

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

Monday, March 4, 2024

This is Notice that the Fort Bend Independent School District Board of Trustees will hold a Public Budget Hearing on Monday, March 4, 2024, beginning at 6:00 PM 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
2. Board Committee Reports
 - A. Governance Committee
 - B. Student Achievement Committee
3. Public Comment
4. 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
5. Reconvene in Open Session
6. Information
 - A. Special Education Update 6
 - B. 2024 Targeted Improvement Plan 16
 - C. Student Achievement MOY 2023 Update 28
7. Review
 - A. **Fort Bend ISD Board of Trustees Meeting Minutes:** Consideration and approval of the minutes of Fort Bend ISD Board of Trustees meeting minutes on the following dates: 41
 1. January 08, 2024 - Special Called Meeting 42

2. January 10, 2024 - Called Meeting and Agenda Review	44
3. January 22, 2024 - Regular Business Meeting	50
B. Annual Financial Audit Engagement Letter: Consideration and approval of the Annual Financial Audit Engagement letter with Whitley Penn, LLP for fiscal year 2023-24.	59
C. Budget Amendment Regarding Use of 2018 Bond Program Contingency Funds: Consideration and approval for the use of 2018 Bond Program Contingency as proposed by Administration.	72
D. Commercial Paper Dealer: Consideration and approval for the engagement of a new commercial paper dealer in connection with the District's commercial paper program.	74
E. Joint Election Agreement and Contract for Election Services: Consideration and approval of the Joint Election Agreement and Contract for Election Services ("Agreement") with Fort Bend County to coordinate and administer a general election on Saturday, May 4, 2024, to elect one person to serve a full term as a Trustee in Positions 2 and 6.	77
F. New Positions for 2024-25: Consideration and approval of new campus positions to support District strategic priorities staffing guidelines for the 2024-25 school year.	90
G. Review of proposed expenses that exceed \$50,000: Specifically for:	
1. Campus-Wide Projector Removal: Consideration and approval of a construction services agreement with Job Order Contractor (JOC) JR Thomas Group, Inc. for the removal of old classroom projection technology from approximately 4,868 rooms across 75 campuses for a not-to-exceed amount of \$2,197,031.68.	92
2. Cellular Services and Equipment: Consideration and approval for the purchase of cellular services and equipment under a cooperative contract with NASPO in an amount not-to-exceed \$543,639 and authorization for the Superintendent to negotiate and execute the agreement through March 2029.	94
3. Data Center and Network Preventive Maintenance and Support: Consideration and approval for the purchase of data center parts, preventive maintenance, and support from multiple vendors under multiple cooperative contracts in an amount not-to-exceed \$1,695,750 and authorization for the Superintendent to negotiate and execute the agreements through April 2029.	96

<p>4. Fine Arts Color Guard Uniforms, Supplies, and Related Items: Consideration and approval for the purchase of Fine Arts Color Guard Uniforms, Supplies, and Related Items from multiple vendors through multiple cooperative contracts in an amount not-to-exceed \$375,000 and authorization for the Superintendent to negotiate and execute the agreements through March 2029.</p>	98
<p>5. Fine Arts Consultants and Clinicians (Supplemental): Consideration and approval for the purchase of Fine Arts consultant and clinicians from multiple vendors and authorization for the Superintendent to negotiate and execute the agreements through January 2028.</p>	100
<p>6. Fleet Vehicles, All-Terrain Vehicles (ATV) and Golf Carts (CND Increase): Consideration and approval to increase the existing contract awarded under 22-021TA Fleet Vehicles, All-Terrain Vehicles (ATV) and Golf Carts by \$500,000 for a total not-to-exceed amount of \$850,000 to purchase fleet vehicles and approval for the Superintendent to execute the agreements through December 2025.</p>	106
<p>7. Industry Certifications and Supporting Practice Materials: Consideration and approval for the purchase of industry certification exams and materials for students in Career and Technology Education (CTE) through multiple vendors from various cooperative contracts for an amount not-to-exceed \$1,500,000 and authorization for the Superintendent to negotiate and execute the agreements through March 2029.</p>	108
<p>8. Integrated Pest Management Services: Consideration and approval for the purchase of integrated pest management services and related items from multiple vendors for an amount not-to-exceed \$2,500,000 and authorization for the Superintendent to negotiate and execute the agreements and through March 2029.</p>	110
<p>9. Job Order Contracting (JOC) Services for Flooring Package BP018: Consideration and approval of a construction services agreement with Job Order Contractor (JOC) Jamail & Smith Construction, LP to perform flooring renovations at 11 campuses for a not-to-exceed construction cost of \$6,423,395.00 and authorization for the Superintendent to negotiate and execute or terminate the agreement.</p>	115
<p>10. Out of School Time Enrichment and Related Items and Services: Consideration and approval for the use of out of school time enrichment and related items and services from multiple vendors, and authorization for the Superintendent to negotiate and execute the</p>	118

agreements through March 2029.

11. Portable Classroom Building Relocations, Installation and Repairs for 2024-25 School Year: Consideration and approval to execute a Job Order Contract (JOC) with J.R. Thomas Group, Inc. to perform the necessary relocation, set up repairs for portable classroom buildings needed to support the 2024-25 school year; approval of a Design Services Agreement with MWA Architects; approval of the project budget of \$4,542,600; utilization of Bond 2018 Contingency funds; and authorization for the Superintendent to negotiate, execute or terminate the respective contracts.	126
8. Convene in closed session under Texas Open Meetings Act, Texas Government Code, Chapter 551 under the following sections: 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law; Section 551.072 - Consider purchase, exchange, lease, or value of real property, Section 551.074 - Personnel matters, Section 551.076 - Security matters, Section 551.082 - Student discipline matter or complaint, or Section 551.0821 - Personally identifiable information about public school student	
9. Reconvene in Open Session	
10. Action	
A. Fort Bend ISD Board of Trustees Meeting Minutes: Consideration and approval of the minutes of Fort Bend ISD Board of Trustees meetings and/or public hearings on the following dates:	129
1. December 04, 2023 - FIRST Hearing	130
2. December 04, 2023 - Called Meeting and Agenda Review	132
3. December 11, 2023 - Regular Business Meeting	139
4. December 15, 2023 - Special Called Meeting	148
B. Consideration and approval of contract for audit of 2023 bond program.	151
C. Consideration and approval of investigation for 2023 bond.	152
11. 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 Board of Trustees
Date: March 4, 2024
Action: Information: Special Education
Update
References: Board Goal 1
Department: Academic Affairs

Summary

Staff will provide a Special Education Update.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Dr. Kim Lawson
Chief Academic Officer

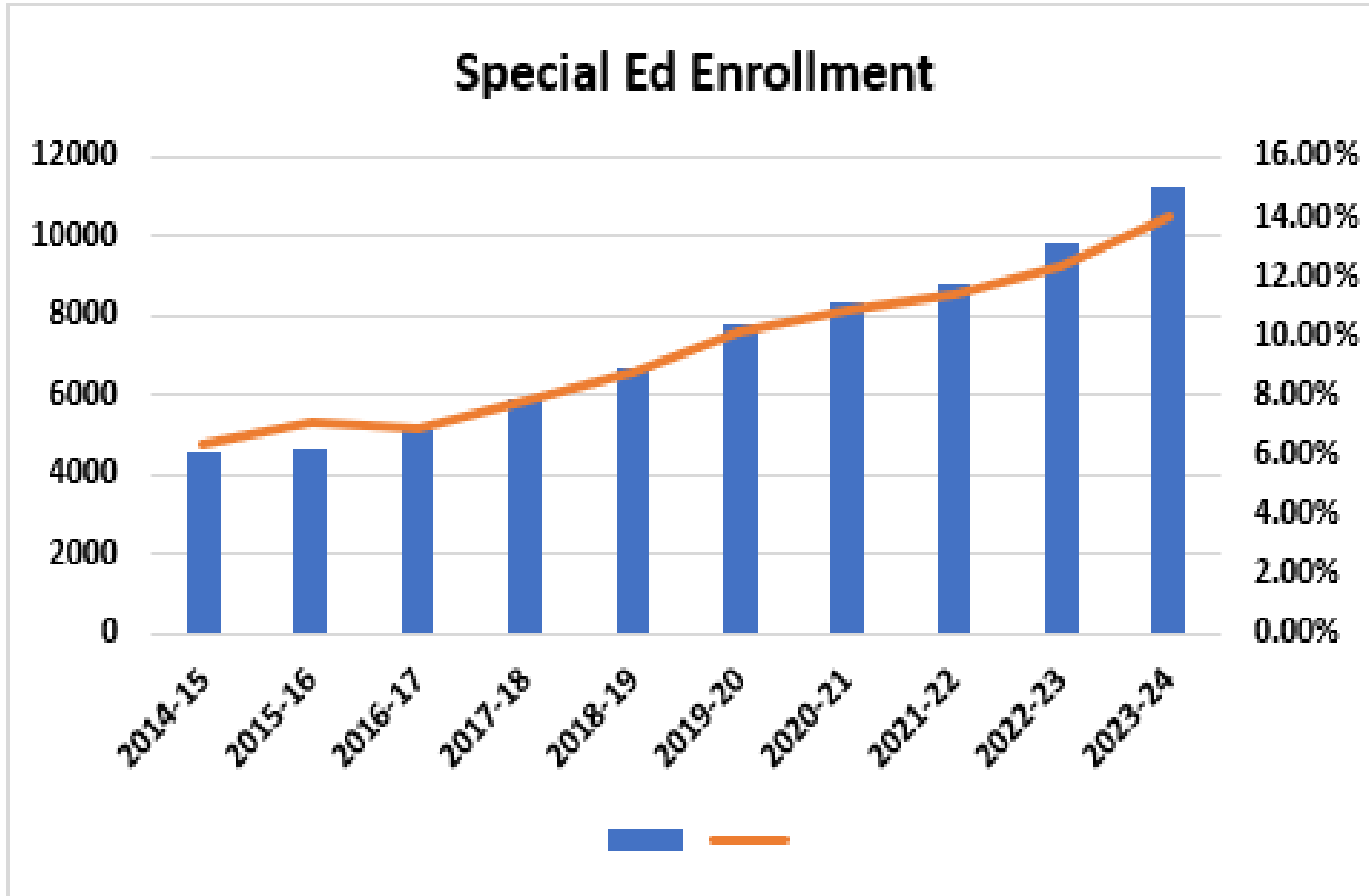


Special Education Update

FBISD
INSPIRE • EQUIP • IMAGINE

Monday, March 4, 2024

Special Ed Enrollment



Current Enrollment
11,826

Compliance Related to Special Education Evaluations

- TEA Corrective Action plan - Last five years for initial special education and initial ARD timelines
- Each year, we have completed the plan and have been deemed compliant at end of year
 - BOT monthly update on progress towards evaluations

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We do anticipate we will be cleared of Noncompliance once again at the end of the year.

