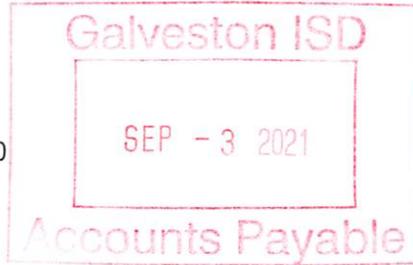
**RECOMMENDATION:** I move the board ratify the payment to Skyward in an amount not to exceed \$153,490 for the District's annual license fees for use of its financial and student software for the 2021-2022 fiscal year.

  
\_\_\_\_\_  
Jerry Gibson  
Superintendent

*Connie Morgenroth*  
\_\_\_\_\_  
Connie Morgenroth  
Assistant Superintendent of Business & Operations



GALVESTON ISD  
 ATTN: BETH PARKER  
 PO BOX 660  
 GALVESTON, TX 77553-0660



**Invoice Detail**

**Invoice #** 0000210079  
**Invoice Date** 09/01/2021  
**Due Date** 09/15/2021  
**Invoice Total** 153,490.00

\* Invoice was emailed.

<u>Qty.</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Extension</u>
1.00	FINANCIAL MANAGEMENT ANNUAL LICENSE FEE	19,718.0000	19,718.00
1.00	PAYROLL ANNUAL LICENSE FEE	9,257.0000	9,257.00
1.00	FIXED ASSETS ANNUAL LICENSE FEE	6,942.0000	6,942.00
1.00	EMPLOYEE MANAGEMENT ANNUAL LICENSE FEE	5,785.0000	5,785.00
1.00	SUBSTITUTE TRACKING ANNUAL LICENSE FEE	4,629.0000	4,629.00
1.00	TRUE TIME ANNUAL LICENSE FEE	3,499.0000	3,499.00
1.00	PEIMS FINANCE ANNUAL LICENSE FEE	3,471.0000	3,471.00
1.00	SALARY NEGOTIATIONS ANNUAL LICENSE FEE	3,471.0000	3,471.00
1.00	EMPLOYEE ACCESS ANNUAL LICENSE FEE	3,239.0000	3,239.00
1.00	STUDENT MANAGEMENT ANNUAL LICENSE FEE	41,479.0000	41,479.00
1.00	EDUCATOR GRADEBOOK ANNUAL LICENSE FEE	13,265.0000	13,265.00
1.00	RESPONSE TO INTERVENTION ANNUAL LICENSE FEE	8,126.0000	8,126.00
1.00	HEALTH RECORDS ANNUAL LICENSE FEE	8,090.0000	8,090.00
1.00	NEW STUDENT ONLINE ENROLLMENT ANNUAL LICENSE FEE	5,465.0000	5,465.00
1.00	PEIMS STUDENT RECORDS ANNUAL LICENSE FEE	4,853.0000	4,853.00
1.00	LMS/ONE ROSTER API - ANNUAL LICENSE FEE	4,034.0000	4,034.00
1.00	GRADUATION REQUIREMENTS ANNUAL LICENSE FEE	3,884.0000	3,884.00
1.00	FAMILY & STUDENT ACCESS ANNUAL LICENSE FEE	3,235.0000	3,235.00
1.00	FOOD SERVICE INTERFACE ANNUAL LICENSE FEE	1,048.0000	1,048.00

Annual License Fees: 09/01/2021 - 08/31/2022

Total Extension **153,490.00**

**REMIT TO:**

SKYWARD ACCOUNTING DEPT  
 2601 SKYWARD DRIVE  
 STEVENS POINT, WI 54482

**Invoice #** 0000210079  
**Invoice Date** 09/01/2021  
**Payor** GALVESTON ISD  
**Due Date** 09/15/2021 (GALVESTX000)

**Invoice Amount:** 153,490.00  
**Remit Amount:**

# Action Sheet

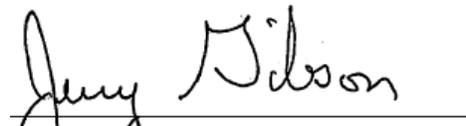
**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider submitting a TEA waiver for an alternate seventh grade reading diagnostic instrument for 2021 - 2022

State law TEC §28.006 (c-1) requires each school district to administer at the beginning of the seventh grade a reading instrument adopted by the commissioner to each student whose performance on the grade 6 STAAR reading assessment did not demonstrate reading proficiency. The commissioner's list consists of four approved instruments: Istation, Reading Analysis and Prescription System, Texas Middle School Fluency Assessment and Woodcock Johnson III Diagnostic Reading Battery.

Districts may request a waiver in order to use another instrument approved by a local district board of trustees in order to best meet student needs in the 2021-2022 school year. GISD administration recommends that we use the MAP assessment as the diagnostic instrument for seventh grade.

**RECOMMENDATION:** I move that the board approve the submission of the application for the TEA waiver to use an alternate seventh grade reading instrument for 2021-2022.



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Dr. Jerry Gibson  
Superintendent



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Dr. Annette Scott  
Assistant Superintendent  
Student Support

# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider submitting a TEA waiver for modified schedule on state assessment days for Ball High and AIM

Galveston ISD is requesting a waiver to modify the schedule of classes for students at Ball High and AIM to report to and attend school after the state assessment period has ended, therefore reducing the number of interruptions during testing periods. Students who are not being tested must still meet the maximum two through four hour requirement for funding.

**RECOMMENDATION:** I move that the board approve the submission of the application for the 2021-2022 TEA Modified Schedule State Assessment Days Waiver for Ball High and AIM.

  
\_\_\_\_\_  
Dr. Jerry Gibson  
Superintendent

  
\_\_\_\_\_  
Dr. Annette Scott  
Assistant Superintendent  
Student Support

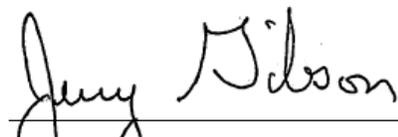
# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider approval of resolution to authorize compensation of employees for one day when Oppe was closed due to City water outage

The emergency closing of schools during an emergency or disaster for any cause shall be at the discretion of the Superintendent. In accordance with School Board Policy, DEA (Local): If the Board of Trustees of the Galveston Independent School District chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure. Nonexempt employees who are required to work during an emergency closing shall be paid at the rate of one and one-half times their regular rate of pay for all hours worked up to 40 hours per week. Overtime for time worked over 40 hours in a week shall be calculated and paid according to law. The Superintendent or designee shall approve payments and ensure that accurate time records are kept of actual hours worked during emergency closings.

**RECOMMENDATION:** **I move that the board adopt the resolution to authorize compensation of employees for one day when Oppe was closed due to City water outage.**



Dr. Jerry Gibson  
Superintendent

*Connie Morgenroth*

Connie Morgenroth  
Assistant Superintendent of Business & Operations

**RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE GALVESTON INDEPENDENT SCHOOL  
DISTRICT**

WHEREAS, the Galveston Independent School District Board of Trustees recognizes that the territory included in the City of Galveston main water line break included Oppe Elementary School, the transportation department and the high school baseball and softball fields, and left those facilities without water,

WHEREAS, pursuant to cooperative efforts with local officials, Galveston Independent School District closed Oppe Elementary School the day of September 30, 2021, until the time the main water line was fully repaired; and,

WHEREAS, Galveston Independent School District will only need to make-up the missed instructional minutes if the water outage exceeds the additional instructional minutes embedded in the 2021-22 Instructional Calendar; and,

WHEREAS, the Board of Trustees of the Galveston Independent School District seeks to retain its employees and finds that compensating employees for work days missed as a result of a water outage serves an important public purpose in that continued retention of such employees shall enable the school district to continue efficient operation educational activities,

IT IS THEREFORE RESOLVED that the Board of Trustees of the Galveston Independent School District hereby authorizes the administration to compensate the employees that were unable to come to work for one day when Oppe Elementary School was closed due to the City of Galveston main water line break at their regular hourly or daily rate of pay, according to the duty schedule they would have otherwise worked, in accordance with Policy DEA(LOCAL).

**CERTIFICATE FOR RESOLUTION**

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Galveston Independent School District during a Board Meeting on October 20, 2021, with a quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

To certify which, witness my hand and the official seal of the District this 20th, October, 2021.

\_\_\_\_\_  
Anthony Brown  
President, Board of Trustees

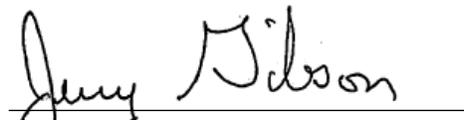
# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider the purchase of Chromebooks in an amount not to exceed **\$206,325**

The FCC Emergency Connectivity Fund (ECF) program provides tools and services needed for remote learning during Covid-19 emergency period. This relief program helps close the Homework Gap for students who currently lack necessary internet access or the devices they need to connect to the classrooms. GISD received a funding commitment letter from the FCC to purchase an additional 525 Dell Chromebooks through the ECF relief program in the amount of \$206,325. After obtaining 3 quotes, the District would like to purchase these from Sterling using contract # DIR-TSO-3763 - 83AHM as this provides the best value to the District. (Note: The Dell quote, while seemingly lower, did not include the Chromebook license fees which total \$19,950 and make it \$212,966 after adding those to the base price.)

**RECOMMENDATION:** **I move the board approve the purchase of Chromebooks from Sterling, using a DIR contract, with funds from the ECF relief program grant in an amount not to exceed \$206,325.**

  
\_\_\_\_\_  
Dr. Jerry Gibson  
Superintendent

*Connie Morgenroth*  
\_\_\_\_\_  
Connie Morgenroth  
Assistant Superintendent of Business & Operations

# ECF Funding Commitment Decision Letter

## 2021

### Contact Information:

Dirk Schroeder  
GALVESTON INDEP SCHOOL DIST  
3904 AVENUE T  
GALVESTON TX 77550  
[dschroeder@fundsforlearning.com](mailto:dschroeder@fundsforlearning.com)

**ECF FCC Form 471:** ECF202113515

**BEN:** 141339

**Obligation File:** 1

**Application Nickname:** GV21-ECF-F1-47101

## Totals

<b>Total Committed</b>	<b>\$206,325.00</b>
------------------------	---------------------

## What is in this letter?

**Thank you for submitting your Emergency Connectivity Fund (ECF) funding application.**

Attached to this letter, you will find the funding statuses for the ECF FCC Form(s) 471, Services Ordered and Certification Form, referenced above.

The Universal Service Administrative Company (USAC) is sending letters to both the associated applicant and the service provider(s) so that you can work together to complete the funding process.

## Next Steps

**Submit Requests for Reimbursement to the Emergency Connectivity Fund (ECF) Portal.<sup>1</sup>**

The Commission in the *Emergency Connectivity Fund Report and Order* provided two ways for applicants to be able to invoice for eligible equipment and services through the Emergency Connectivity Fund Program.<sup>2</sup> Applicants and service providers, who agree to invoice on behalf of the applicant(s), are allowed to submit ECF Program requests for reimbursement.

