Notice of Special Called Meeting
The Board of Trustees
Fort Bend Independent School District

Monday, September 13, 2021

Notice is hereby given that a Board of Trustees Special Called Meeting will be held on Monday, September 13, 2021, beginning at 6:00 PM in the Board Room of the Fort Bend ISD Administration Building, 16431 Lexington Blvd., Sugar Land, TX 77479. Members of the public may view the live stream of the meeting at following address: https://www.fortbendisd.com/August4LIVESTREAM. Members of the public may also register to address the Board at the following address: https://www.fortbendisd.com/cms/lib/TX01917858/Centricity/Domain/83/New%20Agenda%20Review%20Address%20Form%201-12-21.pdf. Requests to address the Board must be submitted no later than 4:30 p.m. on the day of the meeting and identify the agenda item. 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 by 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. Information
    A. COVID-19 Update 3
3. 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 Matters
        1. Deliberate Director of Talent Experience Recommendations.
4. Reconvene in Open Session
5. Consider Action on Closed Session Items
6. Review
    A. Board Governance
        1. Review the Consideration and Possible Approval of the District's Fiscal and Budgetary Strategy. 21
        2. Review the Consideration and Possible Approval of a Resolution for the District's Investment Strategy and Authorization of Investment Brokers for the District. 72
        3. Review the Consideration and Possible Approval of Underwriters to be utilized by the District in connection with Future Bond Debt issued. 75
        4. Review Adoption of the 2021 Ad Valorem Tax Rate 76
        5. Review Approval the 2021 Tax Year Tax Roll 80

6. Review General Fund Budget Amendment for Fiscal Year 2021-22. 82
B. Board Goal 1: Fort Bend ISD will provide an equitable learning environment that provides all students access to the FBISD curriculum
1. Review Exception for Class Size Waivers 85
2. Review Agreement with Edison Lofts and Fueling Brains 88
C. Scalable Systems 103
1. Review Purchases Exceeding $50,000, Specifically for:
a. Review Purchase of Athletic Audio Visual Equipment 104
b. Review puchase of Bindery Print Services. 108
c. Review purchase of Microsoft Premier. 114
d. Review purchase of Fleet Maintenance and Repair Service. 116
e. Review purchase of Trailer Service and Trucking Rentals. 118
f. Review purchase of Apple Products and Related Services. 120
7. Audience Responses to Agenda Items Posted for this Meeting
8. Action
9. Adjournment

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E 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: September 13, 2021
Information: District COVID Update
References: Board Governance
Department: Academic Affairs

Summary

The Administration will provide an update about the Ditrict's COVID-19 mitigation efforts, current data, data review process, staff rapid testing, and vaccination efforts. The update will include information about the Remote Conferencing for students in isolation or quarantine.

Recommended by:

Diana Sayavedra
Acting Superintendent of Schools

Submitted by:

Beth Martinez
Chief Academic Officer

FBISD
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COVID Response Update
September 2021

Discussion Points

COVID-19 Response

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Remote Conferencing Launch

COVID-19 Response

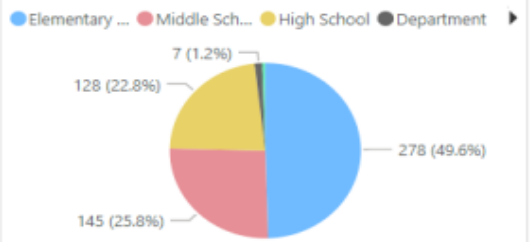
COVID-19 Status

TOTAL ACTIVE POSITIVE CASES

Active Positive Cases

Staff		Student
75	561	486

Cases by School / Facility Type



Cumulative Cases Since 08/11/2021

Staff		Student
419	3940	3521

Cases reported from 8/30/2021 to 09/09/2021

Refreshed everyday at 10:00 PM CT

Campus / Facility	Total Staff	Positive Case - Instructional Staff	Positive Case - Non Instructional Staff	Total Student	Positive Case - Students	Self-reported Positive test %
Pecan Grove ES	91	2	1	738	14	2.05%
Jordan ES	79	2	1	488	8	1.94%
Police Department	236	0	4	0	0	1.69%
Scanlan Oaks ES	95	0	0	900	15	1.51%
Austin Parkway ES	74	1	0	619	9	1.44%
Barrington Place ES		1	0	482	7	1.44%
Bowie MS	39	2	0	1562	19	1.23%
Armstrong ES	74	0	0	442	6	1.16%
Lantern Lane ES	88	2	0	432	4	1.15%
Sienna Crossing ES	102	2	0	945	10	1.15%
Parks ES	89	2	0	621	6	1.13%
Schiff ES	97	1	0	837	9	1.07%
Leonetti ES	110	1	0	1012	11	1.07%
Total	**12493**	**55**	**20**	**77058**	**486**	**0.63%**

SAMPLE

Filter by Campus Type

Department | Elementary School | High School

Filter by Campus

Administration | Administration Superintendent | Annex | Aquatic Train. Center | Armstrong ES | Austin HS | Austin Parkway ES

[Fort Bend County COVID-19 Experience (arcgis.com)]

[Total Active Positive Cases - Power BI]

COVID Mitigation and Contact Tracing Update

Vaccinations

- Reactivation of vaccination Saturdays with FB County
- COVID Update Educational Webinar hosted by FB County & TX Children's Hospital System ETA Fall 2021

District Staff to Support Contact Tracing

- 1 Coordinator of Contact Tracing
- 4 Health Specialists

Campus Contact Tracing Push In Support

- Campuses Continue to lead their campus contact tracing
- Staff temp agency rotated supporting High Case # CT
- Admin. Sub Support Through entry in Culture Survey/ED

COVID Testing

- Phase 1 Available for FBISD Employees
- Clinic Entrance
- Contracted Services/Funding Opportunities

Mitigation

- PPE
- Self-Check
- Mitigation Signage

Communications

- Automation is in development for the positive (currently occurring), close contact ETA 9/14, classroom/standard activities, and campus ETA 9/24 emails about cases
- Future Close Contact Callout system automation

Campus Clinic Support

- Nurse temp support to fill vacancies and those out ill

FBISD Vaccination Support Plan

Phase 1

- *Fort Bend County Saturday Events throughout district*
- *The Ridgemont Family Clinic M-F, 8:00 a.m. – 4:00 p.m.*
- *COVID-19 education webinar with Fort Bend County and Texas Children's Hospital*
- *Assess demand and data to trigger Phase 2*

Phase 2

- *Continue with Phase 1*
- *Add weekly Wellness Wednesdays at central District location with Texas Vaccine Institute*
- *Assess demand and data to trigger Phase 3 or move back to Phase 1*

Phase 3

- *Continue with Phase 1/2*
- *Add Kelsey Seybold FBISD Saturday Events at their select clinics*
- *Assess demand and data to move between Phase 3 or move back to Phase 1*

Rapid Testing

Where

James Reese Career and Technology Center

When

Monday – Friday, 6 a.m. – 10 a.m.

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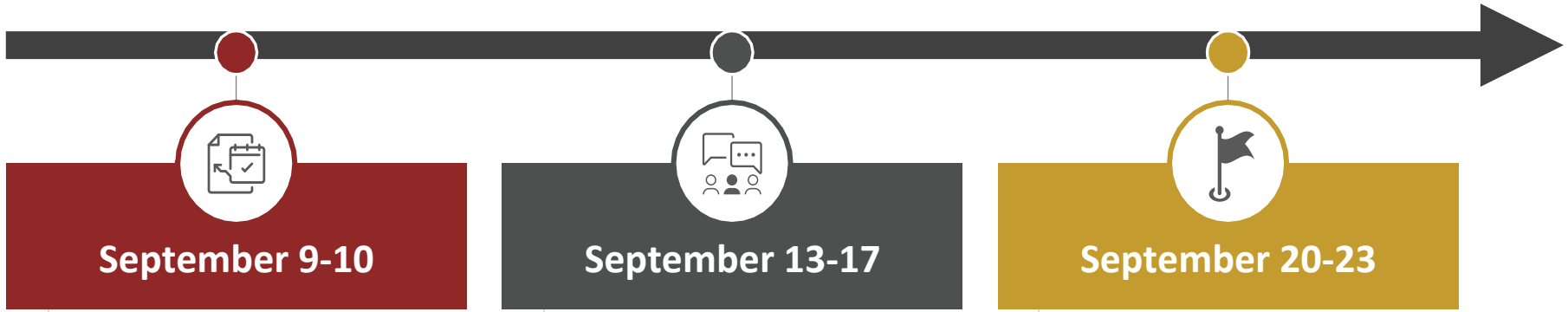
Who

FBISD Employees – close contacts and/or symptomatic

Projected Opening

September 22

New TEA K-12 COVID-19 Testing Project



September 9-10

- Commissioner call to Superintendents announcing Project
- Staff Testing webinar hosted by TEA
- Review and reach out to approved TEA testing vendors

September 13-17

- Finalize vendor(s) from TEA approved list
- Prepare space at James Reese Center
- Activate internal communication about Rapid Testing Program for staff

September 20-23

- Launch FBISD Rapid Testing Center
- Closely monitor launch and start continuous cycle of improvement

Board Resolution Implementation



District Communication

Employee Completes District Granted Days Request Form

Human Resources Validate

Human Resources Process Request

Decision Notification To Employees

Board Resolution Implementation

Vaccinated, Exposed/Close Contact/No Symptoms	Unvaccinated, Exposed/Close Contact/No Symptoms

Continue to report to work, wearing a mask, provided employee:
• Accesses District rapid test within 24 hours of receiving confirmation of close contact and test negative, employee may return to work and will be expected to wear a mask through the negative test on the 5th day
• Accesses District rapid test on the fifth day from exposure to the COVID-19 positive individual and test negative
  • If the employee is notified of close contact on the fifth day, access District Rapid test within 24 hours
 	
Should the employee test positive for COVID the District Granted Days will become available for the employee
	Quarantine through day five, report to work on day 6, wearing a mask, provided employee:
	• Accesses District rapid test within 24 hours of notification
	• Accesses District rapid test on day 5
	  • If the District rapid test result is negative on day 5, employee shall report to work and will be expected to wear a mask through day 10
	• Accesses District rapid test every other day after day 5 negative result
	  • Specifically, employee will be required to take a District rapid test within first 24 hours, on day 5, on day 7, on day 9
	
	Should the employee test positive for COVID the District Granted Days will become available for the employee

Instructional and Business Continuity

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Instructional and Business Continuity

COVID Response Signal	Academic Disruption Scenario	Instructional Setting	Location
Teacher Quarantine	**Face-to-Face Instruction** – students engage in F2F instruction	• Students receive face-to-face instruction from a **substitute teacher** • Aligned to scope and sequence	Students are in the F2F classroom
Individual COVID positive **student** in isolation or close contact recommended quarantine*	**Remote Conferencing** – temporary remote learning experience to maintain instructional continuity Remote Conferencing Guidelines	• Synchronous online instruction provided by **District Remote Conference Teacher** • Online meeting schedule • Aligned to scope and sequence • Instruction online via Teams & Schoology • Maximum of 20 days for the school year per student; beyond 20 days requires student participation TEA waiver.	Student(s) are remote online Utilize **Appendix A – Remote Conferencing Communication Structures**
Incident Command Structure data analysis	**Academic Pivot** – temporary shift to online learning (classroom) due to the impact of the pandemic & business continuity	• **Teacher of Record** provides online instruction via Teams using synchronous instruction aligned to F2F bell schedule • **Teacher of Record** will provide instruction from home	Students and Teacher are remote online

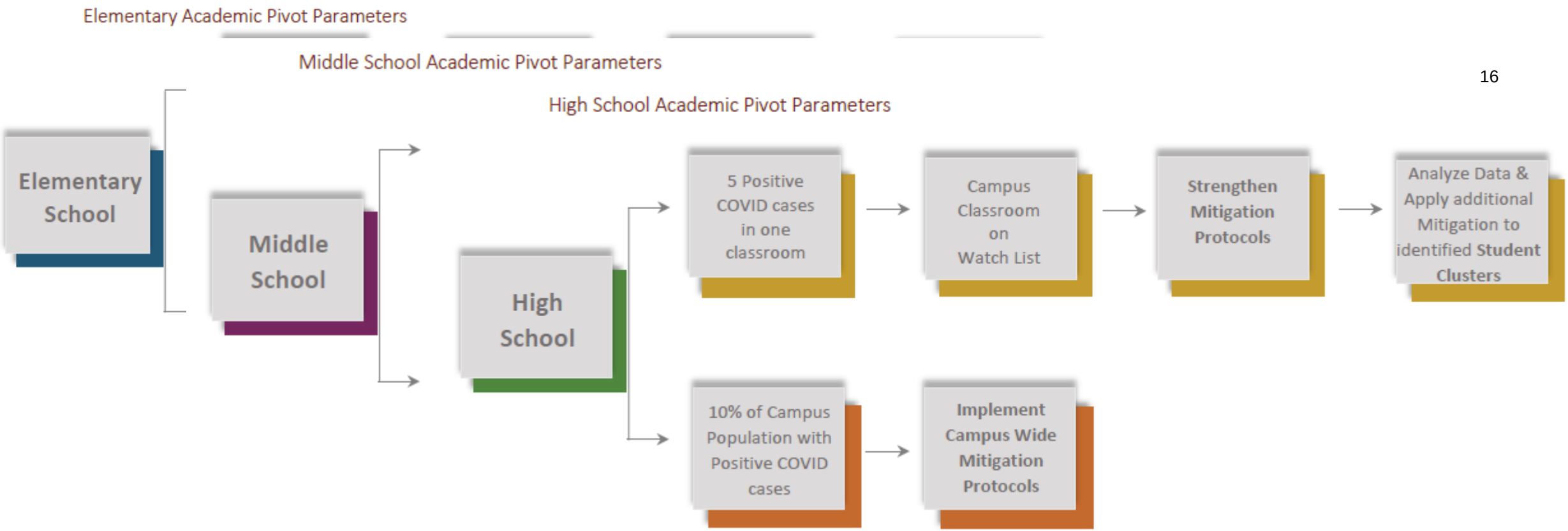
*In an instance of a student coming in close contact with a confirmed positive case, the parent may determine if the student will quarantine.

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Instructional Continuity

Academic Pivot Parameters

- Classroom academic pivots are determined through analysis of data within the Incident Command Structure
- Data is submitted by parents in the Wellness Screener (positive case) and campuses through ICS form (exposure/close contact)
- Focus on strengthening mitigation protocols first



Instructional Continuity

Monday, Aug. 30

- Training for District Remote Conferencing Teachers

Tuesday, Aug. 31

- Elementary Principal PLC
- Secondary Principal PLC
- Feedback

Thursday, Sept. 2

- ADA Clerk & Specialist Training
- District wide Remote Conference Overview: principals & families
- Activate Remote Conference Website

Friday, Sept. 3

- Remote Conference eligible families receive initial communication
- Skyward form opens
- Automated secondary communication with schedule & Teams link
- Remote Conference guidelines to campus leaders

Tuesday, Sept. 7

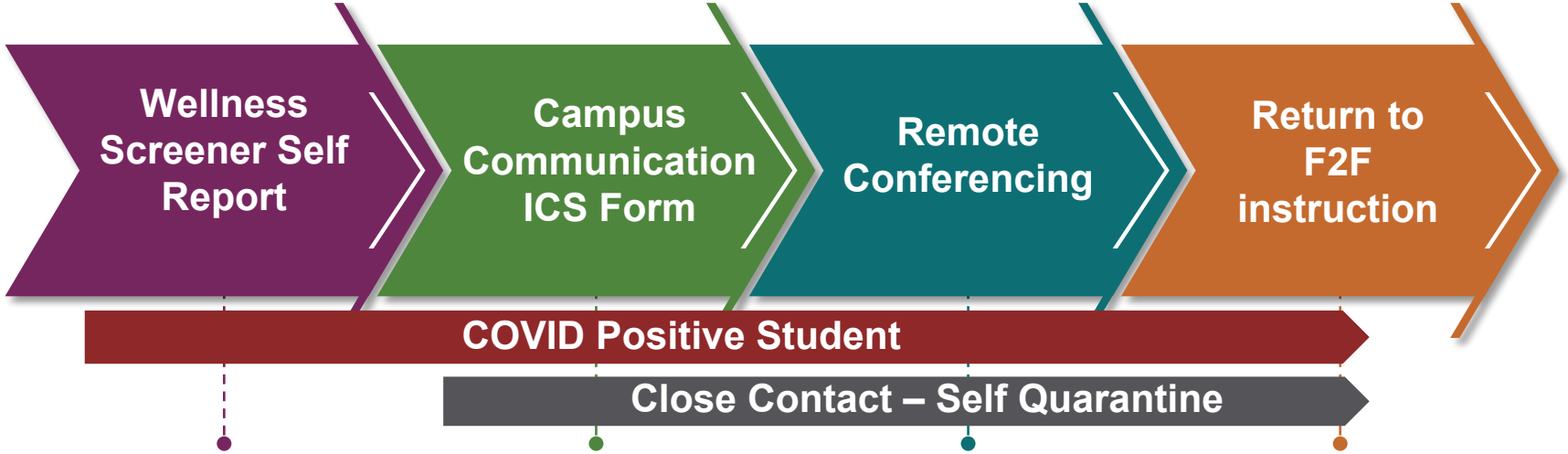
- Launch Remote Conferencing for eligible students
- Ongoing automated communication for eligible students (Wellness Screener & ICS form)

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Remote Conferencing Supports

- Training for District Remote Conferencing Teachers, Teaching & Learning staff, & ADA Clerks
- Communication systems and website resources
- Guidelines and tools provided to campus leaders

Instructional Continuity – Communication Systems



- Automated email (4:00 pm) with confirmation of screener submission and return date
- Automated email to activate Remote Conferencing option

- Campus sends email to students in a class with COVID positive student
- Campus completes ICS form for close contact to activate Remote Conferencing option

- COVID positive and close contact students complete Skyward form to indicate desire for Remote Conferencing by **3:00 pm**
- Automated email to students with Teams link and schedule

- Students utilize return to school date to re-engage in F2F instruction.

- Staffing Shortages
  - » Teachers/Substitutes
  - » Nurses
  - » Bus Drivers
- Data Tracking
  - » Staff Rapid Testing
  - » Student Quarantine
    - Remote Conferencing
    - F2F

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Questions?

For: Fort Bend ISD Board of Trustees
Date: September 13, 2021
Action: Review – Fiscal and Budgetary Strategy
References: Board Policy CH (Legal)
Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of the District's Fiscal and Budgetary Strategy.

Summary

The Fiscal and Budgetary Strategy provides the framework for the District's budgetary and financial processes. The document provides assurance to the various rating agencies that the District's financial processes and procedures are sound. Best practice is to review the document annually.

The following changes are proposed.

Page	Change	Rationale
1	Deleted vehicle replacement from Internal Service Funds and added Print Shop.	The District does not have a separate fund for vehicle replacement as those costs are typically included in a bond. Print Shop is accounted for as an Internal Service Fund.
2	Added Career and Technology Services to Enterprise Funds.	Revenues and expenditures for the automotive shop, salon, restaurant, and early education lab at the Reese Career and Technical Center are accounted for in an enterprise fund.
2	Deleted reference to the Employee Incentive Plan since that plan was terminated.	The Employee Incentive Plan was terminated and employees had the option to transfer balances to a 457(b) Deferred Compensation plan.
11	Added verbiage regarding operating reserves and strategies the District will use to replenish fund balance.	Clarifies strategies District would utilize to replenish fund balance as recommended by the Government Finance Officers Association (GFOA).