Compliance Related to Special Education Evaluations

Initial Evaluations

- Completed **1868** Initial Evaluations and ARDs this school year
- **All** initial evaluations from last year are completed, no pending
- Anticipate **500** more initial evaluations this year
- Last year, we completed **2285**
- Estimate we will have **2368** for the year

Re- Evaluations

- Started the year with **2625** Re-evaluations overdue
- Completed approximately **1021**
- Additional Re-evaluations due¹⁰ during year that are now overdue

Current Status of Re-evaluations

Total overdue = **2720** overdue

Results Driven Accountability (RDA)

SPED STAAR 3-8	2019 PL	2020 PL	2021 PL	2022 PL	2023 PL
Math	2 (51.5)	*	3 (38.6)	2 (45.5)	2 (50.8)
Reading	2 (48.2)	*	2 (41.4)	2 (53.9)	1 (55.0)
Science	2 (44.7)	*	3 (39.7)	2 (41.4)	2 (46.1)
Social Studies	2 (41.9)	*	3 (34.9)	3 (35.3)	3 (39.2)

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SPED STAAR EOC	2019 PL	2020 PL	2021 PL	2022 PL	2023 PL
Algebra 1	2 (47.5)	*	2 (41.6)	2 (42.6)	2 (49.5)
Biology	2 (61.8)	*	2 (57.4)	2 (61.5)	0 RI (69.9)
US History	1 (63.2)	*	1 (62.1)	1 (62.9)	0 (77.9)
English I and II	2 (32.2)	*	2 (40.7)	2 (35.6)	2 (43.0)

RDA indicators include a range of PLs 0-4, and each PL range has an established set of cut points. Throughout the RDA indicators, the *higher the PL is, the lower the LEA's performance is.* 0 (best grade), 1, 2, 3, 4 (worst grade)

Results Driven Accountability (RDA)

	2019 PL	2020 PL	2021 PL	2022 PL	2023 PL
SPED Graduation	1 (70.6)	0 (76.0)	1 (74.0)	0 (80.4)	1 (79.3)
SPED Annual Drop Out (7-12)	0 (1.4)	0 (1.8)	0 (1.6)	1 (2.9)	0 RI (2.1)

Results Driven Accountability (RDA)

The District was NOT identified as Significant Disproportionate for the 2023 RDA due to Reasonable Progress.

	Risk Ratio by Year					
	2020 RDA	2021 RDA	2022 RDA	2023 RDA	*Projected 2024 RDA	
African American Out of School Suspension (OSS)	2.9 (SD)	3.1 (SD)	2.3	3.0 (SD, Year 1)	2.7 (SD, Year 2)	
African American Total Disciplinary Removals	2.6	2.8	2.7 (SD, Year 3)	2.6 RP	2.3	

Special Education Determination and RDA

2023 Special Education Determination Status: Needs Assistance

Determination Status is based on

- Results Driven Accountability (RDA) results
- Federally Required Elements Performance Levels range from 0 to 4, with 0 being the best.
 - *SPP Compliance Indicator Performance Level of 2 was 1/10 of a percentage away from being a Performance Level of 1 which would have deemed the District as Determination Status "Meets Requirement"*

Indicator	Performance Level
<i>State Performance Plan (SPP) Compliance Indicators</i>	2
<i>Valid, Reliable, and Timely Data</i>	0
<i>Status of Uncorrected Noncompliance</i>	0
<i>Financial Audits</i>	0

Early Intervention Academy (EIA)

- **EIA will remain open for the 2024-25 school year**
- **Additional review of comparison data between EIA and the Traditional Early Childhood Special Education (ESCE) program will occur during 2024-25 school year**

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Information: Updates on Targeted Improvement Plan for Marshall High School, Willowridge High School, and McAuliffe Middle School
References: AIC (Legal) and AID (Legal)
Department: Department of School Leadership

Summary

Staff will provide an update to the board on the Targeted Improvement Plan (TIP) required by Texas Education Agency for Willowridge High School and share the required Targeted Improvement Plans for Marshall High School and McAuliffe Middle School.

Background

In 2022, Willowridge High School was identified as a Comprehensive Support and Improvement (CSI) campus and, therefore, was required to participate in interventions, develop a Targeted Improvement Plan (TIP), submit the plan to the Texas Education Agency, and conduct a Board hearing to approve the plan. The board approved the plan in October of 2022. The administration is updating the board on Willowridge High School's progress with their Targeted Improvement Plan for the 2023-2024 school year.

In 2023, Marshall High School and McAuliffe Middle School were identified as Comprehensive Support and Improvement (CSI) campuses and, therefore, are required to participate in interventions, develop a Targeted Improvement Plan (TIP), and submit the plan to the Texas Education Agency by June 7th, 2024. This year, TEA does not require the board to approve the plans. The administration is sharing the Targeted Improvement Plans that will be submitted in June for the 2023-2024 school year.

Submitted by:

Dr. Marcell Smith
Superintendent of Schools

Recommended by:

Dr. Kwabena Mensah
Chief of Schools

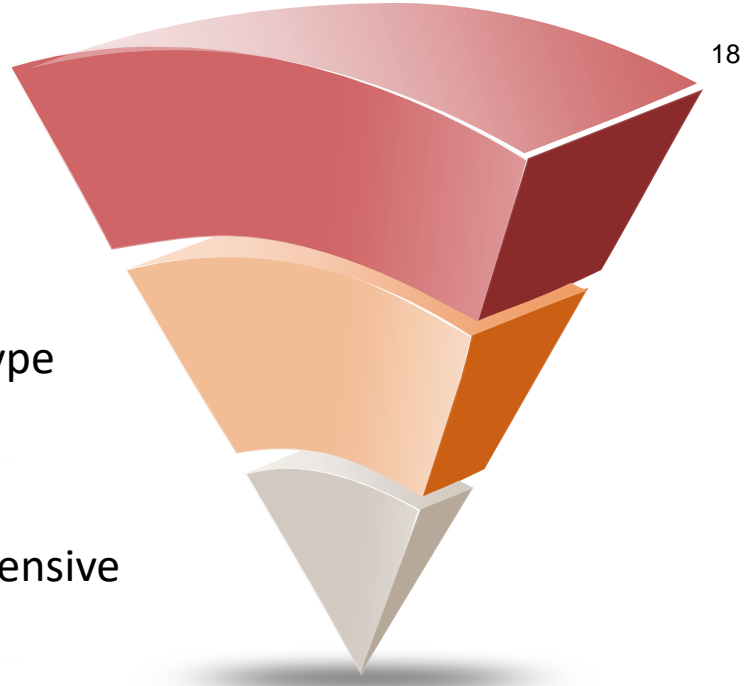


Comprehensive Identification

Comprehensive Support and Improvement Identification

To identify schools for CSI, TEA annually ranks all Title I campuses based on Closing the Gaps scaled scores. First, TEA determines the bottom five percent of Closing the Gaps outcomes by rank ordering the scaled scores of Title I campuses by school type—elementary, middle, high school/ K–12, and alternative education accountability. TEA then determines which campuses fell in the bottom five percent for each school type. Title I campuses that rank in their school type’s bottom five percent are identified for CSI.

- STEP 1:** Rank order bottom five percent by school type
- STEP 2:** Determine bottom 5 percent for each school type
- STEP 3:** School type’s bottom 5% are labeled Comprehensive Support



Monitoring Cycle 2023-2024

	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY
CIP Formative Review Check-in												
TEA												
Region 4												
ESF Diagnostic Progress												
FBISD TIP Formal Progress Review												

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CIP Formative Review

Who: Executive Director, DCSI, Principal, CSS

What: CIP, Strategies, Student Data

TEA Submissions and Progress Reviews

Who: Executive Director, DCSI, Principal, Regional Representative, Region 4 Representative, CSS

What: TEA Submissions, 90-day Outcomes, Student Data

TIP District Check-in Progress Review

Who: Executive Director, DCSI, Principal, CSS

What: TIP, District Commitments, Action Steps, Student Data, Alignment to CIP

Region 4

Who: ESC Regional Director, DCSI, Principal, Regional Representative, Region 4 Representative, CSS

What: TIP, District Commitments, Action Steps, 90-day Outcomes, Student Data, Data Review and Alignment

Comprehensive Support Identification Factors



Missed targets for consecutive years in multiple student groups:

- Academic Achievement Reading/Language Arts (Meets and above)
- Academic Achievement Math (Meets and above)
- Academic Growth Math
- Student Success (All Subjects – Approaches, Meets, and Masters)

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Missed targets for consecutive years in multiple student groups:

- Academic Achievement Reading/Language Arts (Meets and above)
- Academic Achievement Math (Meets and above)
- School Quality (CCMR)

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CMMS: Targeted Improvement Plan

Lever 5: Effective Instruction

Essential Action 5.2

Build teacher capacity through observation and feedback cycles

Annual Outcome:

By May 2024, 80% of teachers will increase teacher capacity in a focused area by experiencing observation and feedback each semester non-evaluatively.

TIP Focus Areas



Lever 5: Effective Instruction

Essential Action 5.3

Data-driven instruction

Annual Outcome:

By May 2024, 90% of teachers will use a corrective²¹ instructional action planning process in PLCs to analyze student work, identify needs and student misconceptions, determine the root cause, and create plans for instructional adjustments.

Celebrations and Challenges for CMMS

Celebrations

- Increased the percentage of students performing at the meets level in all evaluated focus groups in math.
- Increased the percentage of African American students demonstrating growth in math.
- Reinstated student clubs and organizations:
 - Student Council
 - Honor Society
- Improved campus culture and climate
- Consistent implementation of structures and systems
- Decreased student discipline referrals



Challenges

- Large percentage of students needing intervention
- Balancing student needs with current staffing allocations
- Teacher capacity due to large percentages of novice teachers²²
- Barriers related to purchasing needed resources

MHS: Targeted Improvement Plan

Lever 5: Effective Instruction

Essential Action 5.1:

Professional development for effective classroom instruction

Annual Outcome:

By May 1, 2024, 100% of teachers will be trained in consistent implementation of their content using specific best practices focused on our special populations.

TIP Focus Areas



Lever 5: Effective Instruction

Essential Action 5.3:

Data-driven instruction

Annual Outcome:

By May 1, 2024, 100% of teachers will be trained in consistent implementation of data driven instructional methods (exemplar creation, student work analysis, identifying the gaps, and planning for instructional adjustments). ILT members will accomplish this goal by conducting on-going observations and providing timely feedback that focuses on the implementation of data driven instructional methods during instruction and PLC.

Celebrations and Challenges for MHS

Celebrations

- Increased achievement in Approaches & Meets for Algebra I
- Increased number of students meeting CCMR requirements
- Met the Growth Targets for Math
- Developed systems and structures to track CCMR Cohort progress
- 2023-2024 CTE Campus of the Year
- 52 students graduated with an Associates degree in 2023
- 57 students on track to graduate with an Associates degree in 2024



Challenges

- Large percentage of students needing intervention
- Balancing student needs with current staffing allocations
- Teacher capacity due to large percentages of novice teachers
- Barriers related to purchasing needed resources
- Difficulty meeting TEA's new requirement for CCMR

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WHS: Targeted Improvement Plan

Lever 1: Strong School Leadership and Planning

Essential Action 1.2:

Compelling and aligned vision, mission, goals, values focused on a safe environment, high expectations, and rigorous instruction.

Annual Outcome:

By May 2024, 100% of Willowridge High School staff demonstrate high expectations for student success, with engaging lessons and clear classroom routines and procedures, as evidenced by the campus-based walkthrough form.

TIP Focus Areas



Lever 5: Effective Instruction

Essential Action 5.3:

Professional Development for Effective Classroom Instruction.

Annual Outcome:

By May 2024, 100% of Willowridge High School teachers use a framework for instruction that contains high leverage practices relevant in any content as evidenced by the WHS campus walkthrough form.