<sup>1</sup> The *Emergency Connectivity Fund Report and Order* directed USAC to make the invoicing system available 15 days after the issuance of the first wave of commitments for the Emergency Connectivity Fund Program. *Establishing the Emergency Connectivity Fund to Close the Homework Gap*, WC Docket No. 21-93, Report and Order, FCC 21-58, para. 98 (rel. May 11, 2021) (*Emergency Connectivity Fund Report and Order*) If your funding commitment was released as part of the first wave, you may need to wait 15 days prior to submitting your request for reimbursement. USAC will announce when the invoicing system is available and requests for reimbursement can be submitted.

<sup>2</sup> *Emergency Connectivity Fund Report and Order*, at para.93.



**BEN Name:** GALVESTON INDEP SCHOOL **ECF FCC Form 471:** ECF202113515

DIST

**BEN:** 141339

**Obligation File:** 1

- **If you (the applicant) are invoicing:** After receiving the ECF-supported eligible equipment and/or services, you will file the [ECF FCC Form 472](#), the Billed Entity Applicant Reimbursement (BEAR) Form to invoice for reimbursement of the ECF-supported eligible equipment and/or services. If you request reimbursement prior to paying your service provider(s), you will be required to provide verification that you paid your service provider(s) within 30 days of receipt of funds.
- **If your service provider(s) is invoicing:** The service provider(s) must provide the ECF-supported eligible equipment and/or services and then file the [ECF FCC Form 474](#), the Service Provider Invoice (SPI) form, to invoice for reimbursement for the ECF-supported eligible equipment and/or services provided.

Applicants and service providers, who agree to invoice on behalf of the applicant(s), must provide invoices detailing the items purchased, along with the requests for reimbursement. In general, any request for reimbursement submitted without the necessary information will be rejected with an explanation as to the deficiency, and the funding recipient will need to timely resubmit its invoice submission in order to receive reimbursement.

## Notice on Rules and Requirements

The applicants' receipt of funding commitments is contingent on their compliance with all federal, statutory, regulatory, and procedural requirements of the ECF Program and the FCC's rules. This also includes the certifications under penalty of perjury contained in their funding application(s). Funding recipients are subject to audits and other reviews that the Commission and other appropriate authorities may undertake periodically to ensure that committed funds are being used in accordance with such requirements and for their intended purpose. Please see paragraphs 116-134 of the Commission's *Emergency Connectivity Fund Report and Order* for more information regarding the Program's documentation, certification, and audit requirements.

As referenced in paragraph 101 of the *Emergency Connectivity Fund Report and Order*, attached to this letter is the full text of Appendix A to 2 CFR Part 170, which provides additional information about the reporting requirements for reporting executive compensation (through <https://www.sam.gov>) and subaward activity (through <http://www.fsr.gov>) under the Federal Funding Accountability and Transparency Act of 2006 as amended by the Digital Accountability and Transparency Act of 2014 (collectively the Transparency Act or FFATA/DATA Act) for award and subaward payments that equal or exceed \$30,000.

On behalf of the FCC, USAC may be required to reduce or cancel funding commitments that were not issued in accordance with these requirements, whether due to action or inaction of USAC, the applicant, or the service provider. The Commission and other appropriate authorities may pursue enforcement actions and other means of recourse to collect improperly disbursed funds.

## How to Appeal or Request a Waiver of a Decision

You can appeal or request a waiver of a decision in this letter **within 30 calendar days** of the date of this letter. Failure to meet this deadline will result in an automatic dismissal of your appeal or waiver request. **Please note that this is shorter than the deadline for appeals in the E-Rate Program.**



**BEN Name:** GALVESTON INDEP SCHOOL **ECF FCC Form 471:** ECF202113515

DIST

**BEN:** 141339

**Obligation File:** 1

**Note:** The Federal Communications Commission (FCC) will not accept appeals of ECF Program decisions that have not first been submitted and addressed in the Emergency Connectivity Fund (ECF) Portal. However, if you are seeking a waiver of ECF Program rules, you must submit your request directly to the FCC and not in the ECF Portal. Waivers of the ECF Program rules cannot be addressed within the ECF Portal.

- **To submit an appeal that is not a waiver**, visit the Appeals section in the [Emergency Connectivity Fund \(ECF\) Portal](#) and provide the required information. USAC will reply to your appeal submissions to confirm receipt. Visit the ECF Program's [website](#) for additional information on submitting an appeal, including step-by-step instructions.
- **To request a waiver of the FCC's rules**, please submit your request to the FCC in proceeding number WC Docket No. 21-93 using the [Electronic Comment Filing System](#) (ECFS). Include your contact information, a statement that your filing is a waiver request, identifying information, the FCC rule(s) for which you are seeking a waiver, a full description of the relevant facts that you believe support your waiver request and any related relief, and any supporting documentation.

For all appeals and waivers, be sure to keep a copy of your entire appeal or waiver document, including any correspondence and documentation, and provide a copy to the affected service provider(s).



**BEN Name:** GALVESTON INDEP SCHOOL **ECF FCC Form 471:** ECF202113515

DIST

**BEN:** 141339

**Obligation File:** 1

# ECF Funding Commitment Decision Overview

**2021**

## Funding Commitment Decision Overview

Funding Request Number (FRN)	Service Provider Name	Amount Requested	Amount Committed	Status
ECF2190020874	Sterling Computers Corporation	\$206,325.00	\$206,325.00	Funded



**BEN Name:** GALVESTON INDEP SCHOOL **ECF FCC Form 471:** ECF202113515

**DIST**

**BEN:** 141339

**Obligation File:** 1

<b>FRN</b> ECF2190020874	<b>Service Type</b> Equipment	<b>Status</b> Funded
-----------------------------	----------------------------------	-------------------------

<b>Dollars Committed</b>			
<b>Monthly Cost</b>		<b>One-time Cost</b>	
Months of Service	12		
Total Eligible Recurring Charges	\$0.00	Total Eligible One Time Charges	\$206,325.00
Total Charges		\$206,325.00	
<b>Committed Amount</b>		<b>\$206,325.00</b>	

<b>Dates</b>	
<b>Service Start Date</b>	7/1/2021
<b>Service End Date</b>	6/30/2022
Service Delivery Date	6/30/2022
Invoice Deadline Date	8/29/2022

<b>Service Provider Information</b>	
Service Provider	Sterling Computers Corporation
SPIN (498ID)	143048471

<b>Consultant Information</b>	
Consultant Name	
Consultant's Employer	
CRN	

<b>Funding Commitment Decision Comments</b>
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Approved as submitted.



## **Appendix A to Part 170—Award Term**

### **I. Reporting Subawards and Executive Compensation**

#### *a. Reporting of first-tier subawards.*

*Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph e. of this award term).

#### *2. Where and when to report.*

- i. The non-Federal entity or Federal agency must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
- ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

*3. What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

#### *b. Reporting total compensation of recipient executives for non-Federal entities.*

*1. Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

- i. The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000 as defined in 2 CFR § 170.320;
- ii. in the preceding fiscal year, you received—
  - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards), and
  - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards); and,
- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under sections 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

*2. Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:

- i. As part of your registration profile at <https://www.sam.gov>
- ii. By the end of the month following the month in which this award is made, and annually thereafter.

#### *c. Reporting of Total Compensation of Subrecipient Executives.*

*1. Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier non-Federal entity subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—

- i. in the subrecipient's preceding fiscal year, the subrecipient received—
  - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR § 170.320 (and subawards) and,



(B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and

ii. The public does not have access to information about the compensation of the executives through periodic reports filed under sections 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:

i. To the recipient.

ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

d. *Exemptions.*

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

i. Subawards, and

ii. The total compensation of the five most highly compensated executives of any subrecipient.

e. *Definitions.* For purposes of this award term:

1. Federal Agency means a Federal agency as defined at 5 U.S.C. § 551(1) and further clarified by 5 U.S.C. 552(f).

2. Non-Federal entity means all of the following, as defined in 2 CFR part 25:

i. A Governmental organization, which is a State, local government, or Indian tribe;

ii. A foreign public entity;

iii. A domestic or foreign nonprofit organization; and

iv. A domestic or foreign for-profit organization

3. *Executive* means officers, managing partners, or any other employees in management positions.

4. *Subaward:*

i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.

ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR § 200.331).

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

5. *Subrecipient* means a non-Federal entity or Federal agency that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

6. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR § 229.402(c)(2)).



**Quote No.** Q-00413833  
**Ref. No.** GALVESTON ISD - Dell CB (525) 4GB

**Date** 8/10/2021  
**Exp. Date** 9/6/2021

**Sterling Account Manager**

Joey Awtry  
 303 Centennial Dr  
 North Sioux City, SD 57049  
 P: (605) 242-4070  
 F: (605) 242-4000  
 joey.awtry@sterling.com

**Customer Information**

GALVESTON ISD  
 Michael Le  
 3904 Avenue T  
 GALVESTON, TX 77553-0660  
 P: (714) 209-9068  
 michaelle@gisd.org

Terms	FOB	Contract	Lead Time
Prepayment	Destination	TX DELL - DIR-TSO-3763   83AHM C000000181136	30 Days ARO

Line No.	QTY	Part Number	Description	Unit Price	Extension
1	525	210-ARJM	Dell Chromebook 3100 2-in-1 <b>Chromebook License Included.</b>	\$393.00	\$206,325.00
2	525	338-BUUE	Intel Celeron N4020 (Dual Core, up to 2.8GHz, 4M Cache, 6W)	\$0.00	\$0.00
3	525	370-ADZI	4GB 2400MHz LPDDR4 Non-ECC	\$0.00	\$0.00
4	525	400-AWCZ	32GB eMMC Hard Drive	\$0.00	\$0.00
5	525	391-BDYD	11.6 HD 1366 x 768 WVA 16:9 Touch with Corning Gorilla Glass NBT, Camera & Microphone	\$0.00	\$0.00
6	525	580-AHSS	Internal English Keyboard	\$0.00	\$0.00
7	525	570-AADK	No Mouse	\$0.00	\$0.00
8	525	555-BEVK	Intel Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	\$0.00	\$0.00
9	525	451-BCNK	Primary 3-Cell 42Whr Battery	\$0.00	\$0.00
10	525	492-BCXP	65W Type-C Adapter US 125V,1M	\$0.00	\$0.00
11	525	346-BEVJ	Palmrest without World Facing Camera	\$0.00	\$0.00
12	525	340-CKWI	Quick Start Guide	\$0.00	\$0.00
13	525	460-BBEX	No Carrying Case	\$0.00	\$0.00
14	525	340-AGIK	Safety/Environment and Regulatory Guide (English/French Multi-language)	\$0.00	\$0.00
15	525	998-DXYU	3100-2in1_R_2HFY20_011/US/BTS	\$0.00	\$0.00
16	525	389-DPUE	Label 0X21	\$0.00	\$0.00
17	525	340-CKYJ	Min Config Packaging	\$0.00	\$0.00
18	525	389-BHZJ	Celeron CPU Label	\$0.00	\$0.00
19	525	800-BBQM	Smart Selection Shipment, Chromebook (VS)	\$0.00	\$0.00
20	525	389-BKKL	POD Label	\$0.00	\$0.00
21	525	389-BCGW	No UPC Label	\$0.00	\$0.00
22	525	631-ABBH	Non Retail Order	\$0.00	\$0.00
23	525	320-BCUB	Touch LCD Cover	\$0.00	\$0.00
24	525	823-5385	1 Year Mail In Service	\$0.00	\$0.00

