

**Notice of Regular Business Meeting**  
**The Board of Trustees**  
**Fort Bend Independent School District**

Monday, April 26, 2021

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Notice is hereby given that a Board of Trustees Regular Business Meeting will be held on Monday, April 26, 2021, beginning at 6:00 PM in the Board Room of the Administration Building, 16431 Lexington Blvd., Sugar Land, TX 77479. Members of the public may view the live stream of the meeting at following address: <https://www.fortbendisd.com/May10LIVESTREAM>. 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%20Regular%20Business%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. Pledge of Allegiance
3. Invocation
4. Recognitions 4
5. Audience Items
6. Action
  - A. Board Governance
    1. Consider Approval of the Superintendent Search Planning Meeting Summary and Related Superintendent Search Confidentiality Agreement 7
    2. Consider Approval of the Superintendent Search Leadership Profile Report 14
7. Information
  - A. Board Goal 5: Fort Bend ISD will develop an organizational culture that embraces care, respect, safety, and inclusion
    1. Sugar Land 95 Long-Range Plan Update 26
8. 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
  - A. Section 551.074: Personnel Actions
    1. Consider Approval of Superintendent's Resignation Agreement
    2. Consider Appointment of Acting Superintendent
    3. Deliberate Executive Director of Elementary Schools Recommendation
    4. Deliberate Director of Social-Emotional Learning and Enrichment Programs Recommendation
    5. Deliberate Ridgemont Early Literacy Center Instructional Officer Recommendation
    6. Deliberate Middle School Principal Recommendations
    7. Deliberate Elementary School Principal Recommendations

8. Deliberate Recommendation to Terminate a Probationary Employment Contract of a Certified Employee at the End of the 2020-21 Contract Year	
9. Deliberate Recommendation to Propose Non-Renewal of Term Employment Contract of a Certified Employee at the End of the 2020-21 Contract Year	
10. Deliberate Specifying the Manner of Hearing(s), if any, Concerning the Proposed Non-Renewal of Term Employment Contracts of Certified Employees, in Accordance with Policy DFBB (Local)	
11. Deliberate Recommendation to Renew and to Award Probationary, Term, and Non-Chapter 21 Employment Contracts of Specified Certified Employees for the 2021-22 Contract Year, Including, but not Limited to Teachers, Non-Certified Teachers, Campus Administrators, Principals, Directors, Executive Directors, Assistant Superintendents and Executive Officers	
12. Deliberate Scheduling a Future Board Meeting to Hear a Level III Grievance Appeal or Assign the Level III Grievance Appeal to a Board Hearing Officer	
9. Reconvene in Open Session	
10. Consider Action on Closed Session Items	
11. Board Members' Report	
A. Activity Report	
B. Special Reports	
1. Annual Board Training Report	27
12. Consent Agenda	
<i>All items under the Consent Agenda are acted upon by one motion. Upon a Board Member's request, any item on the Consent Agenda shall be moved to the Action portion of the regular agenda.</i>	
A. Board Governance	
1. Consider Approval of Revisions to Local Board Policies	28
a. CPC (Local): Office Management: Records Management	30
b. FNG (Local): Student Rights and Responsibilities: Student and Parent Complaints/Grievances	34
c. GF (Local): Public Complaints	50
d. GKA (Local): Community Relations: Conduct on School Premises	62
2. Consider Approval of the Revised Expenditure Authorization and Ratification of Expenditures Incurred during the February 2021 Winter Storm	64
3. Consider Approval of Previous Meeting Minutes	67
a. March 3, 2021: Special Called Meeting: Superintendent Search Firm Presentations	68
b. March 8, 2021: Special Called Meeting: Board Team Building	71
c. March 22, 2021: Called Meeting and Agenda Review	74
d. March 24, 2021: Special Called Meeting: Public Hearing on Mental Health Services	85
e. March 29, 2021: Regular Business Meeting	89
f. March 31, 2021: Special Called Meeting: Planning with Superintendent Search Firm	106
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 a Waiver for 40 Percent Campus Hybrid Instruction for Ninth through Twelfth Grade Students During District-Scheduled Testing Days	108
C. Scalable Systems	
1. Consider Approval of the 2021-22 Fort Bend ISD Designated Hazardous Traffic Conditions List and Review Adoption of the Designated Hazardous Traffic Conditions Resolution	111

2. Consider Approval of Purchases Exceeding \$50,000. Specifically for:	118
a. Consider Approval of the Purchase of Milk and Juice for the Child Nutrition Department from Oak Farms Dairy	119
b. Consider Approval of the Purchase of Clinic Supplies, Equipment, and Related Items	123
c. Consider Approval of the Purchase of Turnitin Software, Products, and Services	127
d. Consider Approval of the Purchase of Feedback and Customer Service Solutions with K12 Insight Technology and Communications Services	129
e. Consider Approval of the Purchase of Police-Worn Body Cameras and Related Items and Service	131
f. Consider Approval of the Purchase of Moving Services	133
D. 2018 Bond Program	
1. Consider Approval of the Transfer of Funds within the 2018 Bond Budget for Information Technology Projects	135
2. Consider Approval of the Revised Project Budget for the Replacement of the Pool Filtration System at the Don Cook Natatorium and Review Utilization of Bond 2018 Program Contingency Funds	137
3. Consider Approval of the Revised Project Budget for the Water Heaters/Boiler Package, Consider Approval of a Professional Services Agreement with Infrastructure Associates, Inc., and Consider Approval of Using 2018 Bond Program Contingency Funds	140
4. Consider Approval of a Construction Services Agreement with Drymalla Construction Company for the Construction of New Elementary School 53	145
5. Consider Approval of Using the 2018 Bond Program Contingency as Proposed	150
13. Action	
14. Review Future Board Meeting Agenda Items	152
15. Adjournment	

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*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See BEC (LEGAL)]*

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: April 26, 2021**  
**Action: Recognitions**  
**Department: Communications**

### **Recommendation**

The Administration recommends that the Board recognize:

- Four Dulles High School students for receiving Academic All-American from the National Forensic League
- Fort Bend ISD high school students for placing in the 2021 Academic Decathlon State Meet
- Three Fort Bend ISD Visual Art students for being recognized at the Houston Rodeo
- Two Fort Bend ISD teachers for being named Science and Engineering Fair of Houston Teachers of the Year
- Fort Bend ISD World Language Coordinator for being named Texas Foreign Language Association (TFLA) Administrator of the Year
- Fort Bend ISD PD for receiving “Re-recognized” status from the Texas Police Chiefs Association
- Chief Information Officer for being a finalist in the 2021 Houston CIO of the Year ORBIE Awards

### **Summary**

Dulles High School students Rhea Biswas, Conner Self, Tommy Yu, and Raaqia Zahid were recognized by the National Speech and Debate Association for outstanding achievement in both academics and forensics. Each student received the National Forensic League’s honorary designation of Academic All-American.

The United States Academic Decathlon® is a ten-event scholastic competition for teams of high school students. Students from across our District competed virtually in the Academic Decathlon State Meet held February 26-27, 2021. Clements, Marshall and Dulles High School students performed well, finishing with high scores and distinction.

- Damian Lall, student at Clements High School earned a gold event medal (first place) in Economics and a silver event medal (second place) in Social Science. Congratulations to Clements coach, Angela Wright.
- Jazmine Weathers, student at Marshall High School earned a gold event medal in Interview. Congratulations to Marshall coach, Mellonee Davis.

- Dulles High School Decathlon team won its 5<sup>th</sup> consecutive 6A State Championship title, winning 22 individual event medals, including three perfect scores. Five students won Individual Overall medals for earning some of the highest scores in the state. Ten teams won a combined \$18,500 in scholarships. Also, on April 16<sup>th</sup> the Dulles High School Decathlon team was recognized by the Texas House of Representatives.
  - Team members and their accomplishments are:
    - Kathryn Phung, winning 3 event medals and earning 1<sup>st</sup> place overall at the Honors level
    - Ashith Regi, winning 5 event medals and earning 2<sup>nd</sup> place overall at the Honors level
    - Saloni Modi, winning 4 event medals and earning 4<sup>th</sup> place overall at the Honors level
    - Abigail Diltz, winning 7 event medals and earning 1<sup>st</sup> place overall at the Scholastic level
    - Jeffrey Jiang, winning 1 event medal and earning 3<sup>rd</sup> place overall at the Scholastic level
    - Anthony Pasala, winning 1 event medal
    - Kevin Duong, winning 1 event medal
    - Congratulations to coaching team: Kelsey Halfen, Andrew Hartman, Mark Rosenbalm, Rybecca Kirkpatrick, and Casey Johnston

Three Fort Bend ISD Visual Art students were recognized in the final round of the Houston Livestock Show and Rodeo – School Art Program. These three students were selected out of 3,244 pieces of artwork from 133 schools.

- Top Young Artist for 2021 – Grand Champion, Jaydan Kisinger, Elkins High School for “Through the Years” (Art Teacher, Ryan Morales)
- Class Champion Monochromatic – Bao Yen Tran, Clements High School for “The Engine that Could” (Art Teacher, Kelly Chen)
- Class Champion Painting – Madeline Irvin, Clements High School for “ An Afternoon Snack” (Art Teacher, Kelly Chen).

Karen Staley, science teacher at Fort Settlement Middle School, and Matthew Hindmarch, science teacher at Travis High School were named the 2021 Junior and Senior Division (respectively) Science and Engineering Fair of Houston Teachers of the Year. Their support of student achievement in STEM and dedication to the profession was highly acknowledged by their peers, administrators, and the scientific community.

Melissa Vargas, Fort Bend ISD World Language Curriculum Coordinator, has been named Administrator of the Year by the Texas Foreign Language Association (TFLA). This honor is given each year to the administrator who has distinguished themselves through their support of their respective foreign language program. Melissa has served in education for 28 years.

Fort Bend ISD Police Department received “Re-recognized Status” from the Texas Police Chiefs Association (TPCA) Best Practices Recognition Program. The FBISD PD receives this recognition for their voluntary compliance of 170 best practices in law enforcement. The department received its original recognized status in November 2016. Police agencies recognized by the TPCA must undergo an on-site inspection every four years. The most recent acknowledgement marks the second successful on-site inspection. Fort Bend ISD Police Department is one of seven school district police departments in the state of Texas to receive this recognition.

Fort Bend ISD Chief Information Officer Long Pham named as a finalist for the 2021 Houston CIO of the Year® ORBIE® Awards in the Nonprofit/Public Sector category, presented by the Houston CIO Leadership Association. The ORBIE® honors Chief Information Officers, and those in equivalent roles, who have demonstrated excellence in technology leadership. Long Pham was chosen as one of five finalists from more than 135 nominations.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Veronica V. Sopher  
Chief Communications Officer

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Action: Approval of the**  
**Superintendent Search Planning**  
**Meeting Summary**  
**References: Board Governance**

**Summary**

The Board will consider approval of the Superintendent Search Planning Meeting Summary, including the related Fort Bend ISD 2021 Superintendent Search Confidentiality Agreement.

April 2, 2021 (Updated April 10)

EMAIL MEMO

TO: Fort Bend ISD Board of Trustees

RE: Planning Meeting Summary– March 31, 2021

Board President Heyliger convened the Planning Meeting for the Superintendent Search at 6:00p.m . with six of the Trustees present President Addie Heyliger, Vice President Dave Rosenthal, Secretary Grayle James, Trustees Jim Rice, Dr. Shirley Ross-Gilliam, Angie Hanan. Thank you for selecting Hazard, Young, Attea & Associates (HYA) (Rick Berry, Nola Wellman, Lisa Flores and Peter Flynn) introduced themselves, thanking the Board for the honor of assisting them with their Superintendent Search. HYA Associates pledged to do whatever they can to make the search a productive and successful experience.

At the Planning Meeting, the Board reviewed the entire search process, customizing the search to serve the unique needs of the Fort Bend ISD, the Board of Trustees and the community. President Heyliger indicated that there were no recommendations for changes or modifications to the agenda. We proceeded according to the agenda submitted.

**AGENDA**

**Items of Board Decision/Consensus were listed as ‘Takeaways’** at the end of many of the paragraphs.

**Leadership Profile Report** – In preparation for the development of the Leader Profile of Desired Characteristics for the next superintendent, the board agreed that individual interviews with each Board member and the Superintendent during the suggested dates April 13, 14 and 15, 2021 should be scheduled once the Communications Department had an opportunity to ‘scrub’ those dates to verify accessibility by various stakeholder groups. The following are the individuals and groups that the HYA Consultants recommended for listening sessions or community engagement to be conducted virtually:

- Central Office Administrators, Principals and Assistant Principals
- Community service providers for families and children- Trustees will provide additional suggestions to the communications Department and/or the Board President by Monday, April 5<sup>th</sup>.
- Direct Reports to Superintendent
- Elected/appointed Officials
- Former Board members
- General Open Meeting(s) for all who are interested (recommend at least two in the evening; if more than two are scheduled, is it desirable to schedule one in the morning or during the day to accommodate work schedules.
- Higher Education representatives
- Fort Bend Education Foundation Board Executive Committee

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- Other parent, school, business, service or community groups- Trustees will provide additional suggestions to the communications Department and/or the Board President by Monday, April 5<sup>th</sup>.
- Parent groups – District-wide PTA Council
- High School Students
- Support staff - open meeting for all interested members
- Support staff leadership
- Teacher leadership?
- Teachers/Staff - open meeting(s) for all interested teachers or staff

Garrett Rosier will be a staff contact person for the HYA Team along with Veronica Sopher, Chief Communications Officer, who will coordinate and direct the scheduling and publicity around the community engagement activities.

**Online survey** – The Board agreed to use the survey that HYA has developed, which is an online research-based survey based upon a meta-analysis of twenty-five years of research on Effective Superintendents. The information from the survey, which also asks about the state of the district will be disaggregated into six online subgroups, **which the Board identified as:** Students, *Administrators, Community Members, Parents with Children in the District, Support Staff, and Teachers.* The Board will take the same survey off-line and their responses will be combined and identified as the **Board** and will be compiled in the report. The survey will be placed on the district website and all stakeholders will be invited to complete it. The survey will be available in English and Spanish.

The results of the survey will be tabulated and included as part to the *Leadership Profile Report*. Information gathered from the survey is useful in defining the *Characteristics Desired* in the next superintendent.

**Communications and Board liaison during search – The Board President, Addie Heyliger, will be the Board liaison working with the consultants during the search** – Generally, the consultants will communicate with all Board members via email. As a practice, the consultants will also send any response to a question related to the search from a Board member to all Board members in order to provide consistency and transparency to the search. If a special circumstance should come up, the consultants will discuss it with President Heyliger. President Heyliger recommended that the consultants maintain a log of the questions asked and the responses. We will communicate by email on the district email accounts or another one if a Board Trustee requests a different email address. When sending documents, we will indicate if the document is available on the Portal.

#### **Demonstration of the Use of the HYA Board Portal**

Following a demonstration of the Board Portal, the Board will be provided a link and a password for the Portal to be used by the Board during the search. For now, the portal will only be available to the Board.

**HYA consultants** – Rick Berry, Nola Wellman, Lisa Flores and Peter Flynn will be the primary consultants for your search. Other associates may assist as needed. On the matter of receiving communications from the Board, the Board requested that they use

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Peter Flynn as the communications person for HYA with the understanding that they may communicate with any of the consultants working on the search.

**Number of candidates** – The Board agreed that the consultants will present a slate of 5-6 candidates selected based upon the Leadership Profile of Desired Characteristics, prescheduled for interviews using a confidential process. The consultants will also tell the Board who came close to being on the list and why they were not included.

**Internal candidate(s)** – The Board agreed that if an employee of the District should apply, that the internal candidate will be treated in the same manner as any other candidate and that s/he will be presented to the Board as a recommended applicant only if s/he is competitive with the other candidates presented to the Board. It is HYA's practice to provide pre-screening personal interviews to all qualified internal candidates. HYA also has a practice of meeting with unsuccessful internal candidates informally to debrief with them on the efficacy of their application and some ways in which they might consider altering their approach, if appropriate.

**Restrictive Qualifications for Candidates** – The Board agreed to allow the funnel for candidates to remain large and open at the outset without specifying qualifications, which would allow for the consideration of all candidates.

**Salary and fringe benefits** – The consultants shared with the Board that it should think in terms of a total compensation package on this item. Total compensation includes salary, annuities, Board reimbursement for required contributions to the retirement fund, whole life insurance, auto allowance, housing allowance and any other fringe benefit that has a monetary value attached to it, except for the insurance package and benefits that generally are provided to all administrators. The Board agreed that any compensation range be kept confidential and used as a guide by HYA as it recruits candidates for the position. The consultants will have additional conversations regarding compensation after the profile has been approved.

10

**Advertisements** – The Board agreed upon the middle package for advertising and to consider the additional advertising with ALAS and NABSE. The search also will be posted on the District's website, HYA's website and a number of other websites that provide free access, such as TASA Daily.

**Website** – In order to keep Individuals interested in the Fort Bend ISD position, as well as to keep the District's constituents, informed about the search, the Board has dedicated at least a page on its website to the superintendent search. This page could contain an invitation to an open meeting to provide input to the consultants, a link to take the online survey, the *Leadership Profile Report*, the *Desired Characteristics* which will be determined by the Board, the search calendar, etc. This page will be linked to HYA's website where candidates will be able to apply on-line. HYA's website also will have a direct link to the District's website. Veronica Sopher, Chief Communications Officer of Fort Bend ISD will be the key staff member who will establish this resource on the District's web site.

**Communicating with the Media** – The Board agreed that all requests for information or comments by the press would be directed to the Board President. The Board President may ask the HYA consultants to assist in responding to questions about the process.

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### **Search Calendar**

The Board agreed to the following calendar with the possibility of modifications later in the search:

SEARCH ACTIVITY	POSSIBLE DATES
Planning meeting with Board	March 31, 2021
Formal Position Announcement	April 1, 2021
Advertising	April 1, 2021
Applications	Within two days following letter of agreement
Online survey open/close	April 2 – April 16, 2021
Board and Stakeholder Engagement-Interview/focus groups (Leadership Profile Development)	April 13, 14, 15, 2021
<i>Leadership Profile Report</i> presented to Board for Approval	April 26, 2021
Screening (Phone) (Zoom) Interviews and Reference Checks by Consultants	April 27- May 24, 2021
Seminar for interviews and final stages of search process	June 7, 2021
Slate of Applicants presented to FBISD Board	June 7, 2021
Board initial interviews (Virtual-tentative)	June 11-12, 2021
Boards meets to identify preferred applicants	June 12, 2021
Begin background checks - preferred applicants(s)	June 12, 2021
Board interviews preferred candidates (In-person)	Week of June 14, 15, 16, 2021
Third-party background check completed	Within one week following second round
Board site visit and (Reference Check)	Within one week following second round
Announcement and Vote of Lone Finalist	Week of June 21, 2021 (Start 21 Days)
Appointment of Superintendent	21 Days after Announcing Lone Finalist-07.12.21
Superintendent assumes responsibility	Early August, 2021

11

**Scheduling of Board members for input sessions** – We will schedule an hour interview with each Board member to seek your input for the *Leadership Profile Report*. *Executive Assistant to the Board, Garrett Rosier will assist with this.*

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**Background Checks** - The Board will make a final decision on using the services of Baker-Eubanks to do background checks during the final phase of the search. It may decide to do the comprehensive check on the preferred candidate and/or perhaps the basic background check on the three interviewees in the second round as the search proceeds.

Our work session adjourned at about 8:30p.m.

Sincerely,

- |                       |                       |                                   |
|-----------------------|-----------------------|-----------------------------------|
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**Fort Bend ISD 2021 Superintendent Search  
Confidentiality Agreement**

I, \_\_\_\_\_, agree to the following terms in this Confidentiality Agreement as a condition of my participation in the Superintendent Search process.

1. I will participate in the search process and share my views and thoughts with other trustees in a professional, ethical, legal, and honest manner. I will not publicly disclose confidential information shared with me by my fellow trustees as part of the search process, including but not limited to information shared during closed/executive sessions.
2. I will abide by closed/executive session requirements that forbid discussion of candidates with members of the public, including family members and media, as well as Texas Open Meetings Act requirements that restrict conversations amongst a quorum of trustees outside of publicly noticed meetings.
3. I will refer questions about the search process or candidates to the Board President.
4. I will not disclose, discuss or share the names or identifying information about any candidate until the board publicly shares such information when naming the lone finalist and will not disclose information of any kind about an applicant not chosen as a finalist at any time.
5. I will inform the Board President and the HYA consultant of any situation in which I may have shared information in violation of this agreement (or that may be construed as violating this agreement) or if I learn of another trustee's possible violation of this agreement.

I understand my violation of this agreement may compromise the search process by (1) violating my commitment to keep input provided by others confidential, (2) putting candidates who are in current positions in jeopardy of losing their jobs, and (3) causing applicants and finalists to withdraw from the search or reject a job offer. I further acknowledge that violation of this agreement may cause the Board to take action to privately or publicly censure me or express public disapproval of my actions and additionally could result in legal action being taken against me to prevent my continuing violation of this agreement.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Trustee/Board/Staff Member

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Action: Approval of the**  
**Superintendent Search Leadership**  
**Profile Report**  
**References: Board Governance**

**Summary**

The Board will consider approval of the Superintendent Search Leadership Profile Report.

**FORT BEND INDEPENDENT SCHOOL DISTRICT  
LEADERSHIP PROFILE REPORT  
April 26, 2021**

**INTRODUCTION**

This report summarizes the findings of the *Leadership Profile Report* conducted by Hazard, Young, Attea & Associates<sup>1</sup> for the Fort Bend Independent School District<sup>2</sup> Board of Trustees<sup>3</sup> as one of the initial steps in its search for a new Superintendent. During April of 2021 an online survey was conducted via the District website from April 7, 2021 through April 16, 2021, to assist the Board in clarifying the criteria it would seek in the new Superintendent of the Fort Bend Independent School District. The data contained herein were also obtained from individual interviews with seven Board Trustees and meetings with individuals/groups identified by the Board in interview, focus group or community input settings on April 13-15, 2021.

Through this process, the consultants attempted to identify the personal and professional qualities desired in the Superintendent, as well as the skill sets necessary to build upon what constituent groups valued, while addressing current and emerging issues which the District might be facing. It is anticipated that this data also will be useful to candidates interested in the Fort Bend Independent School District superintendency, as well as to the new Superintendent, once the individual is selected for the position.

Between 2249 and 2418 individuals provided input during the process, as reflected in the following chart. It should be noted that the seven Board Trustees participated in individual interviews and they all completed the survey as Board Trustees. The number of respondents from the other groups that participated in both phases of the process is not known with certainty. (We do not have an accurate way to determine if some who took the survey also participated in a discussion group.)

<b>Group</b>	<b>Interviews/Groups</b>	<b>Survey</b>
Board	7	7
Administrators	44	47
Support Staff	19	62
Community	25	79
Parents	63	1845
Faculty	10	133
Students	8	83
<b>Total</b>	<b>176</b>	<b>2249</b>

**\* Board took survey off line and are not included in Total**

<sup>1</sup> Referenced in this Report as HYA.

<sup>2</sup> Referenced in this Report as School District or District.

<sup>3</sup> Referenced in this Report as Board.

## **INTRODUCTION continued**

### **PARTICIPATION**

The responses provided through the interviews, focus groups, open forums and survey are listed in two places, under *Consistent Themes*, which can be found beginning on page 5 and under *Comments from Interviews, Focus Groups and Open Forums*, which begin on page 11 and continue for another 40 pages. We have included a draft of a possible leadership profile on page 10.

The data contained in this report were gathered from Board-identified or self-selected stakeholder respondents as outlined on page 1 of this report. Therefore, it should be emphasized that the data are not from a purely scientific sampling. However, in most cases the data were prioritized by the individuals and the groups from which they were gathered. In addition, prior to drawing any conclusions about consistent themes or recurring ideas, the consultants tabulated the occurrence of the indicators or Strengths, Challenges and Leadership Qualities within and among the seven reference groups chosen to participate in this study. So, it can be safely said that there is certainly a rigorous method for bringing these conclusions to your attention and consideration, when selecting the desired characteristics for the next Superintendent of Schools for Fort Bend Independent School District. Items are included from the interviews, focus groups and/or survey, if, in the consultants' judgment, they were repeated with sufficient frequency thus indicating a pattern and/or warranting the Board's attention.