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Support Efforts



- School Improvement Team facilitates Data Driven Instruction (DDI) and Observation and Feedback professional development.
- Campus Support Specialists provide guidance and support in developing the Targeted Improvement Plan.
- Assistant Superintendents, Executive Directors, and Campus Support Specialists monitor progress and implementation of the TIP goals and action steps.
- Teaching & Learning provides content planning and PLC support.
- Support from multiple departments with accessing and disaggregating data to inform decision making.
- Human Resources Department assists with staffing.
- 20% of the School Improvement Grant from WHS allocated to CMMS
- CCMR check ins and coaching from our CCMR Design Team
- MHS acquires services from Region 4 to support content and to build instructional coaching capacity.

Celebrations and Challenges for WHS

Celebrations

- WHS received a *Year 1 Comprehensive Support—Progress* rating on 2023 TEA Accountability.
- Academic Decathlon 5A District Champs in 2022-2023 and 2023-2024
- Increased performance in meets/masters for ELA
- Growth in Math
- Science Fair Participants received special awards and recognition for their presentations in 2024
- 17 students earned 1st division in Choir Solo and Ensemble; 7 advanced to All State
- Growth in CCMR
- Improvement in daily attendance rates
- 23 students graduated with their Associates degree in 2023



Challenges

- Large percentage of students needing intervention
- Balancing student needs with current staffing allocations
- Teacher capacity to meet the diverse needs of the student population
- Barriers related to purchasing needed resources
- Difficulty meeting TEA's new requirement for CCMR
- Student attendance

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For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Information: Student Achievement MOY
2023 Update
References: District Goal 1
Department: Academic Affairs/Teaching &
Learning

Summary

The Teaching & Learning Department will present student achievement data from internal assessment systems for the Middle of Year (MoY) for elementary grade levels and 6th grade in accordance with the schedule determined by the Student Achievement Committee.

Recommended by:

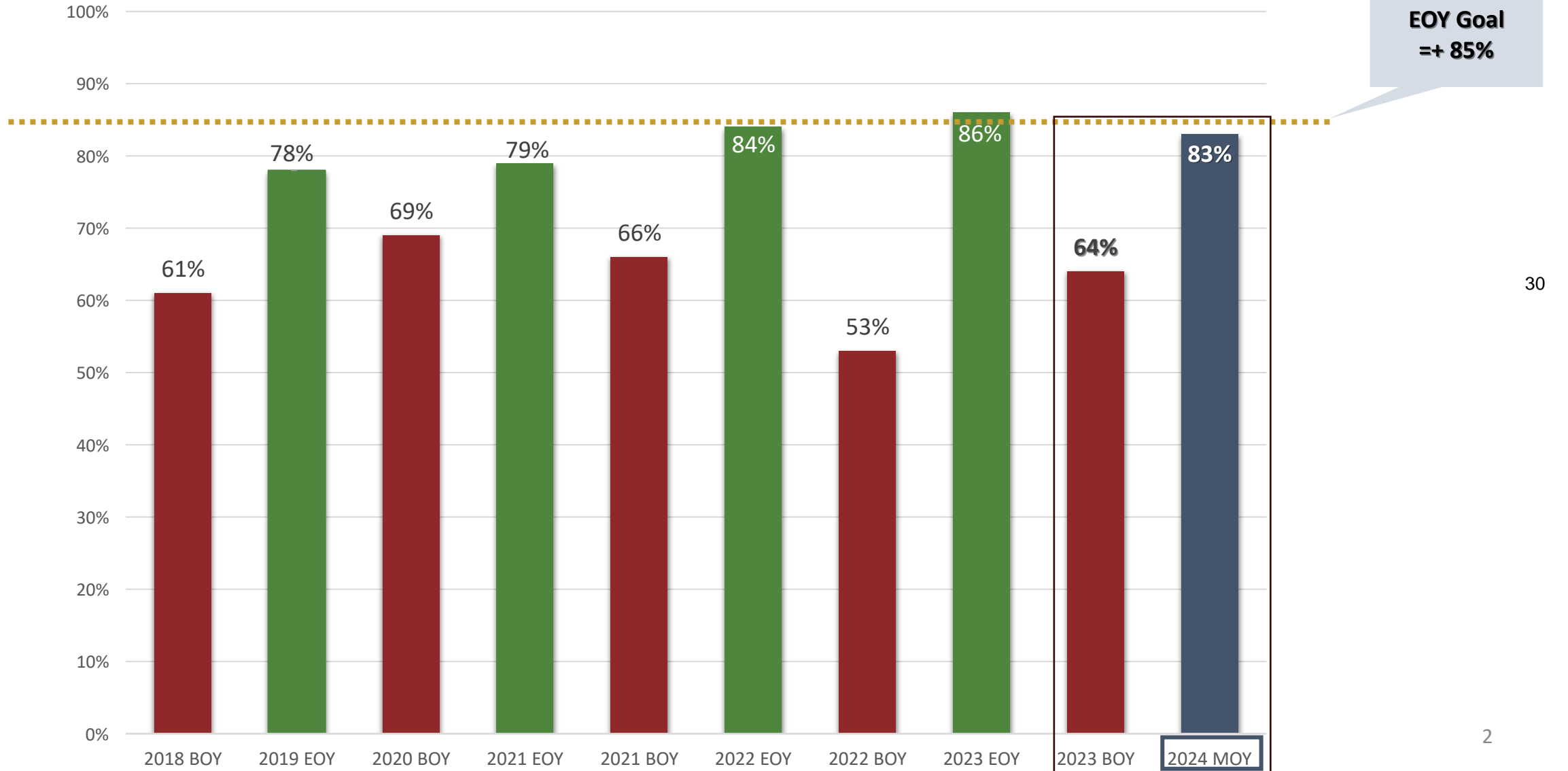
Dr. Marc Smith
Superintendent of Schools

Submitted by:

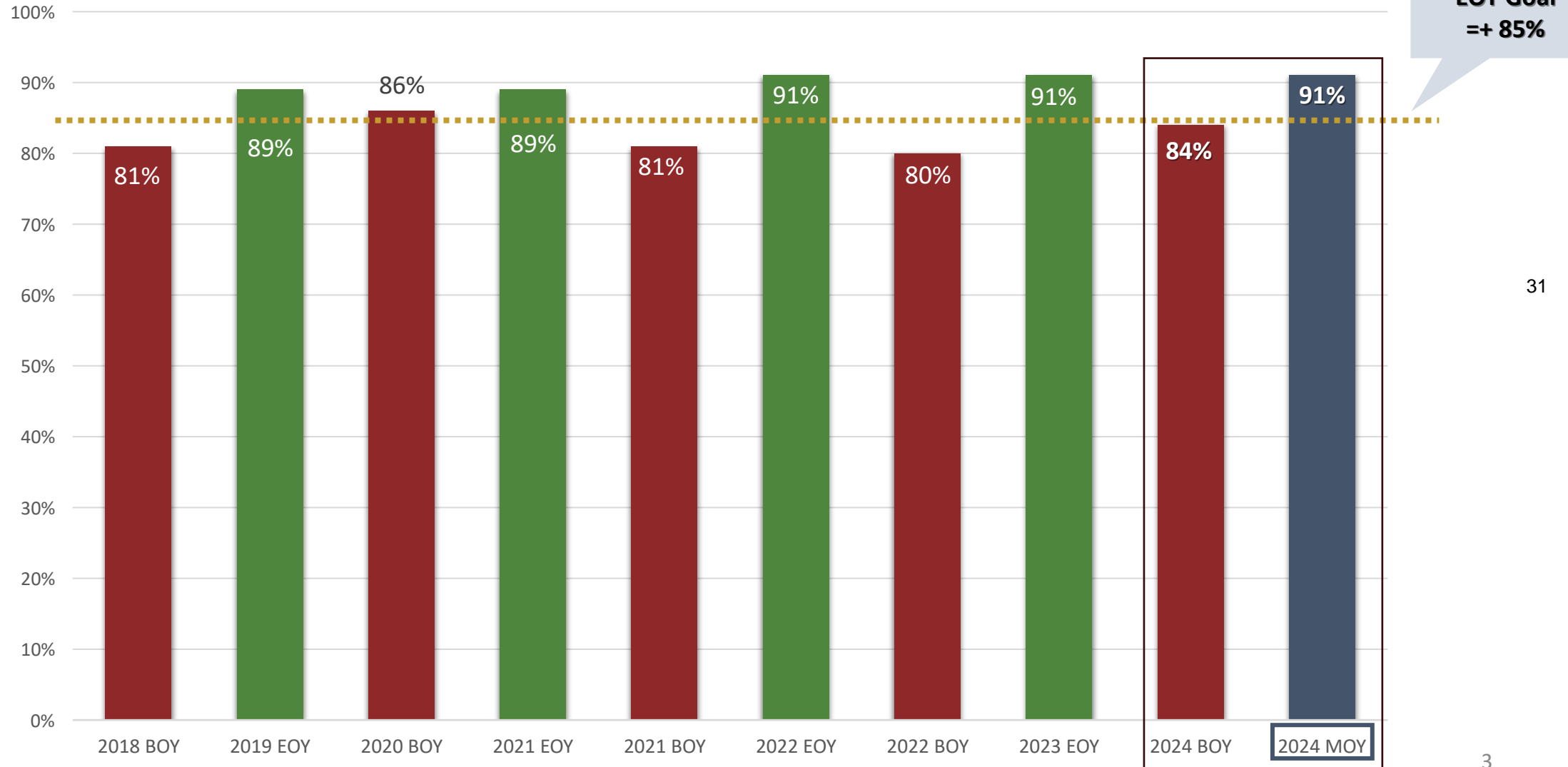
Dr. Kim Lawson
Chief Academic Officer



Percent of Students "On Track" Phonological Awareness Composite



Percent of Students "On Track" Math Composite



Fueling Brains Academy Student Growth



Developing

Progressing

Mastering

23/24 BOY

23/24 MOY

85%
students

27%
students

15%
students

38%
students

0%
students

35%
students

Prekindergarten 3

2023-24 Student Data



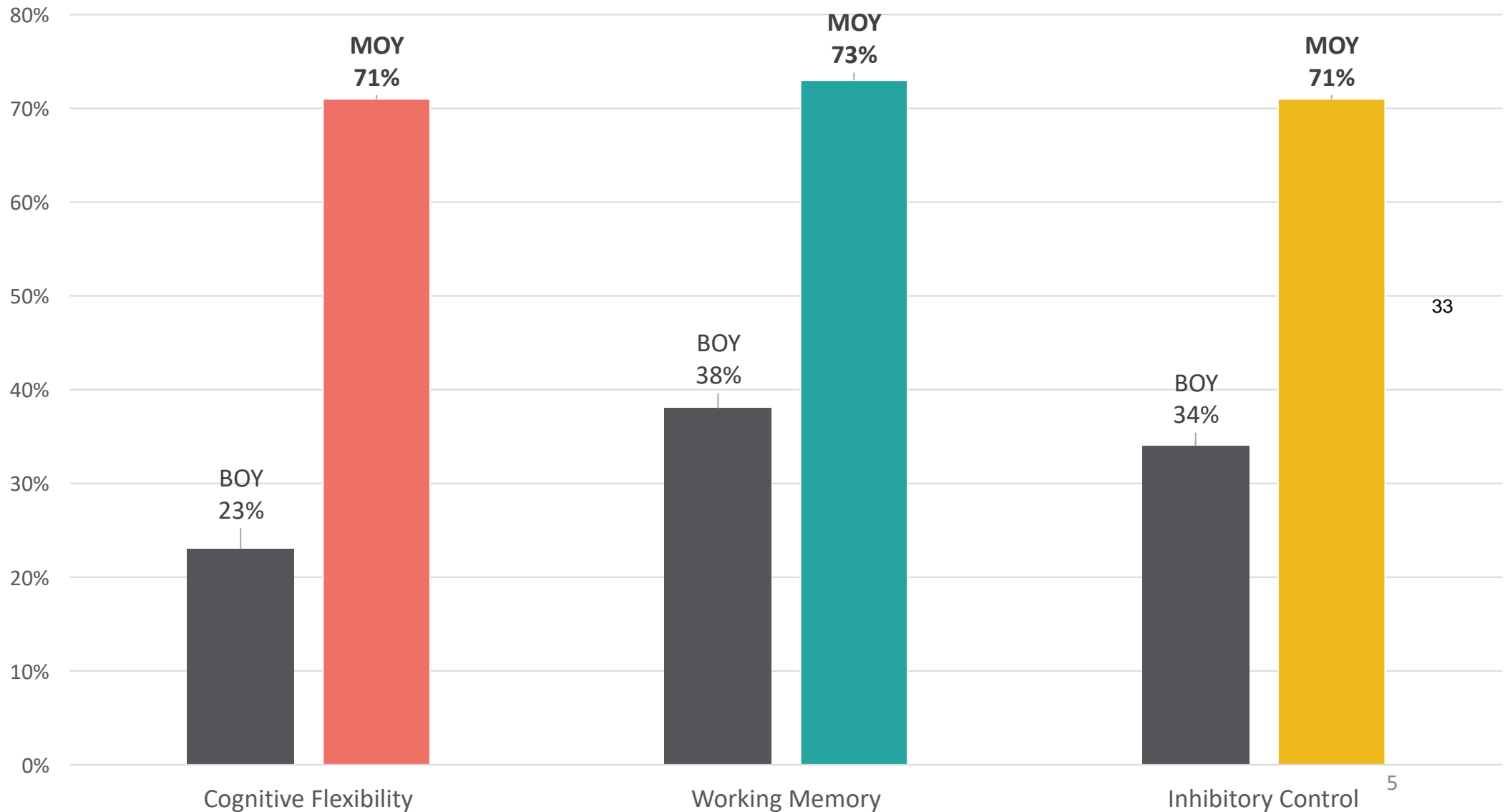
Cognitive Flexibility
Problem-Solving
Strategies -
Adaptability



Working Memory
Ability to Hold and
Access Information



Inhibitory Control
Focus on Task while
Ignoring Distractions

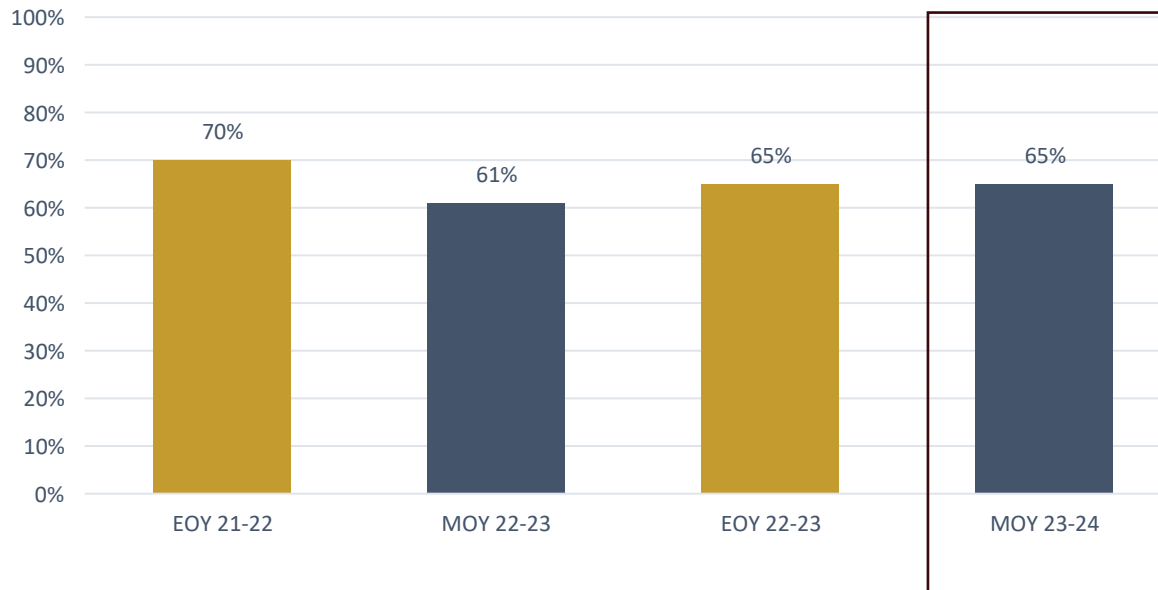


Student Data: Literacy Kindergarten

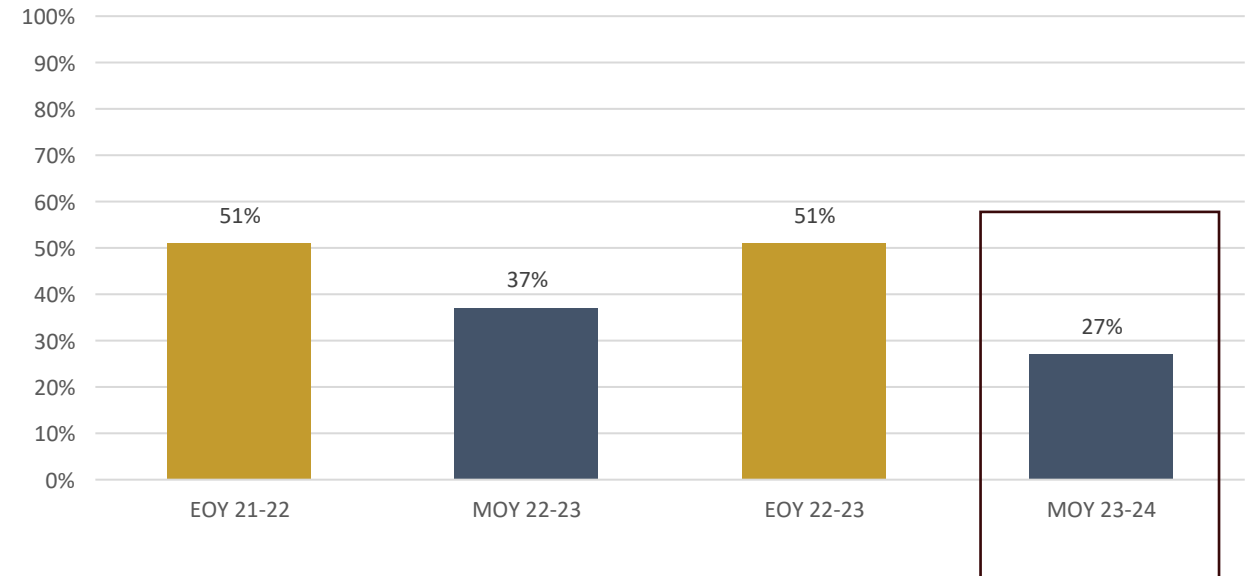
■ - MOY Data
■ - EOY Data

The Benchmark Assessment System (BAS/SEL) literacy assessment is administered to Kindergarten students for the first time at MoY. During the BoY window, Kindergarten students take TxKea, as mandated by TEA. At MoY a student must be reading at a level B or higher to be considered reading “on grade level or above”.

BAS: % Students On/Above Reading Level Kindergarten



SEL: % Students On/Above Reading Level Kindergarten



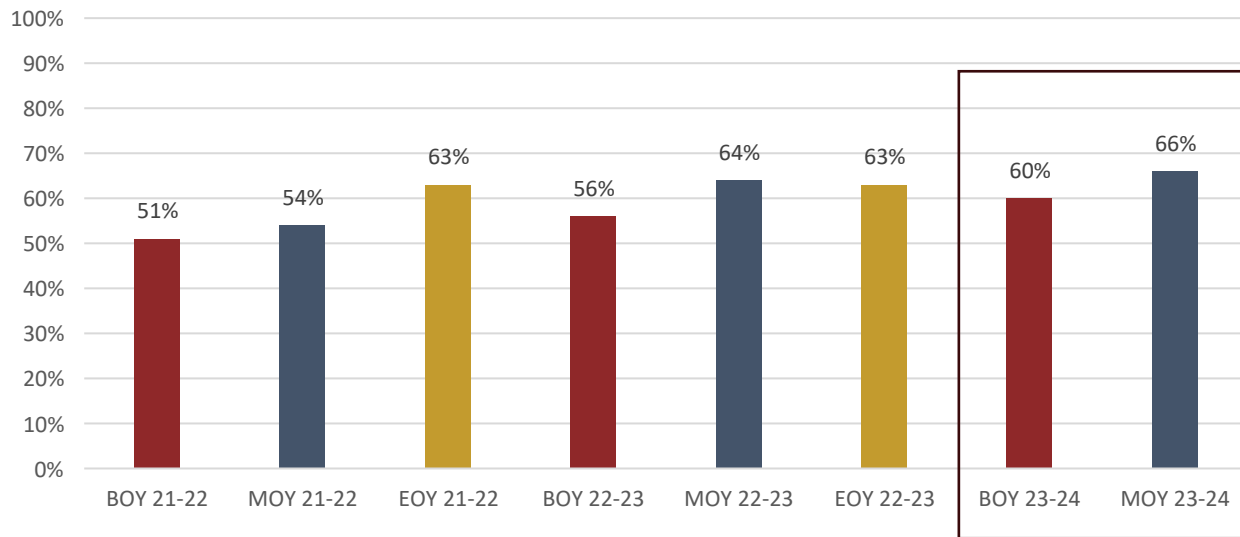
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Student Data: Literacy BAS/SEL

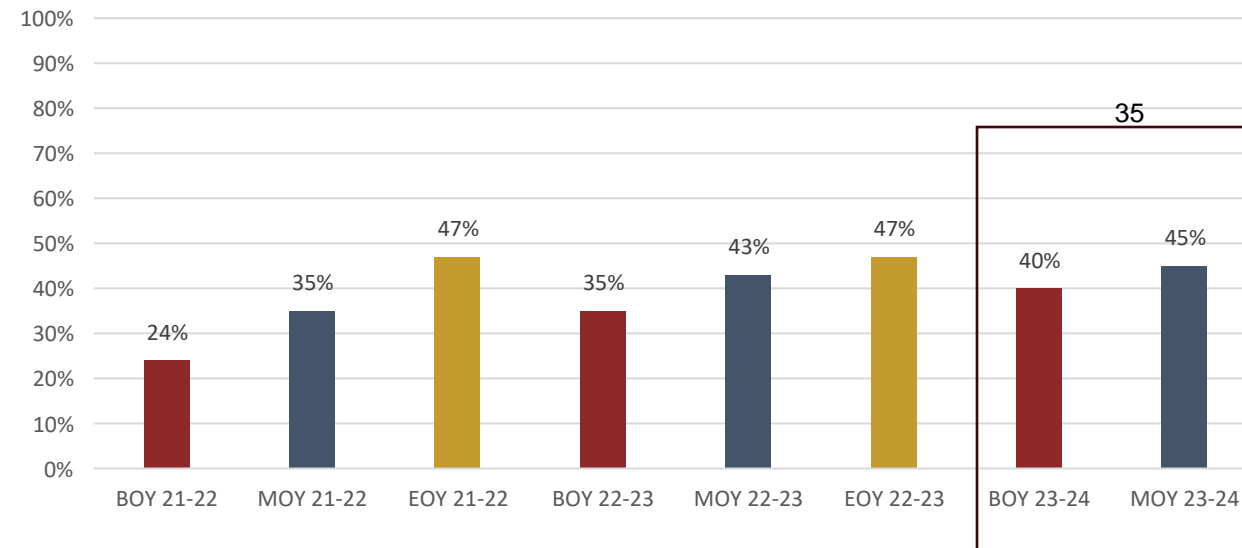


The Benchmark Assessment System (BAS/SEL) literacy assessment is administered to 1st grade students at beginning, middle, and end of year testing windows. This assessments indicates if the student is reading “below, on, or above” reading level. The benchmark for “on or above” changes with each testing window.