TOTAL \$206,325.00

**Quotation Comments**

Contract #: C000000181136

*Ask your Sterling Account Manager about our Imaging and Asset Tagging Services.*

CAGE: **06AP0** | DUNS: **938836541**  
TIN: **95-4634907** | F-23 **12/09**



**From:** [Dell \(please do not reply\)](#) on behalf of [Dell Inc.](#)  
**To:** [Le, Michael](#)  
**Subject:** Dell eQuote #:1033602811408  
**Date:** Monday, October 4, 2021 11:34:16 AM

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Saved by: esthersoto@gisd.org

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eQuote Name	Esther Soto
Saved By	esthersoto@gisd.org
Account Name	Galveston ISD
Contract Code	C000000006841

### eQuote Summary

Description	Quantity	Unit Price	Subtotal
Chromebook 11 3100 2-in-1	525	\$367.65	\$193,016.25

eQuote Subtotal	\$193,016.25
Promotional Discounts*	\$0.00
Shipping*	\$0.00
Shipping Discount*	\$0.00
Estimated Tax*	\$0.00
Environmental Disposal Fee*	\$0.00

54 **eQuote Total\*** **\$193,016.25**

\*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Note: Your order may contain one or more items which are billed on a recurring basis. See Important Notes for details on your specific offering and, for customers with auto-renewing subscriptions, how to turn off automatic renewal.

## eQuote Details

Description	Quantity	Price
s004c31002n111usr   Chromebook 11 3100 2-in-1	525	\$299,250.00
<b>Premier discount</b>		<b>\$106,233.75</b>
(Unit Price after discount: \$367.65 ea.)		<b>\$193,016.25</b>

Module	Description	Product Code	Sku	ID
Chromebook 11 2IN1 3100	Dell Chromebook 3100 2-in-1	GNLFR2Z	[210-ARJM]	1
Base Options	Intel Celeron N4020 (Dual Core, up to 2.8GHz, 4M Cache, 6W)	G92DCGI	[338-BUUJ]	149
Memory	8GB 2400MHz LPDDR4 Non-ECC	GKBJY8M	[370-ADZJ]	3
Hard Drive	32GB eMMC Hard Drive	GW5DKLZ	[400-AWCZ]	8
LCD	11.6" HD 1366 x 768 WVA 16:9 Touch with Corning® Gorilla® Glass NBT, Camera & Microphone	GZG6LAO	[391-BDYD]	760
Keyboard	Internal English Keyboard	GZYMOCX	[580-AHSS]	4
Mouse	No Mouse	G8043UZ	[570-AADK]	12
Wireless	Intel® Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	GDNTE1J	[555-BEVK]	19
Primary Battery	Primary 3-Cell 42Whr Battery	GXKQ9HO	[451-BCNK]	112
Power Supply	65W Type-C Adapter US 125V,1M	GMUXTW2	[492-BCXP] [537-BBBL]	1015
PalmRest	Palmrest with World Facing Camera	GOWQT3Z	[346-BEVK]	55
Placemat	Quick Start Guide	GLCDOI5	[340-CKWI]	60
Carrying Cases	No Carrying Case	G3WKGOY	[460-BBEX]	118
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	[340-AGIK]	21
Configuration Type	3100-2in1_R_2HFY20_014/US/BTS	FG0013	[998-DXYX]	572
Label	Label 0X22	GXA02L3	[389-DPUH]	676
Packaging	Min Config Packaging	GA1G42C	[340-CKYJ]	465
Processor Branding	Celeron CPU Label	CELLBL	[389-BHZJ]	749
Transportation from ODM to region	Smart Selection Shipment, Chromebook (VS)	GRCZH4G	[800-BBQM]	200080
Packaging Label	POD Label	POD	[389-BKKL]	292
Modem	No UPC Label	NOUPC	[389-BCGW]	14
Retail	Non Retail Order	NRTL	[631-ABBH]	224
Color Choice	Touch LCD Cover	GYP1M9E	[320-BCUB]	380
Service	1 Year Mail In Service	G4MGWIN	[823-5385] [823-5386]	29

eQuote Subtotal	\$193,016.25
Promotional Discounts*	\$0.00
Shipping*	\$0.00
Shipping Discount*	\$0.00
Estimated Tax*	\$0.00

**eQuote Total\* \$193,016.25**

\*The eQuote total, including applicable taxes and additional fees, may be viewable online.

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**Presented To:**  
 Michael Le  
 Galveston ISD  
 409-766-5175  
[michaelle@gisd.org](mailto:michaelle@gisd.org)



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**Date:**  
 8/13/21

**Account Manager**  
 Terrie Idel  
 (800)511-6793  
[tidel@cmsc.com](mailto:tidel@cmsc.com)

Manufacturers Part #	Description	Qty	Unit Price	Total Cost	Lead Time	Condition
	Dell 3100 11" Intel Celeron N4020 - 4GB RAM - 32GB eMMC - Chrome OS	525	\$400.00	\$210,000.00	5-7 Days	New
CROSSWDISEDUNEW	Google Chrome OS Management Console - License - Academic	525	\$34.00	\$17,850.00		
	TIPS Contract Number is 200105					
	Dell Limited Hardware Warranty Initial Year; ProSupport Plus: Next Business Day Onsite, 1 Year; ProSupport Plus: Accidental Damage Service, 3 Years; ProSupport Plus: Next Business Day Onsite, 2 Years Extended; ProSupport Plus: 7x24 Technical Support, 3 Years					

\*\* Shipping not included, unless otherwise noted

**Total Cost \$227,850.00**

NEW = "New in Box", has never been in production, in original packaging  
 NOB = "New Opened Box", has never been in production, original box, packaging seal has been broken.  
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# Action Sheet

**MEETING DATE:**

**October 20, 2021**

**AGENDA ITEM:**

**Discuss and consider approval to contract with Artist Boat to provide construction of outdoor classroom along with professional services at APEX3-Magnet Campuses for an amount not to exceed \$100,590.**

On December 16, 2020, the Board of Trustees approved construction of Crenshaw Outdoor Classroom. On March 23, 2021 bid opening was held in the board room; however, no bids were received. The District then solicited quotes from Artist Boat (see attached).

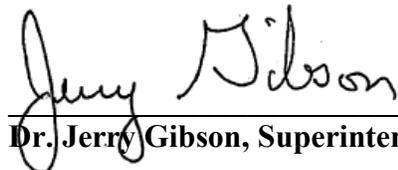
Artist Boat will provide Construction of Outdoor Classroom along with Professional Development that aligns with Magnet -Crenshaw outdoor classroom, Field Experience and Stewardship Management Plan. Artist Boat will also provide Magnet-Oppe with outdoor garden that aligns with the APEX3 -Magnet Theme.

Crenshaw Outdoor Classroom	\$57,000
Crenshaw PD	\$18,590
Oppe Outdoor Garden	<u>\$25,000</u>
	\$100,590

Funding for these projects is 100% funded out of APEX 3-Magnet Grant.

**RECOMMENDATION:**

**I move that the Board of Trustees approve contract with Artist Boat in an amount not to exceed \$100,590 funded out of APEX 3 Grant Funds.**

  
\_\_\_\_\_  
Dr. Jerry Gibson, Superintendent

  
\_\_\_\_\_  
Annette Scott  
Assistant Superintendent for Student Support



Inspiration and education through unique coastal experiences

**Oppe Elementary Coastal Studies Program**

**SCOPE OF SERVICES**

**Coastal Studies Ecosystem and Learning Laboratory**

**Goal:** Master Plan an outdoor Coastal Studies ecosystem and learning laboratory to serve Kindergarten through 4<sup>th</sup> grade learners in an estimated ½ acre area of the campus and deliver a phase one demonstration native plant area of coastal prairies and wetland plant communities that culminates in a feature modeling flood retention and water filtration that improves storm water runoff water quality and mitigates flooding. This will engage teachers, students, and neighbors in the designing and building of the project.

**Title:** Coastal Studies Ecosystem and Learning Laboratory

**Strategic Goal Alignment:** *Coastal Studies Ecosystem and Learning Laboratory* Meets EPA Strategic Goal 1 and its objective 1.2 by addressing providing American's with clean water and ensuring waters are clean through improved water infrastructure through partnerships. This will provide students and teachers with the opportunity to design and build a project filtering and retaining storm water run-off water through WaterSmart landscape features on the Oppe campus and to build awareness of the causes and consequences of poor water quality in Galveston Bay and the Gulf of Mexico. This program will develop critical thinking skills necessary to mitigate pollution from storm water runoff going into the bay and the gulf, and create actions to increase water conservation and reduce storm run-off from school campuses.

**Project Description - *Coastal Studies Ecosystem and Learning Laboratory!*** Proposed project will reduce non-point source pollution and improve water quality to the Bay and the Gulf with the student and teacher community of the Oppe Elementary Coastal Studies Campus, and the Galveston Community. This project will work the magnet school campus to model and demonstrate the EPA's environmental education continuum through 1) raising awareness and knowledge through a field based workshops and adventures by foot to the Coastal Heritage Preserve that engage critical thinking skills about water quality and sources of pollution during Habitat Restoration Adventures (funded by Moody Permanent Endowment Fund), 2) providing opportunities for critical thinking and problem solving through decision making as the students and teachers participate in feedback sessions for presentations of a WaterSmart landscape feature design for their campus, and 3) engaging students in actions and stewardship as they build the WaterSmart landscape feature titled *Coastal Studies Ecosystem and Learning Laboratory!*

**Components:**

Teacher Introduction and Content - six hour professional development We will begin the workshop with a primer on the causes and consequences of poor water quality in the Gulf of Mexico Watershed & Galveston Bay Watershed. Watershed models will demonstrate how watersheds are connected to bays and oceans through hydrologic events such as storm water, extreme weather, and natural water cycles. Models will also introduce the sources of non-point source and point sources pollution and some basic ways to prevent non-point source pollution. We will use hands-on, interactive lessons to discuss regional and long-term precipitation trends for Texas and the Gulf. We will discuss what changes and predictions mean for the water quality and quantity of the Bay and Gulf. We will then introduce a ‘tool-kit’ of WaterSmart landscapes that schools can choose from to increase water conservation and reduce storm water-run off. The ‘tool-kit’ may include building prairie/meadows, a rain catchment and retention system for watering, a native plant garden, a rain garden, or a wetland pond.