The consultants would like to thank all the participants, who participated in the interviews, focus groups and open forums or who completed the online survey, for their insights and candor. A note of thanks to all staff who assisted in facilitating our time in the District, with special thanks to Board President Heyliger, Superintendent Dr. Charles Dupre, Ms. Jessilyn Allen, Ms. Veronica Sopher and her staff, especially Ms. Deanna Duran, Mr. Gary Rosier, and other associated staff for their extra efforts in making us feel welcome, handling the necessary arrangements for our meetings, assistance at the meetings and follow-up in the District.

Respectfully submitted,

Rick Berry  
Peter Flynn  
Nola Wellman  
Lisa Flores  
Senior Associates, HYA

## EXECUTIVE SUMMARY

### ONLINE SURVEY

The online survey was completed by 2249 stakeholders. The largest group of respondents was Parents 1845 representing more than 82% of all respondents. 133 Teachers completed the survey. The remaining participant groups were Students-83, Community Members-79, Support Staff- 62 and Administrators -47. The Board Trustees took the survey manually so that the sixth category could be used by students. **All seven Trustees completed the survey and their results are included in the final compilation.**

**Stakeholder Group Responses to Online Survey**

	Frequency	Percent
Administrator	47	2.1 %
Community Member	79	3.5 %
Parent	1845	82.0 %
Students	83	3.7 %
Support Staff	62	2.8 %
Teacher	133	5.9 %
Total	2249	100.0 %

17

### **Online Survey Results - State of the District**

Regarding the State of the District, the respondents were asked to choose from Strongly Disagree, Disagree, Neither Disagree or Agree, Agree, Strongly Agree about the State of the District overall and in nineteen specific areas. [The nineteen statements were in four categories: Vision and Values-VV, Teaching and Learning-TL; Community Engagement-CE; and Management-M] The following statements were perceived to be district strengths (based upon the percentage of respondents who selected either Agree or Strongly Agree) when responses were combined for all stakeholders responding to the online survey:

- **Technology is integrated into the classroom. (TL)**
- **District schools are safe. (TL)**
- **The district engages with diverse racial, cultural and socio-economic groups. (CE)**
- **Facilities are well maintained. (M)**
- The district provides a clear, compelling shared vision for the future. (VV)

The Board Trustees chose four of the same top five strengths that were in common with the overall group and **they are in bold above**. In addition, the Board perceived the following areas as additional strengths of the district with Trustees Agreeing or Strongly Agreeing:

- The district has high standards for student performance
- The district is working to close the achievement gap
- The district is fiscally responsible
- District technology infrastructure is sufficient to support 21<sup>st</sup> century learning.

## Online Survey Results - Superintendent Profile

[The twelve superintendent competency statements based upon a meta-analysis of studies of the characteristics of effective superintendents were in the same four categories as used in the State of the District: Vision and Values-VV, Teaching and Learning-TL; Community Engagement-CE; and Management-M]

Using the online survey, the top-rated competencies respondents selected overall for a Superintendent were:

- Recruit, employ, and retain effective personnel throughout the District and its schools (M)
- Provide transparent communication (CE)
- **Understand and be sensitive to the needs of a diverse student population (TL)**
- **Foster a positive, professional climate of mutual trust and respect among faculty, staff, and administrators (CE)**
- **Establish a culture of high expectations for all students and personnel (VV)**

18

Of the top-rated competencies selected for a Superintendent by the overall group **three were the same as those selected by the Trustees and they are indicated in bold**.

The Board also selected the following three competencies as important:

- Effectively plan and manage the long-term financial health of the District (M)
- Be visible throughout the District and actively engaged in community life (CE)
- Demonstrate a deep understanding of educational research and emerging best practices and implement strategies. (TL)

When considering the five top-rated competencies, it provides a balanced list of competencies in the four categories of Vision and Values-VV, Teaching and Learning-TL; Community Engagement-CE; and Management-M.

Percentages of respondents overall who selected each item, as well as percentages by stakeholder group, are presented in a separate document.

## CONSISTENT THEMES FROM LISTENING SESSIONS

**DISCLAIMER:** The consultants were not in a position to verify the accuracy of those things that were said by individuals or attested to by groups who participated in the community engagement sessions. In those instances where individuals were identified by name or position, the consultants made note of the comment, although it was not repeated in this report, if it reflected negatively upon the individual.

### Strengths

During the 43 Listening Sessions, we asked each group or individual about the strengths that they perceived in the Ft. Bend School District. Easily and readily, numerous strengths were mentioned with pride and honor. We heard a dominant theme that the **Diversity** in the district and community is the most celebrated strength. The diversity ethnically, culturally, linguistically, socio-economically, geographically, persons with different needs and with regard to religion was mentioned in that students are enriched by such a broad spectrum of people. Some mentioned that the diversity was evident in a wide variety of equitable programs for students. People are proud of the tradition of Ft. Bend ISD in athletics, fine arts and many other programs to bring students of all backgrounds together ensuring that they feel welcome and accepted.

The second area of strength mentioned most often was the **Parent and Community engagement and involvement** in the district. All stakeholders are offered a variety of means to be involved, recognized and engaged in the work of the district. Many noted that they feel they have access even at the highest level of administration including the Superintendent. They find this 19 remarkable given the size of the district. Many families have a high level of education themselves and value the importance of education. Therefore, they are strong and supportive including Parent groups (PTA) and many other formal and informal means to assist and contribute to the education of their children. The district demonstrates a value of many different voices by frequent requests for feedback on impending decisions. The board, administration and school staff consistently respond to the feedback provided.

Another area of strength brought up in a variety of ways was the respect and appreciation of the strong **Staff members**. “The teachers are awesome.” “They make magic happen.” These are a couple of the outbursts of enthusiasm expressed for the staff. Teachers are incredibly talented, dedicated and academically strong. Some simply stated that overall the staff is excellent. Leaders at the district and school levels were mentioned as consistently outstanding. Some stated that the administration is trustworthy, and the structure of leadership is strong and works well. Faculty members noted that teachers and other staff are given immense opportunity to learn and grow professionally and personally. They feel that the district wants to help and support them. They are given materials and resources including technology to be more effective. Teachers feel they are encouraged to take risks, be innovative, and be student-centered in their initiatives.

A wide range of **Programs** and educational pedagogy was frequently stated as a strength including a strong online option for student learning at the elementary and middle school levels. Programs that challenge students, especially those who are already motivated, are appreciated. Some comments about the size of the district led to a recognition that the larger size allows for many, varied programs in academics, arts, and athletics. Numerous other programs were mentioned--Options for Tier 1, Career and Technical as well as College and Career across all schools, STEM, CTE, Learning academies, early learning, literacy, dyslexia,

early college, P-TECH, internships and scholarships. Participants value the strong programs that provide students the opportunity to explore their interests and discover potential career opportunities.

These strengths mentioned above paint a picture that Ft. Bend ISD strives continually to be distinguished and to be the best it can possibly be. This overarching goal drives the work of all the stakeholders of the district every single day.

### **Challenges/Concerns/Issues**

Paradoxically, the number one challenge shared by people who attended our listening sessions was the same as the number one strength- **Diversity**. This strength presents a wide variety of learning gifts and talents, some of which are readily apparent and others, which must be uncovered by capable and talented educators. The people with whom we spoke shared their perception that students with ethnic and racial differences often do not have the same level of access to programs and curriculum found among white and Asian students. Participants also shared their observations that the diversity of the student population is not reflected in the staff including the upper administrative ranks.

Connected directly to this set of issues is the reported lack of **Equity** among low-income families resulting in lower student achievement, that may be the result of racial bias impacting students living in poverty and students of color when compared to students with parents of higher education and wealth. People in our listening sessions were unaware of turnaround or support plans available for academic intervention even for Title I designated schools or schools rated as low on the state ranking system. The east side of FBISD was characterized by people in our groups as a marginalized community, whose needs are not being adequately addressed. They advocated for a more equitable distribution of financial and human resources throughout the district.<sup>20</sup> Perhaps, they pondered, there are plans and we just don't know about them.

We heard many questions raised about the **Communications** in the district. People in our groups pointed to need for communicating about resources so that they are more accessible in a way that could be clearer and transparent with information important to people and their children. Individuals talked about notifications coming late for involvement in seminars, activities, the community engagement meetings, competition opportunities and Block Scheduling. The conclusion that some people drew in our sessions was that although the district expresses an interest in listening to people, sometimes the conditions surrounding the notification and the lack of follow up, leads them to conclude that they are not being heard. At the same time, we heard people acknowledge that there are differing perspectives on what is valued and needed from the district.

Finally, people expressed to us concern about the **Transitioning Leadership** in the school district. Participants in our listening sessions were aware that there are new Board Trustees from a recent election, and a current election, which will bring at least one more new Trustee, along with a change in the superintendency. This was viewed by some as a time for an awareness of the roles of Trustees and Superintendent, the need for stability during the time of change and addressing the need for learning through the governance resources provided by the Texas Education Agency.

The good news in most of these discussions was the belief that the Fort Bend ISD has the resources, capability and potential capacity to successfully address all of the concerns that were addressed and notated here.

## **Desired Characteristics of the Next Superintendent**

Later in the document you will see listings of the strengths, challenges and leadership characteristics mentioned by the various groups from which we heard. On the following pages, we have listed the desired qualities for the next Superintendent in order of priority under the seven types of groups. A table format is used at first so that you can look at all seven groups and their priorities at once, side by side.

The next table shows a listing of the Characteristics of the next Superintendent in the areas of **attributes, expertise and style** items that were mentioned most frequently by all the groups combined.

Finally, we have included the draft profile which uses the highlighted items - most desirable characteristics mentioned by the seven categories of people based on the individual and group discussions. The draft profile also incorporates all of the most frequently mentioned items from the online survey, which in most cases were the same as those most frequently selected items by Board Trustees.

HYA will use all of its resources to assist the Board in finding candidates who will possess most of the characteristics desired by the respondents and included in the Leader Profile of Characteristics adopted by the Board. This will allow the next superintendent to build upon the District's outstanding reputation and collaboratively work with the Board in guiding the district to its next level of excellence.

21

**Desired Leadership Qualities**

**Desirable Characteristics Listed by Categories of Respondents**

After naming all of the desirable traits for the next leader of the Fort Bend Independent School District through brainstorming in group discussions or individual interviews, in many cases we asked the individuals to think about those qualities that were most *mission critical* for this school district at this point in its history. In the table below, are the leadership qualities that rose to the top in our discussions with various people over the course of three days. **Items in bold** were mentioned by more than one category.

<p><b>Administrators</b></p> <ol style="list-style-type: none"> <li><u>Personal Attributes</u> <ul style="list-style-type: none"> <li>Integrity</li> <li><b>Personable People Person</b></li> <li><b>Transparent</b></li> </ul> </li> <li><u>Expertise</u> <ul style="list-style-type: none"> <li><b>Communicator</b></li> <li><b>Team Builder</b></li> <li><b>Leader of Large S.D.</b></li> <li><b>Instructional Leader</b></li> </ul> </li> <li><u>Administrative Style</u> <ul style="list-style-type: none"> <li><b>Collaborative</b></li> <li><b>Visible and Approachable</b></li> <li>Decision-maker</li> </ul> </li> </ol>	<p><b>Board</b></p> <ol style="list-style-type: none"> <li><u>Personal Attributes</u> <ul style="list-style-type: none"> <li><b>Honest</b></li> <li><b>Transparent</b></li> <li><b>Learner</b></li> </ul> </li> <li><u>Expertise</u> <ul style="list-style-type: none"> <li><b>Finance</b></li> <li><b>Diverse Leadership</b></li> <li><b>Instructional Leader</b></li> <li><b>Communications</b></li> </ul> </li> <li><u>Administrative Style</u> <ul style="list-style-type: none"> <li><b>Collaborative</b></li> <li><b>Visible and Approachable</b></li> </ul> </li> </ol>	<p><b>Community</b></p> <ol style="list-style-type: none"> <li><u>Personal Attributes</u> <ul style="list-style-type: none"> <li><b>Innovative</b></li> <li><b>Visionary</b></li> </ul> </li> <li><u>Expertise</u> <ul style="list-style-type: none"> <li><b>Communicator</b></li> <li>Strategic Leader</li> <li><b>Leader in Diversity</b></li> </ul> </li> <li><u>Administrative Style</u> <ul style="list-style-type: none"> <li><b>Visible and Approachable</b></li> <li><b>Collaborative</b></li> <li>Consensus Builder</li> </ul> </li> </ol>	
<p><b>Faculty/Staff</b></p> <ol style="list-style-type: none"> <li><u>Personal Attributes</u> <ul style="list-style-type: none"> <li><b>Innovative</b></li> <li>Compassionate</li> <li><b>Clear Vision</b></li> </ul> </li> <li><u>Expertise</u> <ul style="list-style-type: none"> <li><b>Instructional Leader/Teacher</b></li> <li>Transformational Leader</li> <li><b>Communicator -listen</b></li> </ul> </li> <li><u>Administrative Style</u> <ul style="list-style-type: none"> <li><b>Collaborative Problem Solver</b></li> <li><b>Visible and Approachable</b></li> <li>Adaptability to change</li> <li>Servant Leader</li> </ul> </li> </ol>	<p><b>Parents</b></p> <ol style="list-style-type: none"> <li><u>Personal Attributes</u> <ul style="list-style-type: none"> <li>Planner</li> <li><b>People Person</b></li> <li><b>Team Builder-Unifier</b></li> </ul> </li> <li><u>Expertise</u> <ul style="list-style-type: none"> <li><b>Communications</b></li> <li><b>Leader Large Diverse District</b></li> <li><b>Instructional Leadership</b></li> <li><b>Financial Acumen</b></li> </ul> </li> <li><u>Administrative Style</u> <ul style="list-style-type: none"> <li><b>Collaborative</b></li> <li><b>Visible and Approachable</b></li> <li>Data and Research Driven</li> </ul> </li> </ol>	<p><b>Students</b></p> <ol style="list-style-type: none"> <li><u>Personal Attributes</u> <ul style="list-style-type: none"> <li><b>Honest—Straightforward</b></li> <li>Genuine and authentic</li> <li>Understanding</li> </ul> </li> <li><u>Expertise</u> <ul style="list-style-type: none"> <li><b>Communicator—Listener, hear voices of students</b></li> <li><b>Diversity and inclusivity</b></li> </ul> </li> <li><u>Administrative Style</u> <ul style="list-style-type: none"> <li><b>Listener and Learner</b></li> <li><b>Collaborative</b></li> <li><b>Visible and Approachable</b></li> </ul> </li> </ol>	<p><b>Support Staff</b></p> <ol style="list-style-type: none"> <li><u>Personal Attributes</u> <ul style="list-style-type: none"> <li><b>People Person</b></li> <li><b>Transparent</b></li> <li>Trust</li> </ul> </li> <li><u>Expertise</u> <ul style="list-style-type: none"> <li><b>Communications</b></li> <li><b>Instructional Leader</b></li> </ul> </li> <li><u>Administrative Style</u> <ul style="list-style-type: none"> <li><b>Visible and Approachable</b></li> <li>Involved in Community</li> </ul> </li> </ol>

**Most Desirable Characteristics Mentioned Most Frequently By the Seven Categories of People Above:**

<b>Attributes</b>	<b>Expertise and Experience</b>	<b>Style</b>
<b>Personable/People Person -3</b> <b>Transparent -3</b> <b>Honest -2</b> <b>Learner -2</b> <b>Innovative -2</b> <b>Visionary -2</b> <b>Team Builder-Unifier -2</b>	<b>Communicator (Listener) – 7</b> <b>Instructional Leader -5</b> <b>Diverse Leadership -4</b> <b>Finance -2</b> <b>Leader of Large S.D. -2</b>	<b>Visible and Approachable -7</b> <b>Collaborative - 6</b>

*\*The numbers next to the highlighted items indicate the number of categories of respondents that mentioned these items as priorities.*

**Summary of Input  
Most Desirable Qualities from the Surveys and Listening Sessions**

**Top overall competencies selected on the Online Survey and the survey of the Board:**

- Recruit, employ, and retain effective personnel throughout the District and its schools (M)
- Provide transparent communication (CE)
- Understand and be sensitive to the needs of a diverse student population (TL)
- Foster a positive, professional climate of mutual trust and respect among faculty, staff, and administrators (CE)
- Establish a culture of high expectations for all students and personnel (VV)
- Effectively plan and manage the long-term financial health of the District (M)
- Be visible throughout the District and actively engaged in community life (CE)
- Demonstrate a deep understanding of educational research and emerging best practices and implement strategies. (TL)

23

**From the listening sessions**

<b><u>Attributes</u></b>	<b><u>Expertise and Experience</u></b>	<b><u>Style</u></b>
<b>Personable/People Person</b> <b>Transparent</b> <b>Honest</b> <b>Learner</b> <b>Innovative</b> <b>Visionary</b> <b>Team Builder-Unifier</b>	<b>Communicator (Listener)</b> <b>Instructional Leader</b> <b>Diverse Leadership</b> <b>Finance</b> <b>Leader of Large S.D.</b>	<b>Visible and Approachable</b> <b>Collaborative</b>

## Desired Characteristics of Superintendent

### Superintendent of Schools Fort Bend Independent School District, Texas

After receiving input from administrators, Board Trustees, community, faculty, parents, students, and support staff, the Fort Bend Independent School District Board seeks an **innovative** individual who has had successful experience as an **instructional leader** in a **diverse** school district with a track record of success to be its next superintendent.

The selected candidate will be a **visible and approachable large school district leader**, who is a continuous **learner** about the district, **building and unifying teams**, especially in the development of a team relationship with the Board as a Team of 8. The Board seeks someone who is guided by a deep sense of **honesty** and is a **transparent communicator** who **listens** carefully and uses a **collaborative process** for decision-making and problem solving. This individual should be a **people person** who strategically approaches the human resources function of the school district aimed at developing and retaining an outstanding diverse staff.

The Board of the Fort Bend Independent School District is looking for a **visionary** superintendent who recognizes the importance of inclusion of the Board, stakeholders and staff in the process of formulating and implementing a vision within a **sound understanding** of the **fiscal operations** of a district like Fort Bend ISD.

24

Further, the Fort Bend Independent School District seeks a Superintendent who has a record of demonstrating the following research proven competencies of an effective superintendent:

- Recruit, employ, and retain effective personnel throughout the District and its schools (M)
- Provide transparent communication (CE)
- Understand and be sensitive to the needs of a diverse student population (TL)
- Foster a positive, professional climate of mutual trust and respect among faculty, staff, and administrators (CE)
- Establish a culture of high expectations for all students and personnel (VV)
- Effectively plan and manage the long-term financial health of the District (M)
- Be visible throughout the District and actively engaged in community life (CE)
- Demonstrate a deep understanding of educational research and emerging best practices and implement strategies. (TL)

**Approved by Fort Bend Independent School District Board on**

## **Desired Characteristics of Superintendent**

### **Superintendent of Schools Fort Bend Independent School District, Texas**

After receiving input from administrators, Board Trustees, community, faculty, parents, students, and support staff, the Fort Bend Independent School District Board seeks an **innovative** individual who has had successful experience as an **instructional leader** in a **diverse** school district with a track record of success to be its next superintendent.

The selected candidate will be a **visible and approachable large school district leader**, who is a continuous **learner** about the district, **building and unifying teams**, especially in the development of a team relationship with the Board as a Team of 8. The Board seeks someone who is guided by a deep sense of **honesty** and is a **transparent communicator** who **listens** carefully and uses a **collaborative process** for decision-making and problem solving. This individual should be a **people person** who strategically approaches the human resources function of the school district aimed at developing and retaining an outstanding diverse staff.

The Board of the Fort Bend Independent School District is looking for a **visionary** superintendent who recognizes the importance of inclusion of the Board, stakeholders and staff in the process of formulating and implementing a vision within a **sound understanding** of the **fiscal operations** of a district like Fort Bend ISD.

Further, the Fort Bend Independent School District seeks a Superintendent who has a record of demonstrating the following research proven competencies of an effective superintendent:

- Recruit, employ, and retain effective personnel throughout the District and its schools (M)
- Provide transparent communication (CE)
- Understand and be sensitive to the needs of a diverse student population (TL)
- Foster a positive, professional climate of mutual trust and respect among faculty, staff, and administrators (CE)
- Establish a culture of high expectations for all students and personnel (VV)
- Effectively plan and manage the long-term financial health of the District (M)
- Be visible throughout the District and actively engaged in community life (CE)
- Demonstrate a deep understanding of educational research and emerging best practices and implement strategies. (TL)

**Approved by Fort Bend Independent School District Board on**

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Information: Sugar Land 95 Update**  
**References: District Goal 5**  
**Department: Collaborative Communities**

### **Summary**

Staff will provide an overview of the Sugar Land 95 Long-Range Plan including:

- A summary of the work FBISD has completed to date regarding the Sugar Land 95
- Four proposed phases of the Sugar Land 95 Memorialization Project
- An overview of the project goals and the recommended partners (and their respective roles)
- A high-level proposed timeline of the Memorialization Project, and
- Possible future next steps for Board consideration.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Anthony Indelicato  
Chief of Staff and Collaborative Communities

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Special Report: Annual Board Training Report**  
**References: Board Policy BBD (Legal)**  
**Department: Board of Trustees**

### **Summary**

Board President Addie Heyliger will provide an update on the status of the Fort Bend ISD Board of Trustees' annual training requirements. Trustees are required to complete specific training hours in three tiers:

- **Tier One – Local District Orientation and the Texas Education Code Orientation or Update**
  - First-Year Board Member requirement:
    - Local District Orientation and three hours of TEC orientation
  - Experienced Board Member requirement:
    - TEC update following each legislative session
  - As of April 26, 2021, all FBISD Trustees have met Tier One requirements.
- **Tier Two – Team Building and Assessment**
  - Requirement: Minimum three hours annually
  - As of April 26, 2021, all FBISD Trustees have met Tier Two requirements.
- **Tier Three – Continuing Education in Assessed Needs**
  - First-Year Board Member requirement:
    - Minimum ten hours
  - Experienced Board Member requirement:
    - Minimum five hours
  - As of April 26, 2021, all FBISD Trustees have met Tier Three requirements.

Additionally, Board President Addie Heyliger has distributed the Framework for School Board Development and Board Policy BBD (Exhibit) to all Trustees and the Superintendent as required the Texas State Board of Education.

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Revision to Policies CPC (Local),**  
**FNG (Local), GF (Local), and GKA**  
**(Local)**  
**References: Board Policy: Local policies**  
**CPC, FNG, GF, and GKA**  
**Department: Chief of Staff and**  
**Collaborative Communities**

**Recommendation**

Consideration and possible approval of proposed revisions to policies CPC (Local), FNG (Local), GF (Local), and GKA (Local).

**Summary**

CPC (Local): Office Management: Records Management

The Administration is recommending revision of this policy to:

- Add sections with corresponding content to articulate the following: records management officer, notification, security of records, records control schedules and training.
- Create a separate section for procedures thereby having procedures apply to the entire policy.

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 Board Policy Committee to allow the Committee to focus their time on policies that are Board priorities.

FNG (Local): Student Rights and Responsibilities: Student and Parent Complaints/Grievances

The Administration is recommending revision of this policy to:

- Insert the word “calendar” to specify that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the Board within 90 “calendar” days. This is an exception to how other timelines are calculated in the policy, which are based on “business” days in accordance with how days are defined.

## GF (Local): Public Complaints

The Administration is recommending revision of this policy to:

- Insert the word “calendar” to specify that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the Board within 90 “calendar” days. This is an exception to how other timelines are calculated in the policy, which are based on “business” days in accordance with how days are defined.