Recommended by:

Diana Sayavedra
Acting Superintendent

Submitted by:

Bryan Guinn
Chief Financial Officer

FBISD

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Tax Rate, Budget Amendment 1, and Financial Update

Overview

1. Strategy Documents
   - Fiscal & Budgetary Strategy
   - Investment Strategy
   - Underwriters
2. Tax Rate Adoption and Tax Roll Approval
3. Budget Amendment 1
4. Enrollment and Financial Update

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Strategy Documents & Underwriters

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Strategy Documents

Reviewed and considered by the Board on an annual basis

Fiscal and Budgetary Strategy

- Policy-level guidance on finance and budget related matters
- Stipulates 90-day fund balance requirement
- Includes disclosure strategy related to bond program
- Provides strategies for addressing budgetary shortfalls
- Changes are minor edits only

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Investment Strategy

- Policy-level guidance on district investments
- PIFA requires board review of strategy on an annual basis
- Requires Board approval of brokers on an annual basis

Underwriters

- Assist the District with issuance of debt
- Provide updates throughout the year on market conditions
- Previously approved vendors remain on the list
- Two new underwriters added
- Impact of SB19

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Tax Rate Adoption

Tax Rate Adoption

- Proposed tax rate is $1.2101
- All legal publication requirements met

	2020 Tax Year	2021 Tax Year	Change
Operations & Maintenance	$0.9502	$0.9201	-$0.9502
Income & Sinking	$0.2900	$0.2900	--
Total Rate	**$1.2402**	**$1.2101**	**-$0.0301**

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Tax Bill Impact for Average Residence

Proposed Rate: $1.2101	2020 Tax Year	2021 Tax Year	Proposed Change
Avg. Market Value of Residences	$293,879	$303,344	3.2%
Avg. Taxable Value of Residences	$238,967	$248,053	3.8%
Total Tax Rate	$1.2402	$1.2101	-$0.0301
Annual Taxes on Avg Residence	$2,963.67	$3,001.68	1.3%
Annual Increase in Taxes		$38.01	
Monthly Increase in Taxes		$3.17	

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Tax Roll Approval

- Property tax code requires governing body approve appraisal roll
- Certified roll received from Fort Bend County Central Appraisal District
- Tax roll reflects growth of 6.08% over the prior year
- Roll generates total taxes of $561.6M

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Budget Amendment 1

Budget Amendment Background

Fiscal and Budgetary Strategy provides framework for amending budget

Budget can be amended as needed based on new funding or changes to the existing budget

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All amendments must be approved by Board

Common reasons for amending the budget:

- Receipt of additional revenue
- Annual encumbrance roll

Factors Impacting the 2021-22 Budget

Budget was adopted prior to conclusion of the 87th legislative session and receipt of ESSER funds

ESSER funds provided a net $125M in relief to the General Fund

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Funding for virtual learning passed during special session in September

Based on timing of receipt, some revenues booked to 2020-21; results in higher than anticipated fund balance

Annual encumbrance roll

Revenue Adjustments

Adjustment Description	Amount
ESSER: Disaster Pennies	-15.5M
ESSER: Reimbursement of prior expenditures	-23.5M
ESSER: Indirect costs	+4.7M
Subtotal: ESSER	**-34.3M**
Other: Fast growth allotment	-12.5M
Other: Insurance proceeds	-1.0M
Subtotal: Other	**-13.5M**
Total Revenue Adjustments	**-$47.8M**

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Expenditure Adjustments

Adjustment Description	Amount
ESSER: A/B block, interventionists, virtual learning, contact tracing	-15.1M
ESSER: ADA hold harmless	-4.8M
Subtotal: ESSER	**-19.9M**
Other: TRS retiree surcharge	+0.3M
Total Expenditure Adjustments	**-$19.6M**

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Impact of Amendment on Budget

No negative impact from proposed amendment

Revenue reductions offset by ESSER or receipt of revenues in prior year

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Encumbrance roll will be re-evaluated based on anticipated expenditure adjustments and brought forward for future consideration

2021-22 Amended Budget

($ Millions)	2021-22 Adopted	2021-22 Amendment	2021-22 Amended
Operating Revenues	$ 774.44	$ (47.80)	$ 726.64
Operating Expenditures	780.82	(19.60)	761.22
Other Sources/(Uses)	2.50	-	2.50
Use of Economic Stabilization	-	-	-
Surplus/(Deficit)	(3.88)	(28.20)	(32.08)
Fund Balance - Beginning	227.93	-	227.93
Use of Economic Stabilization	-	-	-
Fund Balance - Ending	$ 224.06	$ -	$ 195.86
Fund Balance Reserve - %	26%		24%
Fund Balance Reserve - Days	94 Days		88 Days

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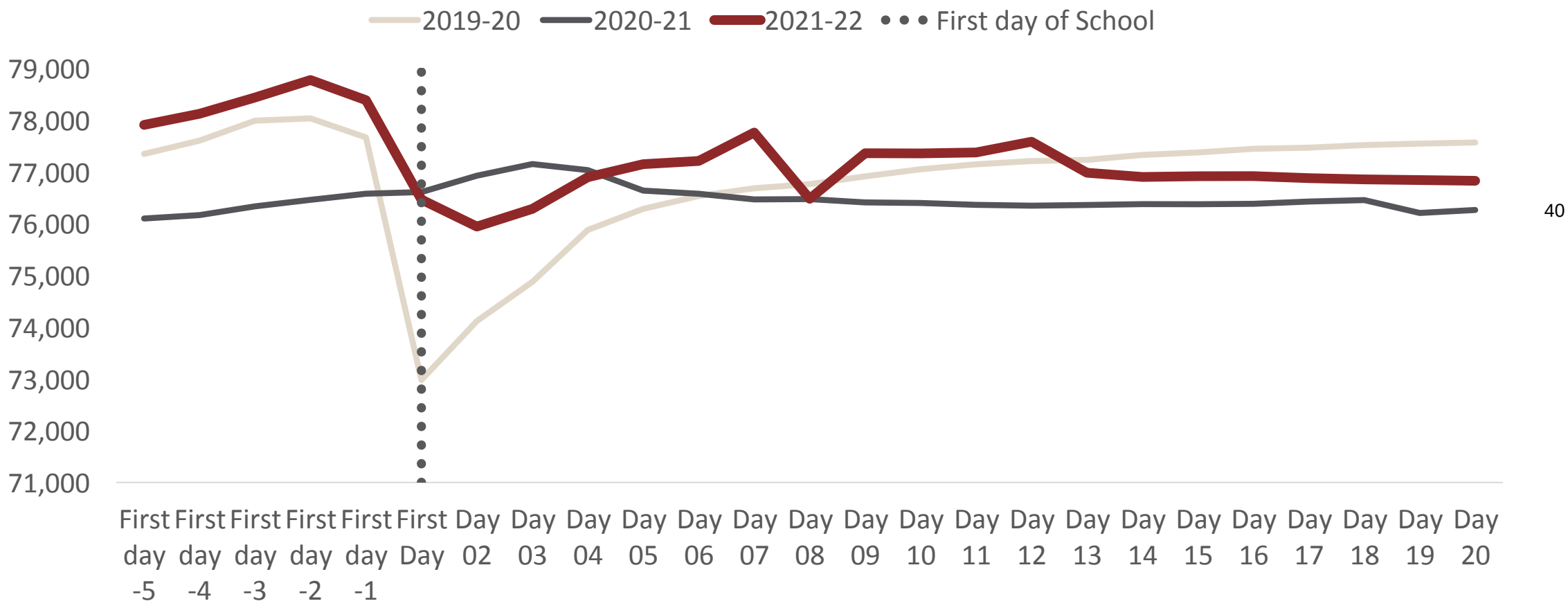
Source: FBISD Finance

Enrollment & Update

Financial

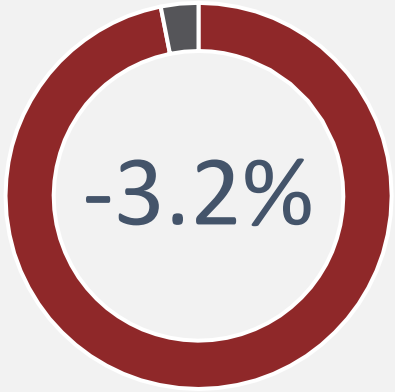
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Historic Enrollment Trends



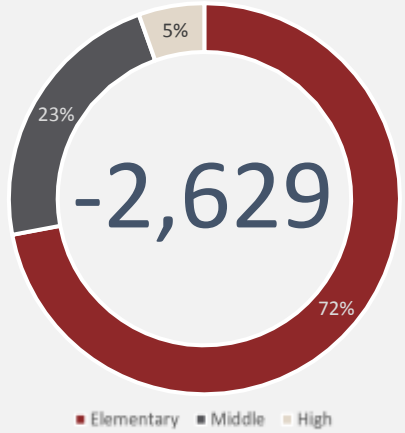
Enrollment Update

Enrollment projections completed by PASA in January 2021



Projected
79,701

Actual
77,072



Reduction in Enrollment

-$17.9M

Potential Loss of Revenue

- 70% of enrollment loss is occurring at the elementary level (1,838 students)
- Do not anticipate enrollment will materialize prior to PEIMS snapshot at the end of October

2021-22 Year-End Estimate

($ Millions)	2021-22 Amended	2021-22 Enrollment Loss	2021-22 Estimate
Operating Revenues	$ 726.64	$ (17.90)	$ 708.74
Operating Expenditures	761.22	-	761.22
Other Sources/(Uses)	2.50	-	2.50
Use of Economic Stabilization	-	-	-
Surplus/(Deficit)	(32.08)	(17.90)	(49.98)
Fund Balance - Beginning	227.93	-	227.93
Use of Economic Stabilization	-	-	-
Fund Balance - Ending	$ 195.86	$ -	$ 177.96
Fund Balance Reserve - %	24%		22%
Fund Balance Reserve - Days	88 Days		79 Days

Source: FBISD Finance

Potential Sources of Relief

State hold-harmless for enrollment loss

- Commissioner Morath signaled state is aware and reviewing options
- Rep. Huberty request for data (enrollment, teacher fill rates, HB4545)

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Use of ESSER funds to supplant

- Provides temporary relief to avoid fund balance falling below 90 days

Fiscal & Budgetary Strategy Actions in Progress

In progress	Review all staffing levels
In progress	Freeze all new hire and vacant positions except those deemed to be a necessity to the instructional process or the safety of students
In progress	Review all planned capital expenditures
✓	Forego out-of-state staff development
In progress	Review of all planned staff development activities
TBD	Curtail after-hours facility usage
TBD	Forego extracurricular field trips
✓	Delay all non-essential spending or equipment replacement purchases

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Questions?

I. PURPOSE

The Fort Bend Independent School District (the "District") is committed to sound financial management through integrity, prudent stewardship, planning, accountability, full transparency, and open communication. The purpose of the Fiscal and Budgetary Strategy is to enable the District to achieve and maintain a stable long-term financial condition, provide guidelines for the day-to-day planning and operations of the District's financial affairs, and communicate the District's financial practices to stakeholders.

Fort Bend ISD's general obligation bonds are currently rated at AA+ by Fitch and AA+ by Standard & Poor's Investor Services. A high credit rating typically reduces the interest costs the District pays on the amounts borrowed. This in turn directly correlates to a lower tax rate on the outstanding debt of the District.

To help maintain the District's creditworthiness, an established strategy of managing the District's financial resources is essential and in the District's best economic interest. The District shall take all practical precautions and proactive measures to avoid any financial decision that will negatively impact the credit ratings on existing or future debt issues.

The scope of the fiscal strategy encompasses accounting and financial reporting, internal controls, operating and capital budgeting, revenue management, investment and asset management, debt management, maintenance of fund balance, and forecasting. This is done to:

1. Demonstrate to Fort Bend ISD taxpayers, citizens, investment community, and bond rating agencies that the District is committed to a system of strong fiscal operations;

2. Provide precedents for future policy-makers and financial managers on common financial goals and strategies;

3. Fairly present and fully disclose the financial position of the District in conformity with generally accepted accounting principles (GAAP); and

4. Demonstrate compliance with finance-related legal and contractual issues in accordance with the Texas Education Code and other legal mandates.

This Fiscal and Budgetary Strategy shall be reviewed and updated as necessary, but not less than annually.

The Fort Bend Independent School District financial statements include the following fund types:

Governmental Funds:

General Fund accounts for the financial resources of the District and includes transactions as a result of revenues received primarily from local maintenance taxes, foundation entitlements, and other Foundation School Program resources,

Special Revenue Funds account for the proceeds of specific revenues that are legally restricted or committed to expenditure for specific purposes through federal, state, and local grant awards.

Debt Service Fund accounts for financial resources that are restricted, committed, or assigned to expenditure for principal and interest payments on the outstanding debt obligations of the District. These resources include Interest and Sinking Tax Revenues, which are considered restricted and for which a tax has been dedicated.

Capital Project Funds account for resources that are restricted, committed, or assigned to expenditures for capital outlay that include acquisition or construction of capital facilities and other capital assets that are financed through voter approved debt.

Proprietary Funds:

Internal Service Fund accounts for the activities of the District's self-funded health, unemployment, technology, vehicle replacement and worker's compensation accounts.

Enterprise Fund accounts for the activities of the District's Extended Day program. Operations that generate revenue from outside sources are typically accounted for as Enterprise funds. Facility rentals, advertising, and other non-traditional revenue sources will also be accounted for in an Enterprise fund.

Fiduciary Funds:

Trust and Agency Fund accounts for assets held by a school district in a trustee capacity or as an agent for student organizations and scholarship funds. Funds maintained by the District in a trustee capacity for the non-Teacher Retirement System (TRS) pension plan and employee incentive plan trust fund are also accounted for in the fiduciary funds.

Basis of Accounting and Basis of Budgeting - The District accounts and budgets for all **Governmental Funds** using the modified accrual basis of accounting. This basis means that revenue is recognized in the accounting period in which it becomes available and measurable, while expenditures are recognized in the accounting period in which they are incurred. Because the appropriated budget is used as the basis for control and comparison of budgeted and actual amounts, the basis for preparing the budget is the same as the basis of accounting. Governmental funds would include the District's general, special revenue, debt service, and capital projects funds.

The District's Internal Service Funds and Enterprise Funds, which function as **Proprietary Funds,** are accounted and budgeted for using the full-accrual basis of accounting. Under this method, revenues are recognized when they are earned and measurable, while expenses are recognized when they are incurred.

II. OPERATING BUDGET

The budgeting process is an essential element of the financial planning, control and evaluation process of the District. The legal basis for the budget process is established in the Texas Education Code sections 44.002 through 44.006 and local policy.

The operating budget is Fort Bend Independent School District's annual financial operating plan. The adopted annual budget shall include allocations for campuses, departments, and approved positions of the district.

Strategic Plan – The District Strategic Plan (DSP) provides a strategic focus for district operations and student achievement and is adopted annually by the Board of Trustees. Funding for District programs shall be based upon the objectives contained in the District Strategic Plan and further outlined by the identified targets for success.

Specifically, the DSP provides the following goals for the District:

> District Goal 1: FBISD will provide an equitable learning environment that provides all students access to the FBISD curriculum.
>
> District Goal 2: FBISD will ensure students own and are responsible for their learning, behavior, and progress through the FBISD curriculum
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>
> District Goal 4: FBISD will develop students' social-emotional, academic, literacy, language, and life skills in a safe and secure Collaborative Community at every school.

Preparation – The Texas Education Code requires that the District budget be prepared by a date set by the State Board of Education, currently June 19th for districts that have a June 30th fiscal year end. The code further requires that the president of the Board of Trustees call a public meeting to discuss and adopt the budget and proposed tax rate. Notice under this subsection shall be published not earlier than the 30th day or later than the 10th day before the date of the hearing. Section 44.0041 of the Education Code, requires that, "concurrently with the publication of notice of the budget, a school district shall post a summary of the proposed budget on the school district's website. The budget summary must include: (1) information relating to per student and aggregate spending on (A)

instruction; (B) instructional support; (C) central administration; (D) district operations; (E) debt service; and (F) any other category designated by the commissioner; (2) a comparison to the previous year's actual spending."

The Board of Trustees must adopt the prepared budget, inclusive of any amendments, no later than June 30th. The officially adopted District budget must be filed with the Texas Education Agency (TEA) through the Public Education Information Management System by the date prescribed annually by TEA.

1. Proposed Budget – A proposed budget shall be prepared by the Superintendent and Chief Financial Officer with participation of campus and department stakeholders within the provisions outlined in the District's strategic plan and federal and state mandated program guidelines.

    a. The budget shall include four basic segments for review and evaluation:

        i. Revenues
        ii. Personnel Costs
        iii. Operational Costs
        iv. Capital and other non-project costs

    b. The budget review process will include Board of Trustee participation and will allow for sufficient time for the Board to address the strategic plan and fiscal issues.

    c. The proposed budget and all preliminary budgetary information will be available on the District's website for public view.

2. Adoption – Upon finalization of the proposed budget, the Board of Trustees will hold a public hearing, and subsequently adopt the final budget as amended. The budget will be effective for the fiscal year beginning July 1st.

3. Tax Rate Adoption – Not later than April 30th, the chief appraiser shall prepare and certify to the school district an estimate of the taxable value of property in that taxing unit. The District may adopt a tax rate, prior to the adoption of the budget, based upon this certified property estimate. The certified estimate shall be used in the calculation of the effective tax rate and the rollback tax rate of the District.

If the district elects to establish the tax rate after receiving the certified appraisal roll as defined by Section 26.01 of the Property Tax Code, typically July 25th, and the tax rate exceeds the rate proposed in the District's notice prepared for the budget hearing or the District's rollback rate as determined under Section 26.08 of the Property Tax Code, the District must publish a revised notice and hold another public meeting before adopting the tax rate.

Balanced Budget – The goal of the District is to balance the operating budget with current revenues, whereby current revenues would match and fund on-going expenditures. Unassigned fund balance in the general operating fund may be used for onetime non-recurring expenditures or capital needs.

Planning – The budget process will be coordinated so that major strategic issues are identified prior to the budget approval date. This will allow the Board of Trustees adequate time for consideration of appropriate decisions and analysis of the associated financial impacts.

Reporting – Written financial reports will be presented to the Board of Trustees on a monthly basis. In addition, the Administration will provide a quarterly report on financial outcomes at regularly scheduled meetings of the Board. These reports will enable the Board to understand the overall budget and financial status of the District. The reports shall include comparative financial statements, a budget amendment report, the investment report, tax collection report, and statement of cash flow.

Control and Accountability – Each campus and departmental administrator is responsible for the administration and oversight of their budget, which is controlled on an organizational basis. This includes accomplishing the targets adopted as part of the budget and monitoring each campus and departmental budget for compliance within approved spending limitations.

Budget Amendments – The District budget shall be amended as required. Budget amendments between fund and increases in expenditures require the approval of the Board of Trustees. The Board of Trustees may authorize an amendment to the budget for those items not included in the originally approved budget due to unforeseen circumstances.

III. REVENUE MANAGEMENT

The District will understand its revenue sources and enact consistent policies to provide assurances that the revenue base will materialize according to the budget. Revenues shall be estimated realistically and conservatively taking into account potential changes in law related to property valuation and state and federal funding.

Revenues shall be monitored as they are received and regularly compared to budgeted revenues; variances will be investigated as they are identified. Any abnormalities shall be included in the quarterly financial report and the budget shall be amended to appropriately reflect the change in anticipated revenue.

State Funding – The District shall ensure that the Weighted Average Daily Attendance (WADA) is maximized by accurately reporting student attendance and shall have processes in place to ensure that special program information is appropriately reflected in the information uploaded to the Public Education Information Management System (PEIMS). Information regarding property value, property tax collections, employee counts, and other information required by TEA for the purposes of state funding computation shall be reported within the prescribed timelines. The Board of Trustees authorized the superintendent to file waivers for missed days and low attendance days as needed. The Superintendent will inform the Board of any waivers submitted to TEA.

Property Tax Revenues – All real and business personal property located within the District shall be valued at 100% of fair market value for any given year based upon the current appraisal supplied by the Fort Bend County Appraisal District. Tax collections estimates utilized in the development of the budget will be based upon a prudent analysis of historical collection percentages and the current economic trends.

Current state funding guidelines penalize districts that adopt tax rates below the compressed tax rate. For budgeting purposes, the District will forecast the proposed property tax rate for maintenance and operations (M&O) the greater of the compressed rate, the compressed rate plus four cents ($.04) or the voter approved rollback rate, not to exceed the current legal limit.

The District shall also consider the interest and sinking (I&S) tax rate in an amount to fund tax supported debt service that is due and payable for the corresponding calendar year period.

Interest Income – General, debt service, capital projects, food service, and internal service funds shall be invested individually in accordance with the Investment Strategy approved annually by the Board of Trustees. Interest earned from each investment account shall be credited to the fund from which the monies were provided.

User-Based Fees and Service Charges – For services associated with a user fee, such as building usage and instrument rental, the direct or indirect costs of that service will be offset by a fee where possible. The District shall update the usage fee schedule as required to ensure that fees provide adequate coverage for the cost of services.

Other Revenue – The District will pursue the full utilization of its assets to include trademarks of logos, rentals of facilities and real estate, and multiple forms of advertising. Advertising will include space on scoreboards, fences, gyms, buses, websites, etc.

Intergovernmental Revenues – The District shall carefully analyze grant opportunities to ensure that all grants comply with the overall District mission and strategic plan. All potential grants shall be examined for matching requirements, or other potential financial implications, prior to application to ensure that adequate funds are available from the general funds of the District.

Efforts should be made to ensure that grants are self-sustaining. However, it must be clearly understood that the operational requirements (on-going costs) set up as a result of a grant program could be discontinued once the terms and conditions of the program have been completed in the event that sufficient resources are not available in the District's general operating budget.

Collection of Delinquent Receivables - All Fort Bend ISD campuses, programs and departments will, to the extent practicable, require payment in advance. Aged balances (90 days +) owed to the District will be pursued for collections and can be submitted to a collection agency at the discretion of Administration according to written District guidelines.

IV. EXPENDITURE POLICIES

Appropriations – The budget for all funds shall be controlled at the organizational level. Budget managers are authorized to transfer funds included in their basic budget within fund, function, and program intent code without prior approval. Budget amendments between fund, function, and program intent code require administrative approval. Approval of the Board of Trustees is required for all budget amendments between fund and any increases to fund expenditures. The cumulative transfer of funds between functions District-wide will be included in the next amendment for board approval.

Staffing – The staffing guidelines of the District shall be administered jointly by Human Resources, Department of School Leadership (DOSL), Curriculum and Instruction, and Business and Finance using established staffing guidelines and a system of position control.

