

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

Monday, November 14, 2022

This is Notice that the Fort Bend Independent School District Board of Trustees will hold a Public Budget Hearing on Monday, November 14, 2022, beginning at 6:00 PM in the Board Room of the Fort Bend ISD Administration Building, 16431 Lexington Blvd., Sugar Land, TX 77479 in the Board Room of the Fort Bend ISD Administration Building, 16431 Lexington Blvd., Sugar Land, TX 77479. The agenda packet for the meeting is available at <https://meetings.boardbook.org/Public/Organization/649>.

Members of the public may view the live stream of the meeting at the following address: <https://www.fortbendisd.com/BoardMeetingLivestream>. Members of the public may also address the Board during public comment.

1. Call to order	4
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A. Activity Report	
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7. Public Comment	
8. Information	
A. Original Recommendation: Travis High School Feeder Pattern	6
B. Intruder Detection Audit Report Findings	19
9. Consent Agenda	
<i>All items under the Consent Agenda are acted upon by one motion. Upon a Board Member's request, any item on the Consent Agenda shall be moved to the Action portion of the regular agenda.</i>	
A. Consideration and approval of the Resolution to convene the Fort Bend ISD School Health Advisory Committee (SHAC) to recommend support materials for instruction related to child abuse, family violence, dating violence, and sex trafficking	20

B. Consideration and approval of the minutes of the following Fort Bend ISD Board of Trustees meetings:

- August 1, 2022 - Special Called Meeting
- October 3, 2022 - Called Meeting and Agenda Review
- October 11, 2022 - Special Called Meeting - DIP/CIP Workshop
- October 17, 2022 - Public Hearing: 2022-23 Targeted Improvement Plan for WHS
- October 17, 2022 - Regular Business Meeting

C. Consideration and approval of the revisions to policies: 45

- DEC (Local)
- DP (Local)
- EJ (Local)
- DMA (Local)
- FFBA (Local)

D. Consideration and approval of the 2022-23 Annual Professional Learning Plan 82

E. Consideration and approval of proposed purchases exceeding \$50,000. Specially for:

1. Consideration and approval for the purchase of generator preventive maintenance, support, and related services from various cooperative contracts in an amount not-to-exceed \$475,000 and authorization for the Superintendent to negotiate and execute the agreement through October 2025 93

2. Consideration and approval of increasing the existing contract awarded under 21-085LJ Data Center Preventive Services, Maintenance, and Support by \$1,100,000 for a total not to exceed the amount of \$1,336,400, and authorization for the Superintendent to negotiate and execute the agreements through April 2024 95

3. Consideration and approval for the purchase of Project Management and Information Technology Consulting Services from multiple vendors for an amount not to exceed \$2,000,000 and authorization for the Superintendent to negotiate and execute the agreements through December 2027 97

4. Consideration and approval for the purchase of Instructional Software, Subscriptions, Related Products, and Services from multiple vendors for an amount not to exceed \$15,000,000 and authorization for the Superintendent to negotiate and execute the agreements through November 2027 106

10. 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. Deliberate assigning a Level Three employee grievance of Katina Covington to the Board-designated hearing officer, Myra Schexnayder, or scheduling a hearing for a future Board meeting

11. Reconvene in Open Session

12. Consider Action on Closed Session Items

13. Action

A. Consider approval of a Resolution authorizing employee compensation during district closure on November 7, 2022 113

B. Consideration and approval of Board Legislative Priorities 116

14. 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 rigorous and relevant curriculum and deliver instruction that is responsive to the needs of all students.

Goal 2: Fort Bend ISD will provide a positive culture and climate that provides a safe and supportive environment for learning and working.

Goal 3: Fort Bend ISD will recruit, develop, and retain high quality teachers and staff.

Goal 4: Fort Bend ISD will engage students, parents, staff, and the community through ongoing communication, opportunities for collaboration and innovation, and partnerships that support the learning community.

Goal 5: Fort Bend ISD will utilize financial, material, and human capital resources to maximize district outcomes and student achievement.

For: Fort Bend ISD
Date: November 14, 2022
Agenda Review/Regular Meeting
Comparison

Summary

The following agenda items were revised or added following the November 7, 2022 Agenda Review. This list does not include recognition, information or closed session items. A brief explanation is included:

9B: Consideration and approval of the minutes of the following Fort Bend ISD Board of Trustees meetings:

Revised October 17, 2022 Meeting Minutes to reflect the Board Action on the 2022-23 District Improvement Plan Performance Objectives.

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Recognitions
Department: Communications

Recommendation

The Administration recommends that the Board recognize:

- Sartartia Middle School and Austin High School Orchestras selected to perform at the 2022 Midwest Clinic

Summary

Sartartia Middle School Honors Orchestra, directed by Heather Davis and Fernando Medina along with Austin High School Camerata Orchestra, directed by Ann Victor were selected to perform at the 2022 Midwest Clinic. The Midwest Clinic is the world's largest annual band and orchestra directors' conference. Only a handful of groups are selected to perform out of hundreds of applications.

Recommended by:

Dr. Christie Whitbeck
Superintendent of Schools

Submitted by:

Veronica V. Sopher
Chief Communications Officer

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Information: Original Boundary
Recommendation: Travis HS Feeder
Pattern for 2023-24
References: Board Policy: FC(Local)
Department: Deputy Superintendent

Summary

Staff along with the district’s external boundary consultant will present the Original Recommendations for relieving over-utilization at Travis High School and Bowie Middle School.

Staff will include an overview of the eight-step attendance boundary planning process as outlined in Policy FC (Local) and an overview of the timeline for the planning process which is planned to result in the final boundary recommendation to the Board in February 2023. During the Board Workshop, staff will provide additional slides at the dais showing 2022-23 actual enrollment and utilization as of this year’s PEIMS snapshot.

Attendance Boundary Process and Timeline - Per Policy FC (Local)

Planned Date	Component
November 14, 2022	Initial Board Presentation
November 15, 2022 November 29, 2022	Presentations of Original Recommendations to School Boundary Oversight Committee (SBOC)
November 15, 2022 November 29, 2022	Develop Proposed Recommendations
December 2 or 5, 2022	Preliminary Report Presentation to the Board
December 8, 2022 – January 1, 2023	Public Hearing
January 2023	Updated Recommendations
January 2023	Final Recommendations and Report (SBOC)
February 2023	Final Report Presentation to the Board and Board Action

Recommended by:

Christie Whitbeck
 Superintendent of Schools

Submitted by:

Beth Martinez
Deputy Superintendent



Original Recommendation: THS Feeder Patter

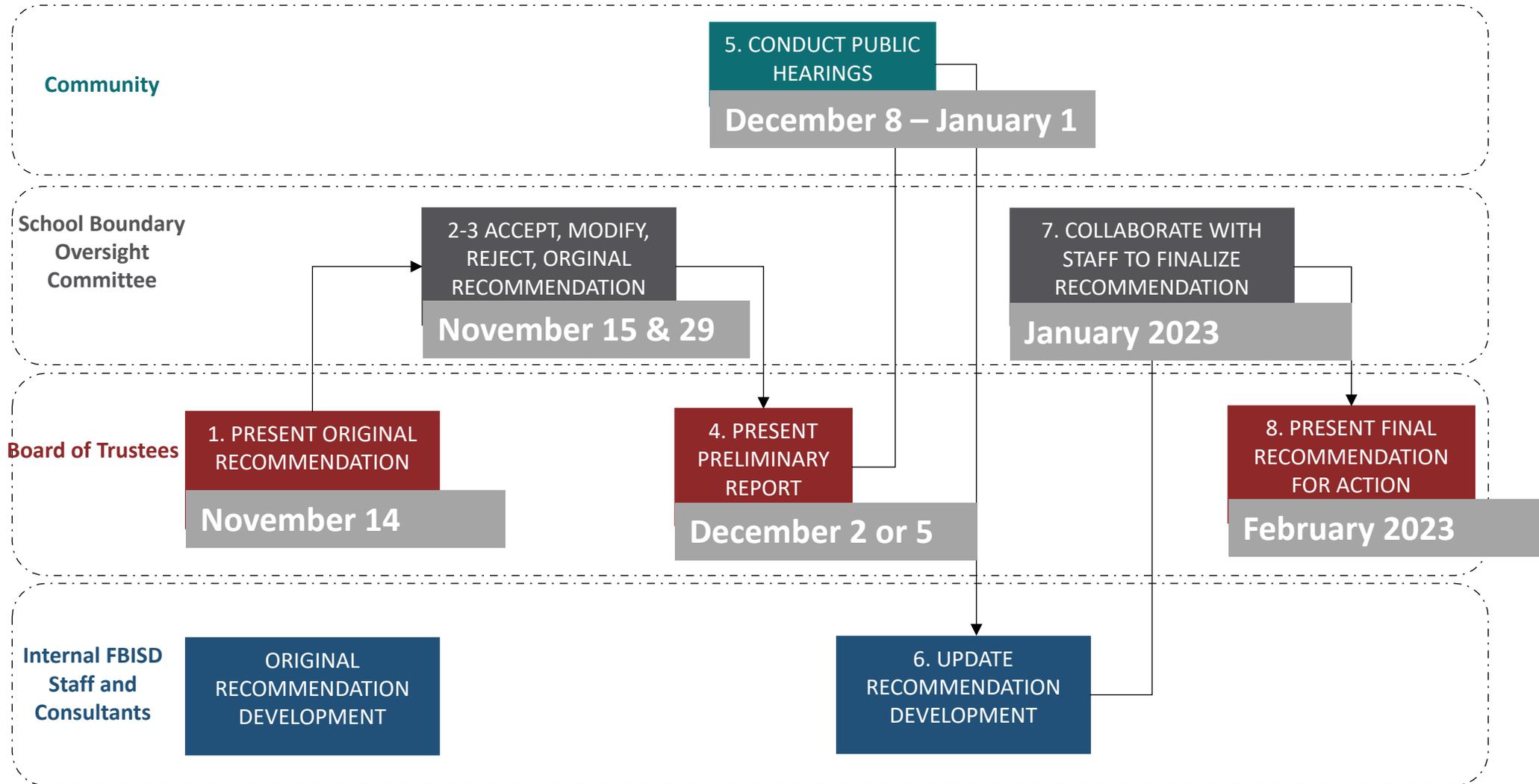
November 14, 2022

Utilization of Travis High School and Bowie Middle School



Next Steps

Attendance Community Change Process (interactions)*



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*The Attendance Community Change Process interactions are defined in Policy FC (Local)

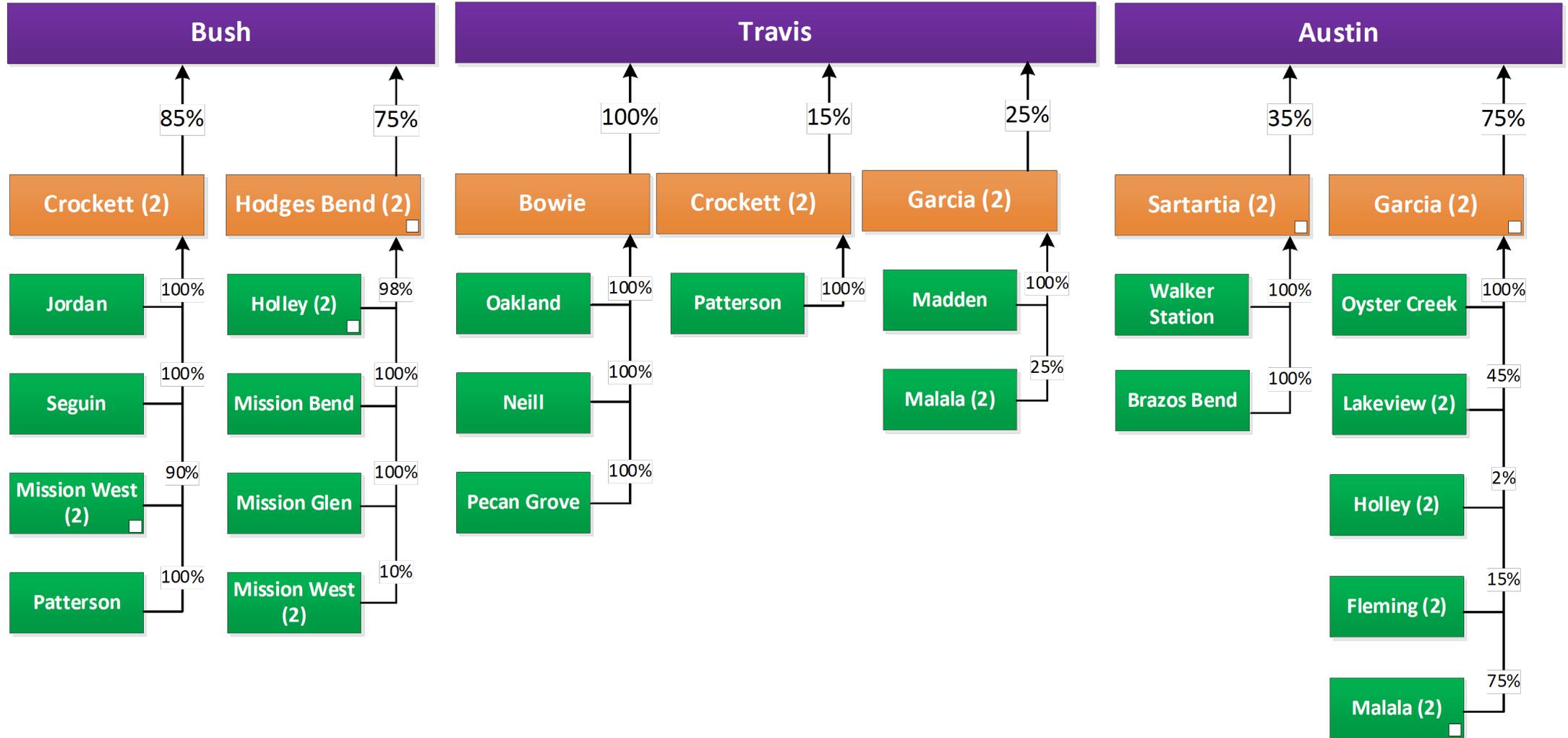
Current Situation

- **Travis HS operating at 112% utilization**
 - Including Global Studies Academy (120 students) and International Business Academy (160 students)
 - Operating at 90.5% utilization with 14 portables
- **Bowie MS operating at 102% utilization**
 - Operating at 91% utilization with 4 portables

Original Recommendations

- **Move Brazos Bend ES attendance community to Austin HS feeder**
 - Currently in the Travis HS feeder and would help relieve Travis HS
- **Move Patterson ES attendance community to Crockett MS only**
 - Currently split between Crockett MS and Bowie MS
 - This would update the high school feeder to 85% to Bush HS and 15% to Travis HS; relieving Bowie MS
- **Update Sartartia MS split to Austin HS and Clements HS only**
 - Currently split between three high schools (Austin, Clements and Travis)

Proposed High School Feeder Updates



Utilization Numbers for Travis High School

Current High School Boundaries

School	2023-24 Capacity	Projected Enrollment									Permanent Utilization								
		2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Austin	2,546	2,353	2,320	2,296	2,221	2,166	2,143	2,132	2,214	2,255	92%	91%	90%	87%	85%	84%	84%	87%	89%
Bush	2,867	2,849	2,836	2,888	2,822	2,806	2,751	2,724	2,809	2,850	99%	99%	101%	98%	98%	96%	95%	98%	99%
Kempner	2,622	2,039	1,993	1,932	1,848	1,858	1,821	1,833	1,863	1,851	78%	76%	74%	70%	71%	69%	70%	71%	71%
Travis	2,873	3,025	3,139	3,207	3,297	3,382	3,452	3,552	3,554	3,544	105%	109%	112%	115%	118%	120%	124%	124%	123%
HS Total	10,908	10,266	10,288	10,323	10,188	10,212	10,167	10,241	10,440	10,500	94%	94%	95%	93%	94%	93%	94%	96%	96%

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Proposed High School Boundaries

School	2023-24 Capacity	Projected Enrollment									Permanent Utilization								
		2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Austin	2,546	2353	2802	2791	2719	2679	2654	2633	2697	2717	92%	110%	110%	107%	105%	104%	103%	106%	107%
Bush	2,867	2849	2836	2888	2822	2806	2751	2724	2809	2850	99%	99%	101%	98%	98%	96%	95%	98%	99%
Kempner	2,622	2039	1993	1932	1848	1858	1821	1833	1863	1851	78%	76%	74%	70%	71%	69%	70%	71%	71%
Travis	2,873	3025	2657	2712	2799	2869	2941	3051	3071	3082	105%	92%	94%	97%	100%	102%	106%	107%	107%
HS Total	10,908	10,266	10,288	10,323	10,188	10,212	10,167	10,241	10,440	10,500	94%	94%	95%	93%	94%	93%	94%	96%	96%

Considerations

- Travis currently projected to be above 120% by 2027-2028
- Austin currently projected to be 84% in 2027-2028
- Recommended attendance community change will balance utilization between Austin and Travis, with both schools at 107% in 2030-2031

Utilization Numbers for Bowie Middle School

Current Middle School Boundaries

School	2023-24 Capacity	Projected Enrollment										Permanent Utilization									
		2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	
Bowie	1,657	1,602	1,617	1,615	1,656	1,726	1,781	1,839	1,894	1,928	1,958	98%	97%	100%	104%	107%	111%	114%	116%	118%	
Crockett	1,603	1,170	1,206	1,210	1,199	1,237	1,273	1,292	1,303	1,294	1,280	75%	75%	75%	77%	79%	81%	81%	81%	80%	
Total	3,260	2,772	2,823	2,825	2,855	2,963	3,054	3,131	3,197	3,222	3,238	87%	87%	88%	91%	94%	96%	98%	99%	99%	

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Proposed Middle School Boundaries

School	2023-24 Capacity	Projected Enrollment									Permanent Utilization								
		2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31
Bowie	1,657	1617	1411	1461	1524	1593	1633	1672	1684	1689	98%	85%	88%	92%	96%	99%	101%	102%	102%
Crockett	1,603	1206	1414	1394	1439	1461	1498	1525	1538	1549	75%	88%	87%	90%	91%	93%	95%	96%	97%
Total	3,260	2,823	2,825	2,855	2,963	3,054	3,131	3,197	3,222	3,238	87%	87%	88%	91%	94%	96%	98%	99%	99%

Considerations

- Bowie projected to reach 120% by 2029-2030. Recommended attendance community change will balance utilization between Bowie and Crockett.