## GKA (Local): Community Relations: Conduct on School Premises

The Administration is recommending revision of this policy to:

- Insert the word “calendar” to specify that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 “calendar” days. This is an exception to how other timelines are calculated in the policy, which are based on “business” days in accordance with how days are defined.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Anthony Indelicato  
Chief of Staff and Collaborative Communities

OFFICE MANAGEMENT  
RECORDS MANAGEMENT

CPC  
(LOCAL)

PHILOSOPHY

The Board believes District records should be efficiently maintained to ensure continuity, transparency, compliance with law, and maintenance of the public trust.

LOCAL GOVERNMENT  
RECORDS ACT AND  
ASSOCIATED CODES

The term “local government record” shall pertain to all items identified as such by the Local Government Records Act- [\[CPC\(LE-GAL\)\]](#).

The Superintendent shall oversee the performance of records management functions prescribed by state and federal law:

- Records Administrator, as prescribed by Local Government Code 176.001 and 176.007 [See BBFA and CHE]
- Officer for Public Information, as prescribed by Government Code 552.201–.205 [See GBAA]
- Public Information Coordinator, as prescribed by Government Code 552.012 [See BBD]

RECORDS  
MANAGEMENT  
OFFICER

The General Counsel shall serve as and perform the duties of the District’s records management officer as prescribed by Local Government Code 203.023, and shall administer the District’s records management program pertaining to local government records in compliance with the Local Government Records Act. [\[CQ \(LOCAL\)\]](#).

NOTIFICATION

The records management officer shall file his or her name with the Texas State Library and Archives Commission (TSLAC) within 30 days of assuming the position.

RECORDS  
CONTROL  
SCHEDULES

The records management officer shall file with the TSLAC a written declaration that the District has adopted records control schedules that comply with records retention schedules issued by the TSLAC as provided by law.

[SECURITY OF  
RECORDS](#)

[The District shall secure all records and limit access to personnel identified in administrative procedures. Records identified as public information shall be made available as required by law. \[See GB \(LEGAL\)\]. All records maintained by the District in electronic format shall conform to the requirements of the District’s cybersecurity plan. \[See CQB \(LOCAL\)\].](#)

WEBSITE POSTINGS

The District’s records management program shall address the length of time records will be posted on the District’s website when the law does not specify a posting period.

RECORDS  
DESTRUCTION  
PRACTICES

All local government records shall be considered District property and any unauthorized destruction or removal shall be prohibited.

OFFICE MANAGEMENT  
RECORDS MANAGEMENT

CPC  
(LOCAL)

The District shall follow its records control schedules, records management program, and all applicable laws regarding records destruction. However, the District shall preserve records, including electronically stored information, and suspend routine record destruction practices where appropriate and in accordance with procedures developed by the records management officer. Such procedures shall describe the circumstances under which local government records scheduled for destruction must be retained. Notification shall be given to appropriate staff when routine record destruction practices must be suspended and when they may be resumed.

TRAINING

The records management officer shall receive appropriate training regarding the Local Government Records Act and shall ensure that custodians of records, as defined by law, and other applicable District staff are trained on the District's records management program, including this policy and corresponding procedures.

PROCEDURES

The Superintendent shall establish administrative procedures that supports and align with the District's records management program.

OFFICE MANAGEMENT  
RECORDS MANAGEMENT

CPC  
(LOCAL)

PHILOSOPHY	The Board believes District records should be efficiently maintained to ensure continuity, transparency, compliance with law, and maintenance of the public trust.
LOCAL GOVERNMENT RECORDS ACT AND ASSOCIATED CODES	<p>The term “local government record” shall pertain to all items identified as such by the Local Government Records Act [CPC(LEGAL)].</p> <p>The Superintendent shall oversee the performance of records management functions prescribed by state and federal law:</p> <ul style="list-style-type: none"><li>• Records Administrator, as prescribed by Local Government Code 176.001 and 176.007 [See BBFA and CHE]</li><li>• Officer for Public Information, as prescribed by Government Code 552.201–.205 [See GBAA]</li><li>• Public Information Coordinator, as prescribed by Government Code 552.012 [See BBD]</li></ul>
RECORDS MANAGEMENT OFFICER	The General Counsel shall serve as and perform the duties of the District’s records management officer as prescribed by Local Government Code 203.023, and shall administer the District’s records management program pertaining to local government records in compliance with the Local Government Records Act. [CQ (LOCAL)].
NOTIFICATION	The records management officer shall file his or her name with the Texas State Library and Archives Commission (TSLAC) within 30 days of assuming the position.
RECORDS CONTROL SCHEDULES	The records management officer shall file with the TSLAC a written declaration that the District has adopted records control schedules that comply with records retention schedules issued by the TSLAC as provided by law.
SECURITY OF RECORDS	The District shall secure all records and limit access to personnel identified in administrative procedures. Records identified as public information shall be made available as required by law. [See GB (LEGAL)]. All records maintained by the District in electronic format shall conform to the requirements of the District’s cybersecurity plan. [See CQB (LOCAL)].
WEBSITE POSTINGS	The District’s records management program shall address the length of time records will be posted on the District’s website when the law does not specify a posting period.
RECORDS DESTRUCTION PRACTICES	All local government records shall be considered District property and any unauthorized destruction or removal shall be prohibited. The District shall follow its records control schedules, records man-

OFFICE MANAGEMENT  
RECORDS MANAGEMENT

CPC  
(LOCAL)

agement program, and all applicable laws regarding records destruction. However, the District shall preserve records, including electronically stored information, and suspend routine record destruction practices where appropriate and in accordance with procedures developed by the records management officer. Such procedures shall describe the circumstances under which local government records scheduled for destruction must be retained. Notification shall be given to appropriate staff when routine record destruction practices must be suspended and when they may be resumed.

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The records management officer shall receive appropriate training regarding the Local Government Records Act and shall ensure that custodians of records, as defined by law, and other applicable District staff are trained on the District's records management program, including this policy and corresponding procedures.

PROCEDURES

The Superintendent shall establish administrative procedures that support and align with the District's records management program.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

**Philosophy**

The Board believes student success is best achieved in a well-functioning, positive, nurturing, and collaborative community. Therefore, the District shall provide an equitable process for addressing student and parent complaints that values students and parents, fosters positive resolution, and preserves relationships.

**Guiding Principles**

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Direct  
Communication with  
Board Members

Students and parents may communicate with a member of the Board regarding District operations except when the communication would be inappropriate because of a pending grievance related to the student or parent. If a student or parent communicates with a Board member regarding an issue that is the subject of a pending grievance the Board member may be precluded from participating in any decision if the matter is presented to the Board.

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint  
Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), or Section 504 (disability), shall be submitted in accordance with FFH.
2. Complaints concerning harassment or dating violence shall be submitted in accordance with FFH.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with FFH.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

7. Complaints concerning restrictions during placements and expulsions shall be submitted in accordance with FOD and the Student Code of Conduct.
8. Complaints concerning selection for or exit from the gifted and talented program shall be submitted in accordance with EHBB.
9. Complaints concerning identification, evaluation, or educational placement of a student with a disability within the scope of Section 504 shall be submitted in accordance with FB and the procedural safeguards handbook.
10. Complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability within the scope of the Individuals with Disabilities Education Act shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
11. Complaints concerning instructional materials shall be submitted in accordance with EF.
12. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.
13. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
14. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Notice to Students  
and Parents**

The District shall inform students and parents of this policy through the parent-student handbook, which is located on the District's website.

Formal Process

A student or parent may initiate the formal process described below by timely filing a written complaint form. [See FNG (Exhibit)]

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

**Freedom from Retaliation**

The District prohibits unlawful retaliation against any student or parent for asserting a complaint under this policy.

**General Provisions**

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the Department of Student Affairs (DSA) by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the DSA no more than three days after the deadline.

Scheduling Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student or parent fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the student’s or parent’s absence.

Response

At Levels One and Two, “response” shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student’s or parent’s email address of record, or sent by U.S. Mail to the student’s or parent’s mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

“Days” shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is “day zero.” The following business day is “day one.”

Representative

“Representative” shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days’ notice to the District before a scheduled conference or hearing, the

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

	District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.
Consolidating Complaints	Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.  When two or more complaints are sufficiently similar to permit their resolution through one proceeding, the District, at its discretion, may consolidate the complaints.
Untimely Filings	All time limits shall be strictly followed unless modified by mutual written consent.  If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.
Costs Incurred	Each party shall pay its own costs incurred in the course of the complaint.
Complaint and Appeal Forms	Complaints and appeals under this policy shall be submitted in writing on a form provided by the District. The complaint form must be completed in its entirety to be considered. Incomplete forms shall be returned to the complainant.  Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents at the time the complaint is filed, copies may be presented at the Level One conference. After the Level One conference, no new documents or other evidence may be submitted by the student or parent unless the student or parent did not know the documents or other evidence existed before the Level One conference.  A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.
<b>Level One</b>	Complaint forms must be filed with the DSA within ten days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

A DSA employee shall note the date and time the complaint form was received and immediately forward the complaint form to the administrator who will hear the complaint at Level One. If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

The Level One administrator shall investigate as necessary and schedule, at a mutually agreeable date, a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference. For complaints alleging prohibited conduct, as defined in policy FFH(LOCAL), the Level One administrator, may, at his or her discretion, allow the parent or student to present a reasonable number of witnesses in support of the complaint.

Absent extenuating circumstances, the Level One administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the Level One administrator believes will help resolve the complaint.

**Level Two**

If the student or parent did not receive the relief requested at Level One or if the time for a response has expired, the student or parent may file an appeal of the Level One decision.

The appeal notice must be filed in writing to the DSA, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, a DSA employee shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent with the original complaint form or during the Level One conference.
3. The written response issued at Level One and any attachments.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

4. All other documents referenced in the written response when reaching the Level One decision.
5. The transcript of the Level One conference, if any.

The Level Two administrator shall schedule, at a mutually agreeable date, a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Level Two administrator may set reasonable time limits for the conference and shall make an audio recording of the conference.

The Level Two administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level Two administrator may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint.

The Level Two conference shall be recorded. Recordings shall be maintained with the Level One and Level Two records.

**Level Three**

If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired, the student or parent may appeal the decision to the Board, or at the Board's discretion, to a designated hearing officer who shall, in turn, make a written recommendation to the Board. [See If Hearing Officer Hears the Appeal, below]

The appeal notice must be filed in writing to the DSA, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

**If Board Hears the Appeal**

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal at least five days prior to the Level Three hearing. The student or parent may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

3. Transcript of the recording from the Level Two conference.
4. The written response issued at Level Two and any attachments.
5. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration, parent, or student intends to rely on evidence not included in the Level Two record, the administration or grievant shall provide the administration, parent, or student the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

If Hearing Officer  
Hears the Appeal

If the Board designates a hearing officer to hear the Level Three appeal, he or she shall follow the Level Three procedures and timelines described above and at the end of the process shall prepare a written recommendation for the Board's consideration. A copy of the hearing officer's recommendation shall be provided to the student or parent and to the administration.

Hearing officers may be District employees who were not involved in the subject matter of the grievance or the grievance process.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

Hearing officers may also be impartial persons retained by the Board and not employed by the District.

*Board's Review* The Board shall review the hearing officer's written recommendation at its first regular meeting following receipt of same. The student or parent and the administration shall be given an opportunity at the meeting to respond to the hearing officer's recommendation either orally or in writing, at the Board's election.

*Board's Decision* The Board shall then make and communicate its decision at any time up to and including the next regularly scheduled Board meeting. The Board may decide to accept, reject, or modify the recommendation of the hearing officer.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

**Philosophy**

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The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Direct  
Communication with  
Board Members

Students and parents may communicate with a member of the Board regarding District operations except when the communication would be inappropriate because of a pending grievance related to the student or parent. If a student or parent communicates with a Board member regarding an issue that is the subject of a pending grievance the Board member may be precluded from participating in any decision if the matter is presented to the Board.

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint  
Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process:

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2. Complaints concerning harassment or dating violence shall be submitted in accordance with FFH.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with FFH.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

7. Complaints concerning restrictions during placements and expulsions shall be submitted in accordance with FOD and the Student Code of Conduct.
8. Complaints concerning selection for or exit from the gifted and talented program shall be submitted in accordance with EHBB.
9. Complaints concerning identification, evaluation, or educational placement of a student with a disability within the scope of Section 504 shall be submitted in accordance with FB and the procedural safeguards handbook.
10. Complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability within the scope of the Individuals with Disabilities Education Act shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
11. Complaints concerning instructional materials shall be submitted in accordance with EF.
12. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.
13. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
14. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Notice to Students and Parents**

The District shall inform students and parents of this policy through the parent-student handbook, which is located on the District's website.

Formal Process

A student or parent may initiate the formal process described below by timely filing a written complaint form. [See FNG (Exhibit)]

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

**Freedom from Retaliation**

The District prohibits unlawful retaliation against any student or parent for asserting a complaint under this policy.

**General Provisions**

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the Department of Student Affairs (DSA) by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the DSA no more than three days after the deadline.

Scheduling Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student or parent fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the student’s or parent’s absence.

Response

At Levels One and Two, “response” shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student’s or parent’s email address of record, or sent by U.S. Mail to the student’s or parent’s mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

“Days” shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is “day zero.” The following business day is “day one.”

Representative

“Representative” shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days’ notice to the District before a scheduled conference or hearing, the

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

	District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.
Consolidating Complaints	Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.  When two or more complaints are sufficiently similar to permit their resolution through one proceeding, the District, at its discretion, may consolidate the complaints.
Untimely Filings	All time limits shall be strictly followed unless modified by mutual written consent.  If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.
Costs Incurred	Each party shall pay its own costs incurred in the course of the complaint.
Complaint and Appeal Forms	Complaints and appeals under this policy shall be submitted in writing on a form provided by the District. The complaint form must be completed in its entirety to be considered. Incomplete forms shall be returned to the complainant.  Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents at the time the complaint is filed, copies may be presented at the Level One conference. After the Level One conference, no new documents or other evidence may be submitted by the student or parent unless the student or parent did not know the documents or other evidence existed before the Level One conference.  A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.
<b>Level One</b>	Complaint forms must be filed with the DSA within ten days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

A DSA employee shall note the date and time the complaint form was received and immediately forward the complaint form to the administrator who will hear the complaint at Level One. If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

The Level One administrator shall investigate as necessary and schedule, at a mutually agreeable date, a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference. For complaints alleging prohibited conduct, as defined in policy FFH(LOCAL), the Level One administrator, may, at his or her discretion, allow the parent or student to present a reasonable number of witnesses in support of the complaint.

Absent extenuating circumstances, the Level One administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the Level One administrator believes will help resolve the complaint.

**Level Two**

If the student or parent did not receive the relief requested at Level One or if the time for a response has expired, the student or parent may file an appeal of the Level One decision.

The appeal notice must be filed in writing to the DSA, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, a DSA employee shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent with the original complaint form or during the Level One conference.
3. The written response issued at Level One and any attachments.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

4. All other documents referenced in the written response when reaching the Level One decision.
5. The transcript of the Level One conference, if any.

The Level Two administrator shall schedule, at a mutually agreeable date, a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Level Two administrator may set reasonable time limits for the conference and shall make an audio recording of the conference.

The Level Two administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level Two administrator may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint.

The Level Two conference shall be recorded. Recordings shall be maintained with the Level One and Level Two records.

**Level Three**

If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired, the student or parent may appeal the decision to the Board, or at the Board's discretion, to a designated hearing officer who shall, in turn, make a written recommendation to the Board. [See If Hearing Officer Hears the Appeal, below]

The appeal notice must be filed in writing to the DSA, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

**If Board Hears the Appeal**

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal at least five days prior to the Level Three hearing. The student or parent may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

3. Transcript of the recording from the Level Two conference.
4. The written response issued at Level Two and any attachments.
5. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration, parent, or student intends to rely on evidence not included in the Level Two record, the administration or grievant shall provide the administration, parent, or student the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

If Hearing Officer  
Hears the Appeal

If the Board designates a hearing officer to hear the Level Three appeal, he or she shall follow the Level Three procedures and timelines described above and at the end of the process shall prepare a written recommendation for the Board's consideration. A copy of the hearing officer's recommendation shall be provided to the student or parent and to the administration.

Hearing officers may be District employees who were not involved in the subject matter of the grievance or the grievance process.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

Hearing officers may also be impartial persons retained by the Board and not employed by the District.

*Board's Review* The Board shall review the hearing officer's written recommendation at its first regular meeting following receipt of same. The student or parent and the administration shall be given an opportunity at the meeting to respond to the hearing officer's recommendation either orally or in writing, at the Board's election.

*Board's Decision* The Board shall then make and communicate its decision at any time up to and including the next regularly scheduled Board meeting. The Board may decide to accept, reject, or modify the recommendation of the hearing officer.

**Philosophy**

The Board believes student success is best achieved in a well-functioning, positive, nurturing, and collaborative community. Therefore, the District shall provide an equitable process for addressing community complaints that values individuals, fosters positive resolution, and preserves relationships.

**Guiding Principles**

The Board encourages members of the public to discuss concerns with an appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent. [See GF(EXHIBIT)]

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint  
Processes

Complaints by residents of the District shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GF after the relevant complaint process:

1. Complaints concerning instructional materials shall be filed in accordance with EF.
2. Complaints concerning a commissioned peace officer who is an employee of the District shall be filed in accordance with CKE.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. The complainant shall be provided an opportunity to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Formal Process**

An individual may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

**Freedom from Retaliation**

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

**General Provisions**  
Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling  
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the individual's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the individual's email address of record, or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process.

The individual may designate a representative through written notice to the District at any level of this process. If the individual designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

Consolidating  
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

When two or more complaints are sufficiently similar to permit their resolution through one proceeding, the District, at its discretion, may consolidate the complaints.

Timely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District. [See GF(EXHIBIT)]

Copies of any documents that support the complaint should be attached to the complaint form. If the individual does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.

**Level One**

Complaint forms must be filed with the Department of Student Affairs (DSA) within ten days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

A DSA employee shall note the date and time the complaint form was received and immediately forward the complaint form to the administrator who will hear the complaint at Level One. If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

The Level One administrator shall investigate as necessary and schedule a conference with the individual within ten days after receipt of the written complaint. The Level One administrator may set reasonable time limits for the conference and may make an audio recording of the conference.

Absent extenuating circumstances, the Level One administrator shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level One administrator may consider information provided at the Level One conference and any other relevant documents or information the Level One administrator believes will help resolve the complaint.

### **Level Two**

If the individual did not receive the relief requested at Level One or if the time for a response has expired, he or she may file an appeal of the Level One decision.

The appeal notice must be filed in writing to the DSA, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, a DSA employee shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the individual at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.
5. The transcript of the Level One conference, if any.

The Level Two administrator shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Level Two administrator may set reasonable time limits for the conference.

The Level Two administrator shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Level Two administrator may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Level Two administrator believes will help resolve the complaint.

The Level Two conference shall be recorded. Recordings shall be maintained with the Level One and Level Two records.

**Level Three**

If the individual did not receive the relief requested at Level Two or if the time for a response has expired, he or she may appeal the decision to the Board, or, at the Board's discretion, to a designated hearing officer who shall, in turn, make a written recommendation for disposition to the Board. [See If Hearing Officer Hears the Appeal, below]

The appeal notice must be filed in writing to the DSA, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

**If Board Hears the Appeal**

The Superintendent or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal at least five days prior to the Level Three hearing. The individual may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. Transcript of the Level Two conference.
4. The written response issued at Level Two and any attachments.
5. All other documents relied upon by the Level Two administrator in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration or individual intends to rely on evidence not included in the Level Two record, the administration or individual shall provide the employee or individual notice of the nature of the evidence at least three days before the hearing.

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The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual and administration to each make a presentation and provide rebuttal

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*Board's Review*

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Hearing officers may be District employees who were not involved in the subject matter of the grievance or the grievance process. Hearing officers may also be impartial persons retained by the Board and not employed by the District.

*Board's Review*

The Board shall review the hearing officer's written recommendation at its first regular meeting following receipt of same. The complainant and the administration shall be given an opportunity at the meeting to respond to the hearing officer's recommendation either orally or in writing, at the Board's election.

*Board's Decision*

The Board shall then make and communicate its decision at any time up to and including the next regularly scheduled Board meeting. The Board may decide to accept, reject, or modify the recommendation of the hearing officer.

