

**Notice of Public Budget Hearing
The Board of Trustees
Fort Bend Independent School District**

Monday, November 9, 2020

Notice is hereby given that a Board of Trustees Public Budget Hearing will be held on Monday, November 9, 2020, beginning at 6:00 PM in the Board Room of the Fort Bend ISD Administration Building, 16431 Lexington Blvd., Sugar Land, TX 77479. Members of the public may also register to

address the Board at the following address:

<https://www.fortbendisd.com/cms/lib/TX01917858/Centricity/Domain/83/New%20Agenda%20Review%20Address%20Form%201-12-21.pdf>. Requests to address the Board must be submitted no later than 4:30 p.m. on the day of the meeting. It is the Board of Trustees' intent that a quorum of the Board of Trustees will be physically present at this location, although one or more Trustees may participate via video conference. The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Organization/649>.

1. Call to order at 6:00 PM with announcement by the chair as to the presence of a quorum, that the meeting has been duly called and that notice of the meeting has been posted for the time and manner required by law
2. Pledges of Allegiance
3. Invocation
4. Recognitions 4
5. Audience Items
6. Information
 - A. Board Governance
 1. Update on Ongoing Efforts to Support Student Learning During COVID 5
7. Convene in closed session under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law; Section 551.072 - Consider purchase, exchange, lease, or value of real property, Section 551.074 - Personnel matters, Section 551.076 - Security matters, Section 551.082 - Student discipline matter or complaint, or Section 551.0821 - Personally identifiable information about public school student
8. Reconvene in Open Session
9. Consider Action on Closed Session Items
10. Board Members' Report
 - A. Activity Report
 - B. Special Reports
11. Review
 - A. Board Goal 1: Fort Bend ISD will provide an equitable learning environment that provides all students access to the FBISD curriculum
 1. Review Revisions to the 2020-21 School Year Calendar
 - B. Board Governance
 1. Review 2020-21 General Fund Budget Amendment 6

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14. Adjournment	

The following Fort Bend ISD Goals may be referenced in agenda items included in this document:

- Goal 1: Fort Bend ISD will provide an equitable learning environment that provides all students access to the FBISD curriculum.
Goal 2: Fort Bend ISD will ensure students own and are responsible for their learning, behavior, and progress through the FBISD curriculum.

- Goal 3: Fort Bend ISD will provide an inclusive, collaborative, and fluid learning environment with opportunities for both risk-taking and success.
- Goal 4: Fort Bend ISD will develop students' social-emotional, academic, literacy, language, and life skills in a robust Collaborative Community at every school.
- Goal 5: Fort Bend ISD will develop an organizational culture that embraces care, respect, safety, and inclusion.

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Recognitions
Department: Communications

Recommendation

The Administration recommends that the Board recognize:

- Sartartia Middle School Honor Orchestra for being selected to perform as an Invited Orchestra at the Texas Music Educators Association Annual 2021 Convention.
- Clements High School teacher for being selected by the Texas Forensic Association for inclusion in the 2020-21 Hall of Fame class.

Summary

The Sartartia Middle School Honor Orchestra, selected from middle schools across the state, was selected to perform as an Invited Orchestra at the Texas Music Educators Association Annual 2021 Convention. The group will record their live performance which will then be broadcasted during the February 2021 convention.

Renita Johnson, a teacher and coach at Clements High School, was one of two inductees to the Texas Forensic Association, 2020-21 Hall of Fame class. Ms. Johnson was selected as an honoree, for actively teaching forensics, for having served the organization in a meritorious fashion, and for her contributions as a leader and a mentor throughout the speech & debate community.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Veronica V. Sopher
Chief Communications Officer

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Information: Update on the
District's Term 3 Transition
References: Board Governance
Department: Superintendent

Summary

The Administration will provide an update on the District's Term 3 Transition Plan, including minor adjustments the Fall Back to School plan, the Term 3 transition timeline, campus logistics planning, the master schedule plan and staffing. In addition, staff will provide information regarding the feedback collected from various stakeholders that informed the plan. Proposed calendar revisions for the Board's consideration will also be discussed.

Recommended by:

Charles E. Dupre
Superintendent of Schools

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Consideration of Budget
Amendment
References: Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of a General Fund Budget Amendment for 2020-21.

Summary

Fund 199 (General Fund): The following budget amendment is being recommended to increase both revenues and expenses by \$9.6 million for Texas Retirement System on behalf of contributions the state makes for District employees, as well as \$729,515 for personal protective equipment the Texas Education Agency provided to the District to utilize in response to the COVID-19 Pandemic. In addition, staff recommends budgeting \$2.9 million of the \$6 million allocated in committed fund balance for instructional materials as of June 30, 2020. The allocation of committed fund balance that was set aside for this purpose will ensure the budget is in place to complete the planned purchases.

Fund	Function	Amount
Revenue Amendment		
199	00 – State Revenue	\$10,329,515
Expenditure Amendment		
199	11 – Instruction	\$9,085,000
199	12 – Instructional Resources Media	\$106,000
199	13 – Curriculum Development	\$200,000
199	21 – Instructional Leadership	\$267,000
199	23 – School Leadership	\$715,000
199	31 – Guidance Counseling Evaluation	\$511,000
199	32 – Social Work Services	\$22,000
199	33 – Health Services	\$849,515
199	34 – Student Transportation	\$229,000
199	36 – Co-Curricular Extra-Curricular	\$187,000
199	41 – General Administration	\$232,000
199	51 – Facilities Maint And Operations	\$518,000
199	52 – Security & Monitoring	\$115,000
199	53 – Data Processing	\$185,000
199	61 – Community Services	\$8,000
	Total Expenditure Increase	\$13,209,515

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Hurricane Harvey TEA Repayment
References: Board Policy
Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of the attached repayment to the Texas Education Agency (TEA) for Hurricane Harvey reimbursements paid to the District.

Summary

Senate Bill (SB) 500, Section 33, from the 86th Texas Legislature provided for TEA to pay the District \$720,764.43 for the ten percent portion of projects not reimbursed by Federal Emergency Management Agency (FEMA). This amount was received based on preliminary amounts before all FEMA payments and insurance proceeds were finalized.

All Hurricane Harvey FEMA and insurance reimbursements have now been finalized and the District has determined that \$352,811.18 should be repaid to TEA to ensure the District has not received duplicate benefits (difference between \$720,764.43 and the \$367,953.25 shown on the attached as due from TEA). This repayment has been recorded as a liability in the General Fund and will not have an impact to the financials that have been presented to the Board. Board action is required to process the repayment to TEA as the document requires signature of both the Board President and Board Secretary.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

Kelly Schlacks
Executive Director of Finance

Disaster Remediation Costs

Disaster	Hurricane Harvey
Date of Disaster	<u>August 24, 2017</u>
Date of Initial Proclamation or Executive Order	<u>August 25, 2017</u>
Period Covered - Two-year period following the governor's proclamation or executive order declaring a state of disaster.	<u>August 24, 2019</u>
<hr/>	
Total Disaster Remediation Costs	<u>\$10,613,279.42</u>

Unreimbursed Disaster Remediation Costs		Explanation - Why costs were not covered by insurance, federal relief or other
Dulles HS-contents-PW 21298/3788	\$9,088.00	10% portion local share FEMA did not pay
Dulles HS-bldg-PW 21285/ 4451	\$53,472.04	10% portion local share FEMA did not pay
Willowridge HS-bldg-PW26220/5449	\$90,784.20	10% portion local share FEMA did not pay
Austin HS-bldg-PW 21001/3265	\$26,514.68	10% portion local share FEMA did not pay
Progressive HS-bldg-PW 21535/4769	\$52,698.54	10% portion local share FEMA did not pay
Bush HS-bldg-PW 21239/2688	\$16,833.81	10% portion local share FEMA did not pay
Travis HS-bldg-PW 31334/5004	\$32,933.89	10% portion local share FEMA did not pay
Ridge Point HS-bldg-PW 30067/5342	\$10,172.00	10% portion local share FEMA did not pay
Ridge Point HS-bldg-PW 89893	\$74,214.75	10% portion local share FEMA did not pay
Ferndell Henry Alternative School-bldg-PW 24291/03975	\$18,650.08	10% portion local share FEMA did not pay
Missouri City MS-bldg-PW 31330/4515	\$65,201.01	10% portion local share FEMA did not pay
Christi McAuliffe MS-bldg-PW 21780/2411	\$8,939.31	10% portion local share FEMA did not pay
Hodges Bend MS-bldg-PW 21751/2208	\$15,700.24	10% portion local share FEMA did not pay
Lake Olympia MS-bldg-PW 21776/2938	\$10,867.89	10% portion local share FEMA did not pay
Garcia MS-bldg-PW 21743/2162	\$3,651.13	10% portion local share FEMA did not pay
Sartartia MS-bldg-PW 22216/4055	\$6,484.10	10% portion local share FEMA did not pay
Fort Settlement MS-bldg-PW 21738/2346	\$30,264.42	10% portion local share FEMA did not pay
Baines MS-bldg-PW 21684/5212	\$61,990.22	10% portion local share FEMA did not pay
Crockett MS-bldg-PW 21716/2771	\$41,227.54	10% portion local share FEMA did not pay
Bowie Ms-bldg-PW 21704/2107	\$7,276.83	10% portion local share FEMA did not pay
Jones Elementary-bldg-PW 23174/2493	\$4,995.06	10% portion local share FEMA did not pay
Lakeview Elemetary-bldg-PW 23276/2124	\$7,261.63	10% portion local share FEMA did not pay
Blue Ridge Elementary-bldg-PW 22417/2266	\$25,857.45	10% portion local share FEMA did not pay
Ridgemont Elementary-bldg-PW 24226/4444	\$10,084.05	10% portion local share FEMA did not pay
Ridgemont Early Learning Center-bldg-PW 30378/4802	\$23,286.32	10% portion local share FEMA did not pay
Quail Valley Elementary-bldg-PW 22130/2635	\$10,796.43	10% portion local share FEMA did not pay
Dulles Elementary-bldg-PW 21342/2152	\$3,584.65	10% portion local share FEMA did not pay
Briargate Elementary-bldg-PW22434/2095	\$14,546.06	10% portion local share FEMA did not pay
Townewest Elememntary-bldg-PW 24278/2143	\$9,258.36	10% portion local share FEMA did not pay
Lantern Lane Elementary-bldg-PW 22305/2183	\$14,904.55	10% portion local share FEMA did not pay
Colony Bend Elementary-bldg-PW 22460/2359	\$25,473.47	10% portion local share FEMA did not pay
Mission Bend Elementary-bldg-PW 31328/4754	\$6,901.97	10% portion local share FEMA did not pay
Sugar Mill Elementary-bldg-PW 24267/4518	\$11,322.29	10% portion local share FEMA did not pay
Settlers Way Elementary-bldg-PW 24250/5018	\$19,160.58	10% portion local share FEMA did not pay

Disaster Remediation Costs

Disaster	Hurricane Harvey
Date of Disaster	<u>August 24, 2017</u>
Date of Initial Proclamation or Executive Order	<u>August 25, 2017</u>
Period Covered - Two-year period following the governor's proclamation or executive order declaring a state of disaster.	<u>August 24, 2019</u>
Total Disaster Remediation Costs	<u>\$10,613,279.42</u>

Palmer Elementary-bldg-PW 24176/4352	\$16,879.76	10% portion local share FEMA did not pay
Hunters Glen Elementary-bldg-PW 23084/4502	\$13,719.76	10% portion local share FEMA did not pay
Highlands Elementary-bldg-PW 22911/2482	\$7,333.73	10% portion local share FEMA did not pay
Mission Glen Elementary-bldg-23900/3441	\$16,309.71	10% portion local share FEMA did not pay
Pecan Grove Elementary-bldg-PW 24200/4575	\$32,748.68	10% portion local share FEMA did not pay
Barrington Place Elementary-bldg-PW 22413/2687	\$8,194.92	10% portion local share FEMA did not pay
Colony Meadows Elementary-bldg-PW 22469/3946	\$7,414.24	10% portion local share FEMA did not pay
Mission West Elementary-bldg-PW 23948/4355	\$11,690.50	10% portion local share FEMA did not pay
Walker Station Elementary-bldg-PW 242583/4677	\$22,257.57	10% portion local share FEMA did not pay
Glover Elementary-bldg-PW 22717/4589	\$18,378.48	10% portion local share FEMA did not pay
Fleming Elementary-bldg-PW 31307/4830	\$24,598.76	10% portion local share FEMA did not pay
Burton Elementary-bldg-PW 22443/5105	\$9,338.88	10% portion local share FEMA did not pay
Commonwealth Elementary-bldg-PW 22503/2366	\$3,754.88	10% portion local share FEMA did not pay
Brazos Bend Elementary-bldg-PW 31299/4676	\$17,447.54	10% portion local share FEMA did not pay
Sienna Crossing Elementary-bldg-PW /4632	\$59,303.13	10% portion local share FEMA did not pay
Oyster Creek Elementary-bldg-PW 31332/4705	\$19,019.53	10% portion local share FEMA did not pay
Goodman Elementary-bldg-PW 26209/4665	\$23,251.08	10% portion local share FEMA did not pay
Goodman Elementary-contents-PW 45274/4956	\$25,409.95	10% portion local share FEMA did not pay
Drabek Elementary-bldg-PW 22584/4370	\$24,535.82	10% portion local share FEMA did not pay
Jordan Elementary-bldg-PW 31321/3291	\$3,911.08	10% portion local share FEMA did not pay
Scanlan Oaks Elementary-bldg-PW /4919	\$63,736.40	10% portion local share FEMA did not pay
Holley Elementary-bldg-PW 31318/4728	\$11,430.10	10% portion local share FEMA did not pay
Armstrong Elementary-bldg-PW 22378/2329	\$5,429.61	10% portion local share FEMA did not pay
Oakland Elementary-bldg-PW 31331/ 2426	\$4,415.46	10% portion local share FEMA did not pay
Parks Elementary-bldg-PW 24181/4321	\$17,218.84	10% portion local share FEMA did not pay
Cornerstone Elementary-bldg-PW 22562/2818	\$8,697.45	10% portion local share FEMA did not pay
Schiff Elementary-bldg-PW 24246/3470	\$18,051.79	10% portion local share FEMA did not pay
Seguin Elementary-contents-PW 30758/5672	\$691,672.88	10% portion local share FEMA did not pay; insurance paid 100%
Heritage Rose Elementary-bldg-PW 22835/2438	\$12,887.63	10% portion local share FEMA did not pay
Patterson Elementary-bldg-PW 24194/4462	\$4,345.42	10% portion local share FEMA did not pay
Hightower High School-bldg	\$10,257.54	not reimbursable due to FEMA Obtain & Maintain threshold
First Colony Middle School-bldg	\$15,949.89	not reimbursable due to FEMA Obtain & Maintain threshold
Sartartia MS-bldg	\$6,513.93	not reimbursable due to FEMA Obtain & Maintain threshold
Austin Parkway Elementary-bldg	\$26,067.82	not reimbursable due to FEMA Obtain & Maintain threshold
Ridgegate Elementary-bldg	\$22,251.89	not reimbursable due to FEMA Obtain & Maintain threshold

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Investment Pool Resolutions
References: Board Policy CH (Legal)
Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of a resolution for changes to the District's authorized signers at three investment pools.

Summary

The District currently utilizes five investment pools (TexPool, LoneStar, TexasTERM, TexSTAR, and TexasCLASS) for its investment needs. With the addition of a new Director of Finance (Erica Duplechain), three of the five pools require Board approval to add an authorized user for District accounts. These three investment pools are TexPool, LoneStar, and TexSTAR.

Resolutions for TexPool and TexSTAR are attached and require the signature of the Board President and Board Secretary. In addition, the form for LoneStar is attached and requires the signature of the Board President and Board Secretary.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

Kelly Schlacks
Executive Director of Finance

Authorized Representative Add Form

Name of Participant Fort Bend Independent School District Participant Number 79907

Addition of Authorized Representative

In order to either (i) carry out the role of Investment Officer for the Participant or (ii) aid the Investment Officer of the Participant in the execution of his or her duties pursuant to Texas Government Code, Section 2256.003(c), as the case may be, the following officers, officials, employees, or contractors of the Participant are hereby designated as Authorized Representatives within the meaning of the Investment Agreement (Agreement). These designated Authorized Representatives have full power and authority to execute the Agreement and any other documents, as may be required to deposit money to and withdraw money from the Participant's Lone Star Investment Pool (Lone Star) account from time to time in accordance with the Agreement and the Information Statement, and take all other actions deemed necessary or appropriate for the investment of local funds of the Participant:

	Rep #1	Rep #2	Rep #3
Printed Name	<u>Kelly Schlacks</u>	<u>Erica Duplechain</u>	<u>Suzanne K. Owen</u>
Title	<u>Executive Director of Finance</u>	<u>Director of Finance</u>	<u>District Treasurer</u>
E-mail address	<u>kelly.schlacks@fortbendisd.com</u>	<u>erica.duplechain@fortbendisd.com</u>	<u>suzanne.owen@fortbendisd.com</u>
Signature	_____	_____	_____

In accordance with Lone Star procedures, an Authorized Representative shall promptly notify Lone Star of any changes in who is serving as Authorized Representative.

In addition to the foregoing Authorized Representatives, each Investment Officer of Lone Star appointed by the Lone Star Board of Trustees from time to time is hereby designated as an Investment Officer of the Government Entity and, as such, shall have responsibility for investing the share of Lone Star assets representing local funds of the Government Entity.

PASSED AND APPROVED this _____ day of _____, 20 ____.

By: _____
Jason Burdine
Printed Name, Board President

By: _____
Dave Rosenthal
Printed Name, Board Secretary

State of Texas,

County of _____

Before me, _____, on this day personally appeared _____, known to
(name of notary) *(name of President and Secretary)*

me (or proved to me on the oath of _____) or through _____ to be the person(s)
(person providing oath) *(identification item)*

whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 20 ____.

(Personalized Seal)

_____ 13 _____

Notary Public's Signature



AMENDING RESOLUTION

WHEREAS, Fort Bend Independent School District

(the "Government Entity") by authority of the Application for Participation in TexSTAR (the "Application") has entered into an Interlocal Agreement (the "Agreement") and has become a participant in the public funds investment pool created there under known as TexSTAR Short Term Asset Reserve Fund ("TexSTAR");

WHEREAS, the Application designated on one or more "Authorized Representatives" within the meaning of the Agreement;

WHEREAS, the Government Entity now wishes to update and designate the following persons as the "Authorized Representatives" within the meaning of the Agreement;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. The following officers, officials or employees of the Government Entity specified in this document are hereby designated as "Authorized Representatives" within the meaning of the Agreement, with full power and authority to open accounts, to deposit and withdraw funds, to agree to the terms for use of the website for online transactions, to designate other authorized representatives, and to take all other action required or permitted by Government Entity under the Agreement created by the application, all in the name and on behalf of the Government Entity.

SECTION 2. This document supersedes and replaces the Government Entity's previous designation of officers, officials or employees of the Government Entity as Authorized Representatives under the Agreement

SECTION 3. This resolution will continue in full force and effect until amended or revoked by Government Entity and written notice of the amendment or revocation is delivered to the TEXSTAR Board.

SECTION 4. Terms used in this resolution have the meanings given to them by the Application.