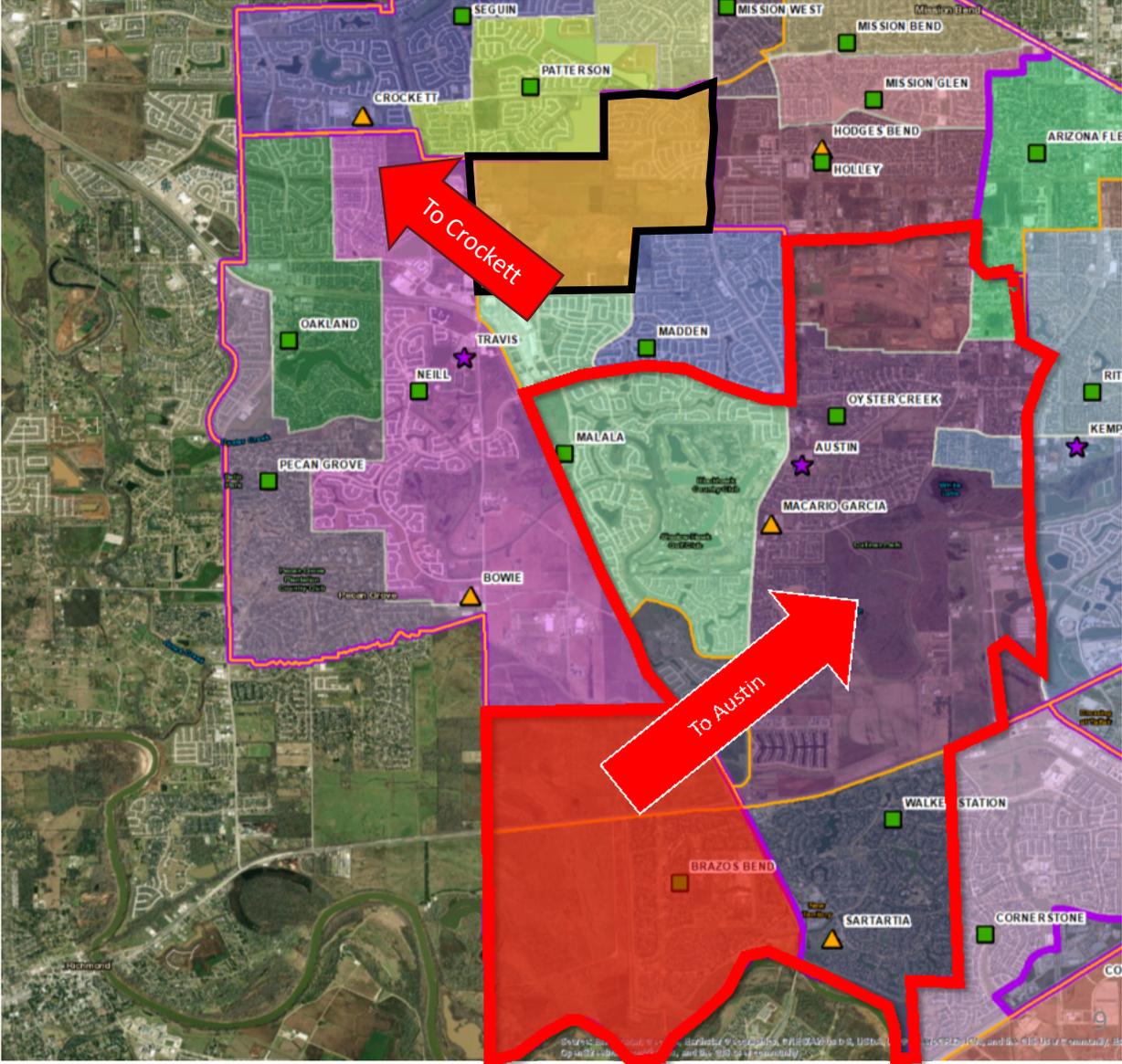
Original Recommendation Review

2023-24

Proposed changes:

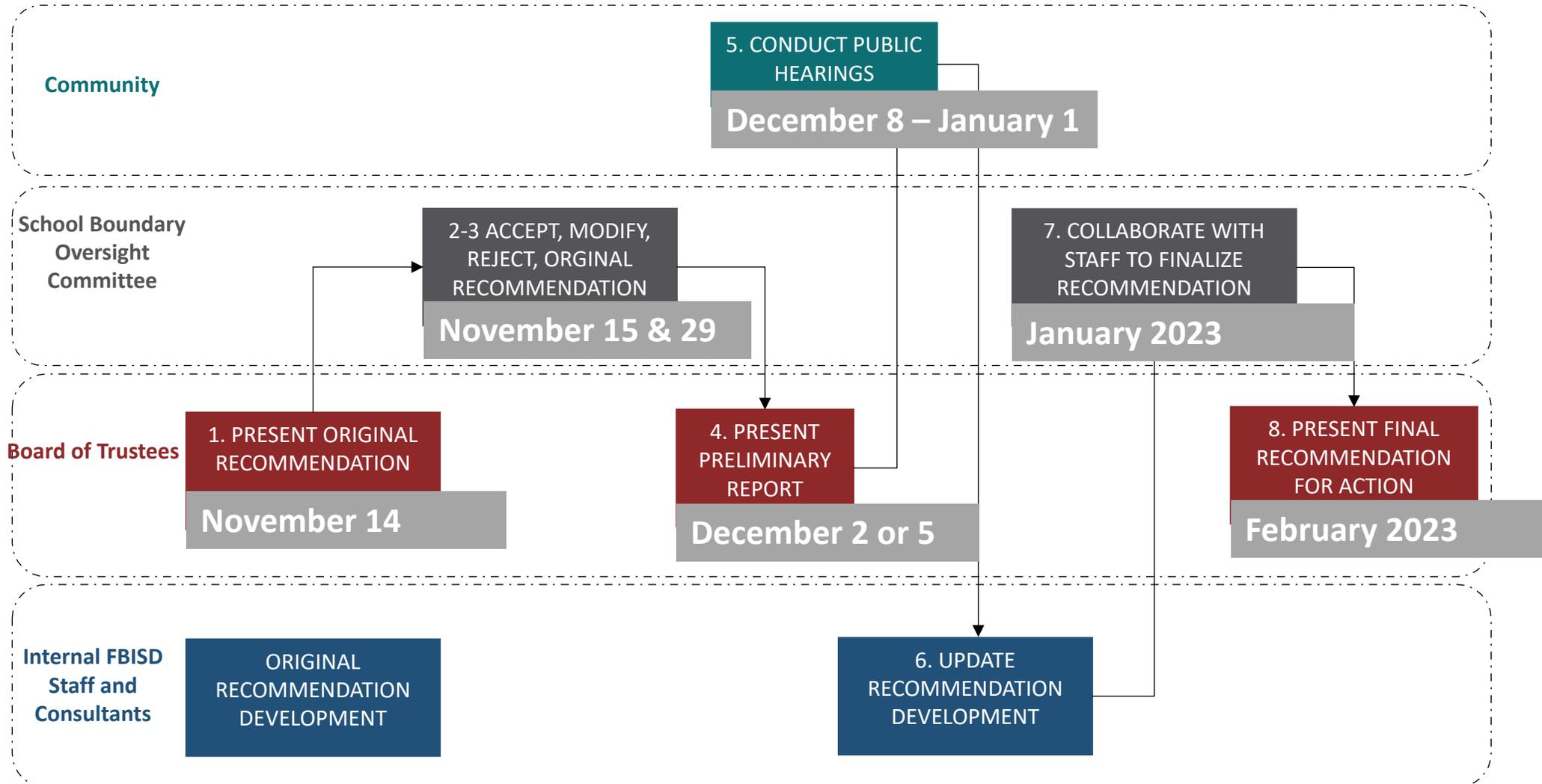
- Brazos Bend attendance area moves from Travis HS to Austin HS
 - Continues to feed to Sartartia for MS.
- Patterson attendance area moves from Bowie MS to Crockett MS

Brazos Bend area: <ul style="list-style-type: none">• Neighborhoods include High Meadows, Summerhill, and portions of New Territory
Patterson area: <ul style="list-style-type: none">• Neighborhoods include Mission Sierra and Mission Trace



Next Steps

Attendance Community Change Process (interactions)*



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*The Attendance Community Change Process interactions are defined in Policy FC (Local)



Questions

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Information: Intruder Detection Audit
Report Findings
References: Policy CKC (Legal)
District Goal 2
Department: Police Department

Summary

The Texas School Safety Center recently conducted an Intruder Detection Audit at one or more of our campuses. The audits test whether a campus is accessible to an unauthorized individual. This audit helps identify how we can improve safety for students, such as ensuring exterior doors are locked.

We are working closely with our campus administrators to ensure we are training all our staff and securing our doors for the protection of everyone at our campuses. Intruder Detection Audits are just one of the many actions we are taking to ensure our schools are safe.

Since the last Board of Trustees update on October 17, 2022, the district has received ten (10) additional Intruder Detection Audit reports for ten (10) campuses. Eight (8) reports came back with no corrective actions. Corrective actions for the remaining reports, including training and related work orders, are in the process of being completed.

Specific details of the Intruder Detection Audit will be discussed in the executive session and with the Safety and Security Committee. Fort Bend ISD is committed to providing a safe and secure learning environment for our students and staff.

Recommended by:

Dr. Christie Whitbeck
Superintendent of Schools

Submitted by:

David Rider
Chief of Police

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
**Action: Consideration and Approval: School Health
Advisory Council (SHAC)
Resolution**
**References: District Goal 1
Board Policy EHAA and EHAC (Legal
and Local)**
Department: Academic Affairs

Recommendation

Consideration and approval to adopt a resolution to convene the Fort Bend ISD School Health Advisory Committee (SHAC) to recommend support materials for the instruction related to child abuse, family violence, dating violence, and sex trafficking.

Summary

Senate Bill 9, passed during the 87th (2nd) Legislative Special Session requires schools, beginning in the 2022-23 school year, to adopt a policy defining the process for the adoption of curriculum related to the prevention of child abuse, family violence, dating violence, and sex trafficking.

Policy EHAA(LOCAL) was approved by the Fort Bend Board of Trustees on September 19, 2022. This policy outlines the process regarding the adoption of support materials for the District's instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking. The process includes:

1. Board adoption of a resolution convening the District's SHAC to recommend support materials for the instruction.
2. The SHAC shall provide no less than 14 calendar days of public notice and hold a public review of the considered support materials. SHAC members, parents, and the community shall be encouraged to attend and provide feedback on the support materials under consideration.
3. The SHAC shall hold at least two public meetings on the support materials before adopting recommendations to present to the Board.
4. The SHAC recommendations must comply with the instructional content requirements in the law, be suitable for the subject and grade level for which the materials are intended, and be reviewed by academic experts in the subject and grade level for which the materials are intended.
5. The SHAC shall present its recommendations to the Board at a public meeting. The recommendation shall include a summary of the public meetings, feedback gathered, and any adjustments made to the recommendation.

6. After the Board ensures the recommendations from the SHAC meet the standards in law, the Board shall take action on the recommendations by a record vote at a regularly scheduled Board meeting.

The SHAC serves in an advisory role to the Board of Trustees. District leadership collaborates with the SHAC to create awareness and to obtain their recommendation regarding legislative updates that impact student health and wellness. A tentative timeline is below:

Board Action <ul style="list-style-type: none"> • Board of Trustees adopts policy EHAA Local regarding the selection of support materials for the district’s instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking 	September 19, 2022
Form Prevention Support Resource Team (includes district leaders, content area experts, & SHAC members) <ul style="list-style-type: none"> • Identify district leaders and SHAC members that will serve on the Prevention Instructional Resource Team • Accept Leadership Team and Content Area Experts Team Applications • Review and Select Task Force Members • Instructional Resource Task Force establishes resource priorities 	September 26, 2022 – October 7, 2022
Board Action Board adopts a resolution for the District’s SHAC to recommend support materials for the instruction relating to the prevention of child abuse, family violence, dating violence, and sex trafficking	November 14, 2022
Public Communication <ul style="list-style-type: none"> • Press release posted to the community about the adoption recommendations review • District Staff and SHAC reach out to vendors 	November 15, 2022 – December 9, 2022
Prevention Support Resource Team Meeting #1 <ul style="list-style-type: none"> • Review Selection Procedures • Review Subject Area Priorities • Review Vendor Resources and Vendor Presentations • Schedule Vendor Presentations 	December 14, 2022
Prevention Support Resource Team Meeting #2 <ul style="list-style-type: none"> • Review Vendor Resources and Vendor Presentations (up to 5 per day) 	January 10, 2023
Prevention Support Resource Team Meeting #3 <ul style="list-style-type: none"> • Review Vendor Resources and Vendor Presentations (up to 5 per day) 	January 12, 2023
Post Notice of Public Resource Review - <i>The SHAC shall provide no less than 14 calendar days public notice and hold a public review of the considered support materials. SHAC members, parents, and the community shall be encouraged to attend and provide feedback on the support materials under consideration.</i>	January 30, 2023
Public Hearing #1/SHAC Meeting <ul style="list-style-type: none"> • Review the Policy and Resolution Adopted by the Board of 	February 15, 2023

<p>Trustees</p> <ul style="list-style-type: none"> • Review the Process and List of Vendors That Have Communicated Interest • Provide an introduction and overview of the support materials considered for adoption. • Provide notice that the SHAC shall hold a review period (there must be at least two weeks between the first and second public meetings.) 	
<p>Public Resource Review & BOT Review</p> <ul style="list-style-type: none"> • Post on District Webpage • Invite SHAC Members, parents, community members, etc. to Participate Directly 	February 15, 2023 – March 2, 2023
<p>Prevention Support Resource Team Meeting #4</p> <ul style="list-style-type: none"> • Identify the vendors/programs that will be recommended to the Board of Trustees • Board Agenda Item due • Board Memo due 	March 8, 2023
<p>Public Hearing #2 Resources Recommended Presented to SHAC for Review, Before Scheduled SHAC Meeting</p> <ul style="list-style-type: none"> • Review the Policy and Resolution Adopted by the Board of Trustees • Review the Process and List of Vendors Participating • Present Recommended Resources 	March 22, 2023
<p>Submit Recommendations to School Board</p>	April 3, 2023, Board Workshop
<p>School Board Approves Recommendations</p>	April 17, 2023, Board Meeting

Recommended by:
 Dr. Christie Whitbeck
 Superintendent of Schools

Submitted by:
 Dr. Kim Lawson
 Chief Academic Officer

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE FORT BEND INDEPENDENT SCHOOL DISTRICT**

WHEREAS Section 28.004(q-4) of the Texas Education Code and Board Policy EHAA (Local) requires the Board of Trustees to adopt a resolution convening the local school health advisory council (SHAC) to make recommendations regarding resource or support materials for the School District's use in the prevention of child abuse, family violence, dating violence, and sex trafficking.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD:

The Board of Trustees of the Fort Bend Independent School District call for the SHAC to convene according to Board policy EHAA (Local) to make recommendations regarding resource or support materials for the School District's use in the prevention of child abuse, family violence, dating violence, and sex trafficking. In accordance with policy, the SHAC shall:

1. Provide no less than 14 calendar days of public notice and hold a public review of the materials considered. SHAC members, parents, and the community shall be encouraged to attend and provide feedback on the support materials;
2. Hold at least two public meetings on the curriculum materials for the school District's instruction on the prevention of child abuse, family violence, dating violence, and sex trafficking, before adopting recommendations to present to the Board;
3. Recommend materials for the School District's instruction on the prevention of child abuse, family violence, dating violence, and sex trafficking that comply with the instructional content requirements in the law, are suitable for the subject and grade level for which the materials are intended, and are reviewed by academic experts in the subject and grade level for which the materials are intended; and
4. Present the SHAC's recommendations for the School District's prevention of child abuse, family violence, dating violence, and sex trafficking instruction to the Board at a regularly scheduled Board meeting for the public, to include the Board's record vote for approval, during the 2022-23 school year.

The authority granted by this resolution is effective until the Board revokes such authority by further action.

Approved and Adopted by the Fort Bend ISD Board of Trustees on _____ 2022.

By _____
Board President
Fort Bend ISD

Attest:

By _____
Board Secretary
Fort Bend ISD

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Consideration and Approval:
Board of Trustees Meeting and
Hearing Minutes
Reference: Board Policy BE (Local)
Department: Legal Services

Recommendation

Consideration and approval of the minutes of Fort Bend ISD Board of Trustees meetings and/or public hearings on the following dates:

- August 01, 2022 Special Called Meeting
- October 03, 2022 Called Meeting and Agenda Review
- October 11, 2022 Special Called Meeting – DIP/CIP Workshop
- October 17, 2022 Public Hearing – 2022-23 Targeted Improvement Plan for Willowridge High School
- October 17, 2022 Regular Business Meeting

Summary

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

**Minutes
Fort Bend ISD Board of Trustees**

Special Called Meeting - August 1, 2022

A Special Called Meeting of the Fort Bend ISD Board of Trustees was held on Monday, August 1st, 2022, beginning at 6:00 PM in the Board Room of the Fort Bend ISD Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas.

A quorum of the Board of Trustees attended in person at this location. The agenda packet for the meeting can be found here:

<https://meetings.boardbook.org/Public/Agenda/649?meeting=539685>

Presiding Officer.....Mrs. Kristen Davison Malone, President

Board Members Present

Mrs. Judy Dae, Vice President
Dr. Shirley Rose-Gilliam, Secretary
Mr. Rick Garcia
Mr. David Hamilton
Mrs. Angie Hanan
Ms. Denetta Williams

School Officials Present

Dr. Christie Whitbeck, Superintendent of Schools
Robert Scamardo, General Counsel

Others Present

Rick Morris, Board Counsel
Chris Gilbert, Retained Counsel for FBISD
Dr. Cathy Mincberg (CRSS)

1. Meeting call to order

President Davison Malone called the meeting to order at 6:03 PM announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and manner required by law.

2. Convene in Closed Session

The Trustees convened in closed session at 6:08 PM 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 - Deliberate proposed settlement in the Equal Employment Opportunity Commission Charge of Discrimination #460-2022-03047 Garrett Rosier v Fort Bend ISD

3. Reconvene in Open Session

The Trustees reconvened in open session 8:06 PM. Board Member Denetta Williams departed when the Board reconvened in open session and was not present for the vote

4. Consider Action on Closed Session Item

MOTION made by Mrs. Hanan and SECONDED by Dr. Gilliam for the Board to approve the proposed settlement in the Equal Employment Opportunity Commission Charge of Discrimination #460-2022-03047 Garrett Rosier v Fort Bend ISD.

During discussion, Board Member Judy Dae read the following statement:

While I do not agree with many of the allegations against Fort Bend ISD, when I consider the substantial cost of fighting this matter in court, and based on the advice of our legal counsel, I am willing to support approval of the settlement agreement.

Board Member David Hamilton stated that, like Mrs. Dae, he did not agree with some of the accusations against the District but considering the cost he also supports the approval of the settlement.

Board President Kristen Malone read the following statement:

Mr. Rosier filed a grievance alleging Ms. Williams' maltreatment toward him. The investigation from the grievance resulted in an expenditure of approximately \$49,000.00. Mr. Rosier has since filed an EEOC claim and Fort Bend is now faced with a potential settlement of \$65,000.00 to Mr. Rosier less TASB defense fund of \$32,500.00, netting a \$32,500.00 FBISD outlay in settlement. While I do not believe the District should be held legally responsible, when I consider the potential costs of litigation, and weigh that along with my responsibility to protect taxpayers, I feel that it is my fiduciary responsibility to mitigate risk and support what I believe is a favorable settlement for the District.

After discussion, MOTION PASSED. Ayes 6 – Nays 0
Yay: Dae, Davison-Malone, Garcia, Rose-Gilliam, Hamilton, and Hanan.

Board Member Denetta Williams was not present for the vote.

MOTION was made by Mr. Garcia to adjourn. The meeting adjourned at 8:10 PM.

Kristen Davison Malone, President

Dr. Shirley Rose-Gilliam, Secretary

Minutes Fort Bend ISD Board of Trustees

Called Meeting and Agenda Review Workshop
October 3, 2022

The Fort Bend ISD Board of Trustees Called Meeting and Agenda Review Workshop was held on Monday, October 3, 2022, beginning at 6:06 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available for public viewing at the following address <https://www.fortbendisd.com/Page/124962>. The meeting was recorded as required by law, and the recording is available to the public at: <https://youtu.be/q3lgBdeeTTM>

The agenda packet for the meeting can be found here:

<https://meetings.boardbook.org/Public/Agenda/649?meeting=548600>

Presiding Officer.....Mrs. Kristen Davison-Malone, President

Board Members Present

Mrs. Judy Dae, Vice President
Dr. Shirley Rose-Gilliam, Secretary
Mrs. Angie Hanan
Mr. David Hamilton
Mr. Rick Garcia
Ms. Denetta Williams

School Officials Present

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Glenda Johnson, Chief Human Resources Officer
Dr. Kimberly Lawson, Chief Academic Officer
Dr. Kwabena Mensah, Chief of Schools
Oscar Perez, Chief Operations Officer
Long Pham, Chief Information Officer
Robert Scamardo, General Counsel
Veronica Sopher, Chief Communications Officer
Amanda Bubela, Recording Secretary (joined virtually)

Others Present

Debra Esterak, Board Counsel
Staff and Employees

1. Meeting Called to Order

President Malone called the meeting to order at 6:06 p.m. announcing the presence of a quorum, that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Superintendent's Update

Dr. Whitbeck shared with the Board several district events and celebrations.