COMMUNITY RELATIONS  
CONDUCT ON SCHOOL PREMISES

GKA  
(LOCAL)

<b>Philosophy</b>	The Board believes community collaboration should occur within a safe learning and working environment. To that end, visitors to District facilities are expected to abide by the laws, policies, and administrative procedures that govern the operation of a public school district
<b>Access to District Property</b>	<p>Authorized District officials, including District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.</p> <p>District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.</p>
<b>Ejection or Exclusion under Education Code 37.105</b>	<p>In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.</p> <p>A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 <u>calendar</u> days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]</p>
<b>Off-Campus Activities</b>	Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.
<b>Prohibitions</b>	The District prohibits smoking and the use of tobacco products and e-cigarettes on District property, in District vehicles, or at school-related activities.
Tobacco and E-Cigarettes	
Weapons	The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.
<i>Exceptions</i>	<p>No violation of this policy occurs when:</p> <ol style="list-style-type: none"><li>1. A valid Texas License to Carry permit holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or</li><li>2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]</li></ol>

COMMUNITY RELATIONS  
CONDUCT ON SCHOOL PREMISES

GKA  
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The Board believes community collaboration should occur within a safe learning and working environment. To that end, visitors to District facilities are expected to abide by the laws, policies, and administrative procedures that govern the operation of a public school district

**Access to District Property**

Authorized District officials, including District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

**Ejection or Exclusion under Education Code 37.105**

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

**Off-Campus Activities**

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

**Prohibitions**

Tobacco and E-Cigarettes

The District prohibits smoking and the use of tobacco products and e-cigarettes on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

*Exceptions*

No violation of this policy occurs when:

1. A valid Texas License to Carry permit holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

<b>BOT Meeting:</b>	<b>April 26, 2021</b>
<b>Solicitation No.:</b>	<b>Various as listed in chart below</b>
<b>References:</b>	<b>District Goal Scalable Systems</b>
<b>Description:</b>	<p><b>Ratification of Expenditures and Revision to Expenditure Authorizations Due to Texas Winter Storm 2021</b></p> <p><b><u>Recommendation</u></b></p> <p>Consideration and possible approval of the ratification of expenditures for plumbing supplies in the amount of \$47,848, and expenditures for maintenance, repair, and operation supplies in the amount of \$247,954, which were required during the recent severe winter storm event.</p> <p>Staff is also seeking consideration and possible approval to revise expenditure authorizations for several categories, as shown below, to reinstate balances for normal operations, and authorization for the Superintendent to execute the agreements through their remaining terms. The amount requested for each category is based on expenditures that were required during the recent winter storm event.</p> <p><b><u>Summary</u></b></p> <p>Beginning February 11, 2021, through February 21, 2021, Texas experienced a severe winter storm that resulted in FEMA issuing a disaster declaration on February 14, 2021. As a result of the storm, the District endured power outages District-wide and sustained damages due to frigid temperatures (i.e. burst pipes, flooding of buildings and loss of supplies and equipment). To provide timely emergency response, staff relied on previously approved contracts to repair and remediate the damage to District facilities.</p> <p>District campuses and administration buildings suffered the following losses, with most of the damage being directly related to frozen and ruptured plumbing lines (back flow prevention devices, sprinkler lines, HVAC lines). Additional funds are needed to cover services (HVAC, plumbing, landscaping, electrical, restoration services) and parts (plumbing supplies).</p> <p>Staff recommends an increase in the following contracts:</p>

<b>Solicitation Title and Number</b>	<b>Board Approved Date</b>	<b>Board Approved Amount</b>	<b>Reinstatement Request</b>
COOP 19-026AR Restoration Services	October 15, 2018 through February 28, 2023	\$1,000,000	\$32,000
COOP 18-081AR Flooring Services	July 23, 2018 through February 27, 2022	\$400,000	\$49,000
BuyBoard, TIPS & Choice Partners HVAC Equipment, Supplies, Services, Controls, and Related Items	January 22, 2018 through January 21, 2023	\$24,000,000	\$1,160,000
Choice Partners Electrical Contractor Services	January 22, 2018 through September 19, 2022	\$2,000,000	\$252,060
RFP 21-009TA Lawn Maintenance and Landscaping Services and Related Items	October 19, 2020 through February 2, 2026	\$10,400,000	\$12,034
RFP 18-022KB Fine Arts Concert Uniforms and Related Items (Laundry Care/Dry Cleaners)	May 14, 2018 through May 13, 2023	\$375,000	\$11,200
RFP 16-050KB Cheerleader & Dance Team Uniforms, Supplies and Related Items	June 20, 2016 through June 19, 2021	\$1,000,000	\$6,700
RFP 19-001KB Fine Arts Color Guard Uniforms Supplies and Related Items	December 17, 2018 through December 16, 2023	\$75,000	\$4,300

	<b>Solicitation Title and Number</b>	<b>Board Approved Date</b>	<b>Board Approved Amount</b>	<b>Reinstatement Request</b>
	COOP 19-052AR Plumbing Supplies and Related Items	July 15, 2019 through November 30, 2021	\$560,000	\$140,000
	BuyBoard Maintenance, Repair, & Operations Supplies, & Equipment Maintenance, Repair, & Operations Supplies, & Equipment	June 19, 2017 through June 19, 2022	\$4,500,000	\$750,000
	<p><b><u>Background</u></b></p> <p>Expenditures will not exceed the amount approved for each item listed above. Funding is included in the budget.</p>			
Requested By:	Oscar Perez, Chief Operating Officer Bryan Guinn, Chief Financial Officer			
Vendors:	Multiple			
Budget Sources:	General Fund			
Amount:	Not to exceed the amount approved for each item listed in the summary.			
	Other Supporting Information			
Sole Source:	N/A			
Number of vendors contacted by Purchasing:	N/A			
Number of vendors contacted by FBISD Notification System:	N/A			
Number of vendors downloaded the solicitation:	N/A			
Number of responses received:	N/A			
Number of "no bid" responses received:	N/A			
Length of commitment:	N/A			
Last solicitation date:	N/A			
Supporting documents:	N/A			
Disclosure under Board Policy CH, CV, or DBD (Local):	N/A			

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**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:

- March 3, 2021: Special Called Meeting
- March 8, 2021: Special Called Meeting
- March 22, 2021: Called Meeting and Agenda Review
- March 24, 2021: Public Hearing
- March 29, 2021: Regular Business Meeting
- March 31, 2021: Special Called 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  
Special Called Meeting – Superintendent Search Firm Presentations  
March 3, 2021

A Board of Trustees Special Called Meeting to select the District’s superintendent search firm was held on Wednesday, March 3, 2021, beginning at 6:00 PM in the Event Center of the James Reese Career and Technical Center located at 12300 University Blvd., Sugar Land, Texas. Members of the public viewed the live stream of the meeting at the following location:

<https://www.fortbendisd.com/March3LIVESTREAM>. 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%20Agenda%20Review%20Address%20Form%201-12-21.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, although one or more Trustees may have participated via video conference. The agenda packet for the meeting can be found here:

<https://meetings.boardbook.org/Public/Organization/649>. This meeting was recorded as required by law and the recording is available to the public at:

Part 1: <https://www.youtube.com/watch?v=BbWMFGZrAms&t=5s>

Part 2: <https://www.youtube.com/watch?v=5Qb8J93u1Y>

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

Board Members Present

- Mr. Dave Rosenthal, Vice President
- Mrs. Grayle James, Secretary (via video conference)
- Mrs. Angie Hanan
- Mr. Jim Rice
- Dr. Shirley Rose-Gilliam
- Ms. Denetta Williams (via video conference) (logged on at 6:12 p.m.)

School Officials Present

- Charles E. Dupre, Ed.D., Superintendent of Schools
- Diana Sayavedra, Deputy Superintendent of Schools
- Garrett Rosier, Recording Secretary

Others Present

- Rick Morris, Board Counsel
- Dr. Kevin Castner, BWP & Associates (via video conference)
- Dr. Debra Hill, BWP & Associates (via video conference)
- Dr. Richard Berry, Hazard, Young, Attea & Associates (via video conference)
- Dr. Peter Flynn, Hazard, Young, Attea & Associates (via video conference)
- Dr. Nola Wellman, Hazard, Young, Attea & Associates (via video conference)
- Alton Frailey, J.G. Consulting
- James Guerra, J.G. Consulting
- Michael McKie, J.G. Consulting

### 1. Meeting Called to Order

President Heyliger called the meeting to order at 6:08 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

Ms. Glenda Macal addressed the Trustees regarding District waivers and COVID-19.

### 3. Action

#### A. Board Governance

##### 1. Consider Approving a Texas Education Agency Waiver for Certain Components of the Texas Teacher and Evaluation Support System for the 2020-21 School Year

MOTION made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve the recommended action. Following discussion, MOTION CARRIED. Ayes 6 – Noes 0.

Prior to announcing the Information Items, Ms. Heyliger called for a short break while the District addressed technology issues. The break began at 6:28 p.m.

The Trustees returned from the break at 6:38 p.m.

Prior to beginning the Information Items, Dr. Charles Dupre, Superintendent of Schools, and Ms. Diana Sayavedra, Deputy Superintendent of Schools left the meeting and did not return.

### 4. Information

#### A. Board Governance

##### 1. Hear Presentations from Superintendent Search Firms

The Trustees heard a presentation from superintendent search firm Hazard, Young, Attea, and Associates.

Ms. Heyliger called for a short break which began at 7:36 p.m.

The Trustees returned from the break at 7:44 p.m.

The Trustees heard a presentation from superintendent search firm J. G. Consulting.

Ms. Heyliger called for a short break which began at 8:48 p.m.

The Trustees returned from the break at 9:01 p.m.

The Trustees heard a presentation from superintendent search firm BWP and Associates.

5. Convene in Closed Session

The Trustees convened in closed session at 10:10 p.m. under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following section: Section 551.071 – For a private consultation with their attorney on any or all subjects or matters authorized by law.

6. Reconvene in Open Session

The Trustees reconvened in open session at 10:42 p.m.

7. Consider Action on Closed Session Items

None.

Prior to announcing the Action Item, Ms. Heyliger asked Mr. Rick Morris, Board Counsel, to tally the scores for all three superintendent search firms.

Mr. Morris announced that the scoring of firms resulted in a three-way tie. Mr. Morris recommended that the Board determine a way in which to break the three-way tie.

Following deliberation and discussion, Ms. Heyliger recommended that the Board choose the firm with the most number one scores (highest ratings).

8. Action

A. Board Governance

1. Consider Approval of a Superintendent Search Firm

The Board of Trustees considered approval of a superintendent search firm.

MOTION made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees accept the search firm with the highest number of number one scores, and authorize the Board President to negotiate the contract, execute the contract, and engage the search firm so that we can get started. MOTION CARRIED. Ayes 7 – Noes 0.

Ms. Heyliger announced that Hazard, Young, Attea and Associates was chosen as Fort Bend ISD’s superintendent search firm.

9. Adjournment

Having no further business before the Board, MOTION was made by Mrs. James and SECONDED by Mr. Rosenthal to adjourn the meeting at 10:58 p.m.

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Addie Heyliger, President

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Grayle James, Secretary

Minutes  
Board of Trustees  
Special Called Meeting – Team Building  
March 8, 2021

A Board of Trustees Special Called Meeting was held on Monday, March 8, 2021, beginning at 6:00 PM in the Event Center of the James Reese Career and Technical Center located at 12300 University Blvd., Sugar Land, Texas. Members of the public viewed the live stream of the meeting at the following location: <https://www.fortbendisd.com/March8LIVESTREAM>. 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%20Agenda%20Review%20Address%20Form%201-12-21.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, although one or more Trustees may have participated via video conference. The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Organization/649>. This meeting was recorded as required by law and the recording is available to the public at:

<https://www.youtube.com/watch?v=Kv1OR69W62M&t=72s>

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

Board Members Present

Mr. Dave Rosenthal, Vice President (via video conference) (left the meeting at 6:45 p.m.)  
Mrs. Grayle James, Secretary (via video conference)  
Mrs. Angie Hanan  
Mr. Jim Rice  
Dr. Shirley Rose-Gilliam  
Ms. Denetta Williams (via video conference)

School Officials Present

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

Others Present

Tracy Carmen-Jones, WaterLight Group  
Angela Flowers, WaterLight Group

## 1. Meeting Called to Order

President Heyliger called the meeting to order at 6:01 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. Information

### A. Board Governance

#### 1. Update on Governor Abbott's Rescission of State-Wide COVID-19 Restrictions

Dr. Charles Dupre, Superintendent of Schools, provided an update on Governor Abbott's rescission of state-wide COVID-19 restrictions.

Dr. Rose-Gilliam requested that the Administration consider Fort Bend ISD hosting a private, on-site vaccination event.

Ms. Heyliger requested that the Administration determine a better way, other than emails, to get the messages regarding available vaccinations to staff.

Ms. Heyliger requested that the Administration provide the Board with the total percentage of all staff who have received vaccinations.

## 7. Action

### A. 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 a Missed School Day Waiver for Five Days and a Waiver for Three Days of Remote, Online Instruction as a Result of the February 2021 Winter Storm

The Administration requests Board approval of a Missed School Day Waiver for five days and another waiver for three days of remote, online instruction that support proposed adjustments to the 2020-21 school calendar to account for missed operational minutes.

MOTION was made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve Action Item 7A1 as presented.

Mrs. Hanan requested that following Spring Break, the Administration report back to the Board with the ACEs Test results.

Mrs. Hanan requested confirmation of whether the STAAR Tests are being given online, face-to-face, or both.

Following discussion, MOTION CARRIED. Ayes 7 – Noes 0.

Ms. Heyliger announced that the Board would not convene in closed session.

Prior to beginning the Team Building, Collaboration, and Planning, Ms. Heyliger announced the Trustees would take a short break. The break began at 6:45 p.m.

The Trustees returned from the break at 7:00 p.m.

4. Convene in Closed Session

Although Closed Session was listed on the publicly-posted agenda, the Board did not convene in Closed Session.

5. Reconvene in Open Session

Although Reconvene in Open Session was listed on the publicly-posted agenda, the Board did not reconvene in Open Session.

6. Consider Action on Closed Session Items

Although Consider Action on Closed Session Items was listed on the publicly-posted agenda, the Board did not consider actions on Closed Session items.

8. Team Building, Collaboration, and Planning

The Trustees engaged in team building discussion and exercises.

9. Adjournment

Having no further business before the Board, MOTION was made by Mrs. Hanan to adjourn the meeting at 9:05 p.m.

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Addie Heyliger, President

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Grayle James, Secretary

Minutes  
Board of Trustees  
Called Meeting and Agenda Review  
March 22, 2021

A Board of Trustees Agenda Review Meeting was held on Monday, March 22, 2021, beginning at 6:00 PM in the Event Center of the James Reese Career and Technical Center located at 12300 University Blvd., Sugar Land, Texas. Members of the public viewed the Live Stream of the meeting at the following address: <https://www.fortbendisd.com/March22LIVESTREAM>. 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%20Agenda%20Review%20Address%20Form%201-12-21.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, although one or more Trustees may have participated by video conference. The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Organization/649>. This meeting was recorded as required by law and the recording is available to the public at:

<https://www.youtube.com/watch?v=ohHzoqoQScg&t=4s>

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

Board Members Present

- Mr. Dave Rosenthal, Vice President (via video conference)
- Mrs. Grayle James, Secretary
- Mrs. Angie Hanan
- Mr. Jim Rice
- Dr. Shirley Rose-Gilliam
- Ms. Denetta Williams (via video conference) (logged in at 6:07 p.m.)

School Officials Present

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

## Others Present

Rick Morris, Board Counsel  
Dr. Stacey Tepera, PASA  
Justin Silhavy, PASA  
Staff and Employees

### 1. Meeting Called to Order

President Heyliger 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.

### 2. Information

#### A. Board Governance

##### 1. 2021-22 PASA Demographic Update

Dr. Stacey Tepera and Mr. Justin Silhavy with the District's demographer, Population and Survey Analysts (PASA), provided an overview of the 2021-22 Demographic Update, which included the following:

- Projections of new housing construction
- Economic and employment trends
- Student enrollment projections through the year 2030 and
- Develop Low Growth, Moderate Growth and High Growth Scenarios District-wide for the next ten years

Mrs. Hanan requested that the Administration provide the Trustees information as to how charter and private schools are reporting their attendance numbers as a part of Spring Branch ISD's attendance numbers.

##### 2. 2020-21 Annual Enrollment Review

Dr. Anthony Indelicato, Chief of Staff and Collaborative Communities presented the Annual Enrollment Review to the Board. This update included information regarding campuses projected to be over-utilized and under-utilized across the District for the 2021-22 school year.

Dr. Indelicato highlighted areas across the District which will likely require mitigation strategies for the 2021-22 school year to manage enrollment at campuses which project an increased enrollment beyond current campus capacity.

Dr. Indelicato also included a brief update to the Facilities Master Plan. A more in-depth update to the Facilities Master Plan will occur later this spring along with associated community planning efforts and possible future bond implications.

Ms. Williams requested that the Administration provide the Trustees with information as to where the middle school would be built for the Hightower feeder pattern.

Mrs. Hanan requested that the Administration provide the Trustees with more information regarding the actions the District is taking to not only bring students back to the District but keep students in the District.

Dr. Rose-Gilliam requested that the Administration ask students why they chose to leave the District so that the District can remedy the root cause of those decisions.

### 3. Convene in Closed Session

The Trustees convened in closed session at 8:31 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 9:53 p.m.

### 5. Consider Action on Closed Session Items

None.

### 6. Review

#### A. Board Governance

##### 1. Review Revisions to Local Board Policies

The Administration seeks Board approval of proposed revisions to policies CK (Local), EHDE (Local), FFA (Local), and FB (Local).

Mrs. James announced that Board Policies CK (Local), EHDE (Local), and FFA (Local) were reviewed by the Board Policy Committee while Board Policy FB (Local) was prepared by Staff only.

##### a. CK (Local): Safety Program/Risk Management

Mrs. James asked Dr. Indelicato to correct some typos in Board Policy CK (Local) prior to the March 29, 2021 Regular Business Meeting.

##### b. EHDE (Local): Alternative Methods for Earning Credit: Distance Learning

Ms. Williams requested that the Board Policy Committee revise Board Policy EHDE (Local) regarding financial hardship scholarships as they relate to Chapter 11 of the Texas Education Code.

##### c. FFA (Local): Student Welfare: Wellness and Health Services

##### d. FB (Local): Equal Education Opportunity

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

1. Review Waiver for Kindergarten through Eighth Grade Hybrid Instruction During District-Scheduled Testing Days

The Administration seeks Board approval of a waiver for hybrid instruction during District-scheduled testing days for students in Kindergarten through Eighth Grade.

Mrs. Hanan requested that the Administration provide the Trustees with more information on what online and face-to-face testing will look like across the District.

Mrs. James requested that the Administration consider utilizing Extended Day and other available spaces to provide learning centers for students during testing days.

2. Review Joint Election Agreement and Contract for Election Services with Fort Bend County

The Administration seeks Board approval of a Joint Election Agreement and Contract for Election Services with Fort Bend County to coordinate and administer a general election on Saturday, May 1, 2021 to elect one person to serve a full term as a Trustee in Positions 2 and 6.

Ms. Heyliger requested that the Trustees carefully review the voting location list to ensure that all feeder patterns are represented.

3. Review Purchases Exceeding \$50,000: Specifically for:

a. Review Purchase of Proclamation 2021 Instruction Resources

The Administration seeks Board approval of the adoption and purchase of instructional resources associated with the program area included within Proclamation 2021. The initial purchase is \$1,350,000 for the eight-year period of the adoption beginning with the 2021-22 school year.

<b>Program Area</b>	<b>Materials</b>	<b>Cost</b>
Pre-Kindergarten	Savaas Learning - Three Cheers for Pre-K Uno, dos, tres ¡Prekínder!	\$1,350,000

Vendor: Savvas Learning – State Board of Education Awarded. Fund Sources: Instructional Materials Allotment and District Funds.

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 Victims of Crime Act Grant Application for Year-Three of the K-12 Campus Victim Assistance Program

The Administration seeks Board approval of a resolution to submit with the Victims of Crime Act Grant application for year-three of the K-12 Campus Victim Assistance Program to the Office of the Governor.

D. Scalable Systems

1. Review Funding and Executing Six New Technology Projects, Review Approval of Related Project Budgets, and Review Approval of Funding Projects using the 2014 Bond Program Contingency

The Administration seeks Board approval of funding and executing six new technology projects with a total budget of \$5,450,000, approval of the related project budgets, and approval to fund the projects using 2014 Bond Program Contingency.

2. Review Water Meter Easement Agreement with Brazoria-Fort Bend Counties Municipal Utilities District Number 3 for New High School 12

The Administration seeks Board approval of a Water Meter Easement Agreement with Brazoria-Fort Bend Counties Municipal Utility District 3 for new High School 12, and authorization for the Board President to negotiate and execute the agreement.

3. Review Contract with Mobile Modular Management Corporation to Lease and/or Purchase Portable Classroom Buildings for the 2021-22 School Year; Review a Job Order Contract with J. R. Thomas Group, Inc., for Infrastructure Set-Up for Portable Classroom Buildings; and Review a Design Services Agreement with Molina Walker Almaguer Architects

The Administration seeks Board approval to execute a contract with Mobile Modular Management Corporation to lease and/or purchase portable classroom buildings for the 2021-22 school year; a Job Order Contract with J. R. Thomas Group, Inc., for set-up and installation of all necessary infrastructure to support the portable classroom buildings, approval of a Design Services Agreement with Molina Walker Almaguer Architects, approval of the project budget of \$5,267,380, and authorization for the Superintendent to negotiate, execute, or terminate the respective contracts. The table shown below summarize the anticipated portable classroom building relocations and installations for the 2021-22 school year:

<b>Campus</b>	<b>Anticipated Number of Portable Buildings Available for Release</b>	<b>Anticipated Number of Portable Buildings to be Installed</b>
Armstrong ES	2	
Fleming ES	2	
Townwest ES	1	
Oyster Creek ES	1	
Cornerstone ES	1	
Lake Olympia MS	1	
Heritage Rose ES		2
Leonetti ES		5
Malala Yousafzai ES		2
Neill ES		1
Palmer ES		1
Pecan Grove ES		2
Schiff ES		2
Seguin ES		1
Settlers Way ES		2
Thornton MS		4
Elkins HS		3
Other Campuses (TBD)		5
<b>Total</b>	<b>8</b>	<b>30</b>

The table shown below summarizes the anticipated costs per unit associated with leasing portable buildings and installation of such buildings at the receiving campuses.

<b>2021-2022 Portable Classroom Building Relocations, Purchase, Lease, Installation, and Repairs Budget</b>	<b>Cost</b>
Professional Design Services – Molina Walker	\$155,000
Design Contingency (10%)	\$15,500
<b>Subtotal (Design Services – MWA)</b>	<b>\$170,500</b>
Lease Option – Per unit (16 units @ \$42,000) (Mobile Modular two-year lease)	\$672,000
Purchase Refurbished Option – Per unit (6 units @ \$70,000)	\$420,000
<b>Subtotal (Mobile Modular - Contractor)</b>	<b>\$1,092,000</b>
Construction – Portable Relocations, Installation & Repairs (30 units)	\$2,799,000
Bond (2%)	\$55,980
Contingency (10%)	\$279,900
<b>Subtotal (JR Thomas Group, Inc. – Contractor)</b>	<b>\$3,134,880</b>
Site Development	<b>\$75,000</b>
Technology	<b>\$720,000</b>
Furniture, Fixtures, and Equipment (FF&E)	<b>\$75,000</b>
<b>Total Budget</b>	<b>\$5,267,380</b>

4. Review Interlocal Agreement with New Caney ISD School Purchasing Alliance

The Administration seeks Board approval of an Interlocal Agreement with New Caney ISD – School Purchasing Alliance, and authorization for the Superintendent to negotiate and execute the agreements.

5. Review Interlocal Participation Agreement with the Texas Association of School Boards’ Risk Management Fund

The Administration seeks Board approval of an Interlocal Participation Agreement with Texas Association of School Boards’ Risk Management Fund, and authorization for the Superintendent to negotiate and execute all agreements and/or revisions thereof.

6. Review Purchases Exceeding \$50,000: Specifically for:

a. Review Purchase of General Grocery and Non-Food Items from New Caney ISD School Purchasing Alliance

The Administration seeks Board approval for the continued purchase of general grocery and non-food items under a cooperative contract with New Caney ISD - School Purchasing Alliance in an amount not-to-exceed \$10,725,000 and authorization for the Superintendent to negotiate and execute the agreements through June 30, 2022. The estimated expenditures include:

<b>Department</b>	<b>Estimated Expenditures</b>
Child Nutrition	\$9,700,000
Special Education	25,000
CTE	25,000
Contingency	975,000
<b>Total</b>	<b>\$10,725,000</b>

Vendor: Gordon's. Fund Sources: Federal Funds (CND and Special Education), General Fund, CTE Funds, and Enterprise Funds.

b. Review Purchase of SchoolDude Facilities Management Software and Solutions Annual Support

The Administration seeks Board approval for the continued purchase of Facilities Management Software and Solutions annual support from Dude Solutions, Inc., under a cooperative contract with OMNIA Partners in an amount not-to-exceed \$63,000, bringing the total contract amount with the vendor to \$158,000, and authorization for the Superintendent to negotiate and execute the agreement through March 2022. Facilities and Information Technology are also seeking to align the annual support contract for facilities work orders (21-070CT) in the amount of \$63,000 and the energy manager solution module contract (21-003AR) in the amount of \$95,000 for an amount not to exceed \$158,000.

<b>Item</b>	<b>Expenditure</b>
Annual software	\$63,000
Energy Manager Solution Module (Board approved September 21, 2020)	\$95,000
<b>Total</b>	<b>\$158,000</b>

Vendor: Dude Solutions, Inc. Fund Source: General Fund.

c. Review Purchase of Professional Learning Consulting Services

The Administration seeks Board approval of the continued purchase of Professional Learning Consulting Services, in an amount not to exceed \$7,250,000 through August 2022, and authorization for the Superintendent to negotiate and execute the contracts. Vendor: Culture Innovations. LLC. Fund Sources: General Fund and Federal Funds.

d. Review Purchase of Device Sanitation Services

The Administration seeks Board approval of the continued purchase of Device Sanitation Services under a cooperative contract with Choice Partners National Purchasing Cooperative in an amount not-to-exceed \$310,000 over a two year period, and authorization for the Superintendent to negotiate and execute the agreements through February 2023. Vendor: Infection Controls, Inc., DBA Germ Blast. Fund Source: General Fund.

e. Review Purchase of School Liability, Privacy and Information Security, Auto Liability, Auto Physical Damage, and Violent Acts Insurance through Texas Association of School Boards' Risk Management Fund

The Administration seeks Board approval of the continued purchase of School Liability, Privacy & Information Security, Auto Liability, Auto Physical Damage, and Violent Acts Insurance coverages through Texas Association of School Boards' Risk Management Fund in an amount not to exceed \$4,105,668 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through February 2026. Vendor: Texas Association of School Boards' Risk Management Fund. Fund Source: General Fund.

f. Review Purchase of Seven Towerpoint Cell Tower Lease Buyouts

The Administration seeks Board approval to accept an offer for the buyout of seven Fort Bend ISD cell tower site leases from Towerpoint in the amount of \$2,650,000, and authorization for the Superintendent to negotiate and execute the agreements for a 30-year term through 2051. The elements of the offer are as follows:

<b>Purchase Price</b>	\$2,650,000
<b>Term Length</b>	30 years
<b>Legal Structure / Purchase Agreement</b>	Lease Assignment & Expanded Telecommunication Easement:  Over and underlying the existing lease areas and structures as well as mutually acceptable expansion of premises to accommodate future ground equipment up to 250 sq. ft. The fee title of the property will remain with Fort Bend ISD. The Offeror will not be assigned any rights of the District to receive insurance proceeds from the tenant's insurance in the event of damage of any kind.
<b>Seller Share of Future Revenue</b>	New Tenant Rent:  50% in favor of Fort Bend ISD. New Tenant Rent will be generated from tenants co-locating equipment on the equivalent of up to 250 sq. ft. adjacent to the existing tower installations.