Authorized Representatives. Each of the following Participant officials is designated as Participant's Authorized Representative authorized to give notices and instructions to the Board in accordance with the Agreement, the Bylaws, the Investment Policy, and the Operating Procedures:

- 1. Name: Kelly Schlacks Title: Executive Director of Finance
 Signature: _____ Phone: 281-634-1049
 Email: kelly.schlacks@fortbendis.com
- 2. Name: Erica Duplechain Title: Director of Finance
 Signature: _____ Phone: 281-634-1262
 Email: erica.duplechain@fortbendis.com
- 3. Name: Suzanne K. Owen Title: District Treasurer
 Signature: _____ Phone: 281-634-1176
 Email: suzanne.owen@fortbendis.com
- 4. Name: _____ Title: _____
 Signature: _____ Phone: _____
 Email: _____

{REQUIRED} PRIMARY CONTACT: List the name of the Authorized Representative **listed above** that will be designated as the Primary Contact and will receive all TexSTAR correspondence including transaction confirmations and monthly statements

Name: Suzanne K. Owen

{OPTIONAL} INQUIRY ONLY CONTACT: In addition, the following additional Participant representative (**not listed above**) is designated as an **Inquiry Only** Representative authorized to obtain account information:

Name: Emily Snyder Title: Accounting Associate
 Signature: _____ Phone: 281-634-1050
 Email: emily.snyder@fortbendis.com

Participant may designate other authorized representatives by written instrument signed by an existing Participant Authorized Representative or Participant's chief executive officer.

DATED _____

Fort Bend Independent School District

(NAME OF PARTICIPANT)

SIGNED BY: _____
 (Signature of official)

Jason Burdine, Board President

(Printed name and title)

ATTESTED BY: _____
 (Signature of official)

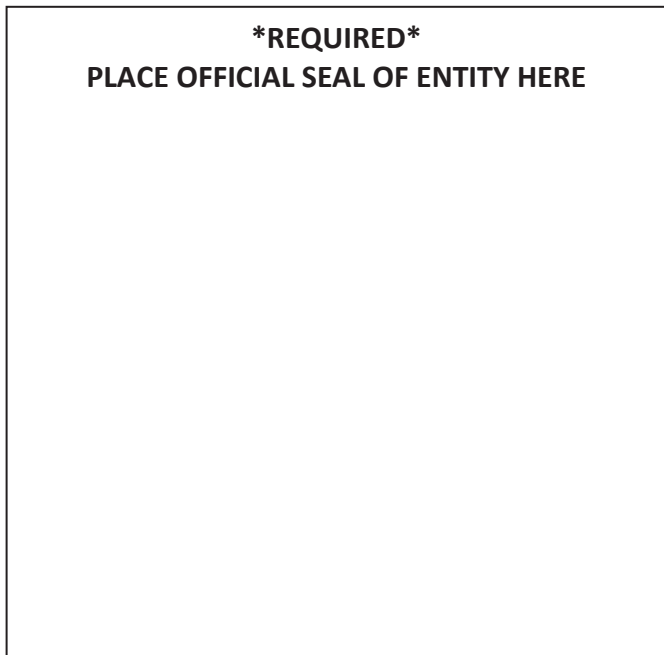
Dave Rosenthal, Board Secretary

(Printed name and title)

FOR INTERNAL USE ONLY

APPROVED AND ACCEPTED: TEXAS SHORT TERM ASSET RESERVE FUND

.....
 AUTHORIZED SIGNER





Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

*** Required Fields**

1. Resolution

WHEREAS,

Fort Bend Independent School District

7 9 9 0 7

Participant Name*

Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Kelly Schlacks Executive Director of Finance

Name Title

2 8 1 6 3 4 1 0 4 9 2 8 1 6 3 4 1 7 0 6 kelly.schlacks@fortbendisd.com

Phone Fax Email

Signature

2. Erica Duplechain Director of Finance

Name Title

2 8 1 6 3 4 1 2 6 2 2 8 1 6 3 4 1 7 0 6 erica.duplechain@fortbendisd.com

Phone Fax Email

Signature

3. Suzanne K. Owen District Treasurer

Name Title

2 8 1 6 3 4 1 1 7 6 2 8 1 3 2 7 1 1 7 6 suzanne.owen@fortbendisd.com

Phone Fax Email

Signature

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Revisions to Policies BP (Local),
CH (Local), CQ (Local), CQB
(Local), FC (Local), FDE (Local)
References: Board Policy: Local policies
for BP, CH, CQ, CQB, FC, FDE
Department: Chief of Staff and
Collaborative Communities

Recommendation

Consideration and possible approval of proposed revisions to policies BP (Local), CH (Local), CQ (Local), CQB (Local), FC (Local), and FDE (Local).

Summary

BP (Local): Administrative Regulations – The Administration is recommending revision of this policy to:

- Articulate language to reflect consistency across procedures to ensure equity and access for students

CQ (Local): Technology Resources – The Administration is recommending revision of this policy to:

- Update the policy to align to the District's Goals and Objectives
- Update the policy to address technology access, use of technology, internet safety, record retention, and audit
- Move provisions on security breaches from CQ(Local) to CQB(Local), where the corresponding legal authority is now coded

CQB (Local): Cybersecurity – The Administration is recommending this new policy to:

- Articulate language to address SB 820 which requires a cybersecurity policy
- Articulate language to address HB 3834 which requires employee and board member cybersecurity training and reporting
- Move provisions on security breaches from CQ(Local) to CQB(Local), where the corresponding legal authority is now coded

The following policies have received minor revisions to ensure the District remains in compliance as a result of the Legislative Policy Update from the 86th Legislative Session. These policies have not gone through our Policy Committee to allow the Committee to focus their time on policies that are Board priorities.

CH (Local): Purchasing and Acquisition – The Administration is recommending revision of this policy to:

- Include a statement to address state and federal laws regarding purchasing procedure requirements as recommended by TEA

FC (Local): School Attendance Areas – The Administration is recommending revision of this policy to:

- Include a statement to address students receiving special education or 504 services concerns that are related to attendance boundary decisions

FDE (Local): Admissions: School Safety Transfers – The Administration is recommending revision of this policy to:

- Articulate language to address revisions made to the TEA *Unsafe School Choice Option (USCO) Guidance Handbook*
 - Amend list of violent criminal offenses for which a student is eligible for a transfer to another school within the District

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Anthony Indelicato
Chief of Staff and Collaborative Communities

ADMINISTRATIVE REGULATIONS

BP
(LOCAL)

<u>PHILOSOPHY</u>	<u>The Board believes that students, staff and parents are best served in an equitable manner when the Superintendent and administrative staff provide Districtwide guidelines and administrative procedures that are consistent and aligned to policy.</u>
DEVELOPMENT	<p>The Superintendent and administrative staff shall be responsible for developing and enforcing <u>administrative</u> procedures for the operation of the District <u>including but not limited to classroom instruction, campus operations, co-curricular activities and extra-curricular activities.</u>—These <u>administrative</u> procedures shall constitute the administrative regulations of the District and shall consist of guidelines, handbooks, manuals, forms, and any other documents defining standard operating procedures.</p> <p><u>All administrative procedures shall be developed and written to support achievement of Board adopted Goals and Objectives. Administrative procedures related to classroom instruction, co-curricular and extra-curricular activities shall be as least restrictive as possible and shall consider guidance established by Texas Education Agency (TEA), University Interscholastic League (UIL), or in some cases, pertinent health authorities.</u></p> <p>The Superintendent or designee shall ensure that administrative regulations-procedures are kept up to date and are consistent with Board policy. The Superintendent or designee shall resolve any discrepancies among conflicting administrative regulations-procedures. In case of conflict between administrative regulations-procedures and policy, policy shall prevail.</p>
NO BOARD ACTION	Administrative regulations-procedures are subject to Board review but shall not be adopted by the Board.
AVAILABILITY	All administrative regulations-procedures shall be made accessible to staff, students, and the public as required by law or Board policy.

TECHNOLOGY RESOURCES

CQ
(LOCAL)

Note: For Board member use of District technology resources, see BBI. For student use of personal electronic devices, see FNCE. For purposes of this policy, “technology resources” means electronic communication systems and electronic equipment.

Philosophy

The Board believes that technology resources represent a significant use of District resources as support for our core business to support teaching and learning. Investments in technology resources should support achievement of District Goals and Objectives and efficient and effective District operations.

Technology Access

The District has a responsibility to provide access of technology resources as well as provide procedures on access and use. The District’s responsibility includes availability of access, limiting personal use and monitoring the use of technology.

The Superintendent or designee shall develop and implement administrative procedures, guidelines, and user agreements consistent with the purposes and mission of the District and with law and policy, including but not limited to loan of technology to students, protocols for interaction between software and user, password protocols, access limitation and separation of duties in administrators’ rules.

Use of Technology

The District shall provide access to technology resources, including the Internet to students, parents, staff, and collaborative partners primarily for instructional and administrative purposes, in accordance with administrative procedures. District employees shall be granted appropriate access based on role and responsibilities.

Limited Personal Use

Limited personal use of the District’s technology resources shall be permitted if the use:

- Imposes no tangible cost to the District;
- Does not unduly burden the District’s technology resources; and
- Has no adverse effect on an employee’s job performance or on a student’s academic performance.

Acceptable Use

Access to the District’s technology resources is a privilege, not a right. All users shall be required to acknowledge receipt and understanding of all administrative procedures governing use of the District’s technology resources and shall agree in writing to allow monitoring of their use and to comply with such procedures and guidelines. Noncompliance may result in suspension of access or termination of privileges and other disciplinary action consistent

TECHNOLOGY RESOURCES

CQ
(LOCAL)

with District policies. [See DH, FN series, FO series, and the Student Code of Conduct] Violations of law may result in criminal prosecution as well as disciplinary action by the District.

Monitored Use

Electronic mail transmissions and other use of the District's technology resources by students, employees, and members of the public shall not be considered private. Designated District staff shall be authorized to monitor the District's technology resources at any time to ensure appropriate use.

Disclaimer of Liability

The District shall not be liable for users' inappropriate use of the District's technology resources, violations of copyright restrictions or other laws, users' mistakes or negligence, and costs incurred by users. The District shall not be responsible for ensuring the availability of the District's technology resources or the accuracy, age appropriateness, or usability of any information found on the Internet.

Internet Safety

The Superintendent or designee shall develop and implement an Internet safety plan to:

- Promote student and employee safety and security when using electronic communications;
- Educate students and employees about cybersecurity and cyberbullying awareness and response and about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms. [See CQB]
- Control students' access to inappropriate materials, as well as to materials that are harmful to minors;
- Prevent unauthorized access, including hacking and other unlawful activities; and
- Restrict access to prevent unauthorized disclosure, use, and dissemination of personally identifiable information regarding students and employees

Filtering

Each District computer with Internet access and the District's network systems shall have filtering devices or software that blocks access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the federal Children's Internet Protection Act and as determined by the Superintendent or designee.

The Superintendent or designee shall enforce the use of such filtering devices. Upon approval from the Superintendent or designee, an administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose.

TECHNOLOGY RESOURCES

CQ
(LOCAL)

Data Protection

This policy and established procedures shall govern all students, employees (part-time or full-time), contractors, consultants, temporary employees, volunteers, vendors and other individuals affiliated with third parties who access any District owned information, property or device. To ensure confidentiality, integrity and availability of District systems to promote innovation and exemplary instructional results, the District shall hold all who use District resources accountable for their actions.

The Superintendent or designee shall establish procedures regarding data protection. These procedures shall follow industry best practices in data protection and include:

- Controls to ensure the protection of data and information for Personal Identifiable Information (PII) and Protected Health Information (PHI).
- Software and hardware needs
- Limiting access to Data by adhering to the practice of least privilege to reduce compromise and loss risk exposure;
- Specifics of procurement and vendor responsibilities
- Data management in vendors;
 - Limited data access
 - Data protection agreement (DPA)
 - Ensure appropriate treatment of District data by fourth and fifth party vendors
 - Periodic contract audit by Legal
 - Data removal or destruction at contract end
- Department and school: information sharing, device management and security;
- Data loss prevention plan with protocols and drills;
- Software longevity (i.e. selection, maintenance and timely updates);
- Internal risk review to determine when multi-factor authentication (MFA) is required;
- Password protocols;
- Application development security (DevSecOps) procedures to include protections against well-known attacks such as Structured Query Language (SQL) injection; and

TECHNOLOGY RESOURCES

CQ
(LOCAL)

- Devices in schools, classrooms and offices (i.e. Bring Your Own Device (BYOD)).

Staff shall annually review the District's data protection systems and provide a report to the Board.

Record Retention

A District employee shall retain records, whether created or maintained using the District's technology resources or using personal technology resources, in accordance with the District's record management program. [See CPC] Retention periods apply to records in any medium (i.e. paper, electronic).

Electronically Signed Documents

The District may make certain transactions available online, including student admissions documents, student grade and performance information, contracts for goods and services and employment documents.

To the extent the District offers transactions electronically, the District may accept electronic signatures in accordance with policy and procedures.

When accepting electronically signed documents or digital signatures, the District shall comply with rules adopted by the Department of Information Resources, to the extent practicable, to:

- Authenticate a digital signature for a written electronic communication sent to the District;
- Maintain all records as required by law;
- Ensure that records are created and maintained in a secure environment;
- Maintain appropriate internal controls on the use of electronic signatures;
- Implement means of confirming transactions; and
- Train staff on related procedures including but not limited to limitations on where and when electronic signatures are used and/or accepted.

Audit

The Superintendent or designee shall coordinate a regular comprehensive technology audit cycle of the District Information Technology systems to test for vulnerabilities and opportunities for improvement. At the conclusion of each audit, staff shall provide an audit report to the Board.

The audit's primary objective is to help the Board and administration accomplish their objectives by bringing a systematic approach

TECHNOLOGY RESOURCES

CQ
(LOCAL)

to evaluating and improving the effectiveness of the District's technology resources. The audit shall include but not be limited to unauthorized access breach points, limited employee account access, checks and balances for the access levels granted (least privilege), ability to monitor for attacks, vertical and horizontal cybersecurity protection and equity and availability of access.

**TECHNOLOGY RESOURCES
CYBERSECURITY**

**CQB
(LOCAL)**

Philosophy

The Board believes that the District has the responsibility to protect student and staff data and all technology resources through implementation of a robust District cybersecurity plan that is supported by awareness efforts and training for students and staff.

Cybersecurity Plan

The District shall develop a Cybersecurity Plan including strategies to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents. The Plan shall also address the District's approach to assessing cybersecurity risk and relevant mitigation strategies.

The Superintendent shall establish administrative procedures that support the implementation of the District cybersecurity plan including, but not limited to:

- awareness and training,
- timetables for backups,
- expectations for being a good steward of District data,
- expectations for work and personal use of technology by employees,
- digital citizenship and current cybersecurity for student use,
- current cybersecurity awareness,
- communication and alignment between departments on best practices,
- robust systems to protect confidential information, and
- ongoing training for employees and students.

Required Training

The District shall conduct, verify and report compliance with staff training requirements set forth by the Texas Department of Information Resources. Additionally, the District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.

**Cybersecurity
Coordinator**

The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters and as required by law, report to TEA breaches of system security.

The coordinator shall address the District's breach, threat, and attack protection plan with periodic security control assessments and drills including annual penetration and controls testing.

TECHNOLOGY RESOURCES
CYBERSECURITY

CQB
(LOCAL)

Security Breach
Notifications

Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

- Written notice.
- Email, if the District has email addresses for the affected persons.
- Conspicuous posting on the District's websites.
- Publication through broadcast media.

The District's cybersecurity coordinator shall disclose a breach involving sensitive, protected or confidential student information to TEA and parents in accordance with law.

PURCHASING AND ACQUISITION

CH
(LOCAL)

Philosophy

The Board is committed to supporting the District's core business of teaching and learning with scalable systems that support productive, reliable, and efficient District operations across all departments, including the purchase and acquisition of goods and services.

Purchasing Authority

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services in accordance with CH(LEGAL) and to make budgeted purchases up to \$50,000.

Purchasing Procedures

The Superintendent shall develop purchasing procedures to implement the requirements of state and federal law. [See also CB, CBB, CH(LEGAL), and COA]

Purchasing Method

The Board delegates to the Superintendent or designee the authority to determine the method of purchasing in accordance with CH(LEGAL)- or CBB(LEGAL), as appropriate, or any other Board policy defining a purchasing method.

Competitive Bidding

If competitive bidding is chosen as the purchasing method, the Superintendent or designee shall prepare bid specifications. All bids shall be in accordance with administrative regulations, and the submission of any electronic bids shall also be in accordance with Board-adopted policy. All bidders shall be invited to attend the bid opening. Any bid may be withdrawn prior to the scheduled time for opening. Bids received after the specified time shall not be considered.

The District may reject any and all bids in accordance with state or federal law, as applicable.

Competitive Sealed Proposals

If competitive sealed proposals are chosen as the purchasing method, the Superintendent or designee shall prepare the request for proposals and/or specifications for goods or services to be purchased. All proposals shall be in accordance with administrative regulations, and the submission of any electronic proposals shall also be in accordance with Board-adopted policy. Proposals received after the specified time shall not be considered. Proposals shall be opened at the time specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.

The District may reject any and all proposals in accordance with state or federal law, as applicable.

PURCHASING AND ACQUISITION

CH
(LOCAL)

Electronic Bids or Proposals	Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board adopted rules procedures. policy. Such rules procedures shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.
Authority to Sign Contracts	Except as explicitly provided in this policy, no employee shall be authorized to sign contracts that obligate the District. The Superintendent or designee shall be authorized to sign contracts up to \$50,000. Contracts at or above \$50,000 shall require approval by the Board and may be signed by the Superintendent or designee.
Authority Related to Current Contracts	If a previously awarded vendor requests to be released from a its contract previously authorized by the Board with the District, or if the Superintendent or designee determines that the vendor is not performing according to the terms of the contract and the vendor does not contest termination of the contract, the Superintendent or designee is authorized to terminate said the contract with the vendor. The Superintendent shall notify the Board when the Superintendent has terminated a board authorized contract. at the vendor's request or for nonperformance.
Disclosure Requirements	Each Board member shall be required to disclose in writing and file with the Board Secretary any past or present business relationship between the Board member and any vendor or bidder, regardless of the nature or amount, prior to any Board action taken on a procurement in which such a vendor or bidder participates. [See also BBFA(LOCAL), CV(LOCAL), DBD(LOCAL)]
Board Members	
Employees	Every District employee shall be required to disclose in writing to his or her supervisor, any past or present business relationship with any vendor or bidder, regardless of the nature or amount, prior to any Board action taken on a procurement in which such a vendor or bidder participates. [See also DBD(LOCAL)]
Vendor and / or Bidder	Each vendor and bidder shall be required to disclose, as a condition for doing business with the District, any past or present business relationship with a sitting Board member or District employee, prior to any Board action taken on a procurement in which the vendor or bidder participates. Failure to disclose shall be grounds for termination of any contract entered into with the vendor or bidder.
Notice to Bidders	Each request for proposal or invitation for bid issued by the District involving a procurement that may require Board action on a contract award shall contain express notice to bidders of this disclosure requirement and the consequences of its violation.