In addition to teaching units, staffing guidelines shall also provide guidance for appropriate levels of staffing in the administrative, counseling, nursing, art, music, physical education, and educational and clerical support at each campus. Staffing allocations shall be distributed based upon the total student population and with additional consideration for special education, bilingual and at-risk student programming.

Course schedules shall be carefully reviewed to ensure that instructional units are used to best meet the instructional needs of the District within the available resources. Based upon sufficient revenues, additional staff members may be allocated to campuses based upon input from the Superintendent, Chief Human Resources Officer, DOSL, Curriculum and Instruction, and Business and Finance to balance class loads or to address the unique needs of a particular campus. Adjustments for student enrollment in grades K-4 shall be done only after a careful analysis of historical attendance patterns and available classroom capacity.

To the extent possible, the payroll for all employees, substitutes and temporaries will be done via direct deposit.

Benefits – To ensure the long-term health of the District's self-funded benefit programs, the budget shall be sufficient to provide for a fiscally sound health and worker's compensation program along with other state and federally mandated benefits including Medicare and Teacher Retirement System above state minimum.

The District's self-insured employee insurance program shall be funded by both District and employee contributions for employees and their supplemental dependents. The fund shall be evaluated annually by a third-party actuary to ensure that the premium structure is sufficient to meet the long-term needs of the District's employees.

The plans shall be administered by a third-party plan administrator and shall be bid periodically to ensure that the network reimbursement rates and employee co-pays are comparable to those provided within the marketplace. The District shall seek to ensure that insurance services are provided in both a cost efficient and compassionate manner to ensure the success of the program.

The District's self-insured worker's compensation program shall be funded through the budget process to ensure that the program has sufficient assets to meet both short and long-term worker's compensation claims. The district has established a comprehensive safety program to minimize the District's claims exposure and shall ensure that the plan is evaluated annually by a third-party actuary to ensure that the funding for the plan is sufficient.

Ongoing Maintenance Repair and Replacement – Ongoing maintenance and repair costs are included within the departmental operating budgets. These costs are generally considered systematic repairs and are not capitalized for accounting purposes. They include such items such as athletic equipment, routine musical instrument repair, HVAC maintenance and repair, and other general routine maintenance.

Major Maintenance Repair and Replacement – Repair costs that exceed departmental operating budgets, are considered non-routine, and are due to a major breakdown or extensive damage.
Each year, funds are included in designated fund balance in the General Fund to address unexpected maintenance costs caused by weather incidents or catastrophic failure. Additionally, the District typically has contingency within Capital Projects Funds that is available due to project cost savings and interest earnings. On a quarterly basis, the Business & Finance and Facilities Maintenance departments will evaluate expenditures made to date within the Facilities Maintenance department and determine if any are eligible for use of major maintenance or bond contingency funds. The final list of items identified will be included in the year-end budget amendment recommended to the Board of Trustees to reallocate the expenditures to the source of funding that is most appropriate for use.

Capital Projects – The District's goal is to maintain its facilities and infrastructure in order to provide exemplary educational services for its students, meet the needs of a growing community, and to comply with all local, state, and federal regulations. The District shall regularly review building capacity, enrollment projections, and planned subdivision and other housing information for the purpose of determining the number and timing of future facilities. Capital project budgets shall be developed according to the projects approved by the voters. Excess capital project funds generated as a result of investment income and project savings may not be directed to other needs of the District without the specific approval of the Board of Trustees.

Technology – It is the policy of the District to plan and fund the maintenance and replacement of its computer network and other technology systems (infrastructure) through capital funding. These funds will be transferred to the technology internal service fund or maintained in a capital fund.

Ongoing replacement of computer devices (PCs, laptops, printers, etc.) will be funded through ongoing contributions from the general fund into the technology internal service fund. These ongoing contributions may include one-time transfers from the general fund. In some cases, administration may recommend replacement using bond funds. When using bond funds, the weighted average maturity of the bonds issued for technology will not exceed the weighted average economic life of the bond financed assets by more than 120%.

Accounts Payable – To the extent practical, all vendors doing business with the District must be able to accept payments electronically via ACH (automated clearing house).

V. BUDGET CONTINGENCY PLAN

This strategy is designed to establish general guidelines for managing revenue shortfalls resulting from local and state economic downturns that may adversely affect the District's revenue stream.

Once a budgetary shortfall is projected, the Superintendent may take the necessary actions to offset any revenue shortfalls with a reduction in current expenses to include but not be limited to the following:

- Review all staffing levels;
- Freeze all new hire and vacant positions except those deemed to be a necessity to the instructional process or the safety of students;
- Review all planned capital expenditures;
- Forego out-of-state staff development;
- Review of all planned staff development activities;
- Curtail after-hours facility usage;
- Forego extracurricular field trips; and,
- Delay all non-essential spending or equipment replacement purchases.

If the above actions are insufficient to offset the revenue deficit and the shortfall continues to increase, the Superintendent shall develop an expenditure reduction plan for approval by the Board of Trustees that will further reduce operating expenses to balance the variance.

VI. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

Accounting – The District is solely responsible for the recording and reporting of its financial affairs, both internally and externally. The Chief Financial Officer is responsible for establishing the structure for the District's Chart of Accounts and for ensuring that procedures are in place to properly record financial transactions and report the District's financial position. All financial reports shall be published on the District's website.

Audit of Accounts – In accordance with Texas Education Code 44.008, the Board of Trustees shall cause the District's accounts to be audited at the close of each fiscal year, currently June 30th, by an auditor holding a valid permit from the Texas State Board of Public Accountancy.

The auditor shall perform the audit in accordance with generally accepted governmental auditing standards published by the United States General Accounting Office, commonly referred to as the Yellow Book. The financial statements shall be prepared on a government-wide basis and shall be in conformity with all pronouncements of the Governmental Accounting Standards Board (GASB).

External Reporting - The audit shall be accepted and completed within 150 days of year end and filed with the Texas Education Agency (TEA), Municipal Securities Rulemaking Board (MSRB), and Federal Audit Clearinghouse. In addition, certain schedules required by the TEA to be completed electronically shall be submitted no later than this date along with the publication of schedules required by law in a locally published newspaper.

No later than February 28th of each year, and in accordance with TEA published guidelines, the audit shall be transmitted electronically into the Public Education Information Management System (PEIMS).

Internal Auditing and Reporting – In accordance with Texas Education Code Section 11.170, consultants serving as the internal auditor shall report directly to the Board of Trustees. The internal auditor shall conduct internal audits on a rotational basis in accordance with the audit plan adopted annually by the Board of Trustees. The reports shall be of sufficient detail to identify areas of needed improvement and potential lapses of internal control. The internal audit staff, in conjunction with the finance staff and any other appropriate department of the District, shall make recommendations for improvement and develop improved financial processes based upon the prepared reports.

Each departmental director or campus principal is responsible for ensuring that good internal controls are adhered to throughout their organization and that all Financial Services procedures and policies are implemented. The Financial Services Department will periodically review and update written internal control processes and procedures.

Internal Risk Assessment – Departmental managers in the business area shall perform on-going risk assessments of their area of supervision to ensure that internal controls and business practices are sufficient to protect the assets of the District and prevent fraudulent activity.

VII. ASSET MANAGEMENT

Cash Management and Investments - The Board of Trustees has formally approved a separate Investment Strategy for Fort Bend ISD that meets the requirements of the Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Local Government Code. This strategy is reviewed annually by the Board of Trustees and applies to all financial assets held by the District.

The District shall maintain a comprehensive cash management program to include the effective collection of all accounts receivable, prompt deposit of receipts to the District's depository and payment of obligations, and the prudent investment of idle funds in accordance with the approved investment strategy.

The District's investment program will be conducted in such a manner to accomplish the following listed in the order of priority:

1. Safety of principal
2. Liquidity and availability of cash to pay obligations when due
3. Receive the highest possible rate of return (yield) consistent with the District's investment strategy

Fixed Assets – These assets will be reasonably safeguarded, properly accounted for, and prudently insured. For purposes of budgeting and accounting classification, the following criteria must be met in order for an item to be capitalized:

1. The expected useful life of the asset must be longer than one year, or extend the life of an identified existing asset by more than one year
2. The original cost of the asset must be at least $5,000
3. The asset must be tangible

On-going repairs and general maintenance are not capitalized. In the event that improvements are made to an asset that extends its original life or makes the asset more valuable, the cost will be capitalized. The replacement of asset components will normally be expensed unless it is of a significant nature and meets all capitalization criteria.

Business and Finance will maintain the permanent records of the District's fixed asset inventory including description, cost, department of responsibility, date of acquisition, depreciation, and expected useful life. Periodically random sampling at the department or campus level will be performed to inventory fixed assets assigned to that department or campus. Responsibility for safeguarding the District's fixed assets lies with the department or campus supervisor whose department has been assigned the asset.

VIII. DEBT MANAGEMENT

Fort Bend ISD faces continuing capital infrastructure requirements and recognizes that the primary purpose of capital debt is to provide educational services designed to meet the demands of the twenty first century. Debt financing is a tool that shall be judiciously used within the District's legal, financial, and debt market capacities.

The use of debt financing to meet the continued student population growth must be evaluated according to projected student growth by area, long-term facility efficiency, facility equity across the District, and limitations on total debt imposed by Texas Education Code Section 45.0031. The District realizes that failure to meet the demands of student growth may inhibit its continued educational success, but also realizes that failure to manage outstanding debt and repayment schedules may have long-term detrimental effects on the District's financial condition.

The District may issue long-term debt in accordance with Texas Education Code Section 45.001 for the following:

1. The construction, acquisition, and equipment of school buildings in the District.
2. The acquisition of property or refinancing of property financed under a contract entered under Subchapter A, Chapter 271, Local Government Code.
3. The purchase of the necessary sites for school buildings.
4. The purchase of new school buses.

The District will ensure that its long-term debt is soundly financed by conservatively projecting growth in taxable valuations and anticipated interest rates. The District will not finance improvements or purchases over a period greater than its estimated useful life and will determine that the cost benefit of the facilities, renovations, and equipment supported by the debt will have a positive impact on the District's student population and community.

The District shall, when planning for the issuance of new debt, consider the impact of such new debt on overlapping debt and the financing plans of local, state, and other governments that overlap the District. The District shall assess financial alternatives to include new and innovative financing approaches, including whenever feasible categorical grants, or other types of aid to minimize voter approved debt.

General Obligation Bonds (GO) – General obligation bonds must be authorized by a majority of the voters in a District election for the issuance of debt. General obligation bonds may be used only to fund capital assets of the District and are not to be used to fund on-going operational needs. The District shall determine the amortization schedule that will best fit with the overall debt structure of the District at the time the new debt is issued.

The District's unlimited debt service ad valorem taxing authority shall back general obligation bonds and the District shall endeavor to maintain the best possible credit rating for each debt issue. Where possible, the District shall also seek the guarantee of the Permanent School Fund for all debt issued.

Revenue Anticipation Notes – The District may issue fixed or variable rate tax and revenue anticipation notes that allow the District to meet its cash flow requirements. However, the District shall generally manage its cash position in a manner so that internally generated cash flow is sufficient to meet expenditures.

Lease-Purchase Agreements – Lease-purchase obligations are a routine and appropriate means of financing capital equipment. However, lease obligations are repaid from the District's maintenance and operations ad valorem tax and, therefore, have the greatest impact on budget flexibility. Therefore, efforts will be made to fund capital equipment directly through the budget process or with voter approved debt. Only the highest priority equipment purchases will be funded with lease obligations when it is determined that the cost benefit of such an arrangement is advantageous to the District.

Maintenance Tax Notes – The District may authorize the issuance of maintenance tax notes for the acquisition of personal public property, such as equipment. Maintenance tax notes are repaid from the District's maintenance and operations ad valorem tax. Each issuance will be assessed to ensure the cost effectiveness and the repayment schedule will not exceed the useful life of the asset and that the District has sufficient capacity in future budgets to ensure that the issuance does not place undue burden on the operating budget.

Use of Reserve Funds – The District may authorize the use of reserve funds to potentially delay or eliminate a proposed project from a future bond issue. This may occur due to higher than anticipated fund balances in prior years, thus eliminating or reducing the need for debt proceeds or when the timing of the related capital improvement does not correspond with a planned bond issue. Funds used in such manner should be used judiciously and with extreme care after careful analysis of the effect on the future funding needs of the District.

Method of Sale – The District will thoroughly analyze the conditions in the bond market prior to determining the method of sale that will be used to market bonds. The District may utilize a competitive bidding process, negotiated bid or private placement. The District will publicly present the reasons for the selected method of sale prior to the sale date.

Competitive sales shall be awarded based upon the lowest offered True Interest Cost (TIC). The District's Financial Advisor shall ensure that interest costs offered in a negotiated sale are in accordance with comparable market interest rates. In a negotiated sale, the District will rely on the recommendation of the Superintendent, Chief Financial Officer, and the contracted Financial Advisor in the selection of the underwriter(s). The contracted financial advisory firm may not serve in an underwriting capacity.

Following the bid award, the financial advisor shall prepare a post-sale summary and analysis that documents the pricing of the bonds relative to other similar transactions priced at or near the time of the District's bond sale.

Private placement sales shall only be utilized when the sale must be structured for a single or limited number of purchasers, such as would be present in a Qualified Zone Academy Bond (QZAB) or Qualified School Construction Bond (QSCB) offering.

Debt Structuring – The District shall seek to repay its debt in an expeditious manner within the District's overall financial objectives and will issue bonds with an average life of no more than thirty (30) years, not to exceed the useful life of the asset acquired. Pursuant to State law, the District can issue fixed rate, variable rate, or capital appreciation bonds. Market factors, such as the effects of legislative statutes, level of debt service fund balance, and the cost of early debt redemption will be given consideration during the structuring of long term debt instruments.

The District shall keep its variable rate exposure, to the extent not hedged or swapped to a fixed rate, at or below twenty-five percent (25%) of the total principal outstanding. If variable rate debt is used, the Chief Financial Officer will periodically, and no later than annually, determine whether it is appropriate to convert the debt to fixed interest rates.

The District issues commercial paper (which is variable rate debt by its nature) in blocks totaling up to $150 million at a time. The District may exceed the 25% threshold, but only until that $150 million of commercial paper is refunded by issuing fixed rate debt that would be expected to complete within a maximum time of six months.

Refunding and Restructuring Strategy – The District shall consider accelerated retirement and restructuring of its outstanding debt when financially advantageous or beneficial.

The Superintendent and Chief Financial Officer shall review a net present value analysis of any proposed refunding in order to make a determination regarding the cost-effectiveness of the proposal. The target net present value savings as a percentage of the refunded aggregate principal amount shall be no less than three percent (3%) when a refunding is offered in conjunction with new debt. In the case of a standalone refunding, savings should be evaluated in conjunction with the call dates of the outstanding bonds and a higher net present value savings should generally be achieved.

Financing Team Members – The District shall conduct a Request for Proposal (RFP) to determine the District's financial advisor and bond counsel when warranted. Generally, the District's contracts with financial advisors and bond counsel shall be for a term of three years with the option to renew for two additional one year periods. In all cases, the District will attempt to ensure that the contractual terms align with voter approved debt.

All financing team members will be required to provide full and complete disclosure relative to any and all agreements with other financing team members and outside parties. No agreements will be permitted that will compromise a firm's ability to provide independent advice that is solely in the best interest of the District or which could reasonably be perceived as a conflict of interest.

Markets – The District shall consider products and conditions in the bond market when meeting the District's financing needs. When practical in its financing program, the District shall consider local and regional markets as well as retail and institutional investors.

Disclosure – Full disclosure of operating costs along with capital costs will be made to the bond rating agencies and other users of financial information. The District shall follow the Disclosure Strategy as outlined in Exhibit A of the Fiscal and Budgetary Strategy.

The District shall maintain information on its website so that interested persons have a convenient way to locate major financial reports and documents pertaining to the District's finances and debt. The District will take responsibility for the accuracy of all financial information released.

The District shall prepare or cause to be prepared appropriate disclosures as required by the Securities and Exchange Commission Rule 15c2-12. District staff, with assistance of the financial advisor and bond counsel, will prepare the necessary materials for presentation to rating agencies and will aid in the production of the Preliminary Official Statements as required.

Federal Requirements – The District will maintain procedures to comply with arbitrage rebate and other Federal requirements in accordance with the Internal Revenue Code and applicable United States Treasury regulations.

Bond Reimbursement Resolution – The District may utilize reimbursements from bond proceeds as a tool to manage debt issues consistent with arbitrage requirements and project timing. In so doing, the District will utilize its general fund reserve cash balances to delay the bond issue until such time when the issuance and timing are favorable and beneficial to the District.

The District shall comply with Internal Revenue Service requirements that stipulate that the reimbursement occur the earlier of (i) eighteen (18) months after the capital item is placed in service or (ii) thirty-six (36) months from the date of the expenditure. The total outstanding bond reimbursements may not exceed the total amount of the District's operational reserve fund.

Commercial Paper – In order to minimize the overall costs of borrowing, the District may issue short-term commercial paper as market conditions and cash flow needs for construction projects dictate. The maturity of the commercial paper should never exceed 270 days. The issuance of commercial paper can only be done for un-issued authorized voter approved debt. Any other issuance of commercial paper must have the approval of the Board of Trustees. The Board must be informed of any issuance of commercial paper.

Impact on Operating Budget – When considering any debt issuance, the potential impact of debt service and additional operating costs induced by new projects on the operating budget of the District, both short and long-term will be evaluated.

IX. Financial Conditions, Fund Balance Reserves, and Stability Ratios

Fort Bend ISD will maintain sufficient reserves in the ending fund balances to provide for a secure, healthy financial base for the District in the event of a natural disaster or other emergency, to allow for stability of District operations should revenues fall short of budgeted projections, and to provide available resources to implement budgeted expenditures without regard to actual timing of cash flows into the District.

Operational Coverage – The District's goal is to maintain operating revenues that at least equal or exceed current operating expenditures. Unless advantageous to the District, deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques.

Operating Reserves – Due to the timing of the District's fiscal year (July 1) and the receipt of maintenance and tax revenues (typically, December 31st), the District will strive to maintain an unassigned general fund balance equal to the greater of sixty (60) days or seventeen percent (17%) of net budgeted operating expenditures. Unassigned fund balance requirements will be calculated as part of the annual budget process.

In order to protect the district from a potential loss in state revenue, the district will commit at least thirty (30) days or eight and a third (8.33%) of net budgeted operating expenditures to a Reserve for Potential Loss of State Revenue.

In the event staff forecasts that operating reserves will fall below ninety (90) days due to unexpected revenue loss or any unforeseen large expenditures, staff shall prepare a budget amendment for Board consideration to utilize fund balance to cover the unexpected loss or expenditure. Board consideration of the budget amendment shall also include a plan for replenishing the operating reserves within a one to three-year period.

The Board of Trustees will report the government fund balances per Governmental Accounting Standards Board (GASB) Statement 54 definitions in the balance sheet as follows: non-spendable, restricted, committed, assigned, and unassigned. The Board will utilize funds in the following spending order: restricted, committed, assigned, and then unassigned.

Unassigned fund balance is the balance in excess of the optimum fund balance as defined by the Texas Education Agency and calculated annually in conjunction with the District's annual audit or the cash requirements for two months operating expenditures. Usage of unassigned fund balance shall be approached with caution after careful review of both the optimum fund balance and the cash flow needs of the District for the upcoming three-year period.

The Board of Trustees may establish commitments of fund balance from time to time in order to meet specific District needs. The purpose of commitments must be approved by the Board resolution prior to the fiscal year end but the amount of the commitment may be determined subsequent to June 30th. Amendments or modifications of the committed fund balance must also be approved by formal action of the Board.

Liabilities and Receivables – Procedures will be followed to maximize discounts and reduce penalties offered by creditors. Current liabilities will be paid within thirty (30) days of receiving the invoice. Accounts Receivable procedures will target collection for a maximum of thirty (30) days of service. To the extent allowable by law, non-collectible accounts that are delinquent for more than one year are considered uncollectible and shall be written off. To the extent allowable by law, patrons that owe the district money will be precluded from receiving district services. This includes patrons with open balances from Facility Rentals. Balances owed to the District can be submitted to a collection agency at the discretion of administration. A collection agency could be used for the all outstanding balance collections including, but not limited to the following:

a. Unpaid facility rental fees
b. Overpayments to former employees
c. Unpaid Child Nutrition balances

d. Unpaid advertising fees
e. Unpaid tuition for Extended Learning programs

Capital Projects Funds – All reasonable efforts will be made to expend all monies within the Capital Project Funds within thirty-six (36) months of receipt. The restricted, committed, and assigned fund balance will be invested and the income generated will offset increases in construction costs or other costs associated with the project. Any excess funds remaining after the completion of the approved projects may be reallocated by the Board of Trustees to other capital projects to offset the cost of future bond issues or when the timing of a capital improvement does not correspond with a planned bond issue. Restricted, committed, or assigned funds shall be used judiciously and with extreme care after careful analysis of the effect on the future funding needs of the District.