1st Grade BAS: % On/Above Grade Level



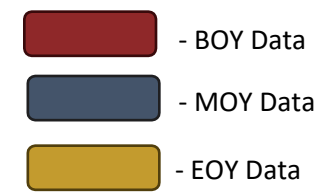
1st Grade SEL: % On/Above Grade Level



1st Grade BAS/SEL EOY Targets for 23-24:

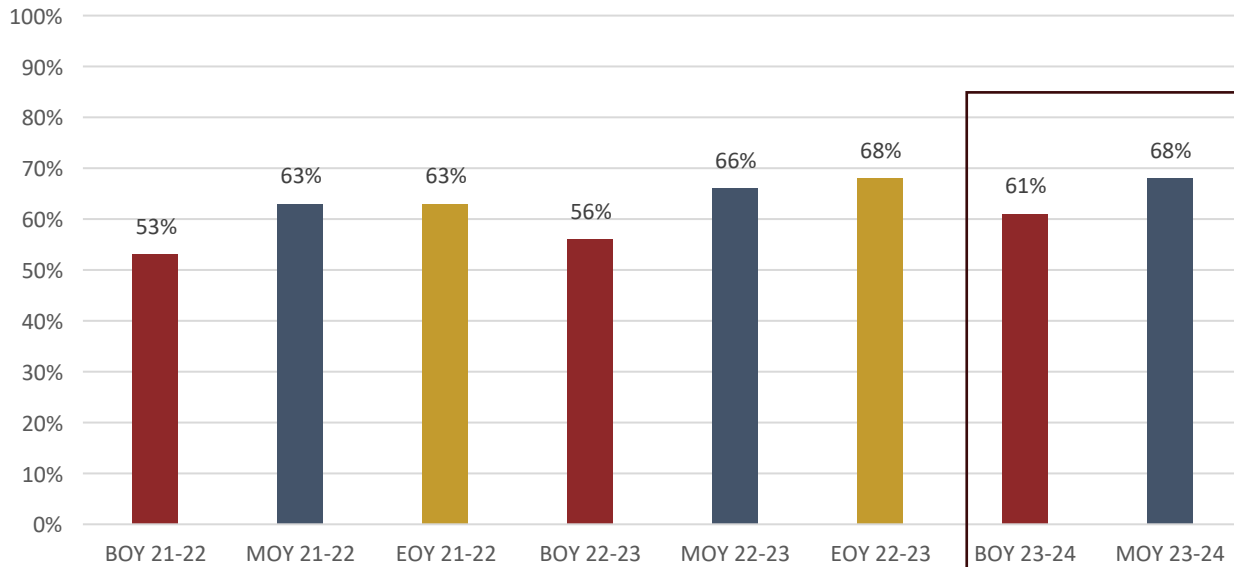
- BAS – 65%
- SEL – 49%

Student Data: Literacy BAS/SEL

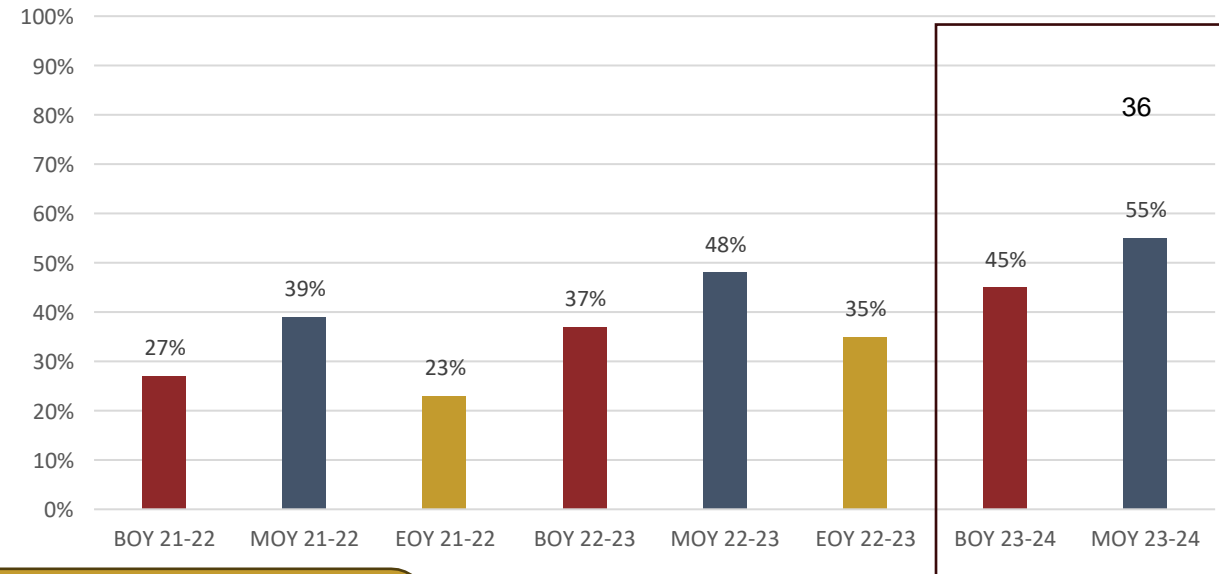


The Benchmark Assessment System (BAS/SEL) literacy assessment is administered to 2nd grade students at beginning, middle, and end of year testing windows. This assessments indicates if the student is reading “below, on, or above” reading level. The benchmark for “on or above” changes with each testing window.

2nd Grade BAS: % On/Above Grade Level



2nd Grad SEL: % On/Above Grade Level



2nd Grade BAS/SEL EOY Targets for 23-24:

- BAS – 70%
- SEL – 37%

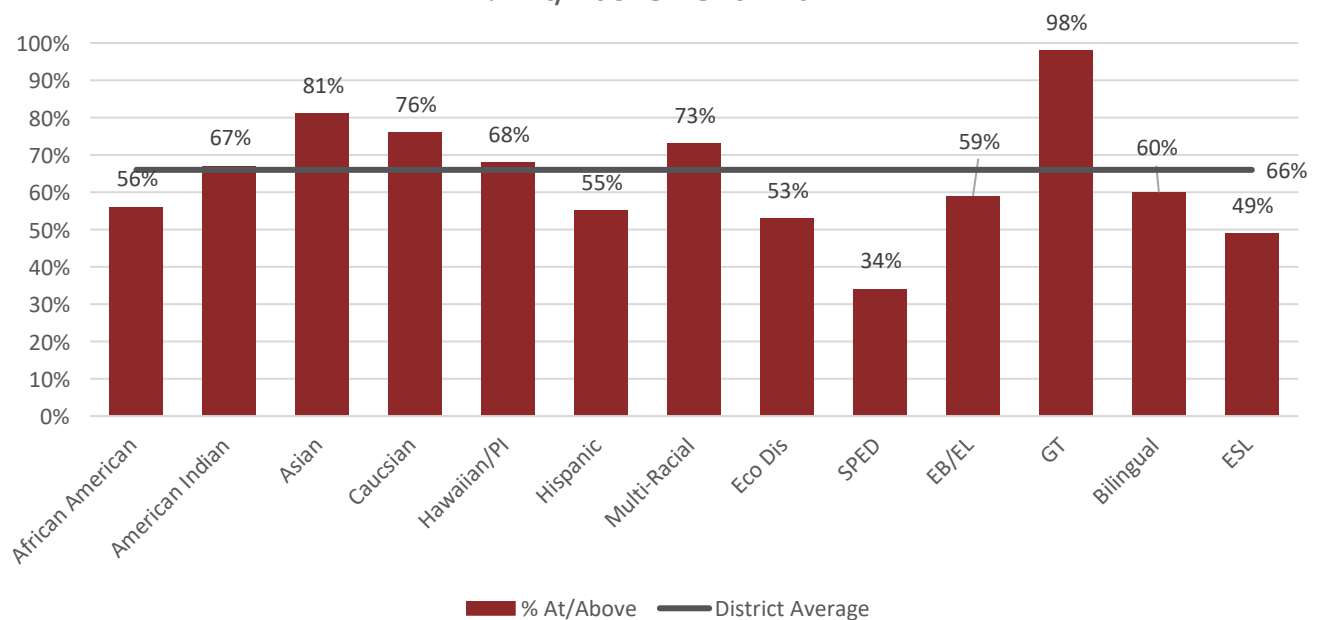
Student Data: Literacy Ren360 MoY

REN Reading 2023-24 MOY Results by Grade Level						
Grade Level	BOY 2023-24	MOY 2023-24 Grades 1-6				
	% At/Above Benchmark	% At/Above Benchmark	% On Watch	% Intervention	% Urgent Intervention	Participation Rate
FBISD Overall	61%	66%	11%	11%	12%	99%
Grade 1	71%	74%	9%	12%	4%	100%
Grade 2	60%	67%	10%	9%	14%	99%
Grade 3	60%	65%	11%	10%	13%	99%
Grade 4	63%	68%	10%	10%	12%	99%
Grade 5	58%	63%	13%	13%	12%	99%
Grade 6	57%	54%	13%	14%	19%	97%

Ren360 EOY Targets for 23-24:

- 3rd grade – 69%
- 4th grade – 68%
- 5th grade – 65%

Ren360 Reading: Student Groups
% At/Above Benchmark



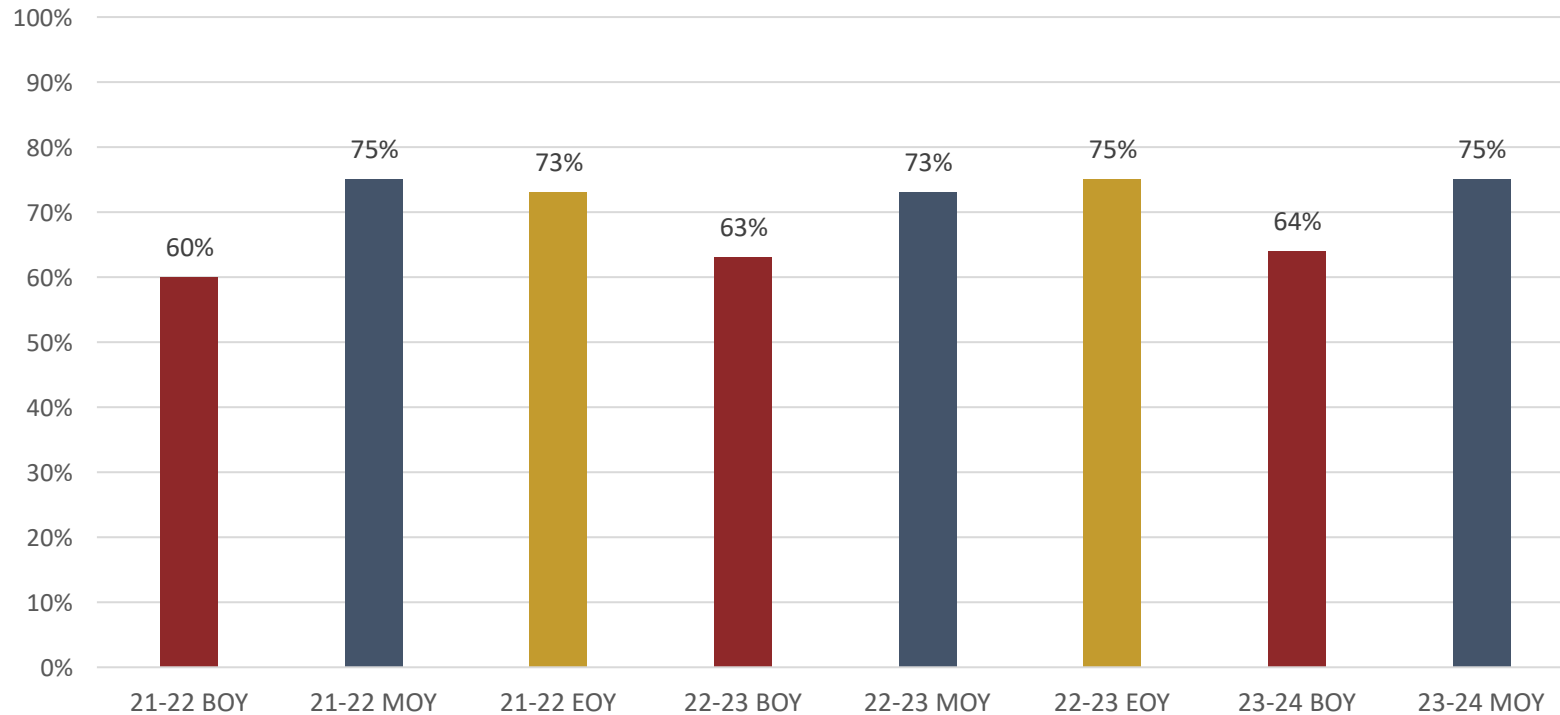
Grade Level	Ren360 Reading SGP	
	MOY 22-23	MOY 23-24
	% of Student Met SGP	% of Student Met SGP
FBISD Overall	62%	66%
Grade 1	50%	65%
Grade 2	61%	64%
Grade 3	68%	69%
Grade 4	66%	69%
Grade 5	67%	70%
Grade 6	58%	59%

Student Data: TxKea Math

- BOY Data
- MOY Data
- EOY Data

The TxKea assessment is administered to **Kindergarten** students and is a computer-based assessment provided by TEA. It is administered to each student **individually** by the teacher. It is an observational assessment because the teacher sits with the student while administering the assessment and assists with answer entry into the system.

TxKea Math: % Students On Track



EOY Target for 23-24 is 77% of students "on track"

38

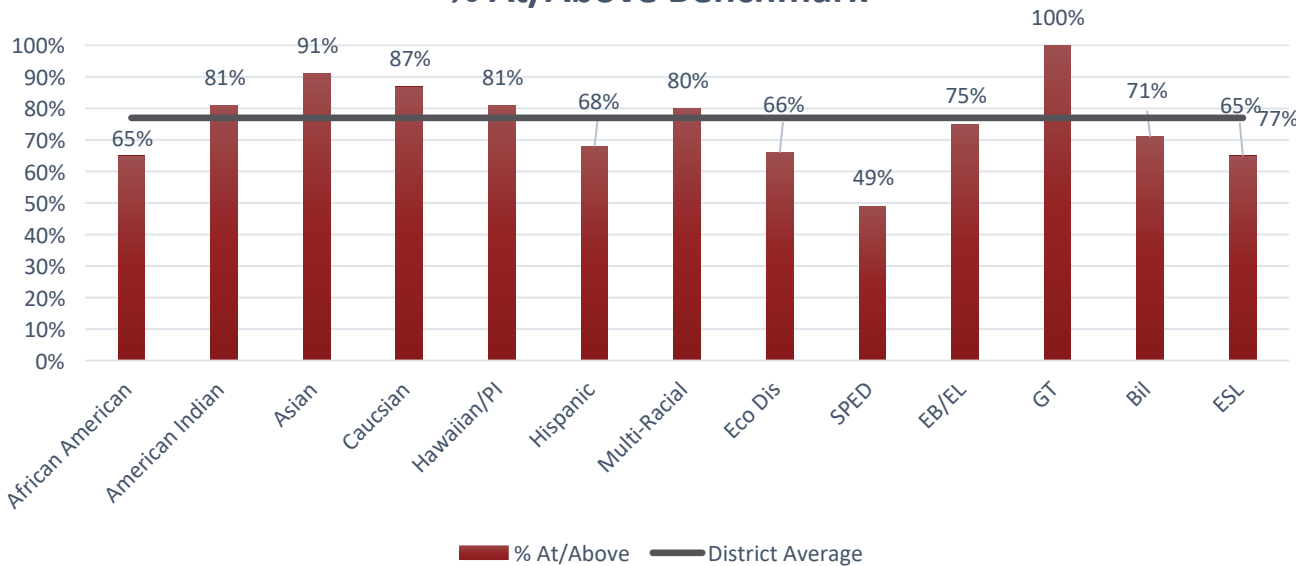
Student Data: Math Ren360 MoY

REN Math 2023-24 MOY Results by Grade Level						
Grade Level	BOY 23-24	MOY 2023-24 Grades 1-6*				
	% At Above Benchmark	% At/Above Benchmark	% On Watch	% Intervention	% Urgent Intervention	Participation Rate
FBISD Overall	71%	77%	8%	8%	8%	98%
Grade 1	77%	84%	7%	6%	3%	99%
Grade 2	63%	74%	9%	9%	8%	99%
Grade 3	72%	79%	7%	6%	7%	99%
Grade 4	75%	80%	7%	7%	6%	99%
Grade 5	73%	78%	7%	7%	8%	99%
Grade 6	67%	66%	11%	11%	13%	95%

Ren360 EOY Targets for 23-24:

- 3rd grade – 82%
- 4th grade – 81%
- 5th grade – 79%

Ren360 Math: Student Groups
% At/Above Benchmark



Grade Level	Ren360 Math SGP	
	MOY 22-23	MOY 23-24
	% of Student Met SGP	% of Student Met SGP
FBISD Overall (1st - 6th)	62%	67%
Grade 1	50%	63%
Grade 2	61%	66%
Grade 3	68%	72%
Grade 4	66%	74%
Grade 5	67%	67%
Grade 6	58%	62%

F O R T B E N D I S D

16431 Lexington Blvd.

Sugar Land, TX 77479

281-634-1000

www.fortbendisd.com

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Board of Trustees 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:

- January 08, 2024 – Special Called Meeting
- January 10, 2024 – Called Meeting and Agenda Review
- January 22, 2024 – 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.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Coby Wilbanks
General Counsel

Minutes
Fort Bend ISD Board of Trustees
Special Called Meeting
January 8, 2024

A Board of Trustees Special Called Meeting was held on Monday, January 8, 2024 beginning at 6:00 p.m. in the Event Center of the James Reese Career and Technical Center located at 123000 University Blvd., Sugar Land, Texas. The Live Stream of the meeting was available at <https://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/294138>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Agenda/649?meeting=616815>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mrs. Kristen Davison Malone (joined in progress)
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

Other Officials Present

Beth Martinez, Acting Superintendent
Steve Bassett, Deputy Superintendent
Dr. Kwabena Mensah, Chief of Schools
Kimberly Smith, Chief Communications Officer
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Long Pham, Chief Information Officer
Damian Viltz, Chief Operations Officer
Dr. Kimberly Lawson, Chief Academic Officer
David Rider, Chief of Police
Coby Wilbanks, General Counsel
Jonathan Brush, Board Counsel
Amanda Bubela, Recording Secretary (virtual)

1-2 Meeting Called to Order, National Anthem

President Dae called the meeting to order at 6:00 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. Mrs. Dae asked everyone to stand for the National Anthem, performed by the Marshall High School Choir. Following the performance, everyone was asked to remain standing for a moment of silence.

3. Public Comment

- Dexter McCoy, a Fort Bend County Commissioner, former FBISD staff member and father, addressed the Board and expressed disappointment about the events of the last few weeks and the departure of the previous superintendent. McCoy welcomed Dr. Smith and expressed his support.

4. Action

- A. Consider approval of Dr. Marc Smith's Superintendent employment contract and relocation expenses.

Motion by Dr. Gilliam and SECONDED by Mrs. Hanan that the Board approve Dr. Marc Smith's Superintendent Employment Contract and moving and relocation expenses agreement.

Prior to discussion, Mrs. Dae shared the contract was the Board's only action item on the agenda, and that all Board members received a copy of the contract a few days prior to the meeting.

MOTION by Mrs. Hanan and SECONDED by Mr. Garcia that the Board limit discussion to two minutes of time by a Board member. During discussion, Mrs. Malone questioned the two-minute limit, noting that the public is given three.

MOTION to limit discussion CARRIES, 5-1.

Yea: Dae, Gilliam, Garcia, Hanan, Jones

Nay: Malone

During subsequent discussion, Mrs. Malone expressed concerns about the contract negotiations and the contract's buyout provisions, indicating her belief that they are not favorable to the district. Mr. Garcia and Mrs. Hanan stated that Board members had an opportunity to provide feedback, and Dr. Gilliam indicated it was time for the District to move on and get back to work. Mrs. Dae shared information about Dr. Smith's experience and background.

Following discussion, **ORIGINAL MOTION CARRIES, 5-1.**

Yea: Dae, Gilliam, Garcia, Hanan, Jones

Nay: Malone

Following the Board's action, a representative from Duncanville ISD addressed the Board regarding Dr. Smith's leadership, and Dr. Smith also shared brief remarks to express his appreciation to the Board for their confidence and trust. Acting Superintendent Beth Martinez also welcomed Dr. Smith to FBISD and indicated that staff stands ready to support him.

5. Adjournment

Having no further business before the Board, **MOTION was made by Mrs. Hanan** to adjourn the meeting at 6:29 p.m.