PURCHASING AND ACQUISITION

CH
(LOCAL)

Termination Clause	Each contract awarded by the Board shall include a termination clause providing that the contract may be terminated by the District if it is determined that the contractor did not comply with this disclosure requirement. The Superintendent shall notify the Board when the Superintendent has terminated a contract under this section.
Purchase Commitments	All purchase commitments shall be made by the Superintendent or designee on a properly drawn and issued purchase order or properly issued procurement card, in accordance with administrative procedures, including the District's purchasing administrative procedures .
Responsibility for Debts	The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE]- The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.
Personal Purchases	District employees shall not be permitted to make purchases for personal use through the District's business office.
Professional Advisory Services	<p>The District shall issue a Request for Proposals (RFP) or a Request for Qualifications (RFQ) for all professional advisory services listed below, no less often than every five years. Rotation shall not be required. All current professional advisors shall be permitted to participate in the RFP/RFQ process.</p> <p>Professional advisors include:</p> <ol style="list-style-type: none">1. Bond counsel;2. Delinquent tax attorney;3. Contracted auditor(s);4. Financial adviser;5. Legal counsel; and6. Risk management consultant.
Employee Conflict of Interest	Purchase of services or equipment from a business owned in whole or in part by a District employee or a person related to a District employee by blood (consanguinity) within the third degree or by marriage (affinity) within the second degree that results in the employee receiving compensation directly or indirectly shall be permitted only when the following occurs:

PURCHASING AND ACQUISITION

CH
(LOCAL)

1. The District employee does not exercise discretion in connection with contracts, purchases, payments, claims, or other pecuniary transactions related to the services or equipment supplied by the business.
2. The business shall not be permitted to sell services or equipment to the District employee's department and department affiliates or campus and campus feeder pattern, as applicable, for as long as the employee continues in the department or campus position;
3. The business transaction has been approved by the Superintendent; and
4. The purchase of services and equipment has been contracted through a documented competitive process, if required by law or policy.

[See also DBD]

Supplier Diversity Initiative

The District's supplier diversity initiative ensures that the District shall use its best efforts to inform small businesses of current and future purchasing activities. The District shall encourage the participation of these businesses in purchasing of all goods and services. All solicitations issued by the District shall include a supplier diversity initiative form that is to be completed and submitted with the bid response.

Small Business

A "small business" shall be defined as a business entity that is independently owned and operated and is not dominant in its field of operation. The business shall employ fewer than 50 employees and/or shall have less than \$3 million in annual business volume from this local operation.

Philosophy

The Board believes the District exists to provide educational opportunities to help all students reach their full potential and pursue futures beyond what they can imagine. As long as District educational services rely heavily on buildings and facilities, school attendance boundaries shall exist to provide structure for educational pathways for students.

A student-centered approach that considers the unique needs of the students on each campus shall be utilized to design school attendance boundaries and locate programming in a way that demonstrates the equitable, effective, and efficient use of District facilities. Programming decisions shall be made by management to meet student needs and enable the efficient use of facilities.

Annual Enrollment Review

The annual enrollment review studies facility utilization data and campus design capacity data with past trends and projections. Its purpose is to provide an annual, uniform process for the District to ensure equitable and adequate educational opportunities are available for all students throughout the District.

Annually, the administration shall review student enrollment data, updated enrollment projections, current campus utilization, an analysis of current zoned enrollment, current academic program enrollment, design capacity of each facility, student transportation information, demographic composition of each school, and relevant student achievement data.

The administration shall develop and deliver the Annual Enrollment Report, which should include the information identified above as well as a review of the Facilities Master Plan [see CT (LOCAL)]. Staff shall present the report as an information item for discussion at a Board meeting.

The Annual Enrollment Report shall be presented to the Board as soon as practical but no later than February of each year. The review shall include the administration's recommendation regarding whether each school can remain at status quo, whether alternative student enrollment options are needed, and/or if a change to the way a facility is used is needed.

Alternative student enrollment options include the following and shall be guided by the written administrative procedures:

- Limiting or encouraging student transfers consistent with Board policy. [See FDA (LOCAL) and FDB (LOCAL)]
- Locating or relocating programs to or from a current school.
- Utilizing portable classrooms at a school.

SCHOOL ATTENDANCE AREAS

FC
(LOCAL)

- Capping enrollment at a school. When the administration determines capping enrollment is necessary, the decision shall be presented to the Board as part of the Annual Enrollment Review or as an interim update to the Annual Enrollment Review.

The Superintendent shall notify the Board when any of these alternative student enrollment options are being considered and at least six weeks before any of these alternative student enrollment actions are implemented. The Board shall be notified before communication is provided to the community or school impacted.

The following alternative student enrollment options shall initiate the attendance boundary process with the School Boundary Oversight Committee as guided by written administrative procedures. Each of the following options shall require Board action.

- Adjusting attendance boundaries;
- Consolidating or closing a school;
- Constructing an addition to a school; or
- Constructing a new school.

When student enrollment options require Board action or involve capping enrollment at any school and/or terminating or moving an academic program, initial communication to the students, parents, and community shall be made by the Board President on behalf of the Board.

**Facilities Master
Plan Update Process**

Annually, at the time of the Annual Enrollment Review, the administration shall provide the Board with recommended updates to the Facilities Master Plan. Following presentation to the Board, staff shall review the recommended updates to the Facilities Master Plan with the School Boundary Oversight Committee (SBOC) (see below for description of SBOC.) The updated Facilities Master Plan shall be provided to the Board for consideration by June of each year.

**Attendance
Boundary Design**

School attendance boundaries shall be established by the Board upon recommendation of the Superintendent with oversight for the Board by the School Boundary Oversight Committee. School attendance boundaries shall change whenever a new school is needed, a need to balance enrollment exists, or when it is determined to be in the best interest of students.

**School Boundary
Oversight Committee**

The work of the committee shall be aligned with the Decision Principles detailed in this policy as well as any other relevant District policies. For example, including but not limited to, Policy CT, FDA,

and FDB. Staff shall be present at SBOC meetings to provide information, support, and to hear ideas.

Membership and
Term

The members of the SBOC shall serve with a student-centered approach and operate through a district-wide lens and not from their own interest. The SBOC shall be composed of four representatives from each high school feeder pattern. Membership shall be approved by the Board upon recommendation of the Superintendent and shall represent parents and community members from each high school attendance boundary. The Superintendent shall develop administrative procedures to govern the process whereby recommended SBOC membership is determined. Board Leadership Academy graduates shall be given preference in appointment.

District employees shall not be eligible for membership; however, the administration may invite staff members to attend meetings of the SBOC to serve in an advisory capacity.

In order to maintain continuity on the committee, members shall serve overlapping, two-year terms beginning on February 1 with a maximum length of service of three consecutive terms.

Vacancies

When filling vacancies effort shall be made by the administration to balance membership between parents of elementary, middle, and high school students in the district. Administrative procedures shall set forth the process to fill vacancies that occur. Vacancies shall occur for the following reasons:

- Member completes term of service;
- Member no longer resides in the attendance boundary from which they were selected;
- Member resigns; or,
- Member is removed by vote of two-thirds of the membership or by the Board for failure to perform the duties of members of the committee and/or uphold the SBOC Member Commitment which includes the following pillars:
 1. Be an active participant in committee meetings and public hearings;
 2. Carefully and thoughtfully review the data provided to the committee;
 3. Attend scheduled meetings; and,
 4. Remain objective, considering the needs and history of communities impacted but prioritizing the district-wide needs of all FBISD students.

SCHOOL ATTENDANCE AREAS

FC
(LOCAL)

- Officers At the first meeting each year, the SBOC shall elect a chairperson, a vice chairperson, and a recording secretary.
- Chairperson* The SBOC chairperson shall:
- Consult with the administrative liaison to develop agendas for meetings of the committee;
 - Preside at committee meetings and be present at public hearing meetings held in the community as a part of the attendance boundary process; and
 - Oversee preparation of committee reports.
- Vice Chairperson* The SBOC vice chairperson shall:
- Perform the duties of the chairperson in his or her absence; and
 - Assist the chairperson as needed in overseeing and facilitating the work of the committee.
- Recording Secretary* The SBOC recording secretary shall:
- Prepare written minutes of each SBOC meeting and provide a copy to the administrative liaison for filing; and
 - Verify that notes of community comments and suggestions are provided to the SBOC and available to the community.
- Boundary Change Process** Attendance boundary recommendations shall be developed through the following process:
1. After presentation to the Board, the administration shall present the Annual Enrollment Report, the most up to date Facilities Master Plan and recommended changes to attendance boundaries to the SBOC. These recommendations will be known as the Original Recommendations. SBOC members shall analyze the information presented and verify that the Original Recommendations adhere to guidelines in current Board policy. The committee may accept, modify or reject the administration's Original Recommendations based on guidelines in current Board policy and information provided by staff. Staff shall assist the committee as needed in accepting or modifying the Original Recommendations. An agreed upon set of original and/or modified recommendations, called the Proposed Recommendations, with supporting rationale shall be compiled by staff into a Preliminary Report.

2. The staff shall present the Preliminary Report to the Board for review and input. Following Board input, staff shall conduct one to three public hearings or more as appropriate for the number of schools and students involved.

The public hearings shall be conducted at sites convenient to the community members affected by the proposed changes. The administration shall advertise the public hearings through news releases and through District communication channels. Principals of the schools affected shall assist in notifying school and community members. The public hearings will also be announced at a Board workshop or meeting in which the Preliminary Report will be presented to the Board.

3. At each public hearing, following a presentation of the Preliminary Report, staff shall solicit comments, questions, and suggestions from community members present. Staff may respond as appropriate to questions from community members. Notes shall be made of comments and suggestions to assist staff and the SBOC in making final recommendations.
4. Staff shall compile comments and suggestions for review by the SBOC. Staff shall answer community questions and provide the questions and answers to the community and the SBOC. Staff shall consider public comments and may modify the Proposed Recommendations if necessary. These modified recommendations shall be called the Updated Recommendations and shall be provided to the Board.
5. After the final public hearing, the SBOC shall meet to review the community input and administration's Updated Recommendations. SBOC shall review the Updated Recommendations, relevant policy and community input and approve or make suggestions to them; providing rationale for the suggestions. The SBOC and staff shall prepare Final Recommendations and compile them with rationale, suggestions and considerations into a Final Report. Staff shall present this Final Report to the Board in a public meeting. The SBOC will be encouraged to attend.

The Final Report shall include alternatives considered as well as risks, benefits, and rationale for the Final Recommendations given. The Final Report may include suggestions regarding alternative student enrollment options, future Facility Master Plan updates or future attendance boundary scenarios.

The Final Report shall give evidence that the committee has considered the preliminary administrative report and input

from the community and shall be consistent with decision principles listed below as well as all relevant policy.

At the same or at a subsequent Board meeting, following presentation of the Final Report, the Board shall take appropriate action with respect to the establishment of school attendance boundaries.

6. Any recommendation concerning attendance boundaries shall be made to the Board with sufficient time for the Board to take action at its regular Board meeting in January prior to implementation in August of the same year.
7. When the Board takes action on attendance boundary adjustments, initial communication shall be made by the Board President on behalf of the Board.

Definitions

For purposes of this policy:

1. "Design capacity" is the maximum number of student seats in the school building, adjusted by a utilization factor of 85 percent, excluding portable classroom buildings on site.
2. "Utilization factor" is a numeric multiplier that reduces design capacity to account for program variances and scheduled use of building spaces.
3. "Efficient utilization" is between 80 percent and 100 percent of the design capacity.

Decision Principles

Student-centered recommendations that consider the unique needs of the students on each campus shall be utilized to design school attendance boundaries. The recommendations and their rationale shall also demonstrate equitable, effective and efficient use of District facilities. The following principles shall be the primary factors explicitly considered in making attendance boundary changes. The principles below are not listed in priority order; however, the Superintendent shall include a written rationale of how the principles were applied when presenting recommendations to the Board and SBOC. Attendance boundaries shall:

Community Integrity

- Safely house students and provide all students equitable access to the curriculum, extracurricular opportunities, and professional staff.
- Align student transitions within the District's designated feeder patterns.
- Assign entire neighborhoods to the same school(s). Where practical, major thoroughfares, creeks, drainage ditches, utility

easements, and similar elements will be utilized as boundaries.

- Support the neighborhood school concept by combining geographically proximate neighborhoods or developments into school attendance boundaries.
- Utilize safe and reasonable walking distances to encourage healthier students and minimize use of student transportation resources.

Note: Master-planned communities are not considered neighborhoods.

Growth Projections

Utilization should be balanced among campuses in order to avoid penalizing those schools that are experiencing growth.

- Efficient use of existing facilities as well as effective and equitable delivery of academic programs are equally important factors in attendance boundary design.
- Balanced student enrollment enables efficient use of facilities, avoids overutilization or underutilization, and minimizes reliance on portable classrooms.
- Attention should be given to unique needs of student populations at a given campus that may not be reflected in numbers alone. Once attendance boundary decisions have been approved, if a concern arises that a student receiving special education or 504 services needs may not be met as a result of the boundary change, the ARD or 504 committee shall meet to discuss the concern.
- Design boundaries shall withstand time and minimize the number of boundary adjustments for a cohort of students. To the extent possible, students in a given area should not be required to change schools because of a boundary change more than once at a given level (elementary, middle school, or high school).

*Program
Accommodation /
Student Needs*

*Frequency of
Changes*

Cost Effectiveness

**Final
Recommendations**

If student achievement may be adversely affected by a decision principle-based recommendation, then the administration shall

suggest an alternative recommendation and provide rationale for the Board to consider.

**Attendance
Boundary
Implementation**

Following Board approval of a school's attendance boundary adjustment, the following provisions shall apply:

- A student who is entering kindergarten–grade 9 shall be reassigned to the new attendance boundary to attend the grade level he or she is entering; however, students entering grade 5 or 8 may remain at their current campus, but shall not be eligible for District-provided transportation.
- A student who is entering grade 10, 11, or 12 may remain at his or her current campus until the student graduates but shall not be eligible for District-provided transportation.
- Students affected by a previous boundary change while attending the same level (elementary, middle, high) are eligible for an intra-district transfer, but shall not be eligible for District-provided transportation.
- Students affected by previous boundary changes, who attended different schools due to three or more boundary changes, may remain at their existing campus, but shall not be eligible for District-provided transportation. For example, a student who was rezoned in first grade, again in fourth grade when a new school opened in the area, and once again in seventh grade due to the opening of a new middle school, would not be required to move schools again should there be a boundary change impacting the student in the future.

SAFE SCHOOLS DATA

The Superintendent or designee shall ensure that the District complies with Texas Education Agency (TEA) guidelines for the collection and maintenance of data regarding:

1. Mandatory expellable offenses committed at school or at a school-related or school-sponsored activity, on or off school property [see FOD], and
2. Any student who becomes a victim of one of the following violent criminal offenses, as defined by the Penal Code, while ~~in~~ ~~or on the premises/grounds~~ of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property:
 - a. Attempted murder;
 - b. Indecency with a child;
 - c. Aggravated kidnapping;
 - d. Aggravated aAssault on someone other than a District employee or volunteer resulting in bodily injury or aggravated assault;
 - e. Sexual assault or aggravated sexual assault against someone other than a District employee ; or volunteer;
 - f. Aggravated robbery; or;
 - f.g. Continuous sexual abuse of a young child or children.

SCHOOL SAFETY
TRANSFERS

The parent of a student who becomes a victim of a violent criminal offense as described in the state guidance for unsafe school choice options above or who is assigned to a campus identified by TEA as persistently dangerous shall be offered a transfer to a safe public or charter school within the District.

For each transfer requested, the District shall explore transfer options, as appropriate. Options may include a transfer agreement with another school district.

FROM A
PERSISTENTLY
DANGEROUS
SCHOOL

The parent of a student attending a school identified as persistently dangerous shall be provided notification of his or her right to request a transfer. Notification shall occur at least 14 days prior to the start of the school year or, for a student enrolling subsequently, upon the student's enrollment.

The parent must submit to the Superintendent or designee an application for transfer. The Superintendent or designee shall complete the transfer prior to the beginning of the school year, if applicable, or within 14 calendar days of the request for a subsequently enrolling student.

Any transfer arranged for a student from a campus identified by TEA as persistently dangerous shall be renewed so long as the campus from which the student transferred retains that designation.

The District shall maintain, in accordance with the District's record retention schedule, documentation of notification to parents of the transfer option, transfer applications submitted, and action taken.

FOR A VICTIM OF A
VIOLENT CRIMINAL
OFFENSE

Within 14 calendar days after a violent criminal offense described above occurs in or on the ~~grounds-premises~~ of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property, the District shall notify the parent of a student who is a victim of the offense of the parent's right to request a transfer. The parent must submit to the Superintendent or designee an application for transfer. The Superintendent or designee shall approve or disapprove the request within 14 calendar days of its submission.

Any transfer arranged for a student who was a victim of a violent crime as described above shall be renewed so long as the threat to the student exists at the campus to which the student would typically be assigned.

For each offense, the District shall maintain for at least five years documentation of the nature and date of the offense, notification to the parent of the transfer option, transfer applications submitted, action taken, and other relevant information regarding the offense.

ADDITIONAL
TRANSFER OPTIONS

In circumstances described by Education Code 25.0341, a parent of a student who has been the victim of a sexual assault, regardless of whether the offense occurred on or off school property, may request a transfer of the parent's child or the student assailant from the same campus.

[For other transfer provisions, sSee also FDA and FDB]

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Minutes of Previous Meetings
Reference: Board Policy BE (Local)
Department: Office of the Superintendent

Recommendation

Consideration and possible approval of minutes of the following Fort Bend ISD Board of Trustee meetings:

- October 12, 2020: Called Meeting and Agenda Review
- October 19, 2020: Regular Business Meeting
- October 28, 2020: Superintendent’s Summative Evaluation Meeting

Summary

Board Policy BE (Local) states, “Board action shall be carefully recorded by the Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the President and the Secretary of the Board.”

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Garrett Rosier
Recording Secretary

Minutes
Board of Trustees
Called Meeting
October 12, 2020

A Board of Trustees Agenda Review Meeting was held on Monday, October 12, 2020, beginning at 6:00 PM in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. Members of the public viewed the Live Stream of the meeting at the following address: <https://www.fortbendisd.com/october12LIVESTREAM>.

Members of the public also registered to address the Board at the following address: <https://www.fortbendisd.com/cms/lib/TX01917858/Centricity/Domain/83/Address%20BoT%20Workshop%20Mtg%20Form%2008.02.18.pdf>. Requests to address the Board were submitted no later than 4:30 p.m. on the day of the meeting. It was the Board of Trustees' intent that a quorum of the Board of Trustees would be physically present at this location. One or more Trustees participated by video conference. The agenda packet for the meeting can be found here: <https://v3.boardbook.org/Public/PublicHome.aspx?ak=888888>. This meeting was recorded as required by law and the recording is available to the public at:

<https://www.youtube.com/watch?v=J7GpE1NJUA>

Presiding Officer.....Mr. Jason Burdine, President

Board Members Present

Ms. Addie Heyliger, Vice President (arrived 6:07 p.m.)
Mr. Dave Rosenthal, Secretary
Mrs. Allison Drew (via video conference)
Mrs. Grayle James (via video conference)
Mr. Jim Rice
Mrs. Kristin Tassin

School Officials Present

Charles E. Dupre, Ed.D., Superintendent of Schools
Diana Sayavedra, Deputy Superintendent of Schools
Joe Rodriguez, Ed.D., Chief of Schools
Beth Martinez, Chief Academic Officer (via video conference)
Veronica Sopher, Chief Communications Officer
Bryan Guinn, Chief Financial Officer
Gwyn Touchet, Chief Human Resources and Organizational Transformation Officer
Long Pham, Chief Information Officer
Oscar Perez, Chief Operations Officer
Anthony Indelicato, Ed.D., Chief of Staff and Collaborative Communities
Robert Scamardo, FBISD General Counsel
David Rider, Chief of FBISD Police Department
Garrett Rosier, Recording Secretary

Others Present

Rick Morris, Board Counsel
Parents, Patrons, Staff and Employees

1. Meeting Called to Order

President Burdine called the meeting to order at 6:00 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and manner required by law.