Debt Service Funds – Revenues within this fund are stable, based on property tax revenues. Balances are maintained to meet contingencies and to make certain that the next year's debt service payments may be met in a timely manner. The fund balance should not fall below one month or 1/12th the annual debt service requirements in accordance with Internal Revenue Service guidelines. Fort Bend ISD has established an additional requirement that the current debt service requirement that would be covered by the restricted debt service fund balance, less the August debt payments and should be no less than twenty percent (20%) of the subsequent year's debt service requirements.

Investment of Funds – The non-spendable, restricted, committed, assigned, and unassigned funds will be invested in accordance with the District's approved investment strategy.

Ratio/Trend Analysis – Ratios and significant balances will be incorporated into the annual financial report. This information will provide users with meaningful data to identify major trends of the District's financial condition through analytical procedures. The following ratios/balances will be used as key financial indicators:

1.	Fund Balance / Equity:	Assets less liabilities
2.	Working Capital	Current assets less current liabilities
3.	Current Ratio	Current assets divided by current liabilities
4.	Debt / Assessed Value	Debt divided by assessed value
5.	Debt Ratio	Current liabilities plus long-term liabilities / Total assets

The District will develop minimum and maximum levels for the above ratios/balances by thoroughly analyzing District historical trends, projected growth and peer districts.

Special Situations - Changes in the state funding allocations, economic downturn, District programs or other unforeseen circumstances may from time to time produce situations that are not covered by this strategy. These situations may require modifications or exceptions to achieve strategy goals. Management flexibility is appropriate and necessary in such situations, provided specific authorization is received from the Board of Trustees.

X. OTHER FINANCIAL CONSIDERATIONS

Use of Unclaimed Lunch Credits - At the close of each fiscal year there are unpaid lunch balances as well as unclaimed lunch credits. The balances and credits are typically left by students who have left the district or graduated. Unpaid balances are charged to the General Fund as Federal statutes prevent the Child Nutrition Fund from absorbing these balances. At the close of each fiscal year, the unclaimed credits will be used to offset the unpaid balance amounts to avoid a negative financial impact to the General Fund. If a student or parent requests a refund of the credit after the amount has been used to offset the unpaid balances in the General Fund, a refund will be paid from the General Fund where the credits were used.

Designation of New Title I Campuses - The District is charged by the U.S. Department of Education and Texas Education Agency with deciding where to best utilize federal funding to have the greatest impact on student academic performance. Texas Education Agency allocates funding to the District based on a formula that includes district-wide poverty; therefore, designating additional campuses does not increase the federal funding received. The District follows all statutes and timelines when choosing to designate a campus as Title I. Aligned with current research and best practices, the District channels the majority of federal funds into the elementary level where it is most impactful.

The District planning process for reviewing campuses for Title I eligibility begins in March of each year. The District utilizes the February monthly report compiled by the Child Nutrition Department containing enrollment and free and reduced meal participation numbers to determine campuses that meet eligibility requirements. February data is used because it is the most recent period for which a full month of enrollment and free and reduced meal participation information is available.

A campus must be in an eligible attendance area, where the percentage of children from low income families is at least as high as the district-wide percentage of children from low income families, as referenced in 20 U.S.C. 6313(a)(2)(B). The district-wide percentage of low-income students from the Texas Academic Performance Report for the prior year is used to establish eligible attendance areas. Attendance areas that meet or exceed the district-wide percentage are considered for Title I designation.

The District chooses which campuses to serve, or allocate funding, within the structure of Federal statutes. If the funding is insufficient to serve all eligible school attendance areas, the District must:

a. Rank the eligible attendance areas that exceed a 75% low income population based on February information compiled by the Child Nutrition Department, Section 1113 of Title I, Part A. Serve campuses that exceed 75% low income population first, in rank order, and without regard to grade spans (i.e. elementary or secondary schools) 20 U.S.C. 6313(a)(3).

    i. If a campus exceeds a 75% low income population, the District can choose to not designate the campus as Title I and elect to provide supplemental funds from other state or local sources that equal or exceed the amount that would be provided to the campus under Title I.

    ii. Allocate Title I funds based on the free and reduced numbers for each campus.

b. Funds remaining after the allocation to campuses that exceed 75% low income population are allocated to existing Title I campuses that do not exceed the 75% low income population and meet the district threshold for being an eligible attendance area 20 U.S.C. 6313(a)(4). Allocation of remaining funds is done as follows:

    i. Remaining eligible Elementary campuses are ranked using the February Free and Reduced Report information compiled by the Child Nutrition Department; campuses with a Free and Reduced percentage based on February data with a rate of 70% or greater receive Title I.

    ii. Secondary campuses are not served until they have a low-income population greater than 75%, based on the District's decision to provide funding at the elementary level where it is most impactful.

EXHIBIT A

DISCLOSURE STRATEGY
PURPOSE AND INTENT

It is the stated policy and objective of Fort Bend Independent School District (the "District") to (i) ensure that the District's financial disclosures are fair and accurate, and comply with all applicable securities laws, (ii) satisfy in a timely manner all contractual obligations undertaken pursuant to the District's Continuing Disclosure Undertakings (as defined herein), and (iii) promote best practices relating to financial disclosures by the District.

The Board of Trustees has approved this Disclosure Strategy (referred to herein as the "Procedures") as of the date set forth above for the purpose of establishing, maintaining, and evidencing compliance with internal procedures, promoting compliance with securities laws, documenting the process for preparing and reviewing Disclosure Documents, and assisting the District in complying with its Continuing Disclosure Undertakings.

It is the intention of the District to modify or amend these Procedures in the future in order to comply with any changes in legal or regulatory requirements to the extent such changes may apply to the District and its obligations, or improve the realization of the purpose and intent of these Procedures.

I. DEFINITIONS

Capitalized terms used in these Procedures shall have the meanings set forth below:

"Auditor" means the independent outside auditor retained by the District to conduct an annual audit of the District and prepare a report thereon.

"Annual Report" means the annual financial information and operating data required to be filed pursuant to the Continuing Disclosure Undertakings.

"Annual Review" means the annual evaluation of the Procedures that is performed by the DWG.

"Periodic Training" means periodic disclosure training for staff and officials of the District involved in preparing or approving the Disclosure Documents.

"Audit Committee" means the Audit Committee of the Board of Trustees.

"Audited Financial Statements" means the audited financial statements or comprehensive annual financial reports of the District.

"Board of Trustees" means the Board of Trustees of the District.

"Bond Counsel" means the attorney or law firm retained to provide an opinion regarding the validity of the bonds or other municipal securities described in the Offering Documents.

"Continuing Disclosure Undertakings" means the District's contractual obligations relating to its outstanding securities entered into to permit the underwriters of such securities to comply with the Rule.

"Continuing Disclosure Undertakings Master List" means a current list of each Continuing Disclosure Undertaking of the District, identified by name of the issue covered and the CUSIP numbers associated therewith, for which the District remains obligated to advance funds to pay or support the municipal securities covered, together with a description of the tables and other matters required in the Annual Report for such Continuing Disclosure Undertaking, the date on or

before which the Annual Report and Audited Financial Statements must be filed, a description of information required in any notice of a failure to file the Annual Report and Audited Financial Statements, and a description of each event for which notice must be filed and whether the event must be filed in a timely manner or within ten business days of the occurrence of the event.

"Contributors" means those District staff members and officials involved in preparing or approving the Disclosure Documents or additional staff members assigned by the DWG Chair or identified to the DWG Chair by a director or manager of a department, or other unit of the District, to assist with the review or preparation of one or more sections of a Disclosure Document.

"Disclosure Document" means any of the District's documents and materials prepared, issued, or distributed in connection with the District's disclosure obligations under applicable federal securities laws or that could potentially subject the District to liability under applicable federal securities laws, and shall include, but not be limited to, the following: the Offering Documents; the Annual Report; any filing made by the District with EMMA pursuant to Continuing Disclosure Undertakings, including an Event Notice; any voluntary filing made by the District that is filed on EMMA; rating agency presentations; and any other document that is reviewed and approved in accordance with these Procedures.

"Disclosure Working Group" or "DWG" means the District's Chief Financial Officer, Executive Director of Finance, Director of Finance, District Treasurer, and in-house General Counsel, or the designee of any of the foregoing.

"Disclosure Working Group Chair" or "DWG Chair" means the Chief Financial Officer (or the person acting in the capacity of the Chief Financial Officer), or a designee authorized by the Chief Financial Officer to act on his or her behalf.

"EMMA" means the Electronic Municipal Market Access system maintained by the MSRB.

"Event Notice" means a notice for any of the events listed in the Rule.

"Financial Advisor" means an individual or firm providing financial advice to the District, including a municipal advisor.

"Financial Obligation" means a: (A) debt obligation; (B) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (C) guarantee of (A) or (B). The term Financial Obligation does not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule. The terms used in the definition of Financial Obligation have the meanings ascribed to them in 83 F.R. 44700 (Aug. 31, 2018).

"Financial Obligations Master List" means a list of the District's existing Financial Obligations. The Financial Obligations Master List should include for each Financial Obligation listed such terms of the Financial Obligation as may be necessary to comply with the information reporting requirements of event (15) under the Rule and monitoring requirements of event (16) under the Rule. The Financial Obligations Master List should be updated on a continuing basis upon incurrence of each new Financial Obligation or modification of an existing Financial Obligation.

"Financing Group" means the members of the DWG, Bond Counsel, the Financial Advisor, the Underwriter, counsel to the Underwriter, and any other party engaged by the District to assist in the offer, placement, and sale of the bonds or municipal securities described in an Offering Document.

"MSRB" means the Municipal Securities Rulemaking Board.

"Offering Documents" means all preliminary and final official statements, offering memoranda and other materials prepared by or for the District, together with any amendments or supplements

thereto, for use in connection with the offering of notes, bonds, other municipal securities, or other obligations of the District subject to the antifraud provisions of federal securities law.

"Required Date" means the latest date or dates after the end of the District's fiscal year when the Audited Financial Statements and Annual Report are required to be filed with the MSRB under the District's Continuing Disclosure Undertakings, as identified by the Continuing Disclosure Undertakings Master List.

"Rule" means Securities and Exchange Commission Rule 15c2-12, adopted pursuant to the Securities Exchange Act of 1934, 17 CFR § 240.15c2-12, as amended from time to time.

"Underwriter" means the broker, dealer, or municipal securities dealer offering or placing the bonds or other municipal securities described in the Offering Documents to or with investors.

II. DISCLOSURE WORKING GROUP

A. DWG CHAIR RESPONSIBILITIES

The DWG Chair is responsible for oversight of compliance with these Procedures. The DWG Chair is the leader of the DWG.

The DWG Chair may designate staff or engage the Financial Advisor, Bond Counsel or other professional to assist in the execution of his or her responsibilities under these Procedures.

B. DWG RESPONSIBILITIES

The DWG is responsible for compliance with these Procedures and promoting compliance with federal securities laws.

The DWG shall meet (which meeting may be by phone or electronic means) not less than annually to fulfill its obligations under these Procedures. The DWG shall also meet (which meeting may be by phone or electronic means) prior to the posting of any Disclosure Document relating to the issuance of bonds. The DWG is encouraged to provide suggestions to improve these Procedures and the Disclosure Documents. The DWG may consult with Bond Counsel, the Financial Advisor, and the Auditor as necessary in connection with carrying out their obligations under these procedures.

Contributors, staff, and officials must cooperate with the DWG and provide the DWG with any information, assurances or certifications that it deems necessary to ensure that the Disclosure Documents are accurate and complete in all material respects.

III. DISCLOSURE PROCEDURES

A. PRIMARY DISCLOSURE

The following process will be used in connection with reviewing the form and content of Offering Documents and any supplements thereto.

1. DWG CHAIR

- The DWG Chair will coordinate with the members of the DWG to: (i) ensure that all appropriate members of the DWG are included on the distribution lists of the Financing Group, (ii) assign portions of the Offering Documents, including appendices, to members of the DWG or Contributors with responsibility for the financial information or operating data described therein, and (iii) assign relevant portions of the Offering Document to Bond Counsel for review.

2. OFFERING DOCUMENT REVIEW PROCESS

- Unless the District has contracted with another party to provide such services, the Financial Advisor will prepare the initial draft of the Offering Document and appendices thereto for review by the DWG and Financing Group and manage the incorporation of comments to the Offering Document received from the DWG, Contributors and the Financing Group.

- The District Treasurer, with the assistance of the Financial Advisor, will be responsible for compiling the financial information and operating data contained in the tables in the Offering Document and assigning such information and operating data to the members of District's staff with responsibility for such financial information or operating data for review and comment.

- If the Offering Document will be a "final official statement" as defined in the Rule, the District Treasurer will be responsible for coordinating, with the assistance of the Financial Advisor, a review of the District's compliance with its Continuing Disclosure Undertakings for the past five years and reviewing the information regarding the same in the Offering Document. Such review shall include a review of the Continuing Disclosure Master List, the Financial Obligation Master List, and the District's filings with EMMA for the preceding five years to determine whether any failures to comply have occurred. The DWG will consider any identified failures to comply and may consult with Bond Counsel regarding whether the disclosure of any such failures is required in the Offering Document and the contents of any such disclosure. To the extent practicable, remedial filings with respect to any such failures to file shall be prepared and filed in accordance with these Procedures.

- The District's in-house General Counsel will review and, if necessary, consult with District staff and other consultants or attorneys regarding disclosures contained in the Offering Document related to litigation, ongoing investigations and other general legal matters.

- The Chief Financial Officer or his or her designee, with the assistance of the DWG, will be available to respond to diligence questions during the preparation of the Offering Documents.

- Bond Counsel will review and comment on disclosures related to the order or resolution authorizing the debt obligations, the description of the continuing disclosure undertaking, and federal income tax considerations contained in the Offering Document.

- The DWG will consult with Contributors and other appropriate District officials, the Auditor, the Financial Advisor, Bond Counsel, and other outside consultants, if necessary, regarding the disclosure in the Offering Documents.

- The DWG must approve the final version of an Offering Document prior to the approval or execution of the Offering Document by the DWG Chair or other District Official or the posting or distribution of the Offering Document when such approval or execution is not required. Before final approval, the DWG must determine that the material facts described therein are consistent with those known to the DWG, and that the final version of the Offering Document (1) does not make any untrue statement of a material fact or omit any material fact necessary to make the statements

made therein, in light of the circumstances in which they are made, not misleading, and (2) is accurate and complete in all material respects.

- Approval of an Offering Document shall be evidenced by written sign-off (which may be delivered by e-mail) from each member of the DWG with responsibility for the disclosure provided in the Offering Document. The DWG Chair should retain the written sign-offs received from such members of the DWG in accordance with the District's records retention policy. In circumstances in which approval or execution by the District or a District official other than the DWG Chair is not required, the DWG Chair will authorize the distribution of the Offering Document.

- If requested by the Board of Trustees or any District official signing the Offering Document or approving its use, the DWG Chair will certify that (i) the Offering Document has been prepared in accordance with these Procedures and (ii) to the knowledge of the DWG and the DWG Chair, the Offering Document is accurate and complete in all material respects and does not make any untrue statement of a material fact or omit any material fact necessary to make the statements made therein, in light of the circumstances in which they are made, not misleading. This process may occur with respect to: (1) posting or other distribution of (i) a preliminary Offering Document, and deeming final thereof, (ii) a final Offering Document, and (iii) any supplement or amendment to a preliminary or final Offering Document, and (2) execution of (i) any purchase agreement or (ii) closing document by an District official containing a representation, warranty, or certification that the Offering Document is accurate and complete in all material respects and does not make any untrue statement of a material fact or omit any material fact necessary to make the statements made therein, in light of the circumstances in which they are made, not misleading.

- The DWG Chair will keep a record of the members of the DWG, the Financing Group, Contributors or other outside consultants that reviewed, drafted, approved or certified the Offering Document.

3. REPORT TO THE BOARD OF TRUSTEES

- Following each transaction pricing and the posting of the final official statement, the DWG will provide the Board of Trustees with a summary of the pricing, a copy of the final official statement containing the Continuing Disclosure Undertaking entered into in connection with such transaction, and a statement that the Offering Documents for the transaction were prepared in accordance with these Procedures.

B. CONTINUING DISCLOSURE

In connection with the issuance of municipal securities, the District has entered into (and in the future may enter into) a Continuing Disclosure Undertaking for the benefit of the holders and beneficial owners of the municipal securities of each such issuance, as required by the Underwriters in accordance with the Rule. The District is required to comply with these Continuing Disclosure Undertakings for so long as it remains obligated to advance funds to pay or support the municipal securities covered by the respective Continuing Disclosure Undertaking.

Under the Continuing Disclosure Undertakings, the District is obligated to provide (1) annual financial information consisting of (i) Audited Financial Statements and (ii) the Annual Report on or before the date specified in the Continuing Disclosure Undertaking, and notice of any failure to

provide such annual financial information, and (2) in a timely manner, notice of any of the events specified in the Continuing Disclosure Undertaking to the MSRB by means of the EMMA system.

The District Treasurer will maintain the Continuing Disclosure Undertakings Master List of the District.

1. AUDITED FINANCIAL STATEMENTS

- The Director of Finance will work with relevant officials of the District to assure that the engagement letter with the Auditor requires completion and delivery by the Auditor of the District's annual Audited Financial Statements with sufficient time to permit the presentation to and acceptance by the District of the Audited Financial Statements and for the DWG to review and incorporate data and other information provided therein into the Annual Report prior to the respective Required Date.

- The Financial Advisor will file the Audited Financial Statements with EMMA upon availability or together with the Annual Report, provided such filing occurs on or before the respective Required Date. The Director of Finance or his or her designee shall be responsible for confirming that such filings have been made.

- If the Audited Financial Statements are not available by the Required Date, the Director of Finance will (i) if required under the District's Continuing Disclosure Undertakings, arrange for the review by the DWG and filing of unaudited financial statements with such cautionary statements and disclaimers as may be appropriate on or before the Required Date or as soon as practicable thereafter, and (ii) coordinate with Bond Counsel and the Financial Advisor for the drafting of and with the Financial Advisor for the filing of an Event Notice, in conformity with the failure to file notice provisions of the Continuing Disclosure Undertakings, stating that the Audited Financial Statements are not yet available and will not be filed by the Required Date. When the Audited Financial Statements become available, the Director of Finance shall make arrangements with the Financial Advisor for the filing of such Audited Financial Statements on EMMA and confirm that such filling was made.

2. ANNUAL REPORT

- The Director of Finance, with the assistance of the Financial Advisor, will schedule the preparation and drafting of the Annual Report with the DWG in time to file the Annual Report on or before the Required Date.

- The Director of Finance, with the assistance of the Financial Advisor, will assign drafting portions of the draft Annual Report, as appropriate, to DWG members and Contributors with responsibility for the financial information or operating data described therein.

- The DWG will review, comment on, and revise the initial and any subsequent drafts of the Annual Report; check, confirm and include or incorporate by reference, as appropriate, information contained in the Audited Financial Statements, and such other reports as required; and consult with appropriate staff and officials, the Auditor, Bond Counsel, the Financial Advisor and other outside consultants, if necessary, regarding the disclosure in the Annual Report.

- The DWG must approve of the final version of the Annual Report. Before final approval, the DWG must determine that the material facts described

therein are consistent with those known to the DWG, and that the final version of the Annual Report (1) does not make any untrue statement of a material fact or omit any material fact necessary to make the statements made therein, in light of the circumstances in which they are made, not misleading, and (2) is accurate and complete in all material respects.

- Prior to releasing the Annual Report, the DWG Chair must receive written sign-off (which may be delivered by email) from each member of the DWG with responsibility for the disclosure provided in the Annual Report. The DWG Chair should retain the written sign-offs received from such members of the DWG in in accordance with the District's records retention policy.

- If the Annual Report is not available by the Required Date, the Director of Finance shall coordinate with Bond Counsel and the Financial Advisor for the drafting of and with the Financial Advisor for the filing of an Event Notice, in conformity with the failure to file notice provisions of the Continuing Disclosure Undertakings, stating that the Annual Report is not yet available and will not be filed by the Required Date. When the Annual Report becomes available, the Director of Finance shall make arrangements with the Financial Advisor for the filing of such Audited Financial Statements on EMMA and confirm that such filling was made.

3. EVENT NOTICES

In its Continuing Disclosure Undertakings, the District is obligated to file notices of certain events on EMMA in a timely manner (in certain undertakings within ten business days) after the occurrence of the event, as set forth in the Continuing Disclosure Undertakings Master List. While the list of required event notices required under the District's Continuing Disclosure Undertakings has varied with changes in the Rule, a copy of the events for which event notices are required under the District's most recent Continuing Disclosure Undertakings and reflecting the amendments to the Rule that became effective in 2019 is attached hereto as **Attachment #1**.

A. EVENT NOTICES – GENERAL

- Each member of the DWG is expected to have an understanding of the events listed in the Continuing Disclosure Undertakings, as described in the Continuing Disclosure Undertakings Master List.

- At all times a DWG member is required to notify the DWG Chair if he or she becomes aware of any event or potential for the occurrence of an event described in the Continuing Disclosure Undertakings Master List that may require the filing of an Event Notice.

- The DWG shall identify District departments responsible for information relating to the District's Continuing Disclosure Undertakings and Event Notices. The DWG shall require all departments in the District to promptly notify the DWG regarding the occurrence of any event or the potential occurrence of an event triggering a requirement to file an Event of Default.