- Fort Bend ISD hosted several elected officials and their staff members during a VATRE information session held last week at the Reese Center. Dr. Whitbeck expressed appreciation to the Board members who were able to attend, as well as students who participated. Student participants included the Dulles High School Jazz Band, the Austin High School JRTOC and CTE Culinary Students from the Reese Center.
- VATRE community information meetings are ongoing throughout the district. The next sessions will be Tuesday at Travis High School, Wednesday at Elkins High School and Thursday at Marshall High School. A virtual session is also planned and will be broadcast on YouTube.
- Dr. Whitbeck expressed appreciation to the Fort Bend Chamber of Commerce and the Fort Bend Economic Development Council for endorsing the VATRE.
- Fort Bend ISD is celebrating Hispanic Heritage Month through October 15 and recognized custodians during National Custodial Workers Recognition Day October 2.
- The public is invited to display blue ribbons to honor the teaching profession during World Teacher's Day on Wednesday, October 5. Everyone is invited to use the hashtag #TeachersCan to express appreciation for teachers.
- Dr. Whitbeck recognized two FBISD staff members:
 - Jose Escott, the custodian at Mercer Stadium. Mr. Escott has supported students and staff for 43 years, and single-handedly maintained the stadium grass before turf was installed.
 - Damien Bassett, a Travis High School Assistant Principal. Mr. Bassett previously served as a history teacher and four of his former students are now teachers at Travis High School.

President Malone recessed the meeting for a five-minute break at 6:11 p.m. The meeting reconvened at 6:20 p.m.

3. Review

- A. Reviewed a resolution to suspend the attendance boundary implementation provision of Board Policy FC (Local) associated with the opening of Almeta Crawford High School to open with students entering grades 9 and 10.

Board members asked questions related to the purpose of the resolution. Deputy Superintendent Beth Martinez provided clarity regarding the specific provision in FC (Local) that staff is seeking to suspend, as Almeta Crawford High School will open with only students entering grades 9 and 10.

Mrs. Hanan asked that in the future, staff clarify language regarding transportation eligibility.

- B. Reviewed a resolution authorizing the Public Sale of Acquired Property.

In response to questions from Board members, Rob Scamardo affirmed the purpose of the resolution is to authorize the public sale of property acquired by Fort Bend ISD through tax foreclosure proceedings.

- C. Reviewed the order authorizing and approving a Third Amendment to the Note Purchase Agreement associated with the District's commercial paper program and other matters relating thereto.
- D. Reviewed proposed purchases exceeding \$50,000. Specifically for:

- D-1 Reviewed the continued purchase of after school enrichment services and related items.

- Board members asked questions about current enrichment programs. Trustees provided feedback and expressed a desire to provide additional enrichment programs throughout the district.

- Mrs. Malone requested that staff provide an updated estimate of revenue collected from Success Zone programming.

- D-2 Reviewed increasing the existing contract awarded under RFP 19-044ES Personal Computers (PC), related equipment and services from Netsync Network Solutions, LLC.

- D-3 Reviewed the use of 2018 Bond Program Contingency as proposed.

- D-4 Reviewed a project budget to perform the replacement of the potable hot/cold water lines at First Colony Middle School (PKG059) for a total amount of \$1,200,000; approval of a Professional Services Agreement with BRW Architects for a Not-to-Exceed amount of \$95,000; utilization of Bond 2018 Contingency Funds; and authorization for the Superintendent to negotiate and execute or terminate the agreements.

- E. Reviewed minutes for approval of the following Fort Bend ISD Board of Trustee meetings:

- June 07, 2022 - Special Called Meeting
- June 08, 2022 - Special Called Meeting
- June 13, 2022 - Public Budget Hearing
- June 13, 2022 - Called Meeting and Agenda Review
- June 20, 2022 - Regular Business Meeting
- June 30, 2022 - Special Called Meeting
- July 25, 2022 - Regular Business Meeting
- August 01, 2022 - Special Called Meeting
- August 15, 2022 - Public Hearing
- August 15, 2022 - Called Meeting and Agenda Review
- August 22, 2022 - Regular Business Meeting
- September 12, 2022 - Called Meeting and Agenda Review

- September 19, 2022 - Regular Business Meeting

4. Public Comment

No members of the public addressed the Board.

5. Convene in Closed Session

The Board convened in closed session at 6:57 p.m. 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. Deliberate proposed agreement in the Level Three employee grievance of Kevin Daniels.
- B. Deliberate recommendation to propose termination of the term employment contract of Michael Milazzo for good cause.

6. Reconvene in Open Session

The Board reconvened in open session at 7:50 p.m.

7. Consider Action on Closed Session Items

- A. Consider proposed agreement in the Level Three employee grievance of Kevin Daniels.
- B. Consider proposed termination of the term employment contract of Michael Milazzo for good cause.

8. Action

MOTION was made by Mrs. Hanan and SECONDED by Mr. Garcia to accept the hearing officer's recommendation in the Level Three grievance of employee Kevin Daniels and direct the administration to remove the Ineligible for Rehire designation from the personnel file of Kevin Daniels.

MOTION CARRIES. 7 Ayes – 0 Nays.

MOTION was made by Dr. Rose-Gilliam and SECONDED by Mrs. Hanan to propose the termination of the term employment contract of Michael Milazzo for good cause and authorize the superintendent to give notice of the Board's action.

MOTION CARRIES. 7 Ayes – 0 Nays.

9. Adjournment

Having no further business before the Board, MOTION was made by Dr. Rose-Gilliam to adjourn. The meeting was adjourned at 7:53 p.m.

Kristen Davison-Malone, President

Dr. Shirley Rose-Gilliam, Secretary

Minutes Fort Bend ISD Board of Trustees

Special Called Meeting to Review District and Campus Improvement Plans
October 11, 2022

The Fort Bend ISD Board of Trustees held a Special Called Meeting on October 11, 2022, beginning at 12:00 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available for public viewing at the following web address: www.fortbendisd.com/boardmeetinglivestream. The meeting was recorded as required by law, and the recording is available to the public at: <https://fortbendisd.new.swagit.com/videos/186342>.

The agenda packet for the meeting can be found here:
<https://meetings.boardbook.org/Public/Agenda/649?meeting=552031>

Presiding Officer.....Ms. Kristen Davison-Malone, President

Board Members Present

Mrs. Judy Dae, Vice President
Dr. Shirley Rose-Gilliam, Secretary
Mr. Rick Garcia
Mr. David Hamilton
Mrs. Angie Hanan

School Officials Present – Executive Team

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Dr. Kimberly Lawson, Chief Academic Officer
Dr. Kwabena Mensah, Chief of Schools
Long Pham, Chief Information Officer

School Officials Present – Other Staff

Lisa Coston, Director Accountability, Assessment and Compliance
Dr. Deena Hill, Executive Director, Student Support Services and Special Education
Melissa Hubbard, Executive Director Teaching and Learning
Dr. Pilar Westbrook, Executive Director, SEL and Comprehensive Health
Stephanie Williams, Executive Director, Organizational Development
Dr. Brett Lemley, Assistant Superintendent for Secondary Education
Dr. Carmela Levy-David, Assistant Superintendent for Early Childhood & Elementary Education
Payal Pandit, Executive Director, Collaborative Communities

Bart Rosebure, Emergency Management Coordinator
Mary Brewster, Interim Executive Director Human Resources
Amanda Bubela, Recording Secretary

1. Meeting Called to Order

President Malone called the meeting to order at 12:05 p.m. announcing the presence of a quorum, that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Information

Dr. Christie Whitbeck, FBISD Superintendent of Schools shared opening remarks and stated the purpose of the workshop, which provides a bridge between the Summative Evaluation Board members heard in September. Dr. Whitbeck stated that Board members will hear more about the development of performance objectives, how progress will be reported to the Board, and what systems will be used for improvement. This planning also ties into the District goals, District Performance Objectives and the Superintendent's evaluation instrument that Board members previously adopted in June of 2022.

Deputy Superintendent Beth Martinez explained Policy BQ Legal guides the District Improvement Planning process. Ms. Martinez also provided information about the format of the workshop and the future actions the Board would be asked to take during the October 17 Board meeting.

During the October 17 Regular Board meeting, the Board will be asked to approve:

- 2022-23 District Improvement Plan Performance Objectives
- 2022-23 Campus Improvement Plan Performance Objectives
- 2022-23 Targeted Improvement Plan for Willowridge High School

Stephanie Williams, Executive Director of Organizational Development, provided an overview of the feedback protocol and other documents provided to Board members.

3. District Improvement Plan/Campus Improvement Plan Workshop

Board members broke into three groups for small group discussions with district staff, with each table focusing on designated District goals for approximately 20 minutes.

Following these small group discussions, Stephanie Williams then reviewed the reporting schedule that provided information about data sources that will be used to monitor success, and a timeline of when the data will be available for reporting.

Dr. Kwabena Mensah, Chief of Schools, provided an overview of the Campus Improvement Planning and the development of Campus Improvement Plans.

At conclusion of the workshop, Dr. Whitbeck shared copies of the [2022 Texas Teacher Poll](#) conducted by the Charles Butt Foundation, noting that teacher retention is the focus of the Board's District Goal 3.

4. Public Comment

No members of the public addressed the Board.

5. Adjournment

There being no further business before the Board, Mr. Garcia made a MOTION to Adjourn. The meeting adjourned at 2:02 p.m.

Minutes
Fort Bend ISD Board of Trustees
Public Hearing
October 17, 2022

The Fort Bend ISD Board of Trustees held a Public Hearing regarding the Targeted Improvement Plan for Willowridge High School on Monday, October 17, 2022, beginning at 5:30 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available for public viewing at the following web address: www.fortbendisd.com/boardmeetinglivestream. The meeting was recorded as required by law, and the recording is available to the public at: <https://fortbendisd.new.swagit.com/videos/186720>.

The agenda packet for the meeting can be found here:
<https://meetings.boardbook.org/Public/Agenda/649?meeting=550866>

Presiding Officer.....Ms. Kristen Davison-Malone, President

Board Members Present

- Mrs. Judy Dae, Vice President
- Dr. Shirley Rose-Gilliam, Secretary
- Mr. Rick Garcia
- Mr. David Hamilton
- Mrs. Angie Hanan
- Ms. Denetta Williams

School Officials Present

- Dr. Christie Whitbeck, Superintendent of Schools
- Steve Bassett, Deputy Superintendent
- Beth Martinez, Deputy Superintendent
- Bryan Guinn, Chief Financial Officer
- Glenda Johnson, Chief Human Resources Officer
- Dr. Kimberly Lawson, Chief Academic Officer
- Dr. Kwabena Mensah, Chief of Schools
- Oscar Perez, Chief Operations Officer
- Long Pham, Chief Information Officer
- Bart Rosebure, Emergency Management Coordinator
- Veronica Sopher, Chief Communications Officer
- Coby Wilbanks, Executive Director of Legal Services
- Amanda Bubela, Recording Secretary (joining virtually)

Others Present

- Rick Morris, Board Counsel
- FBISD Staff and Employees

1. Meeting Called to Order

President Malone called the meeting to order at 5:36 p.m. announcing the presence of a quorum, that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Information

A. 2022-23 Targeted Improvement Plan

The Administration presented the Targeted Improvement Plan (TIP) for Willowridge High School, which has been identified as a Comprehensive Support and Improvement (CSI) campus.

Following opening remarks from FBISD Superintendent of Schools Dr. Christie Whitbeck, Rhonda Mason, acting in her capacity as the District Coordinator of School Improvement, explained that Willowridge High School has been identified as a Comprehensive Support and Improvement Campus.

As a result of this designation:

- Fort Bend ISD must assign a district coordinator of school improvement.
- Additional training, conducted through Educational Service Centers, is required on Effective Schools Framework.
- A Targeted Improvement Plan (TIP) must be developed and approved by the Board of Trustees. This TIP is submitted to the TEA, and throughout the implementation of the plan, staff will meet with the TEA regularly as they monitor progress.

Following the presentation by staff, Board members asked clarifying questions, provided feedback to the administration, and requested additional information that will be processed through the Q&A Manager. Board members felt it was imperative FBISD engage Willowridge High School parents and stakeholders to keep them updated on the District's efforts to support students.

3. Public Comments

There were no comments from members of the public.

4. Adjournment

Having no further business before the Board, MOTION was made by Ms. Hanan to adjourn the meeting at 6:53 p.m.

Minutes
Fort Bend ISD Board of Trustees
Regular Meeting
October 17, 2022

The Fort Bend ISD Board of Trustees Regular Business Meeting was held on Monday, October 17, 2022, beginning at 7:05 p.m. in the Board Room of the Administration Building located at 16431 Lexington Blvd., Sugar Land, Texas. The Live Stream of the meeting was available for public viewing at the following web address: www.fortbendisd.com/boardmeetinglivestream. The meeting was recorded as required by law, and the recording is available to the public at: <https://fortbendisd.new.swagit.com/videos/186742>.

The agenda packet for the meeting can be found here:
<https://meetings.boardbook.org/Public/Agenda/649?meeting=550528>

Presiding Officer.....Ms. Kristen Davison Malone, President

Board Members Present

- Mrs. Judy Dae, Vice President
- Dr. Shirley Rose-Gilliam, Secretary
- Mr. Rick Garcia
- Mr. David Hamilton
- Mrs. Angie Hanan
- Ms. Denetta Williams

School Officials Present

- Dr. Christie Whitbeck, Superintendent of Schools
- Steve Bassett, Deputy Superintendent
- Beth Martinez, Deputy Superintendent
- Bryan Guinn, Chief Financial Officer
- Glenda Johnson, Chief Human Resources Officer
- Dr. Kimberly Lawson, Chief Academic Officer
- Dr. Kwabena Mensah, Chief of Schools
- Oscar Perez, Chief Operations Officer
- Long Pham, Chief Information Officer
- Bart Rosebure, Emergency Management Coordinator
- Veronica Sopher, Chief Communications Officer
- Coby Wilbanks, Executive Director of Legal Services
- Amanda Bubela, Recording Secretary (joining virtually)

Others Present

- Rick Morris, Board Counsel
- FBISD Staff and Employees

1.-3. Meeting Called to Order, National Anthem, Moment of Silence

President Malone called the meeting to order at 7:05 p.m. announcing the presence of a quorum, that the meeting had been duly called and the notice posted for the time and matter required by law. The meeting began later than the time notice because of a Public Hearing on the Willowridge High School 2022-23 Targeted Improvement Plan, held prior to the Regular Meeting, extended beyond the time scheduled. Mrs. Malone asked the audience to stand for the National Anthem, performed by the Bush High School Chamber Choir. Following the performance the audience remained standing for a moment of silence.

4. Recognitions

The Board recognized several students and campuses including:

Members of the Bush High School Chamber Choir

- Vivian Cantu
- Victoria Fuentes
- Hobed Seravia
- Amado Penaloza
- Ralph Louis
- Derrick Williams
- Angel Rodriguez
- Breonna Payne
- Onyekachi Ukadike
- Khari Whitemore
- Directors, Arianna Sandoval and Allen Silagon

Clements High School student Karen Wei, who won first place in the John F. Tinker Foundation Essay Contest.

Sartartia Middle School String Orchestra, which earned third place in the state middle School String Honor Orchestra competition

- Director Heather Davis
- Assistant Director Fernando Medina

Mark of Excellence National band, choir and orchestra winners

- National Wind Band Honors – Commended Winners
 - Hodges Bend Middle School Honors Band – Directors Aaron Goldfarb and Joann Prause
 - Fort Settlement Middle School Honors Band – Directors Theresa Baragas and Ireland Hirschman
 - Thornton Middle School Honors Band – Director Jason Finnels
- National Orchestra Honors – National Winners
 - Fort Settlement Middle School Chamber Orchestra – Directors Angela Peugnet and Roger Vasquez
 - Dulles Middle School Symphony Orchestra – Directors Sally Kirk, Edward Odeh and Regan Vogel

- Austin High School Camerata Orchestra – Director Ann Victor and Student Co-Presidents Timothy Ji and Terry Tan
- National Orchestra Honors – Commended Winners
 - Garcia Middle School Chamber Orchestra – Directors Frances McLean and Giovanni Fuentes
 - Sartartia Middle School Honors Orchestra – Directors Heather Davis and Fernando Medina
- National Choral Honors – Commended Winner
 - Fort Settlement Middle School Varsity Treble Choir – Director Kirsten Jordan
- National Percussion Ensemble Honors – Commended Winner
 - Austin High School Percussion Ensemble – former Director Andres Aya and current Director Lee Willis

Two Fort Bend ISD teachers selected as a Honeywell 2022 STEM Teacher Hall of Fame

- Blair Bednar, teacher from Sugar Land Middle School
- Richard Embrick, teacher from Crockett Middle School, who was unable to attend the board meeting

Representatives from the Texas Association of School Boards Risk Management Fund, Rose Brown and Ryan Boyce presented a special recognition to the Fort Bend ISD Transportation Department. The FBISD Transportation Department was awarded the 2022 Excellence Award for Vehicle/Accident Collision Training and Incident Review Board.

Transportation leaders recognized include:

- Oscar Perez, Chief Operations Officer
- Mike Jones, Executive Director
- Diana Mack-Henry, Director
- Isaac Malbrough, Supervisor of Safety and Training

5. Superintendent Update

Dr. Whitbeck shared with the Board several district updates and events.

- Fort Bend ISD’s Band Night was held last Wednesday, showcasing bands from all 11 high schools. The UIL contest will be held Wednesday at Mercer Stadium.
- The football season is underway across FBISD, with student athletes and performers demonstrating their talents.
- New Weapon Detection Systems are in place at athletic events thanks to a pilot program approved by the Board of Trustees. The detection devices allow people to pass through with limited delay and disruption.
- The 15th annual State of the Schools was held last Wednesday. Fort Bend ISD Board members and members of the executive team attended to champion public education alongside neighboring districts. The Kempner High School JROTC participated in the event and presented colors.
- SHAC’s Parent Webinars continue thanks to Whole Child Health. The next webinar, “Behavior Boot Camp” will take place Wednesday on Zoom.

- Congratulations to the new Miss USA, R'Bonney Gabriel, who is a graduate of Elkins High School. Ms. Gabriel will compete for Miss Universe in January in New Orleans.
- The director of the national pageant, Crystle Stewart, is also a graduate of Elkins High School. Ms. Stewart is also a former Miss USA.

6. Board Member Reports

Activities Report

Dr. Gilliam reported that the Trustees have attended or participated in the following activities in October.

- Community / Feeder Pattern Information Sessions
- TASA-TASB txEDCON22 Convention 2022
- Elementary & Secondary Campus Visits
- Luncheon/Presentation for Elected Officials
- Clements Homecoming Game
- Ridge Point Homecoming Game
- Travis Homecoming Game
- Spotlight on the Sugar Land 95 Symposium
- National Night Out – Community Safety Expo at Glover Elementary
- FBISD College Night at Marshall & Travis High Schools
- Marshall HS Homecoming Parade
- SHAC National School Lunch Event
- Fort Bend Chamber of Commerce – 15th Annual State of the Schools Event
- FBISD Band Night
- Student Leadership 101 – Session 2
- Willowridge Wall of Honor Golf Tournament
- VATRE Information Sessions
- Super Saturday Reading Program
- Marshall & Texas City Varsity Football Game
- Dulles High School PALS 4th Grade Event at Lexington Creek Elementary
- All-In Mentoring at Hunters Glen Elementary
- Kempner Homecoming Game versus Magnolia High School
- Girl's Golf Tournament Hosted by Ridge Point High School

Legislative Committee

Ms. Malone reported on the work of the Legislative Committee in anticipation of making recommendations to the Board to adopt FBISD's legislative priorities for the upcoming legislative session.

Ms. Malone distributed a preliminary list of topics and asked Board members to review and provide feedback to the committee.

Mrs. Hanan requested that all Board members receive a copy of the full TASB legislative agenda so that they could review language, learn more about the priorities and prioritize topics.