Prior to beginning the Information Item, Dr. Charles Dupre, Superintendent of Schools, delivered an overview of the District's continuing transition to dual-learning models.

2. Information

A. Board Governance

1. Update District's Transition to Dual Learning Models and FBISD COVID Response Plan and Dashboard

Dr. Charles Dupre, Fort Bend ISD Superintendent of Schools, continued a discussion with the Board regarding the District's transition to dual learning models and the FBISD COVID-19 Response Plan and Dashboard.

Ms. Gwyn Touchet, Chief Human Resources and Organizational Transformation Officer, provided information on the following areas of the FBISD COVID-19 Response Dashboard:

- Business Continuity and Migration
- FBISD COVID-19 Response Plan's Purpose
- District and Campus Indicators
- Business Continuity and COVID Mitigation

Ms. Beth Martinez, Chief Academic Officer, provided information on the following areas of the FBISD COVID-19 Response Dashboard:

- Health and Safety Protocols
- Contact Tracing Protocol
- Response System

Mr. David Rider, Fort Bend ISD Chief of Police, provided information on the following area of the FBISD COVID-19 Response Dashboard:

- District Incident Command System

Mrs. Tassin requested that the Administration provide the Trustees with more communication regarding how the current schedule provides more flexibility, efficiency, and effectiveness than an aligned schedule. Also, what does the current schedule allow teachers to do that they cannot do if under an aligned schedule.

Mrs. Tassin and Ms. Heyliger requested that the Administration provide the Trustees with more communication regarding Schoology expectations, system downtime, known glitches, and program revisions.

Mrs. Tassin requested that the Administration provide the Trustees with additional information regarding the District's efforts to level out class sizes.

Mr. Rosenthal requested that the Administration provide the Trustees with additional information regarding Campus COVID/quarantine communication letters. He requested clear information about how quarantined students will be learning while quarantined and situations that occurred to result in a "close contact" determination.

Ms. Heyliger requested that the Administration provide the Trustees with additional information regarding teacher assignment, teacher workload, etc.

Ms. Heyliger requested that the Administration amend the COVID-19 Response Plan Dashboard to include the number of teachers on work accommodations.

Ms. Heyliger delivered prepared remarks on the reality of COVID-19 and its impacts on the children of our community. She referenced the Centers for Disease Control while speaking on the susceptibility of children to the COVID-19 virus.

Mrs. James requested that the Administration provide the Trustees with additional information regarding the numbers of teachers teaching only face-to-face, only online, and both online and face-to-face in the same class under special circumstances, some sections online and some sections face-to-face, and those teaching distance learning from home to a campus different from the one at which they usually teach.

Mrs. James requested that the Administration provide the Trustees with additional information regarding how the District can report the medical advisory's/consultant's feedback to the Board.

Mrs. Drew requested that the Administration provide the Trustees with additional information regarding how the District is monitoring student growth and identifying learning gaps. Additionally, what does assessment, grading, and parent feedback on performance look like?

3. Convene in Closed Session

The Trustees convened in closed session at 8:25 p.m. under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: Section 551.071 – For a private consultation with their attorney on any or all subjects or matters authorized by law; Section 551.072 – Consider purchase, exchange, lease, or value of real property; Section 551.074 – Personnel matters; Section 551.076 – Security matters; Section 551.082 – Student discipline matter or complaint; Section 551.0821 – Personally identifiable information about public school students.

4. Reconvene in Open Session

The Trustees reconvened in open session at 9:29 p.m.

5. Consider Action on Closed Session Items

None.

6. Review

A. Board Governance

1. Review 2019-2020 Comprehensive Annual Financial Report

The Administration seeks Board approval of the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2020.

2. Review FBISD Fiscal and Budgetary Strategy

The Administration seeks Board approval of the District’s Fiscal and Budgetary Strategy.

In addition to minor editorial corrections, the following changes are proposed:

Page	Change	Rationale
10	Added reference to Disclosure Strategy as Exhibit to Fiscal Strategy.	To streamline the number of separate strategy documents the Board needs to approve.
11	Added paragraph indicating operating reserve will be replenished if utilized.	Government Finance Officers Association (GFOA) best practices recommends adding strategies to replenish fund balance and length of time to replenish it.
14-26	Added Exhibit A Disclosure Strategy.	To combine Fiscal Strategy and Disclosure Strategy.

3. Review Revisions to Local Board Policies

- a. CDA (Local): Other Revenues – Investments
- b. DEA (Local): Compensation and Benefits – Compensation Plan
- c. FEB (Local): Attendance – Attendance Accounting

4. Review Previous Meeting Minutes

- a. September 2, 2020: Special Called Meeting
- b. September 14, 2020: Public Budget Hearing
- c. September 14, 2020: Called Meeting and Agenda Review
- d. September 21, 2020: Regular Business Meeting
- e. September 28, 2020: Superintendent's Formative Evaluation Meeting

B. Board Goal 1: Fort Bend ISD will provide an equitable learning environment that provides all students access to the FBISD curriculum

1. Review Purchase Exceeding \$50,000, Specifically for:

a. Review Purchase of Student Enrichment Services

The Administration seeks Board approval of the continued purchase of student enrichment services in an amount not to exceed \$600,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through October 2025. Vendors: Mad Science of Houston, Be A Champion, Inc., Training and Leadership Consulting, LLC, Estrellita, Inc., and MindRise Learning. Fund Sources: General Fund and Federal Funds.

b. Review Purchase of Physical Education Uniforms, Spirit Wear Apparel, and Related Items

The Administration seeks Board approval for the purchase of Physical Education (PE) uniforms and spirit wear apparel from multiple vendors in an amount not to exceed \$2,750,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through October 2025. Vendors: 4Imprint, Blue Jungle Marketing, Branding Matters!, Brentwood Marketing, BSN Sports, Cardinals Sport Center, Coastal Enterprises, Corredor Concepts, Design-A-Tee Fort Bend, Gandy Ink, HALO Branded Solutions, Kaleidoscope School Uniforms, Leonetti Graphics, Inc., Local Ink, Midway PSG dba Pasadena Sporting Goods, Riddell/All American, STS Brand, and Worthy Promotions. Fund Sources: General Fund and Activity Fund.

C. Board Goal 4: Fort Bend ISD will develop students' social-emotional, academic, literacy, language, and life skills in a robust Collaborative Community at every school

1. Review Approval of a Resolution Designating a Delegate and Alternate to the 2021 General Assembly of the Houston-Galveston Area Council

The Administration seeks Board approval of a resolution designating a delegate and an alternate to the General Assembly of the Houston-Galveston Area Council for the year 2021.

The Board recommended that Mrs. Allison Drew would serve as delegate and that Mr. Rosenthal would serve as alternate to the 2021 HGAC General Assembly.

D. Scalable Systems

1. Review Purchase Exceeding \$50,000, Specifically for:

a. Review Purchase of Digital Radios, Airtime Services, and Related Items

The Administration seeks Board approval of the purchase of digital radios and airtime services in an amount not to exceed \$950,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the

agreements through October 2025. Vendor: Northwest Communications. Fund Source: General Fund.

b. Review Purchase of Lawn Maintenance, Landscaping Services, and Related Items

The Administration seeks Board approval for the procurement of lawn maintenance and landscaping services in an amount not to exceed \$10,400,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through 2025. Vendors: Yellowstone Landscape, Santiko's General Contractors, and Maldonado Nursery Landscaping. Fund Sources: General Fund and Activity Fund.

2. 2018 Bond Program

a. Review Easement with CenterPoint Energy for New Lakeview Elementary School Electrical Services

The Administration seeks Board approval of a blanket easement with CenterPoint Energy for the electrical services to the new Lakeview Elementary School, and authorization for the FBISD Board President to execute this easement, as well as the CenterPoint Energy long form easement to be provided near the conclusion of the project.

b. Review Schematic Design for Elementary School 54

The Administration seeks Board approval of the Schematic Design for new Elementary School 54 located in Sienna Plantation.

Mrs. James requested that the Administration provide her a hard copy of the map that shows the placement of all new schools.

Mrs. Tassin requested that PBK Architects revise the first floor Special Education classrooms because as designed, the entirety of the school's Special Education would be clustered in the first-grade classrooms which have no instructional pull-out spaces. This does not adhere to the District's desire for Special Education inclusion.

7. Audience Responses to Agenda Items Posted for this Meeting

None.

8. Action

None.

9. Adjournment

Having no further business before the Board, MOTION was made by Mrs. Tassin to adjourn the meeting at 10:14 p.m.

Jason Burdine, President

Dave Rosenthal, Secretary

Minutes
Board of Trustees
Regular Business Meeting
October 19, 2020

A Board of Trustees Regular Business Meeting was held on Monday, October 19, 2020, beginning at 6:00 PM in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. Members of the public viewed the Live Stream of the meeting at the following address: <https://www.fortbendisd.com/October19LIVESTREAM>.

Members of the public also registered to address the Board at the following address:

<https://www.fortbendisd.com/cms/lib/TX01917858/Centricity/Domain/83/New%20Regular%20Business%20Address%20Form.pdf>. Requests to address the Board were submitted no later than 4:30 p.m. on the day of the meeting. It was the Board of Trustees' intent that a quorum of the Board of Trustees would be physically present at this location. One or more Trustees participated by video conference.

The agenda packet for the meeting can be found here:

<https://v3.boardbook.org/Public/PublicHome.aspx?ak=888888>. This meeting was recorded as required by law and the recording is available to the public at:

<https://www.youtube.com/watch?v=5xqwYI-a91E>

Presiding Officer.....Ms. Addie Heyliger, Vice President

Board Members Present

Mr. Dave Rosenthal, Secretary
Mrs. Allison Drew (via video conference)
Mrs. Grayle James (via video conference)
Mr. Jim Rice
Mrs. Kristin Tassin

Board Member Absent

Mr. Jason Burdine, President

School Officials Present

Charles E. Dupre, Ed.D., Superintendent of Schools
Diana Sayavedra, Deputy Superintendent of Schools
Joe Rodriguez, Ed.D., Chief of Schools
Beth Martinez, Chief Academic Officer
Veronica Sopher, Chief Communications Officer
Bryan Guinn, Chief Financial Officer
Gwyn Touchet, Chief Human Resources and Organizational Transformation Officer
Long Pham, Chief Information Officer
Oscar Perez, Chief Operations Officer
Anthony Indelicato, Ed.D., Chief of Staff and Collaborative Communities
Robert Scamardo, FBISD General Counsel
David Rider, Chief of FBISD Police Department
Garrett Rosier, Recording Secretary

Others Present

Rick Morris, Board Counsel
Parents, Patrons, Staff and Employees

1-3. Meeting Called to Order, Pledges of Allegiance, Silent Invocation

Vice President Heyliger called the meeting to order at 6:02 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and manner required by law. Ms. Heyliger then asked the audience to join the Board in the Pledges of Allegiance led by Aman Kamdar, a senior at Clements High School and a Fort Bend ISD Communications Department student worker. Finally, Ms. Heyliger asked the audience to remain standing for the Silent Invocation.

4. Recognitions

The Dulles High School Orchestra was awarded second place in the American Prize: Ernst Bacon Memorial Award, for the performance of American Music, Youth Orchestra Division. Their Director, Michael Isadore, won third place award for conducting with a community orchestra.

Five Fort Bend ISD orchestras received national recognition as winners in the 2020 Mark of Excellence Project, a not-for-profit organization sponsored by Foundation for Music Education.

- Mark of Excellence's National Orchestra Honors:
 - Austin High School Camerata Orchestra, Directors Ann Victor and Zoran Jasmak
 - Dulles High School Honors String Orchestra, Directors Michael Isadore and Angela Yip
 - Dulles Middle School Symphony Orchestra, Directors Sally Kirk and Edward Odeh

- Commended Winners:
 - Garcia Middle School Full Orchestra, Directors Frances Weberpal, Giovanni Fuentes, Nicole Elias, and Joel Chavarria
 - Austin High School Symphony Orchestra, Directors Ann Victor and Ryan Demkovich

The Dulles High School Student Council was recognized by the Texas Association of Student Councils for the following 2019-20 awards:

- Outstanding Student Council
- Drugs, Alcohol, Safety and Health
- Energy and Environment
- Pride and Patriotism
- Community Service
- Sweepstakes

The Fort Bend ISD Communications team earned nine 2020 National School Public Relations Association awards recognizing its efforts in producing various communications and public relations programs:

- Award of Excellence – Fort Bend ISD COVID-19 Information for FBISD Families (Website)
- Award of Merit – Good Night, Fort Bend (Social Media)
- Along with seven Honorable Mentions

Mr. Jim Rice, Fort Bend ISD Master Trustee, was elected President of the Texas Association of School Board's Board of Directors. Mr. Rice has held several Board positions with TASB. He is a strong advocate for public education and works for the benefit of FBISD students and staff.

Ms. Janet Menzie, Choir Director at Clements High School, was chosen as the Region 4 Secondary Teacher of the Year. Ms. Menzie also represented Region 4 at the Texas Association of School Administrator's Texas Teacher of the Year Program this fall.

Prior to beginning the Audience Items, Ms. Heyliger announced a short break while the District's Information Technology Department corrected a technical issue. The Trustees began the break at 6:12 p.m.

The Trustees returned from the break at 6:16 p.m. and proceeded to the Audience Items.

5. Audience Items

Ms. Prince addressed the Trustees regarding District practices.

Mr. Lineman addressed the Trustees regarding parent feedback with learning models.

6. Information

A. Board Goal 1: Fort Bend ISD will provide an equitable learning environment that provides all students access to the FBISD curriculum

1. 2019-20 Student Achievement Update

Ms. Diana Sayavedra, Deputy Superintendent of Schools, provided an update on efforts to support student achievement during the COVID-19 Pandemic which included research-based system strategies to support student achievement, such as curriculum design, formative assessment, academic interventions, monitoring protocols, and social emotional supports.

Ms. Sayavedra provided information on the following areas of the Information Item:

- Education Crisis
- Research-Based Support for Student Achievement
- Student Learning, Reimagined

Ms. Melissa Hubbard, Executive Director of Teaching and Learning, provided information on the following areas of the Information Item:

- Directional System
- Instructional Expectations
- Curriculum Design
- Availability of Evidence and Data
- REN360 Comparison Data (Elementary)
- REN360 Comparison Data (Secondary)

Dr. Kwabena Mensah, Assistant Superintendent for Elementary Schools, provided information on the following areas of the Information Item:

- Monitoring Progress
- System Signals

Dr. Pilar Westbrook, Executive Director of Social-Emotional Learning and Comprehensive Health, provided information on the following area of the Information Item:

- Social-Emotional Supports

Ms. Diana Sayavedra closed the presentation by discussing:

- System Signals
- Closing Thoughts

Mrs. Tassin requested that the Administration provide the Trustees more information regarding what the District is doing to maintain the mental wellness of teachers, counselors, and staff. Additionally, what is the District doing to take work off principal's, counselor's, and teacher's plates?

Mrs. Tassin requested that the Administration inform the Trustees on how the District can prevent learning gaps by better assisting sick students in quarantine, that are not able to access online learning.

Mrs. Tassin requested that the Administration provide the Trustees with the number of students that are failing classes now, versus pre-COVID-19, broken out by grade level to determine whether there are patterns within grade levels.

Mrs. Tassin requested that the Administration provide the Trustees with the number of students who were previously enrolled in Fort Bend ISD who are no longer enrolled but are enrolled elsewhere.

Mrs. Tassin requested that the Administration provide the Trustees more information regarding why teachers are not teaching face-to-face and live streaming online concurrently. Mrs. Tassin also asked for clarification on if the District is allowing teachers to do so, and if so, the basis for that decision. If the District is not allowing the teachers to do so, why not?

Mrs. James requested that the Administration consider possible changes in the calendar to add professional development days, not more asynchronous learning days, to help with scheduling.

Mrs. James requested that the Administration provide the Trustees an update that shows, through signaling, how the District's emerging readers are progressing.

Mrs. Drew requested that the Administration provide the Trustees a date when elementary/secondary schedules will be finalized.

B. Board Governance

1. COVID-19 Procurement Update

Mr. Bryan Guinn, Chief Financial Officer, provided an update regarding COVID-19 related purchases totaling \$98,034.18 during September 2020 and \$639,067.34 since April 2020.

September 2020:

Vendor		Amount
Aspen Imaging LLC	Plexiglass for Board Room	\$3,335.00
Dongalen Enterprises Inc.	Sneeze guards	\$12,179.00
Infection Controls Inc.	IT device disinfectant	\$2,931.00
Tricor Direct Inc.	Water fountain locking seals	\$23,129.18
Zoom Video Communications Inc.	Online meeting platform	\$56,460.00
Total		\$98,034.18

Cumulative from April 2020:

Month (2020)	Items Purchased	Amount
April	Hotspots for online learning; Online SPED forms	\$45,506.84
May	Online SPED forms	\$572.00
June	No expenditures	\$0.00
July	Touch-free hand sanitizer stations	\$36,000.00
August	Hot spots, device disinfectant, water fountain locking seals	\$458,954.32
September	Plexiglass/sneeze guards, device disinfectant, water fountain locking seals, online meeting platform	\$98,034.18
Total		\$639,067.34

7. Convene in Closed Session

The Trustees convened in closed session at 8:03 p.m. under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: Section 551.071 – For a private consultation with their attorney on any or all subjects or matters authorized by law; Section 551.072 – Consider purchase, exchange, lease, or value of real property; Section 551.074 – Personnel matters; Section 551.076 – Security matters; Section 551.082 – Student discipline matter or complaint; Section 551.0821 – Personally identifiable information about public school students.

A. Section 551.074: Personnel Matters

1. Deliberate Director of IT Support Services Recommendation

B. Section 551.082: Student Discipline Matter or Complaint

1. Deliberate Scheduling Future Board Meetings to Hear Level III Grievance Appeals or Assigning the Level III Grievance Appeals to a Board Hearing Officer

8. Reconvene in Open Session

The Trustees reconvened in open session at 8:50 p.m.

9. Consider Action on Closed Session Items

MOTION was made by Mr. Rice and SECONDED by Mrs. Tassin that the Board of Trustees approve appointing Chris Nilsson to the position of Director of IT Support Services. MOTION CARRIED. Ayes 6 – Noes 0.

MOTION was made by Mr. Rosenthal and SECONDED by Mr. Rice that the Board of Trustees, pursuant to Board Policy FNG (Local), assign the Level III grievance appeal of Sydney Thomas to Myra Schexnayder, who will serve as the Board's designated hearing officer. MOTION CARRIED. Ayes 6 – Noes 0.

MOTION was made by Mr. Rosenthal and SECONDED by Mr. Rice that the Board of Trustees, pursuant to Board Policy FNG (Local), assign the Level III grievance appeal of Timothy Gordon to Myra Schexnayder, who will serve as the Board's designated hearing officer. MOTION CARRIED. Ayes 6 – Noes 0.