Stakeholder Meetings: Artist Boat will meet three times with teachers, principals, and parents to present sets of design options for features, scales of features, and environmental outcomes; prioritize the preferences and develop a three phased plan for the area with a budget; and determine what components can be implemented.

Master Plan: Artist Boat will develop a final written and drawn master plan of the site with a timeline, task list, and specific budget amounts per feature (e.g. rain garden/stream, wetland pond, trails, prairies or meadows, rain catchment, solar power, irrigation or watering solutions, shade and gathering areas, built lab or outdoor classroom, art features, nesting or “housing” for animals such as birds, etc.).

- This will include review and approval by the GISD Facilities Director
- This will include review and inclusion of anything like gas lines or other obstacles that must be avoided
- This will include a Phase 1 budget that will focus on ecosystem features and functions first
- This will include Phase 2 and /or 3 to achieve a full vision for the campus a place-based experiential learning area that is unique to the campus and our island community, it may include built structures such as an outdoor classroom or gather area or stage depending on design outcomes

Preparation, Logistics and Procurement: Artist Boat will plan the design, implementation, workdays, and delivery of the phase one project and obtain / stage all supplies (Mulch and soil, plants, irrigation materials, excavation if required, rocks, pumps, etc. dependent on Phase 1 final implementation plan)

Workdays: Artist Boat will oversee workdays during the school days and/or weekends to complete the project (5-10estimated group work events).

Proposed Budget:

Description	Qty	Per Cost	Total
-------------	-----	----------	-------

Design and Teacher PD (total six hours) and prep/design	25	55	\$ 1,375.00
Stake Holder Meetings (3 at 2 hours) and prep/design	40	55	\$ 2,200.00
Workdays and Logistics (4hours with volunteers and include prep and planning and arrange for all deliveries and site visits	80	55	\$ 4,400.00
Master Plan Final	40	60	\$ 2,400.00
Sub total			\$ 10,375
Supplies and Materials (including any printing or supplies for meetings or PD)	TBD by plan		\$ 14,625
TOTAL			\$ 25,000



Crenshaw Environmental Magnet School

Proposal

Year 3

**Goal: Protect, Conserve, Act, and Educate**

**Components: Sub-Goals Summary**

- ***Teacher Training / Mentorship / Modeling*** - Provide in person training to reinforce Bolivar Habitat Preserve Field Guide and Curriculum Guide for Educators and Wildlife/Ecosystem Charts to foster long-term utilization of these written resources and the physical ecosystems accessible from campus. Delivered over two days in three groups divided by “learning level”. Provide in person training for entire staff on one day at the Coastal Heritage Preserve for 8 hours via kayak and workshop activities.
- ***Field Experiences -***  
Provide Eco-Art Birding Adventure to 9 grade levels, provide Eco-Art Workshop and Adventure & Blue Carbon Workshop and Adventure to 7<sup>th</sup> grade students.
- ***Stewardship Plan for Environmental Magnet Program & Ecosystems -***  
Provide and Facilitate a stewardship management plan for the ecosystems that comprise the conserved lands of the Crenshaw campus that will open up the 22+ acres for learning by students, teachers, and community to restore, conserve, and protect these systems for perpetual learning by students and for perpetual use by wildlife. The plan will include an annual timeline, task lists, recommended methods, volunteer and community engagement tactics, and establish a working committee to obtain longer term goals for installation of education access that is able to deepen student learning (boardwalks, pond decking, overlooks, etc.).
- ***Stewardship Plan for Environmental Magnet Program & Ecosystems -*** Provide and Facilitate a stewardship management plan for the ecosystems that comprise the conserved lands of the Crenshaw campus that will open up the 22+ acres for learning by students, teachers, and community to restore, conserve, and protect these systems for perpetual learning by students and for perpetual use by wildlife. The plan will include an annual timeline, task lists, recommended methods, volunteer and community engagement tactics, and establish a working committee to obtain longer term goals for installation of education access that is able to deepen student learning (boardwalks, pond decking, overlooks, etc.).
  1. Provide initial kick off and training meeting to teachers, principal, and area community members/ stakeholders regarding the goals and need for a Habitat Management and Education Access Plan. To include the ecosystems current status and needs, the possible uses of specific
  2. components of the ecosystems for learning, and methods uses for restoration and protection.
  3. Provide and facilitate meetings with teachers, principal, area biologists, and community member to develop a Habitat Management and Education



Access Plan for the Crenshaw Environmental Magnet School of the 22+ acres that is available for the outdoor field lab.

4. Write a plan to include seasonal and annual goals for restoration, invasive species removal, and other interventions; 1 to 5 year goals to improve and enhance access (examples include - mowing and installing trails, installing or repairing boardwalks and docks, and installing interpretive signage or learning stations, and regular maintenance to maintain access); a timeline gnat chart; budget estimation; and volunteer resources/goals/assignments.
5. Provide all communication and planning to committee members each month, track assignments and /or writing goals, and provide agendas and minutes monthly.
6. Complete and publish the plan with committee leadership established in the Crenshaw school and community to assure stewardship over the outdoor learning lab of 22+ acres of the dune/swale complex unique to the Bolivar Peninsula.

DRAFT PROPOSAL FOR MEETING



<b>Teacher Training / Mentorship / Modeling</b>			
<i>Inspiration and education through unique coastal experiences</i>			
Description	Qty	cost per	subtotal
Professional Development for Crenshaw Elementary School Teachers - Curriculum Training over five ecosystems, four seasons, and five distinct lessons per level - 2 days with 14 teachers divided into three groups with 3 Eco-Art Educational Staff Members	6	\$ 650.00	\$ 3,900.00
Professional Development for Crenshaw Environmental Magnet School at Coastal Heritage Preserve (8 hours to include workshop and adventure)	1	\$ 1,250.00	\$ 1,250.00
<b>Sub Total</b>			<b>\$ 5,150.00</b>
<b>Field Experiences and Modeling with Students</b>			
Description	Qty	cost per	subtotal
Bird In Class Workshop 2 hours and Field Adventure 4 hours - includes all supplies	9	\$ 450.00	\$ 4,050.00
Eco-Art Workshop and Kayak Adventure for 7th grade	1	\$ 1,250.00	\$ 1,250.00
Blue Carbon Workshop and Blue Carbon Adventure for 7th grade	1	\$ 1,250.00	\$ 1,250.00
<b>Sub Total</b>			<b>\$ 6,550.00</b>
<b>Stewardship Plan for Environmental Magnet Program - Ecosystems</b>			
Description	Qty	cost per	subtotal
facilitate monthly meetings - 12 times 3 hours = 36	36	\$ 65.00	\$ 2,340.00
draft and write the plan	100	\$ 37.50	\$ 3,750.00
final meeting and presentation of the plan with	10	\$ 50.00	\$ 500.00



Phone: 409-632-0388  
 Location: 13330 Settegast Road | Galveston, Texas 77554  
 artistboat.org | info@artistboat.org

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committed resources and leadership identified			
Printing (dependent on needs)	20	\$ 15.00	\$ 300.00
<b>Sub Total</b>			<b>\$ 6,890.00</b>

**TOTAL**

**\$ 11,700.00 (original amount)**

Recalculated amount: \$18,590

**DRAFT PROPOSAL FOR MEETING**



**Crenshaw Environmental Magnet Program**

**Outdoor Classroom for field based education and exploration of the five ecosystems of the Bolivar Peninsula on its own 20+ acre dune/swale complex of freshwater & saltwater wetlands, coastal prairies, relic dunes, and oak motts**

**PROJECT DESCRIPTION:**

Artist Boat will Coordinate and Manage the design, fabrication, and installation of an outdoor classroom sited in the Crenshaw Environmental Magnet Program 20 acre habitat on their campus. This project will be conducted in partnership with the school, Artist Boat, and the University of Texas at Austin School of Architecture's Gulf Coast DesignLab (GCDL). This will further the goals of the environmental magnet program (curriculum for the ecosystems hosted on campus, professional development training and mentoring for your teachers, and on-site and field experiences for your students. A next step is to provide a much-needed outdoor classroom on the school's campus that will provide a bridge from the natural wilds to the human / student needs for sheltering and gathering while still being in the "wilds" of the campus preserved area.

The Gulf Coast DesignLab and Artist Boat have now over a six year history of developing and implementing facilities that meet the needs of students in conserved areas where curriculum is provided by professional educators. This is more than a gathering area as one might find in a park. As this area must meet the needs of professional educators who have equipment, supplies, and hands-on experiences designed to occur with interactions in the coastal environment.

This will move the Crenshaw Environmental Magnet program beyond traditional classroom and take students out into the landscape, actively immersing them in hands-on learning, to appreciate and respect our environment as it teaches them good stewardship habits. Artist Boat's program enthusiastically supports this through the past two years of work provisioning curriculum, public art, professional development, and field experiences. The Gulf Coast Design Lab's commitment to it comes in the form of in-kind design / build services through donated college student's time, that provides design services and labor associated with building that design.

This results of this collaboration will result in thoughtfully-designed outdoor environmental education classroom that can be used for decades. Artist Boat will coordinate the activities (reviews, permits and permission, acquisition of supplies, communications and meetings between parties) and communications locally to assure that the site is prepared and other requirements are met to assure timely installation of the classroom.

Very importantly while, the Crenshaw School gains a new outdoor learning classroom, the architecture students benefit as well. Not only as a laboratory to test their design ideas, the UTSOA students learn how to listen and communicate with those involved in the work, in a real world setting. By learning through doing this way, our future generation of designers become a more effective catalyst for change. This is a model program for cross-curricula goals for learners K- University Level students.

After meeting with Crenshaw's staff, principal and Artist Boat on April 30<sup>th</sup> and with the facilities department this summer to discuss the new outdoor classroom, we propose the following schedule for the fall of 2021.

- September 10<sup>st</sup>: The GCDL begins their design investigation by working closely with Crenshaw leadership and teachers, Artist Boat coordinator, and select students to fully understand their needs in the new outdoor classroom. UTSOA GCDL will review the curriculum developed by Artist Boat for the Crenshaw ecosystems.
- September 15<sup>th</sup>: Gas lines and other obstacles for installation identified.
- September 21<sup>st</sup>: GCDL students present their initial design ideas, working closely with Crenshaw and Artist Boat to further develop goals and design direction and alignment to the existing curriculum (which will be provided to UTSOA) .
- October 1<sup>st</sup>: GCDL students present their final design and receive input from Crenshaw and Artist Boat for finetuned changes.
- October 5<sup>th</sup>: Students make final design changes and begin Construction Document Drawings and construction material pricing.
- October 15<sup>th</sup>: Working within Crenshaw's budget the GCDL outlines materials for final approval and acquisition by Artist Boat.
- October 20<sup>th</sup>: The GCDL completes Construction Documents and submits material costs to Artist Boat and Crenshaw for final approval. Obtain engineering stamp and permits
- October 21<sup>st</sup>: The GCDL and Artist Boat begins purchasing construction materials and on-campus fabrication process of certain building components.
- November 5<sup>th</sup>: On site installation begins over 4 - four day (Friday-Monday) periods.
- December 15<sup>th</sup>: Crenshaw classroom complete and ready for spring 2022 semester's use.
- January 30<sup>th</sup>: Final design for signage submitted
- February 28<sup>th</sup>: Signage installed on site

This is meant as an initial anticipated schedule and will be refined as we work with Crenshaw's staff, faculty and Artist Boat in the coming months. The scope of work for the new classroom will be based on a materials budget agreed upon in advance of any work by August 30, 2021. All design work is overseen by a licensed structural engineer and architect so that the design meets building codes and coastal wind load requirements.