- Upon notification of the occurrence of an event or potential occurrence of an event that may require filing of an Event Notice, the DWG Chair will confer with members of the DWG, as well as District staff, Bond Counsel, the Financial Advisor and other outside consultants, if necessary, to determine whether an event

has occurred and, if necessary, draft or assign the drafting of the Event Notice in sufficient time to allow the District to meet its continuing disclosure obligations described in the Continuing Disclosure Undertakings Master List.

- The DWG Chair will provide the DWG with a draft of the Event Notice and the DWG will review, revise, and comment on initial and revised drafts of the Event Notice. The DWG will consult with Contributors and other appropriate District staff and officials, the Auditor, Bond Counsel, the Financial Advisor and/or other outside consultants they deem necessary regarding the Event Notice.

- Before final approval, the DWG must determine that the material facts described in the Event Notice are consistent with those known to the DWG, and that the final version of the Event Notice (1) does not make any untrue statement of a material fact or omit any material fact necessary to make the statements made therein, in light of the circumstances in which they are made, not misleading, and (2) is accurate and complete in all material respects.

- Prior to releasing the Event Notice, the DWG Chair must receive written sign-off (which may be delivered by email) from each member of the DWG with responsibility for the disclosure provided in the Event Notice. The DWG Chair should retain the written sign-offs received from such members of the DWG in accordance with the District's records retention policy.

- If the DWG becomes aware of an Event Notice that was not filed, the DWG Chair will follow the process described above to promptly file such Event Notice.

B. EVENT NOTICES – FINANCIAL OBLIGATIONS

Beginning February 27, 2019, in connection with any primary offering subject to the Rule, the District will be required to include in Continuing Disclosure Undertakings an agreement to file, not in excess of ten business days, an Event Notice for: (15) incurrence of a Financial Obligation of the District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the District, any of which affect security holders, if material; and (16) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the District, any of which reflect financial difficulties. The terms used in events (15) and (16) shall have the meanings ascribed to them in 83 F.R. 44700 (Aug. 31, 2018).

- Each member of the DWG is expected to have an understanding of new events (15) and (16) under the Rule.

- The DWG will, in consultation with Bond Counsel and the Financial Advisor, be responsible for: (i) identifying existing material Financial Obligations; (ii) tracking new material Financial Obligations, including amendments thereto; and (iii) monitoring Financial Obligations for events which may reflect financial difficulties.

- To assist in monitoring compliance with new events (15) and (16), the DWG Chair and the DWG will create the Financial Obligations Master List, with the assistance of the Financial Advisor, Bond Counsel, and other outside consultants, as the DWG Chair and DWG deem appropriate.

- The DWG Chair will maintain and update the Financial Obligations Master List, and upon approval of the DWG and the District, may retain a Financial Advisor or other outside consultants, as may be necessary, to effectively maintain and continuously update such Master List as well as to make all filings required to be made by the District under the Continuing Disclosure Undertakings.

- The DWG Chair shall review District agenda items in order to identify potential Financial Obligations (or a modification of an existing Financial Obligation) and shall follow-up with the individual responsible for the agenda item to determine if the item rises to the level of disclosure. For purposes of this section, at a minimum, items to be considered by the DWG as a potential "Financial Obligation" shall include, but are not limited to:

  1. A debt obligation;
  2. A derivative instrument entered into in connection with or pledged as security or a source of payment for, an existing or planned debt obligation;
  3. A guarantee of (1) or (2);
  4. A financing agreement, financing lease or energy savings performance contract where the District effectively borrows money at a rate of interest for the purchase of vehicles and equipment and pays back such borrowing over a number of years;
  5. A line of credit, credit agreement or commercial paper program; and
  6. Any other instrument that contains "debt-like" features or terms.

- The DWG shall review all potential Financial Obligations for materiality and recommend to the DWG chair whether filing is required. For purposes of this section, a determination as to the materiality of a potential Financial Obligation involves a determination as to whether a financial obligation or the terms of a financial obligation, if they affect security holders, would be important, to the total mix of information made available to a reasonable investor when making an investment decision.

- At all times the DWG members are required to notify the DWG Chair if they become aware of the occurrence or potential occurrence of events, amendments or new agreements, or other items that would constitute new events (15) and (16) under the Rule. If a DWG member provides such notice or the DWG Chair otherwise becomes aware of such actual or potential event, the DWG Chair will follow the steps under "Section IV(B)(3)(A) Event Notices – General" of these Procedures in determining whether an event has occurred and, if necessary, the drafting and filing of the Event Notice and related record-keeping.

C. VOLUNTARY FILINGS WITH EMMA

- If District staff or officials desire to file a voluntary disclosure filing on EMMA, the staff or officials must make a request to the DWG Chair describing the reason for providing a voluntary disclosure. The DWG Chair will coordinate with the DWG, Bond Counsel and the Financial Advisor to determine whether a voluntary filing is appropriate and, if so, draft or assign the drafting of the voluntary disclosure filing.

- The DWG Chair will provide the DWG with a draft of the voluntary filing and the DWG will review, revise, and comment on initial and revised drafts of the voluntary filing. The DWG will consult with Contributors and other appropriate District staff and officials, the Auditor, the Financial Advisor, Bond Counsel, and other outside consultants, if necessary, regarding the voluntary filing.

- The DWG must approve of the final version of the voluntary filing. Before final approval, the DWG must determine that the material facts described therein are consistent with those known to the DWG, and that the final version of the voluntary filing (1) does not make any untrue statement of a material fact or omit any material fact necessary to make the statements made therein, in light of the circumstances in which they are made, not misleading, and (2) is accurate and complete in all material respects.

- Approval of a voluntary filing shall be evidenced by written sign-off (which may be delivered by e-mail) from each member of the DWG with responsibility for the disclosure provided in the voluntary filing. Upon receipt of sign-off from such members of the DWG, the DWG Chair shall file the voluntary filing with EMMA. The DWG Chair should retain the written sign-offs received from members of the DWG in in accordance with the District's records retention policy.

D. RATING AGENCY PRESENTATIONS

- In the event officials of the District are to make a presentation to a rating agency relating to the rating of outstanding or proposed municipal securities, the DWG Chair will assign portions of the draft rating agency presentation to DWG members and Contributors with responsibility for the financial and other information to be provided therein and to Bond Counsel and the Financial Advisor, as appropriate.

- The DWG will consult with Contributors and other appropriate District staff and officials, the Auditor, the Financial Advisor, Bond Counsel, and other outside consultants, if necessary, regarding the disclosure in the rating agency presentation. The DWG will review, revise, and comment on initial and revised drafts of the rating agency presentation.

- The DWG must approve the final version of any rating agency presentation prior to delivery to a rating agency. Before final approval, the DWG must determine that the material facts described therein are consistent with those known to the DWG, and that the final version of the rating agency presentation (1) does not make any untrue statement of a material fact or omit any material fact necessary to make the statements made therein, in light of the circumstances in which they are made, not misleading, and (2) is accurate and complete in all material respects.

- Approval of a rating agency presentation shall be evidenced by written sign-off (which may be delivered by e-mail) from each member of the DWG with responsibility for the disclosure provided in the rating agency presentation. Upon receipt of sign-off from such members of the DWG, the DWG Chair shall provide the rating agency presentation to the rating agency. The DWG Chair should retain

the written sign-offs received from members of the DWG in the in accordance with the District's records retention policy.

IV. ANNUAL REVIEW OF PROCEDURES

- Each year the DWG will conduct the Annual Review. The purpose of the Annual Review is for the DWG to evaluate the design, operation and effectiveness of these Procedures.

- Following the Annual Review, the Procedures will be submitted to the Board of Trustees for review. If the DWG recommends any substantive amendment to these Procedures, the DWG Chair will prepare a written summary of such amendment and deliver such summary to the Board of Trustees together with the recommendations of the DWG. Any amendments to the Procedures will be discussed with Bond Counsel.

- In addition to a recommendation to amend these Procedures made in the Annual Review, the DWG, the DWG Chair, and any official or staff involved in preparing or approving the Disclosure Documents may at any time recommend an amendment to the Procedures.

- Following receipt of the recommendation for an amendment, the DWG will convene a meeting (which may be by phone or electronic means) to discuss the proposed amendment and determine whether such amendment should be approved. Any amendments to the Procedures will be discussed with Bond Counsel. If the DWG recommends that the Board of Trustees make any substantive amendment to these Procedures, the DWG Chair will prepare a written summary of such amendment and deliver such summary to the Board of Trustees together with the recommendations of the DWG.

V. PERIODIC TRAINING

- The District will provide Periodic Training for all staff and officials involved in preparing or approving the Disclosure Documents, including members of the DWG authorizing or participating in the preparation of or approval of any Offering Document for dissemination. The Periodic Training should be prepared by or with the assistance of Bond Counsel.

- The Periodic Training will generally include an overview of these Procedures, the disclosure obligations of the District under federal and state securities laws, and the responsibilities and potential liabilities of the staff and officials involved in preparing or approving the Disclosure Documents.

- All staff and officials involved in preparing or approving the Disclosure Documents are required to attend the Periodic Training or obtain comparable training approved by the DWG Chair.

- The DWG Chair will keep a record of those that attend the Periodic Training and maintain such record in accordance with these Procedures.

VI. INTERNAL USE ONLY

- These Procedures are intended for internal use only and are not intended to establish any duties in favor of or rights of any person other than the District.

Attachment #1

Example Event Notice Requirements
(Reflecting Amendments to the Rule that Became Effective on February 27, 2019)

Event Notices.

(a) The District shall provide the following to the MSRB, in an electronic format as prescribed by the MSRB, in a timely manner not in excess of ten (10) business days after the occurrence of the event, notice of any of the following events with respect to the Bonds:

(1) Principal and interest payment delinquencies;

(2) Non-payment related defaults, if material;

(3) Unscheduled draws on debt service reserves reflecting financial difficulties;

(4) Unscheduled draws on credit enhancements reflecting financial difficulties;

(5) Substitution of credit or liquidity providers, or their failure to perform;

(6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;

(7) Modifications to rights of the holders of the Bonds, if material;

(8) Bond calls, if material, and tender offers;

(9) Defeasances;

(10) Release, substitution, or sale of property securing repayment of the Bonds, if material;

(11) Rating changes;

(12) Bankruptcy, insolvency, receivership or similar event of the District;

Note to paragraph 12: For the purposes of the event identified in paragraph 12 of this section, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District.

(13) The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

(14) Appointment of successor or additional paying agent/registrar or the change of name of a paying agent/registrar, if material;

(15) Incurrence of a Financial Obligation of the District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the District, any of which affect security holders, if material; and

(16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the District, any of which reflect financial difficulties.

Note to paragraphs (15) and (16): For purposes of the events identified in paragraphs (15) and (16) of this section and in the definition of Financial Obligation in Section 1.01, the District intends the words used in such paragraphs to have the meanings ascribed to them in SEC Release No. 34-83885 dated August 20, 2018 (the "2018 Release") and any further written guidance provided by the SEC or its staff with respect to the amendments to the Rule effected by the 2018 Release."

The District shall provide to the MSRB, in an electronic format as prescribed by the MSRB, in a timely manner, notice of a failure by the District to provide financial information and operating data (i.e. Annual Reports and Audited Financial Statements) in accordance with the requirements of the applicable Order. All documents provided to the MSRB should be accompanied by identifying information as prescribed by the MSRB.

Additionally, if the District changes its fiscal year, it must notify the MSRB of the change (and of the date of the new fiscal year end) prior to the next date by which the District otherwise would be required to provide its Annual Reports and Audited Financial Statements.

For: Fort Bend ISD Board of Trustees
Date: September 13, 2021
Action: Review – Investment Strategy Resolution
References: Board Policy CH (Legal)
Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of a resolution for the District's investment strategy and authorization of investment brokers for the District.

Summary

The Public Funds Investment Act (PFIA), Chapter 2256 of the Texas Government Code, governs the rules and regulations regarding the District's investment of funds. PFIA requires the Board to review the investment strategy at least annually. The District is required to invest its funds in accordance with PFIA and provide guidance to potential investors with respect to the types and amounts of allowable instruments. The Resolution approves the attached investment strategy that the Board first approved in September 2009. The Government Treasurer's Organization of Texas (GTOT) recognized the investment strategy as a best practice in September 2020 for the fourth consecutive biannual period. The table below reflects the changes made to the Investment Strategy.

Page	Change	Rationale
3	Training for New Officers	The purpose of the proposed change is to differentiate between ongoing training and new officer training.
9	Reporting	The purpose of this change is to add the reference to Board Policy CQ (Local) that allows electronic signatures for the investment report.

PFIA also requires the District to obtain Board of Trustee approval of authorized brokers annually. Prior to purchasing government securities, the District takes quotes from a minimum of three brokers. The District has identified the following brokers/dealers as firms that provide competitive pricing and yield for prospective investments:

BOSC, Inc.
FHN Financial
Hilltop Securities, Inc.
Mischler Financial Group (NEW)
Stifel, Nicolaus & Co., Inc.
UBS Securities, LLC

Recommended by:

Diana Sayavedra
Acting Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

A RESOLUTION ADOPTING INVESTMENT STRATEGY

WHEREAS, the Public Funds Investment Act codified in Government Code Chapter 2256 governs local government investments; and

WHEREAS, the Public Funds Investment Act (Section 2256.005a), as amended, requires the Fort Bend Independent School District to adopt an investment policy and investment strategies by rule, order, ordinance or resolution governing the investments of funds under its control; and

WHEREAS, the Public Funds Investment Act (Section 2256.005e), requires the governing body to review and adopt that investment policy and investment strategies by rule, order, ordinance or resolution not less than annually, recording any changes made thereto; NOW, THEREFORE,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FORT BEND INDEPENDENT SCHOOL DISTRICT THAT:

The District has complied with the requirements of the Public Funds Investment Act and the Investment Strategy, with the changes attached hereto, is hereby adopted as the Investment Strategy of the District effective September 20, 2021.

APPROVED and ADOPTED on the _____ day of _____ 2021

FORT BEND INDEPENDENT SCHOOL DISTRICT

_____
Dave Rosenthal
President, Board of Trustees

ATTEST:

_____
Dr. Shirley Rose-Gilliam
Secretary, Board of Trustees

For: Fort Bend ISD Board of Trustees
Date: September 13, 2021
Action: Review - Approval of Underwriters
References: Board Policy CH (Legal)
Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of underwriters to be utilized by the District in connection with future bond debt issued.

Summary

Administration updates the list of underwriters the District can do business with annually. Underwriters are firms that market Fort Bend ISD debt to various types of investors. The number of underwriters will vary depending on the amount of the debt issuance. A future agenda item requesting authorization to issue debt, refund existing debt, as well as any future Board and voter approved authorized debt, would be presented to the Board when administration determines that the debt should be issued/refunded. The Administration has identified the following underwriters for use as Senior Manager or Co-Manager for the purpose of marketing debt issued by the District in negotiated transactions:

Bank of America Merrill Lynch
Blaylock Van, LLC (New)
Citicorp
Frost Bank
FHN Financial Capital Markets
Jefferies, LLC
J.P. Morgan Securities
Loop Capital Markets
Mesirow Financial
Morgan Stanley
Piper Sandler & Co.
Raymond James Financial, Inc.
RBC Capital Markets
Robert W. Baird & Co.
SAMCO Capital Markets
Samuel A. Ramirez & Co., Inc.
Siebert Cisneros Shank & Co., LLC
Stifel, Nicolaus & Company, Inc. (New)
UBS Financial Services Inc.
Wells Fargo Bank, N.A. (New)

Administration makes these recommendations based on the firm's performance on past transactions, the presentations made to the District during the year, and their suggestions on debt structure and innovation in order to minimize the costs to the District.

Recommended by:

Diana Sayavedra
Acting Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: September 13, 2021
Action: Review: Adoption of 2021 Ad Valorem Tax Rate
References: Board Policy CCG (Legal)
Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of a resolution adopting the combined Ad Valorem tax rate of $1.2101 per $100 of valuation for the Fort Bend Independent School District for the 2021 tax year. Section 5.002 of House Bill 3 (HB3) requires districts to compress their tax rates in compliance with the bill for the 2021 tax year. As a result of HB3, the ad valorem tax rate for 2021 tax year is lower than the rate adopted in tax year 2020. The proposed tax rate of $1.2101 per $100 of valuation represents the sum of a $0.9201 rate for Maintenance and Operations (M&O) and a $0.29 rate for the payment of bonds, referred to as Interest and Sinking (I&S).

Summary

In accordance with the Property Tax Code Section 26.05, the Board of Trustees must approve the tax rate of the District. The method of adoption of the tax rate must be written ordinance, resolution, or order. Before setting a tax rate, school districts are required to take action on several items. These items include publishing notices on the District's website and in newspapers distributed within the school district boundaries; conducting a public hearing regarding the District's budget and tax rate; and adopting a budget.

The District has complied with the requirements of the law and received certified property values on July 22, 2021. Therefore, Fort Bend ISD may now proceed with adoption of the tax rate for the 2021-22 fiscal year.

The Fort Bend Independent School District's proposed tax rate for the 2021 tax year is $1.2101 per $100 of valuation, which is the District's voter-approval tax rate. The 2021 total tax rate was calculated as required by law. This year's proposed tax rate does not exceed the District's no-new-revenue rate of $1.2206, therefore, a motion to adopt an ordinance, resolution, or order setting the tax rate does not require the language about "tax increase" as stated in Tax Code Section 26.05(b).

Sample Motion:

"I move that the 2021 total tax rate of $1.2101 be adopted, with $0.9201 for maintenance and operations and $0.29 for debt service."

Recommended by:

Diana Sayavedra
Acting Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

FORT BEND INDEPENDENT SCHOOL DISTRICT

A RESOLUTION

A RESOLUTION ADOPTING A 2021 TAX RATE AND LEVYING SCHOOL DISTRICT AD VALOREM TAXES FOR THE FORT BEND INDEPENDENT SCHOOL DISTRICT FOR THE YEAR OF 2021-22, DIRECTING THE ASSESSMENT AND COLLECTION THEREOF:

Whereas, the Board of Trustees of Fort Bend Independent School District finds that the tax rate for the year 2021, hereinafter levied for all lawful expenses of the school district and the carrying out of the duties and responsibilities placed upon said school district by law must be levied to provide the revenue requirements of the budget for the ensuing year; and

Whereas, the Tax Collector of Fort Bend County has certified a tax collection rate of one hundred and forty hundredths (100.40) percent; and

Whereas, the Board of Trustees of Fort Bend Independent School District finds that all things prerequisite to the passing of this resolution, including all notices of hearings, consideration of budget and all other things have been done and performed; and

Whereas, the Board of Trustees of Fort Bend Independent School District further finds that the taxes for the year 2021, hereinafter levied therefore are necessary to pay all lawful expenses of the district and to carry out the duties and obligations placed upon said school district by law and to provide the required sinking fund on outstanding bonds of the school district and on bonds proposed to be issued for such purposes during the ensuing year; and,

Whereas, the 2021 no new revenue tax rate calculated as required by law is $1.2206 per $100 of valuation. The voter approval tax rate calculated as required by law is $1.2102 per $100 of valuation. *THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE*

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE FORT BEND INDEPENDENT SCHOOL DISTRICT THAT;

SECTION 1. For the further maintenance of public free schools in this school district and to pay the principal of and interest on outstanding bonds of the district during the ensuing year, and for all other lawful purposes, there is hereby levied and ordered to be assessed and collected for the year 2021, and for each year thereafter until it be otherwise provided and ordered, on all property situated within the limits of the boundaries of this school district, and not exempt from taxation by valid laws, an ad valorem tax at the rate of $1.2101 ($0.9201 to be used for maintenance and operations and $0.29 to be used for payment of bonds) on the One Hundred ($100) Dollars valuation of such property.

SECTION 2. This resolution shall become effective from and after its passage. Passed, adopted and ordered by the Board of Trustees, at a meeting at which a quorum was present with more than sixty percent of the trustees voting for and at which meeting this resolution, in written form, was before the Board at the time of its adoption on the 20th day of September 2021. The results of the 2021 tax rate vote are as follows:

Trustees Voting For:

- Dave Rosenthal, President
- Jim Rice, Vice President
- Shirley Rose-Gilliam, Secretary
- Judy Dae
- Kristen Davidson Malone
- Denetta Williams
- Angie Hanan

Trustees Voting Against:

- Dave Rosenthal, President
- Jim Rice, Vice President
- Shirley Rose-Gilliam, Secretary
- Judy Dae
- Kristen Davison Malone
- Denetta Williams
- Angie Hanan

APPROVED:

Dave Rosenthal, President
Fort Bend ISD Board of Trustees

ATTEST:

Shirley Rose-Gilliam, Secretary

For: Fort Bend ISD Board of Trustees
Date: September 13, 2021
Action: Approval of Resolution - 2021 Tax Year Tax Roll
References: Board Policy CCG (Legal)
Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of a resolution approving the 2021 tax year tax roll, based on the certified 2021 values from the Fort Bend County Central Appraisal District.