Vendor: Towerpoint. Fund Sources: None. This is a revenue generating transaction.

7. 2014 Bond Program

a. Review the Use of the 2014 Bond Program Contingency as Proposed

The Administration seeks Board approval of the use of the 2014 Bond Program Contingency as proposed.

The program contingency is comprised of surplus budget from completed projects or amounts unspent due to changes of scope. The table includes projects that were and will be recommended for approval. It is important to note that as projects are being closed out, it is necessary to include cents in the program contingency amounts, to allow for exact budget reconciliations.

<b>Description</b>	<b>Budget (Shortage)/Surplus</b>
Cumulative program contingency as of February 2021	\$21,258,560.54
<b>Contributions</b>	
Security Cameras	\$1,261,871.00
<b>Contribution Sub-Total</b>	<b>\$1,261,871.00</b>
<b>Uses</b>	
Technology	(\$5,450,000.00)
Portable Classroom Building Relocations, Purchase, Lease, Installation, and Repairs for 2021-2022 School Year	(\$5,267,380.00)
<b>Use Sub-Total</b>	<b>(\$10,717,380.00)</b>
Net Proposed Activity March 2021	(\$9,455,509.00)
<b>Cumulative Bond Program Contingency as of March 2021</b>	<b>\$11,803,051.54</b>

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. James to adjourn the meeting at 10:31 p.m.

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Addie Heyliger, President

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Grayle James, Secretary

Minutes  
Board of Trustees  
Public Hearing Regarding the Expansion of Health-Care Services Provided by FBISD to include Mental  
Health Services  
March 24, 2021

A Board of Trustees Public Hearing Regarding the Expansion of Health-Care Services Provided by FBISD to include Mental Health Services was held on Wednesday, March 24, 2021, beginning at 6:00 PM at Willowridge High School located at 16301 Chimney Rock Road, Houston, Texas. Members of the public viewed the live stream of the meeting at the following location: <https://www.fortbendisd.com/March24LIVESTREAM>. 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%20Agenda%20Review%20Address%20Form%201-12-21.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, although one or more Trustees may have participated via video conference. The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Organization/649>. This meeting was recorded as required by law and the recording is available to the public at:

<https://www.youtube.com/watch?v=Yn5Bdpc8gww&t=1s>

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

Board Members Present

Mrs. Grayle James, Secretary  
Mrs. Angie Hanan  
Mr. Jim Rice  
Dr. Shirley Rose-Gilliam  
Ms. Denetta Williams (via video conference)

Board Member Absent

Mr. Dave Rosenthal, Vice President

School Officials Present

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

## Others Present

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

### 1. Meeting Called to Order

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.

### 2. Information

A. 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. Conduct Public Hearing Regarding the Expansion of Health-Care Services Provided by FBISD to include Mental Health Services

The Administration conducted a public hearing regarding the expansion of health-care services provided by FBISD to include mental health services.

Dr. Rose-Gilliam requested that the Administration develop, and provide to the Trustees, a handout, pamphlet, or trifold, etc. containing available District health-care and mental health providers, services, and contact information.

Ms. Heyliger asked that the next outgoing District communication include available District health-care and mental health providers, services, and contact information.

#### 2. Receive Public Comments Regarding the Expansion of Health-Care Services Provided by FBISD to include Mental Health Services

The Trustees received public comments.

### 3. Review

#### A. Board Governance

##### 1. Review Approval of Revisions to Local Board Policies

Mrs. James outlined the changes made to Board Policy FFAE (Local).

##### a. FFAE (Local): Wellness and Health Services: School-Based Health Centers

Dr. Pilar Westbrook, Executive Director of Social-Emotional Learning and Comprehensive Health discussed Board Local Policy FFAE (Local), Wellness and Health Services: School-Based Health Centers.

Ms. Heyliger read the proposed VOCA Grant Resolution into the public record:

“WHEREAS, the Fort Bend ISD Board of Trustees (“Board”) finds it in the best interest of the students, staff, and community members of Fort Bend ISD, that the FBISD continue the Campus Victim Assistance Program K-12 (“Program”) and Year 3 of the Program be operated during the 2021-2022 academic year; and

WHEREAS, the Board agrees to provide applicable matching funds for the said Program as required by the VA-Victims of Crime Act Formula Grant Program application; and

WHEREAS, the Board agrees that in the event of loss or misuse of grant funds the Board assures the Office of the Governor that the funds shall be returned; and

WHEREAS, the Superintendent of Schools is the authorized official of Fort Bend ISD and as stated in Board Policy CB (LOCAL), the Superintendent is delegated authority to apply for, accept, reject, alter or terminate the grant on behalf of FBISD.

NOW THEREFORE, BE IT RESOLVED THAT:

Fort Bend ISD Board of Trustees approves the Superintendent’s submission of the grant application for the Year 3: FBISD Campus Victim Assistance Program K-12.”

2. Discuss Proposed Application for Victims of Crime Act (VOCA) Grant to Expand Mental Health Services in FBISD

The Administration discussed the Victims of Crime Act Grant to expand mental health services in FBISD.

4. Convene in Closed Session

The Trustees convened in closed session at 7:38 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.

5. Reconvene in Open Session

The Trustees reconvened in open session at 7:58 p.m.

6. Consider Action on Closed Session Items

None.

7. Adjournment

Having no further business before the Board, MOTION was made by Mrs. James to adjourn the meeting at 7:58 p.m.

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Addie Heyliger, President

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Grayle James, Secretary

Minutes  
Board of Trustees  
Regular Business Meeting  
March 29, 2021

A Board of Trustees Regular Business Meeting was held on Monday, March 29, 2021, 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/March29LIVESTREAM>. 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%201-12-21.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, although one or more Trustees may have participated by video conference. The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Organization/649>. This meeting was recorded as required by law and the recording is available to the public at:

[https://www.youtube.com/watch?v=5vYxG\\_HjISA](https://www.youtube.com/watch?v=5vYxG_HjISA)

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

Board Members Present

Mr. Dave Rosenthal, Vice President (via video conference)  
Mrs. Grayle James, Secretary  
Mrs. Angie Hanan  
Mr. Jim Rice  
Dr. Shirley Rose-Gilliam  
Ms. Denetta Williams (arrived at 6:30 p.m.) (left Board Room at 8:26 p.m.) (returned at 8:37 p.m.)

School Officials Present

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

Others Present

Rick Morris, Board Counsel  
Staff, Employees, and Students

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

President Heyliger called the meeting to order at 6:01 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 Matthew Williams, a junior at Travis High School. Mr. Williams is the Executive Officer of the Travis High School Marine Corps Junior Reserve Officer Training Corps (MCJROTC) and is second in charge of the entire MCJROTC program. Finally, Ms. Heyliger asked the Board and audience to remain standing for the Silent Invocation.

4. Recognitions

The Board recognized:

- Fort Bend ISD Visual Arts students for their outstanding achievement at several state and national competitions

**Houston Livestock Show & Rodeo Art Show**

<b>Award</b>	<b>Student Name</b>	<b>School</b>	<b>Teacher</b>
Best of Show HS 2D	Jayden Kisinger	Elkins HS	Ryan Morales
Best of Show HS 3D	Mia Caspie	Elkins HS	Ryan Morales
Best of Show MS 2D	Joy Park	First Colony MS	Helen Lavie
Best of Show ES 2D	Naoki Hotta	Austin Parkway ES	Olivia Hooper
Gold Medal HS	Madeline Irving	Clements HS	Kelly Chen
Gold Medal HS	Bao Yen Tran	Clements HS	Kelly Chen
Gold Medal HS 3D	Christian Ruma	Austin HS	Shehla Sheikh
Gold Medal MS 2D	April Massie	First Colony MS	Helen Lavie
Gold Medal ES 2D	Catherine Shin	Colony Meadows ES	Becky McClure
Special Merit	Guanyi LI	Clements HS	Kelly Chen
Special Merit	Richard Zhang	Clements HS	Kelly Chen
Special Merit	Amaris Shi	Clements HS	Kelly Chen
Special Merit	Amber Qu	Clements HS	Kelly Chen
Special Merit	Trevor Cheung	Clements HS	Kelly Chen
Special Merit	Grace Park	Elkins HS	Ryan Morales
Special Merit	Saanvi Gireesh	Elkins HS	Ryan Morales
Special Merit	Farwah Hussain	Elkins HS	Ryan Morales
Special Merit	Teresa So	Austin HS	Nancy Dunlevy

### Visual Art Scholastic Event (VASE)

<b>Student Name</b>	<b>School</b>	<b>Teacher</b>
Amaris Shi	Clements HS	Kelly Chen
Alia Nagai	Clements HS	Kelly Chen
Jingjia Liu	Clements HS	Kelly Chen
Anne Hu	Clements HS	Kelly Chen
Antonia Dada	Clements HS	Kelly Chen
Cynthia Tso	Clements HS	Kelly Chen
Claire Xin	Clements HS	Kelly Chen
Yuwen Ding	Clements HS	Kelly Chen
Jaelyn Rodriguez	Clements HS	Kelly Chen
Jessica Zhang	Clements HS	Kelly Chen
John Heeke	Clements HS	Kelly Chen
Leon Zhang	Clements HS	Kelly Chen
Tian Wang	Clements HS	Kelly Chen
Madeline Irvin	Clements HS	Kelly Chen
Micah Darnell	Clements HS	Kelly Chen
Michelle Wang	Clements HS	Kelly Chen
Nicholas Mitchell	Clements HS	Kelly Chen
Noopur Dayal	Clements HS	Kelly Chen
Renee Yu	Clements HS	Kelly Chen
Trevor Chang	Clements HS	Kelly Chen
Trevor Truong	Clements HS	Kelly Chen
Viki Shi	Clements HS	Kelly Chen
Naïve	Clements HS	Holly Gottula
Huimei Liu	Clements HS	Holly Gottula
Veronica Ray	Ridge Point HS	Jinny Pham
Lauren Salinas	Ridge Point HS	Jinny Pham
Licia Elizondo-Collado	Ridge Point HS	Jinny Pham
Hannah Poon	Ridge Point HS	Laura Angeles
Audrey Hanan	Dulles HS	Kristen Ferguson
Ashley Blackwell	Dulles HS	Rybecca Gilbert
Samantha Bacani	Kempner HS	Sara Mckee
Jazlyn Williams	Kempner HS	Sara Mckee
Jayden Kisinger	Elkins HS	Ryan Morales
Grace Park	Elkins HS	Ryan Morales
Lilly-Rose Ribelayga	Elkins HS	Ryan Morales
Aditya Rajan	Elkins HS	Amy Lucchesi
Adaku Duru	Bush HS	Kimberly Bolt
Samuel Idah-Oze	Marshall HS	Martin Kelly
Kamryn Sterling	Marshall HS	Martin Kelly

**Scholastic Arts & Writings Awards**

<b>Student Name</b>	<b>School</b>	<b>Teacher</b>
Amaris Shi	Clements HS	Kelly Chen
Ana Desantis	Clements HS	Kelly Chen
Catherine Jin	Clements HS	Kelly Chen
Janet Lee	Clements HS	Kelly Chen
Kristin Xu	Clements HS	Kelly Chen
Lorena Horng	Clements HS	Kelly Chen
Richard Zhang	Clements HS	Kelly Chen
Sarah Chang	Clements HS	Kelly Chen
Trevor Truong	Clements HS	Kelly Chen
Michelle Wang	Clements HS	Kelly Chen
Selina Zhang	Clements HS	Kelly Chen
Michelle Lin	Clements HS	Kelly Chen
Anika Patel	Clements HS	Kelly Chen
Ella Wang	Clements HS	Kelly Chen
Zoe Ton	Ridge Point HS	Jinny Pham
Tingu Wu	Quail Valley MS	Valencia Imelda-Gutierrez

- Two Fort Bend ISD students for being selected as a Top 300 Scholar in the Regeneron Science Talent Search

Amy Zhou, Clements High School  
 Jayantha Pratap, Dulles High School,

- Three Fort Bend ISD staff members for being recognized at the Houston Area Alliance of Black School Educators Annual Teacher Awards and Recognition Ceremony

Shanele Farmer, a teacher at Kempner High School, was selected as the Secondary Teacher of the Year.

Lisa Langston, principal of Malala Elementary, was selected as Principal of the Year.

She’Nee Young, assistant principal of Seguin Elementary, was selected as Assistant Principal of the Year.

- Glover Elementary School for being selected as a Dr. J. Cummings Demonstration School
- Chassidy Olainu-Alade, Coordinator, Community and Civic Engagement for being awarded the Rosemary Morrow Award by the Texas Social Studies Supervisors Association
- Dr. Xochitl Rodriguez, Assistant Superintendent for Student Affairs for receiving the Outstanding Individual Service Award from the Texas School Safety Center

- Fort Bend ISD Police Officers Bruce McKinzy, Louis Ontiveros, Katherine Woolridge and Lieutenant Shannon Hall, along with Ridgemont Elementary Assistant Lead Custodian, Ana Lopez Velasquez for receiving a Letter of Commendation from Houston Police Department
- Fort Bend ISD Communications Department for earning 21 awards at the Texas School Public Relations Association's Annual Star Awards
- Veronica Sopher, Chief Communications Officer for being inducted as the 2021 Texas School Public Relations Association President

## 5. Audience Items

Mr. Scott addressed the Trustees regarding student performance information.

Ms. Woolley addressed the Trustees regarding the mask-wearing policy.

Ms. Macal addressed the Trustees regarding safety precautions.

Miss Dave addressed the Trustees regarding block scheduling.

Miss Johnson addressed the Trustees regarding graduating senior traditions.

## 6. Information

### A. Board Governance

#### 1. 2021-21 Strategic and Budgetary Update

Ms. Diana Sayavedra, Deputy Superintendent of Schools, and Mr. Bryan Guinn, Chief Financial Officer, provided an update on strategic priorities, ongoing budget development efforts for 2021-22, and information about how bills under consideration during the 87<sup>th</sup> Legislative Session may affect the District. Budget development activities are ongoing as staff works to allocate resources to best support the goals and priorities of the District.

Ms. Williams requested that the Administration provide the Trustees with more information regarding where in the budget Every Student Succeeds Act and Perkins Act funds are accounted for and how the District uses those funds for interventions.

Ms. Williams requested that the Administration provide the Trustees with more information regarding where in the budget the U.S. Department of Agriculture funding and Fort Bend County funding are accounted for and how the District uses those funds for low socioeconomic free and reduced lunch programs.

Ms. Heyliger requested that the Administration provide the Trustees with the accountability measures the District will use to ensure the effective oversight of the proposed A-B Block Scheduling plan.

Dr. Rose-Gilliam requested that the Administration have protocols set up so that when the A-B Block Schedule begins, the Administration can immediately inform the Trustees on how the program is progressing and any challenges experienced.

Ms. Williams requested that the Administration consider bringing the dual-language program to the District's low socioeconomic campuses.

Mrs. James requested that the Administration provide the Trustees with more information regarding why the A-B Block Scheduling Program failed at Hightower High School.

Mrs. James requested that the Administration provide the Trustees with more information regarding the plans for a successful A-B Block Scheduling Program.

Mrs. James requested that the Administration provide the Trustees with examples of how the proposed A-B Block Scheduling Program will align with the District's strategic goals and objectives, how it will close achievement gaps, and how it will lead the District towards project-based learning.

Ms. Heyliger announced that she was moving Action Items 12A1 and 12A2 from their original position on the Action Agenda, to before Closed Session.

## 12. Action

### A. Board Governance

#### 1. Consider Approval of Naming New High School 12

MOTION was made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve Action Item 12A1 as presented.

Mr. Rosenthal read a short biography for the namesake for New High School 12, Ms. Almeta Crawford.

Following discussion, MOTION CARRIED. Ayes 7 – Noes 0.

#### 2. Consider Approval of Naming New Elementary School 53

MOTION was made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve Action Item 12A2 as presented.

Mr. Rosenthal read a short biography for the namesake for New Elementary School 53, Ms. Sonal S. Bhuchar.

Trustees Jim Rice, Grayle James, and Denetta Williams shared remembrances of Ms. Bhuchar.

Following discussion, MOTION CARRIED. Ayes 7 – Noes 0.

## 7. Convene in Closed Session

The Trustees convened in closed session at 9:43 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 High School Principal Recommendation

#### 2. Deliberate Specialized School Principal Recommendation

## 8. Reconvene in Open Session

The Trustees reconvened in open session at 10:25 p.m.

## 9. Consider Action on Closed Session Items

MOTION was made by Mrs. James and SECONDED by Mr. Rice that the Board of Trustees appoint Dr. Danielle Jackson to the position of Principal at Kempner High School. MOTION CARRIED. Ayes 7 – Noes 0.

MOTION was made by Mrs. James and SECONDED by Mr. Rice that the Board of Trustees appoint Dr. Julia Erdie to the position of Principal at James Reese Career and Technical Center. MOTION CARRIED. Ayes 7 – Noes 0.

## 10. Board Members' Report

### A. Activity Report

Mrs. James reported that the Trustees had attended and/or participated in the following activities since the February 22, 2021 Regular Board Meeting: Ms. Heyliger recorded Black History Video; SHAC Meetings; Houston Food Bank's Neighborhood Super Site Food Distribution Event; TASA/TASB Virtual Legislative Conference; Student Leadership 101: Session 6: Equipped with Skills for Life; Pandemic Stakeholder Advisory Committee Meetings; Special Called Meeting for Superintendent Search Firm Interviews; Dr. Gilliam's campus visits; Virtual Teacher of the Year Finalists Interviews; COVID Vaccine Press Conference; Fort Bend Education Foundation VIP Reception and Gala; Board Team Building Meeting Number 2; Texas Coalition of Black School Board Members' Virtual Educational Summit; Board Workshop Meeting; Student Achievement Meetings, Elementary School 53 Naming Committee Meeting; High School 12 Naming Committee Meeting; On-Site COVID Vaccination Clinic Visits; Virtual State of the City of Sugar Land Event; Destination Imagination Virtual Gulf Coast Region Tournament and Awards Ceremony; School/Market Houston Food Bank: Food Distribution at Willowridge High School; Office of Disability Prevention for Children Statewide Virtual Conference: Session 1; Fort Bend Association of Parents for Academic Excellence Planning Committee Meeting, Gifted Education Family Network Parent Advisory Council Meeting; SHAC Legislative Advocacy Meetings; Board Policy Committee Meeting; Go Public Gulf Coast / We

Go Public Steering Committee Meeting; All In Mentoring – Blue Ridge Elementary; and Public Hearing on School-Based Mental Health Centers.

## B. Special Reports

None.

Prior to the motion to accept the Consent Agenda, Mr. Rice requested that agenda item 11B1 be pulled for further discussion.

Prior to the motion to accept the Consent Agenda, Mr. Rosenthal requested that agenda item 11D3 be pulled for further discussion.

## 11. Consent Agenda

MOTION was made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve the Consent Agenda in its entirety with the exception of 11B1 and 11D3. Following discussion, MOTION CARRIED. Ayes 7 – Noes 0.

### A. Board Governance

#### 1. Consider Approval of Revisions to Local Board Policies

The Administration requested Board approval of proposed revisions to policies CK (Local), EHDE (Local), FFA (Local), and FB (Local).

a. CK (Local): Safety Program/Risk Management

b. EHDE (Local): Alternative Methods for Earning Credit: Distance Learning

c. FFA (Local): Student Welfare: Wellness and Health Services

d. FFAE (Local): Wellness and Health Services: School-Based Health Centers

e. FB (Local): Equal Education Opportunity

#### 2. Consider Approval of Previous Meeting Minutes

The Administration requested Board approval of previous meeting minutes.

a. February 1, 2021: Board Team Building Meeting

b. February 8, 2021: Called Meeting and Agenda Review

c. February 22, 2021: Texas Academic Performance Rating Hearing

d. February 22, 2021: Regular Business Meeting

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

2. Consider Approval of a Joint Election Agreement and Contract for Election Services with Fort Bend County

The Administration requested Board approval of a Joint Election Agreement and Contract for Election Services with Fort Bend County to coordinate and administer a general election on Saturday, May 1, 2021 to elect one person to serve a full term as a Trustee in Positions 2 and 6.

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

a. Consider Approval of the Purchase of Proclamation 2021 Instruction Resources

The Administration requested Board approval of the adoption and purchase of instructional resources associated with the program area included within Proclamation 2021. The initial purchase is \$1,350,000 for the eight-year period of the adoption beginning with the 2021-22 school year.

<b>Program Area</b>	<b>Materials</b>	<b>Cost</b>
Pre-Kindergarten	Savaas Learning - Three Cheers for Pre-K Uno, dos, tres ¡Prekínder!	\$1,350,000

Vendor: Savvas Learning – State Board of Education Awarded. Fund Sources: Instructional Materials Allotment and District Funds.

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 the Victims of Crime Act Grant Application for Year-Three of the K-12 Campus Victim Assistance Program

The Administration requested Board approval of a resolution to submit with the Victims of Crime Act Grant application for year-three of the K-12 Campus Victim Assistance Program to the Office of the Governor.

D. Scalable Systems

1. Consider Approval of Funding and Executing Six New Technology Projects, Review Approval of Related Project Budgets, and Review Approval of Funding Projects using the 2014 Bond Program Contingency

The Administration requested Board approval of funding and executing six new technology projects with a total budget of \$5,450,000, approval of the related project budgets, and approval to fund the projects using 2014 Bond Program Contingency.

2. Consider Approval of a Water Meter Easement Agreement with Brazoria-Fort Bend Counties Municipal Utilities District Number 3 for New High School 12

The Administration requested Board approval of a Water Meter Easement Agreement with Brazoria-Fort Bend Counties Municipal Utility District 3 for new High School 12, and authorization for the Board President to negotiate and execute the agreement.

4. Consider Approval of an Interlocal Agreement with New Caney ISD School Purchasing Alliance

The Administration requested Board approval of an Interlocal Agreement with New Caney ISD – School Purchasing Alliance, and authorization for the Superintendent to negotiate and execute the agreements.

5. Consider Approval of an Interlocal Participation Agreement with the Texas Association of School Boards’ Risk Management Fund

The Administration requested Board approval of an Interlocal Participation Agreement with Texas Association of School Boards’ Risk Management Fund, and authorization for the Superintendent to negotiate and execute all agreements and/or revisions thereof.

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

a. Consider Approval of the Purchase of General Grocery and Non-Food Items from New Caney ISD School Purchasing Alliance

The Administration requested Board approval for the continued purchase of general grocery and non-food items under a cooperative contract with New Caney ISD - School Purchasing Alliance in an amount not-to-exceed \$10,725,000 and authorization for the Superintendent to negotiate and execute the agreements through June 30, 2022. The estimated expenditures include:

<b>Department</b>	<b>Estimated Expenditures</b>
Child Nutrition	\$9,700,000
Special Education	25,000
CTE	25,000
Contingency	975,000
<b>Total</b>	<b>\$10,725,000</b>

Vendor: Gordon’s. Fund Sources: Federal Funds (CND and Special Education), General Fund, CTE Funds, and Enterprise Funds.

b. Consider Approval of the Purchase of SchoolDude Facilities Management Software and Solutions Annual Support

The Administration requested Board approval for the continued purchase of Facilities Management Software and Solutions annual support from Dude Solutions, Inc., under a cooperative contract with OMNIA Partners in an amount not-to-exceed \$63,000, bringing the total contract amount with the vendor to \$158,000, and authorization for the Superintendent to negotiate and execute the agreement through March 2022. Facilities and Information Technology are also seeking to align the annual support contract for facilities work orders (21-070CT) in the amount of \$63,000 and the energy manager solution module contract (21-003AR) in the amount of \$95,000 for an amount not to exceed \$158,000.