We look forward to this opportunity of working together on what will become a low maintenance, long-lasting and well-designed addition to the Crenshaw School campus. I and the School of Architecture appreciate this opportunity to outline our initial scheduling proposal in anticipation of working together in the fall.

This project will be implemented and managed by Matthew Abernathy, Operations Director of Artist Boat with certifications in park management, park interpretation, and natural resource management.

Procurement and invoicing will be over seen by Jane Marie Phillips, Bookkeeper with over 20+ years of financial management.

### **PROJECT SCOPE OF WORK**

- Provide facilitation and installation of outdoor classroom in partnership with the University of Texas School of Architecture.
- Designing and building an Outdoor Classroom with the University of Texas School of Architecture Gulf Coast Design Lab that can host:
  - a full classroom,
  - provide shade,
  - proper access to field exploration,
  - tables and seating for outdoor lessons, and
  - is designed and built with Crenshaw Elementary and Middle School teacher and administration stakeholder meetings with the University of Texas School of Architecture students.
- Procure site map of all gas lines or other obstacles to installation.
- Coordinate all stakeholder meetings with school, UTSOA, and Facilities Department (4-6 total with two already completed).
- This feature will serve as a gathering place for teaching and bridge from the human made to the “Natural made” environments and signage will be developed for this purpose (2 interpretive signs, and 4 for rules/behaviors).
- Attend all reviews (2 -4) with students and assure compliance with good natural resource management and mitigate for habitat disturbance if possible.
- Assure all permitting and permissions are obtained from the district, county, and facilities department.
- Purchase and obtain all supplies and materials for construction in Austin and final construction in Bolivar.
- Make any site visits as needed prior to construction and during permitting process that are needed.
- Four weekly site visits when students engaged in final installation.
- Attend review of designs in Austin.
- Assure schedule is met by UTSOA and construction is completed.
- Invoice monthly for components of project and supplies.

See Budget on Next Page:

<b>Outdoor Classroom</b>						
Description	Qty	cost per	subtotal	UTSOA	District	In Kind Crenshaw
University of Austin School of Architecture In-Kind Cost of Design Services Gulf Coast Studio	1	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ -	\$ -
University of Austin School of Architecture In-Kind Cost for Project Labor Gulf Coast Design Lab	1	\$ 17,200.00	\$ 17,200.00	\$ 17,200.00	\$ -	\$ -
Supplies and Materials	1	\$ 35,000.00	\$ 35,000.00	\$ -	\$ 35,000.00	
Engineering Stamp	1	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	
Permitting Fees	1	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	
Crenshaw to provide for lodging of 2 instructors and 12 students	1	\$ 2,500.00	\$ 2,500.00	\$ -		\$ 2,500.00
Travel and Lodging for Professor	1	\$ 1,200.00	\$ 1,200.00	\$ -	\$ 1,200.00	
Shipping of Constructed Parts	1	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00	
Artist Boat Director of Operations - Coordination - coordinating partnership, meetings (4-6 and some conducted already), Site visits (6+ with one completed), reviews and stakeholder meetings (3-4 on site and one in Austin), , permitting, logistics, attend all meetings, locate gas lines, assure permissions	1	\$ 7,000.00	\$ 7,000.00	\$ -	\$ 7,000.00	
Financial Administration and Procurement (obtain and pay for all supplies and materials, invoice monthly GISD, and assure project completed)	1	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	
Site visits and Travel Mileage to Bolivar	1	\$ 300.00	\$ 300.00	\$ -	\$ 300.00	
Lodging, Mileage, and Per Diem to mid-year review	1	\$ 450.00	\$ 450.00		\$ 450.00	
Interpretive Signage about Site/Ecosystem, Birds, and Fauna - Production and Installation	2	\$ 1,000.00	\$ 2,000.00		\$ 2,000.00	
Design	2	\$ 500.00	\$ 1,000.00		\$ 1,000.00	
Rules Signage Production and Installation	4	\$ 200.00	\$ 800.00		\$ 800.00	
Design	1	\$ 250.00	\$ 250.00		\$ 250.00	
<b>Total</b>			<b>\$ 67,900.00</b>	\$ 21,700.00	\$ 57,000.00	\$ 2,500.00

# Action Sheet

**MEETING DATE:** October 20, 2021

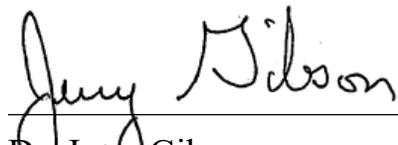
**AGENDA ITEM:** Discuss and consider approval of deductive change orders for Bond 2018 projects

The following Bond 2018 projects are complete and have deductive changes orders which reduce the current contracted amounts as follows:

<b>Vendor</b>	<b>CFI Mechanical</b>	<b>J.R. Jones Roofing</b>	<b>CS Advantage</b>
<b>Project</b>	<b>District-Wide MEP Renovations</b>	<b>Multi-Campus Envelope Repairs</b>	<b>Multi-Campus Roof &amp; Envelope Repairs</b>
Current Contract Amount	\$392,915	\$304,259	\$956,650
<b>Deductive Change Order</b>	<b>(\$20,000)</b>	<b>(\$11,847.97)</b>	<b>(\$43,144)</b>
Final Contract Amount	\$372,915	\$292,411.03	\$913,506

The total of the deductive changes orders is \$74,991.97. The change orders are attached for your review.

**RECOMMENDATION:** I move the board approve the Bond 2018 deductive change orders to CFI Mechanical, JR Jones Roofing and CS Advantage, as presented.

  
 \_\_\_\_\_  
 Dr. Jerry Gibson  
 Superintendent

*Connie Morgenroth*  
 \_\_\_\_\_  
 Connie Morgenroth  
 Assistant Superintendent of Business & Operations

## Change Order

**PROJECT: (Name and address)**

Galveston Independent School District  
 Roof & Envelope Repairs at Elementary,  
 Middle & High Schools (PKG 2)  
 GISD RFCSP #2019-13/PBK No.18265  
 AIM College & Career Preparatory  
 5200 Avenue N 1/2  
 Galveston, Texas 77551

Moody Early Childhood Center  
 1110 21st Street  
 Galveston, Texas 77550

Ball High School - Gym  
 4115 Avenue O  
 Galveston, Texas 77550

Central Media Arts Academy – Gym  
 3014 Sealy Avenue  
 Galveston, Texas 77550

Austin Middle School  
 1514 Avenue N  
 Galveston, Texas 77550

Courville Stadium  
 1307 27th Street  
 Galveston, Texas 77550

Crenshaw Elementary & Middle School  
 416 State Hwy 87  
 Crystal Beach, Texas 77650

**OWNER: (Name and address)**

Galveston Independent School District  
 3904 Avenue T  
 Galveston, Texas 77550

**CONTRACT INFORMATION:**

Contract For: General Construction

Date: November 14, 2018

**CHANGE ORDER INFORMATION:**

Change Order Number: 002

Date: October 6, 2021

**ARCHITECT: (Name and address)**

PBK Architects, Inc.  
 dba BEAM Professionals  
 11 Greenway Plaza, 22nd Floor  
 Houston, Texas 77046

**CONTRACTOR: (Name and address)**

CS Advantage, USAA Inc.  
 P.O. Box 12407  
 College Station, Texas 77842

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Deductive Change Order to return unused Owner Contingency Allowance.

The original Contract Sum was	\$ 959,000.00
The net change by previously authorized Change Orders	\$ 2,350.00
The Contract Sum prior to this Change Order was	\$ 956,650.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 43,144.00
The new Contract Sum including this Change Order will be	\$ 913,506.00

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be unchanged

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

PBK Architects, Inc.  
dba BEAM Professionals

ARCHITECT (Firm name)

SIGNATURE

Jason Benoit, Project Manager  
BEAM Professionals

PRINTED NAME AND TITLE

October 6, 2021

DATE

CS Advantage, USAA Inc.

CONTRACTOR (Firm name)

SIGNATURE

OSCAR COLYON PRESIDENT

PRINTED NAME AND TITLE

DATE

10/06/21

Galveston Independent School District

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE



# AIA<sup>®</sup> Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Galveston ISD-18267R-Multi Campus Envelope Repairs (Phase 4) Project #18267 Annex, Parker Elementary School, Collegiate Academy at Weis	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: October 21, 2020	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001  Date: September 28, 2021
<b>OWNER:</b> <i>(Name and address)</i> Galveston Independent School District 3904 Avenue T Galveston, Texas 77550	<b>ARCHITECT:</b> <i>(Name and address)</i> PBK Architects, Inc. 11 Greenway Plaza, 22nd Floor Houston, Texas 77046	<b>CONTRACTOR:</b> <i>(Name and address)</i> J.R. Jones Roofing 5511 Mitchelldale St. Houston, Texas 77092

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Deductive Change Order to return unused Owner's Contingency Allowance.