10. Board Members' Report

A. Activity Report

Mr. Rosenthal reported that the Trustees had attended and/or participated in the following activities since the September 21, 2020 Regular Board Meeting: Touchdown Club of Houston's Pre-Season Team Virtual Event; Superintendent's Formative Evaluation; Board Policy Committee Meeting; Pandemic Stakeholder Advisory Committee Meetings; TASA/TASB Virtual Conference; TASA/TASB Virtual Delegate Assembly; Board Workshop; Student Leadership 101, Session Two; 13th Annual State of the Schools Luncheon; Addie's Book Day Virtual Event; SHAC Meeting; Board Audit Committee Meeting, and Regular Board Meeting.

B. Special Reports

Ms. Heyliger congratulated Mr. Jim Rice, on behalf of the Board of Trustees, for his election to President of the Texas Association of School Boards, Board of Directors. Ms. Heyliger thanked Mr. Rice for his service to the community, the county, and now the state.

Ms. Heyliger thanked the District, specifically Dr. Anthony Indelicato, Chief of Staff and Collaborative Communities, and Ms. Tyenise Blackmon, Collaborative Communities Coordinator, for the success of 'Addie's Book Day'. Ms. Heyliger announced that over 1,100 books were donated to Burton Elementary School during the annual event which celebrates Ms.

Heyliger’s birthday and her love of reading. These donations made it possible for each student to take three books home to start their own personal library.

11. Consent Agenda

MOTION was made by Mr. Rice and SECONDED by Mrs. Tassin that the Board of Trustees pull Consent Agenda item 11A1, and move to approve the balance of the entire consent agenda, 11A2, 11A3, 11A4, 11B1, 11C1, 11D1, 11D2, in its entirety as presented. MOTION CARRIED. Ayes 6 – Noes 0.

A. Board Governance

2. Consider Approval of the FBISD Fiscal and Budgetary Strategy

The Administration requested Board approval of the District’s Fiscal and Budgetary Strategy.

In addition to minor editorial corrections, the following changes are proposed:

Page	Change	Rationale
10	Added reference to Disclosure Strategy as Exhibit to Fiscal Strategy.	To streamline the number of separate strategy documents the Board needs to approve.
11	Added paragraph indicating operating reserve will be replenished if utilized.	Government Finance Officers Association (GFOA) best practices recommends adding strategies to replenish fund balance and length of time to replenish it.
14-26	Added Exhibit A Disclosure Strategy.	To combine Fiscal Strategy and Disclosure Strategy.

3. Consider Approval of Revisions to Local Board Policies

- a. CDA (Local): Other Revenues – Investments
- b. DEA (Local): Compensation and Benefits – Compensation Plan
- c. FEB (Local): Attendance – Attendance Accounting

4. Consider Approval of Previous Meeting Minutes

- a. September 2, 2020: Special Called Meeting
- b. September 14, 2020: Public Budget Hearing
- c. September 14, 2020: Called Meeting and Agenda Review
- d. September 21, 2020: Regular Business Meeting
- e. September 28, 2020: Superintendent's Formative Evaluation Meeting

B. Board Goal 1: Fort Bend ISD will provide an equitable learning environment that provides all students access to the FBISD curriculum

1. Consider Approval of Purchases Exceeding \$50,000, Specifically for:

a. Consider Approval of the Purchase of Student Enrichment Services

The Administration requested Board approval of the continued purchase of student enrichment services in an amount not to exceed \$600,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through October 2025. Vendors: Mad Science of Houston, Be A Champion, Inc., Training and Leadership Consulting, LLC, Estrellita, Inc., and MindRise Learning. Fund Sources: General Fund and Federal Funds.

b. Consider Approval of the Purchase of Physical Education Uniforms, Spirit Wear Apparel, and Related Items

The Administration requested Board approval for the purchase of Physical Education (PE) uniforms and spirit wear apparel from multiple vendors in an amount not to exceed \$2,750,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through October 2025. Vendors: 4Imprint, Blue Jungle Marketing, Branding Matters!, Brentwood Marketing, BSN Sports, Cardinals Sport Center, Coastal Enterprises, Corredor Concepts, Design-A-Tee Fort Bend, Gandy Ink, HALO Branded Solutions, Kaleidoscope School Uniforms, Leonetti Graphics, Inc., Local Ink, Midway PSG dba Pasadena Sporting Goods, Riddell/All American, STS Brand, and Worthy Promotions. Fund Sources: General Fund and Activity Fund.

C. Board Goal 4: Fort Bend ISD will develop students' social-emotional, academic, literacy, language, and life skills in a robust Collaborative Community at every school

1. Consider Approval of a Resolution Designating a Delegate and Alternate to the 2021 General Assembly of the Houston-Galveston Area Council

The Administration requested Board approval of a resolution designating Mrs. Allison Drew as delegate and Mr. Dave Rosenthal as alternate to the General Assembly of the Houston-Galveston Area Council for the year 2021.

D. Scalable Systems

1. Consider Approval of Purchases Exceeding \$50,000, Specifically for:

a. Consider Approval of the Purchase of Digital Radios, Airtime Services, and Related Items

The Administration requested Board approval of the purchase of digital radios and airtime services in an amount not to exceed \$950,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through October 2025. Vendor: Northwest Communications. Fund Source: General Fund.

b. Consider Approval of the Purchase of Lawn Maintenance, Landscaping Services, and Related Items

The Administration requested Board approval for the procurement of lawn maintenance and landscaping services in an amount not to exceed \$10,400,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through 2025. Vendors: Yellowstone Landscape, Santiko's General Contractors, and Maldonado Nursery Landscaping. Fund Sources: General Fund and Activity Fund.

2. 2018 Bond Program

a. Consider Approval of an Easement with CenterPoint Energy for New Lakeview Elementary School Electrical Services

The Administration requested Board approval of a blanket easement with CenterPoint Energy for the electrical services to the new Lakeview Elementary School, and authorization for the FBISD Board President to execute this easement, as well as the CenterPoint Energy long form easement to be provided near the conclusion of the project.

12. Action

11A1. Consider Approval of the 2019-2020 Comprehensive Annual Financial Report

MOTION was made by Mr. Rice and SECONDED by Mrs. Tassin that the Board of Trustees approve Consent Agenda item 11A1 as presented.

Mr. Rice praised the efforts of Mr. Brian Guinn, Chief Financial Officer, and Mr. Guinn's entire team, Ms. Kelly Schlacks, Executive Director of Business and Finance, Ms. Brenda Essenberg, Executive Director of Business Services, and Mr. Luis Osorio De Amero, Director of Budget, for completing the report one month early and receiving an Unqualified Rating (highest rating possible) from the District's Certified Public Accounting firm, Whitley-Penn.

Following discussion, MOTION CARRIED. Ayes 6 – Noes 0.

A. Board Governance

1. Consider Approval of the Legislative Priorities for the 87th Texas Legislative Session

MOTION was made by Mrs. James and SECONDED by Mr. Rice that the Board of Trustees approve the Legislative Priorities for the 87th Texas Legislative Session as presented.

Mrs. Tassin, Board Legislative Committee Liaison, discussed the two legislative priority resolutions. She emphasized that the resolutions focus on funding received when students decide which education model they will be part of.

Mrs. James requested that the Administration work with the Communications Department to add Fort Bend ISD-specific items, such as advocating for the District's position regarding the tax-compression and hold-harmless, to the communication pieces for the legislative agenda.

Mrs. James requested that Mr. Rice provide TASB's legislative agenda to the Administration to distribute for Board review.

Following discussion, MOTION CARRIED. Ayes 6 – Noes 0.

2. Consider Approval of a Resolution Rescinding the Emergency Authority Granted to the Superintendent Regarding the COVID-19 Pandemic

MOTION was made by Mrs. Tassin and SECONDED by Mr. Rice that the Board of Trustees rescind the emergency authority granted to the Superintendent regarding the COVID-19 Pandemic, effective October 19, 2020. MOTION CARRIED. Ayes 6 – Noes 0.

13. Review Future Board Meeting Agenda Items

Dr. Dupre reviewed a list of future Board Meeting agenda items and workshop topics.

Mrs. James noted that an item in the October 8, 2020 Frequently Asked Questions document regarding Fort Bend ISD's Pandemic Stakeholder Advisory Committee was supposed to be discussed at the October 19, 2020 Regular Business Meeting but was not. She requested that Dr. Indelicato follow up with her.

14. Adjournment

Having no further business before the Board, MOTION was made by Mrs. Tassin and SECONDED by Mr. Rosenthal to adjourn the meeting at 9:18 p.m.

Jason Burdine, President

Dave Rosenthal, Secretary

Minutes
Board of Trustees
Superintendent's Summative Evaluation
October 28, 2020

The Board of Trustees conducted the Superintendent's Summative Evaluation on Wednesday, October 28, 2020, beginning at 6:00 PM in the Board Room and Board Conference Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. Members of the public viewed the Live Stream of the meeting at the following address:

<https://www.fortbendisd.com/October28EvalLIVESTREAM>. Members of the public registered to address the Board at the following address:

<https://www.fortbendisd.com/cms/lib/TX01917858/Centricity/Domain/83/New%20Agenda%20Review%20Address%20Form.pdf>. Requests to address the Board were submitted no later than 4:30 p.m. on the day of the meeting. It was the Board of Trustees' intent that a quorum of the Board of Trustees would be physically present at this location. One or more Trustees participated by video conference. The agenda packet for the meeting can be found here:

<https://v3.boardbook.org/Public/PublicHome.aspx?ak=888888>. The meeting was recorded as required by law and the recording is available to the public at:

https://youtu.be/JXxJQwImpyo?list=TLPQMjgxMDIwMjCEGss8rY_gvg

Presiding Officer.....Mr. Jason Burdine, President

Board Members Present

Ms. Addie Heyliger, Vice President (logged in via video conference at 6:10 p.m.)
Mr. Dave Rosenthal, Secretary
Mrs. Allison Drew (via video conference)
Mrs. Grayle James (via video conference)
Mr. Jim Rice
Mrs. Kristin Tassin

School Officials Present

Charles E. Dupre, Ed.D., Superintendent of Schools
Garrett Rosier, Recording Secretary

1. Meeting Called to Order

President Burdine called the meeting to order at 6:02 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and manner required by law.

2. Audience Responses to Agenda Items Posted for this Meeting

None.

3. Convene in Closed Session

The Trustees convened in closed session at 6:02 p.m. under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: Section 551.071 – For a private consultation with their attorney on any or all subjects or matters authorized by law; Section 551.072 –

Consider purchase, exchange, lease, or value of real property; Section 551.074 – Personnel matters; Section 551.076 – Security matters; Section 551.082 – Student discipline matter or complaint; Section 551.0821 – Personally identifiable information about public school students.

A. Section 551.074: Personnel Matters

1. Conduct Superintendent’s Summative Evaluation

The Board of Trustees conducted the Superintendent’s Formative Evaluation.

2. Deliberate an Amendment to the Superintendent’s Contract

The Board of Trustees deliberated the Seventh Amendment to the Superintendent’s contract.

3. Reconvene in Open Session

The Trustees reconvened in open session at 7:55 p.m.

Vice President Heyliger did not return to Open Session.

4. Consider Action on Closed Session Items

MOTION was made by Mr. Rice and SECONDED by Mrs. Tassin that the Board of Trustees approve the Seventh Amendment to the Superintendent’s employment contract as presented. MOTION CARRIED. Ayes 6 – Noes 0.

5. Adjournment

Having no further business before the Board, MOTION was made by Mr. Rice to adjourn the meeting at 7:55 p.m.

Jason Burdine, President

Dave Rosenthal, Secretary

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Approve 2020 – 21 School
Calendar
References: Board Policy EB (Legal/Local)
Department: Human Resources/Business
and Finance

Recommendation

Consideration and possible approval of the revised 2020-21 School Year Calendar.

Summary

Due to the Dual Learning models offered during the COVID-19 Pandemic, FBISD will engage in transitions at each grading period based on the percentage of parents that request a learning model change. The adopted 2020-21 School Calendar is not sufficient to support the transitions with adequate time for dedicated teacher planning nor system responses such as technology system readiness that support student transitions to new schedules. Teachers will require more time for planning and preparation and the school calendar must allow for these system transitions. It is also important that the school calendar continue to provide flexibility to address possible local, regional, or state-wide school closure due to any future resurgence of COVID-19.

The Organizational Transformation Department reengaged the FBISD District Calendar Committee to review proposed revisions to the adopted 2020-21 School Calendar based on FBISD priorities, stakeholder feedback, and requirements from TEA related to instructional minutes. Members of the Calendar Committee utilized previously developed guiding principles along with two identified priorities as a focus for calendar modifications including additional time for system transitions and dedicated teacher planning time to maximize instructional time. Committee members engaged in a process that included calendar draft development and a review of teacher feedback related to the impact of transitions on instruction prior to finalizing a recommendation.

The proposed calendar changes include the following impacts on teachers and students:

- Front loads three additional teacher professional learning days; one prior to Term 3 in January and two prior to Term 4 in March, to support teacher planning and course preparation;
- Incorporates three transition days in March, prior to Term 4, to provide time for technology systems to sync; and
- Allows students to return one day later in January and provides one additional week off in March following spring break. This additional week off may also be used to support student intervention where a need is identified.

The recommended 2020-21 School Calendar fulfills the guiding principles, meets TEA guidelines, and aligns to support partnerships with universities for Dual Credit classes. It is also important to note that the calendar includes scheduled professional development days and holidays to provide planning and wellness breaks for staff.

These proposed changes are estimated to have a budgetary impact of \$286,000 for identified employees whose role supports master schedule transition efforts because they will be working additional days while other staff is on holiday. Additional costs associated with supplemental pay may be incurred to support student intervention and are included within current budget allocations.

Pending approval of the revised calendar, staff will finalize plans and adjust systems for Spring 2021.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:
Gwyn Touchet
Chief Human Resources & Organizational Transformation Officer

Bryan Guinn
Chief Financial Officer



2020 - 2021 Proposed Instructional Calendar

August

6, 7, 10 - 13 Professional Learning Day
14 Teacher Work Day
17 First Day of Classes 1st Semester
Beginning of 1st Nine Weeks

September

7 Holiday/Labor Day
18 Elementary Parent Conf. & Early Release

October

9 End of 1st Nine Weeks
12 Beginning of 2nd Nine Weeks
30 Holiday

November

23 - 27 Holiday/Thanksgiving Break

December

15 - 18 Exams
17 Early Release - MS/HS
18 Early Release - All Students
End of 1st Semester/End of 2nd Nine Weeks
21 - 25, 28 - 31 Holiday/Winter Break

January

1, 4 Holiday/Winter Break
5 Professional Learning Day/No Students
6 Professional Learning Day (4 Hours)
Teacher Work Day (3.5 Hours)
7 First Day of Classes 2nd Semester
Beginning of 3rd Nine Weeks
18 Holiday/Martin L. King, Jr. Day

February

12 Elementary Parent Conf. & Early Release
15 Holiday/President's Day

March

12 End of 3rd Nine Weeks
15 - 19 Holiday/Spring Break
22 - 24 Transition
25 - 26 Professional Learning Day/No Students
29 Beginning of 4th Nine Weeks

April

2 Holiday
19 Professional Learning Day/No Students

May

28 Exams
31 Holiday/Memorial Day

June

1 - 3 Exams
2 Early Release - MS/HS
3 Early Release - All Students
Last Student Day/End of 2nd Semester/End of 4th Nine Weeks
4 Teacher Work Day

July

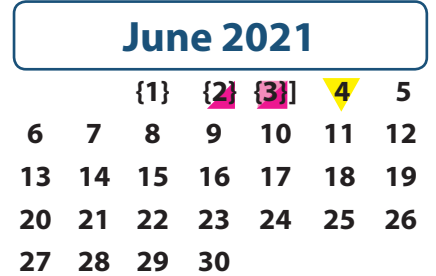
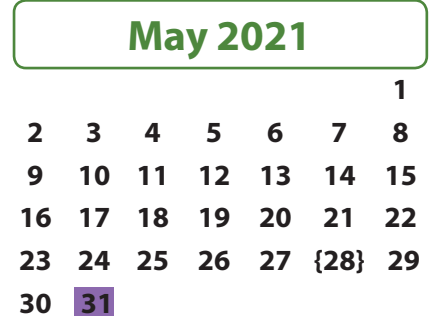
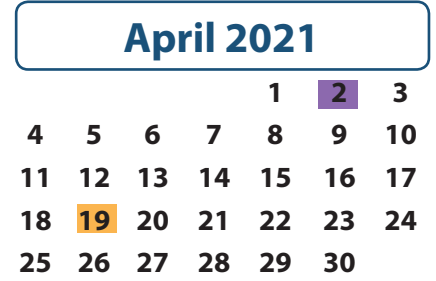
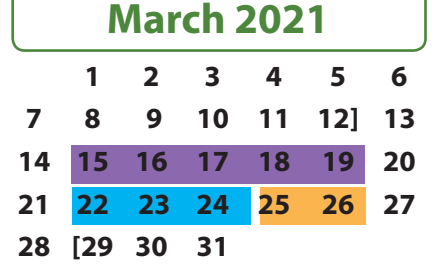
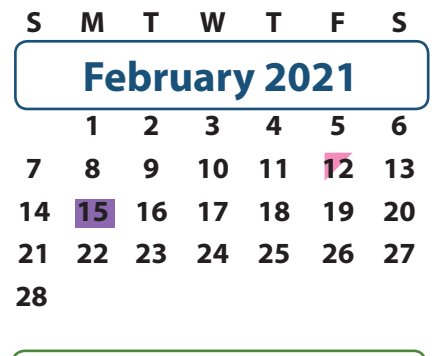
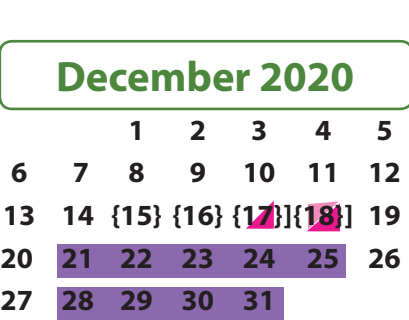
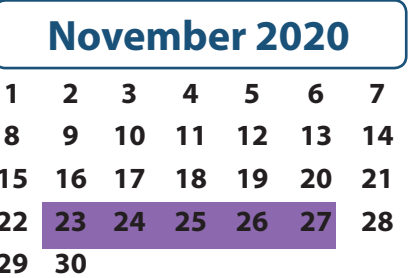
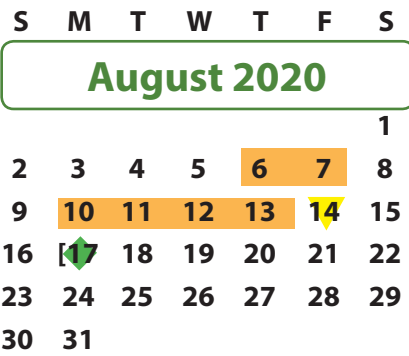
5 - 9 District Offices and Campuses Closed

KEY

- ▼ Teacher Work Day - No Students
- [] Beginning/End of Nine Weeks
- ◆ First Day of Semester Classes
- ◊ Early Release - ES
- Professional Learning - No Students
- { } Exams
- Transition
- Holiday
- ◊ Early Release - MS & HS

This Calendar Reflects the Following	ES	MS	HS
Total Days of Instruction	174	174	174
Total Teacher Contract Days	187	187	187
Operational Minutes per Full Day	435	435	435
Operational Minutes per Early Release Days	240	270	245
Total Operational Minutes Pre-Waiver	74910	75030	74930
Waiver Minutes for Professional Learning	1800	1800	1800
Total Operational Min. w/ Approved Waivers	76710	76830	76730
Bank of Operational Minutes	1110	1230	1130

HB 2442 requires a minimum of 75,600 operational minutes with any applicable waivers and at least a minimum bank of 840 operational minutes. The bank of operational minutes can be used in the event of bad weather and other issues of health and safety. FBISD reserves the right to revise the calendar, pending Board approval, to meet the minimum required operational minutes each year.