Summary

The certified property values received from Fort Bend County Central Appraisal District on July 22, 2021 reflect an increase of approximately 6.08% in the total freeze-adjusted taxable property value for 2021. The Texas Tax Code §26.05(g) allows school districts to adopt a tax rate based on the preliminary certified tax roll received in April. Section 26.09(e) of the State Property Tax Code requires approval by the governing body of the appraisal roll each year with tax amounts entered to constitute the District's tax roll. The attached resolution provides information on the tax amounts due based on the 2021 appraisal roll.

Recommended by:

Diana Sayavedra
Acting Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

FORT BEND INDEPENDENT SCHOOL DISTRICT
TAX ROLL RESOLUTION

WHEREAS, Section 26.09(e) of the Property Tax Code requires approval by the governing body of the Fort Bend Independent School District of the appraisal roll with tax amounts entered by the assessor, for the year 2021 tax year, and

WHEREAS, such roll was presented to the Fort Bend Independent School District's Trustees on September 13, 2021, and appears in all things correct as under the applicable laws of Texas, and WHEREAS, said Trustees voted in open session to approve said roll,

IT IS HEREBY RESOLVED by the Trustees that the 2021 certified appraisal roll with amounts due totaling $561,563,006 for the year 2021 tax year is approved and is the tax roll for the Fort Bend Independent School District for the 2021-22 school year.

Passed and adopted this 20th day of September, 2021.

Dave Rosenthal, President Fort Bend ISD Board of Trustees	Shirley Rose-Gilliam, Secretary Fort Bend ISD Board of Trustees

For: Fort Bend ISD Board of Trustees
Date: September 13, 2021
Action: Consideration and Approval: Budget Amendment
References: Board Governance
Department: Business and Finance

Recommendation

Consideration and possible approval of a General Fund budget amendment for fiscal year 2021-22.

Summary

When the 2021-22 budget was adopted in May, staff made the Board aware of several adjustments that would occur due to the receipt of ESSER funds. Adjustments were anticipated to both revenues and expenditures, and in addition to adjustments for ESSER, the budget amendment includes adjustments due to updated legislation and incorporates the encumbrance rollover that occurs each year.

The budget amendment recommended reduces revenues by $48.1M and reduces expenditures by $15.1M. Although the amendment reduces revenues, there is not a negative impact to the General Fund as the associated expenditures are being reclassed to the ESSER grant, or revenues were received in the prior year and offset the change. The amendment adjusts the budget based on legislative changes, the latest funding received from ESSER, and ensures compliance with Generally Accepted Governmental Accounting Principles.

ESSER Related Revenue Adjustments

There are several adjustments to General Fund revenues as a result of receiving ESSER funds listed below:

- Local and state revenues are being reduced by $15.5M. The adjustment is for disaster pennies ($6.2 million in local revenue and $9.3 million in state revenue) that are not being assessed due to receipt of ESSER funds. Expenditures associated with the disaster pennies are being redirected to ESSER funds.

- The original budget included reimbursement of $23.5M for prior COVID related expenditures from ESSER funds. However, the funds were booked in the 2020-21 fiscal year. Federal revenues in 2021-22 are being reduced by $23.5M to account for the transaction that occurred last fiscal year and there is no negative impact on fund balance.

- Federal revenues are being increased by $4.7M for indirect costs related to the administration of the ESSER grant funds. This adjustment partially offsets the $23.5M reduction in federal revenues discussed above.

Other Revenue Adjustments

The adopted budget included funds from the fast growth allotment. HB1525 that was passed during the 87th legislative session resulted in a formula change that reduced the District's fast growth allotment by $12.5M. This reduction was anticipated when the 2021-22 budget was adopted, and the adjustment does not negatively affect the budget.

The adopted budget included receipt of insurance proceeds from winter storm Uri of $1.0M. These revenues were received in 2020-21 and resulted an increase in fund balance. The local revenue budget is being reduced by $1.0M, but there is not a negative impact on fund balance.

ESSER Expenditure Adjustments

The adopted budget included $15.1M in expenditures that were funded with disaster pennies. With the receipt of ESSER funds, disaster pennies are not needed and the expenditures in the General Fund are being decreased by $15.1 million and the costs shifted to ESSER III funds. The costs shifted to ESSER include positions related to implementation of a/b block schedule at three pilot campuses, itinerant interventionists, administrative staff for virtual learning, and contact tracing.

The District also received ESSER II funds and TEA announced it would use a portion of the funds to supplant state revenue in the 2020-21 school year for the average daily attendance hold harmless provision. Although the state is supplanting with the ESSER funds, the District will receive the full amount of the ESSER II funds. To keep the General Fund whole, the District will redirect salaries originally budgeted in the General Fund to ESSER II. The decrease includes $4.2 million for interventionists and $0.6 million for mental health counselors and a coordinator-contact tracing

Other Expenditure Adjustments

Each year the District has purchase orders that were initiated in one fiscal year but not received prior to fiscal year end. Examples of these purchases include athletic, fine arts, and instructional materials that have long lead times. The total for the encumbrance roll that includes these purchase orders is $4.5 million and the funds to cover these overlapping expenditures are assigned in the District's fund balance at June 30, 2021.

SB202 was passed during the 87th legislative session and requires school districts to absorb TRS surcharges for retirees. The budget was adopted prior to the close of the legislative session and does not include these costs. The budget is being adjusted by $0.3M to account for the TRS surcharges.

Based on the recommended changes to revenues and expenditures, the table below summarizes the budget amendment by function.

Fund	Function	Amount
199	5711 – Local Revenues	($7,200,000)
199	5811 – State Revenue	(21,800,000)
199	5929 – Federal Revenues	(18,800,000)
	Total Revenue Decrease	**($47,800,000)**
Function - Expenditure Amendment		
199	11 – Instruction	$(15,098,190)
199	12 – Instructional Resources Media	23,651
199	13 – Curriculum Development	(2,459,991)
199	21 – Instructional Leadership	(294,820)
199	23 – School Leadership	16,844
199	31 – Guidance Counseling Evaluation	63,067
199	33 – Health Services	(1,287,303)
199	34 – Student Transportation	224,976
199	36 – Co Curricular Extra Curricular	355,757
199	41 – General Administration	348,572
199	51 – Facilities Maint and Operations	2,140,299
199	52 – Security & Monitoring	134,023
199	53 – Data Processing	742,718
	Total Expenditure Increase	**$(15,090,398)**

Recommended by:

Diana Sayavedra
Acting Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: September 13, 2021
Action: Review: Class Size Exception Waiver
References: Board Policy EEB (Legal)
Texas Education Code (TEC) 25.112
District Goal 1
Department: School Leadership

Recommendation

Consideration and possible approval of a Texas Education Agency (TEA) Exception for Class Size Waiver in grades PreK-4 for elementary schools that exceed a teacher to student ratio of 22 students per classroom teacher (22:1).

Summary

For the 2021-22 school year, Administration is requesting an Exception for Class Size Waiver due to the District's continued pandemic response, which has impacted how we deliver instruction, has limited classroom space to account for social distancing, and the staffing allocations associated with the Virtual Learning Program and face-to face instruction.

Furthermore, now that the school year is underway, it has become increasingly challenging to find well-qualified teachers to hire. Upon approval of an Exception for Class Size Waivers, we will work with principals to ensure the District provides appropriate support to ensure a learning environment that is conducive to the highest levels of student achievement.

In addition, Administration will continue to monitor class sizes for our two comprehensive schools, Hunters Glen Elementary and Lantern Lane Elementary as well as any other school who may require special consideration in terms of additional staffing.

When projecting teacher staffing for 2021-22 school year, we used the PASA "moderate" growth projection to support the District's goal of beginning the year at the ratio of 22:1.

Note: Final recommendation will be provided to the Board in preparation for the September 20 Regular Board Meeting.

Recommended by:

Diana Sayavedra
Acting Superintendent

Submitted by:
Kwabena Mensah
Assistant Superintendent of Elementary Schools

Campus Name	Exception Requested by Grade Level/Explanation						Total Exception Requested for Campus
	PK	K	1	2	3	4	
Blue Ridge		1					1
	• 1 section in K with 1 @ 23						
Brazos Bend (VLP)		1	3	3	2	3	12
	• 1 section in K with 1 @ 24 • 3 sections in 1st with 1 @ 23, 1 @ 30, 1 @ 33 • 3 sections in 2nd with 1 @ 27, 1 @ 33, 1 @ 35 • 2 sections in 3rd with 1 @ 28, 1 @ 32 • 3 sections in 4th with 1 @ 29, 1 @ 32, 1 @ 34						
Burton		1					1
	• 1 section in K with 1 @ 23						
Colony Bend		1					1
	• 1 section in K with 1 @ 23						
Colony Meadows						4	4
	• 4 sections in 4th with 3 @ 23, 1 @ 24						
Commonwealth					4	1	5
	• 4 sections in 3rd with 1 @ 23, 1 @ 24, 2 @ 25 • 1 section in 4th with 1 @ 23						
Dulles					1		1
	• 1 section in 3rd with 1 @ 24						
Glover				1			1
	• 1 section in 2nd with 1 @ 23						
Goodman		2					2
	• 2 sections in K Bilingaul with 2 @ 25						
Holley					1		1
	• 1 section in 3rd with 1 @ 23						
Jones			1				1
	• 1 section in 1st Bilingual with 1 @ 23						
Lantern Lane		1					1
	• 1 section in K with 1 @ 23						
Malala				7	4		11
	• 7 sections in 2nd with 2 @ 24, 2 @ 25, 3 @ 26 • 4 sections in 3rd with 1 @ 23, 2 @ 24, 1 @ 25						
Mission West		2					2
	• 2 section2 in K with 2 @ 23						

Campus Name	Exception Requested by Grade Level/Explanation						Total Exception Requested for Campus
		K	1	2	3	4	
Neil				7	1		8
	• 7 sections in 2nd with 7 @ 23 • 1 section in 3rd with 1 @ 23						
Oakland		4	1	2		3	10
	• 4 sections in K with 3 @ 23, 1 @ 24 • 1 section in 1st with 1 @ 23 • 2 sections in 2nd with 1 @ 23, 1 @ 24 • 3 sections in 4th with 1 @ 23, 2 @ 24						
Pecan Grove				1	3		4
	• 1 section in 2nd with 1 @ 23 • 3 section in 3rd with 3 @ 23						
Ridgemont						1	1
	• 1 section in 4th with 1 @ 23						
Scanlan Oaks		2	4				6
	• 2 sections in K with 1 @ 23, 1 @ 24 • 4 sections in 1st with 3 @ 23, 1 @ 24						
Seguin		1					1
	• 1 section in K with 1 @ 23						
Sugar Mill		2					2
	• 2 sections in K with 1 @ 23, 1 @ 24						
Sullivan			2	2	1		5
	• 2 sections in 1st with 2 @ 23 • 2 sections in 2nd with 2 @ 23 • 1 section in 3rd with 1 @ 23						
Townewest		1					1
	• 1 section in K Bilingual with 1 @ 24						
Walker Station			1	1		2	4
	• 1 section in 1st with 1 @ 24 •1 section in 2nd with 1 @ 23 • 2 sections in 4th with 2 @ 23						
23- (49)	**24 - (17)**	**25 - (7)**	**26 - (3)**	**27 - (1)**	**28 - (1)**	**29 - (1)**	**Total - (86)**
30 - (1)	**32 - (2)**	**33 - (2)**	**34 - (1)**	**35 - (1)**			
							9/10/2021

For: Fort Bend ISD Board of Trustees Date: September 13, 2021
Action: Review: Early Childhood Public-Private Partnerships 2021-22
References: Board Policy GK (Local)
District Goal 1 & 4
Department: Chief Academic Officer

Recommendation

Consideration and possible approval of a Memorandum of Understanding initiating the district's first Public-Private Partnership to open *Fueling Brains Academy* for students in PreK-3 and PreK-4 for the 2021-22 school year.

Background

Fort Bend ISD will partner with Fueling Brains to operate the off-site facility within the Edison Lofts in the Briargate Community. Fueling Brains is an award-winning early brain development program focused on left-brain, right-brain, and movement activities that support the development of executive functions in children.

The Edison Lofts Apartment homes are located at 7215 W. Fuqua St in Missouri City, TX, and features 126 units of mixed-income rental housing for individuals and families. The Edison Lofts are part of a Fort Bend Houston Lifestyle Comprehensive Redevelopment Project for Greater East Fort Bend County residents that includes an early childhood program site.

Recommended by:

Diana Sayavedra
Acting Superintendent

Submitted by:

Beth Martinez
Chief Academic Officer

MEMORANDUM OF UNDERSTANDING
BETWEEN
FORT BEND INDEPENDENT SCHOOL DISTRICT
AND
KIDS U US INC DBA FUELING BRAINS
ACADEMY
For the Delivery of Comprehensive Pre-K Educational services
FOR THE FORT BEND INDEPENDENT SCHOOL DISTRICT

This Memorandum of Understanding ("MOU") is entered into by and between the Fort Bend Independent School District ("FBISD" or "District") and Fueling Brains ("FB"), a profit corporation, to provide comprehensive prekindergarten education services and resources to eligible children who are residents of the District and the surrounding area according to the terms and conditions set forth herein.

WHEREAS, the FB is an Early Childhood Center Operator and Education Provider fostering to progressively develop executive functions capacity in child brain development through establishing a facility for care, conducive educational environment and parent university services for eligible children;

WHEREAS, FB is presently holding two classrooms, to be considered an extension facility of FBISD, to serve not to exceed approximately 44 children, unless additional square footage is extended or available, within the geographic boundaries of FBISD and the surrounding area;

WHEREAS, FB wishes to offer its services and resources to the FBISD;

WHEREAS, the FBISD recognizes the benefits of the FB program for the educational child brain development and care of the community's children; and

WHEREAS, the FBISD seeks to cooperate, whenever possible, with other community service agencies for the betterment of families and children in the FBISD;

NOW, THEREFORE, in consideration for the mutual promises and undertakings reflected in this MOU, the receipt and sufficiency of which are hereby acknowledged, FB and FBISD, intending to be legally bound, agree to the following:

1. **Term**. This MOU is effective on the date of approval by FBISD's Board of Trustees and will continue in effect through the five years i.e., 2021-2026 school years. This MOU may be renewed for subsequent terms upon mutual written agreement of FB and FBISD.

2. **Termination**. Either party may terminate this MOU for failure to meet any obligations outlined in this agreement by giving forty-five (45) days advance written notice to the other party; in the event of termination, the effective date of termination will be the day after the end of the FBISD school year during which the 45-day period expires, or as otherwise mutually agreed to by the parties. The parties agree to cooperate upon termination of this

MOU to minimize disruption to students and parents. Upon termination of this MOU, FB shall be responsible for notifying affected parents.

3. **Rights and Responsibilities of FB**. FB Shall:
   a. Be responsible for Academy management and routine execution functions as a FBISD facility.
   b. Make available two classrooms for approximately 44 students of Pre-K 3 and Pre-K 4 in the vicinity of FBISD located at The Edison Center.
   c. Serve a maximum of twenty (22) students per classroom from 06:30 a.m. to 06:00 p.m. daily, according to FBISD's school calendars.
   d. Establish a conducive environment for Fueling Brains Approach necessary for Child Brain Development as per FB Curriculum. Research-based curriculum activities and assessment application system to picture progressive child brain development gives the added advantage in monitoring the executive functions i.e., inhibitory control, cognitive flexibility and working memory of the child brain development. However, the State guidelines for any other screening or assessment will be ensured by FB.
   e. Provide a safe and secure environment for students. FB will ensure availability of all facilities required under TEA guidelines, however, identification of requirements as per TEA will be the responsibility of FBISD. The facilities include but are not limited to Kitchen and nutrition safeties, play areas, environment safety, health safeties, corridors and conference rooms, etc.
   f. Make available appropriate furnishings for the classrooms.
   g. Provide internet and telephone services to all classrooms, as identified by FBISD.
   h. Ensure measures to address COVID-19 or other pandemic-related diseases, as identified by FBISD.
   i. Waive building use fees and utilities bills.
   j. Make available to students, breakfast and lunch served at times that are mutually agreeable to all concerned (i.e., Supervisor, Nutritionists, etc.).
   k. Make available and ensure student access to playground facilities and equipment, common areas, and restrooms, as per TEA guidelines and identified requirements of FBISD.
   l. Creation of a daily schedule allowing each teaching staff member planning time, as well as identification of instructional duties.
   m. Unless the student: teacher ratio increases, based on child care licensing standards, each classroom will be assigned one Lead teacher and one assistant teacher, provided by FBISD.
   n. Include instructional setting options consisting of bilingual, ESL, and/or general education, depending on the needs of the community, and curriculum and instruction plans consistent with FBISD's established curriculum and instruction plans and requirements.
   o. Assume full responsibility for all aspects of the Academy requirements, including, but not limited to: (1) increased ratio of attention from teacher to children (lesson delivery, academic progress, monitoring/safety, classroom safety); (2) safety inspection upon arrival/dismissal; (3) increased instructional support per classroom (joint planning/lesson delivery); (4) coordinated effort in health and well-being (hearing, vision, immunization, height, and weight); (5) strong parent engagement via Parent University; parents having the opportunity to extend classroom learning via activities

at home including the FB app; (6) help to ease the transition from Pre-Kindergarten to Kindergarten for participating children and families; and (7) staff attendance at professional development trainings.

p. Establish a procedure in collaboration with FBISD to collect registration information on potential eligible students enrolled with the Academy.
q. Assume full responsibility for ensuring that all applicable state and federal laws, regarding playground facilities and equipment are implemented and followed.
r. Provide developmentally appropriate curriculum and content area support for children, and staff assigned, in compliance with all applicable state and federal laws and applicable federal award requirements.
s. Provide all supplies, equipment, and products needed for the implementation of the FB Approach.
t. Conduct several assessments / screenings during the year, enter results in the FB data system / app and file results in the class and individual student's record.
u. Employ and assign a Director for the Academy that will assist the FB and FBISD in all duties and roles and responsibilities related to the collaboration between FB and FBISD under this MOU. Not limited to above duties and responsibilities, Director selection and performance will be in compliance to Minimum Standard State guidelines for Day care centers.
v. Director and teachers will adhere to the mission statements of FB and FBISD.
w. FBISD applicant teachers shall be screened by FB's Human Resources Department. FB reserves the right to request to be included in the interviews for Academy applicants who will be assigned to the Day Care Center. FB further reserves the right to, subject to applicable law, have FBISD immediately remove and replace any teacher working in a Day Care Center.
x. FB assumes full responsibility for the actions of its employees, contractors, and agents and shall remain solely responsible for their supervision, direction and control, payment of salary, workers' compensation, disability benefits, and other requirements and obligations. FB agrees that FBISD has no responsibility for any conduct of FB or FB's employees, contractors, or agents. FB further agrees that FB's employees, including, without limitation, are not entitled to receive employee benefits of any kind from FBISD. FB agrees that it and its employees are independent contractors, and while providing services under this MOU, are not employees of FBISD and have no authority to obligate or bind FBISD in any way to third parties without the express written permission of FBISD's designated title.
y. FB shall conduct required background checks in accordance with applicable law. FB must certify that for each covered employee of FB who will have direct contact with students, FB has obtained, as required by Texas Education Code Section 22.0834: (a) state criminal history record information from a law enforcement or criminal justice agency or a private entity that is a consumer reporting agency governed by the Fair Credit Reporting Act (15 U.S.C. Section 1681 et seq.) for each covered employee of FB employed before January 1, 2008; and (b) national criminal history record information for each employee of FB employed on or after January 1, 2008. FB will also obtain similar certifications of compliance with Texas Education Code Chapter 22's requirements from any subcontractors. Covered employees with disqualifying criminal history are prohibited from serving at the Center; FB and any subcontracting

entity may not permit a covered employee to provide services at a school if the employee has been convicted of a felony or misdemeanor offense that would prevent a person from being employed under Tex. Educ. Code § 22.085(a) (i.e., Title 5 felony or an offense requiring registration as a sex offender and victim was under 18 years of age or was enrolled in a public school at the time the offense occurred).

z. FB shall collaborate with FBISD for the evaluation of teachers and aides provided pursuant to this MOU.

aa. FB's staff shall comply with all applicable FBISD policies and procedures, including, without limitation, dress and grooming code, emergency procedures, etc.

bb. Timely provide FBISD with operating reports, on a schedule to be mutually agreed upon, in writing. Such reports shall include, but not be limited to, enrollment and attendance reports and food service reports/billing.

cc. Administer all assessments and screenings required by either applicable state or federal law, FBISD, and/or in accordance with the terms of this MOU, to students and provide assessment data to FBISD, with parental consent, if required, to be obtained by FB.

dd. FB's staff / teachers will supervise students at all times, including, without limitation:

(1) supervising and coordinating drop off and pick up of students, in the area(s) designated. Parents of students will provide transportation to and from the Center. FB shall have no obligation to provide transportation to and/or from Center to students who reside inside / outside the District.

(2) walking students to and from the cafeteria, playground areas, or to any other part of the Center.

(3) sit with and assist students with their breakfast and lunch meals.