The original Contract Sum was	\$ 304,259.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 304,259.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 11,847.97
The new Contract Sum including this Change Order will be	\$ 292,411.03

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be unchanged

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

PBK Architects, Inc.  
ARCHITECT *(Firm name)*

SIGNATURE  
Jason Benoit  
Sr. Project Manager  
PRINTED NAME AND TITLE

09/28/2021  
DATE

J.R. Jones Roofing  
CONTRACTOR *(Firm name)*

SIGNATURE  
Earl Thomas, VP  
PRINTED NAME AND TITLE

10/12/21  
DATE

Galveston Independent School District  
OWNER *(Firm name)*

SIGNATURE  
PRINTED NAME AND TITLE

DATE



# AIA® Document G701™ – 2017

## Change Order

**PROJECT:** (Name and address)  
District-Wide MEP Renovations  
CFI Mechanical Package  
LEAF Project No. 18232.10

**CONTRACT INFORMATION:**  
Contract For: Construction  
Date: August 13, 2020

**CHANGE ORDER INFORMATION:**  
Change Order Number: 01  
Date: October 4, 2021

**OWNER:** (Name and address)  
Galveston Independent School District  
3904 Avenue T  
Galveston, Texas 77550

**ARCHITECT:** (Name and address)  
LEAF Engineers  
11 Greenway Plaza, 22<sup>nd</sup> Floor  
Houston, Texas 77046

**CONTRACTOR:** (Name and address)  
CFI Mechanical  
6109 Brittmore  
Houston, Texas 77041

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Credit unused Owner's Contingency in the amount of \$20,000.00 back to Original Contract Sum

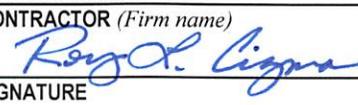
The original Contract Sum was	\$ 392,915.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 392,915.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 20,000.00
The new Contract Sum including this Change Order will be	\$ 372,915.00

The Contract Time will be increased by Zero (0) days.  
The new date of Substantial Completion will be N/A

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

LEAF Engineers  
 ARCHITECT (Firm name)  
  
 SIGNATURE  
 David Templeman, Project Manager  
 PRINTED NAME AND TITLE  
 October 4, 2021  
 DATE

CFI Mechanical  
 CONTRACTOR (Firm name)  
  
 SIGNATURE  
 Roy L. Cizmar / Service Director  
 PRINTED NAME AND TITLE  
 10/05/2021 Job# D014565  
 DATE

Galveston Independent School District  
 OWNER (Firm name)  
 \_\_\_\_\_  
 SIGNATURE  
 \_\_\_\_\_  
 PRINTED NAME AND TITLE  
 \_\_\_\_\_  
 DATE

# Action Sheet

**MEETING DATE:**

**October 20, 2021**

**AGENDA ITEM:**

**Discuss and consider approval of Central Middle School's participation in the Community Youth Development (CYD) Program.**

The Community Youth Development (CYD) Program is sponsored by The Children's Center. Central Middle School is the recipient of the services supported by the grant. The activities and services for 2021-2022 include the implementation of an Engineering Club, the implementation of a Summer Bridge Program for June 2022 and a Youth Advisory Committee. Central will receive \$59,162.56 for its participation in the program. The Children's Center is the fiscal agent of the grant.

**RECOMMENDATION:**

**I move that the Board of Trustees approve Central Middle School's participation in the Community Youth Development Program.**

  
\_\_\_\_\_  
**Dr. Jerry Gibson, Superintendent**

  
\_\_\_\_\_  
**Annette Scott  
Assistant Superintendent for Student Support**

# Action Sheet

**MEETING DATE:** October 19, 2021

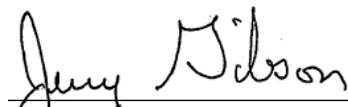
**AGENDA ITEM:** Discuss and consider approval of the Appointment of Legal Counsel for RFQ #2021-22-004 for Legal Services

Last month, the District issued Request for Qualifications (RFQ) #2021-22-004 for the appointment of legal counsel for basic legal services. The attorneys' services shall include, but are not limited to:

- Serve as the Legal advisor to Galveston ISD, as well as its Board of Trustees;
- Represent Galveston ISD in litigation and legal proceedings as directed by the Superintendent and/or the Board of Trustees;
- Review and provide opinions on contracts, legal instruments, ordinances, and any other GISD business, as requested by the District.

Three responses were received as follows: Karczewski, Bradshaw, Spalding; Thompson & Horton, LLP; and O'Hanlon, Demerath, & Castillo. The committee evaluated each proposal based on the criteria published in the RFQ. The District recommends Thompson and Horton be awarded a one-year contract which may be renewed for four (4) additional one-year terms.

**RECOMMENDATION:** **I move that the board approve Thompson and Horton as legal counsel for RFQ #2021-22-004 for legal services, as presented.**



Dr. Jerry Gibson  
Superintendent



Connie Morgenroth  
Assistant Superintendent of Business & Operations



To: Connie Morgenroth, Asst. Superintendent Business & Operations

From: Gwynetheia Shabazz Pope, Purchasing Coordinator

CC: Dr. Jerry Gibson, Superintendent

Date: 10/13/2021

Re: Request for Qualifications 2021-22-004 Appointment of Legal Counsel  
Award Recommendation

---

Enclosed for your review and approval is the award recommendation for CSRFQ 2021-22-004 Appointment of Legal Counsel Award Recommendation

### **HISTORY**

The objective of the CSRFQ was to obtain the qualifications from qualified firms with experience in handling the legal needs of Galveston ISD. The District received three (3) responses to the solicitation which was opened October 12, 2021 at 10am. Those respondents were as follows.

1. Karczewski, Bradshaw, Spalding
2. Thompson & Horton, LLP
3. O'Hanlon, Demerath, & Castillo

### **AWARD RECOMMENDATION**

The Purchasing Department recommends awarding the contract to Thompson & Horton, LLP, as their qualifications and proposal best meets the needs of the District.

# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and consider approval of multi-year contract with Cenergistic for RFP #2021-22-001 for Behavior-Based Energy Conservation Services

Last month, the District issued Request for Proposals (RFP) #2021-22-001 for formalized organizational behavior-based energy conservation services. The District requested an integrated approach to implementing a program that addresses both behavioral changes of occupants and energy users, as well as optimization of existing equipment and control systems. Other aspects of the RFP included:

- An on-site energy manager (part-time) to manage the program and perform energy management audits
- A program that can measure and verify energy management avoidance using an independent energy management software
- Ability to make assessments of current energy consumption, building occupancy patterns, equipment run times and settings, and staff routines and practices to provide initial and ongoing recommendations that will produce a sustainable reduction in energy consumption
- An emphasis on changing energy attitudes, procedures, habits and routine. Installation of new automated control systems or replacement of mechanical equipment or lighting was not requested.

One response from Cenergistic, LLC, was received and reviewed. The committee evaluated the proposal based on the criteria published in the RFQ and recommends Cenergistic be awarded a five-year contract which may be renewed for two (2) additional one-year terms. With 35 years of proven experience, Cenergistic has saved 1500 clients \$6B in electricity, water and natural gas costs, with an average savings of 26% annually. Their proposal (attached) included net savings of \$998,700 to the District over a five-year period. Out of the estimated savings each

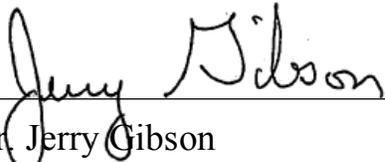
year, the District will employ a part-time energy specialist, purchase energy accounting software and make monthly payments to Cenergistic. In addition, they provide a guarantee that if GISD’s total investment in the program exceeds the amount saved, they will write GISD a check for the difference. Cenergistic’s payments are capped (not percentage based) and escalate each year of the contract term; their total fee is \$732,000 to be generated from projected savings as follows:

	Contract Period					TOTAL	Sustainability Period	
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5		YEAR 6	YEAR 7
<b>Gross Savings</b>	\$285,000	\$365,000	\$402,000	\$434,000	\$460,000	\$1,946,000	\$464,600	\$469,246
Energy Specialist (Part-time) Stipend <sup>1</sup>	\$32,500	\$33,300	\$34,100	\$35,000	\$35,900	\$170,800	\$36,798	\$37,717
Energy Accounting Software <sup>2</sup>	\$8,900	\$8,900	\$8,900	\$8,900	\$8,900	\$44,500	\$8,900	\$8,900
Cenergistic Energy Management Program <sup>3</sup>	\$101,100	\$136,800	\$151,900	\$166,500	\$175,700	\$732,000	TBD	TBD
Total Projected Investment <sup>4</sup>	\$142,500	\$179,000	\$194,900	\$210,400	\$220,500	\$947,300	TBD	TBD
<b>Net Savings to Client <sup>4</sup></b>	<b>\$142,500</b>	<b>\$186,000</b>	<b>\$207,100</b>	<b>\$223,600</b>	<b>\$239,500</b>	<b>\$998,700</b>	<b>TBD</b>	<b>TBD</b>

1. Client employs and pays Energy Specialist. Recommended Energy Specialist stipend for one part-time position, annualized, including night, weekend and holiday work. Final stipend figure will affect net savings.
2. Energy Accounting Software is licensed by your organization directly from EnergyCAP, Inc. Terms and conditions to be negotiated directly with EnergyCAP, Inc.
3. Cenergistic's fee is discounted in the early years to generate maximum net savings. The fee will adjust annually as savings grow. Year 1 discounted base fee of \$8425 will be billed monthly.
4. Total investment guaranteed to be funded from savings, including Energy Specialist stipend and cost of third party software. Net savings to client assumes gross savings projections are realized; actual net savings will vary based on the level of gross savings achieved.

**RECOMMENDATION:**

**I move that the board award RFP #2021-22-001 to Cenergistic for behavior-based energy conservation services, as presented.**

  
 \_\_\_\_\_  
 Dr. Jerry Gibson  
 Superintendent

*Connie Morgenroth*  
 \_\_\_\_\_  
 Connie Morgenroth  
 Assistant Superintendent of Business &  
 Operations

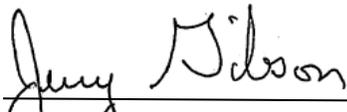
# Action Sheet

**MEETING DATE:** October 20, 2021

**AGENDA ITEM:** Discuss and Consider approval of updated Transportation Management of District Vehicles Guideline Regulation.

Passing these improved regulations will allow Transportation to run more effectively and assist in a more efficient way to investigate accidents. It will also improve on communication in reporting all incidents and streamline all transportation issues through the transportation department.

**RECOMMENDATION:** I move that the board approve the updated Transportation Management of District Vehicles Guideline Regulation.

  
\_\_\_\_\_  
Jerry Gibson  
Superintendent

**Introduction** These regulations are intended to ensure the safety of District students, the public, and drivers of District vehicles. Vehicle accidents (CRASHES) are costly to the District, but more importantly, they may result in injury. It is the driver's responsibility to operate the vehicle in a safe manner and to drive defensively to prevent injuries and property damage. As such, the District endorses all applicable state motor vehicle regulations relating to driver responsibility. The District requires each operator of a District vehicle to drive in a safe and courteous manner in accordance with the guidelines and safety rules outlined in these regulations. The driver's attitude behind the wheel is the single most important factor in driving safety.

**Definitions** The following definitions will apply to this regulation:

- "District vehicle" – A vehicle that is owned, leased, or rented by the District or any employee conducting District business.
- "Yellow fleet" – All vehicles within the District transportation department (i.e., school buses). All yellow fleet vehicles fall under the authority of the director of transportation.
- "White fleet" – All other District vehicles excluding those in the transportation department. All white fleet vehicles fall under the authority of the director of transportation.
- "Responsible manager or department" – The supervisor or manager of a defined work area who has the authority to initiate corrective action or implement a procedural change.