A reception to welcome Dr. Smith followed the meeting.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Called Meeting and Agenda Review
January 10, 2024

A Board of Trustees Regular Business Meeting was held on Wednesday, January 10, 2024, beginning at 4:30 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 at <https://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/294628>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Agenda/649?meeting=612793>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Mr. David Hamilton, Secretary
Mrs. Kristen Davison Malone
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

School Officials Present

Beth Martinez, Acting Superintendent
Steve Bassett, Deputy Superintendent
Dr. Kwabena Mensah, Chief of Schools
Kimberly Smith, Chief Communications Officer
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Long Pham, Chief Information Officer
Damian Viltz, Chief Operations Officer
Dr. Kimberly Lawson, Chief Academic Officer
David Rider, Chief of Police
Coby Wilbanks, General Counsel
Amanda Bubela, Recording Secretary (virtual)

Others Present

Jonathan Brush, Board Counsel
FBISD Staff and Employees

1. Meeting Called to Order

President Dae called the meeting to order at 4:30 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Board Committee Reports

A. Budget Committee

Mrs. Malone shared that the Budget Committee was planning to meet with Mr. Guinn the following day to discuss additional unexpected expenditures, and following the committee's review, they would be coming back to the full Board. Mrs. Malone indicated the committee experienced some challenges at the beginning, but the committee is moving forward. During discussion, Mrs. Dae asked for information about committee's meetings and work thus far, and Mr. Garcia suggested that the Board work with Dr. Smith to reevaluate committees.

Note: Due to technical difficulties with the live stream's audio and at the request of staff, the Board took a short recess at 4:37 p.m. The Board reconvened in open session at 4:41 p.m. Upon reconvening, Mrs. Dae shared that the audio issues remained unresolved, but the meeting's video would be posted tomorrow.

B. Policy Committee

Mr. Hamilton shared that the Policy Committee has met each month for a total of eight meetings since May of 2023. Mr. Hamilton thanked Trustees Hanan and Jones for the time they have dedicated to the committee and shared that the Board would be asked to consider the district's chaplain policy at the February meeting, as an up or down vote is now required by state law. Mr. Hamilton also shared an update on items that were discussed at its December meeting.

3. Public Comment

No members of the public addressed the Board.

Rather than go into closed session next, President Dae shared that the agenda was being modified to move the closed session until the end of the meeting.

7. Information

A. 2024-25 Proposed District Instructional Calendar

Stephanie Williams, Executive Director of Organizational Development, shared an overview of the calendar development process for the 2024-25 school year, which began in October. As part of the presentation, Mrs. Williams shared information about the development timeline and stakeholder engagement, which included focus groups with various stakeholder groups and a District-wide survey conducted in December.

During the overview, Mrs. Williams detailed the work of the calendar committee, which included students, parents, community members, teachers, central office staff, campus administrators and a Board representative. Mrs. Williams recognized members of the committee in attendance, shared details about survey results, and provided an overview of the proposed calendar.

Following the presentation, Board members asked clarifying questions and provided feedback.

8. Review

A. **Fort Bend ISD Board of Trustees Meeting Minutes:** Consideration and approval of the

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

1. November 06, 2023 - Called Meeting and Agenda Review
2. November 13, 2023 - Regular Business Meeting
3. November 16, 2023 - Special Called Meeting - Canvassing of Election Results
4. November 30, 2023 - Special Called Meeting - GT & Cybersecurity Training

No discussion.

- B. Fort Bend ISD 2024-25 Proposed District Instructional Calendar:** Consideration and approval of the 2024-25 FBISD Instructional Calendar and related staff development waivers.

No discussion.

- C. Budget Amendment Regarding Use of 2023 Bond Program Contingency Funds:** Consideration and approval for the use of 2023 Bond Program Contingency as proposed by the Administration.

No discussion, but Mrs. Dae noted that there would be an opportunity for members of the Budget Committee to discuss with staff during their upcoming meeting.

- D. Review of proposed expenses that exceed \$50,000: Specifically for:**
1. **Construction Services Agreement and Professional Services Agreement:** Consideration and approval of a construction services agreement with Job Order (JOC) JR Thomas Group to perform the necessary repairs needed at Ridgemont Elementary School (ES), for a not-to-exceed amount \$510,000; and approval of a professional service agreement with RDLR Architects, Inc. to provide architectural and structural engineering services, for a not-to-exceed amount of \$63,682; and authorization for the Superintendent to negotiate and execute or terminate the agreements.

During discussion, Daniel Bankhead, Executive Director of Design and Construction, confirmed that the District previously had geotechnical and structural engineers conduct investigations to identify and address structural issues, and this item would address cosmetic problems. Mr. Bankhead also indicated he would provide further clarification regarding the use of a different architect, due to a closure of a different firm that conducted the previous work.

2. **Construction Manager at Risk Guaranteed Maximum Price Phase #1 for Rebuild of Briargate ES:** Consideration and approval of a Guaranteed Maximum Price (GMP) Phase #1 for Long Lead Items Allowance, sitework and underground utilities for Briargate Elementary School Rebuild (BP001), for a not-to-exceed amount of \$14,250,000, and authorization for the Superintendent to execute the GMP Phase #1.

During discussion, Mr. Bankhead shared additional information about this item, as he said this action would help the District stay on schedule for a target opening of Fall 2025. Mr. Bankhead shared the Construction Manager At Risk is still working to determine the impact on the total project budget, and confirmed that Kirksey is still the architect on the project.

3. **Construction Manager at Risk Guaranteed Maximum Price Phase #2 for the Rebuild of Mission Bend ES:** Consideration and approval of a Guaranteed Maximum Price (GMP) Phase #2 for the remainder of construction of Mission Bend Elementary School Rebuild (BP002), for an amount of \$40,006,685 and authorization for the Superintendent to execute the GMP Phase #2.

During discussion, Mr. Garcia and Mr. Hamilton requested additional clarification regarding what is driving the cost increases associated with the project, and Mrs. Dae suggested that Mr. Bassett and Mr. Guinn provide a written response following the Budget Committee discussion.

4. **Consulting and Auditing Oversight Services:** Consideration and approval of firms who have demonstrated competence and expertise to provide consulting and auditing oversight services to the District through December 2028 and authorization for the Superintendent to negotiate and execute the agreements.

During discussion, Mr. Garcia provided information about the Board's evaluation process for audit services, as all Board members had the opportunity to participate. Mr. Garcia shared that in the past, the district primarily used one vendor, but the pool is being opened up to find diversity in areas the committee is looking at possibly auditing in the future. Several Board members expressed appreciation to Mr. Gay for guiding the Board members through this process.

5. **Non-Instructional Software Cooperative Purchase: Consideration and approval** for the purchase of Non-Instructional Software from various cooperative contracts in an amount not to exceed \$27,730,883 through February 2029 and authorization for the Superintendent to negotiate and execute the contracts.

No discussion.

6. **Special Event Production, Rental Equipment and Related Items:** Consideration and approval to increase the existing contract awarded under 19-101JB Special Event Productions, Rental Equipment, and Related Items by \$160,000 for a total not to exceed amount of \$756,850 to continue purchasing special event production services, rental equipment, and related items for the Communications Department through July 2024.

During discussion, several Board members asked for additional information about why this additional funding is needed and Mrs. Dae asked that the response be shared with the full board.

7. **District Fleet & Equipment Refresh:** Consideration and approval for the purchase of District fleet vehicles from various cooperative contracts in an amount not to exceed \$5,075,000 through January 2028 and authorization for the Superintendent to negotiate and execute the agreements.

No discussion.

8. **Information Technology Service Management (ITSM) Tool:** Consideration and approval for the purchase of Information Technology Service Management (ITSM) Tool from IFS North America in an amount not to exceed \$584,155 through

December 2028 and authorization for the Superintendent to negotiate and execute the contract.

No discussion.

9. Action

- A. **Order of Election:** Consideration and approval to order an Election on Saturday, May 4, 2024, for the full terms of Trustee Positions 2 and 6.

MOTION BY Mr. Hamilton and SECONDED by Mr. Garcia that the Board approve the order of election to be conducted on May 4, 2024 as presented.

During discussion, Mrs. Hanan and Mrs. Williams offered feedback regarding early voting locations in the 521/Rosharon area, and Mrs. Dae asked that the Board be provided with early voting and Election Day voting locations when action is taken to approve the contract.

Following discussion, **MOTION CARRIES, 5-0.**
Yea: Dae, Hamilton, Garcia, Hanan, Jones

Note: Mrs. Malone was not present for the Board action on this item.

4. Closed Session

The Board convened in closed session at 6:07 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 Bullying Transfer Case
B. Deliberate assigning FNG student/parent grievances of Bayode B. to a Board hearing officer, or to schedule a future Board meeting to hear and consider the grievance.

5. Reconvene in Open Session

The Trustees reconvened in open session at 7:07 p.m.

6. Consider Action on Closed Session Items

- **MOTION by Mrs. Hanan and SECONDED by Mr. Garcia** that the Board of Trustees assign the Level 3 FNG parent complaints of Bayode B. to the Board's designated hearing officer under Board Policy FNG Local.
MOTION CARRIES, 5-0.
Yea: Dae, Hamilton, Garcia, Hanan, Jones

Note: Mrs. Malone was not present for the Board action on this item.

10. Adjournment

Having no further business before the Board, MOTION was made by Mr. Hamilton to adjourn the meeting at 7:08 p.m.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Regular Business Meeting
January 22, 2024

A Board of Trustees Regular Business Meeting was held on Monday, January 22, 2024 beginning at 6:03 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 at <https://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/295426>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Agenda/649?meeting=616951>

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

- Dr. Shirley Rose-Gilliam, Vice President
- Mr. David Hamilton, Secretary
- Mrs. Kristen Davison Malone
- Mr. Rick Garcia
- Mrs. Angie Hanan
- Ms. Sonya Jones

School Officials Present

- Dr. Marc Smith, Superintendent of Schools
- Steve Bassett, Deputy Superintendent
- Beth Martinez, Deputy Superintendent
- Dr. Kwabena Mensah, Chief of Schools
- Kimberly Smith, Chief Communications Officer
- Bryan Guinn, Chief Financial Officer
- Glenda Johnson, Chief Human Resources Officer
- Long Pham, Chief Information Officer
- Damian Viltz, Chief Operations Officer
- Dr. Kimberly Lawson, Chief Academics Officer
- David Rider, Chief of Police
- Coby Wilbanks, General Counsel
- Amanda Bubela, Recording Secretary (virtual)

Others Present

- Clay Grover, Board Counsel
- FBISD Staff and Employees

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

President Dae called the meeting to order at 6:03 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. Mrs. Dae asked everyone to stand for the National Anthem, performed by the Travis High School Choir. Following the performance, everyone was asked to remain standing for a moment of silence.

President Dae then welcomed and recognized Superintendent Dr. Marc Smith on his first day.

4. Recognitions

The Board recognized several students and campuses including:

Members of the Travis High School Choir who performed the National Anthem at the start of the meeting. The choir members also performed earlier in the evening at a reception held in honor of School Board Appreciation Month.

- Kayden Bawa
- Beau Blackwood
- Nicole Dicinson
- Khylie Gaskill
- Rooney Hari
- Benjamin Huynh
- Ganiri Karl
- Simrah Khan
- Ceasar Latorre
- Alicia Martinez
- Shelby Moritz
- Lubuto Mumbi
- Noel Pappas
- Amelie Pisano
- Ilana Reyes
- Karyme Saab
- Cole Sawyer
- Hani Sharaf
- Vanessa Torres Vega
- Mary-Kristen Uioboje
- Dan Miner, Director

Recipients of the Fort Bend ISD Athletics Scholar Champion Award, which is awarded to student athletes who excel in the classroom, with the community and in competition.