1st Semester Grading Period 83 Days	2nd Semester Grading Period 91 Days
1st Nine Weeks 8/17 - 10/9 39	3rd Nine Weeks 1/7 - 3/12 45
2nd Nine Weeks 10/12 - 12/18 44	4th Nine Weeks 3/29 - 5/26 46

Graduation Dates: TBD

Cultural and religious observances of families in FBISD can be accessed on the Anti-Defamation League website or the Interfaith Calendar website.

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Additional Services to Construction
Services for Drinking Fountain
Replacements PKG017
References: Board Policy CV (Local)
District Goal Scalable Systems
Department: Operations

Recommendation

Consideration and possible approval to include 37 additional campuses to the Drinking Fountain Replacement Package (PKG017) as shown on Exhibit 1, and approval of a revised budget for a new total amount of \$963,009.

Summary

On June 15, 2020, the BOT approved the construction services agreement with E Contractors USA, LLC for drinking fountain replacement at various campuses (PKG017) for a total project budget of \$683,009.

Due to the safety protocols recommended by the CDC during the COVID-19 Pandemic, Facilities conducted an audit during the summer of 2020 to identify the number of existing drinking fountains and bottle fillers for all campuses/facilities. Facilities worked with Design and Construction to identify the remaining campuses which would require bottle fillers to meet the minimum requirement of two bottle filling water fountains per campus/facility.

Alternative options, such as rental of temporary bottle fillers have been evaluated, in order to ensure campuses are able to provide a safe solution for students to fill their water bottles. Rental of temporary units requires long term contracts and excessive monthly fees since a total of 65 temporary bottle filler rentals would be required. The Administration recommends funding the remaining campuses through 2018 Bond Program Contingency, to ensure each campus/facility has, at a minimum, two bottle filling water fountains installed.

Based on the drinking fountain audit generated by Facilities, it has been determined that an additional 37 campuses/facilities would require installation of two drinking fountains with bottle fillers. Upon completion of the re-allocation of available funding within the package from various categories, staff requires an additional \$280,000 to cover the additional scope of work for PKG017.

Staff requests utilization of \$280,000 from Bond 2018 Program Contingency for this purpose. The revised detailed project budget for PKG017 Drinking Fountains is provided on attached Exhibit 1.

CSP Contract	Package Number	Description	Revised Project Budget
CSP20-086DE	PKG017	Drinking Fountain Replacements	\$963,009

Contract amount will be funded with the 2018 Bond Program Funds as detailed in the table above.

Upon Board approval, staff will amend the contract for drinking fountain replacements, and work will begin at the additional 37 campuses. Staff will work in partnership with the campus administrators to schedule all work with the least disruption to student learning.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Oscar Perez
Chief Operations Officer

Project Summary
Package 17 - Drinking Fountains
EXHIBIT - 1

	A	B	C	D	E	F	G	H	I	TOTAL
Description	A/E Design Fees & Reimbursables	Design Contingency	Other Professional Services	Construction	Construction Contingency	FF&E	Site Development	Admin & Other Project Costs	Project Contingency	
AQUATIC PRACTICE FACILITY-NATATORIUM II				\$0	\$7,382					\$7,382
ARMSTRONG ELEMENTARY SCHOOL	\$2,206		\$2,000	\$12,855	\$2,459				\$690	\$20,210
AUSTIN HIGH SCHOOL	\$2,758		\$2,000	\$12,387	\$3,074				\$1,362	\$21,581
AUSTIN PARKWAY ELEMENTARY SCHOOL	\$1,103			\$11,170	\$1,229				\$1,346	\$14,848
BAINES MIDDLE SCHOOL				\$0	\$8,555					\$8,555
BARRINGTON PLACE ELEMENTARY SCHOOL	\$1,103			\$12,739	\$1,229				\$1,346	\$16,417
BLUE RIDGE ELEMENTARY SCHOOL				\$0	\$4,638					\$4,638
BOWIE MIDDLE SCHOOL				\$0	\$8,554					\$8,554
BRAZOS BEND ELEMENTARY SCHOOL	\$827			\$11,708	\$922				\$1,009	\$14,466
BRIARGATE ELEMENTARY SCHOOL	\$1,103			\$13,228	\$1,229				\$1,346	67 \$16,906
BURTON ELEMENTARY SCHOOL				\$0	\$4,638					\$4,638
BUSH HIGH SCHOOL				\$0	\$8,555					\$8,555
CLEMENTS HIGH SCHOOL				\$0	\$8,555					\$8,555
COLONY BEND ELEMENTARY SCHOOL	\$1,103			\$11,708	\$1,229				\$1,346	\$15,386
COLONY MEADOWS ELEMENTARY SCHOOL	\$1,103			\$13,228	\$1,229				\$1,346	\$16,906
CORNERSTONE ELEMENTARY SCHOOL	\$551			\$12,739	\$615				\$673	\$14,578
CROCKETT MIDDLE SCHOOL				\$0	\$9,395					\$9,395
DESIGN-CONSTRUCTION BUILDING	\$551			\$52	\$615				\$673	\$1,891
DON COOK NATATORIUM				\$0	\$9,395					\$9,395
DRABEK ELEMENTARY SCHOOL				\$0	\$5,058					\$5,058
DULLES ELEMENTARY SCHOOL	\$1,379			\$12,739	\$1,537				\$1,681	\$17,336
DULLES HIGH SCHOOL	\$1,930		\$2,000	\$12,351	\$2,151				\$355	\$18,787
DULLES MIDDLE SCHOOL	\$3,309		\$2,000	\$12,197	\$3,688				\$2,036	\$23,230
ELKINS HIGH SCHOOL	\$2,758		\$2,000	\$13,228	\$3,074				\$1,362	\$22,422
FERNDELL HENRY CENTER FOR LEARNING				\$0	\$4,638					\$4,638
FIRST COLONY MIDDLE SCHOOL	\$3,309		\$2,000	\$286	\$3,688				\$2,036	\$11,319

Project Summary
Package 17 - Drinking Fountains
EXHIBIT - 1

Description	A	B	C	D	E	F	G	H	I	TOTAL
Description	A/E Design Fees & Reimbursables	Design Contingency	Other Professional Services	Construction	Construction Contingency	FF&E	Site Development	Admin & Other Project Costs	Project Contingency	TOTAL
FLEMING ELEMENTARY SCHOOL	\$551			\$12,197	\$615				\$673	\$14,036
FORT SETTLEMENT MIDDLE SCHOOL	\$1,930		\$2,000	\$16,550	\$2,151				\$355	\$22,986
GARCIA MIDDLE SCHOOL	\$2,206		\$2,000	\$12,330	\$11,014				\$690	\$28,240
GLOVER ELEMENTARY SCHOOL	\$1,103			\$13,717	\$1,229				\$1,346	\$17,395
GOODMAN ELEMENTARY SCHOOL				\$0	\$4,638					\$4,638
HERITAGE ROSE ELEMENTARY SCHOOL				\$0	\$5,058					\$5,058
HIGHLANDS ELEMENTARY SCHOOL	\$2,206		\$2,000	\$13,717	\$2,459				\$690	\$21,072
HIGHTOWER HIGH SCHOOL				\$0	\$4,638					\$4,638
HODGES BEND MIDDLE SCHOOL	\$1,379			\$11,822	\$1,537				\$1,681	\$16,419
HOPSON FIELD HOUSE				\$0	\$4,638					68 \$4,638
HUNTERS GLEN ELEMENTARY SCHOOL	\$1,103			\$13,717	\$1,229				\$1,346	\$17,395
JAMES PATTERSON ELEMENTARY (ES50)				\$0	\$8,554					\$8,554
JONES ELEMENTARY SCHOOL				\$0	\$9,395					\$9,395
KEMPNER HIGH SCHOOL				\$0	\$8,554					\$8,554
LAKE OLYMPIA MIDDLE SCHOOL				\$0	\$7,382					\$7,382
LANTERN LANE ELEMENTARY SCHOOL	\$1,103			\$12,739	\$8,611				\$1,346	\$23,799
LEXINGTON CREEK ELEMENTARY SCHOOL	\$1,103			\$12,739	\$9,783				\$1,346	\$24,971
M R WOOD CENTER FOR LEARNING				\$0	\$8,554					\$8,554
MADDEN ELEMENTARY SCHOOL-ES46				\$0	\$9,395					\$9,395
MARSHALL HIGH SCHOOL				\$0	\$9,395					\$9,395
MCAULIFFE MIDDLE SCHOOL				\$0	\$4,638					\$4,638
MERCER ATHLETIC COMPLEX				\$0	\$8,554					\$8,554
MISSION BEND ELEMENTARY SCHOOL	\$2,206		\$2,000	\$13,029	\$2,459				\$690	\$20,384
MISSION GLEN ELEMENTARY SCHOOL	\$1,103			\$13,228	\$1,229				\$1,346	\$16,906
MISSION WEST ELEMENTARY SCHOOL	\$1,103			\$13,228	\$1,229				\$1,346	\$16,906
MISSOURI CITY MIDDLE SCHOOL				\$0	\$9,395					\$9,395

Project Summary
Package 17 - Drinking Fountains
EXHIBIT - 1

Description	A A/E Design Fees & Reimbursables	B Design Contingency	C Other Professional Services	D Construction	E Construction Contingency	F FF&E	G Site Development	H Admin & Other Project Costs	I Project Contingency	TOTAL
OAKLAND ELEMENTARY SCHOOL	\$1,103			\$12,739	\$1,229				\$1,346	\$16,417
PALMER ELEMENTARY SCHOOL	\$1,103			\$12,739	\$1,229				\$1,346	\$16,417
PARKS ELEMENTARY SCHOOL				\$0	\$5,058					\$5,058
PECAN GROVE ELEMENTARY SCHOOL	\$2,206		\$2,000	\$18,914	\$2,459				\$690	\$26,269
PROGRESSIVE HIGH SCHOOL				\$0	\$9,395					\$9,395
QUAIL VALLEY ELEMENTARY SCHOOL	\$827			\$13,228	\$922				\$1,009	\$15,986
QUAIL VALLEY MIDDLE SCHOOL	\$827			\$12,197	\$922				\$1,009	\$14,955
RIDGE POINT HIGH SCHOOL				\$0	\$9,395					\$9,395
RIDGEGATE ELEMENTARY SCHOOL	\$1,103			\$12,197	\$1,229				\$1,346	\$15,875
RIDGEMONT EARLY LITERACY CENTER				\$0	\$9,395					69 \$9,395
RIDGEMONT ELEMENTARY SCHOOL	\$827			\$8,718	\$922				\$1,009	\$11,476
SARTARTIA MIDDLE SCHOOL	\$1,930		\$2,000	\$12,779	\$2,151				\$355	\$19,215
SCHIFF ELEMENTARY SCHOOL	\$827			\$12,739	\$922				\$1,009	\$15,497
SETTLERS WAY ELEMENTARY SCHOOL				\$0	\$8,554					\$8,554
SIENNA CROSSING ELEMENTARY SCHOOL	\$827			\$13,228	\$922				\$1,009	\$15,986
SUGAR LAND MIDDLE SCHOOL				\$0	\$8,554					\$8,554
SUGAR MILL ELEMENTARY SCHOOL	\$1,103			\$13,717	\$1,229				\$1,346	\$17,395
TOWNWEST ELEMENTARY SCHOOL	\$1,379			\$13,717	\$1,537				\$1,681	\$18,314
TRAVIS HIGH SCHOOL				\$0	\$9,395					\$9,395
WALKER STATION ELEMENTARY SCHOOL	\$1,103			\$13,228	\$1,229				\$1,346	\$16,906
WAREHOUSE CENTER				\$0	\$8,554					\$8,554
WILLOWRIDGE HIGH SCHOOL				\$0	\$5,058					\$5,058
TOTAL:	\$57,361		\$24,000	\$491,768	\$343,924				\$45,956	\$963,009

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Storm Water Easement at Hodges
Bend Transportation Center
References: Board Policy CV (Local)
Scalable Systems
Department: Operations

Recommendation

Consideration and possible approval of executing an easement between Fort Bend ISD and Fort Bend County Drainage District for a new detention pond at Hodges Bend Transportation Center along FM 1464 and Clodine Street, and authorization for the Board President to execute this easement.

Summary

On May 11, 2020, the BOT approved Construction Services for Site Work Renovations (CSP 20-027KB) in the 2018 Bond Program. Construction services included Alternate 3 – Hodges Bend Transportation Center (parking lot improvements) – new bus parking lot area with lighting, fencing, and detention pond to accommodate new District buses.

The project scope includes the development of 2.22 acre into a new concrete-surfaced bus parking lot with 45 bus spaces, and a new detention pond for storm drainage with a drainage easement of 1.1387 acres.

The project will allow the transportation center to grow to support the District’s transportation needs for new and additional buses, and to address storm drainage on District property. The scope is anticipated to begin in January 2021, and will be completed by July 2021.

The proposed easement will not impact the development of the District property for future use. The project oversight will be coordinated by FBISD Operations with the Fort Bend County Drainage District.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Oscar Perez
Chief Operations Officer

**DECLARATION OF MAINTENANCE COVENANT AND
EASEMENT FOR STORM WATER CONTROL FACILITIES**

This Declaration of Maintenance Covenant and Easement for Storm Water Control Facilities (“Declaration”) is executed as of November 16, 2020 by Fort Bend Independent School District a Texas nonprofit corporation (“Declaration”).

WHEREAS, Declarant is the owner of the real property described on Exhibit A attached hereto and incorporated by reference (the “Property”); and

WHEREAS, Declarant intends to construct and thereafter maintain storm water control facilities (the “Facilities”) on the Property including, but not limited to, conduits, inlets, channels, pipes, retention or detention ponds and other devices and measures, necessary to collect, convey, store and control storm water runoff, to be used for conveying storm water from the Property over, under, across, through and upon a private drainage easement (the “Easement”) created herein on the Property and described on Exhibit B attached hereto and incorporated herein by reference (the “Easement Property”); and

WHEREAS, to ensure that the Facilities continue to function according to the design and performance standards to which they were constructed, Declarant is imposing upon the Property, as a covenant running with the land, the obligation to maintain the Facilities until such time, if ever, as the obligation to maintain the Facilities is properly terminated;

NOW, THEREFORE, in consideration of the foregoing premises, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Declarant declares as follows:

1. **Covenant Running with the Land.** Declarant covenants that the burdens and benefits made and undertaken under this Declaration constitute covenants running with the Property, binding all successors and assigns.
2. **Declarant’s Responsibility to Construct and Maintain.** Declarant shall be responsible for the construction of the Facilities. Declarant, its successors and assigns will at all times be responsible for the maintenance, repair and inspection of the Facilities. The Facilities are to be constructed in accordance with all applicable laws, ordinances, regulations, rules, and directives of appropriate governmental authorities.
3. **Location of the Facilities.** The Facilities shall be located on, over, across or under the Easement Property.
4. **Drainage Easement.** Declarant dedicates, establishes and declares for the benefit of the Property (or any portion thereof):
 - a. The perpetual, irrevocable and non-exclusive easement, right and privilege to discharge, transport and store storm water from any part of the Property into, over, under, across, through and upon the Facilities and Easement Property; and

9. Successors and Assigns Bound. Declarant hereby agrees and acknowledges that maintenance of the Facilities as set forth herein, the cost of maintenance, the District's access to the Facilities, the District's rights of ingress and egress to the Facilities and the District's right to recover all costs if Declarant fails to maintain the Facilities are a burden and restriction on the use of the Property and the provisions of this Declaration shall be binding upon the Declarant, its successors and assigns and upon any future owners of the Property.

Every person who now or hereafter owns or acquires any right, title or interest in or to any portion of the Property is and shall be conclusively deemed to have consented and agreed to every covenant contained in this Declaration, whether or not any reference to this Declaration is contained in the instrument by which the Property was conveyed to such person. Whenever in this Declaration a reference is made to a party, such reference is deemed to include a reference to the heirs, executors, legal representatives, successors and assigns of such party.

10. Negation of Partnership. None of the terms or provisions of this Declaration shall be deemed to create a partnership between or among Declarant and the District or any owners, mortgagees, occupants or otherwise; nor shall it cause them to be considered joint venturers or members of any joint enterprise. This Declaration is not intended nor shall it be construed to create any third party beneficiary rights in any person, except as expressly stated herein.

11. Enforcement. If any person, persons, corporation or entity of any other type shall violate or attempt to violate this Declaration, it shall be lawful for the District or its successors to prosecute proceedings at law, or in equity, against the person or entity violating or attempting to violate this Declaration and to prevent the person or entity from violating or attempting to violate the Declaration. The failure at any time to enforce this Declaration by the District or its successors whether any violations hereof are known or not, shall not constitute a waiver or estoppel of the right to do so in the future.

12. Entire Agreement. This Declaration contains all the representations and the entire agreement of Declarant with respect to the subject matter. Any prior correspondence, memoranda or agreements are superseded by this Declaration. The provisions of this Declaration shall be construed as a whole according to their common meaning and not strictly for or against Declarant.

13. Notices. All notices and approvals required or permitted under this Declaration shall be served by certified mail, return receipt requested, to a party at its last known address or its principal place of business. Date of service of notice shall be the date on which such notice is deposited in a post office of the United States Postal Service or successor governmental agency.

14. Governing Law; Performance. This Declaration and its validity, enforcement and interpretation shall be governed by the laws of the State of Texas without regard to any conflict of laws principles and applicable federal law. This Declaration is performable only in Fort Bend County, Texas.

15. Amendment. This Declaration may not be amended or abrogated in part or whole, without the express written consent of the District and the Declarant.

16. Rights of Mortgagees, Trustees or Lienholders. No violation of any of these restrictions, covenants or conditions shall affect or impair the rights of any mortgagee, trustee or lienholder under any mortgage or deed of trust, or the rights of any assignee of any mortgagee, trustee or lienholder under any such mortgage or deed of trust.

17. Gender and Grammar. The singular wherever used herein shall be construed to mean or include the plural when applicable, and the necessary grammatical changes required to make the provisions hereof apply either to corporations or other entities or individuals, male or female, shall in all cases be assumed as though in each case fully expressed.

18. Titles. The titles of sections contained herein are included for convenience only and shall not be used to construe, interpret or limit the meaning of the term or provision contained in this Declaration.

19. Recording of Agreement. This Declaration shall be recorded in the Official Public Records of Fort Bend County, Texas and shall constitute notice to all successors and assigns of the title to the Property of the rights and obligations contained herein.

20. Joinder of Lienholder. _____, as lienholder, joins herein for the purpose of consenting to, ratifying, confirming and adopting this Declaration and for the purpose of subordinating its liens to the same.

DECLARANT

By: _____

Name: Jason Burdine

Title: President, Board of Trustees

LIENHOLDER

By: _____

Name: _____

Title: _____

STATE OF TEXAS

COUNTY OF FORT BEND

Before me, the undersigned authority, on this day personally appeared _____, known to me or proved to me through proper documentation to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same as the act of Fort Bend Independent School District, a Texas nonprofit corporation, as its _____, for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 2020.