<b>Item</b>	<b>Expenditure</b>
Annual software	\$63,000
Energy Manager Solution Module (Board approved September 21, 2020)	\$95,000
<b>Total</b>	<b>\$158,000</b>

Vendor: Dude Solutions, Inc. Fund Source: General Fund.

c. Consider Approval of the Purchase of Professional Learning Consulting Services

The Administration requested Board approval of the continued purchase of Professional Learning Consulting Services, in an amount not to exceed \$7,250,000 through August 2022, and authorization for the Superintendent to negotiate and execute the contracts. Vendor: Culture Innovations. LLC. Fund Sources: General Fund and Federal Funds.

d. Consider Approval of the Purchase of Device Sanitation Services

The Administration requested Board approval of the continued purchase of Device Sanitation Services under a cooperative contract with Choice Partners National Purchasing Cooperative in an amount not-to-exceed \$310,000 over a two year period, and authorization for the Superintendent to negotiate and execute the agreements through February 2023. Vendor: Infection Controls, Inc., DBA Germ Blast. Fund Source: General Fund.

e. Consider Approval of the Purchase of School Liability, Privacy and Information Security, Auto Liability, Auto Physical Damage, and Violent Acts Insurance through Texas Association of School Boards' Risk Management Fund

The Administration requested Board approval of the continued purchase of School Liability, Privacy & Information Security, Auto Liability, Auto Physical Damage, and Violent Acts Insurance coverages through Texas Association of School Boards' Risk Management Fund in an amount not to exceed \$4,105,668 over a five-year period, and authorization for the Superintendent to negotiate and execute the agreements through February 2026. Vendor: Texas Association of School Boards' Risk Management Fund. Fund Source: General Fund.

f. Consider Approval of the Purchase of Seven Towerpoint Cell Tower Lease Buyouts

The Administration requested Board approval to accept an offer for the buyout of seven Fort Bend ISD cell tower site leases from Towerpoint in the amount of \$2,650,000, and authorization for the Superintendent to negotiate and execute the agreements for a 30-year term through 2051. The elements of the offer are as follows:

<b>Purchase Price</b>	\$2,650,000
<b>Term Length</b>	30 years
<b>Legal Structure / Purchase Agreement</b>	Lease Assignment & Expanded Telecommunication Easement:  Over and underlying the existing lease areas and structures as well as mutually acceptable expansion of premises to accommodate future ground equipment up to 250 sq. ft. The fee title of the property will remain with Fort Bend ISD. The Offeror will not be assigned any rights of the District to receive insurance proceeds from the tenant's insurance in the event of damage of any kind.
<b>Seller Share of Future Revenue</b>	New Tenant Rent:  50% in favor of Fort Bend ISD. New Tenant Rent will be generated from tenants co-locating equipment on the equivalent of up to 250 sq. ft. adjacent to the existing tower installations.

Vendor: Towerpoint. Fund Sources: None. This is a revenue generating transaction.

## 7. 2014 Bond Program

### a. Consider Approval of Using the 2014 Bond Program Contingency as Proposed

The Administration requested Board approval of the use of the 2014 Bond Program Contingency as proposed

The program contingency is comprised of surplus budget from completed projects or amounts unspent due to changes of scope. The table includes projects that were and will be recommended for approval. It is important to note that as projects are being closed out, it is necessary to include cents in the program contingency amounts, to allow for exact budget reconciliations.

<b>Description</b>	<b>Budget (Shortage)/Surplus</b>
Cumulative program contingency as of February 2021	\$21,258,560.54
<b><i>Contributions</i></b>	
Security Cameras	\$1,261,871.00
<b>Contribution Sub-Total</b>	<b>\$1,261,871.00</b>
<b><i>Uses</i></b>	
Technology	(\$5,450,000.00)
Portable Classroom Building Relocations, Purchase, Lease, Installation, and Repairs for 2021-2022 School Year	(\$5,267,380.00)
<b>Use Sub-Total</b>	<b>(\$10,717,380.00)</b>
Net Proposed Activity March 2021	(\$9,455,509.00)
<b>Cumulative Bond Program Contingency as of March 2021</b>	<b>\$11,803,051.54</b>

## 12. Action

### 11B1. Consider Approval of a Waiver for Kindergarten through Eighth Grade Hybrid Instruction During District-Scheduled Testing Days

The Administration requested Board approval of a waiver for hybrid instruction during District-scheduled testing days for students in Kindergarten through Eighth Grade.

MOTION was made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve item 11B1 as presented.

Mrs. Hanan requested that the Administration consider additional ways in which students and parents can access grab-and-go meals the day prior to asynchronous testing days.

Following discussion, MOTION CARRIED. Ayes 6 – Noes 0 – Abstains 1.

11D3. Consider Approval of a Contract with Mobile Modular Management Corporation to Lease and/or Purchase Portable Classroom Buildings for the 2021-22 School Year; Review a Job Order Contract with J. R. Thomas Group, Inc., for Infrastructure Set-Up for Portable Classroom Buildings; and Review a Design Services Agreement with Molina Walker Almaguer Architects

The Administration requested Board approval to execute a contract with Mobile Modular Management Corporation to lease and/or purchase portable classroom buildings for the 2021-22 school year; a Job Order Contract with J. R. Thomas Group, Inc., for set-up and installation of all necessary infrastructure to support the portable classroom buildings, approval of a Design Services Agreement with Molina Walker Almaguer Architects, approval of the project budget of \$5,267,380, and authorization for the Superintendent to negotiate, execute, or terminate the respective contracts. The table shown below summarize the anticipated portable classroom building relocations and installations for the 2021-22 school year:

<b>Campus</b>	<b>Anticipated Number of Portable Buildings Available for Release</b>	<b>Anticipated Number of Portable Buildings to be Installed</b>
Armstrong ES	2	
Fleming ES	2	
Townwest ES	1	
Oyster Creek ES	1	
Cornerstone ES	1	
Lake Olympia MS	1	
Heritage Rose ES		2
Leonetti ES		5
Malala Yousafzai ES		2
Neill ES		1
Palmer ES		1
Pecan Grove ES		2
Schiff ES		2
Seguin ES		1
Settlers Way ES		2
Thornton MS		4
Elkins HS		3
Other Campuses (TBD)		5
<b>Total</b>	<b>8</b>	<b>30</b>

The table shown below summarizes the anticipated costs per unit associated with leasing portable buildings and installation of such buildings at the receiving campuses.

<b>2021-2022 Portable Classroom Building Relocations, Purchase, Lease, Installation, and Repairs Budget</b>	<b>Cost</b>
Professional Design Services – Molina Walker	\$155,000
Design Contingency (10%)	\$15,500
<b>Subtotal (Design Services – MWA)</b>	<b>\$170,500</b>
Lease Option – Per unit (16 units @ \$42,000) (Mobile Modular two-year lease)	\$672,000
Purchase Refurbished Option – Per unit (6 units @ \$70,000)	\$420,000
<b>Subtotal (Mobile Modular - Contractor)</b>	<b>\$1,092,000</b>
Construction – Portable Relocations, Installation & Repairs (30 units)	\$2,799,000
Bond (2%)	\$55,980
Contingency (10%)	\$279,900
<b>Subtotal (JR Thomas Group, Inc. – Contractor)</b>	<b>\$3,134,880</b>
Site Development	<b>\$75,000</b>
Technology	<b>\$720,000</b>
Furniture, Fixtures, and Equipment (FF&E)	<b>\$75,000</b>
<b>Total Budget</b>	<b>\$5,267,380</b>

MOTION was made by Mrs. James and SECONDED by Mr. Rosenthal that the Board of Trustees accept item 11D3 as presented. Following discussion, MOTION CARRIED. Ayes 6 – Noes 0 – Abstains 1.

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 a Texas Education Agency Exemption Waiver for Class Size in Grades K-4 for Elementary Schools that Exceed a Teacher to Student Ratio of 22 Students per Classroom Teacher

MOTION was made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve Action Item 12B1 as presented.

Ms. Williams requested that the Administration explain why, when dealing with Title 1 schools which require the teacher of record to be a certified teacher, highly-qualified teachers are teaching students and doing long-term substitutes a favor by appearing as the teacher of record. When this happens for longer than 29 days, the District is in violation of the Every Student Succeeds Act.

Mrs. Hanan requested that the Administration, for any future year's class size waivers, provide the Trustees class size data from the two years prior, the current year, and the next year so that the Trustees can make an accurate comparison.

Following discussion, MOTION CARRIED. Ayes 5 – Noes 2.

Following the vote, Ms. Heyliger requested that the Administration provide the Trustees with any ramifications if the Board decides not to approve future class size waivers.

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 Board Authorization to Expand Health Services in FBISD to include Mental Health Services

MOTION was made by Mr. Rice and SECONDED by Mrs. James that the Board of Trustees approve Action Item 12C1 as presented.

Ms. Williams requested that the Administration provide the Trustees with the letter from the Texas Education Agency sent to Dr. Charles Dupre, Superintendent of Schools, confirming that the District is not out of compliance.

Ms. Williams requested that the Administration provide the Trustees with more information regarding how Clearhope Counseling and Wellness Center counselors receive referrals from the District.

Ms. Williams requested that the Administration provide the Trustees and parents a list of counselors employed at each of the District's contracted mental health facilities.

Ms. Williams requested that the Administration provide the Trustees with the contracted mental health providers' contract length, any amendments, what the contractors are being paid, and how they are being paid.

Ms. Williams requested that the Administration ensure that the contracted mental health providers employ a diverse workforce and that the District share the criteria used to select these providers.

Following discussion, MOTION CARRIED. Ayes 6 – Noes 1.

13. Review Future Board Meeting Agenda Items

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

14. Adjournment

Having no further business before the Board, MOTION was made by Mrs. Hanan and SECONDED by Mrs. James to adjourn the meeting at 10:31 p.m.

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Addie Heyliger, President

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Grayle James, Secretary

Minutes  
Board of Trustees  
Special Called Meeting for Superintendent Search Firm Planning  
March 31, 2021

A Board of Trustees Special Called Meeting for Superintendent Search Firm Planning was held on Wednesday, March 31, 2021, 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 location: <https://www.fortbendisd.com/March31LIVESTREAM>. All Trustees and members of Hazard, Young, Attea and Associates attended the meeting via video conference. The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Organization/649>. This meeting was recorded as required by law and the recording is available to the public at:

<https://www.youtube.com/watch?v=WP34r1TpGYg&t=1s>

Presiding Officer.....Ms. Addie Heyliger, President (via video conference)

Board Members Present

Mr. Dave Rosenthal, Vice President (via video conference)  
Mrs. Grayle James, Secretary (via video conference)  
Mrs. Angie Hanan (via video conference)  
Mr. Jim Rice (via video conference)  
Dr. Shirley Rose-Gilliam (via video conference)

Board Member Absent

Ms. Denetta Williams

School Officials Present

Garrett Rosier, Recording Secretary

Others Present

Dr. Richard Berry, Hazard, Young, Attea & Associates (via video conference)  
Lisa Flores, Hazard, Young, Attea & Associates (via video conference)  
Dr. Peter Flynn, Hazard, Young, Attea & Associates (via video conference)  
Dr. Nola Wellman, Hazard, Young, Attea & Associates (via video conference)

1. Meeting Called to Order

President Heyliger called the meeting to order at 6:01 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. Information

### A. Board Governance

#### 1. Conduct Planning with Superintendent Search Firm Hazard, Young, Attea and Associates

The Trustees conducted a planning session with the District's Superintendent Search Firm Hazard, Young, Attea and Associates.

#### 3-5. Convene in Closed Session, Reconvene in Open Session, and Consider Action on Closed Session Items

Although Closed Session was included on the posted agenda, the Trustees did not convene in Closed Session, reconvene in Open Session, or consider action on Closed Session items.

#### 6. Adjournment

Having no further business before the Board, MOTION was made by Mrs. James to adjourn the meeting at 8:32 p.m.

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Addie Heyliger, President

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Grayle James, Secretary

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Waiver for 40% Campus Hybrid**  
**Instruction for 9<sup>th</sup>-12<sup>th</sup> Grade**  
**Students**  
**References: Board Policy CE (Legal)**  
**District Goal 1**  
**Department: Academic Affairs and**  
**Department of School**  
**Leadership**

### **Recommendation**

Consideration and possible approval of a waiver for 40% campus hybrid instruction during District-scheduled testing days for students in 9<sup>th</sup> through 12<sup>th</sup> grade.

### **Summary**

The Administration is requesting a Texas Education Agency (TEA) waiver to enable high school campuses, that may need additional space for testing, to provide asynchronous opportunities for students in 9<sup>th</sup> through 12<sup>th</sup> grade who are not scheduled to take an assessment on District-scheduled testing days.

This waiver, similar to the previously approved K-8<sup>th</sup> grade waiver for hybrid instruction, will assist campuses in creating a testing schedule that accounts for health and safety protocols, particularly social distancing, and help ensure there are enough testing proctors to administer the assessment under the required security procedures. This will reduce the number of students on a campus at any one time and increase the number of remote students that may report to campus to take the assessment. The campus testing plan will be dependent upon the number of students who opt into testing and the number of staff available to administer the assessment on campus. Staff who are not available to administer assessments at the campus will be providing support for asynchronous instruction on assessment days.

FBISD campuses will have an assessment plan that may use all or none of the available waiver days depending upon the number of students on each campus who need to test and the number of staff available to administer the assessments. After assessing results of the parent survey to opt into or out of testing, campuses will submit their testing plans for April and May to the Department of School Leadership (DSL) by the end of March and by the end of April, respectively. DSL will work with campuses to approve their plans and to provide guidance on any adjustments that must be made to accommodate the number of students participating in the assessment.

Campuses are strongly encouraged to make use of days available for online testing (must occur in person), as the online testing windows are broader to give greater flexibility.

Campuses must also consider that there are several overlapping assessment windows that must be planned for such as the administration of TELPAS and semester examinations for high school courses during the available STAAR and EOC assessment windows.

TEA has provided several options this year to support campuses in administering state assessments, as all students who test will be required to test in person at the campus. For students in 9<sup>th</sup> through 12<sup>th</sup> Grade, FBISD may require students who are not scheduled to take an assessment to learn remotely on District-scheduled testing days in order to reduce the number of individuals on a campus at any one time and increase the number of remote students that come on campus to take the assessment. Online students may opt out of testing but are required to come in-person if they opt to test.

The District is encouraging all students to test as this provides a data point associated with student achievement that will assist with making decisions about individual students and their instructional needs. Additionally, students in high school courses tested by End-of-Course (EOC) tests must take the examinations at some point in order to meet their graduation requirements. If an EOC student opts out of testing, it reduces the number of opportunities the student has to meet the graduation requirements and causes the student to be further removed from the completion of instruction before taking the test. The District is strongly encouraging students who need to take EOC tests to test this spring if at all possible; however, it is ultimately the parent's choice.

The Administration is requesting approval of this waiver solely for the purpose of providing the option for remote instruction for non-testers, as necessary to create space and utilize staff appropriately, during the established assessment days. This particular waiver is for students in grades 9-12 and allows school systems to establish a less-than-daily on-campus attendance schedule as the sole offering for students in one or more high school campuses of the LEA in order to reduce the number of individuals on a campus at any one time and increase the total number of students served in an on-campus setting in the LEA. In the event there is not a daily on-campus attendance option in one or more of these grade levels, the LEA must ensure that on-campus attendance is offered as part of the hybrid schedule at least 40% of the days in each grading cycle (typically 6-or 9-weeks periods). All waivers will be conditionally approved upon receipt but may be subject to further review by TEA.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Dr. Joe Rodriguez  
Chief of Schools

Beth Martinez  
Chief Academic Officer

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**2021-22 Designated Hazardous**  
**Traffic Conditions List**  
**References: Board Policy CNA (Local)**  
**Scalable Systems**  
**Department: Operations**

### **Recommendation**

Consideration and possible approval of the 2021-22 Fort Bend ISD Designated Hazardous Traffic Conditions List and approval to adopt the Designated Hazardous Traffic Conditions Resolution.

### **Summary**

The Texas Education Code (TEC) 42.155 entitles funding for school districts for the transportation of students who reside two or more miles from a student's campus of regular attendance. Students living within two miles of the school are not eligible for regular transportation unless a hazardous condition exists. The TEC states that, "A hazardous condition exists where no walkway is provided and children must walk along or cross a freeway or expressway, an underpass, an overpass or a bridge, an uncontrolled major traffic artery, an industrial or commercial area, or another comparable condition."

There are no recommended changes to the list for 2021-22, but it is important to note the following:

- Thornton MS and Leonetti ES will continue to have transportation services provided for areas within two miles through the 2021-22 school year. We originally expected to remove the hazardous designations in that area; however, construction and infrastructures on roads, sidewalks, and communities are incomplete in the area at this time.
- No hazardous routes are identified for Lakeview ES because the entire campus has been relocated to Barrington Place ES, and all Lakeview ES students will receive bus service.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Oscar Perez  
Chief Operations Officer

RESOLUTION OF THE  
FORT BEND INDEPENDENT SCHOOL DISTRICT BOARD  
REGARDING HAZARDOUS TRAFFIC CONDITIONS

WHEREAS, Education Code 42.155(d) allows the Board of Trustees of Fort Bend Independent School District to obtain supplemental state funding for transporting regular, otherwise ineligible students who live within two miles of their school but who would be subject to hazardous traffic conditions if they walked to school;

WHEREAS, the TEA handbook on School Transportation Allotments requires the Board to adopt language providing the definition of hazardous traffic conditions applicable to the District and identifying the specific hazardous areas for which such funding is requested;

WHEREAS, the Board acknowledges the Education Code 42.155(d) provisions stating that a hazardous condition exists where no walkway is provided and students must walk along or cross a freeway or expressway, an underpass, an overpass or a bridge, an uncontrolled major traffic artery, an industrial or commercial area, or another comparable condition;

NOW, THEREFORE, be it resolved that:

The Board of Trustees of Fort Bend Independent School District has defined hazardous traffic conditions in the same manner as stated in Education Code 42.155(d) and has identified the following specific hazardous areas in which such conditions exist.

ADOPTED THIS 26<sup>th</sup> DAY OF April, 2021.

FORT BEND INDEPENDENT SCHOOL  
DISTRICT

By: \_\_\_\_\_  
Addie Heyliger  
President, Board of Trustees

Attest: \_\_\_\_\_  
Grayle James  
Secretary, Board of Trustees

## DESIGNATED HAZARDOUS TRAFFIC CONDITIONS

**Definition of Hazardous Conditions:** A hazardous condition exists when no walkway is provided and children must walk along or cross a freeway or expressway, an underpass or bridge, an uncontrolled major traffic artery, an industrial or commercial area or another comparable condition. Construction areas may be considered hazardous on an as-needed basis.

<b>HIGH SCHOOLS</b>	<b>DESIGNATED HAZARDOUS AREAS</b>
<b>Grades 9 to 12</b>	<b>(Within two miles of campus)</b>
AUSTIN:	Areas within two miles of campus south and east of Old Richmond; and all areas west of FM 1464, and Aliana Development south of West Airport Blvd
BUSH:	Areas within two miles of the campus in the Mission Bend North, Mission Bend South, Mission West and Mission Oaks subdivisions, and the area south of Beechnut Street and east of FM 1464
CLEMENTS:	Areas within two miles of the campus north of Hwy 59 in The Lakes/Meadow Lakes subdivisions
DULLES:	Areas within two miles of campus north of American Water Canal and along Brand Avenue, north of Avenue E
ELKINS:	Areas within two miles of campus except for Stonebrook and Creekstone Village subdivisions
HIGHTOWER:	All areas within two miles of campus
KEMPNER:	Areas within two miles of campus except Covington Woods, Covington West, Greenbriar, Ragus Lakes, Imperial Woods and Gannoway Lakes subdivisions
MARSHALL:	All areas within two miles of campus
RIDGE POINT:	No hazardous areas
TRAVIS:	Areas within two miles of campus except Harvest Green subdivision
WILLOWRIDGE:	Areas within two miles of campus north of Court Road and east of South Post Oak; along and north of Mackinaw; east of Park Manor; north of Westfield and west of Rockwell

<b>MIDDLE SCHOOLS</b>	<b>DESIGNATED HAZARDOUS AREAS</b>
<b>Grade 6 to 8</b>	<b>(Within two miles of campus)</b>
BAINES:	Areas within two miles of campus except Bees Creek and Silver Ridge subdivisions
BOWIE	No hazardous areas
CROCKETT:	Areas within two miles of campus except Bradford Park
DULLES:	Areas within two miles of campus north of American Water Canal and along Brand Avenue, north of Avenue E
FIRST COLONY:	No hazardous areas

FORT SETTLEMENT:	No hazardous areas
GARCIA:	Areas within two miles of campus except Pheasant Creek and Summerfield subdivisions, Aliana Development south of West Airport Blvd, and Windsor Estates Development west of FM 1464 and south of West Airport Blvd
HODGES BEND:	Areas within two miles of campus west of FM 1464; west of Clodine Reddick; north of Beechnut Street and west of Londres; east of Addicks Clodine. All areas within two miles of campus north of West Bellfort Street and north of Madden Road and east of FM 1464 and west of Hwy 6
LAKE OLYMPIA:	No hazardous areas
MCAULIFFE:	Areas within two miles of campus north of Court Road; east of Park Manor; east of Chimney Rock Road
MISSOURI CITY:	Areas within two miles of campus north of Hwy 90; east of Texas Pkwy; east of Moore Road; north of Grand Park Drive
QUAIL VALLEY:	Areas within two miles of campus north of Cartwright and all areas west of FM 1092
SARTARTIA:	No hazardous areas
SUGAR LAND:	No hazardous areas
THORNTON:	Areas within two miles of campus for 2021-22 will be eligible for transportation until the infrastructure between the campus and communities is fully developed

<b>ELEMENTARY</b> <b>Grades K to 5</b>	<b>DESIGNATED HAZARDOUS AREAS</b> <b>(Within two miles of campus)</b>
ARMSTRONG:	Areas within two miles of campus except Fifth Street area
ARIZONA FLEMING:	Areas within two miles of campus east of Hwy 6; west of Gaines Road; along and both sides of Old Richmond Road; Gaines Road north of Castle Gate Drive
AUSTIN PARKWAY:	Areas within two miles of campus west of Hwy 6; southeast of University Blvd.
BARRINGTON PLACE:	Areas within two miles of campus except Barrington Place, Ashford Lakes I and Ashford Lakes II subdivisions
BLUE RIDGE:	Areas within two miles of campus east of South Post Oak Road; south of FM 2234; west of Chimney Rock
BRAZOS BEND:	All areas within two miles of campus in the Williams Landing and Thompson Chapel subdivisions, and the New Territory Apartments
BRIARGATE:	Areas within two miles of campus in the Briargate Townhomes, Pine Island, and Willow Park subdivisions
BURTON:	Areas within two miles of campus east of FM 521; along and off of South Post Oak; along and off of Kansas Street; Davis Street; West Davis Street
COLONY BEND:	No hazardous areas