7. Public Comments

Kathryn Lilly, a retired FBISD teacher and current substitute, addressed the Board regarding substitute compensation and asked for pay equity for certified substitutes.

LaCresha Ellison, a facilitator with UT Health's Youth Aware of Mental Health (YAM), addressed the Board and provided information about YAM. Ms. Ellison indicated she was providing Board members with additional information, including a Frequently Asked Questions (FAQ) document.

Glenda Macal, President of the Fort Bend American Federation of Teachers, addressed the Board regarding the Targeted Improvement Plan (TIP) for Willowridge High School and shared her concerns about the plan's impact on teacher schedules.

8. Discussion regarding possible nomination of a candidate for election to the Fort Bend Central Appraisal District Board of Directors.

MOTION made by Mr. Garcia and SECONDED by Ms. Dae to nominate Jim Rice, a former Trustee to the Fort Bend Central Appraisal District Board of Directors.

During discussion Chief Financial Officer Bryan Guinn shared that on September 30, FBISD received notification from the Fort Bend Central Appraisal District that existing an existing board member had tended their resignation and sought nomination of a candidate.

Following discussion, MOTION PASSED. Ayes 6 – Nays 1.
Yea: Davison-Malone, Dae, Rose-Gilliam, Hamilton, Hanan
Nay: Williams

9. Information

A. Annual Comprehensive Financial Report (ACFR) and 2022-23 Budget Update

Lupe Garcia, on behalf of Whitley Penn, presented the results of the Fiscal Year 2022 Financial Statement Audit. The results of the audit, which reflect a "clear" opinion, were previously shared with the Board Audit Committee.

Education Code 44.008 requires the audit of school district financials at the close of each fiscal year by a certified public accounting firm registered with the Texas State Board of Public Accountancy.

Following the presentation, Board members asked clarifying questions and provided feedback on the information presented. Mr. Guinn provided information on the next steps in the ongoing budget process and future considerations associated with the VATRE election.

Board members provided feedback and asked clarifying questions from Mr. Guinn. During discussion, Ms. Hanan thanked Mr. Garcia for pie charts that were provided.

B. Intruder Detection Audit Report Findings

Bart Rosebure, Fort Bend ISD's Emergency Management Coordinator, provided an update regarding the recent Intruder Detection Audits, conducted by the Texas School Safety Center during the current school year.

To date, the Texas School Safety Center has conducted audits at five FBISD campuses. No corrective actions were required at three of the five campuses. Corrective actions, which included additional training, have occurred at two campuses. At one campus, a concern regarding an exterior door was identified, however, the door did not enter into the building and therefore students and staff were secure at all times. At another campus, the audit occurred on a professional development day.

Following Mr. Rosebure's update, Board members asked clarifying questions regarding the audits and safety procedures at campuses.

10. Consent Agenda

During discussion, board members requested the following items be removed from the Consent Agenda: Items 10-A and 10-D-1.

MOTION was made by Ms. Dae and SECONDED by Mr. Garcia to approve the Consent Agenda, as presented, with the exception of Items 10-A and 10-D-1.

MOTION PASSED. Ayes 7, Nays 0.

- B. Consider approval of a Resolution authorizing the Public Sale of Acquired Property.
- C. Consider approval of an Order authorizing a Third Amendment to the Note Purchase Agreement associated with the District's commercial paper program and other matters relating thereto.
- D. Consider approval of proposed purchases exceeding \$50,000, specifically for:
 - 2. Consider approval to increase the existing contract awarded under RFP 19-044ES Personal Computers (PC), related equipment and services from Netsync Network Solutions, LLC.
 - 3. Consider approval for the use of 2018 Bond Program Contingency as proposed.
 - 4. Consider approval of a project budget to perform the replacement of the potable hot/cold water lines at First Colony Middle School (PKG059) for a total amount of \$1,200,000; approval of a Professional Services Agreement with BRW Architects for a Not-to-Exceed amount of \$95,000; utilization of Bond 2018 Contingency Funds; and authorization for the Superintendent to negotiate and execute or terminate the agreements.

Action on Items Removed from the Consent Agenda:

10-A Consider approval of a Resolution to suspend the attendance boundary implementation provision of Board Policy FC (Local) associated with the opening of Almeta Crawford High School to open with students entering grades 9 and 10.

MOTION made by Ms. Dae to approve Item 10-A as presented and SECONDED by Ms. Hanan.

MOTION made by Mr. Hamilton to amend the recommended resolution of Board Policy FC Local to add that *in addition to suspending the provision of the policy as recommended, freshman currently attending the Ridge Point or Hightower high school*

campuses will be granted an option to remain at their current campuses to allow them to continue participating in an extracurricular activities that will not be offered at Almeta Crawford High School for the 2023-23 school year. MOTION to amend was SECONDED by Ms. Williams.

During discussion, Board members asked staff members for additional information regarding potential implications associated with the amended language.

MOTION made by Dr. Gilliam and SECONDED by Ms. Hanan to postpone (table) Item 10-A until November 7, 2022.

MOTION PASSED, Ayes 7 – Nays 0.

10-D-1 Consider approval for continued purchase of after school enrichment services and related items.

MOTION made by Ms. Dae and SECONDED by Dr. Rose-Gilliam to approve Item 10-D-1 as presented.

Following discussion, MOTION PASSED. Ayes 7 – Nays 0.

11. Consider approval of minutes for the following Fort Bend ISD Board of Trustee meetings:

- June 07, 2022 - Special Called Meeting
- June 08, 2022 - Special Called Meeting
- June 13, 2022 - Public Hearing on the Proposed Budget
- June 13, 2022 - Called Meeting and Agenda Review
- June 20, 2022 - Regular Business Meeting
- June 30, 2022 - Special Called Meeting
- July 25, 2022 - Regular Business Meeting
- August 15, 2022 - Public Hearing on Proposed Tax Rate
- August 15, 2022 - Called Meeting and Agenda Review
- August 22, 2022 - Regular Business Meeting
- September 12, 2022 - Called Meeting and Agenda Review
- September 19, 2022 - Regular Business Meeting

MOTION made by Ms. Dae and seconded by Dr. Rose-Gilliam to approve Item 11 as presented.

MOTION PASSED. Ayes 7 – Nays 0.

12 – 14 Convene in Closed Session, Reconvene in Open Session and Consider Action on Closed Session Items

The Board did not meet in closed session. Item was pulled from the agenda.

15. Action Items

- 15-A Consider approval of the 2022-23 District Improvement Plan Performance Objectives

MOTION made by Ms. Dae and SECONDED by Mr. Garcia to approve item 15A as presented.

During the discussion, Board members provided feedback and asked clarifying questions to staff. Mrs. Hanan noted that the Texas State Handbook for the Education of Gifted/Talented students requires this population to be identified in the district and campus improvement plans and requested that the DIP include a performance indicator for Gifted and Talented programming to measure progress.

MOTION made by Dr. Gilliam and SECONDED by Hanan to postpone Item 15A until next business meeting, to be held November 7, 2022.

MOTION PASSED, Ayes 5 – Nays 2.

Yea: Dae, Garcia, Hanan, Rose-Gilliam, Williams

Nays: Davison-Malone and Hamilton

- 15-B. Consider approval of the 2022-23 Campus Improvement Plan Performance Objectives

MOTION made by Ms. Dae and SECONDED by Mr. Garcia to approve 15B as presented.

During discussion, Ms. Hanan requested that Campus Improvement Plans also memorialize specific strategies associated with Gifted and Talented students and Dr. Mensah affirmed CIPs would include indicators for success associated with GT programming.

Following discussion, MOTION PASSED. Ayes 7 – Nays 0.

- 15-C. Consider approval of the 2022-23 Targeted Improvement Plan for Willowridge High School

MOTION made by Ms. Dae and SECONDED by Dr. Rose-Gilliam to approve Item 15C as presented.

During discussion, Board members expressed their support for a community meeting to engage Willowridge High School stakeholders and directed staff to provide an update to the Board regarding progress, following the formal Targeted Improvement Plan meetings with the TEA.

Following discussion, MOTION PASSED. Ayes 7 – Nays 0.

16. Adjournment

Having no further business before the Board, MOTION made by Mr. Hamilton to adjourn the meeting at 11:38 p.m.

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Consideration and Approval:
Revisions to Policies DEC (Local),
DP (Local), EJ (Local), DMA
(Local), and FFBA (Local)
References: Board Policy: BF (Local)
Department: Legal Services

Recommendation

Consideration and approval of proposed revisions to policies DEC (Local), DP (Local), EJ (Local), DMA (Local), and FFBA (Local).

Summary

The Board Policy Committee and Administration recommend the following revisions to policy:

- DEC (Local) Compensation and Benefits: Leaves and Absences
 - The events of the past few years have highlighted the need for additional clarity and flexibility regarding administration of leave. Revisions to policy DEC update definitions, align terminology, streamline, and provide clarity to the District's leave provisions.
 - Note: Due to the reordering of the policy, the redline version attached shows all text insertions and deletions, but does not highlight provisions that have been relocated within the policy.
- DP (Local) – Personnel Positions
 - Revisions regarding school counselors are required by SB 179 (2021), which mandates the board adopt a policy requiring a school counselor to spend at least 80 percent of total work time on duties that are components of a comprehensive school counseling program (CSCP). If the board determines that, because of staffing needs in the district or at a campus, a school counselor cannot spend 80 percent of work time on CSCP components, the policy must address further details regarding the counselor's duties.
 - The administration is working to achieve full compliance with this requirement for the 2023-24 school year.
- EJ (Local) – Academic Guidance Program
 - This local policy is recommended for deletion from the district's policy manual, as it no longer aligns with current state guidance regarding the duties of a counselor, and counselor duties are addressed in revisions to policy DP (Local).
- DMA (Local) Professional Development: Required Staff Development
 - This new policy implements SB 1267 (2021), requiring the board to annually review the State Board for Educator Certification (SBEC)

clearinghouse regarding best practices and industry recommendations for professional development and adopt a professional development policy based on the training recommendations in the clearinghouse.

- The new policy requires development of a *comprehensive* professional learning plan connected to the District's Strategic Plan and improvement plan. As a component of this comprehensive plan, the policy also requires an *annual* professional development plan for all employees, outlining all required annual employee trainings.
- Administration is revising the District's current professional development program to comply with the SB 1267 requirements and anticipates full compliance for the 2023-24 school year.
- FFBA (Local) Crisis Intervention: Trauma-Informed Care
 - Recommended revisions implement SB 1267 (2021) requiring training in trauma-informed care to be provided in accordance with the board's professional development policy.

Recommended by:

Dr. Christie Whitbeck
Superintendent of Schools

Submitted by:

Robert Scamardo
General Counsel

Philosophy

The Board believes student success is best achieved in a supportive climate and safe environment. Therefore, the District shall provide an equitable leave policy that attracts and retains top talent and promotes a healthy lifestyle for all employees.

Leave Administration

The District's leave program includes both paid leave and unpaid leave. Eligibility for the various types of leave depends on the employee's position, the number of months of service per year, and the length of service.

The Superintendent shall establish administrative procedures to address employee leaves and absences, and to implement the provisions of this policy. The administrative procedures shall also be published in the Employee Handbook.

Definitions

The term "immediate family is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person related to the employee by blood or marriage who is residing in the employee's household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Leave Day

A "leave day" for purposes of earning, using, or recording leave shall mean the number of hours per day equivalent to the employee's usual assignment, whether full time or part-time.

School Year

A "school year" for purposes of earning, using, or recording leave shall mean the term of the employee's annual employment as set by the District for the employee's usual assignment, whether full-time or part-time.

State Sick Leave

For purposes of using or recording absences and leaves, the term "state sick leave" (SS) shall apply to state sick leave days earned before 1995. SS is available for use and may be transferred to other school districts in Texas. SS can be used only in increments, except when coordinated with FMLA leave taken on an intermittent

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or reduced schedule basis or when coordinated with Workers' Compensation benefits.

State Personal Leave	All employees who are eligible for district health care benefits shall be entitled to five days of state personal leave (STPB) if they remain employed with the District for the entire school year.
Local Sick Leave	All employees who are eligible for district health care benefits shall earn five paid local sick leave (LSL) days per school year.
Local Personal Leave	For purposes of using or recording absences and leaves, the term "local personal leave" (LPL) shall apply to local personal leave days accumulated before the 2003-04 school year.
Vacation	For purposes of using or recording absences and leaves, the term "vacation" (VAC) shall mean number of hours per day equivalent to 10 vacation days per school year for all employees who are eligible for District health care benefits assigned to a 260-day Work Calendar.
Paid Time Off	For purposes of using or recording absences and leaves, the term "paid time off" (PTO) shall mean number of hours per day equivalent to five paid time off days per school year for all employees who are eligible for district health care benefits assigned to a 238-day Work Calendar.
Dock	For purposes of using or recording absences and leaves, the term "dock" shall mean that an employee experiences a reduction in compensation as a consequence of having used all available LSL, LPL, SS, STPB, VAC and PTO.
Family Emergency	The term "family emergency" shall be limited to disasters and life-threatening situations involving the employee or a member of the employee's immediate family.

Note: For District contribution to employee insurance during leave, see CRD(LOCAL)

Availability

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

State Leave Proration

If an employee separates from employment with the District before his or her last duty day of the school year or begins employment after the first duty day of the school year, state personal leave and local leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal and local leave the employee used beyond his or her pro rata entitlement for the school year.

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Medical Certification

An employee shall submit medical certification of the need for leave if:

- The employee is absent more than five consecutive workdays because of personal illness or illness in the immediate family;
- The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; or

The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

Personal Leave

The Board requires employees to differentiate the manner in which personal leave is used.

**Nondiscretionary
Use of Leave**

Nondiscretionary use of leave shall mean an employee may take leave for personal or family illnesses, family emergency, a death in the family, or active military service. It also includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

**Discretionary Use of
Leave**

Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below:

*Request for
Leave*

In deciding whether to approve or deny a request for discretionary use of state personal leave, the principal/work location supervisor shall not seek or consider the reasons for which an employee requests to use leave. The principal/work location supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes. The employee shall be notified as to whether the request is approved or denied.

Discretionary use of state personal leave shall not exceed five consecutive workdays.

No more than ten personal leave days shall be used in a school year. This shall not apply to an extended medical leave of absence approved by the Chief Human Resource Officer or designee. For purposes of this provision, the school year shall be measured from July 1 through June 30.

Absences for religious holy days shall be exempt from this limitation.

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Limitations on Use of Discretionary Leave

Use of STPB leave or LPL shall require District-level approval in the following circumstances:

- The first day of school or the day before a school holiday.
- The last day of school or the day after a school holiday.
- Days scheduled for end-of-semester or end-of-year examinations.
- Days scheduled for state-mandated assessments.
- Professional or staff development days.
- The last teacher duty day of the school year.
- Any other time the principal/supervisor determines that the employee's presence is critical to the instructional program or the operation of the school/department.

No more than ten percent of the total staff of a school or department that exceeds ten people may be on personal leave at the same time.

Use of Local Personal Leave

LPL shall be considered leave earned in the District prior to July 1, 2003. LPL may be used according to the terms and conditions of STPB leave.

Use of Vacation

Vacation may accumulate up to 20 days. After annual entitlements are received, any vacation days in excess of the 20-day limit, up to a maximum of five days, will be transferred to LSL, which can then be used according to the terms and conditions of LSL.

Use of Paid Time Off

PTO may accumulate up to ten days. After annual entitlements are received, any PTO days in excess of the ten-day limit will be transferred to LSL, which can then be used according to the terms and conditions of LSL.

Use of Local Sick Leave

Each employee shall earn five paid LSL days per school year in accordance with administrative procedures.

Order of Use

Earned compensatory time shall be used before any available paid state and local leave. [See DEAB]

Unless an employee requests a different order, available paid state and local leave shall be used in the following order, as applicable:

- Local sick leave (LSL).
- Local personal leave (LPL) accumulated before the 2003–04 school year.

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- State sick leave accumulated before the 1995–96 school year (SS).
- State personal leave (STPB).

An employee may not choose to be docked in lieu of use of available paid leave.

LSL shall accumulate without limit.

LSL shall be used according to the terms and conditions of SS accumulated before the 1995-96 school year. [See DEC(LEGAL)]

Recording

Leave shall be recorded in half-day increments for all employees according to the guidelines located in the employee handbook located on the District webpage.

Catastrophic Leave Benefit

After all available paid leave days and any applicable compensatory time have been exhausted, a full-time employee shall be granted in a school year a maximum of 30 leave days of catastrophic leave to be used for the employee's catastrophic illness or injury, including pregnancy-related illness or injury. Each employee shall be limited to a lifetime maximum of 60 days of catastrophic leave.

A written request for catastrophic leave must be accompanied by medical certification of the illness or injury.

Catastrophic Illness or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

Sick Leave Bank

The District shall establish a Sick Leave Bank (SLB) that employees may join through voluntary contribution of local leave days.

Leave contributed to the SLB shall be solely for the use of participating employees. An employee who is a member of the SLB may request leave from the SLB if the employee or a member of the employee's immediate family experiences illness or injury and the employee has exhausted all paid leave and any applicable compensatory time.

The Superintendent shall develop administrative procedures for the operation of the SLB that address the following:

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1. Membership in the SLB, including the number of days an employee must contribute to become a member;
2. Procedures to request leave days from the SLB;
3. The maximum number of days per school year a member employee may receive from the SLB;
4. The committee or administrator authorized to consider requests for leave from the SLB and criteria for granting requests; and
5. Other procedures deemed necessary for the operation of the SLB.

Family and Medical Leave

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.

Note: See DECA(LEGAL) for provisions addressing FMLA.

Twelve-Month Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be measured forward from the date an individual employee's first FMLA leave begins.

Combined Leave for Spouses

When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.

Intermittent or Reduced-Schedule Leave

The District shall not permit use of intermittent or reduced-schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

Certification of Leave

When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.

Fitness-for-Duty Certification

In accordance with administrative procedures, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.

Leave at the End of Semester

When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.

Temporary Disability Leave

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length

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of temporary disability leave shall be 180 calendar days. Recertification shall be required at 30-day intervals. Temporary disability shall run concurrently with FMLA leave and/or workers' compensation. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.

If temporary disability is foreseen, then the request for temporary disability leave must be completed 30 days in advance. If the temporary disability is unforeseen, then the request must be submitted within 15 calendar days of the last day worked or as soon as practicable. An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent or designee as a request for temporary disability leave.

Unpaid Personal
Leave

An employee who is eligible for district health care benefits and who is not eligible for temporary disability leave may apply for an unpaid personal leave (UPL) of absence for up to 90 calendar days. UPL shall be taken under the same circumstances as FMLA leave. The leave request must be accompanied by medical certification from a qualified health-care provider supporting the need for leave.

**Workers'
Compensation**

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

No Paid Leave
Offset

The District shall not permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

Assault Leave

Absences due to assault leave, as defined by the Texas Education Code, Section 22.003, shall not be deducted from accrued leave or designated as FMLA leave. An employee on assault leave shall receive workers' compensation wage benefits supplemented by the District up to the pre-assault weekly salary.

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Incidents associated with assault leave shall be investigated by the District and, if not appropriately classified, the leave type shall be changed to workers' compensation and the employee's leave charged for any payments in excess of his or her entitlement under workers' compensation. In the event that leave is not available, the employee's pay shall be reduced.

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

Absences for court appearances related to an employee's personal business shall be deducted from the employee's personal leave or shall be taken as leave without pay in the event that leave is not available.

Restricted Duty

If a physician recommends restricted duty, the District may approve the employee's return to duty subject to the availability of a position allowing designated restrictions. An employee assigned to restricted duty who is not on FMLA leave and who refuses to accept the assignment may be subject to termination of his or her employment. Notwithstanding anything to the contrary here, if the employee has a disability as that term is defined under the Americans with Disabilities Act (ADA) or the Texas Commission on Human Rights Act (TCHRA), the District's policies under the ADA and/or the TCHRA, as applicable, shall apply.