Notary Public in and for the State of Texas

My commission expires: _____

STATE OF TEXAS

COUNTY OF _____

Before me, the undersigned authority, on this day personally appeared _____, known to me or proved to me through proper documentation to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same as the act of the Fort Bend Independent School District, a Texas nonprofit corporation, as its _____, for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 2020.

Notary Public in and for the State of Texas

My commission expires: _____

Exhibit A

A 47.35 acre tract of land as shown on plat of Fort Bend I.S.D. Transportation Satellite recorded in Slide No. 1776A of the Fort Bend County Map Records.

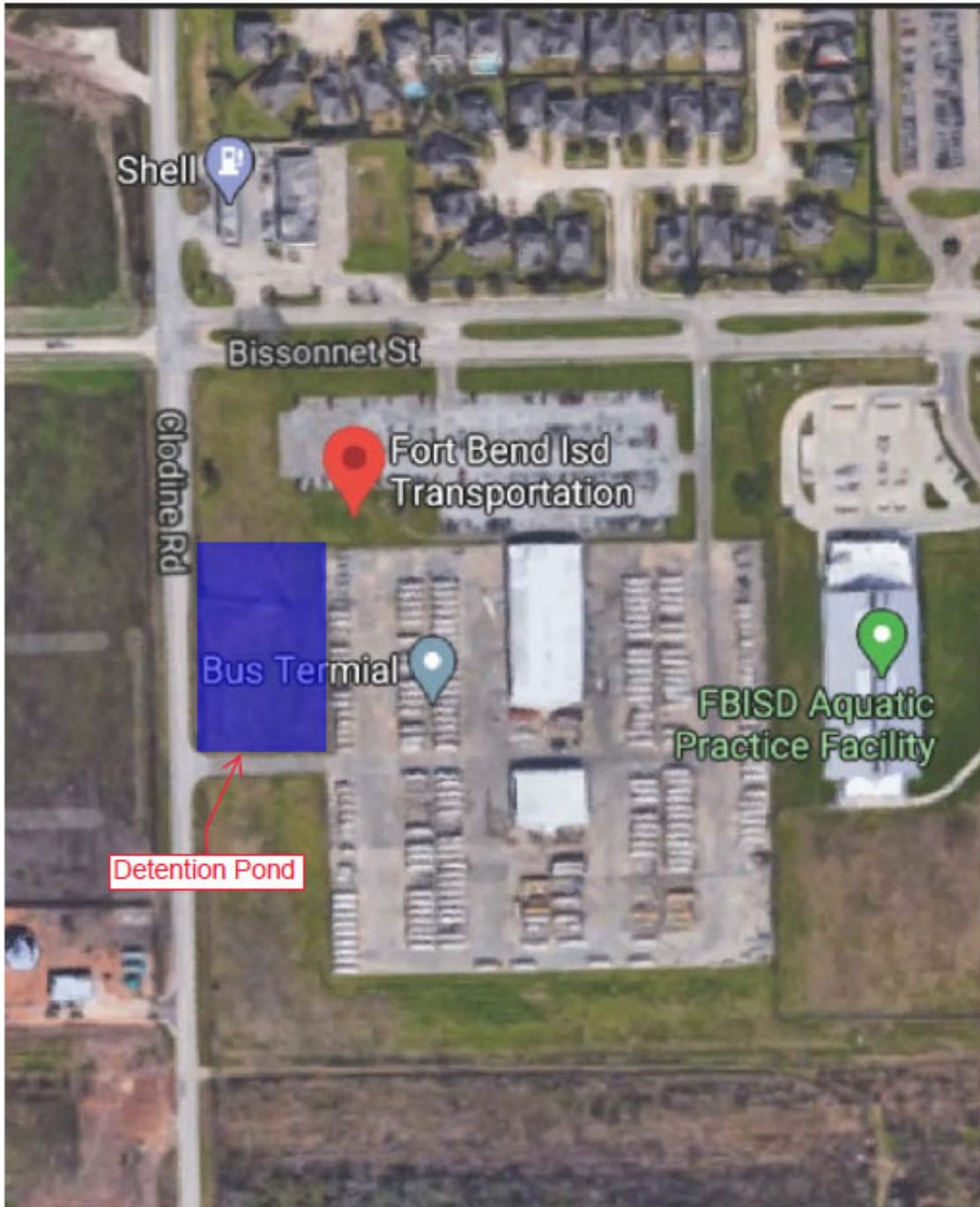
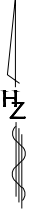


Image shown for reference only

Exhibit B



SCALE: 1" = 50'

CALLED 47.35 ACRES
RESTRICTED RESERVE "A"
FORT BEND I.S.D. TRANSPORTATION
SATELLITE
SLIDE No. 1776A
F.B.C.M.R.

DRAINAGE EASEMENT
1.1387 ACRES
49,600 SQ FT

11,011 SQ. FT.
DEDICATED PUBLIC R.O.W

FM 1464
(90' R.O.W.)
SLIDE NO. 1776A
F.B.C.M.R.

EDGE CONCRETE

N 02°51'03" W

320.00'

N 86°49'37" E

155.00'

S 02°51'05" E

320.00'

25' B. L.
SLIDE NO. 1776A
M.R.F.B.C.T

POINT OF
BEGINNING

N 87°08'57" E
10.00'

S 86°49'37" W
155.00'

EXISTING 24' CONCRETE
DRIVEWAY

POINT OF
COMMENCING
IRON PIPE FND.

W 03°15'20" N
21.12

EDGE CONCRETE

HUITT-ZOLIARS

Huitt-Zollars, Inc. Dallas
1717 McKinney Avenue, Suite 1400
Dallas, Texas 75202-1236
Phone (214) 871-3311 Fax (214) 871-0757

EXHIBIT MAP
DRAINAGE EASEMENT
1.1387 ACRES (49,600 SQ.FT.)

I & G.N. Railroad Company Survey, ABSTRACT NO. 361
FORT BEND COUNTY, TEXAS

BASIS OF BEARING:
Bearings are based on the Texas State Plane
Coordinate System, South Central Zone (4204)
North American Datum 1983 (2011).

DATE: May 15, 2020

PG. 1 OF 2

DRAINAGE EASEMENT
METES AND BOUNDS DESCRIPTION OF 1.1387 ACRE (49,600 SQUARE FEET)
IN THE I & G.N. RAILROAD COMPANY SURVEY
ABSTRACT No. 361, FORT BEND COUNTY, TEXAS

A METES & BOUNDS description of a certain 1.1387 acre tract of land situated in the I & G.N. Railroad Company Survey, Abstract No. 361 in Fort Bend County, Texas, being out of Restricted Reserve "A" being a called 47.35 acre tract of land as shown on plat of Fort Bend I.S.D. Transportation Satellite recorded in Slide No. 1776A of the Fort Bend County Map Records; said 1.1387 acre tract being more particularly described as follows;

COMMENCING at a found iron pipe at the southwest corner of said 47.35 acre Fort Bend I.S.D. Transportation Satellite and the southwest corner of a called 11,011 square feet dedicated to right of way widening, said iron pipe being in the east line of Farm to Market Road 1464 (80' R.O.W.) recorded in Slide No. 1776A of the Fort Bend County Map Records, Said iron pipe found having Grid coordinates of N=13,809,197.98, E=3,023,080.73

THENCE, North 02°51'03" West, along the west line of said 47.35 acre tract common with the east line of said Farm to Market Road 1464, 561.12 feet to a point for corner;

THENCE, North 87°08'57" East, departing said east line of Farm to Market Road 1464, across said right of way dedication, 10.00 feet to the **POINT OF BEGINNING** of the herein described tract;

THENCE, North 02°51'03" West, continuing along said common line, 320.00 feet to a point for corner;

THENCE, North 86°49'37" East, 155.00 feet to a point for corner;

THENCE, South 02°51'05" East, 320.00 feet to a point for corner;

THENCE, South 86°49'37" West, 155.00 feet to the **POINT OF BEGINNING**, CONTAINING 1.1387 acres of land in Fort Bend County, Texas.

Notes:

1. All coordinates and bearings listed herein are expressed in units of U. S. Survey feet and expressed as grid coordinates referenced to the Texas Coordinate System, South Central Zone (4204), North American Datum of 1983 (NAD 83) , CORS 2011, Epoch 2010.00.
2. All distances shown are surface and may be converted to grid by multiplying by a combined scale factor of 0.999870017.

Mitchell S. Pillar
Registered Professional Land Surveyor
Texas Registration No. 5491
Huitt-Zollars, Inc.
1717 McKinney Ave., Suite 1400
Dallas TX 75202 (214) 871-3311
Firm Reg. No. 10025600
Date: May 15, 2020



For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Construction Services Agreement
for Mercer Complex and Don Cook
Natorium Renovations
References: Board Policy CV (Local)
Scalable Systems
Department: Operations

Recommendation

Consideration and possible approval of a Construction Services Agreement with Prime Contractors, Inc. for the renovations of Mercer Complex and Don Cook Natatorium (PKG014), for a contract amount of \$9,246,500, approval of the new project budget, and authorization for the Superintendent to negotiate and execute or terminate the contract documents.

Summary

On December 17, 2018, the BOT approved all project budgets for the 2018 Bond Program.

The CSP solicitation, CSP 20-023KB, requested bids for the renovations of Mercer Complex and Don Cook Natatorium. Nine firms submitted responses to the CSP. Five contractors Did Not Qualify (DNQ) as a result of submitting incomplete bids or withdrawing their bid. Design and Construction (D&C) Staff, in collaboration with the Executive Director of Purchasing and Materials Management acting in an oversight capacity, evaluated the proposals, using an evaluation team composed of FBISD staff members from the D&C, Procurement, and Finance Departments.

The final ranking of the contractor is as follows:

Firm Name	CSP Score	Base Bid Amount
Prime Contractors, Inc.	85.89	\$9,500,000
Jamail & Smith Construction, LP	74.85	\$9,200,000
Millennium Project Solutions, Inc	71.02	\$8,998,000
Crain Group, LLC	70.46	\$12,500,000
E Contractors USA, LLC	DNQ	\$7,000,000
ICI Construction, Inc.	DNQ	\$1,600,000
Nash Industries, Inc.	DNQ	\$6,735,000
Satterfield & Pontikes Construction	DNQ	\$7,627,000
Teal Construction Company	DNQ	\$9,400,000

This contract will include the scope identified on the base bid, plus the Alternate 1 – Base Bid adjustment and Value Engineering items for a total contract amount of \$9,246,500.

The original BOT-approved PKG014 project budget was \$7,703,750. This budget was based on an assumption of replacing existing components on a like-for-like basis; but after subsequent meeting with City permitting officials, it was determined that the renovation project for Mercer Stadium and the Fieldhouse needed to meet current codes in the affected areas. The added scope, required by code, which impacted the original budget includes:

- Expanded restroom capacity at the stadium to accommodate occupancy requirements and related underground utility connections throughout Stadium for water and sanitary service.
- A new complete fire protection system at the Fieldhouse.
- Grease traps and 3-compartment sinks at the Fieldhouse and Stadium concessions in order to continue selling food prepared on-site.
- Updating of the control sequences for the RTUs serving the Fieldhouse to include demand control ventilation and free cooling mode.
- New lighting controls at the Stadium, and new LED fixtures throughout renovated areas.

The renovations required to meet accessibility, energy, and City codes exceed the original funds allocated for PKG014. Consequently, a revised budget of \$11,523,750 is required to perform the described scope of work and ensure the Mercer Complex is up to code compliance.

Staff requests utilization of \$4,450,000 from Bond 2018 Program Contingency for this purpose. The revised detailed project budget for PKG014 Mercer Complex and Don Cook Natatorium Renovations is provided on attached Exhibit 1.

CSP Contract	Package Number	Description	Revised Project Budget
CSP20-023KB	PKG014	Renovations of Mercer Complex and Don Cook Natatorium	\$11,523,750

The scope of work for this package includes renovations at Mercer Complex and Don Cook Natatorium and bringing these buildings up to codes.

The attached Exhibit 1 provides the revised detailed project budget for PKG014. Negotiated contract amount will be funded with the 2018 Bond Program Funds as detailed on the above table.

Upon Board approval, staff will negotiate the contract for the renovations of Mercer Complex and Don Cook Natatorium, and work will begin once the contract is executed. Staff will work in partnership with the campus administrators to schedule all work with the least disruption to student activities.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Oscar Perez
Chief Operations Officer

Tabulation Summary
 CSP 20-023KB PKG014
 Mercer/Don Cook Renovations

Vendor	Purchase Price (40 pts. max)	Offeror's Experience and Reputation, Past Experience with FBISD and other school districts (19 pts. max)	Quality of the offeror's goods and services, Quality of contractor's response in the proposal, Project Plan and Schedule (21 pts. max)	Offeror's safety record (5 pts max)	Offeror's proposed personnel (5 pts max)	Offeror's financial capability (5 pts max)	SBEP commitment (5pts max)	Proposer's Total Score (100 pts. max)
Prime Contractors, Inc.	37.86	17.72	14.35	3.55	4.30	4.49	3.63	85.89
Jamail & Smith Construction, LP	38.27	9.67	12.45	1.90	3.25	4.31	5.00	74.85
Millennium Project Solutions, Inc.	40.00	10.86	10.20	1.00	2.00	4.08	2.88	71.02
Crain Group, LLC	28.47	14.53	13.60	3.63	3.00	3.99	3.25	70.46

CSP 20-023KB PKG014 Mercer/Don Cook Renovations

	Evaluation Criteria (Government Code 2269)	Point System
1	The price; Section 2269.055.a (1) Total Proposed Pricing - Provides thoroughly developed, competitive pricing using the tables in Pricing Delivery information section of the CSP	40 points
2	Offeror's experience and reputation; Section 2269.055.a (2) Provides a summary of nature of work, on time delivery and quality of recent work contracted with FBISD and/or other school districts of similar scope and scale. (14 pts)	19 points
	Past experience with FBISD and other school districts Provides a summary of nature of work, on time delivery and quality of work contracted with FBISD and/or other school districts and FBISD's assessment of the presented summary. (5 pts)	
3	Quality of the offeror's goods or services; Section 2269.055.a (3) Contractor's products should be new and be of the highest quality with an option to substitute for a company branded item of equivalent quality. (14pts)	21 points
	Quality of contractor's response in the proposal Effectively responds and processes all request for information and documentation included in this CSP (2pts)	
	Project Plan and schedule (5pts)	
4	Utilization of historically underutilized businesses; Section 2269.055.a (4)	N/A
5	Offeror's safety record; Section 2269.055.a (5) Provides a summary of Experience Modification Rate (EMR) for the last three years, as well as a summary of your company's safety policies and procedures	5 points
6	Offeror's proposed personnel; Section 2269.055.a (6) Proposed Personnel, personnel directly assigned to work on this project	5 points
7	Offeror's financial capability appropriate to the size and scope of the project; Section 2269.055.a (7) Provide proof of Insurance, financial stability and Letter of Surety from Bonding Company	5 points
8	SBE Commitment; CV (Local) 2017.04	5 points
	TOTAL	100 points

Package 14 - Mercer/Don Cook Renovations

EXHIBIT - 1

	A	B	C	D	E	F	G	H	I	TOTAL
Description	A/E Design Fees & Reimbursables	Design Contingency	Other Professional Services	Construction	Construction Contingency	FF&E	Site Development	Admin & Other Project Costs	Project Contingency	
DON COOK NATATORIUM	\$155,208	\$10,448	\$9,047	\$1,222,000	\$122,200			\$3,000	\$13,000	\$1,534,903
MERCER ATHLETIC COMPLEX	\$704,553	\$68,609	\$273,956	\$8,024,500	\$802,450			\$5,000	\$109,780	\$9,988,848
TOTAL:	\$859,761	\$79,057	\$283,003	\$9,246,500	\$924,650			\$8,000	\$122,780	\$11,523,750

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Purchases in Excess of \$50,000
References: Board Policy CH (Local)
Board Goal 1
Department: Chief Financial Officer

Recommendation

According to Policy CH (Local), purchases that cost or aggregate to a cost of \$50,000 or greater shall require Board approval.

Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Gwyn Touchet
Chief Human Resources and Organizational Transformation Officer

Long Pham
Chief Information Officer

BOT Meeting:	November 9, 2020
Solicitation No.:	21-018JB CP
References:	District Goal Scalable Systems
Description:	<p>Benefit Services Pertaining to the Affordable Care Act</p> <p><u>Recommendation</u></p> <p>Consideration and possible approval of the continued purchase of services necessary to administer Fort Bend ISD's reporting requirements to meet provisions of the Affordable Care Act (ACA) from Eligibility Tracking Calculators, LLC, through the Choice Partners purchasing cooperative, in an amount not to exceed \$910,000, and authorization for the Superintendent to negotiate and execute the agreements through September 2024.</p> <p><u>Summary</u></p> <p>On August 17, 2015, the Board approved using a Region 20 PACE cooperative contract for Financial Benefits Services, a sub-contractor of Eligibility Tracking Calculators, LLC, for reporting services and tracking related to the ACA government mandate. That contract has expired; therefore, staff is seeking approval to use a Choice Partners contract. By using this cooperative contract, the District will ensure that it continues to receive the necessary services needed to comply with the ACA government mandate. ACA guidelines require the filing of two forms, the 1094-C and 1095-C. The ACA also requires employers to provide and file a Form 1095-C to all employees who are eligible for medical coverage. The 1095-C form is used by the Internal Revenue Service to track who is and is not making healthcare coverage available to workers. The 1094-C is the summary sheet for the 1095-C, which provides information regarding the employer, the total number of employees, the contact person for the employer, and how many 1095-C forms are being sent.</p> <p>Current services provided by Eligibility Tracking Calculators for ACA reporting requirements include:</p> <ul style="list-style-type: none"> • Creation and preparation of signature-ready 1095/1094 forms to be filed electronically with IRS by the due date • Completion of employee forms for distribution – sent to the District for distribution or mailed to last known address • Monthly reconciliation with PeopleSoft for enrollment & waiver information to ensure compliance with Part III requirements • Determination of proper measurement and stability periods • Representation for the District in Health and Human Services and Internal Revenue Service appeals as needed • Assistance and guidance with ACA questions and access to written publications and news tips regarding ACA

	<ul style="list-style-type: none"> Assistance with determining any eligible employees for January 1, 2020, and every year thereafter, that qualified for medical coverage during the applicable measurement period. <p>The current cooperative contract has renewal options through September 2024. Should the contract not renew for the full term, staff will return to the Board to request authorization to utilize the new cooperative contract, an alternate cooperative contract, or an alternate procurement method.</p> <p><u>Background</u></p> <p>Expenditures in 2019-20 were \$184,833. Expenditures year-to-date are \$51,905. Expenditures are not expected to exceed \$910,000 over a four-year period, which includes a 20% contingency to cover any unforeseen costs that may arise.</p>
Requested By:	Gwyn Touchet, Chief Human Resources Officer Bryan Guinn, Chief Financial Officer LaShonda Walls, Director of Benefits & Wellness
Vendor:	Eligibility Tracking Calculators, LLC
Budget Sources:	Health Insurance Fund
Amount:	\$910,000 through September 2024
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	NA
Number of vendors contacted by FBISD Notification System:	NA
Number of vendors downloaded the solicitation:	NA
Number of responses received:	NA
Number of "no bid" responses received:	NA
Length of commitment:	Through September 2024
Last solicitation date:	2015
Supporting documents:	NA
Disclosure under Board Policy CH, CV, or DBD (Local):	None