(4) provide a safe and secure environment for students.

ee. Receive and address parental complaints or concerns in accordance with FB's policies. Fueling brains consider Parents as partners in child brain development and will provide access to application left, right and movement activities for child enhanced experience away from center. Complaints involving FBISD employees shall be addressed in accordance with FBISD policies.

ff. Take all measures for Child Care Center licensing as per the guidelines of Texas Health and Human Services. However, FBISD is also expected to follow State or LEA guidelines, as and when, required for finalization of collaboration agreement.

4. **Rights and Responsibilities of FBISD.** FBISD shall:

a. Identifying and registering children for the Academy will be FBISD responsibility as well as parents notices and communication, in collaboration with FB. However, such a procedure will be mutually agreed upon by FBISD and FB.

b. Provide Lead teacher and Assistant teacher for the two classrooms unless the student:teacher ratio increases, based on child care licensing standards or TEA guidelines.

c. Assumes full responsibility for the actions of its employees, contractors, and agents and shall remain solely responsible for their payment of salary, workers' compensation, disability benefits, and other requirements and obligations. FBISD agrees that FB has no responsibility for any conduct of FBISD, except for terms mentioned in the MOU.

d. FB shall provide daily supervision, direction and control of FBISD teachers,and FBISD will implement measures to ensure teachers are oriented and familiar with FB center policies and procedures.,FBISD and FB shall collaborate regarding teacher performance concerns, however, FBISD retains final oversight and direction of FBISD

employees, including, but not limited to, matters of employee discipline and/or termination.

e. Identify minimum content area requirements or facilities in accordance and for compliance of TEA guidelines.
f. Take all reasonable steps for collaboration, coordination and provision of community services to the Center.
g. Provide transportation support for outdoor trips, as and when planned. However, trips will be planned in coordination by Director, Academy and FBISD representatives.

5. **Rights and Responsibilities of FBISD and FB**. FBISD and FB shall:
   a. Develop a joint co-branding and marketing public awareness plan which shall include information concerning both FBISD and FB Academy.
   b. When FBISD conducts a meeting to discuss students' academic and /or behavioral performance, the appropriate representative (Director) will be invited to attend the meeting.

6. **High Needs Students**. The Academy is not equipped with facilities to support high need students. FBISD will screen the prospective students during the eligibility consideration process and determine an appropriate placement in other FBISD facilities, as required by law.

7. **Compliance with Laws**. FB shall comply with all applicable federal, state, and local laws, statutes, ordinances, rules, and regulations, including, if applicable, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, prompt payment and licensing laws and regulations. For the entire duration of this MOU, FB shall maintain all required licenses, certifications, permits, and any other documentation necessary to perform this MOU and provide FBISD services and resources. When required or requested by FBISD, FB shall furnish FBISD with satisfactory proof of FB's compliance with this provision.

8. **Liability Insurance Requirements**. FB agrees to obtain and maintain in full force and effect, during the term of this MOU, the policies of insurance as required and FBISD agrees to maintain in full force and effect, during the term of this MOU, insurance policies as needed.

9. **FB Property**. In the event of loss, damage, or destruction of any property owned by or loaned by FB that is undisputed by FBISD and caused by FBISD or FBISD's representative, agent, employee, or contractor, FBISD shall pay to FB the full value of or the full cost of repair or replacement of such property, whichever is less, within thirty (30) days of FB's receipt of written notice of FB's determination of the amount due and processing by FBISD insurance agent.

10. **Confidentiality**. FB and FBISD agree to secure the confidentiality of all information and records in accordance with applicable federal and state laws, rules, and regulations. FB and FBISD understand that the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, governs the privacy and security of educational records and information

and agrees to abide by FERPA rules and regulations, as applicable. FB also acknowledges that FBISD is subject to the Texas Public Information Act, and FB waives any claim against and releases from liability FBISD, its officers, employees, agents, and attorneys with respect to disclosure of information provided under or in this MOU or otherwise created, assembled, maintained, or held by FB and determined by FBISD, the Attorney General of Texas, or a court of law to be subject to disclosure under the Texas Public Information Act.

11. **Equal Opportunity.** It is the policy of FB not to discriminate on the basis of race, color, National origin, gender, limited English proficiency or handicapping conditions in its programs. FBISD agrees not to discriminate against any employee or applicant for employment to be employed in the performance of this MOU, with respect to hire, tenure, terms, conditions and privileges of employment, or a matter directly or indirectly related to employment, because of age (except where based on a bona fide occupational qualification), sex (except where based on a bona fide occupational qualification) or race, color, religion, national origin, or ancestry. FB and FBISD further agree every subcontract entered into for the performance of this MOU shall contain a provision requiring non-discrimination in employment herein specified, binding upon each subcontractor. Breach of this covenant may be regarded as a material breach of the MOU.

12. **Indemnification**. FBISD and its trustees, officers, employees or agents shall have no liability or responsibility for any claim or cause or action of any person or group arising from (a) the use of the FB Location by FB and FB officers, volunteers, employees, contractors, agents, invitees, licensees, students, and visitors, or (b) FB's non-compliance with this MOU, or (c) any act, omission, or negligence of FB, or any of its officers, agents, employees, contractors, invitees, licensees, volunteers, students, or visitors. **FB AGREES THAT FB SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS FBISD AND FBISD PAST, PRESENT, AND FUTURE TRUSTEES, OFFICERS, AND EMPLOYEES, FROM AND AGAINST ALL CLAIMS, DEMANDS, CAUSES OF ACTION, DAMAGES, COSTS, AND EXPENSES, INCLUDING, WITHOUT LIMITATION, COURT COSTS AND REASONABLE ATTORNEYS' FEES, OF ANY KIND OR NATURE ASSERTED BY ANY THIRD PARTY, OCCURRING OR IN ANY WAY INCIDENT TO, ARISING OUT OF, OR IN CONNECTION WITH ANY ACTS OF FB AND/OR THE FB'S EMPLOYEES, CONTRACTORS, AGENTS, STUDENTS AND PARENTS IN CONNECTION WITH THIS MOU.** FB's obligations under this clause shall survive termination or expiration of this MOU. **TO THE EXTENT ALLOWED BY LAW, FBISD AGREES THAT FBISD SHALL INDEMNIFY, DEFEND, AND HOLD HARMLESS FB AND FB'S PAST, PRESENT, AND FUTURE TRUSTEES, OFFICERS, AND EMPLOYEES, FROM AND AGAINST ALL CLAIMS, DEMANDS, CAUSES OF ACTION, DAMAGES, COSTS, AND EXPENSES, INCLUDING, WITHOUT LIMITATION, COURT COSTS AND REASONABLE ATTORNEYS' FEES, OF ANY KIND OR NATURE ASSERTED BY ANY THIRD PARTY, ARISING OUT OF, OR IN CONNECTION WITH ANY ACTS OF FBISD AND/OR FBISD'S EMPLOYEES, CONTRACTORS, AGENTS, IN CONNECTION WITH THIS MOU.** FBISD's obligations under this clause shall survive termination or expiration of this MOU.

13. **Right to Audit.** FBISD, upon written notice, shall have the right to audit Center records and accounts relating to this MOU. Records subject to audit shall include, but are not limited to, records which may have a bearing on matters of interest to FBISD in connection with FB's provision of services and shall be open to inspection and subject to audit and/or reproduction by FBISD or its authorized representative(s) to the extent necessary to adequately permit evaluation and verification of:
    (1) FB's compliance with this MOU,
    (2) compliance with applicable FBISD policies and procedures,
    (3) compliance with applicable laws, and/or
    (4) any other matters related to this MOU.

14. **Dispute Resolution**. In the event that logistical or other problems arise during the implementation of this MOU, the local representatives of FBISD and Director FB will attempt to resolve such matters. If, however, resolution is not achieved at this level, the matter may be referred to the next senior titles of FB and FBISD, who will work together to satisfactorily resolve the problem or concern.

15. **Notice.** All notices or other communications required or permitted hereunder shall be in writing, and shall be personally delivered or sent by registered or certified mail, return receipt request, courier delivery, or receipted overnight mail, and shall be deemed received upon the earlier of (a) the date of delivery, if personally delivered, or (b) three (3) business days after the date of posting by the U.S. postal service, if mailed. All such notices or communications shall be addressed as follows:

If to FBISD: Carmela Levy-David
Assistant Superintendent for Early Childhood
16431 Lexington Blvd
Sugar Land, Texas 77479

With a copy to: Department of Legal Services
16431 Lexington Blvd
Sugar Land, Texas 77479

If to FB: Anil Karim
Co-Founder/CEO
8631 Pottinger Dr
Houston, TX 77083

With a copy to: Faisal Alimohd
Co-Founder/CFO
11438 Braeside Drive SW
Calgary, Alberta T2W4X8

Either party may change such address for notice for the party designated to receive such notice by giving advance written notice to the other party as provided in this paragraph.

16. **No Waiver of FBISD's Immunity.** The execution of this MOU and the performance by FBISD of any of its obligations hereunder are not, and are not intended to waive or relinquish, and FBISD shall not waive or relinquish, any governmental, sovereign immunity or defense from or to liability or prosecution available to FBISD, its trustees, officers, employees, or agents under federal or Texas laws.

17. **No Third Party Beneficiaries**. Nothing in this MOU shall be deemed or construed to create any third party beneficiaries or otherwise give any third party any claim or right of action against any party to this MOU.

18. **Governing Law and Venue**. This MOU shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflicts of laws provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of this Agreement shall be in Fort Bend County, Texas.

19. **Entire Agreement**. This MOU and the attached and incorporated addendum or exhibit, if any, contain the entire agreement of the parties relative to the purpose(s) of the MOU and supersede any other representations, agreements, arrangements, negotiations, or understanding, oral or written, between the parties to this MOU.

20. **Severability**. In the event that any one or more of the provisions contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the MOU shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

21. **Interpretation**. The parties agree that the normal rules of construction that require that any ambiguities in this MOU are to be construed against the drafter shall not be employed in the interpretation of this MOU.

22. **Changes and Amendments**. This MOU may be amended, modified, and/or supplemented only by the mutual agreement of the parties, in writing, to be attached to and incorporated in this MOU.

23. **Assignment**. Neither this MOU nor any rights, duties, or obligations under it shall be assignable by either Party without the prior written acknowledgment and authorization of the other Party. Any attempted assignment without prior written consent shall be void.

24. **No Waiver**. No failure on the part of either party at any time to require the performance by the other party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such party's right to enforce such term, and no waiver on the part of either party of any term hereof shall be taken or held to be a waiver of any other term hereof or the breach thereof. No waiver, alteration, or modification of any of the provisions of

this MOU shall be binding unless in writing and signed by duly authorized representatives of the parties hereto.

25. **Captions**. The captions herein are for convenience and identification purposes only, are not an integral part hereof, and are not to be considered in the interpretation of any part hereof.

26. **Counterparts**. This MOU may be executed in separate counterparts, each of which when so executed shall be an original, but all of such counterparts shall together constitute but one and the same instrument.

27. **Representations**. FBISD and FB hereby certify, as to each of them individually: (1) the responsibilities specified herein are properly within its legal functions; (2) it is legally authorized to perform the required duties of this MOU; and (3) this MOU has been duly authorized by its governing body. FB further certifies that it is not presently debarred, suspended for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.

AGREED to this __17__ day of _____August_____, 2021.

ATTEST:
FORT BEND INDEPENDENT SCHOOL DISTRICT

_____

(Name) Date
(Title)
Fort Bend Independent School District

FUELING BRAINS

Faisal Alimohd

(Faisal Alimohd) Date August 17, 2021
(Co-Founder/CFO)
Fueling Brains

MEMORANDUM

Academic Affairs

TO: Diana Sayavedra
Acting Superintendent of Schools

FROM: Beth Martinez
Chief of Academic Officer

Carmela Levy-David
Assistant Superintendent for Early Childhood

DATE: September 7, 2021

RE: **Early Childhood Public-Private Partnerships 2021-2022**

The purpose of this update is to provide a summary of a proposed Memorandum of Understanding (MOU) initiating our first (MOU) Public-Private Partnership to open *Fueling Brains Academy* for students in PreK-3 and PreK-4 for the 2021-22 school year. The Administration is seeking Board approval of the MOU during the September Board cycle. Fort Bend ISD will partner with Fueling Brains to operate the off-site facility within the Edison Lofts in the Briargate Community. Fueling Brains is an award-winning early brain development program focused on left-brain, right-brain, and movement activities that support the development of executive functions in children.

Background

The Edison Lofts Apartment homes are located at 7215 W. Fuqua St in Missouri City, TX, and feature 126 units of mixed-income rental housing for individuals and families. The Edison Lofts are part of a Fort Bend Houston Lifestyle Comprehensive Redevelopment Project for Greater East Fort Bend County residents that includes an early childhood program site. Additional commercial projects and a center for the arts are part of a vision to increase services and amenities available to residents. The grand opening of the complex occurred on August 12, 2021. The grand opening event featured presentations from the City of Houston Mayor Sylvester Turner, Fort Bend County Judge, K.P. George, Martha Castex-Tatum, City of Houston's Vice Mayor Pro-Tem, Councilmember for District K, and Honorable Al Green, Congressman for the 9th District of Texas.

The Public-Private Partnership

The Edison Lofts Apartment Homes feature an onsite Prek school that includes two classrooms, a full kitchen, an outdoor learning area, and the capacity to serve 34 students. Children must meet eligibility criteria to qualify for PreK enrollment. The goal is to provide early education opportunities to support kinder readiness upon enrollment in the Ridgemont Early Literacy Center. House Bill 3 requires preschools to partner with the local districts in Public-Private Partnerships to support funding and adherence to all Early Childhood guidelines.

Benefits to the District

As we continue to build a program to meet our goal of serving students from ages 0-5 in the Willowridge feeder pattern, FBISD benefits from this partnership in several ways:

- Opportunity to build out a PreK 3 program with an experienced partner in a separate pilot site
- Identification and enrollment of students in PreK 3 and PreK 4
- Support the retention of early learners in FBISD
- Ensure students are Kinder ready and on track with literacy and numeracy acquisition
- Partnership with an award-winning program
- Access to data from the program's ongoing research partnership with the University of Houston Clear Lake
- Instructional delivery from FBISD teachers & staff
- Implementation of the FBISD curriculum to support alignment
- A partnership with minimal financial investment from FBISD

Fueling Brains Approach

Fueling Brains is a Whole Brain approach focused on maximizing how students learn and develop fluid intelligence or adapt to new situations and apply logic and creative thinking to new experiences. Research demonstrates that 90% of a child's brain development occurs between ages 0 - 5. The Fueling Brains approach targets executive function development, left brain, right brain, and movement teaching philosophies to develop fluid intelligence in every child. The program uses educational science, technology, and child care expertise to create an integrated learning experience featuring FBISD's curriculum. The Fueling Brains program will merge its approach with Fort Bend ISD's academic program and administer all required assessments to monitor student growth. A short video describing the Fueling Brains Approach can be accessed at https://youtu.be/qOb4fMO4X6Y

Dr. Anil Karim is the Executive Director and Co-founder of Fueling Brains and looks forward to a successful and collaborative partnership with FBISD. His background includes over 20 years of business, technology, and doctoral work in Social Justice, Ethical Leadership, and Brain Development.

Current Fueling Brains Partner Districts

- Bay City ISD
- Bryan ISD
- Goose Creek CISD
- Lake Worth ISD
- Manor ISD
- Mission CISD
- San Marcos ISD
- Stafford Municipal School District
- Region 20 Educational Service Center

Program Research

After holding an initial meeting to review the extant literature and videos describing the Fueling Brains approach, Fueling Brains provided references from partner districts. FBISD's Early Childhood team communicated with the Early Childhood Departments and Superintendents of the districts in years one and two of implementing the Fueling Brains Approach.

Every district leader and superintendent described impressive early childhood development gains and the visible impact of the Fueling Brains approach. The gains were evident in the development of executive functions: Working Memory, Inhibitory Control (Behavior), and Cognitive Flexibility (Kindergarten readiness). District leaders also described a strong positive correlation between Executive Function Development and CLI Engage on track outcomes. Superintendents expressed enthusiasm and praise for the growth of students residing in the parts of the district with the greatest need.

After expressing a desire to evaluate program components face to face, the Early Childhood Team visited Goose Creek ISD in July of 2021. During the visit, the team participated in several activities, including:

- Meeting the Fueling Brains Educational Resources Design Team
- Meeting with Teachers and Administrators from stand-alone Fueling Brain sites in Canada
- Participating in professional development with GCISD teachers and administrators
- Meeting the Bryan ISD Early Childhood Department Team who were participating in the training
- Meeting with CISD Superintendent Dr. Randal O'Brien

The team also conducted an onsite visit to the Fueling Brains Educational Materials Factory in Pearland, Texas. Team members were able to engage firsthand with the design, manufacturing, and packaging of educational materials used in Right and Left Brain classroom instruction.

Fueling Brains Academy Partnership Site



Partnership Features

Fort Bend ISD provides:

- FBISD PreK Schoology Curriculum aligned to Texas PreK Guidelines
- Topic Units of Study Scope and Sequence
- Learning Progressions by Subject
- Unit Overviews, Week by Week Planners, and AM/PM Center Activities

- Administration Oversight (Early Childhood)
- Supplemental Educational Materials
- Teaching and Planning Times
- Third-Party Assessment (CLI Engage Circle)
- Technology Access, Hardware, and Software
- Liability insurance
- Classroom Teacher and Para-Professional staff
- Professional Development (as needed)
- Transportation (as needed for field trips only)
- Marketing and Registration Process (Language Assessment)
- **Receive ADA and Early Childhood Allotment**

Cost of the partnership to Fort Bend ISD	
Supplemental Educational Resources	$5,647.00
Two Classroom Teachers (Salary & Benefits)	$145,000
Two Classroom Teacher Aides (Salary & Benefits)	$54,924
Raptor Technologies School Campus Safety	$3,000
Total	$205,571

***** The items outlined above (except for Raptor) do not represent an additional expense for the district. Resources and staff have been procured and allocated to the early childhood budget.

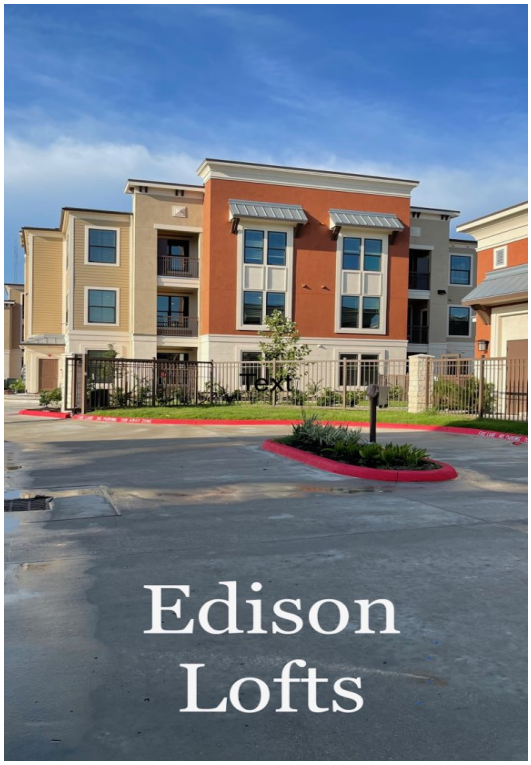
The Fueling Brains system aims to optimize student's brain development, executive functions and accelerate core academic achievement.

Fueling Brains provides:

- Implementation of FBISD Early Childhood Curriculum enhanced with Fueling Brains Strategies
- Fueling Brains Individualized Assessment and Intervention Plan for every student.
- Customized Reports & Data analysis
- Staff & Administrative Coaching for academy staff
- Time allocation for FBISD job-embedded professional development
- Follow FBISD Academic Calendar
- Cost of the lease, maintenance, and utilities for the facility
- Meals provision for students
- Certified Director for center
- Follow TEA and any required FBISD safety guidelines
- Provision of 2 classrooms @ 17 students per classroom (mixed age groups 3, 4 years)
- Parent Engagement in collaboration with Fort Bend ISD

After evaluating program elements, student outcomes, educational resources, and communicating directly with district leaders, we enthusiastically recommend the partnership between FBISD and Fueling Brains. This partnership will add tangible and permanent value to the Willowridge feeder pattern and further equip our students for success on their educational journey in FBISD. We also hope to replicate this partnership in other FBISD sites.