Leave of Absence

A leave of absence may be granted by the Chief Human Resources Officer or designee to any employee, provided the employee makes a written request to the Chief Human Resources Officer and states an acceptable reason for the request.

The written request shall specify in exact and complete terms the reason for the leave. Falsifying or purposely misstating reasons may result in termination of the individual from employment with the District, in accordance with Board policies.

The employee shall notify the Chief Human Resources Officer or designee of his or her intention to return to active duty, in writing, at least 30 days before the expiration of the leave period. Failure to do so shall be deemed a resignation.

Upon returning from leave, attempts shall be made to place the employee in a comparable position. There is no assurance that an assignment will be available for the employee upon return from unpaid personal leave.

While on an approved leave of absence, the benefits that the employee earned as a result of the employee's years of employment

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in the District shall be protected; however, an employee who re-signs and is later reemployed by the District shall be considered a new employee and shall receive no benefits that accrue to employees with a record of uninterrupted service.

Developmental
Leave

A professional employee who has served the District at least five consecutive school years may apply for a full or half year's academic unpaid leave of absence for approved research, travel, study as a full-time student in a college or university, or other suitable purpose. The request shall include the proposal for research, the length of time, and the product or method of verification for the developmental leave. The plan shall be approved by the Board.

The product or method of verification shall be presented to the Chief Human Resources Officer or designee prior to return from leave. In case of failure to comply with the requirement of full-time study without reason acceptable to the Board, the employee shall not be eligible for rehire at the end of the leave period.

**Fulbright Teacher
Exchange Program**

The District shall participate in the Fulbright Teacher Exchange Program to help promote mutual understanding between the people of the United States and the people of other countries through educational exchange. Teachers and administrators wishing to participate in the exchange program shall apply for approval to the Superintendent or designee. Employees approved by the Superintendent or designee and selected for the exchange program shall be compensated in accordance with the terms of the program.

Payment for
Accumulated Local
Leave Upon
Retirement

An employee who retires from the District shall be eligible for payment for accumulated leave under the following conditions:

1. The employee is retiring under Teacher Retirement System of Texas (TRS) guidelines.
2. The employee has at least ten consecutive years without a break in service with the District.

The employee shall receive payment for each day of accumulated local leave, to a maximum of 150 days. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

A professional employee shall be paid \$75 per day for each day of accumulated local leave. A paraprofessional or auxiliary employee shall be paid at the rate of \$50 per day for each day of accumulated local leave. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

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The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

Payment for
Accumulated Local
Leave Upon Death

The beneficiaries of an employee who dies while employed by the District shall receive payment for up to 150 of the employee's accumulated local leave in accordance with the following:

- The beneficiary of a professional employee shall be paid \$75 for each day of accrued unused local leave.
- The beneficiary of paraprofessional or auxiliary employee shall be paid \$50 for each day of accrued unused local leave.

Reporting Absences

An employee shall notify his or her supervisor prior to being absent or as soon as physically able. Employees shall follow District and campus/departamental procedures to report absence(s).

Absence Control

An employee who is absent from duty for three consecutive days without notifying the immediate supervisor of his or her status and the anticipated date of return shall be dismissed from employment in accordance with Board policy. [See DCD and DF series]

The District shall provide the employee written notice at the last known home address, as reflected in the system, regarding the expiration of his or her leave. At that time, the employee must provide appropriate medical release that he or she is able to return to duty and perform the essential functions of the job, if applicable. The employee's eligibility for reasonable accommodations, as required by the ADA [see DAA(LEGAL)], shall be considered if requested and if the employee provides the appropriate medical documentation.

If an employee fails to provide the appropriate medical release and/or documentation within the allotted timelines as stated in the notification and therefore does not return to work after exhausting all available paid and unpaid leave, the District shall automatically pursue termination, regardless of the reason for the absence. [See DF series]

Excessive Absences

When an employee's absences establish a pattern, or exceed the annual allotted days, with the exception of approved leave or absence, such absences may be considered excessive. If absences are deemed excessive, the employee may be subject to disciplinary action up to and including termination of employment. [See DFBB, DCD, and DF series]

Philosophy

The Board believes student success is best achieved in a supportive climate and safe environment. Therefore, the District shall provide an equitable leave policy that attracts and retains top talent and promotes a healthy lifestyle for all employees.

**Leave
Program Administration**

The District's leave program includes both paid leave and unpaid leave. Eligibility for the various types of leave depends on the employee's position, the number of months of service per year, and the length of service.

The Superintendent ~~or designee~~ shall establish administrative procedures to ~~manage the various components of~~ address employee leaves and absences set forth in, and to implement the provisions of this policy, including but not limited to the guidelines and processes for requesting leave and reporting absences. The administrative procedures shall also be ~~publish~~ published in the Employee Handbook.

Definitions

Immediate Family

~~Immediate~~ The term "immediate family is defined as:

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person related to the employee by blood or marriage who is residing in the employee's household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Leave Day

~~For~~ A "leave day" for purposes of earning, using, or recording ~~of~~ leave, ~~the term "leave day"~~ shall mean the number of hours per day equivalent to the employee's usual assignment, whether full time or part-time.

School Year

A "school year" for purposes of earning, using, or recording leave shall mean the term of the employee's annual employment as set by the District for the employee's usual assignment, whether full-time or part-time.

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State Sick Leave	For purposes of using or recording absences and leaves, the term “state sick leave” (SS) shall apply to state sick leave days earned before 1995. SS is available for use and may be transferred to other school districts in Texas. SS can be used only in increments, except when coordinated with FMLA leave taken on an intermittent or reduced schedule basis or when coordinated with Workers’ Compensation benefits.
State Personal Leave	All employees who are eligible for district health care benefits shall be entitled to five days of state personal leave (STPB) if they remain employed with the District for the entire school year.
Local Sick Leave	All employees who are eligible for district health care benefits shall earn five paid local sick leave (LSL) days per school year at a rate of one half leave day for each 18 days worked during employment up to the maximum of five workdays annually.
Local Personal Leave	For purposes of using or recording absences and leaves, the term “local personal leave” (LPL) shall apply to local personal leave days accumulated before the 2003-04 school year.
Vacation	For purposes of using or recording absences and leaves, the term “vacation” (VAC) shall mean number of hours per day equivalent to 10 vacation days per school year for all employees who are eligible for District health care benefits assigned to a 260-day Work Calendar.
Paid Time Off	For purposes of using or recording absences and leaves, the term “paid time off” (PTO) shall mean number of hours per day equivalent to 5 five paid time off days per school year for all employees who are eligible for district health care benefits assigned to a 238-day Work Calendar.
Dock	For purposes of using or recording absences and leaves, the term “dock” shall mean that an employee experiences a reduction in compensation as a consequence of having used all available LSL, LPL, SS, STPB, VAC and PTO.
Family Emergency	The term “family emergency” shall be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.

Note: For District contribution to employee insurance during leave, see CRD(LOCAL)

Availability

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

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**State Leave
Proration**

~~Employed for Less
Than Full Year~~

If an employee separates from employment with the District before his or her last duty day of the school year, or begins employment after the first duty day of the school year, state personal leave and local leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for: state personal and local leave the employee used beyond his or her pro rata entitlement for the school year.

- ~~• State personal leave the employee used beyond his or her pro rata entitlement for the school year; and~~
- ~~• Local leave the employee used but had not earned as of the date of separation.~~

~~Employed for Full
Year~~

~~If an employee uses more local leave than he or she earned and remains employed with the District through his or her last duty day, the District shall deduct the cost of the excess leave days from the employee's pay in accordance with administrative procedures.~~

Earning Local Leave

~~An employee shall not earn any local leave when he or she is in unpaid status. An employee using full or proportionate paid leave shall be considered to be in paid status.~~

Medical Certification

An employee shall submit medical certification of the need for leave if:

- The employee is absent more than five consecutive workdays because of personal illness or illness in the immediate family;
- The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor ~~and approved by the~~ or Superintendent; ~~or designee~~;
- ~~• The employee requests leave due to a family emergency involving a medical illness of a member of the employee's family, which lasts more than five consecutive days;~~
- ~~• The employee requests FMLA leave for the employee's serious health condition~~ or that of a: a serious health condition of the employee's spouse, parent, or child; or
- ~~• The employee requests FMLA leave for military caregiver purposes. The employee shall provide medical certification within 15 calendar days of the last day worked or as soon as practicable.~~

~~An employee on approved FMLA leave shall continue to provide medical certification of the illness or disability on either (1) the date~~

	<p>indicated on the original certification or (2) at 30-day intervals, whichever is later<u>leave.</u></p> <p>In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]</p>
<u>Personal Leave</u>	<p><u>The Board requires employees to differentiate the manner in which personal leave is used.</u></p>
Nondiscretionary Personal <u>Use of</u> Leave	<p>For purposes of using or recording absences and leaves, the term "non-discretionary personal leave"<u>Nondiscretionary use of leave</u> shall mean an employee may take leave for personal or family illnesses<u>illnesses</u>, family emergency, a death in the family, or active military service. <u>It also includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.</u></p>
Discretionary Personal <u>Use of</u> Leave	<p>For purposes of using or recording absences and leaves, the term "discretionary personal leave" shall mean an employee may take leave<u>Discretionary use of leave is</u> at the <u>individual</u> employee's discretion, subject to limitations set forth<u>out below:</u></p>
Use of Discretionary Personal Leave	<p>A notice of request for discretionary personal leave shall be submitted to the principal/work location supervisor or designee in advance, no later than five days prior to the anticipated absence. Discretionary personal leave shall be granted on a first-come, first-serve basis, with a maximum of ten percent of campus/department employees in each category permitted to be absent at the same time for discretionary personal leave.</p>
Use of Non-Discretionary Personal <u>Request for</u> Leave	<p>A notice of request for nondiscretionary leave shall be submitted to the principal/work location supervisor or designee. Non-discretionary leave shall be granted in the same manner as sick leave.</p>
Duration of Leave	<p>The principal/work location supervisor or designee shall notify the employee in advance whether the request is granted or denied. In deciding whether to approve or deny <u>a request for discretionary use of</u> state personal leave, the principal/work location supervisor shall not seek or consider the effect of the reasons for which an employee's request<u>employee requests</u> to use leave. The principal/work location supervisor shall, however, consider the <u>duration of the requested absence in conjunction with the</u> effect of the employee's absence on the educational program or District's and District operations, as well as the availability of substitutes. <u>The employee shall be notified as to whether the request is approved or denied.</u></p>
	<p>Discretionary <u>use of state</u> personal leave may<u>shall</u> not be taken for more than three<u>exceed five</u> consecutive days without the approval of the Superintendent or designee.<u>workdays.</u></p>

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	<p>No more than ten personal leave days shall be used in a school year. This shall not apply to an extended medical leave of absence approved by the <u>C</u>hief <u>H</u>uman <u>R</u>esource <u>O</u>fficer or designee. For purposes of this provision, the school year shall be measured from July 1 through June 30.</p>
	<p>Absences for religious holidays<u>holy</u> days shall be exempt from this limitation.</p>
<p>Limitations on Use of Personal<u>Discretionary</u> Leave</p>	<p>Use of STPB leave or LPL shall require Leadership Team<u>District-level</u> approval in the following circumstances:</p> <ul style="list-style-type: none">• The first day of school or the day before a school holiday.• The last day of school or the day after a school holiday.• Days scheduled for end-of-semester or end-of-year examinations.• Days scheduled for state-mandated assessments.• Professional or staff development days.• The last teacher duty day of the school year.• Any other time the principal/supervisor determines that the employee's presence is critical to the instructional program or the operation of the school/department.
	<p>No more than ten percent of the total staff of a school or department that exceeds ten people may be on personal leave at the same time.</p>
<p>Use of State Personal Leave</p>	<p>STPB leave may accumulate without limit and shall be transferable from district to district.</p>
<p>Use of Local Personal Leave</p>	<p>LPL shall be considered leave earned in the District prior to July 1, 2003. LPL may be used according to the terms and conditions of STPB leave.</p>
<p>Use of Vacation</p>	<p>Vacation may accumulate up to twenty<u>20</u> days. After annual entitlements are received, any vacation days in excess of the 20-day limit, up to a maximum of five days, will be transferred to LSL, which can then be used according to the terms and conditions of LSL.</p>
<p>Use of Paid Time Off</p>	<p>PTO may accumulate up to ten days. After annual entitlements are received, any PTO days in excess of the 10<u>ten</u>-day limit will be transferred to LSL, which can then be used according to the terms and conditions of LSL.</p>

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

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(LOCAL)

**Guidelines
Regarding Use**

~~STPB leave and LPL shall be used primarily for personal business. LSL and SS leave shall be used according to the terms and conditions of SS leave accumulated before the 1995-96 school year, and STPB leave and LPL may be used for these purposes as well. [See DEC(LEGAL)] Employees may use all forms of leave if they are relocated from the District due to military leave.~~

**Use of Local Sick
Leave**

~~Upon reporting to active service, an employee's account shall be credited with the full allowance of LSL. Should an employee resign or cease to be employed before the end of the school year or employment period, the leave allowance shall be prorated on the basis of time served, and the employee shall reimburse the District for days used in excess of the prorated allowance at the employee's regular rate of pay. [See also Leave Proration, above]~~

~~Employees who are absent shall be charged leave as used even if a substitute is not employed.~~

Each employee shall earn five paid LSL days per school year in accordance with administrative procedures.

~~LSL shall accumulate without limit.~~

~~[See Guidelines Regarding Use, above, for when LSL may be used by an employee.]~~

Order of Use

Earned compensatory time shall be used before any available paid state and local leave. [See DEAB]

Unless an employee requests a different order, available paid state and local leave shall be used in the following order, as applicable:

- Local sick leave (LSL).
- Local personal leave (LPL) accumulated before the 2003-04 school year.
- State sick leave accumulated before the 1995-96 school year (SS).
- State personal leave (STPB).

An employee may not choose to be docked in lieu of use of available paid leave.

LSL shall accumulate without limit.

LSL shall be used according to the terms and conditions of SS accumulated before the 1995-96 school year. [See DEC(LEGAL)]

Recording

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

Leave shall be recorded in half-day increments for all employees according to the guidelines located in the employee handbook located on the District webpage.

~~Availability~~

~~When an employee who has used more leave than he or she has earned ceases to be employed by the District, the cost of the unearned leave days shall be deducted from the employee's final paycheck.~~

~~Deductions~~

~~Leave without Pay~~

~~The District shall not approve paid leave for more leave days than have been accumulated in prior years plus leave currently available. Any unapproved absences or absences beyond accumulated and available paid leave shall result in deductions from the employee's pay.~~

Catastrophic Leave Benefit

~~A~~ After all available paid leave days and any applicable compensatory time have been exhausted, a full-time employee or immediate family member diagnosed with a shall be granted in a school year a maximum of 30 leave days of catastrophic leave to be used for the employee's catastrophic illness or injury ~~who is on approved FMLA leave and who has exhausted all other forms of paid leave may apply for 30 days of paid catastrophic leave annually, including pregnancy-related illness or injury.~~ Each employee shall be limited to a lifetime maximum of 60 days per employee of catastrophic leave.

A written request for catastrophic leave must be accompanied by medical certification of the illness or injury.

Catastrophic Illness or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. ~~Complications resulting from pregnancy shall be treated the same as any other condition.~~ Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or child-birth shall be considered catastrophic if they meet the requirements of this paragraph.

Sick Leave Bank

The District shall establish a Sick Leave Bank (SLB) that employees may join through voluntary contribution of local leave days.

~~The Superintendent or designee shall develop administrative procedures for the operation of the SLB.~~

~~Sick Leave Bank Committee~~

~~The Superintendent shall appoint an employee Sick Leave Bank Committee (SLBC) to oversee the operation of the SLB. SLBC membership criteria and selection process shall be included in administrative procedures.~~

COMPENSATION AND BENEFITS
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(LOCAL)

Eligibility and Membership	<p>Any employee may enroll in the SLB if:</p> <ul style="list-style-type: none">• The employee is eligible for District health care benefits.• The employee has completed 12 months of employment with the District and has earned and accrued one local leave day.• The employee has submitted registration during the membership window, as set forth in administrative procedures.
Use of Leave	<p>Leave contributed to the SLB shall be solely for the use of participating members<u>employees</u>. An employee who is a member of the SLB and has exhausted all available leave may request leave from the SLB if the employee or a member of the employee's immediate family experiences illness or injury <u>and the employee has exhausted all paid leave and any applicable compensatory time.</u></p>
Limitations	<p>Use<u>The Superintendent shall develop administrative procedures for the operation</u> of the SLB shall be limited to that address the following:</p> <ol style="list-style-type: none">1. <u>Membership in the SLB, including the number of days available annually in the SLB.</u> an employee must contribute to become a member; <p>An individual staff member may be granted days by the SLB only once during a school year.</p> <ol style="list-style-type: none">2. An employee receiving<u>Procedures to request leave</u> days from the SLB shall not earn local sick leave.;
Application	<p>Employees shall complete and submit a request for use of the SLB. The request shall be submitted to SLBC for review and approval. If the member is unable to request leave days from the SLB, a member of the employee's family may submit the request on behalf of the employee.</p> <p>All forms for participation in the SLB shall be available from and submitted to the Human Resources Department.</p> <p>Applications must be submitted in accordance with administrative procedures.</p> <p>An individual employee may be granted days by the SLBC for a maximum of 30 days in a given school year.</p>
Concurrent Use of Leave	<p>When an absent employee is eligible for Family and Medical Leave Act (FMLA) leave, the District shall designate the absence as FMLA leave. Full time employees absent or who anticipate being absent more than five consecutive workdays shall be required to</p>

Family and Medical Leave	submit an application for leave. The District shall require employees to use FMLA leave concurrently with paid leave and with temporary disability leave, as applicable. Employees shall use leave as determined by this policy.
<u>Family and Medical Leave</u>	<p>3. <u>The maximum number of days per school year a member employee may receive from the SLB;</u></p> <p>4. <u>The committee or administrator authorized to consider requests for leave from the SLB and criteria for granting requests; and</u></p> <p>5. <u>Other procedures deemed necessary for the operation of the SLB.</u></p> <p><u>FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.</u></p> <hr/> <p><u>Note: See DECA(LEGAL) for provisions addressing FMLA.</u></p> <hr/>
Twelve-Month Period	For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be measured forward from the date an individual employee's first FMLA leave begins.
Combined Leave for Spouses	<p><u>If</u> <u>When</u> both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks. {See DECA(LEGAL)}</p> <p>An employee may use LSL for leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.</p>
Intermittent or Reduced-Schedule Leave	The District shall not permit use of intermittent or reduced-schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee. {See DECA(LEGAL) for use of intermittent or reduced-schedule leave due to a medical necessity.}
Certification of Leave	<u>If</u> <u>When</u> an employee requests leave, the employee shall provide certification, <u>as required by</u> <u>in accordance with</u> FMLA regulations, of the need for leave. {See DECA(LEGAL)}
Fitness-for-Duty Certification	<u>If</u> <u>in accordance with administrative procedures, when</u> an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification. The District shall provide a list of essential job

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

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(LOCAL)

	<p>functions to the employee with the FMLA designation notice, if applicable.</p>
<p><u>Leave at the End of Semester</u> Leave</p>	<p>If <u>When</u> a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester. [See DECA(LEGAL), Leave at the End of a Semester]</p>
<p>Failure to Return</p>	<p>If, at the expiration of FMLA leave, the employee is able to return to work but chooses not to do so, the District shall require reimbursement of premiums paid by the District during the leave. [See DECA(LEGAL), Recovery of Benefit Cost]</p> <p>Upon expiration of FMLA leave, all District paid benefits shall cease when an employee has exhausted all forms of paid leave. Employees may continue to participate in the District's group insurance programs but must pay for coverage.</p>
<p>Temporary Disability Leave</p>	<p>Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. Recertification shall be required at 30-day intervals. Temporary disability shall run concurrently with FMLA leave and/or workers' compensation. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]</p>
	<p><u>An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.</u></p> <p><u>The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.</u></p>
<p>Unpaid Personal Leave</p>	<p>If temporary disability is foreseen, then the request for temporary disability leave must be completed 30 days in advance. If the temporary disability is unforeseen, then the request must be submitted within 15 calendar days of the last day worked or as soon as practicable. An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent or designee as a request for temporary disability leave.</p> <p>An employee who is eligible for district health care benefits and who is not eligible for temporary disability leave may apply for an unpaid personal leave (UPL) of absence for up to 90 calendar days. UPL shall be taken under the same circumstances as FMLA</p>

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

leave. The leave request must be accompanied by medical certification from a qualified health-care provider supporting the need for leave.