COLONY MEADOWS:	Areas within two miles of campus north of Hwy 59 in The Lakes/Meadow Lakes subdivisions
COMMONWEALTH:	No hazardous areas
CORNERSTONE:	No hazardous areas
RITA DRABEK:	Areas within two miles of campus west of Hwy 6; east of Burney; Woodbridge Landing subdivision
DULLES:	Areas within two miles of campus north of American Water Canal and along Brand Avenue, north of Avenue E, and east of Dulles Avenue
E.A. JONES:	Areas within two miles of campus north of Hwy 90; east of Texas Pkwy; west of Staffordshire; east of Scanlin
EDGAR GLOVER:	Areas within two miles of campus along and east of Staffordshire and north of Independence; along and east of FM 2234
GOODMAN:	Areas within two miles except Teal Run, Estates of Teal Run and Teal Run Meadows subdivisions
HERITAGE ROSE:	All areas within two miles of campus
HIGHLANDS:	Areas within two miles of campus north & west of Hwy 59; along and off of Cypress Lane
HOLLEY:	Areas within two miles of campus except Eaglewood, Boss Gaston, Kingsbridge Meadow, and Kingsbridge Enclave subdivisions
HUNTERS GLEN:	No hazardous areas
JORDAN:	Areas within two miles of campus south of Beechnut Street
LAKEVIEW:	No hazardous areas for the 2021-22 school year due to the reconstruction of the campus and student relocation to the Barrington Place ES campus. All students will be bused.
LANTERN LANE:	Areas within two miles of campus along Hawks Road; north of FM 2234
LEONETTI:	Areas within two miles of campus for 2021-22 will be eligible for transportation until the infrastructure between the campus and communities is fully developed
LEXINGTON CREEK:	Areas within two miles of the campus in the Riverbend South, Frost Lake, Lakeshore Park at Brightwater and Lakeshore at Brightwater subdivisions
MADDEN:	Areas within two miles of campus north of West Belfort Street /Madden Rd and east of FM 1464 and south of West Airport Blvd
MALALA YOUSAFZAI:	No hazardous areas
MEADOWS:	Areas within two miles of campus south of West Airport Blvd; west of Dairy Ashford
MISSION BEND:	No hazardous areas
MISSION GLEN:	Areas within two miles of campus east of Addicks Clodine
MISSION WEST:	Areas within two miles of campus west of Clodine Reddick
NEILL:	No hazardous areas

OAKLAND:	Areas within two miles of campus except Waterside Estates
OYSTER CREEK:	Areas within two miles of campus except Village of Oak Lake subdivision between Old Richmond and FM 1464
PALMER:	Areas within 2 miles of campus south of Lake Olympia Pkwy in the Parkview Village and Sunrise Bay subdivisions; north of Lake Olympia Pkwy in the Mustang Crossing and Crescent Oak Village subdivisions
PARKS:	Areas within two miles of campus north of Trammel-Fresno Road and east of Chimney Rock Road
PATTERSON:	Areas within 2 miles of campus south of Beechnut Street
PECAN GROVE:	The areas within 2 miles of campus for the last ¼ mile of Timothy Lane, inclusive of Lola Lane and Watkins Street (outside of the Pecan Grove subdivision)
QUAIL VALLEY:	Areas within two miles of campus except the Quail Village Town Homes
RIDGEGATE:	Areas within two miles of campus along and north of Mackinaw and east of South Post Oak Road; south of Court Road and west of South Post Oak Road
RIDGEMONT:	No hazardous areas
SCANLAN OAKS:	No hazardous areas
SCHIFF:	No hazardous areas
SEGUIN:	Areas within two miles of campus south of Beechnut Street and west of Harlem Road
SETTLERS WAY:	No hazardous areas
SIENNA CROSSING:	Areas within two miles of campus north of Old Woods Passage; north of McKeever
SULLIVAN:	Areas within two miles of campus east of LJ Parkway and south of Hagerson Road
SUGAR MILL:	No hazardous areas
TOWNEWEST:	Areas within two miles of campus north of Old Richmond Rd and west of Sugar Land Howell; east of Belknap; Keegans Wood subdivision; Oak Bend Forest Street
WALKER STATION:	No hazardous areas

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Purchase 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:

Beth Martinez  
Chief Academic Officer

Veronica Sopher  
Chief Communications Officer

Bryan Guinn  
Chief Financial Officer

<b>BOT Meeting:</b>	<b>April 26, 2021</b>
<b>Solicitation No.:</b>	<b>RFP 21-042AB</b>
<b>References:</b>	<b>District Goal Scalable Systems</b>
<b>Description:</b>	<p><b>Milk and Juice</b></p> <p><b><u>Recommendation</u></b></p> <p>Consideration and possible approval of the continued purchase of milk and juice for the Child Nutrition Department with Oak Farms Dairy in an amount not to exceed \$9,900,000 over a four-year period, and authorization for the Superintendent to negotiate and execute the agreements through May 2025.</p> <p><b><u>Summary</u></b></p> <p>On May 11, 2020, the Board approved Milk, Juice, and Related Items through a Central Texas Purchasing Alliance purchasing cooperative contract that expires on May 15, 2021. The United States Department of Agriculture and Texas Department of Agriculture require dairy products and fluid milk for both the School Breakfast Program and the National School Lunch Program.</p> <p>On January 10, 2021 Fort Bend ISD issued RFP 21-042AB soliciting proposals for milk and juice for the Child Nutrition Department. This bid requested pricing for healthy dairy products and drink choices for students, faculty, and staff throughout the District.</p> <p>To ensure fair and equitable price comparison, the pricing evaluation has been condensed to twenty-five commonly bid items. After evaluating pricing, as well as other evaluation criteria, the Child Nutrition Department recommends Oak Farms Dairy, which offers the best value to the District. Oak Farms Dairy has the capacity to deliver once daily to all Fort Bend ISD campuses ensuring seamless operations.</p> <p><b><u>Background</u></b></p> <p>Expenditures in 2019-20 were \$1,500,000. Expenditures year to date in 2020-21 are \$1,801,000. Expenditures will not exceed \$9,900,000 through 2025, which includes estimated amounts to support the Child Nutrition program as well as the CTE Culinary Arts program. Funding is included in the respective budgets.</p>
<b>Requested By:</b>	Bryan Guinn, Chief Financial Officer Matthew Antignolo, Director of Child Nutrition
<b>Vendors:</b>	Oak Farms Dairy
<b>Budget Sources:</b>	General Fund Federal Funds
<b>Amount:</b>	Not to Exceed - \$9,900,000 through May 15, 2025

Other Supporting Information

Sole Source:	No
Number of vendors contacted by Purchasing:	1
Number of vendors contacted by FBISD Notification System:	105
Number of vendors downloaded the solicitation:	18
Number of responses received:	2
Number of "no bid" responses received:	1
Length of commitment:	Through May 15, 2025
Last solicitation date:	March 9, 2016
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None

**Evaluation Summary**  
**RFP 21-042AB - Milk & Juice**

<b>Vendor</b>	<b>Purchase Price</b> <b>(40 pts. max)</b>	<b>Reputation of the Vendor and of the Vendors Goods or Services</b> <b>(5 pts. max)</b>	<b>Quality of the Vendors Goods or Services</b> <b>(10 pts. max)</b>	<b>Extent to Which the Goods or Services Meet the Districts Needs</b> <b>(25 pts. max)</b>	<b>Vendors Past Relationship with the District or Similar Sized District</b> <b>(5 pts. max)</b>	<b>Long-Term Cost to the District to Acquire the Vendors Goods or Services</b> <b>(5 pts. max)</b>	<b>Agreement to Fort Bend ISD Terms and Conditions</b> <b>(10 pts. max)</b>	<b>Insurance Requirements</b> <b>(Pass/Fail)</b>	<b>Total Score</b> <b>(100 pts. max)</b>	<b>Proposers Ranking</b>
Oak Farms Dairy	40.00	4.84	10.00	22.60	4.20	5.00	10.00	Pass	96.64	1
Borden Dairy	37.48	3.65	10.00	22.00	3.00	4.69	10.00	Fail	90.82	2

**RFP 21-042AB  
Milk and Juice**

	<b>Evaluation Criteria</b>	<b>Point System</b>
1	<p><b>Purchase Price</b></p> <p>Offer a fair and reasonable price for items or services to be procured by Fort Bend ISD. Pricing will be calculated using the Price Delivery Sheet in this document.</p>	40 points
2	<p><b>Reputation of the Vendor and of the Vendor's Goods or Services</b></p> <p>Vendor should have a solid reputation with other ISD's, Government or Collegiate entities that show a high level of customer service, a high level of quality of good or services. (References will be contacted via email with a deadline. If no response is received by the deadline, there will be points deducted in this section.)</p>	5 points
3	<p><b>Quality of the Vendor's Goods or Services</b></p> <ul style="list-style-type: none"> <li>• service capabilities</li> <li>• demonstrated competence: experience, etc.</li> <li>• qualifications: education, certification, licenses, etc.</li> </ul>	10 points
4	<b>Extent to Which the Goods or Services Meet the District's Needs</b>	25 points
5	<b>Vendor's Past Relationship With the District</b>	5 points
6	<p><b>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</b></p> <p>Warranty, setup fee; maintenance or other fees</p>	5 points
7	<p><b>Extent to which the vendor agrees to our Standard Form of Agreement, embedded herein as Appendix A. By <b>Signing the Agreement</b>, you assent to the Terms and Conditions of Fort Bend ISD</b></p>	10 points
8	<p><b>Insurance Requirements</b></p> <p>Vendor meets insurance requirements and included a copy of the Certificate of Insurance in their proposal.</p>	PASS/FAIL
	<b>TOTAL</b>	<b>100 points</b>

<b>BOT Meeting:</b>	<b>April 26, 2021</b>
<b>Solicitation No.:</b>	<b>RFP 21-039KB</b>
<b>References:</b>	<b>District Goal Scalable Systems</b>
<b>Description:</b>	<p><b>Clinic Supplies, Equipment, and Related Items (Catalog)</b></p> <p><b><u>Recommendation</u></b></p> <p>Consideration and possible approval of the purchase of clinic supplies, equipment, and related items from multiple vendors in an amount not to exceed \$1,850,000, and authorization for the Superintendent to negotiate and execute the agreements through April 2026.</p> <p><b><u>Summary</u></b></p> <p>On April 25, 2016, the Board approved RFP 16-033KB, Clinic Supplies, Equipment, and Related Items over a five-year period, which expires April 2021. On April 20, 2020, the Board approved a \$250,000 increase for AED equipment and accessories.</p> <p>On January 5, 2021, Fort Bend ISD issued RFP 21-039KB requesting a percentage discount on clinic supplies, equipment, and related items.</p> <p>The solicitation allows for a myriad of clinical supplies and equipment to be purchased at a percentage discount outlined by each vendor. Commonly purchased items include glucose monitors, blood pressure cuffs, wheelchairs, Automated External Defibrillators (AEDs), Stop the Bleed kits, disposable under pads (changing pads), adult size baby wipes, etc. These items are utilized across the District by various campuses and departments. Prior to purchasing any of the cataloged items, the District will solicit quotes from awarded vendors to ensure Fort Bend ISD receives the best value on each order.</p> <p>Due to the expiration of multiple AEDs currently located on campuses, replacements are needed to ensure all equipment and accessories necessary for support of medical emergency responses are maintained in a state of readiness by the District. Below is a chart that shows the number of AEDs currently on campuses that need to be replaced and the estimated expenditure per year through April 2026. Because this bid is a discount on catalog, prices may fluctuate. The expenditures reflected below are estimates only.</p>

School Year	Replace 2021-22 School Year	Replace 2022-23 School Year	Replace 2023-24 School Year	Replace 2024-25 School Year	Replace 2025-26 School Year
Amount per AED	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Number of AEDs Needed	8	1	115	19	20
<b>Total Expenditure</b>	<b>\$40,000</b>	<b>\$5,000</b>	<b>\$575,000</b>	<b>\$95,000</b>	<b>\$100,000</b>
<b><u>Background</u></b>					
Expenditures for FY 2019-20 were \$188,897. Expenditures year-to-date in 2020-21 are \$170,451. Expenditures are not expected to exceed \$1,850,000 through 2026, and funding is included in the budget.					
Requested By:	Joe Rodriguez, Chief of Schools Bryan Guinn, Chief Financial Officer				
Vendors:	Alert Services, Inc. Emergency Medical Supply Professionals, Inc. dba EMS Professionals Henry Schein, Inc. Medicaleshop, Inc. School Health Corporation School Nurse Supply, Inc. William V. MacGill & Co.				
Budget Sources:	General Fund, Federal Funds, Enterprise Funds, Activity Funds				
Amount:	Not to exceed \$1,850,000 through April 30, 2026				
<b>Other Supporting Information</b>					
Sole Source:	No				
Number of vendors contacted by Purchasing:	7				
Number of vendors contacted by FBISD Notification System:	297				
Number of vendors downloaded the solicitation:	27				
Number of responses received:	16				
Number of "no bid" responses received:	0				
Length of commitment:	Through April 30, 2026				
Last solicitation date:	April 25, 2016				
Supporting documents:	Evaluation Summary and Criteria				
Disclosure under Board Policy CH, CV, or DBD (Local):	None				

**Evaluation Summary**  
**RFP 21-039KB Clinic Supplies, Equipment, and Related Items (Catalog)**

<b>Vendor</b>	<b>Purchase Price (25 pts. Max)</b>	<b>Reputation of Vendor and Vendor's Goods and Services (5 pts. Max)</b>	<b>Quality of Vendors Goods and Services (25 pts. Max)</b>	<b>Extent to which the Goods and Services Meet the Needs of the District (25 pts. Max)</b>	<b>Vendors Past Relationship with the District (10 pts. Max)</b>	<b>Long Term Cost to the District (10 pts. Max)</b>	<b>Proposer's Total Score (100 pts. Max)</b>	<b>Proposer's Ranking</b>
School Health Corporation	9.00	3.00	22.75	23.00	9.25	8.00	75.00	1
William V. MacGill & Co.	9.00	2.00	23.25	22.75	7.75	10.00	74.75	2
School Nurse Supply	9.00	2.00	22.50	22.75	8.50	8.00	72.75	3
Alert Services, Inc.	9.00	2.00	18.25	18.00	6.50	8.00	61.75	4
Emergency Medical Supply Professionals, Inc. dba EMS Professionals	9.00	1.00	19.00	19.50	3.00	10.00	61.50	5
Henry Schein, Inc.	9.00	3.00	17.50	17.25	6.75	8.00	61.50	5
Medicaleshop, Inc.	9.00	4.00	16.25	16.75	4.75	10.00	60.75	6
Texas Medical Center Supply, LLC	9.00	1.00	19.00	16.75	4.00	10.00	59.75	7
Zhou Medical Solutions, LLC	9.00	3.00	17.00	15.25	4.25	10.00	58.50	8
Unipak Corporation	9.00	3.00	14.00	15.25	3.25	10.00	54.50	9
Maxi Aids, Inc.	9.00	3.00	15.50	11.50	3.75	8.00	50.75	10
North Star PPE Solutions, LLC	5.00	3.00	14.50	11.00	4.00	10.00	47.50	11
Paragon Supply Company, LLC	12.00	1.00	11.50	8.25	4.25	8.00	45.00	12
Cartagena Sun dba Be Ready Medical Supply	5.00	2.00	11.25	9.75	4.50	8.00	40.50	13
QYK Brands, LLC	9.00	1.00	12.50	7.75	3.50	3.00	36.75	14
IRIS USA, Inc.	5.00	3.00	10.25	4.75	2.75	8.00	33.75	15

**RFP 21-039KB**  
**Clinic Supplies, Equipment, and Related Items (Catalog)**

	<b>Evaluation Criteria</b>	<b>Point System</b>
1	<p><b>Purchase Price</b></p> <p>Offer a fair reasonable price for items or services to be procured by Fort Bend ISD. Pricing will be calculated using the Price Delivery Sheet in this document.</p>	25 points
2	<p><b>Reputation of the Vendor and of the Vendor's Goods or Services</b></p> <p>Vendor should have a solid reputation with other ISD's, Government or Collegiate entities that show a high level of customer service, a high level of quality of good or services. (References will be contacted via email with a deadline. If no response is received by the deadline, there will be points deducted in this section.)</p>	5 points
3	<p><b>Quality of the Vendor's Goods or Services</b></p> <ul style="list-style-type: none"> <li>• Service capabilities</li> <li>• Demonstrated competence: experience, etc.</li> <li>• Qualifications: education, certification, licenses, etc.</li> </ul>	25 points
4	<p><b>Extent to Which the Goods or Services Meet the District's Needs</b></p> <ul style="list-style-type: none"> <li>• Variety of medical related inventory, including brand specific items</li> </ul>	25 points
5	<p><b>Vendor's Past Relationship with the District</b></p>	10 points
6	<p><b>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</b></p> <p>Warranty, setup fee; maintenance or other fees</p>	10 points
	<p><b>TOTAL</b></p>	<b>100 points</b>

<b>BOT Meeting:</b>	<b>April 26, 2021</b>
<b>Solicitation No.:</b>	<b>21-061LB National Cooperative Purchasing Alliance (NCPA)</b>
<b>References:</b>	<b>District Goal Scalable Systems</b>
<b>Description:</b>	<p><b>Turnitin Software Products, Services and Training</b></p> <p><b><u>Recommendation</u></b></p> <p>Consideration and possible approval of the continued purchase of Turnitin® software products and services under a cooperative contract with National Cooperative Purchasing Alliance (NCPA) in an amount not to exceed \$457,600 and authorization for the Superintendent to negotiate and execute the agreements through July 2025.</p> <p><b><u>Summary</u></b></p> <p>On August 15, 2016, the Board approved the purchase of Turnitin®, LLC, through the Region 14 Education Service Center purchasing cooperative contract that expires April 30, 2021.</p> <p>The Turnitin® subscription service is an internet-based tool that provides a way for instructors of all subjects to effectively manage assignment submissions, evaluation, and grading – all online.</p> <p>Turnitin® was primarily used by Language Arts teachers in the past; however, it is now a valuable technology tool for all subjects. It promotes engagement in the writing process, and it does the same for projects in various other subjects at all secondary levels.</p> <p>The current NCPA cooperative contract allows for an uninterrupted continuation of service. The current cooperative contract contains renewal options through July 31, 2025. Should the contract not renew for the full term, staff will return to the Board to request authorization to utilize an alternate cooperative contract, or an alternate procurement method.</p> <p><b><u>Background</u></b></p> <p>Expenditures for these services in 2019-20 was \$103,480. Expenditures year-to-date in 2020-21 are \$103,500. Expenditures will not exceed \$457,600 through 2025, which includes a 10% contingency. Funding is included in the budget.</p>
<b>Requested By:</b>	Beth Martinez, Chief Academic Officer Bryan Guinn, Chief Financial Officer
<b>Vendor:</b>	Turnitin®
<b>Budget Sources:</b>	General Fund
<b>Amount:</b>	Not to Exceed - \$457,600 through July 31, 2025

Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	N/A
Number of vendors contacted by FBISD Notification System:	N/A
Number of vendors downloaded the solicitation:	N/A
Number of responses received:	N/A
Number of "no bid" responses received:	N/A
Length of commitment:	Through July 31, 2025
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None

<b>BOT Meeting:</b>	<b>April 26, 2021</b>
<b>Solicitation No.:</b>	<b>21-065MT OMNIA Partners</b>
<b>References:</b>	<b>District Goal Scalable Systems</b>
<b>Description:</b>	<p><b>Feedback and Customer Services Solutions for Schools</b></p> <p><b><u>Recommendation</u></b></p> <p>Consideration and possible approval of the continued purchase of feedback and customer services solutions with K12 Insight Technology and Communications Services (K12 Insight) under a cooperative contract with OMNIA Partners in an amount not-to-exceed \$213,600 and authorization for the Superintendent to negotiate and execute the agreements through March 2022.</p> <p><b><u>Summary</u></b></p> <p>On May 16, 2016, the Board approved K12 Insight Technology and Communication Services for Feedback and Customer Services Solutions for Schools through OMNIA Partners, formerly known as The Cooperative Purchasing Network (TCPN) purchasing cooperative contract, which expires on May 31, 2021.</p> <p>The Fort Bend ISD Communications Department has partnered with K12 Insight since 2013. The goal of the partnership has been to increase engagement with parents, students, staff, and community members. The District also works with K12 Insight staff to collaborate in the creation of an annual engagement plan that includes surveys and other projects aligned with the District’s Strategic Plan.</p> <p>Fort Bend ISD works with K12 Insight to improve customer service and community interaction through the “Let’s Talk” cloud-based communications solution for parents, teachers, staff, and community members. In addition, the Human Resources Department uses an adaptive cloud-based version of “Let’s Talk” and Talent Connection, as an online resource for Fort Bend ISD staff to connect with Human Resources.</p> <p>K12 Insight also serves as a research partner; they have played a central role in key district engagements that have included campus climate, parent engagement, student engagement, leadership/professional development, and school and district feeder patterns. The company’s researchers and former educators also help District staff comply with state and federal funding requirements, including Title 1 and House Bill 5 Accountability Ratings.</p> <p>District and campus leaders utilize findings from K12 Insight surveys and engagement projects to improve decision-making, connect with members of the school community and plan for the future. K12 Insight provides the following services:</p>

	<ul style="list-style-type: none"> <li>• Engage – access to high-quality research-based online surveys</li> <li>• Custom online/paper survey creation, deployment, and reporting</li> <li>• Pre- and post-survey communications</li> <li>• Focus group discussion facilitation and reporting</li> <li>• Let’s Talk, a cloud-based customer service and communications solution that helps the District listen and respond to community concerns – subscription to Let’s Talk Platform, online training and support, and awareness and communications campaigns</li> <li>• Talent Connection, an online resource for Fort Bend ISD staff to connect with Human Resources.</li> </ul> <p>The OMNIA Partners contract will allow the District to fulfill the customer service, surveys, and public interaction needs of the Communication Department efficiently and effectively and complies with school district bidding requirements. The current cooperative contract has renewal options through March 2022. In moving forward, Fort Bend ISD will issue our own solicitation for this project.</p> <p><b><u>Background</u></b></p> <p>Expenditures in 2019-20 were \$231,000 for these services. Expenditures year to date in 2020-21 are \$231,000. Expenditures will not exceed \$213,600 through March 2022 and funding is included in the budget.</p>
Requested By:	Veronica Sopher, Chief Communications Officer Bryan Guinn, Chief Financial Officer
Vendor:	K12 Insight Technology and Communication Services
Budget Sources:	General Fund
Amount:	Not to Exceed - \$213,600 through March 31, 2022
<b>Other Supporting Information</b>	
Sole Source:	No
Number of vendors contacted by Purchasing:	N/A
Number of vendors contacted by FBISD Notification System:	N/A
Number of vendors downloaded the solicitation:	N/A
Number of responses received:	N/A
Number of “no bid” responses received:	N/A
Length of commitment:	Through March 31, 2022
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None

<b>BOT Meeting:</b>	<b>April 26, 2021</b>
<b>Solicitation No.:</b>	<b>21-068TA Sourcewell Cooperative</b>
<b>References:</b>	<b>District Goal Scalable Systems</b>
<b>Description:</b>	<p><b>Police-Worn Body Cameras and Related Items and Services</b></p> <p><b><u>Recommendation</u></b></p> <p>Consideration and possible approval of the continued purchase of police-worn body cameras and related items and services under a cooperative contract with Sourcewell Cooperative from Axon Enterprises, Inc., in an amount not-to-exceed \$300,000, and authorization for the Superintendent to negotiate and execute the agreements through February 2024.</p> <p><b><u>Summary</u></b></p> <p>On November 12, 2018, the Board approved the purchase of police-worn body cameras through the BuyBoard purchasing cooperative contract with Axon Enterprises, Inc., which expires on May 31, 2021. The Fort Bend ISD Police Department is seeking approval for the continued purchase of police-worn body cameras, to include all camera accessories, maintenance, upgrades, software licenses, annual support, warranty service, and video storage from Axon Enterprises through a cooperative contract with Sourcewell.</p> <p>The Fort Bend ISD Police Department issues one police-worn body camera to each officer as a part of their standard equipment. The current body cameras have reached their end of life. This contract will allow the District to refresh the Police Department’s current body cameras, provide maintenance and upgrades, maintain software licenses, warranty, video storage services, and to purchase additional cameras dependent on department growth.</p> <p>The Sourcewell cooperative purchasing contract will allow the District to fulfill the Police Department body camera life cycle needs efficiently and effectively and complies with school district bidding requirements. The current cooperative contract contains renewal options through February 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><b><u>Background</u></b></p> <p>Expenditures in 2019-20 were \$69,894 for these services. Expenditures year to date in 2020-21 are \$69,894. Expenditures will not exceed \$300,000 through February 21, 2024, which includes a 15% contingency. Funding is included in the budget.</p>

Requested By:	David Rider, Chief of Police Long Pham, Chief Information Officer Bryan Guinn, Chief Financial Officer
Vendor:	Axon Enterprises, Inc.
Budget Sources:	General Fund
Amount:	Not to Exceed - \$300,000 through February 21, 2024
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	N/A
Number of vendors contacted by FBISD Notification System:	N/A
Number of vendors downloaded the solicitation:	N/A
Number of responses received:	N/A
Number of "no bid" responses received:	N/A
Length of commitment:	Through February, 2024
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None

<b>BOT Meeting:</b>	<b>April 26, 2021</b>
<b>Solicitation No.:</b>	<b>21-068TA Choice Partners Cooperative</b>
<b>References:</b>	<b>District Goal Scalable Systems</b>
<b>Description:</b>	<p><b>Moving Services</b></p> <p><b><u>Recommendation</u></b></p> <p>Consideration and possible approval of the continued purchase of moving services under cooperative contract through Choice Partners Cooperative from multiple vendors in an amount not-to-exceed \$600,000 through February 2022, and authorization for the Superintendent to negotiate and execute the agreements.</p> <p><b><u>Summary</u></b></p> <p>On October 15, 2018, the Board approved the purchase of moving services through a BuyBoard purchasing cooperative contract from multiple vendors, which expires on May 31, 2021.</p> <p>The District utilizes moving companies to assist with construction projects, T-building moves, and additional moves throughout the District to include moving offices, departments, and/or campuses to and from buildings. Awarded vendors will have the capacity to provide not only moving services; they also provide supplies, and assembly/disassembly of furniture.</p> <p>The Choice Partners Cooperative Purchasing Contract will allow the District to fulfill moving services needs efficiently and effectively through February 2022 as staff conducts a bid for future award. Prior to acquiring any moving services, the District will solicit quotes from the Choice Partners vendors to ensure Fort Bend ISD receives the best value on each order.</p> <p><b><u>Background</u></b></p> <p>Expenditures in 2019-20 were \$628,000 for these services. Expenditures year to date in 2020-21 are \$153,800. Expenditures will not exceed \$600,000 through February 2022 and funding is included in the budget.</p>
<b>Requested By:</b>	Oscar Perez, Chief Operations Officer Bryan Guinn, Chief Financial Officer
<b>Vendor:</b>	A-Rocket Moving and Storage Roadrunner Moving and Storage
<b>Budget Sources:</b>	General Fund, Bond Funds
<b>Amount:</b>	Not to Exceed - \$600,000 through February 2022
<b>Other Supporting Information</b>	
<b>Sole Source:</b>	No
<b>Number of vendors contacted by Purchasing:</b>	N/A

Number of vendors contacted by FBISD Notification System:	N/A
Number of vendors downloaded the solicitation:	N/A
Number of responses received:	N/A
Number of "no bid" responses received:	N/A
Length of commitment:	Through February 2022
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Budget Amendment Regarding**  
**Transfer of 2018 Bond Budget**  
**Between Projects**  
**References: Board Policy CV (Local)**  
**Scalable Systems**  
**Department: Information Technology**

### **Recommendation**

Consideration and possible approval for the transfer of funds within the 2018 Bond Budget for Information Technology Services projects as proposed.