BOT Meeting:	November 9, 2020
Solicitation No.:	CSP 20-110DE
References:	District Goal Scalable Systems
Description:	<p>Districtwide Network Cabling Services</p> <p><u>Recommendation</u></p> <p>Consideration and possible approval of the continued purchase of infrastructure cabling and technology services from multiple vendors in an amount not to exceed \$5,000,000 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through June 2026. This date aligns with the Erate funding period.</p> <p><u>Summary</u></p> <p>On July 16, 2020 Fort Bend ISD issued CSP 20-110DE soliciting proposals for parts and services to install and maintain technology infrastructure including structured cabling systems, equipment racks and cabinet systems, and fiber optic cabling systems. This infrastructure physically supports, connects, and enables the computer data network, phone systems, and wireless networking systems in each campus and at support sites across the District.</p> <p>Due to the large geographic area and the critical technology infrastructure at each campus, the Information Technology Division elected to divide the District into two equal-sized zones, the East Zone and the West Zone, and solicit bids to service each separately, with one vendor awarded to each zone. Structured cabling systems at campuses is Erate eligible under the “Basic Maintenance of Internal Connections” as part of Category 2 budget. Technology Services executed this bid to meet Erate requirements to maximize reimbursement for eligible infrastructure services.</p> <p>The Purchasing Department received four proposals separately for each zone. The Purchasing Department, in collaboration with an evaluation committee comprised of staff from Information Technology, Design and Construction, Risk Management, and Business and Finance Departments, reviewed and scored the proposals and recommended Network Cabling Services, Inc., for the East Zone and MCA Communications, Inc., for the West Zone. This CSP will replace CSP 15-057GT that was approved by the Board on August 17, 2015 and CSP 16-006GT that was approved by the Board on November 16, 2015.</p> <p><u>Background</u></p> <p>Expenditures in 2019-20 were \$580,492. Expenditures will not exceed \$5,000,000 through June 2026 and funding is included in the budget.</p>
	88

Requested By:	Long Pham, Chief Information Officer Bryan Guinn, Chief Financial Officer
Vendors:	Network Cabling Services, Inc. MCA Communications, Inc.
Budget Sources:	General Fund, Bond Funds
Amount:	Not to Exceed - \$5,000,000 through June 30, 2026
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	2082
Number of vendors contacted by FBISD Notification System:	2082
Number of vendors downloaded the solicitation:	52
Number of responses received:	4
Number of "no bid" responses received:	2
Length of commitment:	Through June 30, 2026
Last solicitation date:	2015
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None

CSP 20-0111DE

Network Cabling Services (eRate) - East Zone

Vendor	Purchase Price (40 pts. max)	Vendor's Experience and Reputation, Past Experience with FBISD and Other School Districts (19 pts. max)	Quality of the Vendor's Goods and Services, Quality of Contractor's Response in the Proposal, Project Plan and Schedule (21 pts. max)	Vendor's Safety Record (5 pts. max)	Vendor's Proposed Personnel (5 pts. max)	Vendor's Financial Capability (5 pts. max)	SBEP Commitment (5 pts. max)	Proposer's Total Score (100 pts. max)
Network Cabling Services, Inc.	27.70	14.48	17.10	3.25	4.20	3.38	3.25	73.36
MCA Communications	29.45	14.77	17.50	2.43	4.00	4.10	0.25	72.50
Electra Link	20.67	8.13	11.05	3.65	2.85	3.70	0.25	50.30
CS Global Consortium, LLC	36.00	3.70	1.00	0.00	0.25	0.64	0.25	41.84

CSP 20-0111DE
 Districtwide Network Cabling Services (eRate) - West Zone

Vendor	Purchase Price (40 pts. max)	Vendor's Experience and Reputation, Past Experience with FBISD and Other School Districts (19 pts. max)	Quality of Vendor's Goods and Services, Quality of Contractor's Response in the Proposal, Project Plan and Schedule (21 pts. max)	Vendor's Safety Record (5 pts. max)	Vendor's Proposed Personnel (5 pts. max)	Vendor's Financial Capability (5 pts. max)	SBEP Commitment (5 pts. max)	Proposer's Total Score (100 pts. max)
MCA Communications, Inc.	28.77	14.77	17.50	2.43	4.00	4.10	0.25	71.82
Network Cabling Services, Inc.	27.04	13.48	17.10	3.25	4.20	3.38	3.25	71.70
Electra Link	20.21	8.13	11.05	3.65	2.85	3.70	0.25	49.84
CS Global Consortium, LLC	36.00	3.70	1.00	0.00	0.25	0.64	0.25	41.84

EVALUATION CRITERIA
CSP 20-111DE Districtwide Network Cabling Services (eRate)

	Evaluation Criteria (Government Code 2269)	Point System
1	<p>The Price; Section 2269.055.a (1)</p> <p>Total Proposed Pricing - Provides thoroughly developed, competitive pricing. Price for Eligible Goods and Services (35 pts) Other Costs (5 pts)</p>	40 points
2	<p>Vendor's Experience and Reputation; Section 2269.055.a (2)</p> <p>Provides a summary of nature of work, on time delivery and quality of recent work contracted with FBISD and/or other school districts of similar scope and scale. (14 pts)</p>	19 points
	<p>Past Experience with FBISD and Other School Districts</p> <p>Provides a summary of nature of work, on time delivery and quality of work contracted with FBISD and/or other school districts and FBISD's assessment of the presented summary. (5 pts)</p>	
3	<p>Quality of the Vendor's Goods or Services; Section 2269.055.a (3)</p> <p>Contractor's products should be new and of the highest quality with an option to substitute for a company branded item of equivalent quality. (19 pts)</p>	21 points
	<p>Quality of Vendor's Response in the Proposal</p> <p>Effectively responds and processes all request for information and documentation included in this CSP (2 pts)</p>	
4	Utilization of historically underutilized businesses; Section 2269.055.a (4)	N/A
5	<p>Vendor's Safety Record; Section 2269.055.a (5)</p> <p>Provides a summary of Experience Modification Rate (EMR) for the last three years, as well as a summary of the company's safety policies and procedures</p>	5 points
6	<p>Vendor's proposed personnel; Section 2269.055.a (6)</p> <p>Proposed Personnel, personnel directly assigned to work on this project</p>	5 points
7	<p>Vendor's financial capability appropriate to the size and scope of the project; Section 2269.055.a (7)</p> <p>Provide proof of Insurance, financial stability and Letter of Surety from Bonding Company</p>	5 points
8	SBE Commitment; CV (Local) 2017.04	5 points
	TOTAL	100 points

For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Schematic Design for New
Elementary School 54
References: Board Policy CV (Local)
Scalable Systems
Department: Operations

Recommendation

Consideration and possible approval of the schematic design (SD) for new Elementary School 54 (ES 54) located in Sienna Plantation.

Summary

The Facilities Master Plan (FMP) update, presented to the Board in June 2020, included the new ES 54 to relieve Heritage Rose ES, Leonetti ES, and Sienna Crossing ES.

PBK has been tasked to prepare construction documents and specifications for the new ES 54. At this time, staff is requesting approval of the SD, so the project may continue with the completion of design development and construction documents.

The SD for ES 54 is a re-site of Neill Elementary School with modifications to accommodate 1,000 students and better align with the new 2018 Educational Specifications. In order to meet the established construction schedule and allow the school to open by January 2023 to serve the growing community, staff requests Board approval of the proposed SD. Upon Board approval of the SD, the project team will be able to proceed with the design development, and construction documents associated with ES 54.

The SD presented to the Board of Trustees during the October 12, 2020, workshop was further modified to align with the current FBISD Educational Specifications and Board expectations related to the location and functionality of the Special Education classrooms. To better facilitate student learning:

- Instructional Pullout Spaces intended to serve the Kindergarten Pod, 1st Grade Pod, and 2nd Grade Pod were all re-distributed to be more centrally located within each grade level pod.
- To better facilitate student access for K-5 learners on the first floor, specialized classrooms A and B adjacencies were separated.
- To better serve the student population within the campus, specialized classroom C was moved to a more central location on the 2nd floor.

- It is also important to note that the two Outclass Classrooms and the Flex Classroom include infrastructure (gas and water) to support STEM and science instruction.

The anticipated construction budget for this school is estimated at \$34,540,000. Administration is studying the local bond climate in order to make a determination to recommend a November 2021 or a November 2022 Bond Referendum. Once a referendum year is determined, staff will present to the Board a request to approve the actual budget for ES 54 and a Bond Reimbursement Resolution to provide a funding avenue to finalize design and initiate construction for this project.

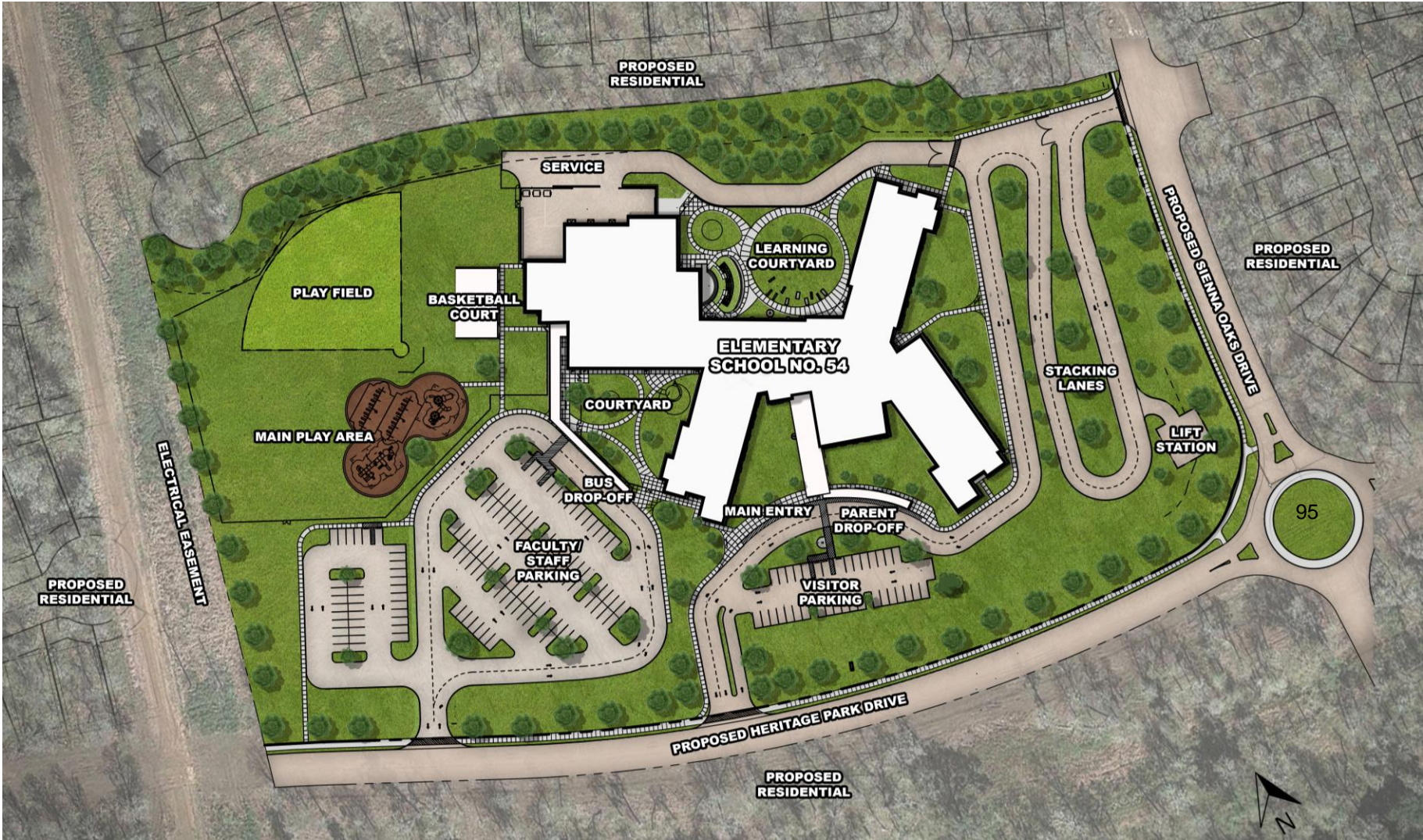
Recommended by:

Charles E. Dupre
Superintendent of Schools

Submitted by:

Oscar Perez
Chief Operations Officer

SITE PLAN | New Elementary School No. 54



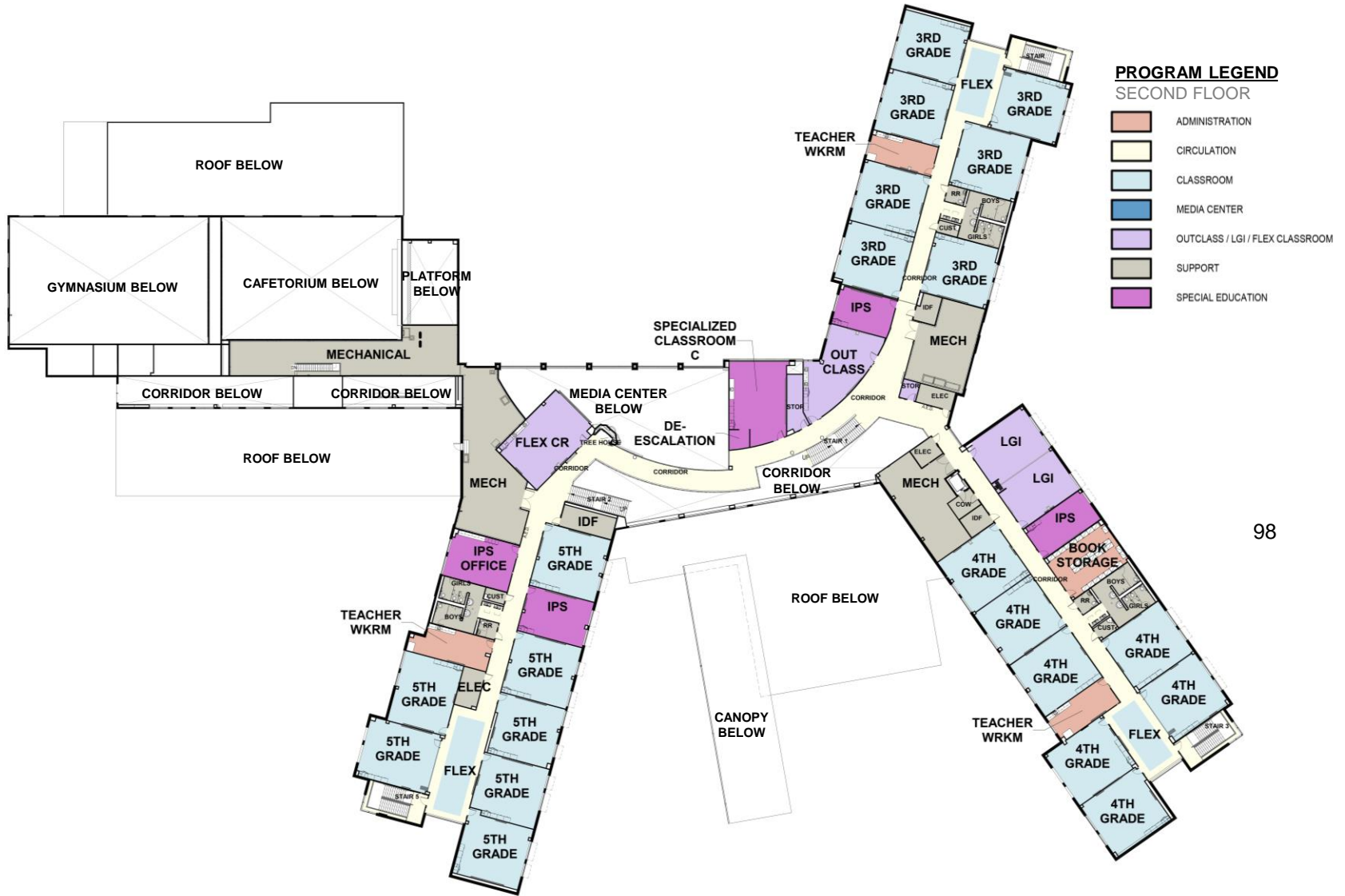
NEW ELEMENTARY SCHOOL NO. 54 | FORT BEND ISD



FIRST FLOOR PLAN | New Elementary School No. 54



SECOND FLOOR PLAN | New Elementary School No. 54



For: Fort Bend ISD Board of Trustees
Date: November 9, 2020
Action: Consideration and Approval:
Budget Amendment Regarding Use
of 2018 Bond Program Contingency
Funds
References: Board Policy CV (Local)
District Goal Scalable Systems
Department: Operations

Recommendation

Consideration and possible approval for the use of 2018 Bond Program Contingency as proposed.

Summary

PKG014 Mercer/Don Cook Renovations and PKG017 Drinking Fountains were identified as projects requiring additional funds. The 2018 Bond Program was established with an initial program contingency of \$5,019,364, intended to address unforeseen critical issues. The cumulative program contingency as of September 30, 2020 is \$2,110,753.

It is important to note that the program contingency discussed above is a “working” program contingency account that fluctuates on a day-to-day basis, as surplus budgeted funds are contributed to the account, or as the Board approved the use of available funds.

Background

The program contingency is comprised of the initial approved contingency budget, and any surplus budget from completed projects or amounts unspent due to a change of scope. The table includes projects that will be recommended for approval at the November 16 Board Meeting and reflects the program contingency balance as of November 2020.

Description	Budget (Shortage)/Surplus
Cumulative Program Contingency as of September 30, 2020	\$2,110,753
Contributions	
PKG001 Yousafzai Elementary-CLOSE OUT	\$500,000
PKG003 Hall Stadium-CLOSE OUT	\$700,000
PKG007 Neill Elementary Classroom Addition-CLOSE OUT	\$1,000,000
PKG012 Restrooms-CLOSE OUT	\$3,000,000
Contribution Sub-Total	\$5,200,000
Uses	
PKG014 Mercer/Don Cook Renovations	(\$4,450,000)
PKG017 Drinking Fountains	(\$280,000)
Use Sub-Total	(\$4,730,000)
Net Proposed Activity November 2020	\$470,000
Cumulative Bond Program Contingency as of November 16, 2020	\$2,580,753

Recommended by:

Charles E. Dupre
 Superintendent of Schools

Submitted by:

Oscar Perez
 Chief Operations Officer

<p>For: Fort Bend ISD Board of Trustees Date: November 9, 2020 Action: Information and Discussion</p>

Summary

As of the date this agenda was prepared, the following meetings are planned, along with the tentative agenda items listed (in addition to routine agenda items).

November 11, 2020 – Special Called Meeting to Canvass November 3 Election Results

November 16, 2020 – Special Called Meeting for Swearing In Elected Board Members

December 2020

- Information Items
 - Quarterly Financial Update – 2020-21 First Quarter
 - FIRST Rating Hearing (School Financial Integrity Rating System of Texas)
 - Student Achievement Update – 2020-21 First Quarter Outcomes
- Consideration and Possible Action
 - 2020-21 Superintendent Evaluation Instrument
 - 2020-21 District and Campus Performance Objectives, including Targeted Improvement Plans for Hunters Glen ES and Lantern Lane ES

January 2021

- Information Items
 - 2019-20 Texas Academic Performance Report (TAPR)
 - Early Literacy Center and PreK Expansion Update
 - Special Education Update, including Early Intervention Academy
- Consideration and Possible Action
 - 2020-21 School Year Calendar, including Related Staff Development Waiver Request

January 2021 (Date TBD) – Special Called Meeting for Board Team Building