**Driver Eligibility** The District's human capital management office will confirm eligibility for District vehicle driving privileges at time of hire, based upon job requirements. Meeting eligibility requirements includes, but may not be limited to:

- Personal driving record review,
- Possession of a valid driver's license,
- Consent to a medical exam for driver fitness,
- Consent to previous employer reference,
- Knowledge of the District's policy pertaining to search and drug/alcohol testing, and
- Additional commercial driver's license (CDL) requirements, if necessary.

*Any employee who will operate or will be assigned to operate a District owned vehicle, including riding lawn mowers, tractors, or other "heavy*

*equipment” will be part of the District’s random alcohol and drug testing pool.*

Any physical impairment that impacts safe vehicle operation or that would prevent an applicant from obtaining a driver’s license may be grounds for rejecting the applicant for a position requiring the use of a District vehicle as part of his or her normal duties, subject to the provision of the American with Disabilities Act (ADA).

District vehicles are to be driven by authorized employees only, or in case of repair testing, by a mechanic.

Any employee who has his or her driver’s license revoked or suspended will notify his or her immediate supervisor without delay and will discontinue operation of the District vehicle. The notified supervisor will contact the human capital management department. Failure of the employee or supervisor to comply as required may result in disciplinary action up to, and including, termination.

Drivers must immediately report all tickets (citations) received for moving violations during the operation of a District vehicle to his or her immediate supervisor. In the event the driver of a District vehicle is determined to have incurred serious violations, a written advisory will be issued stating he or she is in jeopardy of forfeiting his or her rights under this regulation, pending investigation. The lone exception to this rule is if the violation is of such magnitude to be the sole cause for termination of employment or driving rights.

All CDL drivers must comply with all applicable and ongoing Department of transportation (DOT) regulations, including successful completion of medical, drug, and alcohol evaluations. Employees who operate District vehicles will be also be included in drug and alcohol evaluations.

Motor vehicle records will be ordered during pre-employment by the human capital management department, and annually by the transportation department to assess employees’ driving records. An unfavorable record will result in a loss of the privilege of driving a District vehicle, which may impact employability. Any traffic violations or license suspension identified by this assessment that was not reported to the District may result in disciplinary action, up to and including, termination.

For driver job applicants and current District drivers, the following criteria, as defined by the Texas Department of Public Safety, will be used to determine eligibility to operate a District vehicle:

- All Type “A” violations (as defined below) will result in termination of driving privileges for employees and will disqualify

any potential driver employees (this may impact eligibility for employment or current job status).

- School bus drivers will follow Department of Public Safety and internal point system procedures and regulations.
- Any other drivers (employees or applicants) showing one of the following on their personal driving record will be restricted from driving District vehicles:
  - One or more Type “A” violations in the last three years;
  - Three or more CRASHES (preventable CRASHES) in the last three years;
  - Three or more Type “B” violations in the last three years;
  - or
  - Any combination of CRASHES and Type “B” violations that equal four or more in the last three years

Type “A” Violations Type “A” violations include:

- Driving While Intoxicated;
- Driving While Under the Influence of Drugs;
- Negligent Homicide Arising Out of the Use of a Motor vehicle (gross negligence);
- Operating During a Period of Suspension or Revocation;
- Using a Motor vehicle for the Commission of a Felony;
- Aggravated Assault with a Motor Vehicle;
- Operating a Motor Vehicle Without the Owner’s Authority (grand theft);
- Permitting an Unlicensed Person to Drive;
- Reckless Driving;
- Speed Contest (racing); and
- Hit and Run (Bodily Injury or Property Damage).

Type “B” Violations Type “B” violations include all moving violations not listed as Type “A” violations.

List of Eligible Drivers Each department, campus, or responsible manager will maintain a current list of approved drivers. This list should include the types of vehicles each approved driver is authorized to operate.

**General Guidelines For Operation of District Vehicles** Adherence to all traffic laws is mandatory. The driver is also expected to take reasonable defensive action, including reducing speed when confronted with unfavorable driving, road, or weather conditions.

All CRASHES, regardless of severity, must be reported to the director of transportation. The director of transportation will determine if a Texas

Peace Officer's CRASH report (Form CR-3) is needed, and if so will either request the assistance from the local police department, and/or the District's police department. The involved employee must also report the CRASH to their immediate supervisor or their designee. Failure to stop after a CRASH and/or failure to report a CRASH may result in disciplinary action up to, and including, termination.

At the discretion of the discretion CRASHES occurring on public roadways or thoroughfares may be investigated by local or state law enforcement, and/or the District's police department.

The director of transportation shall be notified of incidents involving property damage, and/or minor CRASHES on District property, private driveways, and public or private parking lots. These incidents will be investigated by the director of transportation or their designee. A request shall be made by the director to the District's police department for assistance if necessary.

All CRASHES involving District-owned vehicles, whether preventable or non-preventable, will be thoroughly investigated by the appropriate department (or designee), and a Galveston ISD Motor Vehicle CRASH Report will be prepared and submitted to the District vehicle insurance agent/carrier (Texas Association of School Boards) by the director of transportation. [See CNB (Local)]

All CRASHES are subject to review through investigations conducted by the responsible managers or the director of transportation.

District vehicles are to be driven by the operator(s) to whom the vehicles have been assigned. Under no circumstances will non-approved drivers be allowed to operate District-owned vehicles.

Any District employee asked to drive a District vehicle must first be authorized to do so by the human capital department.

District-owned, -leased, or -rented vehicles are to be used only for District business, emergencies, and for transportation to and from the driver's usual place of employment, when it is a convenience to the District. Personal use, in excess of the *de minimis* use standards previously defined by the District, is not permitted without prior written approval from the responsible manager or department.

With limited and specifically noted exceptions, only students actively participating in a District-designated activity, e.g., UIL athletic and academic events, field trips, and the like, will be permitted to ride as passengers in District vehicles. Excluded passengers include parents of

students, unless acting as a chaperone for an event, siblings who are not competitors or registered participants in the activity, families of District employees, or the general public.

Specific instances in which passenger restrictions will not apply are:

1. The use of District –owned vehicles to transport contractors, consultants, employees of other school districts, architects, and suppliers to job sites.
2. Any use of a District police vehicle while being used for law enforcement purposes.

Other appropriate exceptions will be considered upon written request to the responsible manager or department.

It is imperative that the District’s legal obligations, and those of the insurance company, be met whenever a CRASH occurs while driving on District business in a District vehicle.

**CRASHES  
Involving  
District Vehicles**

It is the responsibility of the employee who was involved in a CRASH (no limit on dollar value) to complete any report required by law enforcement authorities and to assist in preparing a Motor Vehicle CRASH Report or its equivalent.

Reports are to be completed within 24 hours of the time of the CRASH and submitted to the responsible manager or department.

In the event the employee is physically unable to complete the report, it will be the responsibility of the immediate supervisor to provide whatever details of the CRASH are known, with the exception that additional information will follow when available.

All CRASHES are to be reported immediately, or as soon as practicable, by telephone or radio to the driver’s supervisor, the District transportation director, the District police department (if applicable), and/or the director of human capital management.

A thorough investigation is important to identify action necessary to prevent recurrence, included in the investigation will be a written report, photographs, and a written statement from the employee involved in the CRASH.

Information regarding the CRASH is to be given only to law enforcement officials (if applicable), the responsible manager or department, other applicable District officials, or the designated District insurance carrier and legal representatives. Employees are required to cooperate with an investigation by any of these parties.

### **Drug Testing**

In the event of a CRASH involving a District vehicle, drivers who are required to meet Department of Transportation CDL regulations must agree to submit to mandatory alcohol and drug testing at a facility designated by the District. [Refer to the District's Drug-Free Workplace policy, DHE (LEGAL) and DHE (LOCAL), for complete definitions, requirements, procedures, and disciplinary actions.] This includes random testing in accordance with federal DOT regulations.

The District's Designated Employer Representative (DER) is essential in maintaining a drug free workplace. The responsible DER for the District is the certified trainer within the transportation department.

DER responsibilities:

1. Serving as the key point of contact for the District's drug and alcohol testing policies.
2. Ensuring no employee performs a safety-sensitive function until a negative drug test result is received- in collaboration with the human capital management department.
3. Ensuring any transfer from a non-covered position to a safety-sensitive position entails a negative drug test.
4. Receives drug and alcohol test results.
5. Notification to the director of transportation when there is a positive result.
6. Ensuring all random testing pools are updated prior to any selections
7. Responsible for ensuring randomly selected employees report immediately for a test.
8. Responsible to ensure all random testing requirements are met or exceeded.
9. Ensuring reasonable suspicion and post-accident (CRASH) drug and/or alcohol test are performed in accordance with federal regulations and District policy.

In no event will the testing be delayed more than two hours after the employee is released by investigating authorities. In most instances, the DER will take custody of the employee for alcohol and drug testing.

Positive test results for alcohol and/or drugs will result in disciplinary action, including termination or employment. Positive test results for drug(s) and/or alcohol prescribed by a physician will result in disciplinary action if medical instructions/warnings were not followed properly, and prior notification was not provided to the appropriate supervisor.

### **Accident Review Board**

The responsible manager or designee reviews all accidents and determines preventable/non-preventable status of each. Drivers will be notified in

writing by their supervisor on preventable/non-preventable and possible re-training.

An employee may appeal a decision of preventability to the CRASH review board in writing within 15 working days of receipt of the ruling. The members of the CRASH review board will be determined by the responsible department manager and, under special circumstances, the director of transportation, the director of human capital management, the District police department, or other qualified local or state government parties may be asked to assist.

The CRASH review board will hold a conference within ten workdays after receipt of a written request by the employee. A written decision will be made within five workdays of the conference date. CRASH review board decisions are final.

Violation of District or state motor vehicle rules and procedures will result in corrective action, up to and including, termination of employment, based upon recommendations from the District CRASH review board to the human capital management department. This determination will be made after consideration of the severity and frequency of violations for all drivers and based on the point system for school bus drivers maintained in the District transportation department.

**Driver Safety Rules** The following rules will apply to drivers of District vehicles:

1. Unsafe driving techniques, reckless driving, or driving under the influence of illegal or prohibited substances will not be tolerated and will be grounds for corrective action, up to and including termination.
2. Safety belts will be properly fastened and in use at all times by all occupants of District vehicles.
3. Cost resulting from traffic violations or criminal charges (excluding property damage and personal injury) resulting from traffic fines, parking fines, bail bonds, legal defense of criminal charges, and the like levied against a driver, resulting from occurrences while in a District vehicle, will be assumed by the driver. The District expects all drivers to operate vehicles legally and safely.
4. Under no circumstances will fatigue be considered a valid excuse for a CRASH. The District does not expect any driver to endanger life and property by working beyond his or her physical endurance. Responsibility for CRASHES due to fatigue rests solely with the driver.
5. Only employees of the District are allowed to operate District motor vehicles or any motor-powered or motor-driven vehicle.