### **Background**

The 2018 Bond Budget for Information Technology Services consisted of six categories: Classroom Toolset, Campus Audio/Video, Staff Device Refresh, Technology Systems, Infrastructure, and Telephone/Network.

The original budgets for each project were developed based on estimates of product costs and installation pricing in 2018. Funds are being transferred between projects to accommodate current quotations and estimations for these projects. The moving of funds between projects does not reduce the scope of any project.

The Administration is seeking approval for the transfer of funds between four information Technology project categories: Classroom Toolset, Campus Audio/Video, Staff Device Refresh, and Technology Systems. Below is a breakdown of how the funds will be utilized:

- Classroom Toolset transfer of (\$4,844,606) consisting of:
  - Campus Audio/Video: The scope of this project consists of AV refresh in cafeterias, libraries, and auditoriums. Transfer (\$3,400,000) out of Classroom Toolset into Campus Audio/Video.
  - Staff Device Refresh: The scope of this project consists of device refreshes for teachers and staff throughout the District. Transfer (\$1,444,606) out of Classroom Toolset into Staff Refresh.

- Technology Systems net transfer of \$600,000 consisting of:
  - Campus Audio/Video: The scope of this project consists of AV refresh in cafeterias, libraries, and auditoriums. Transfer (\$600,000) out of Technology Systems into Campus Audio/Video.
- Campus Audio/Video transfer in of \$4,000,000 consisting of:
  - \$3,400,000 from Classroom Toolset and \$600,000 from Technology Systems.

<b>2018 Bond IT Projects</b>			
<b>Project</b>	<b>Approved Original Budget</b>	<b>Net Transfer</b>	<b>Proposed Revised Budget</b>
Classroom Toolset	\$94,000,000	(\$4,844,606)	<b>\$89,155,394</b>
Campus Audio/Video	\$2,010,000	\$4,000,000	<b>\$6,010,000</b>
Staff Device Refresh	\$11,300,000	\$1,444,606	<b>\$12,744,606</b>
Technology Systems	\$7,300,000	(\$600,000)	<b>\$6,700,000</b>
<b>Total</b>	<b>\$114,610,000</b>	<b>\$0</b>	<b>\$114,610,000</b>

The transfer of 2018 Bond budget between Information Technology projects does not change the scope of any project, does not change the 2018 Bond totals, and does not require additional funds.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Long Pham  
Chief Information Officer

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Construction Services for**  
**Replacement of Pool Filtration**  
**System at Don Cook Natatorium**  
**References: Board Policy CV (Local)**  
**Scalable Systems**  
**Department: Operations**

### **Recommendation**

Consideration and possible approval for a not-to-exceed amount of \$850,000 for the replacement of the pool filtration system at Don Cook Natatorium through existing Mercer Complex and Don Cook Natatorium package (PKG014), approval of the revised total project budget amount of \$12,373,750 and utilization of Bond 2018 Program Contingency funds.

### **Summary**

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

On November 9, 2020, the BOT approved a Construction Services Agreement with Prime Contractors, Inc., and a new revised project budget for the renovations of the Mercer Complex and Don Cook Natatorium (PKG014). The original BOT-approved PKG014 project budget was \$7,703,750 based on assumptions of replacing existing components on a like-for-like basis; but after meeting with City permitting officials, it was determined that the renovation project for Mercer Stadium and the Fieldhouse needed to meet current codes, and the project budget was amended to \$11,523,750.

Due to recent findings with the pool filtration system, and upon completion of the re-allocation of available funding within the package from various categories, staff requires an additional \$850,000 for the replacement of the pool filtration system, thus requesting project budget increase from \$11,523,750 to \$12,373,750.

The original pool filtration system was installed during the 1998 construction of the Don Cook Natatorium. With a 15-year expected service life, the system captures particulates from recirculated pool water and provides better water quality for the Don Cook Natatorium pools. During the 2017 Facilities Assessment, the pool filtration system was identified as Priority 2, but was not included under the Bond 2018 funded scope.

After several equipment failures and numerous attempts made by FBISD Facilities to repair and replace parts within the filtration system, the FBISD Facilities and Athletics Departments have determined that the system has reached the end of its service life. During the Design phase of 2018 Bond PKG014, Mercer Complex and Don Cook Natatorium, the Project team utilized a pool consultant to design the new required pool filtration system and included the scope as an Alternate in PKG014 during the bidding phase. However, due to PKG014's budget constraints, the 2018 Bond Project team was not able to include the item for replacement.

With more recent equipment failures having occurred and concerns emphasized by FBISD Athletic Department administrators, the project team seeks Board approval of additional funds to the project budget in the amount of \$850,000 in order to have Prime Contractors, Inc., replace the pool filtration system as designed, while performing all scope construction activities at the Don Cook Natatorium.

Staff requests utilization of \$850,000 from Bond 2018 Program Contingency for the purpose of replacing the pool filtration system at the Don Cook Natatorium.

<b>CSP Contract</b>	<b>Package Number</b>	<b>Description</b>	<b>Revised Project Budget</b>
CSP20-023KB	PKG014	Renovations of Mercer Complex and Don Cook Natatorium	\$12,373,750

The attached Exhibit 1 provides the revised detailed project budget for PKG014.

Upon Board approval, staff will coordinate with Prime Contractors, Inc., for the replacement of the pool filtration system at the Don Cook Natatorium and will work in partnership with Athletic Department administrators to minimize disruption to facility usage.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Oscar Perez  
Chief Operations Officer

**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	\$29,503	\$1,222,000	\$972,200			\$3,000	\$4,269	\$2,396,628
MERCER ATHLETIC COMPLEX	\$704,553	\$68,609	\$303,946	\$8,024,500	\$802,450			\$5,000	\$68,065	\$9,977,123
<b>TOTAL:</b>	<b>\$859,761</b>	<b>\$79,057</b>	<b>\$333,449</b>	<b>\$9,246,500</b>	<b>\$1,774,650</b>			<b>\$8,000</b>	<b>\$72,334</b>	<b>\$12,373,750</b>

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Water Heaters/Boilers PKG024**  
**References: Board Policy CV (Local)**  
**Scalable Systems**  
**Department: Operations**

### **Recommendation**

Consideration and possible approval of a not-to-exceed amount of \$771,786 to address the identified water heater and boiler deficiencies within package (PKG 024), approval of the total revised project budget of \$4,245,547 for the water heaters and boilers package (PKG024), approval of a Professional Services Agreement with Infrastructure Associates, Inc., utilization of Bond 2018 Contingency funds, and authorization for the Superintendent to negotiate and execute or terminate the contracts.

### **Summary**

On November 6, 2018, FBISD successfully passed the 2018 Bond Program. On December 17, 2018, the BOT approved all project budgets for the 2018 Bond Program.

The original project budget approved by the Board on December 17, 2018 for PKG024 was \$3,473,761. Upon completion of the re-allocation of available funding within the package from various categories, staff requires an additional \$771,786 to address the identified deficiencies and ensure the boilers installed at these campuses meet code and are safe for operation.

After water heaters and boilers package (PKG024) was completed in the summer of 2020, Design & Construction reached out to Infrastructure Associates, Inc., to request assistance with performing a design review and installation assessment of all newly installed boilers due to non-functioning issues within several of the new boiler installations. The assessment report provided by Infrastructure Associates, Inc., identified 14 campuses included in PKG024 as currently having boiler design deficiencies and deferred maintenance needs. The identified campuses are as follows:

- Blue Ridge Elementary School
- Brazos Bend Elementary School
- Colony Bend Elementary School
- Commonwealth Elementary School
- Drabek Elementary School
- Fleming Elementary School
- Oyster Creek Elementary School
- Ridgeway Elementary School
- Ridgemont Elementary School
- Sienna Crossing Elementary School
- Missouri City Middle School
- Quail Valley Middle School
- Marshall High School
- Willowridge High School

Identified systematic deficiencies include inadequate provisions for normal thermal expansion of the heating systems and mismatch between constant speed boiler pumping systems and variable flow heating system equipment. Brown & Root will perform corrective work on these and other miscellaneous deficiencies and deferred maintenance needs within this project scope.

During the December 2018 BOT meeting, the Board approved a Job Order Contracting (JOC) pool of five contractors to provide both bond and non-bond services to the District. Brown & Root were included as one of the selected firms. Brown and Root was hired as the selected JOC to perform installation of all boilers under PKG024 and will continue to provide installation services required to address the identified design deficiencies within this package.

Staff requests utilization of \$771,786 from the Bond 2018 Program Contingency for this purpose. The revised detailed project budget for PKG024 Water Heaters/Boilers is provided on the attached Exhibit1.

Package Number	Description	Revised Project Budget
PKG024	Water Heaters/Boilers	\$4,245,547

Upon Board approval, staff will execute and amend the necessary contracts for water heaters and boilers. If approved by the Board, work is to begin in the summer of 2021 and will not have an impact on student learning.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Oscar Perez  
Chief Operations Officer

Project Summary  
**Package 24 - Water Heaters/Boilers**  
**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	
ADMINISTRATION BUILDING	\$34,860	\$2,726	\$3,370	\$379,908	\$56,047			\$1,500	\$0	\$478,411
AQUATIC PRACTICE FACILITY-NATATORIUM II	\$1,474			\$16,144	\$126,865				\$656	\$145,139
AUSTIN HIGH SCHOOL	\$21,110	\$1,970	\$3,450	\$228,674	\$2,974			\$1,500	\$762	\$260,440
BARRINGTON PLACE ELEMENTARY SCHOOL	\$15,908	\$1,970	\$3,450	\$57,899	\$22,129			\$1,500	\$11,242	\$114,098
BLUE RIDGE ELEMENTARY SCHOOL	\$13,354	\$1,764	\$4,653	\$109,934	\$13,604				\$3,745	\$147,054
BRAZOS BEND ELEMENTARY SCHOOL	\$16,992	\$2,298	\$4,653	\$130,512	\$7,349				\$2,807	\$164,610
BRIARGATE ELEMENTARY SCHOOL	\$769			\$8,228	\$1,070				\$0	\$10,067
COLONY BEND ELEMENTARY SCHOOL	\$8,396	\$771	\$2,653	\$68,248	\$5,480				\$1,429	\$86,976
COLONY MEADOWS ELEMENTARY SCHOOL	\$1,477			\$16,360	\$3,126				\$0	\$20,963
COMMONWEALTH ELEMENTARY SCHOOL	\$16,947	\$2,291	\$4,653	\$130,225	\$5,926				\$2,879	\$143,62,921
DRABEK ELEMENTARY SCHOOL	\$24,105	\$3,155	\$4,653	\$165,075	\$25,871			\$1,500	\$14,417	\$238,774
DULLES HIGH SCHOOL	\$1,462			\$16,191	\$2,816				\$0	\$20,469
DULLES MIDDLE SCHOOL	\$1,465			\$16,228	\$3,022				\$0	\$20,715
ELKINS HIGH SCHOOL	\$769			\$0	\$0				\$0	\$769
FIRST COLONY MIDDLE SCHOOL	\$6,259		\$3,450	\$68,969	\$3,937				\$632	\$83,247
FLEMING ELEMENTARY SCHOOL	\$21,735	\$2,255	\$4,653	\$201,053	\$12,129				\$5,144	\$246,969
GOODMAN ELEMENTARY SCHOOL	\$8,723	\$1,080	\$3,450	\$78,740	\$6,011				\$0	\$98,004
HERITAGE ROSE ELEMENTARY SCHOOL	\$558			\$6,037	\$3,684				\$0	\$10,279
HIGHTOWER HIGH SCHOOL	\$24,907	\$2,065	\$3,450	\$270,937	(\$30,433)			\$1,500	\$6,050	\$278,476
HUNTERS GLEN ELEMENTARY SCHOOL	\$3,830			\$42,801	(\$42,801)				\$782	\$4,612
LAKE OLYMPIA MIDDLE SCHOOL	\$31,815	\$3,939	\$3,450	\$0	\$0			\$1,500	\$0	\$40,704
MARSHALL HIGH SCHOOL	\$46,330	\$5,515	\$5,856	\$394,686	\$13,219			\$1,500	\$1,677	\$468,783
MISSION WEST ELEMENTARY SCHOOL	\$3,202			\$35,745	\$8,479				\$782	\$48,208
MISSOURI CITY MIDDLE SCHOOL	\$20,960	\$2,582	\$4,653	\$206,729	\$9,856			\$1,500	\$1,580	\$247,859
OYSTER CREEK ELEMENTARY SCHOOL	\$17,015	\$2,301	\$4,653	\$130,930	\$6,378				\$8,748	\$170,025
QUAIL VALLEY MIDDLE SCHOOL	\$4,182	\$132	\$1,203	\$42,229	\$36,943				\$2,680	\$87,369

Project Summary  
**Package 24 - Water Heaters/Boilers**  
**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
RIDGEGATE ELEMENTARY SCHOOL	\$10,578	\$771	\$4,653	\$91,031	\$10,862				\$4,548	\$122,442
RIDGEMONT ELEMENTARY SCHOOL	\$11,344	\$566	\$4,653	\$105,957	\$5,817				\$4,839	\$133,175
SARTARTIA MIDDLE SCHOOL	\$1,477			\$16,181	\$16,555				\$653	\$34,866
SETTLERS WAY ELEMENTARY SCHOOL	\$3,271			\$36,516	\$8,479				\$782	\$49,048
SIENNA CROSSING ELEMENTARY SCHOOL	\$14,908	\$1,148	\$4,653	\$128,191	\$6,277				\$2,298	\$157,474
WILLOWRIDGE HIGH SCHOOL	\$8,445	\$151	\$5,856	\$64,146	\$10,651				\$3,352	\$92,601
<b>TOTAL:</b>	<b>\$398,627</b>	<b>\$39,449</b>	<b>\$86,168</b>	<b>\$3,264,504</b>	<b>\$362,321</b>			<b>\$12,000</b>	<b>\$82,479</b>	<b>\$4,245,547</b>

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Construction Services Agreement**  
**for New Elementary School 53**  
**References: Board Policy CV (Local)**  
**Scalable Systems**  
**Department: Operations**

**Recommendation**

Consideration and possible approval of a Construction Services Agreement with Drymalla Construction Company for the construction of new Elementary School 53 (PKG009) for a contract amount of \$30,585,000, 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 competitive sealed proposal solicitation, CSP 21-049DE, requested bids for the construction of new Elementary School 53. Five firms responded to the CSP, but one was disqualified due to failure to meet the submission deadline and therefore, was not ranked. Design & Construction staff, in collaboration with the 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 Design & Construction, Procurement, and Finance Departments.

The final ranking of the contractors is as follows:

<b>Firm Name</b>	<b>CSP Score</b>	<b>Base Bid Amount</b>
Drymalla Construction Company	93.29	\$29,865,000
Prime Contractors, Inc.	81.03	\$32,400,000
ICI Construction, Inc.	80.64	\$30,706,000
Sedalco, Inc.	76.85	\$31,925,000
Satterfield and Pontikes	DQ	

This contract will include the scope identified on the base bid for a total of \$29,865,000, plus an additional \$720,000 for accepted alternates, for a total contract amount of \$30,585,000.

Alternate breakdown is as follows:

- Alternate 2: \$366,000 for Thompson Ferry Road Improvements
- Alternate 3: \$94,000 for Outdoor Activity Play Area
- Alternate 4: \$91,000 for Outdoor Learning Center
- Alternate 5: \$169,000 for Operable Partitions at Classrooms

<b>CSP Contract</b>	<b>Package Number</b>	<b>Description</b>	<b>Project Budget</b>
CSP21-049DE	PKG009	Construction of new Elementary School 53	\$45,751,823

The scope of work for this package includes construction of new Elementary School 53.

The attached Exhibit 1 provides the detailed project budget for PKG009. 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 construction of new Elementary School 53 and will begin once the contract is executed.

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Oscar Perez  
Chief Operations Officer

Tabulation Summary  
 CSP 21-049DE PKG009  
 Construction of New Elementary School #53

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)
Drymalla Construction Company	40.00	16.60	20.35	4.15	2.60	4.59	5.00	93.29
Prime Contractors, Inc.	36.87	15.62	12.95	3.75	3.30	4.29	4.25	81.03
ICI Construction, Inc	38.90	15.25	11.05	3.45	2.45	4.54	5.00	80.64
SEDALCO INC	37.42	15.96	15.15	1.05	2.1	4.42	0.75	76.85

\*\*\*Satterfield & Pontikes Construction - No alternate submission\*\*\*

**CSP 21-049DE PKG009 Construction of New Elementary School #53**

	<b>Evaluation Criteria (Government Code 2269)</b>	<b>Point System</b>
1	<b>The price; Section 2269.055.a (1)</b> Total Proposed Pricing - Provides thoroughly developed, competitive pricing using the tables in Pricing Delivery information section of the CSP	40 points
2	<b>Offeror's experience and reputation; Section 2269.055.a (2)</b> 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
	<b>Past experience with FBISD and other school districts</b> 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	<b>Quality of the offeror's goods or services; Section 2269.055.a (3)</b> 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
	<b>Quality of contractor's response in the proposal</b> Effectively responds and processes all request for information and documentation included in this CSP (2pts)	
	<b>Project Plan and schedule (5pts)</b>	
4	<b>Utilization of historically underutilized businesses; Section 2269.055.a (4)</b>	N/A
5	<b>Offeror's safety record; Section 2269.055.a (5)</b> 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	<b>Offeror's proposed personnel; Section 2269.055.a (6)</b> Proposed Personnel, personnel directly assigned to work on this project	5 points
7	<b>Offeror's financial capability appropriate to the size and scope of the project; Section 2269.055.a (7)</b> Provide proof of Insurance, financial stability and Letter of Surety from Bonding Company	5 points
8	<b>SBE Commitment; CV (Local) 2017.04</b>	5 points
	<b>TOTAL</b>	<b>100 points</b>

**Package 09 - Elementary School 53 Riverstone**

**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
ELEMENTARY SCHOOL 53 RIVERSTONE	\$2,033,797	\$148,837	\$3,845,563	\$32,941,312	\$1,629,739	\$3,804,722	\$432,355	\$15,000	\$1,664,063	\$45,751,823
<b>TOTAL:</b>	\$2,033,797	\$148,837	\$3,845,563	\$32,941,312	\$1,629,739	\$3,804,722	\$432,355	\$15,000	\$1,664,063	\$45,751,823

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Consideration and Approval:**  
**Budget Amendment Regarding**  
**Use of 2018 Bond Program**  
**Contingency Funds**  
**References: Board Policy CV (Local)**  
**Scalable Systems**  
**Department: Operations**

### **Recommendation**

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

### **Summary**

PKG014 Mercer/Don Cook Renovations, and PKG024 Water Heaters/Boilers 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 March 31, 2021 is \$3,933,414.

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 April 26 Board Meeting and reflects the program contingency balance as of April 2021.

<b>Description</b>	<b>Budget</b>
Cumulative Program Contingency as of March 31, 2021	\$3,933,414
<i>Contributions</i>	
PKG011 Extended Day Suite & SPED	\$3,000,000
Contribution Sub-Total	\$3,000,000
<i>Uses</i>	
PKG014 Mercer/Don Cook Renovations	(\$850,000)
PKG024 Water Heaters/Boilers	(\$771,786)
Use Sub-Total	(\$1,621,786)
Net Proposed Activity April 2021	\$1,378,214
<b>Cumulative Bond Program Contingency as of April 26, 2021</b>	<b>\$5,311,628</b>

Recommended by:

Charles E. Dupre  
Superintendent of Schools

Submitted by:

Oscar Perez  
Chief Operations Officer

**For: Fort Bend ISD Board of Trustees**  
**Date: April 26, 2021**  
**Action: Information and Discussion**

### **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).

### **May 12, 2021 Special Called Meeting**

- Recognize Retiring Trustee
- Canvass results of May 1, 2021 Election
- Swear in Elected Trustees
- Elect Board Officers

### **May 2021**

- Information Items
  - School Health Advisory Council (SHAC) Update
  - Facilities Master Plan Update
  - 2021-22 Planning and Budgeting Update
- Consideration and Possible Action
  - Microsoft Showcase School/UH Letter of Intent
  - 2021-22 Budget Adoption

### **June 2021**

- Information Items
  - Special Populations Update (Bilingual/ESL, Gifted & Talented, and Special Education)
  - Student Discipline Update, including Disproportionality
- Consideration and Possible Action
  - Final 2020-21 Budget Amendment
  - Fund Balance Resolution re: Committed and Assigned Fund Balances
  - TBD