**Workers'
Compensation**

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance. ~~[See CRD(LOCAL) regarding payment of insurance contribution during employee absences.]~~

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

~~An employee absent because of a job-related injury or illness~~
No Paid Leave Offset

The District shall ~~be assigned to family and medical leave, if applicable.~~

~~An employee eligible~~ not permit the option for paid leave offset in conjunction with workers' compensation wage ~~income~~ benefits ~~and not on assault leave shall indicate whether he or she chooses to:~~
[See CRE]

- ~~• Receive workers' compensation wage benefits; or~~
- ~~• Use available paid leave. Workers' compensation wage benefits shall begin when paid leave is exhausted.~~

Assault Leave

Absences due to assault leave, as defined by the Texas Education Code, Section 22.003, shall not be deducted from accrued leave or designated as FMLA leave. An employee on assault leave shall receive workers' compensation wage benefits supplemented by the District up to the pre-assault weekly salary.

Incidents associated with assault leave shall be investigated by the District and, if not appropriately classified, the leave type shall be changed to workers' compensation and the employee's leave charged for any payments in excess of his or her entitlement under workers' compensation. In the event that leave is not available, the employee's pay shall be reduced.

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

Absences for court appearances related to an employee's personal business shall be deducted from the employee's personal leave or shall be taken as leave without pay in the event that leave is not available.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

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(LOCAL)

Restricted Duty

If a physician recommends restricted duty, the District may approve the employee's return to duty subject to the availability of a position allowing designated restrictions. An employee assigned to restricted duty who is not on FMLA leave and who refuses to accept the assignment may be subject to termination of his or her employment. Notwithstanding anything to the contrary here, if the employee has a disability as that term is defined under the [ADA Americans with Disabilities Act \(ADA\)](#) or the Texas Commission on Human Rights Act (TCHRA), the District's policies under the ADA and/or the TCHRA, as applicable, shall apply.

Leave of Absence

A leave of absence may be granted by the ~~chief human resources officer~~ [Chief Human Resources Officer](#) or designee to any employee, provided the employee makes a written request to the ~~chief human resources officer~~ [Chief Human Resources Officer](#) and states an acceptable reason for the request.

The written request shall specify in exact and complete terms the reason for the leave. Falsifying or purposely misstating reasons may result in termination of the individual from employment with the District, in accordance with Board policies.

The employee shall notify the ~~C~~chief ~~H~~human ~~R~~esources ~~O~~fficer or designee of his or her intention to return to active duty, in writing, at least 30 days before the expiration of the leave period. Failure to do so shall be deemed a resignation.

Upon returning from leave, attempts shall be made to place the employee in a comparable position. There is no assurance that an assignment will be available for the employee upon return from unpaid personal leave.

While on an approved leave of absence, the benefits that the employee earned as a result of the employee's years of employment in the District shall be protected; however, an employee who resigns and is later reemployed by the District shall be considered a new employee and shall receive no benefits that accrue to employees with a record of uninterrupted service.

**Developmental
Leave**

A professional employee who has served the District at least five consecutive school years may apply for a full or half year's academic unpaid leave of absence for approved research, travel, study as a full-time student in a college or university, or other suitable purpose. The request shall include the proposal for research, the length of time, and the product or method of verification for the developmental leave. The plan shall be approved by the Board.

The product or method of verification shall be presented to the ~~chief human resources officer~~ [Chief Human Resources Officer](#) or

designee prior to return from leave. In case of failure to comply with the requirement of full-time study without reason acceptable to the Board, the employee shall not be eligible for rehire at the end of the leave period.

Fulbright Teacher Exchange Program

The District shall participate in the Fulbright Teacher Exchange Program to help promote mutual understanding between the people of the United States and the people of other countries through educational exchange. Teachers and administrators wishing to participate in the exchange program shall apply for approval to the Superintendent or designee. Employees approved by the Superintendent or designee and selected for the exchange program shall be compensated in accordance with the terms of the program.

**Reimbursement for
Unused Accumulated
Local Leave**

An employee who retires ~~in accordance with~~ from the District shall be eligible for payment for accumulated leave under the following conditions:

Upon Retirement

1. The employee is retiring under Teacher Retirement System of Texas (TRS) guidelines ~~after.~~
2. The employee has at least ten ~~or more~~ consecutive years without a break in service with the District.

The employee shall be paid receive payment for up each day of accumulated local leave, to a maximum of 150 days ~~of unused local leave as follows:~~ If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

~~Professional personnel~~ A professional employee shall be paid \$75 per day for each day of ~~unused~~ accumulated local leave.

~~Paraprofessional and~~ A paraprofessional or auxiliary personnel ~~employee~~ shall be paid at the rate of \$50 per day for each day of ~~un-~~ used local leave accumulated local leave. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

Death

~~A deceased employee's beneficiaries shall be paid up to 150 days as follows:~~ The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

Payment for
Accumulated Local
Leave Upon Death

The beneficiaries of an employee who dies while employed by the District shall receive payment for up to 150 of the employee's accumulated local leave in accordance with the following:

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

- ~~Beneficiaries~~The beneficiary of a professional ~~person-~~
~~nel~~employee shall be paid \$75 for each day of accrued un-
used local leave.
- ~~Beneficiaries~~The beneficiary of paraprofessional ~~and/or~~ aux-
iliary ~~personnel~~employee shall be paid \$50 for each day of
accrued unused local leave.

Reporting Absences

An employee shall notify his or her supervisor prior to being absent or as soon as physically able. Employees shall follow District and campus/departmental procedures to report absence(s).

Absence Control

An employee who is absent from duty for three consecutive days without notifying the immediate supervisor of his or her status and the anticipated date of return shall be dismissed from employment in accordance with Board policy. [See DCD and DF series]

The District shall provide the employee written notice at the last known home address, as reflected in the system, regarding the expiration of his or her leave. At that time, the employee must provide appropriate medical release that he or she is able to return to duty and perform the essential functions of the job, if applicable. The employee's eligibility for reasonable accommodations, as required by the ADA [see DAA(LEGAL)], shall be considered if requested and if the employee provides the appropriate medical documentation.

If an employee fails to provide the appropriate medical release and/or documentation within the allotted timelines as stated in the notification and therefore does not return to work after exhausting all available paid and unpaid leave, the District shall automatically pursue termination, regardless of the reason for the absence. [See DF series]

Excessive Absences

When an employee's absences establish a pattern, or exceed the annual allotted days, with the exception of approved leave or absence, such absences may be considered excessive. If absences are deemed excessive, the employee may be subject to disciplinary action up to and including termination of employment. [See DFBB, DCD, and DF series]

**Compensation
During Closure**

~~Employees who are required to work during an emergency closure of the District or their respective campus(es) or facility shall be compensated in accordance with DEA(LOCAL) and administrative procedures.~~

PERSONNEL POSITIONS

DP
(LOCAL)

Philosophy

The Board believes the District shall provide a school climate that promotes students' learning, leadership, the attributes of a Profile of a Graduate, and enable students to reach their full potential academically, physically, socially, and emotionally.

Primary Role

Each principal shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards in furtherance of the District's vision and mission and in alignment with the Board's Core Beliefs and Commitments. As the recognized instruction leader, the principal's primary role shall be to ensure an effective instructional program for all students on his or her assigned campus and hold all personnel on his or her campus accountable for their performance and effectiveness.

Principal Qualifications

In addition to the minimal certification requirement, a principal shall have at least:

1. The demonstrated working knowledge of curriculum and instruction;
2. The demonstrated ability to evaluate instructional program and teaching effectiveness;
3. The demonstrated ability to manage budget and personnel and to coordinate campus functions;
4. The demonstrated ability to explain policy, procedures, and data;
5. The demonstrated ability to communicate professionally and collaboratively, maintain positive public relations, and utilize effective interpersonal skills;
6. A minimum of three years of administrative experience as an assistant principal, associate principal, or dean of instruction;
7. The demonstrated ability to use data from assessments to determine program/curriculum effectiveness and efficiency; and
8. Demonstrated FBISD Leadership Competencies and/or other qualifications deemed necessary by the Superintendent.
9. Other qualifications deemed necessary by the Board and/or included in the job description.

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school

PERSONNEL POSITIONS

DP
(LOCAL)

counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision.

PERSONNEL POSITIONS

DP
(LOCAL)

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5. The demonstrated ability to communicate professionally and collaboratively, maintain positive public relations, and utilize effective interpersonal skills;
6. A minimum of three years of administrative experience as an assistant principal, associate principal, or dean of instruction;
7. The demonstrated ability to use data from assessments to determine program/curriculum effectiveness and efficiency; and
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PERSONNEL POSITIONS

DP
(LOCAL)

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**Guidance and
Counseling Services**

The District's guidance and counseling program supports student achievement and college and career readiness through a comprehensive, developmentally appropriate program that addresses the academic, career, and social/emotional growth of all students. In order to promote equity and access for all students, school counselors shall be available at each campus to provide services in alignment with the Texas Guidance Counseling Plan (A Model Comprehensive, Developmental Guidance and Counseling Program for Texas Public Schools—A Guide for Program Development Pre-K–12th Grade) and the District's guidance counseling program.

The District's program shall assist the growing demands of its diverse student population by supporting students in meeting challenging standards, providing a safe and secure learning environment, and focusing on their college and/or career goals.

In collaboration with other professionals, parents, and community members, school counselors shall lead District efforts to create a proactive program that will benefit students in achieving their post-secondary goals. In partnership with these stakeholders, school counselors shall facilitate and assess the effectiveness of the counseling program to help students acquire the competencies needed to be productive citizens in our society.

Counseling and guidance services shall be provided in accordance with law.

Implementation

School counselors support the healthy development and success of students through guidance lessons, providing responsive services, individual student planning, and implementing overall system support. These components shall encompass a comprehensive and developmental school counseling program designed to meet the needs of students across three areas of development: academic, career, and social/emotional. Designed for all students, competency goals shall be woven throughout the entire school curriculum and environment, with the end goal of students integrating skills to interact socially, cope emotionally, and achieve academically to support college and career readiness.

The services may assist individuals or groups of students in:

- 1.— Improving academic achievement;
- 2.— Cultivating positive decision-making strategies;
- 3.— Improving behavior and self-discipline;
- 4.— Improving school attendance;
- 5.— Improving school attitudes;

- ~~6.—Developing self-confidence;~~
- ~~7.—Developing healthy interpersonal relationships;~~
- ~~8.—Developing life satisfaction;~~
- ~~9.—Obtaining information to assist in choosing a potential career;
and~~
- ~~10.—Developing a course plan aligned with future goals.~~

~~Guidance services shall be coordinated with the regular instructional program so that they contribute to a unified educational program. Guidance services shall be a cooperative project of the entire professional staff. Teachers shall use opportunities in the classroom, in extracurricular activities, and in contacts with parents to reinforce guidance objectives.~~

Philosophy

The Board believes professional learning within the District builds organizational capacity to support students and achievement of the District's Mission and Vision.

Professional Learning Requirements

A comprehensive professional learning plan shall be developed to support the execution of the District's Strategic Plan and improvement plan. [See BQ(LOCAL)]

The Superintendent shall recommend the District's annual professional development plan for all District employees.

The Board shall annually review the professional development clearinghouse published by the State Board for Educator Certification (SBEC) and annually approve the District's professional development plan.

The District's professional development plan must:

1. Be guided by the SBEC clearinghouse training recommendations;
2. Note any differences in the District's plan from the clearinghouse recommendations; and
3. Include a schedule of the required professional development for all District employees.

Mentorship and Induction

Scheduled induction activities shall be conducted for all new employees to the District. Induction activities shall be included in the District required professional development plan. New teachers to the District shall be assigned a mentor and successfully complete a one-year District induction program.

Professional Learning Records

To support the continued professional learning required of certified professionals, the District shall maintain professional learning records within the professional development management system for each employee with regard to District provided courses.

Philosophy

The Board believes that teaching and learning must occur in a supportive climate and safe environment. The District shall develop a culture where students can reach their full potential in a climate that promotes students' learning, well-being, and attainment of Profile of a Graduate attributes. In addition, staff and parents shall be equipped with awareness and implementation skills of trauma-informed care practices to assist students affected by trauma and/or grief.

Definitions

The following definitions shall apply for purposes of this policy.

~~Multi-Tiered
Systems
systems of Support
support (MTSS)~~

~~Multi-Tiered Systems of Support (MTSS)~~ MTSS is a data-driven, problem-solving framework to improve outcomes for all students. MTSS relies on a continuum of evidence-based practices matched to student needs. Positive Behavior Interventions and Support (PBIS) is an example of MTSS centered on social behavior. As part of the District overall comprehensive health plan, the MTSS structure includes trauma-informed care.

Trauma-Informed Practices

Trauma-informed practices support the whole child by considering past trauma and the resulting coping mechanisms when attempting to understand and respond appropriately to behaviors while emphasizing physical, psychological, and emotional safety for everyone, as well as creating safety, connection, and emotional regulation along with opportunities to rebuild a sense of control and empowerment.

Trauma-Informed Care Program

The District shall have a trauma-informed care program with the MTSS structure and components of the District's student ownership of behavior progression. The Superintendent shall establish administrative procedures which shall include:

- Integration of trauma-informed care practices in the school environment;
- Increase staff and parent awareness of trauma-informed care to destigmatize perceptions of mental health and the importance of mental health treatment;
- Implementation of trauma-informed practices and care by District and campus staff; and
- Information about available counseling options for students affected by trauma or grief.

The above listed components shall be part of the District Improvement Plan [see FFBA(LEGAL)]. Trauma-informed care components shall also be reflected in the District Wellness Plan [see FFA(LOCAL)].

CRISIS INTERVENTION
TRAUMA-INFORMED CARE

FFBA
(LOCAL)

Training

The District shall provide trauma-informed care training to District educators as required by law [and the Board-approved District Professional Learning Plan](#). The District Professional Learning Plan shall specify required training for other District employees as applicable.

Philosophy

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Definitions

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**Multi-Tiered
Systems of Support**

Multi-Tiered Systems of Support (MTSS) is a data-driven, problem-solving framework to improve outcomes for all students. MTSS relies on a continuum of evidence-based practices matched to student needs. Positive Behavior Interventions and Support (PBIS) is an example of MTSS centered on social behavior. As part of the District overall comprehensive health plan, the MTSS structure includes trauma-informed care.

**Trauma-Informed
Practices**

Trauma-informed practices support the whole child by considering past trauma and the resulting coping mechanisms when attempting to understand and respond appropriately to behaviors while emphasizing physical, psychological, and emotional safety for everyone, as well as creating safety, connection, and emotional regulation along with opportunities to rebuild a sense of control and empowerment.

**Trauma-Informed
Care Program**

The District shall have a trauma-informed care program with the MTSS structure and components of the District's student ownership of behavior progression. The Superintendent shall establish administrative procedures which shall include:

- Integration of trauma-informed care practices in the school environment;
- Increase staff and parent awareness of trauma-informed care to destigmatize perceptions of mental health and the importance of mental health treatment;
- Implementation of trauma-informed practices and care by District and campus staff; and
- Information about available counseling options for students affected by trauma or grief.

The above listed components shall be part of the District Improvement Plan [see FFBA(LEGAL)]. Trauma-informed care components shall also be reflected in the District Wellness Plan [see FFA(LOCAL)].

Training

The District shall provide trauma-informed care training to District educators as required by law and the Board-approved District Professional Learning Plan. The District Professional Learning Plan shall specify required training for other District employees as applicable.

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Consideration and Approval: Fort Bend ISD
2022–23 Annual Professional
Learning Plan
References: DMA (Legal and Local)
Goal 3
Department: Deputy Superintendent

Recommendation

Consideration and approval of the 2022–23 Annual Professional Learning Plan.

Background

Policy DMA (Local) requires that the Board of Trustees annually review the professional development clearinghouse published by the State Board for Educator Certification (SBEC) and annually approve the District’s professional development plan.

The SBEC clearinghouse articulates required training on seven topics included in Senate Bill 1267 including:

- Suicide prevention,
- Strategies for Maintaining positive relationships among students, including conflict resolution,
- Preventing, identifying, responding to, and reporting incidents of bullying,
- Safety training program,
- Increasing awareness of issues regarding sexual abuse, sex trafficking, and other maltreatment of children, and
- Increasing awareness and implementation of trauma-informed care.

In addition to the required training from Senate Bill 1267, the clearinghouse provides links to other documents that outline additional required training for school employees. The attached 2022–23 Annual Professional Learning Plan provides a schedule of the required professional learning for all employees aligned to the SBEC clearinghouse. In addition to these learning requirements, all FBISD staff engage in required and optional learning throughout the year to support the implementation of District goals and priorities.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Beth Martinez
Deputy Superintendent



DMA Local – Training Overview

Fort Bend ISD Annual Professional Learning Plan

The table below outlines the training that are required for all district employees per TASB and Senate Bill 1267 including the schedule for when courses are offered. The courses in **bold** reflect what is required by the SBEC Clearinghouse.