6. District employees may not transport any student for District sponsored events, or during business hours, in a non-District-owned vehicles unless they are the parent or legal guardian of the student.
7. There will be no possession or use of alcoholic beverages while operating a District vehicle.
8. The use of tobacco products in any form is prohibited within a District vehicle.
9. It will be the responsibility of the department supervisor or school principal to determine when, or if, notification to the parents of students involved in incidents and/or CRASHES involving District vehicles is necessary. Care should be exercised in this regard, and consultation with the director of human capital management, an assistant superintendent-level supervisor is recommended prior to notification.
10. It is the responsibility of the driver to ensure that the vehicle is maintained in safe operating condition. In addition to regular vehicle maintenance performed by District employees, the driver will make safety checks of District vehicles prior to use as follows:
  - a. Regular inspections by the employee should include confirmation of a District sticker evidencing timely maintenance, a current State of Texas inspection sticker, vehicle registration, and insurance records, and no visible physical damage to the vehicle.
  - b. Safety defects are to be reported to the responsible manager or department, and the vehicle is to be removed from use pending correction of the defect.
  - c. In no event will the employee bypass, or render inoperable, any safety device located on the vehicle, e.g., disabling the passenger side air bag within a vehicle.
  - d. The driver is responsible for maintaining the interior and exterior of the vehicle in a clean and orderly manner.
  - e. Drivers of District vehicles are prohibited from duplicating vehicle keys.
11. District vehicles are to be operated in a manner to serve as models for courteous driving and safety. Vehicles should be operated at all times in a manner that will create a positive and favorable impressions.
12. Each District vehicle is to be used solely for the purpose for which that particular vehicle is designed. Passengers will not be transported in vehicles designed for cargo, transported in open areas of vehicles (pick-up beds), nor in a number in excess of the carrying capacity of the vehicle. The load carrying capacity of each vehicle should not be exceeded. Cargo will be transported only in vehicles designed for the intended load.

13. Under no circumstances will District-owned vehicles be used for trips or programs conducted outside the state of Texas.
14. The use of wireless devices is strictly forbidden while operating a district vehicle.
15. Drivers are responsible for the security of District vehicles assigned to them. The vehicle engine must be shut off, ignition keys removed, and vehicle doors locked whenever the vehicle is left unattended. If the vehicle is left with a parking attendant, only the ignition key is to be left.
16. Head lights should be used at all times.
17. No engine should be left idling in excess of five minutes unless necessary to serve students, with the exception of vehicles used to transport Special Needs students.

**Defensive Driving  
Rules**

Drivers are required to maintain a safe following distance at all times. To estimate following distance, the driver should pick a stationary object ahead of him or her. As the vehicle immediately ahead of the District vehicle passes the object, the driver should begin counting 1001, 1002, 1003, and the like until he or she reaches the same object. This counts the number of seconds between the District vehicle and the vehicle immediately ahead.

Drivers of passenger vehicles should keep a two-second interval between their vehicle and the vehicle immediately ahead. During slippery road conditions, the following distance should be increased to at least four seconds.

Drivers of heavy trucks should keep a minimum of a three-second interval when not carrying cargo and at least four seconds when fully loaded. Following distances should also be increased when adverse conditions exist.

Drivers must yield the right of way at all traffic control signals and signs requiring them to do so. Drivers should also be prepared to yield for safety's sake at any time. Pedestrians and bicycles in properly marked crosswalks and bike lanes **have the right of way**.

Drivers should avoid driving in other driver's blind spots and should attempt to maintain eye contact with the other driver, either directly or through mirrors.

Drivers must honor posted speed limits. In adverse driving conditions, the driver shall reduce speed to a safe operating speed that is consistent with the conditions of the road, weather, lighting, and volume of traffic. Tires can hydroplane on wet pavement at speeds as low as 40 mph.

Turn signals must be used to show where the driver is heading while going into traffic and before every turn or lane change.

When passing or changing lanes, the driver should view the entire vehicle in his or her rear-view mirror before pulling back into that lane.

A driver should be alert of other vehicles, pedestrians, and bicyclists when approaching intersections; never speed through an intersection on a caution light; and approach a stale green light with his or her foot poised over the brake to reduce reaction time should it be necessary to stop. When the traffic light turns green, the driver should look both ways for oncoming traffic before proceeding.

When waiting to make left turns, wheels should be kept facing straight ahead. If rear-ended, the driver will not be pushed into the lane of oncoming traffic.

When stopping behind another vehicle, the driver should leave enough space so he or she can see the rear wheels of the car in front. This allows room to go around the vehicle if necessary and may prevent the driver from being pushed into the car immediately ahead if rear-ended.

Drivers should avoid backing where possible, but when necessary, should keep the distance traveled to a minimum and be particularly careful.

Drivers should:

- Check behind their vehicles. Operators of heavy trucks should walk around their vehicles before backing and/or should have someone guide them.
- Back to the driver's side. Drivers should not back around a corner or into an area of no visibility.

**Vehicle Procurement And Disposal** The director of transportation will review any request to purchase a vehicle. The request will be sent to the Assistant Superintendent of Business and Operations for his or her advice and consent prior to issuing any purchase orders.

The director of transportation, overseeing all District white fleet and yellow fleet (buses), will implement a system of checks and balances to ensure segregation of duties as follows:

1. The directors will be included in the discussion process for any vehicle purchase.
2. The authorization to procure a vehicle will reside with the director of transportation and will adhere to the District's policy for competitive bid.
3. The fleet manager will be tasked with obtaining the title, license, and registration for any vehicle purchased. The signing authority for the titles will reside with the director of transportation or their designee.

4. The inventory of vehicles will reside with the director of transportation and ensure that the vehicle inventory agrees with the fixed assets management inventory.
5. The fleet manager will have the responsibility to dispose of vehicles and ensure District policy is followed.
6. All original titles will be maintained by the transportation department along with the District's official vehicle list.
7. When traveling out of town or in an emergency, the finance department will allow the Commerce Bank Card (P-card) to be used for payment of vehicle maintenance and repair but not for the purchase of vehicle fuel or oil from a retail source. Examples of acceptable purchases are auto parts from approved supplier, car washing services, routine maintenance services, and repair services.
8. All surplus equipment, including the yellow fleet of vehicles (buses) operated by transportation, the white fleet of vehicles operated by facilities, and all other vehicles operated by a District school or department will follow District policy regarding disposal and will also take necessary steps to ensure the District's fixed asset inventory is accurately maintained.

**Assignment Of Vehicle Drivers, Location, And Maintenance** In addition to assigned drivers, all vehicles will be assigned a specific location. Not all vehicles will be assigned a specific location at transportation. Examples of alternate assigned locations are the Districts warehouse, the District's administrative complex, the Districts police department, and Crenshaw elementary.

Proper vehicle maintenance is a basic element of any fleet safety program, not only to ensure a safe, road-worthy vehicle, but also to avoid costly repair expenses and unexpected breakdowns.

The following will apply:

- Regular daily inspections is the responsibility of the assigned driver.
- Drivers of DOT-regulated vehicles are required to inspect their vehicles prior to usage, documenting and notifying the fleet manager and/or mechanics of deficiencies found.
- In addition to inspections required by law for passenger vehicles, routine inspections of critical items, such as brakes, lights, tires, wipers, and the like must also be completed by drivers of passenger vehicles.
- The vehicle should be cleaned (interior and exterior) regularly to help maintain its good appearance to the public.
- The vehicle manufacturer's maintenance schedule should be referenced and closely followed regarding recommended maintenance intervals.

In accordance with District purchasing and maintenance tracking procedures, the fueling of a vehicle must be logged and kept separate from any additional fuel placed in gas cans, lawn mowers, and so forth. In those rare instances when a District-issued P-card is used for a fuel purchase, all fueling of vehicles, gas cans,

and the like must be kept separate and logged as well. Under no circumstance will a District P-card be used to fuel a personal vehicle or purchase fuel for personal use.

**Bus Advertising**

[Groups and Business Not Acceptable for Advertising]

Specific groups and businesses not acceptable for advertising on school buses include:

1. Any business that primarily promotes the use of tobacco products;
2. Any business that primarily promotes the use of alcohol;
3. Adult-only entertainment or sexually oriented businesses;
4. Religious institutions;
5. Any business in which the principals are under indictment;
6. Businesses that provide body art services;
7. Groups and businesses involved with birth control issues, with the exception of general hospitals;
8. Political parties and political advocacy groups;
9. Any business that primarily promotes-mutual betting, casino-style gambling, and the like;
10. Any business excluded by an exclusive contract with the District by a competing vendor where the contract contains a non-competition advertising clause;
11. An individual or firm awaiting approval from the District or the Board on any matter unrelated to advertising on buses;
12. An individual or firm with a pending lawsuit against the District or the Board.

**Guidelines Advertising On Buses**

All advertising will be in compliance with 37 Administrative Code, Chapter 14, Subchapter E.

Advertising will be commercial advertising that has as its singular purpose the promotion of a product for sale or a service for hire. The advertisement will not convey any message regarding any political, public service, social, or public issue viewpoint of any person or entity, or any message specifically prohibited by District policy.

Advertising content will comply with advertising content regulations promulgated by the Texas Education Agency, the University Interscholastic League, and the National Collegiate Athletic Association.

Advertising will comply with intellectual property laws and will, where appropriate, have the owner's consent to use the intellectual property.

Advertising will not:

1. Be disruptive, libelous, obscene, profane, vulgar, repulsive, or offensive, either in theme or in treatment or refer to matters that are not considered socially acceptable topics;

2. Promote any habit-forming drugs, tobacco products, firearms, or firearm ammunition;
3. Promote beer products, or products that contain distilled liquor or spirits, regardless of the percentage of alcohol, or advertising for nonalcoholic products containing the name of a distilled product or a distiller or company associated with hard liquor;
4. Promote 1-900 numbers, massage parlors, sanitary products, erectile dysfunction treatments, birth control products or devices or methods, or remedies for sexually transmitted diseases;
5. Promote or depict violence or anti-social behavior or present a danger of causing riots, disorder or other threat to public safety, peace, or order;
6. Promote any product or service that is illegal per se, or has no legal use; or
7. Support or oppose a candidate, issue, cause, religion, denomination, religious creed, tenet or belief, e.g., political or issue-oriented.

**Review and Approval of Advertising On Buses**

The District's director of transportation may appoint a committee to review advertising on District buses. The director and committee will comply with the guidelines set out in this regulation. Additionally, advertising will be disallowed if such advertising:

1. Is inappropriate for the level of maturity of the readers and riders;
2. Does not meet the standard of the professional employees who supervise the advertisements;
3. Associates the school with any position other than neutrality on political matters or political controversies;
4. Criticizes Board members or District officials or advocates violation of school rules; or
5. Contains hate literature that scurrilously attacks ethnic, religious, or racial groups.

The Superintendent, designee, or the director of transportation will be the only District personnel who may bind the District regarding matters related to advertisements placed on the District's buses. The district's determination regarding each advertisement, as guided and determined by established criteria, is final.