Edison Lofts and Fueling Brain Academy Site













For: Fort Bend ISD Board of Trustees
Date: September 13, 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:

Diana Sayavedra
Acting Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

Oscar Perez
Chief Operations Officer

BOT Meeting:	**September 13, 2021**
Solicitation No.:	**RFP 21-089KB**
References:	**District Goal** **Scalable Systems**
Description:	**Athletics Audio & Visual Equipment, Related Items and Services** **Recommendation** The Administration is seeking Board approval for the purchase of athletics audio & visual equipment, related items and services for the Athletics department from multiple vendors in an amount not to exceed $330,000, and authorization for the Acting Superintendent to negotiate and execute the agreements through September 2026. **Summary** On June 24, 2021, Fort Bend ISD issued RFP 21-089KB Athletics Audio & Visual Equipment, Related Items and Services. Commonly purchased items include wireless headset systems, end zone camera systems, sports video software, etc. The proposals submitted were evaluated by the Athletics Department staff. The Athletics Department is seeking approval for the Pixellot US, Inc. game analysis program. The program will assist coaches and players in gaining a key understanding for scouting and team performance using video, analytics, and visualizations. Also, the program will help Athletics obtain in-depth team and player statistics for scouting purposes. It will be used by all sports at the eleven high schools in connection with the current Pixellot cameras that are already installed on the campuses. The cameras will record the events and then the video will be uploaded into the stat system to be analyzed by coaches and players. In addition, the Athletics Department is seeking approval for Coach Comm, LLC communications systems. Coach Comm provides a variety of wireless coaching headsets to improve communication during games. The items will be used by all eleven high school football programs. Entire system purchases are on a rotational basis. Equipment more than eight (8) years old is replaced depending on condition and product updates. **Background** Expenditures for FY 2020-21 were $59,867. Expenditures are not expected to exceed $330,000 over five-year period, which includes a 10% contingency. Funding is included in the budget.
Requested By:	Brett Lemley, Assistant Superintendent, Department of School Leadership Bryan Guinn, Chief Financial Officer
Vendors:	Coach Comm, LLC Pixellot US, Inc.

Budget Sources:	General Fund Activity Funds
Amount:	Not to exceed $330,000 through September 2026

Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	8
Number of vendors contacted by FBISD Notification System:	385
Number of vendors downloaded the solicitation:	55
Number of responses received:	2
Number of “no bid” responses received:	0
Length of commitment:	Through September 2026
Last solicitation date:	September 19, 2016
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Evaluation Summary
RFP 21-089KB Athletics Audio & Visual Equipment, Related Items and Services

Vendor	Purchase Price (20 pts Max)	Reputation of Vendor and Vendor's Goods and Services (5 pts Max)	Quality of Vendors Goods and Services (25 pts Max)	Extent to Which the Goods and Services Meet the Needs of the District (25 pts Max)	Vendors Past Relationship with the District (5 pts Max)	Long Term Cost to the District (10 pts Max)	Agreement to Fort Bend ISD Term and Conditions (10 pts Max)	Insurance Requirements (Pass/Fail)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Coach Comm, LLC	5.00	3.00	21.00	20.33	4.67	8.00	10.00	Pass	72.00	1
Pixellot US, Inc.	12.00	2.00	17.67	19.33	4.00	5.00	10.00	Pass	70.00	2

RFP 21-089KB
Athletics Audio & Visual Equipment, Related Items and Services

	Evaluation Criteria	Point System
1	**Purchase Price** Offer a fair reasonable price for items to be procured by Fort Bend ISD.	20 points
2	**Reputation of the Vendor and of the Vendor's goods or services** 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 e-mail with a deadline. If no response is received by the deadline, there will be points deducted in this section.)	5 points
3	**Quality of the Vendor's Goods or Services** • Service capabilities, report capabilities training, on-going maintenance, and technical support • Demonstrates competence: experience, etc. • Configuration and installation, integration, testing, implementation, • Vendor's products should be new and be of the highest quality	25 points
4	**Extent to Which the Goods or Services Meet the District's Needs** • Vendor has variety of athletics related audio & visual equipment and provides services, as requested	25 points
5	**Vendor's Past Relationship with the District or a District of Similar Size.**	5 points
6	**Long-Term Cost to the District to Acquire the Vendor's Goods or Services** Warranty, setup fee; maintenance or other fees	10 points
7	**Extent to which the vendor agrees to our Standard Form of Agreement.** By Signing the Agreement, you assent to the Terms and Conditions of Fort Bend ISD.	10 points
8	**Insurance Requirements** A copy of the **Certificate of Liability Insurance** and **Waiver of Subrogation** should be in your proposal.	Pass/Fail
	TOTAL	**100 points**

BOT Meeting:	**September 13, 2021**
Solicitation No.:	**RFP 21-086DE**
References:	**District Goal** **Scalable Systems**
Description:	**Printing, Bindery, and Equipment Maintenance Services** **Recommendation** The Administration is seeking Board approval for the purchase of Printing, Bindery, and Equipment Maintenance Services for the Print Shop from multiple vendors in an amount not to exceed $1,819,705 and authorization for the Acting Superintendent to negotiate and execute the agreements through September 20, 2026. **Summary** On May 25, 2021, Fort Bend ISD issued RFP 21-086DE soliciting proposals for services supporting the District's Print Shop such as Printing, Bindery, and Equipment Maintenance Services. Fort Bend ISD operates a full-service print shop to support its administration and campuses. The services offered by the Print Shop include offset and digital printing and a range of bindery services. Printing and bindery services support the Print Shop should the District's needs go beyond the services that the Print Shop can provide. The contracts provide the District with the ability to outsource those requests that exceed our ability to produce in-house. Historically, the Print Shop has outsourced print jobs such as Course Selection Guides, Community Education Catalogs, Door Hanger Projects, Student/Department Folders, and other jobs requiring large quantities, a mail house, or color with high quantity. With the growth of the District and the implementation of initiatives such as the District magazine, back-to-school mailers, course catalogs, etc. there is an increased need to outsource these services to assist with meeting delivery expectations. Services performed under equipment maintenance include, but are not limited to, preventative maintenance and/or equipment repair on an as-needed basis to extend the life of the Print Shop equipment, minimize breakdowns, and improve the overall efficiency of the equipment. An evaluation team comprised of Fort Bend ISD staff members from the Print Shop, Enterprise Funds, Business and Finance, and Risk Management departments evaluated the proposals. **Background** Expenditures in 2020-21 were $80,993 for these services. Expenditures pre-pandemic were $330,855 annually. Expenditures are not expected to exceed $1,819,705 over five years, which includes a 10% contingency. Funding is included in the budget.

Requested By:	Bryan Guinn, Chief Financial Officer Brenda Essenburg, Executive Director, Business Services
Vendors:	Infovine, Inc. Pamela Printing Company Omni Media Partners Alliance Graphics and Printing DiscPro Printing & Graphics Southwest Precision Printers Tejas Office Products LSS Digital Print Finishing Systems
Budget Sources:	Enterprise Funds General Fund Federal Funds
Amount:	Not to Exceed - $1,819,705 through September 2026

Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	11
Number of vendors contacted by FBISD Notification System:	4327
Number of vendors downloaded the solicitation:	62
Number of responses received:	9
Number of “no bid” responses received:	1
Length of commitment:	Through September 20, 2026
Last solicitation date:	September 2016
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None

Evaluation Summary
RFP 21-086DE

Printing Services

Vendor	Purchase Price (25 pts max)	Reputation of the Vendor and of the Vendors Goods or Services (5 pts max)	Quality of the Vendors Goods or Services (20 pts max)	Extent to Which the Goods or Services Meet the District's Needs (20 pts max)	Vendors Past Relationship with the District or Similar Sized District (10 pts max)	Long-Term Cost to the District to Acquire the Vendors Goods or Services (10 pts max)	Insurance Requirements (Pass/Fail)	Agreement to Fort Bend ISD Terms and Conditions (10 pts max)	Total Score (100 pts max)	Proposer's Ranking
Infovine, Inc.	24.54	3.90	15.75	15.81	7.67	9.82	Pass	10.00	87.49	1
Pamela Printing Company	25.00	2.90	18.75	19.43	10.00	10.00	Pass	1.00	87.08	2
Omni Media Partners	15.42	5.00	19.42	19.43	9.00	6.17	Pass	10.00	84.44	3
Alliance Graphics and Printing	15.26	3.90	19.67	18.29	7.67	6.11	Pass	10.00	80.90	4
Southwest Precision Printers	14.18	2.00	19.83	19.81	8.33	5.67	Pass	10.00	79.82	5
DiscPro Printing+Graphics	13.93	5.00	18.25	17.52	9.00	5.57	Pass	10.00	79.27	6
Tejas Office Products	13.61	2.80	17.92	16.38	8.67	5.45	Pass	10.00	74.83	7
Herff Jones, LLC										DQ

**Herff Jones, LLC submitted incomplete bid; non-responsive*

Bindery Services

Vendor	Purchase Price (25 pts max)	Reputation of the Vendor and of the Vendors Goods or Services (5 pts max)	Quality of the Vendors Goods or Services (20 pts max)	Extent to Which the Goods or Services Meet the District's Needs (20 pts max)	Vendors Past Relationship with the District or Similar Sized District (10 pts max)	Long-Term Cost to the District to Acquire the Vendor's Goods or Services (10 pts max)	Insurance Requirements (Pass/Fail)	Agreement to Fort Bend ISD Terms and Conditions (10 pts max)	Total Score (100 pts. max)	Proposers Ranking
Southwest Precision Printers	25.00	2.00	19.81	20.00	9.67	10.00	Pass	10.00	96.48	1
Tejas Office Products	17.57	2.80	19.14	18.00	9.00	7.03	Pass	10.00	83.54	2
Pamela Printing Company	22.62	2.90	18.95	18.33	10.00	9.05	Pass	1.00	82.85	3
Infovine, Inc.	2.51	3.90	18.48	17.33	7.33	1.00	Pass	10.00	60.56	4

Equipment Maintenance

Vendor	Purchase Price (25 pts max)	Reputation of the Vendor and of the Vendors Goods or Services (5 pts max)	Quality of the Vendors Goods or Services (20 pts max)	Extent to Which the Goods or Services Meet the Districts Needs (20 pts max)	Vendors Past Relationship with the District or Similar Sized District (10 pts max)	Long-Term Cost to the District to Acquire the Vendor's Goods or Services (10 pts max)	Insurance Requirements (Pass/Fail)	Agreement to Fort Bend ISD Terms and Conditions (10 pts max)	Total Score (100 pts max)	Proposers Ranking
LSS Digital Print Finishing Systems	25.00	2.90	19.44	19.78	9.67	10.00	Pass	10.00	96.79	1

RFP 21-086DE
Printing and Bindery Services

	Evaluation Criteria	Point System
1	**Purchase Price** Offer a fair and reasonable price for items or services to be procured by Fort Bend ISD.	25 points
2	**Reputation of the Vendor and of the Vendor's Goods or Services** 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 goods or services.	5 points
3	**Quality of the Vendor's Goods or Services** • Experience and general capabilities • Qualifications • Customer service capabilities • On-going maintenance and technical support • Digital/Security capabilities • Schedule/Technical Support • Vendor's product should be new and be of highest quality	20 points
4	**Extent to Which the Goods or Services Meet the District's Needs** • Vendor's ability to meet specifications provided in the proposal • Vendor's printing and bindery infrastructure • Customer service and availability • Turnaround time	20 points
5	**Vendor's Past Relationship with the District** • Vendor has long standing, prior experience with FBISD or other ISD's, Government entities or Higher Ed and has provided exceptional products, services and support.	10 points
6	**Long-Term Cost to the District to Acquire the Vendor's Goods or Services** Warranty, setup fee; maintenance or other fees, other fees or added costs.	10 points
7	**Extent to which the vendor agrees to our Standard Form of Agreement. By Signing the Agreement**, you assent to the Terms and Conditions of Fort Bend ISD.	10 points
8	**Insurance Requirements** • Certificate of Insurance as requested in the solicitation. • Certificate of Insurance with the limits outlined, without FBISD listed as the certificate holder • Letter from the vendor's insurance carrier on the insurance carrier's letterhead to Fort Bend ISD indicating that the vendor shall comply with FBISD insurance requirements as outlined within the solicitation.	Pass/Fail
	TOTAL	**100 points**

BOT Meeting:	**September 13, 2021**
Solicitation No.:	**21-090LJ Department of Information Resources (DIR)**
References:	**District Goal** **Scalable Systems**
Description:	**Microsoft Premier Support Services** **<u>Recommendation</u>** The Administration is seeking Board approval for the continued purchase of Microsoft Premier support services from Microsoft Corporation under a cooperative contract with the Department of Information Resources (DIR) in an amount not-to-exceed $100,000, and authorization for the Acting Superintendent to negotiate and execute the agreement through September 2022. **<u>Summary</u>** In 2018, the Board approved the purchase of Microsoft Premier Support services. The current agreement expires on September 26, 2021. The Fort Bend ISD Information Technology Department is once again seeking approval for the procurement of Microsoft Premier Support services under a cooperative contract with the Department of Information Resources (DIR) cooperative. Microsoft Premier Support provides access to Microsoft's Technical Assistance Center and the expertise of Microsoft engineers on a 24-hour, seven days per week basis. This support is needed to troubleshoot any product issues that may arise with the District's usage of Microsoft software and products. The District utilizes a wide range of Microsoft applications that include server operating systems and databases such as Structured Query Language (SQL), Desktop Device Management, and various stand-alone applications used to support business needs. Microsoft Premier Services provides expertise in Microsoft products with associated Service Level Agreements (SLA) to ensure service restorations that minimize the impacts to District operations. This agreement will support the continuity and functionality of all Microsoft products used by the District. Although Information Technology is equipped to resolve many common issues and problems, complex issues, as well as system updates, can introduce bugs and vulnerabilities which may impact critical business operations requiring swift and immediate escalation to Microsoft technical support to troubleshoot and resolve. In addition, Microsoft Premier Support Service allows access to technical guides and materials, as well as required skillset enhancement training. This support is vital to providing the IT System Analysts and Engineers access to Microsoft expertise in supporting the District. Additional support hours will be utilized for assistance with future Information

	Technology projects such as the Microsoft Active Directory upgrade and re-design of Office 365 Network Performance Assessment depends on the support service contract. Renewal of this annual service and support contract will ensure a consistent level of support and service throughout all Microsoft products used by the District. The Department of Information Resources (DIR) cooperative will allow the District to continue the purchase of Microsoft Premier Support, which provides training, technical assistance, and service restoration of the current Microsoft products and applications. The cooperative contract complies with school district bidding requirements. DIR is in the process of awarding a new contract that should be complete by the end of the year. At that time, staff will return to the Board to request authorization to continue purchasing Microsoft Premier Support. **Background** Expenditures in 2020-21 were $99,958 for these services. Expenditures will not exceed $100,000 through September 2022 and funding is included in the budget.
Requested By:	Long Pham, Chief Information Officer Bryan Guinn, Chief Financial Officer
Vendor:	Microsoft Corporation
Budget Sources:	General Fund
Amount:	Not to Exceed - $100,000 through 2022

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 September 2022
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None

BOT Meeting:	**September 13, 2021**
Solicitation No.:	**22-012AR Sourcewell Purchasing Cooperative & Choice Partners**
References:	**District Goal** **Scalable Systems**
Description:	**Fleet Maintenance and Repair Service** **<u>Recommendation</u>** The Administration is seeking Board approval for the continued purchase of fleet maintenance and repair services from various vendors through the Sourcewell & Choice Partners cooperative, for an amount not to exceed $1,054,000, and authorization for the Acting Superintendent to negotiate and execute the agreements and subsequent renewals through December 2024. **<u>Summary</u>** The Fort Bend ISD Facilities Department is seeking approval for the procurement of various fleet supplies & services. The department will use cooperative vendors for the purchase of fleet supplies and services which include brakes, oil changes, engine repair, transmission repair, belts, paint and body repair, windshield/window replacements, tires, inspections, etc., and parts needed by our in-house mechanics. The cooperative purchasing contract will allow the District to fulfill its fleet needs efficiently and effectively and complies with school district bidding requirements. The current cooperative contract has renewal options through December 2024. Should the contract not renew for the full term, staff will return to the Board to request approval to use the new cooperative contract, an alternate cooperative contract, or an alternative procurement method. **<u>Background</u>** Expenditures in 2020-21 were $333,270 for these services. Expenditures will not exceed $1,054,000 through December 31, 2024 and funding is included in the budget.
Requested By:	Oscar Perez, Chief Operations Officer Bryan Guinn, Chief Financial Officer
Vendor:	Ford Motor Company Classic Chevrolet Sugar Land Southern Tire Mart O'Reilly Auto Parts
Budget Sources:	General Fund
Amount:	Not to Exceed - $ 1,054,000 through December 31, 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 December 2024
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None

BOT Meeting:	**September 13, 2021**
Solicitation No.:	**22-005AB Buy Board**
References:	**District Goal** **Scalable Systems**
Description:	**Trailer Service and Trucking Rentals** **<u>Recommendation</u>** The Administration is seeking Board approval for the continued purchase of trailer service and trucking rentals under a cooperative contract with BuyBoard, as well as consideration and possible approval of increasing the existing contracts by $250,000, and authorization for the Acting Superintendent to negotiate and execute the agreements through June 2023. **<u>Summary</u>** On April 11, 2018, Fort Bend ISD released RFP 18-058MH requesting pricing for Trucking Service and Trailer Rentals utilized by the District's Fine Arts Department. Box trucks and semi-tractors are used to transport instruments and equipment for band and orchestra students performing or competing in football games, marching band contests, concerts, and music festivals. The box trucks are also used to transport theater props and equipment for high school and middle school One-Act Play contests throughout the year. On July 23, 2018, the Board awarded contracts to multiple vendors in an amount not to exceed $800,000 through 2023. The awarded vendors from RFP 18-058MH for box truck rentals and semi-tractors were unable to provide adequate box truck rentals. The Board approved the addition of PV Rentals to the awarded vendor list on April 15, 2019, through a BuyBoard cooperative contract. Board authorization expired June 30, 2021, so staff is returning to the Board for a new authorization through June 2023. With the approval to continue utilizing PV Rentals, also comes a request to increase the current $800,000 by $250,000 for a total not to exceed amount of $1,050,000 over the total five-year period. The reasons for the additional costs include renting additional tractors for high school band programs that have acquired additional semi-trailers since the original bid. High school marching bands require additional rentals due to using large field props in their halftime shows, the District has added an additional middle school (Ronald Thornton) since the original bid was approved, and there is greater participation in both middle school and high school One-Act Play competitions, all of which have led to increased expenditures. The BuyBoard cooperative purchasing contract will allow the District to more fully support its need for box truck rentals, in conjunction with the RFP awarded vendors, efficiently and effectively and complies with

	school district bidding requirements. Renewal options are available through June 30, 2023. Should this 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. **<u>Background</u>** Expenditures in 2020-21 were $58,399.00 for these services. Expenditures pre-pandemic in 2019-20 were $233,402. Expenditures will not exceed $1,050,000, which includes the original authorization of $800,000 through June 30, 2023. The remaining contract balance of the original $800,000 is $213,866. Staff is requesting the increase of $250,000 to provide adequate contracts to serve the departments this school year and next. The funding is included in the budget.
Requested By:	Brett Lemley, Assistant Superintendent, Department of School Leadership Bryan Guinn, Chief Financial Officer
Vendor:	PV Rentals
Budget Sources:	General Fund
Amount:	Not to Exceed $1,050,000 through June 30, 2023

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:	Through June 2023
Last solicitation date:	April 11, 2018
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	N/A

BOT Meeting:	**September 13, 2021**
Solicitation No.:	**22-019LJ Department of Information Resources (DIR)**
References:	**District Goal** **Scalable Systems**
Description:	**Apple-Branded Products and Related Services** **<u>Recommendation</u>** The Administration is seeking Board approval for the continued purchase of Apple-Branded Products and Related Services from Apple, Inc. under a cooperative contract with the Department of Information Resources (DIR) in an amount not-to-exceed $5,500,000, and authorization for the Acting Superintendent to negotiate and execute the agreements through November 2024. **<u>Summary</u>** In 2019, the Board approved the purchase of Apple products such as iPads and MacBooks, along with applications and services through a cooperative contract with the Department of Information Resources, which expires on November 7, 2021. Apple products, such as iPads, MacBooks, iMacs, applications, and services, have been used in District classrooms for over ten (10) years. Elementary campuses are equipped with iPad carts in PreK-1st grade classrooms as part of the Classroom Technology Toolkit. Secondary campuses have iPad and MacBook carts in various Fine Arts and CTE classrooms including media production, robotics, and coding classes. The District's Apple fleet consists of more than 25,000 devices for staff and student use. Products and applications supported by this agreement include all Apple desktops, laptops, iPads, and Apple TVs used throughout the District. Administration is seeking Board approval to utilize the DIR contract options with Apple through 2024 for annual purchases, new campus additions, campus expansions, and device replacements. Due to the Covid-19 pandemic, many of the cooperatives are experiencing staff shortages, causing delays in bidding new contracts. Their contracts provide for extensions to cover transitional periods, ensuring business continuity for their customers. With Board approval, staff will utilize extensions, renewals, or a new contract DIR establishes for Apple products and services through the expiration of the next three-year contract cycle, which will be through November 2024. The Department of Information Resources (DIR) cooperative purchasing contract will allow the District to continue the purchase of Apple-branded Products and Related Services. The cooperative contract complies with school district bidding requirements. The Department of Information Resources (DIR) cooperative contract is

	set to renew in November 2021. Should the purchasing contract not extend or 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. **<u>Background</u>** Expenditures in 2020-21 were $3,183,724 for these products and services. Expenditures will not exceed $5,500,000, through 2024, which includes a 5% contingency. Funding is included in the budget.
Requested By:	Long Pham, Chief Information Officer Bryan Guinn, Chief Financial Officer
Vendor:	Apple, Inc.
Budget Sources:	General Fund Bond Funds Federal and Grant Funds
Amount:	Not to Exceed - $5,500,000 through 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 November 2024
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None