Job Role	State Required Training <i>(SB1267, TASB)</i>	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
All Employees	Increasing Awareness of Issues Regarding Sexual Abuse, Sex Trafficking, and Other Maltreatment of Children	Required for all employees as part of new employee orientation at the beginning of the school year and for other employees in accordance with local policy.	X		
	Increasing Awareness and Implementation of Trauma-Informed Care	Job embedded or as part of a professional learning community, or annually.	X		83
	Suicide Prevention	Job embedded or as part of a professional learning community, or annually.	X		
	Food Allergy Training <i>Staff members responsible for the direct care of a student with food allergies will receive specialized training from the school nurse</i>	As needed	X		
	Administration of an Epinephrine Autoinjector	Job embedded or as part of a professional learning community, or annually.	X		
	Bloodborne Pathogens	Pre-service and annual refresher training as described in the TDSHS Exposure Control Plan.	X		
	Cybersecurity Training	Annually for the cybersecurity coordinator and on a schedule recommended by the district in consultation with the district cybersecurity coordinator.	X		
	Student Records	As needed	X		

DMA Local – Training Overview

Job Role	State Required Training <i>(SB1267, TASB)</i>	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
All Employees <i>Continued</i>	Emergency Operations Plan	As needed	X		
	Americans with Disabilities Act	Recommended	X		
	Employee-on-Employee Harassment	Recommended annually or as needed and before the start of employment with the district.	X		
	Recognizing Need for Mental Health and Substance Abuse Intervention	As needed	X		
	Americans with Disabilities Act <i>Also satisfies Employee Nondiscrimination training</i>	Recommended as needed	X		
The job roles below require the following additional training.					84
All Campus Staff	Student-on-Student Bullying and Harassment	As determined by local policy.	X		
	Trauma-Informed Care Training	In accordance with local policy and as part of new employee training and for existing educators on a schedule adopted by TEA.	X		
	Section 504 <i>Also satisfies Employee Nondiscrimination training</i>	Recommended before employees begin working with students with disabilities and as needed thereafter	X		
Teachers	Use of Restraint with Special Education Students	As needed and within 30 school days following the use of restraint by untrained personnel called upon to use restraint in an emergency.		X	X
	Use of Time-Out with Special Education Students	As needed and within 30 school days of an employee being assigned the responsibility for implementing time-out.			X

DMA Local – Training Overview

Job Role	State Required Training (SB1267, TASB)	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
Teachers <i>Continued</i>	Strategies for Establishing and Maintaining Positive Relationships Among Students, Including Conflict Resolution	In accordance with local policy.		X	X
	General Education Teacher Implementing IEP	The district may determine the time and place at which the training is delivered.	X		
	Technology and Digital Learning	Optional staff development, as needed		X	
Elementary Teachers (K-3)	Literary Achievement Academies for Teachers at Any Grade Level	Available for all teachers but required for teachers in K-3 grade levels and principals at campuses with K-3 grade levels. not later than the 2022-2023 school year. For teachers in K-3 grade levels and principals initially employed at campuses with K-3 grade levels for the 2022-2023 school year, by the end of the teacher’s or principal’s first year of placement in that grade level or campus.		X	85 X
Gifted & Talented Teachers	Gifted and Talented (Initial 30 hours)	Prior to assignment as a teacher providing G/T instruction. Teachers who do not have the required initial training must complete the training within one semester of beginning to provide G/T instruction.		X	
	Gifted and Talented (annual update)	An additional six hours of professional development is required annually for G/T teachers.		X	

DMA Local – Training Overview

Job Role	State Required Training <i>(SB1267, TASB)</i>	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
Secondary Teachers	Dating Violence	As needed			X
Athletic Coaches	Safety Training Program	Job embedded or as part of a professional learning community, or annually.		X	
	Steroids	As needed		X	
	Concussion Training for Employees	At least once every two years, and if a member of the concussion oversight team, then prior to appointment or approval as a member of the team.		X	86
	CPR and First Aid	As needed to maintain current certification and within the time frames adopted by the district.		X	
	Automated External Defibrillators (AED)	As needed to maintain current certification in the use of an AED.		X	
High School Band Directors, Assistant Band Directors, Percussion Specialists, Dance Directors, Assistant Dance Directors	CPR and First Aid	As needed to maintain current certification and within the time frames adopted by the district.		X	
	Automated External Defibrillators (AED)	As needed to maintain current certification in the use of an AED.		X	
	Safety Training Program	Job embedded or as part of a professional learning community, or annually.		X	
Counselors	Gifted and Talented: Nature and Needs with Program Options	Counselors with authority for program decisions must have at least six hours of G/T professional development.			X
	College and Career Counseling Academy <i>(secondary counselors only)</i>	As developed and made available by The Center for Teaching and Learning at UT Austin.			X

DMA Local – Training Overview

Job Role	State Required Training <i>(SB1267, TASB)</i>	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
Administrators	Student Discipline	At least once every three years.		X	
	Gifted and Talented: Nature and Needs with Program Options	Administrators with authority for program decisions must have at least six hours of G/T professional development.			X
	Literary Achievement Academies for Teachers at Any Grade Level <i>(Elementary Administrators)</i>	Available for all teachers but required for teachers in K-3 grade levels and principals at campuses with K-3 grade levels. not later than the 2022-2023 school year. For teachers in K-3 grade levels and principals initially employed at campuses with K-3 grade levels for the 2022-2023 school year, by the end of the teacher’s or principal’s first year of placement in that grade level or campus.			87 X
	Teacher Appraisals	Before conducting appraisals.			X
	Principal Training (Instructional)	As needed		X	X
	Dating Violence	As needed		X	
	Student Searches	As needed		X	
	Title IX Training <i>Also satisfies Employee Nondiscrimination training</i>	As needed		X	
Campus Assessment Lead	Test Administration Procedure Training	Annually, and as the test administration materials specify.			X

DMA Local – Training Overview

	Texas English Language Proficiency Assessment System (TELPAS) Training	As needed			X
Job Role	State Required Training (SB1267, TASB)	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
Nurses	Seizure Recognition and Related First Aid Training (<i>specialized training for nurses</i>)	As needed		X	
	Traumatic Injury Response Training (Bleeding Control Station Training)	As needed	X		
	CPR and First Aid	As needed to maintain current certification and within the time frames adopted by the district.		X	88
	Automated External Defibrillators (AED)	As needed to maintain current certification in the use of an AED.		X	
Police Department	School District Peace Officers and School Resource Officers	Before or within 180 days of the officer’s commission by or placement in the district or a campus of the district.			X
	Traumatic Injury Response Training (Bleeding Control Station Training)	As needed	X		
	Body Worn Camera Program for Certain Law Enforcement Agencies	Before a law enforcement agency operates a body worn camera program.			X
Specialized Job Roles					
District Staff at DAEP	Disciplinary Alternative Education Program (DAEP)	As needed. Employees must receive training on established procedures for reporting abuse, neglect, or exploitation of students on an annual basis.			X

DMA Local – Training Overview

Adult Transition Service Coordinator	Transition and Employment Coordinator for Special Education Students	As the commissioner develops and makes available minimum training guidelines, with review at least once every four years.			X
Dyslexia Teacher	Dyslexia Training for School Employees	As needed		X	X
Job Role	State Required Training (SB1267, TASB)	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
Parents/guardians of Students with Dyslexia and Related Disorders	Dyslexia Education for Parents	As needed			X
Title IX Coordinator	Title IX Sexual Harassment Training <i>(also required for designated individuals or decision-makers in formal complaint process)</i>	When an employee is designated and as needed thereafter.			X 89
Concussion Oversight Team	Concussion Training for Volunteer Licensed Health Care Professional on Concussion Oversight Team	Prior to appointment or approval as a member of the concussion oversight team, at least once every two years.			X
Campus Wellness Committee Leaders	Coordinated Health Program	As needed, based on the scheduled adopted by TEA for regional education service centers to provide training regarding implementation of the coordinated health program.			X
Unlicensed Diabetes Care Assistant	Diabetes Training	Before the beginning of the school year or as soon as practicable following the enrollment of a student with diabetes at a campus that previously had no students with diabetes or a diagnosis of diabetes for a student at a campus		X	X

DMA Local – Training Overview

		that previously had no students with diabetes.			
Threat Assessment Teams & Safe and Supportive School Teams	Threat Assessment Team and Safe and Supportive School Team Training	In accordance with administrative rules.		X	
Job Role	State Required Training (SB1267, TASB)	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
Designated Infection Control Officer	Designated Infection Control Officer Training	Before designation	<i>The Designated Infection Control Officer completed training prior to their appointment in 2019. Licensure is maintained through CNE credit hours every two years.</i>		
Custodial & Maintenance Staff; Designated Asbestos Coordinator	Asbestos	New custodial and maintenance employees must be trained within 60 days after beginning employment, with additional training as needed. The designated asbestos coordinator should receive training prior to or upon designation, with additional training as needed.			X
Maintenance & Custodial Staff	Hazardous Chemicals	As needed			X
Integrated Pest Management Team	Integrated Pest Management	Within six months of appointment, IPM coordinator must have required training, then obtain at least six hours of TDA-approved continuing education at least every three years. IPM coordinator is responsible for ensuring that employees who perform pest			X

DMA Local – Training Overview

		control have the necessary training.			
Public Information Coordinator	Public Information Act	Within 90 days after assuming the office of the public information coordinator.			X
LPAC Members	Language Proficiency Assessment Committee (LPAC)	As needed			X
Principal Appraisers	Principal Appraisals	Before conducting appraisals.			X
Job Role	State Required Training <i>(SB1267, TASB)</i>	TEA Required Frequency	Annual Staff Training	Summer Contract Days	School Year Job-Embedded
Mentor Teacher	Mentor Teacher Training	Before the beginning of the school year in which the mentorship will occur, and supplemental training during the school year.			X 91
Investment Officers	Public Funds Investment Training	Ten hours of initial training in first 12 months, then eight hours of investment training every two years thereafter, unless an exception applies.			X
Volunteers	Volunteer Training	As needed			X

The table below shows the differences between trainings offered in FBISD and the required trainings as listed in the SBEC Clearinghouse and TASB School District Training Chart. SBEC Clearinghouse Trainings are in **BOLD**.

Required Training	District’s Plan
Elective Bible Course	This course is not offered in FBISD.
High-Quality Prekindergarten Grant Program	FBISD does not have this grant, all PK teachers are funded by 199.
Literary Achievement Academies for Teachers at Any Grade Level	This requirement for secondary teachers will not apply until academies are developed and made available for 6th-8th grade.
Career and Technology Education	FBISD does not employ any CTE teachers under a local permit.

DMA Local – Training Overview

District Juvenile Case Managers	FBISD does not employ any District Juvenile Case Managers.
Mathematics Achievement Academies for Teachers at Any Grade Level	This requirement will not apply until academies are developed by the state.
Adult Education and Literacy	FBISD does not receive AEL grant funding.
Volunteer Training	VIPS coordinators train volunteers in best practices and their role at campuses where a VIPS coordinator position is filled. FBISD holds monthly meetings with VIPS coordinators.
Mentor Teacher Training (2 years)	FBISD does not currently offer a second year of mentorship to new teachers, but second-year teachers have the access to an additional year of mentoring as needed by request.
Required Training	District’s Plan
Seizure Recognition and Related First Aid Training (<i>awareness training – all staff</i>)	FBISD currently trains nurses in seizure recognition and related first aid training. Nurses share seizure awareness information with campus staff that come into regular contact with students.
Increasing Awareness of Issues Regarding Sexual Abuse, Sex Trafficking, and Other Maltreatment of Children Note: Content will be updated to include all requirements.	FBISD currently provides employees an overview of human trafficking regarding what it is, where it occurs, why it is growing, who can be a victim, who a perpetrator might be, how trafficking occurs, and indicators of trafficking. FBISD also provides employees an overview of reporting child abuse, including internal procedures for seeking assistance for a child who is at risk, including a referral to a school counselor, campus administrator, CPS, and FBISD police department. These trainings do not currently include: <ul style="list-style-type: none"> • Factors indicating a child is at risk for sexual abuse, sex trafficking, or other maltreatment • Techniques for reducing a child’s risk of sexual abuse, sex trafficking, or other maltreatment • Community organizations that have relevant existing research-based programs that are able to provide training or other education for school district staff members, students, and parents These courses are currently part of Annual Staff Training, but not part of New Employee Orientation.
Dating Violence	FBISD provides Dating Violence training to administrators. Administrators then deliver the information to their teachers in a campus-based training that addresses the campus’s needs.
Strategies for Establishing and Maintaining Positive Relationships Among Students, Including Conflict Resolution	FBISD offered courses over the summer for teachers to learn about strategies for establishing and maintaining positive relationships among students, including conflict resolution. All teachers had access to this course. The SEL division also offers one-hour virtual courses covering behavior topics including trauma informed practices, supporting students with disabilities in the general education setting, appropriate application and implementation of positive reinforcement systems, classroom that support student learning, and preventing and addressing power struggles.

BOT Meeting:	November 14, 2022
Solicitation No.:	22-065AR Houston Galveston Area Council (HGAC), Sourcewell, Choice Partners Cooperative, Omnia Partners
References:	District Goal 5
Description:	<p>Generators Preventive Maintenance, Support, and Related Services</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of generator preventive maintenance, support, and related services from various cooperative contracts in an amount not-to-exceed \$475,000 and authorization for the Superintendent to negotiate and execute the agreement through October 2025.</p> <p><u>Summary</u></p> <p>During the 2014 and 2018 Bond, the District purchased generators for use throughout the district. Currently there are 100 (one hundred) generators in inventory.</p> <p>The recommended vendors will inspect, maintain, repair, and replace generators as needed. Labor, material, and equipment required for each level of inspection and maintenance services shall also be provided by the vendors. These inspections and maintenance services are for preventive maintenance on all generators. The generators are used as a secondary power source for all the emergency lighting and life safety systems during power outages.</p> <p>The cooperative purchasing contracts comply with school district bidding requirements and will allow the District the support needed to maintain generators located throughout the district.</p> <p>Renewal options are available through October 2025. Should either contract not renew for the full term, staff will return to the Board to request authorization to utilize an alternate cooperative contract, or an alternate procurement method.</p> <p><u>Background</u></p> <p>There is no historical expenditure information for these services as these generators are new equipment for the District. Expenditures will not exceed \$475,000 through October 2025. Funding is included in the budget.</p>
Requested By:	Oscar Perez, Chief Operations Officer Bryan Guinn, Chief Financial Officer
Vendor:	AC/DC Synergy Group, Inc. Loftin Equipment Co. Herc Rentals Inc.

	Generac Cummins Inc dba Cummins Sales and Service*** Kohler Caterpillar Pearce Industries, Inc. dba Waukesha-Pearce Industries, LLC. Clifford Power
Budget Sources:	General Fund
Amount:	Not to Exceed - \$475,000 through October 2025
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by Purchasing:	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 October 2025
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	None

*** Previously awarded a contract of the same scope with the district.

BOT Meeting:	November 14, 2022
Solicitation No.:	21-085LJ Department of Information Resources (DIR), Central Texas Purchasing Alliance and Sourcewell Purchasing Cooperative
References:	District Goal 5
Description:	<p>Data Center Preventive Services, Maintenance and Support (Increase)</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval to increase the existing contract awarded under 21-085LJ Data Center Preventive Services, Maintenance and Support, by \$1,100,000 for a total not to exceed amount of \$1,336,400, and authorization for the Superintendent to negotiate and execute the agreements through April 2024.</p> <p><u>Summary</u></p> <p>The current data center infrastructure is approaching six (6) years since its last upgrade; therefore, the amount for preventive services, maintenance and support has steadily increased. Systems such as uninterrupted power supplies (UPS) require battery maintenance and/or replacement to ensure consistent and reliable performance of data center systems. Other data center systems requiring maintenance include data center generators, heating, ventilation, and air conditioning (HVAC), electrical repairs, data center cleaning and equipment failures.</p> <p>Similarly, IT closets throughout the district are equipped with environmental systems and controls to ensure network and wireless technology infrastructure equipment housed within IT closets maintain temperature and humidity levels that will facilitate reliable and predictable service during the anticipated life of the equipment. The HVAC system in each closet helps to prevent premature failure of technology equipment due to overheating. These systems support all aspects of campus and support site operations from student and teacher laptop connectivity, BYOD (Bring Your Own Device), printers, etc.</p> <p>Environmental systems such as air conditioning, humidity sensors, etc. are anticipated to have a lifespan of 7-10 years with appropriate preventative maintenance and repairs. Bond 2018 funded the installation of these environmental control systems, which started in early 2019 and concluded in late 2021. This contract covers approximately 350 IT closets throughout the district. The lack of preventive maintenance will lead to degradation in the systems performance, void any remaining manufacture warranty and diminish the operational life of the systems. The resulting network infrastructure degradation and failures may adversely impact daily District digital operations and needs.</p> <p>The Department of Information Resources (DIR), Central Texas Purchasing Alliance and Sourcewell Purchasing cooperatives' purchasing contracts will allow the District to leverage established</p>

	<p>discounts with manufacturers and vendors and quickly acquire preventive maintenance and/or emergency contracts for services which require immediate attention in support of the data center operations. The cooperatives' contracts comply with the school district bidding requirements.</p> <p>Renewal options are available through April 2024. Should either contract not be renewed for the full term, staff will return to the Board to request authorization to utilize an alternate cooperative contract, or an alternate procurement method at that time.</p> <p><u>Background</u></p> <p>Expenditures in 2021-22 were \$92,186. The current balance remaining under the Board authorization is \$0.00. The original expenditure approval was \$236,400. The expenditures are not expected to exceed \$1,336,400 through April 2024. Funding for the increase of \$1,100,000 is included in the budget.</p>
Requested By:	Long Pham, Chief Information Officer Bryan Guinn, Chief Financial Officer
Vendors:	Bud Griffin Customer Support, Inc. Cummins Southern Plains Porter Burgess Company dba Flair Data Systems
Budget Sources:	General Fund
Amount:	Increase of \$1,100,000; Not to exceed total \$1,336,400 through April 2024
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 April 2024
Last solicitation date:	N/A
Supporting documents:	Original approved BOT Agenda item
Disclosure under Board Policy CH, CV, or DBD (Local):	N/A

BOT Meeting:	November 14, 2022
Solicitation No.:	RFQ 20-079ED
References:	District Goal 5
Description:	<p>Project Management & Information Technology Services</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of Project Management and Information Technology Consulting Services from multiple vendors in an amount not to exceed \$2,000,000 and authorization for the Superintendent to negotiate and execute the agreements through December 2027.</p> <p><u>Summary</u></p> <p>On August 14, 2022, Fort Bend ISD issued RFQ 22-079ED soliciting qualifications for project management services and information technology consulting services. In the past, the Information Technology (IT) division used vendors that were available on various bids and cooperatives to fulfill IT consulting needs.</p> <p>The previous solicitation for project management services was RFQ 17-077MH. The District's IT department elected to initiate an RFQ soliciting both project management and IT consulting services to better meet the District's needs. The District will be able to manage new projects on an as needed basis by entering into master contracts that prescribe rates for project management and IT consulting.</p> <p>The use of multiple vendors allows the District to augment its internal project management services and IT consulting resources that may be needed when additional resources for new projects or deep technical, niche, or functional skills are not available in-house. Vendors were selected based on a range of capabilities, skills, qualifications, and industry certifications. When the need is identified, pre-qualified vendors will be leveraged, and the process will be managed by staff requesting quotes based on defined scopes of work from each qualified vendor. Skills tests and interviews will be conducted to ensure the resources recommended by the vendor meet the needs of the defined project and a confirmed statement of work will be finalized and executed by the Superintendent.</p> <p>An evaluation team comprised of Fort Bend ISD staff members from the Information Technology Services, Information Systems, and Program Management Office (PMO) evaluated the proposals.</p> <p>Administration recently issued a survey to leaders throughout the district to identify manual processes that need to be automated. Much of this work can be done in-house, but some automation projects may need the assistance of an outside consultant. Further, if bond contingency is available, and approved separately by the board, the reconfiguration of</p>

	<p>Peoplesoft, our backbone system in for Finance and Human Resources is needed. We will need outside consultants for that work.</p> <p><u>Background</u></p> <p>Expenditures related to Project Management Services for FY 2021-22 were \$89,722. Expenditures related to IT Consulting for FY 2021-22 were \$393,777. Each department will be responsible for their given projects including funding these services through their budgets. Total projected costs for these services over the next five (5) years is \$2,000,000. Funding will be included in the budget.</p>
Requested By:	<p>Long Pham, Chief Information Officer Steve Bassett, Deputy Superintendent Bryan Guinn, Chief Financial Officer</p>
Vendors:	<p><u>Project Management</u> ALINEDS Beacon Systems Inc BerryDunn CherryRoad Technologies Inc. COMPUNNEL SOFTWARE GROUP, INC. Elegant Enterprise-Wide Solutions, Inc. Infojini, Inc International Business Machines Linder Consulting, LLC* Posthlewaite and Netterville, APAC Powersolv Inc. Serigor Inc.</p> <p><u>IT Consulting</u> 22nd Century Technologies, Inc. BerryDunn California Creative Solutions, Inc. CherryRoad Technologies Inc. DatamanUSA, LLC. Elegant Enterprise-Wide Solutions, Inc. International Business Machines Posthlewaite and Netterville, APAC Serigor Inc SpearMC Consulting, Inc.</p>
Budget Sources:	<p>General Fund Federal Funds Bond Funds (through separately approved use of contingency)</p>
Amount:	Not to Exceed \$2,000,000 through December 2027
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by FBISD:	9215
Number of vendors downloaded the solicitation:	310

Number of responses received:	44
Number of "no bid" responses received:	6
Length of commitment:	Through December 31, 2027
Last solicitation date:	December 18, 2017
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None

*** Previously awarded a contract of the same scope with the District.

RFQ 22-079ED Project Management & Information Technology (IT) Consulting

	Evaluation Criteria	Point System
1	<p>Firm’s Approach</p> <ul style="list-style-type: none"> Firm’s approach, supporting documentation, evidence of competence to undertake such effort. 	20 points
2	<p>Methodology</p> <ul style="list-style-type: none"> Firm’s experience as a Financial Advisor for a Texas public school district. Explanation of methodology, unique challenges, and any other relevant information. 	30 points
3	<p>Qualifications</p> <ul style="list-style-type: none"> Qualifications, certifications, the experience of personnel/team proposed for this task. 	25 points
4	<p>Past Experience</p> <ul style="list-style-type: none"> Past experience with FBISD and/or other Districts. K-12 Experience, Higher Education or Governmental Experience 	15 points
5	<p>References</p> <ul style="list-style-type: none"> Five (5) References from prior clients for which your firm has provided comparable services. <p>List of References should come from past project examples listed within this RFQ. 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.</p>	10 points
	TOTAL	100 points

Evaluation Summary
 RFQ 22-079ED Project Management and Information Technology (IT) Consulting Services

Information Technology (IT) Consulting Services

Vendor	Firm's approach, supporting documentation, evidence of competence to undertake such effort (20 pts. Max)	Firm's experience as a provider of consulting resources including explanation of project methodology, unique challenges any other relevant information (30 pts. Max)	Qualifications, certifications, the experience of of key personnel (25 pts. Max)	Past experience with FBISD and/or other Districts. K-12 Experience, Higher Education or Governmental Experience (15 pts. Max)	Five (5) References from prior clients for which your firm has provided comparable services (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
SpearMC Consulting, Inc.	18.50	26.00	21.75	11.75	5.70	83.70	1
CherryRoad Technologies Inc.	18.25	27.00	21.00	13.25	0.00	79.50	2
California Creative Solutions, Inc.	16.75	24.75	19.75	9.25	5.70	76.20	3
Elegant Enterprise-Wide Solutions, Inc.	16.50	24.75	17.75	11.00	6.00	76.00	4
Serigor Inc	17.25	24.00	20.00	11.50	2.50	75.25	5
International Business Machines	16.75	23.75	20.50	12.50	0.00	73.50	6
22nd Century Technologies, Inc.	17.25	25.00	19.75	11.25	0.00	73.25	7
Posthlewaite and Netterville, APAC	12.50	23.00	19.75	11.00	5.70	71.95	8
BerryDunn	13.50	24.50	19.25	9.25	4.00	70.50	9
DatamanUSA, llc	15.50	23.00	17.50	12.50	2.00	70.50	10
SoftSages Technology	15.50	21.00	18.75	11.50	2.00	68.75	11
SVAM International Inc	14.50	19.50	16.75	11.50	6.00	68.25	12
vTech Solution Inc.	16.50	19.25	18.50	11.75	2.00	68.00	13
Beacon Systems Inc	15.00	24.00	18.50	10.00	0.00	67.50	14
Powersolv Inc.	15.50	23.25	18.00	10.00	2.00	68.75	15
GlobalSourceIT	16.50	18.50	19.75	11.75	0.00	66.50	17
Infojini, Inc.	13.50	22.00	17.75	6.50	3.30	63.05	18

NITCO Inc.	14.75	18.50	19.00	8.00	2.00	62.25	19
V-Soft Consulting Group, Inc.	14.75	21.25	15.50	10.00	0.00	61.50	20
Paramount Software Solutions, Inc	13.50	19.50	17.00	9.00	1.60	60.60	21
DevCare Solutions Ltd	15.00	22.00	13.50	9.25	0.00	59.75	22
True North Consulting Group	13.25	15.75	18.50	10.75	1.40	59.65	23
RADgov, Inc	14.00	18.25	17.00	10.00	0.00	59.25	24
V Group Inc.	14.50	16.50	16.25	10.00	0.00	57.25	25
Boerger Consulting, LLC	13.25	19.00	15.00	7.25	2.00	56.50	26
Kastech Solutions LLC	14.25	14.75	17.25	8.75	0.00	55.00	27
ALINEDS	13.50	18.50	15.00	6.50	1.20	54.70	28
Abundiant	11.00	17.25	13.25	6.25	6.00	53.75	29
Rite Software Solutions & Services LLC	12.75	17.75	11.00	7.25	0.00	48.75	30
AKRF, Inc.	8.00	13.25	9.25	3.75	0.00	34.25	31
Latavco Consulting Group, LLC	7.50	7.50	10.00	7.25	1.40	33.65	32
VOLUBLE SYSTEMS LLC	9.50	7.75	6.75	5.25	0.00	29.25	33
Kalpra Tech Solutions	6.00	5.25	10.50	1.00	0.00	22.75	34
Greinchville Solutions LLC	1.75	1.75	1.75	1.75	9.90	16.90	35
Bratton Construction , LLC	2.75	3.00	7.75	2.00	0.00	15.50	36
Infinics Inc	2.25	4.50	3.50	2.00	0.00	12.25	37

Vendor	Firm's approach, supporting documentation, evidence of competence to undertake such effort (20 pts. Max)	Firm's experience as a provider of consulting resources including explanation of project methodology, unique challenges any other relevant information (30 pts. Max)	Qualifications, certifications, the experience of of key personnel (25 pts. Max)	Past experience with FBISD and/or other Districts. • K-12 Experience, Higher Education or Governmental Experience (15 pts. Max)	Five (5) References from prior clients for which your firm has provided comparable services (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
International Business Machines	18.25	28.75	23.00	13.75	0.00	83.75	1
Linder Consulting, LLC	15.75	24.25	21.50	13.00	8.00	82.50	2
Powersolv Inc.	18.00	27.25	20.25	11.25	2.00	78.75	3
Serigor Inc	17.50	27.00	20.25	11.00	2.50	78.25	4
BerryDunn	15.25	25.25	19.00	11.50	4.00	75.00	5
CherryRoad Technologies Inc.	17.00	24.50	20.75	12.50	0.00	74.75	6
Posthlewaite and Netterville, APAC	13.75	22.75	17.75	12.25	5.70	72.20	7
ALINEDS	15.25	25.25	20.50	9.50	1.20	71.70	8
COMPUNNEL SOFTWARE GROUP, INC.	17.25	22.25	19.25	11.75	0.00	70.50	9
Beacon Systems Inc	14.25	23.75	19.75	12.75	0.00	70.50	10
Infojini, Inc.	15.00	23.00	18.25	10.75	3.30	70.30	11
Elegant Enterprise-Wide Solutions, Inc.	13.00	22.50	16.75	11.75	6.00	70.00	12
22nd Century Technologies, Inc.	17.75	22.00	17.75	11.50	0.00	69.00	13
California Creative Solutions, Inc.	15.25	21.50	16.75	8.50	5.70	67.70	14
DatamanUSA, llc	15.00	21.25	18.00	11.25	2.00	67.50	15

True North Consulting Group	14.25	21.75	16.50	11.00	1.40	64.90	16
vTech Solution Inc.	15.75	21.00	15.75	10.25	2.00	64.75	17
Transseed Group Inc.	13.75	18.75	18.00	8.50	3.90	62.90	18
NITCO Inc.	15.25	20.50	17.00	7.75	2.00	62.50	19
SVAM International Inc	15.50	14.75	15.00	10.50	6.00	61.75	20
V Group Inc.	14.50	20.75	14.50	10.75	0.00	60.50	21
V-Soft Consulting Group, Inc.	14.50	19.50	14.75	11.25	0.00	60.00	22
GlobalSourceIT	14.25	16.75	15.50	11.50	0.00	58.00	23
BKJ Global Management Consulting,LLC	13.00	16.50	14.50	9.25	2.00	55.25	24
SoftSages Technology	9.50	15.75	15.75	11.00	2.00	54.00	25
RADgov, Inc	11.50	17.25	15.25	9.75	0.00	53.75	26
Paramount Software Solutions, Inc	11.00	19.00	13.25	8.75	1.60	53.60	27
Rite Software Solutions & Services LLC	9.50	17.25	9.00	8.25	0.00	44.00	28
Calverley Consulting, LLC	10.25	10.50	13.00	7.25	2.00	43.00	29
Maya Hawthorne Inc dba Hawthorne Staffing	8.25	8.00	10.25	6.25	4.00	36.75	30
Latavco Consulting Group, LLC	8.50	8.50	10.25	6.00	1.40	34.65	31
VOLUBLE SYSTEMS LLC	10.00	8.75	9.25	6.25	0.00	34.25	32
Bratton Construction , LLC	8.75	10.00	9.25	5.00	0.00	33.00	33
AKRF, Inc.	9.50	9.25	8.25	6.00	0.00	33.00	34

Onset Technologies, LLC	7.00	12.00	7.00	3.75	2.00	31.75	35
Kalpra Tech Solutions	11.50	8.75	10.00	0.25	0.00	30.50	36
TrendTech Logistics	4.50	5.25	7.00	3.25	0.00	20.00	37
Infinics Inc	4.50	3.75	3.25	3.75	0.00	15.25	38

BOT Meeting:	November 14, 2022
Solicitation No.:	RFP 23-003KB
References:	District Goal 1
Description:	<p>Instructional Software, Subscription, Related Products and Services</p> <p><u>Recommendation</u></p> <p>The Administration is seeking Board approval for the purchase of Instructional Software, Subscription, Related Products and Services from multiple vendors for an amount not to exceed \$15,000,000 and authorization for the Superintendent to negotiate and execute the agreements through November 2027.</p> <p><u>Summary</u></p> <p>On July 28, 2022, Fort Bend ISD issued RFP 23-003KB Instructional Software, Subscription, Related Products and Services. Instructional materials support the implementation of the Texas Essential Knowledge and Skills (TEKS), strategies, activities, and assessment that enhance the District’s curriculum. The selected vendors on this request for proposal will allow the District to generate a list of approved vendors that can provide access to online digital resources, online subscriptions, video editing software, and platforms to support student learning.</p> <p>An evaluation team comprised of Fort Bend ISD staff members from the Teaching and Learning, Social Emotional Learning and Enrichment Programs, Business and Finance, and Information Technology Departments evaluated the proposals. The selected vendors may be used to support continued software licenses for District level subscriptions as well as campus level subscriptions.</p> <p><u>Background</u></p> <p>Expenditures for FY 2021-22 were \$4,469,671, which were previously included in the Instructional Resources authorization. Expenditures are not expected to exceed \$15,000,000 through November 2027. Funding is included in the budget.</p>
Requested By:	Kim Lawson, Chief Academic Officer Bryan Guinn, Chief Financial Officer
Vendors:	2W International LLC BrainPOP LLC*** CodeStream Studios LLC Esposure, Inc. Immersed Games, Inc. Lab Resources, Inc.*** Learning List*** Lingco Lone Star Learning*** Membean, Inc.

	Motivating Systems LLC*** Tangible Play, Inc. TechSmart, Inc. WeVideo***
Budget Sources:	General Fund Federal Funds Instructional Materials Allotment Campus Activity Funds
Amount:	Not to exceed \$15,000,000 through November 2027
Other Supporting Information	
Sole Source:	No
Number of vendors contacted by FBISD:	5322
Number of vendors downloaded the solicitation:	247
Number of responses received:	33
Number of "no bid" responses received:	23
Length of commitment:	Through November 2027
Last solicitation date:	N/A
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	None

***Previously awarded a contract of the same scope with the District

RFP 23-003KB Instructional Software, Subscription, Related Products and Services

	Evaluation Criteria	Point System
1	Purchase Price <ul style="list-style-type: none"> • Price quoted should be based on information within the proposal • Offer a fair reasonable price for items to be procured by Fort Bend ISD 	25 points
2	Reputation of the Vendor and of the Vendor's Goods or Services <ul style="list-style-type: none"> • 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. • Experience: Use and success of the product(s) and/or services in school districts or similar entities. (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 <ul style="list-style-type: none"> • Service capabilities • Demonstrates competence: experience, etc. • Configuration and installation, integration, implementation of digital resources • Relevant experience with school curriculum/content knowledge as it pertains to proposal specifications • Experience and competence in dealing with large school districts • Customer service indicative of sound delivery of services 	25 points
4	Extent to Which the Goods or Services Meet the District's Needs <ul style="list-style-type: none"> • Vendors goods align to support the district instructional priority in the identified content area. • Alignment to the Standards/TEKS • Balance of digital and print materials • Ability to integrate with existing programs/ materials/ databases 	20 points
5	Vendor's Past Relationship with the District For reference, the vendor shall list the following: <ul style="list-style-type: none"> • Past projects or contracts similar service vendor has had with the district. • Past projects or contracts similar service vendor has had with any K-12 Districts similar size or larger • Past projects or contracts similar service vendor has had with any business or universities the size of our district 	5 points
6	Long-Term Cost to the District to Acquire the Vendor's Goods or Services <ul style="list-style-type: none"> • Setup fee; or other fees and other added cost 	10 points
7	Vendor's Principal Place of Business is in the state of Texas or Employs 500 People in This State.	0 points
8	Insurance Requirements <ul style="list-style-type: none"> • 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 	Pass/Fail
9	Service Agreement <ul style="list-style-type: none"> • 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
10	The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB).	N/A
	TOTAL	100 points

Tabulation Summary

RFP 23-003KB Instructional Software, Subscription, Related Items and Services

Vendor	Purchase Price (25 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 (20 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (10 pts. Max)	Insurance Requirements (Pass/Fail)	Agreement to Fort Bend ISD Terms and Conditions (10 pts. Max)
WeVideo	25.00	1.00	24.00	20.00	5.00	10.00	Pass	10.00
2W International LLC	20.00	2.00	23.50	20.00	4.00	10.00	Pass	10.00
Learning List	15.00	4.90	23.50	19.00	5.00	10.00	Pass	10.00
TechSmart, Inc.	15.00	3.00	25.00	20.00	4.00	10.00	Pass	10.00
BrainPOP LLC	15.00	1.80	25.00	18.33	5.00	10.00	Pass	5.00
Lingco	15.00	2.00	21.00	18.00	4.00	10.00	Pass	10.00
Membean, Inc.	25.00	1.00	15.67	12.33	3.67	10.00	Pass	10.00
Motivating Systems LLC	5.00	2.00	25.00	20.00	5.00	10.00	Pass	10.00
Tangible Play, Inc.	10.00	2.90	22.50	12.50	4.50	10.00	Pass	10.00
CodeStream Studios LLC	10.00	1.00	20.33	16.33	3.33	10.00	Pass	10.00
Esposure, Inc.	10.00	1.00	20.33	15.67	3.67	10.00	Pass	10.00
Lab Resources, Inc.	5.00	3.00	20.67	17.33	4.33	10.00	Pass	10.00
Immersed Games, Inc.	10.00	2.00	19.67	15.33	3.00	10.00	Pass	10.00
Lone Star Learning	5.00	4.00	23.00	14.75	3.25	10.00	Pass	10.00
Vista HigherLearning, Inc.	5.00	2.90	20.00	17.67	4.00	10.00	Pass	10.00
SanJae Educational Resources, Inc.	20.00	3.00	14.33	10.00	1.00	10.00	Pass	10.00
Teachers Discovery, Inc.	5.00	0.50	20.00	17.25	4.50	10.00	Pass	10.00
Discovery Education, Inc.	5.00	4.00	20.00	15.33	4.67	10.00	Pass	5.00
Adventure 2 Learning	20.00	1.00	11.67	9.00	1.33	10.00	Pass	10.00
Classworks	10.00	1.00	14.33	14.00	1.33	10.00	Pass	10.00
Sarah's Spanish School	15.00	2.00	11.00	9.00	3.00	10.00	Pass	10.00
Bright Thinker, Inc.	10.00	1.00	12.33	11.33	1.00	10.00	Pass	10.00
Greinchville Solutions LLC	5.00	4.90	12.33	10.33	1.33	10.00	Pass	10.00
Global Intelligence Services	5.00	1.00	12.33	10.00	2.33	10.00	Fail	10.00
Meg Languages	10.00	1.00	9.50	8.25	1.25	10.00	Pass	10.00

Formative Loop, Inc.	5.00	0.50	11.67	10.00	2.67	10.00	Pass	10.00
Lepinay Publishing LLC	10.00	2.90	8.33	7.00	1.00	10.00	Pass	10.00
Progress Learning LLC	5.00	1.00	11.67	9.67	1.67	10.00	Pass	10.00
Blooket LLC	5.00	2.00	10.33	8.67	2.33	10.00	Pass	10.00
ALL In Learning	5.00	2.00	8.33	7.67	4.00	10.00	Pass	10.00
Multimedia Solutions, Inc.	10.00	1.00	5.33	5.00	2.00	10.00	Fail	10.00
Learning Farm LLC	5.00	0.50	7.00	9.00	1.67	10.00	Pass	10.00
OneGoal Graduation	5.00	2.70	10.33	6.33	1.00	10.00	Pass	5.00

Proposer's Total Score (100 pts. Max)	Proposer's Ranking
95.00	1
89.50	2
87.40	3
87.00	4
80.13	5
80.00	6
77.67	7
77.00	8
72.40	9
70.99	10
70.67	11
70.33	12
70.00	13
70.00	13
69.57	14
68.33	15
67.25	16
64.00	17
63.00	18
60.66	19
60.00	20
55.66	21
53.89	22
50.66	23
50.00	24

49.84	25
49.23	26
49.00	27
48.33	28
47.00	29
43.33	30
43.17	31
40.36	32

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Consideration and Approval of Resolution
Authorizing Compensation on November 7, 2022
References: Board Policy: DEA (Legal)
Board Governance
Department: Business and Finance

Recommendation:

Consideration and approval of a Resolution authorizing employee compensation during the District closure on November 7, 2022.

Summary:

On Saturday, November 5, 2022, the Houston Astros won the 2022 World Series. The City of Houston invited Astros fans throughout the Houston metro area to celebrate the 2022 World Series Champions at a victory parade on Monday, November 7, 2022, at 12 noon running 1.7 miles from downtown through midtown Houston.

The Administration decided that it would not be able to safely operate schools due to the high likelihood of increased staff absences, and difficulty with finding enough substitutes. Further, the Administration concluded it would not be prudent to risk the potential budgetary impact caused by lower-than-average student attendance. Instead, the decision was made to join many nearby public school districts and close the district for the day.

The Administration is seeking Board authorization to compensate employees who were prevented from working during the District closure on November 7, 2022, because doing so averted a safety issue because of the high likelihood of increased staff absences.

Recommended by:

Christie Whitbeck
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

RESOLUTION
FORT BEND INDEPENDENT SCHOOL DISTRICT

Authorizing Employee Compensation during
District Closure on November 7, 2022

WHEREAS on Saturday, November 5, 2022, the Houston Astros won the 2022 World Series; and

WHEREAS the City of Houston invited Astros fans throughout the Houston metro area to celebrate the 2022 World Series Champions at a victory parade on Monday, November 7, 2022, at 12 noon running 1.7 miles from downtown through midtown Houston; and

WHEREAS the Administration determined that it would not be able to safely operate schools due to the high likelihood of increased staff absences and difficulty with finding enough substitutes which created a safety issue, and concluded it would not be prudent to risk the potential budgetary impact caused by lower-than-average student attendance; and

WHEREAS based on the rationale stated herein, the Administration closed the District on November 7, 2022, and recommends that the Board of Trustees authorize the Superintendent to compensate employees who were prevented from working.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Fort Bend Independent School District support the Administration’s recommendation and hereby authorize the Superintendent to compensate employees who would otherwise not be compensated during the District closure on November 7, 2022 because closing the district averted a safety issue due to the high likelihood of increased staff absences.

CERTIFICATE FOR RESOLUTION

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Fort Bend Independent School District during a regular called meeting on November 14, 2022. A quorum of the Board of Trustees being present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes: _____

Nays: _____

Abstentions: _____

To certify which, witness my hand and the official seal of the District this 14th day of November 2022.

FORT BEND INDEPENDENT SCHOOL DISTRICT

Kristen Davison Malone, President
Board of Trustees

ATTEST:

Shirley Rose-Gilliam, Secretary
Board of Trustees

(SEAL)

For: Fort Bend ISD Board of Trustees
Date: November 14, 2022
Action: Consideration and Approval:
Legislative Priorities
Department: Superintendent

Recommendation

Consideration and approval of Board Legislative Priorities for the 88th Texas Legislative Session convening in January 2023.

Recommended by:

Christie Whitbeck
Superintendent of Schools