- Marya Mbaraka, Cross Country, Ridge Point HS
- Pranav Gehlot, Cross Country, Elkins HS
- Sadie Bird, Water Polo, Ridge Point HS
- Carson Padilla, Water Polo, Elkins HS
- Mason Mueller, Volleyball, Clements HS
- Hugh Rolls, Football, Austin HS

- Paloma Pichardo, Cheer, Clements HS

Neill Elementary School's Rockin' Longhorns percussion ensemble, which won its second invitation to perform for the Elementary Division at the 2024 Texas Music Education Association Convention. Representing the ensemble:

- Mae Robertson
- Lucas Tran
- Staci Waites, Music Specialist

Sartartia Middle School Honors Orchestra, which was named the 2024 Texas Music Education Association Middle School/Junior High School Honor String Orchestra. Representing the orchestra:

- Deyang Gao
- Sophie Xu
- Sanaa Gandbhir
- Heather Davis, Orchestra Director
- Guillermo Teniente, Assistant Director

First Colony Middle School Select Treble Choir, which was chosen to perform at the 2024 Texas Music Education Association (TMEA) Convention. Representing the choir:

- Maryann John
- Serena Nguyen
- Tommie Trinh, Head Choir Director
- Joshua Sarmiento, Assistant Director

The Fort Bend ISD Materials Management Department, which was presented with a rebate of \$38,856 from the Texas Association of School Boards BuyBoard Cooperative. TASB representative Vance Hamilton presented a check to Doris Emeka, Director of Materials Management. Rick Gay, Executive Director of Business Services and Sandra Melancon, Assistant Director of Materials Management, were also recognized by the Board.

Members of Board of Trustees and their families were also recognized as part of School Board Recognition Month. Students from Leonetti Elementary presented Board members with a special art projects that allowed them to explore art supplies while focusing on the environment. Representing Leonetti Elementary:

- Ariana Kardan
- Genevieve McDonald
- Kaydence Scott
- Maria Mata
- Odile Stubbert
- Raylee Key
- Victoria Moreno
- Joy Chandler, Art Teacher

5. Superintendent Update

Dr. Smith shared an update on his first day in Fort Bend ISD, which included a visit to the James Reese Career and Technical Center and an opportunity to meet with students and teachers in the campus' various academic programs. Dr. Smith said he was also able to spend a lot of time

meeting with the District's leadership team about their work moving forward as a team. His remarks concluded with an overview of his 90-day entry plan, which focuses on five priority areas: building relationships with the Board, gaining an understanding of the diverse perspectives of internal and external stakeholders, analyzing and evaluating staff and the leadership opportunities the District provides, establishing the budget process, and gaining a greater understanding of the District's academic programs.

6. Board Activity Report

Mr. Hamilton reported that the Trustees attended or participated in the following activities since the last Regular Board meeting.

- Calendar Committee Meeting
- Madden Elementary Holiday Program
- Touchdown Club of Houston's Player of the Year Awards Dinner
- Coffee with Brazos Bend Elementary Principal
- Meeting to Discuss Student Leadership Program
- Student Leadership 101
- Bond Oversight Committee Meeting
- Bowie Middle School Career Day
- Arizona Fleming Freedom Shrine Dedication

7. Public Comment

- Claire Perrodin and student representatives from the Girl Scouts of San Jacinto presented Board members with Girl Scout cookies, noting that cookies are starting to be delivered in the area. Perrodin also expressed appreciation to Dr. Smith for joining FBISD.
- Eric Zhang, a Clements High School freshman, addressed the Board to advocate for the implementation of GPA exemption opportunities for athletic and fine arts courses starting in the 10th grade, rather than the 11th grade. Zhang told Board members his passion for tennis runs the risk of lowering his overall rank in school, and indicated that an exemption starting in the 10th grade would allow all students to pursue their interests and passions without GPA concerns.
- Stephanie Brown, representing the Marshall community, welcomed Dr. Smith to FBISD and expressed appreciation to the Board for making hard decisions.

8. Convene in Closed Session

The Board convened in closed session at 6:39 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. Consider Director of Facilities Maintenance recommendation
- B. Consider Director of Human Resources Talent Acquisition recommendation

9. Reconvene in Open Session

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

10. Consider Action on Closed Session Items

- **MOTION by Mrs. Hanan and SECONDED by Mrs. Malone** that the Board of Trustees approve the hiring of Jennifer Nichols as Director of Human Resources Talent Acquisition.
MOTION CARRIES, 7-0.
Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones
- **MOTION by Dr. Gilliam and SECONDED by Mr. Garcia** that the Board of Trustees approve the hiring of Jaci Phenix for Director of Facilities Maintenance.
MOTION CARRIES, 7-0.
Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

11. Information

A. Mid-year Discipline Update #2

Deputy Superintendent Beth Martinez introduced Lisa Langston, Executive Director of Student Affairs, to share an overview of discipline data for the first semester of the 2023-24 school year. Langston provided data that compared discipline data from the first eight weeks of school to the first semester as a whole, as well as information related to the top discipline offenses and the number of students with at least one discipline offense during the first semester. During the overview, Mrs. Langston and Mrs. Courtney Muceus, Principal of Elkins High School, also shared discipline data by school level, including comparisons to the first semester of the 2023-24 school year as compared to last year.

Following the presentation, Board members asked questions and provided feedback.

B. Intruder Detection Audit Report Findings

Bart Rosebure, FBISD's Executive Director of Emergency Management and Life Safety Systems, provided information about the most recent Intruder Detection Audits performed by the Texas Education Agency. Rosebure shared that since the last Board update, FBISD had an additional 14 audits, and 12 of the campuses had no findings. Rosebure shared that corrective actions have been taken at two campuses that had findings, and reported that the information would be shared with the School Safety and Security Committee and documentation would be completed as required by the TEA.

12. Consent Agenda

During discussion, Board members requested that Items 12-B, 12-D-2 and 12-D-3 be pulled from the consent agenda.

MOTION made by Dr. Gilliam and SECONDED by Mrs. Malone that the Board approve Consent Agenda Items 12A, 12C, D1, D4, D5, D6, D7 and D8 as presented.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- A. **Fort Bend ISD Board of Trustees Meeting Minutes:** Consideration and approval of the minutes of Fort Bend ISD Board of Trustees meetings and/or public hearings on the following dates:
1. November 06, 2023 – Called Meeting and Agenda Review
 2. November 13, 2023 - Regular Business Meeting
 3. November 16, 2023 - Special Called Meeting - Canvassing of Election Results
 4. November 30, 2023 - Special Called Meeting - GT & Cybersecurity Training
- C. **Budget Amendment Regarding Use of 2023 Bond Program Contingency Funds:** Consideration and approval for the use of 2023 Bond Program Contingency as proposed by the Administration.
- D. **Review of proposed expenses that exceed \$50,000: Specifically for:**
1. **Construction Services Agreement and Professional Services Agreement:** Consideration and approval of a construction services agreement with Job Order (JOC) JR Thomas Group to perform the necessary repairs needed at Ridgemont Elementary School (ES), for a not-to-exceed amount \$510,000; and approval of a professional service agreement with RDLR Architects, Inc. to provide architectural and structural engineering services, for a not-to-exceed amount of \$63,682; and authorization for the Superintendent to negotiate and execute or terminate the agreements.
 4. **Consulting and Auditing Oversight Services:** Consideration and approval of firms who have demonstrated competence and expertise to provide consulting and auditing oversight services to the District through December 2028 and authorization for the Superintendent to negotiate and execute the agreements.
 5. **Non-Instructional Software Cooperative Purchase: Consideration and approval** for the purchase of Non-Instructional Software from various cooperative contracts in an amount not to exceed \$27,730,883 through February 2029 and authorization for the Superintendent to negotiate and execute the contracts.
 6. **Special Event Production, Rental Equipment and Related Items:** Consideration and approval to increase the existing contract awarded under 19-101JB Special Event Productions, Rental Equipment, and Related Items by \$160,000 for a total not to exceed amount of \$756,850 to continue purchasing special event production services, rental equipment, and related items for the Communications Department through July 2024.
 7. **District Fleet & Equipment Refresh:** Consideration and approval for the purchase of District fleet vehicles from various cooperative contracts in an amount not to exceed \$5,075,000 through January 2028 and authorization for the Superintendent to negotiate and execute the agreements.
 8. **Information Technology Service Management (ITSM) Tool:** Consideration and approval for the purchase of Information Technology Service Management (ITSM) Tool from IFS North America in an amount not to exceed \$584,155 through December 2028 and authorization for the Superintendent to negotiate and execute the contract.

Action on Items Removed from the Consent Agenda

12-B Fort Bend ISD 2024-25 Proposed District Instructional Calendar:

Consideration and approval of the 2024-25 FBISD Instructional Calendar and related staff development waivers.

MOTION by Mrs. Malone and SECONDED by Mrs. Hanan to approve Item 12B as presented.

During discussion, Board members expressed appreciation to members of the calendar committee and to Stephanie Williams for leading development process. In response to a question from the Board, Mrs. Williams confirmed that there is a period of time in between late April and May 1 when a holiday is not possible due to testing.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

12-D-2 Construction Manager at Risk Guaranteed Maximum Price Phase #1 for Rebuild of Briargate ES: Consideration and approval of a Guaranteed Maximum Price (GMP) Phase #1 for Long Lead Items Allowance, sitework and underground utilities for Briargate Elementary School Rebuild (BP001), for a not-to-exceed amount of \$14,250,000, and authorization for the Superintendent to execute the GMP Phase #1.

MOTION by Dr. Gilliam and SECONDED by Mrs. Hanan to approve Consent Agenda Item D-2.

SUBSEQUENT MOTION by Mr. Garcia and SECONDED by Ms. Jones to postpone Item D-2 to the next Board meeting on February 26, 2024.

During discussion, Mr. Garcia, Mr. Hamilton and Ms. Jones indicated they supported postponing the action due to concerns about the higher-than-expected construction costs, and Mr. Garcia suggested that staff reconsider the CMAR delivery method. In response to clarifying questions from Mrs. Malone, Daniel Bankhead confirmed that delaying the action would have an impact on the project timeline, as the action would allow the contractor to order long-lead items, and stated his belief that a CSP delivery method does not guarantee savings. Mr. Bankhead stated that while the project is over the original budget, the pricing is consistent with the current market and staff believes they have a competitive price for the project. During discussion, Mrs. Hanan and Dr. Gilliam expressed support of moving forward with staff's recommendation in order to preserve the project timeline and open the school as scheduled and as previously shared with the community.

Following further discussion, Mr. Garcia indicated he could support moving forward with approval at this time but requested additional clarity regarding the administration's plans moving forward to reduce costs and avoid going over budget. Mr. Garcia also requested that in the future, the Board receive timely communication about project costs. With no objection from the Board, **MOTION TO POSTPONE WITHDRAWN.**

During discussion, Mrs. Dae requested that staff provide a list of actions taken to try to stay within budget, and that the Board have more flexibility when considering future actions.

Following discussion, **MOTION CARRIES, 5-2.**

Yea: Dae, Gilliam, Malone, Garcia, Hanan

Nay: Hamilton and Jones

12-D-3 Construction Manager at Risk Guaranteed Maximum Price Phase #2 for the Rebuild of Mission Bend ES: Consideration and approval of a Guaranteed Maximum Price (GMP) Phase #2 for the remainder of construction of Mission Bend Elementary School Rebuild (BP002), for an amount of \$40,006,685 and authorization for the Superintendent to execute the GMP Phase #2.

MOTION by Dr. Gilliam and SECONDED by Mrs. Hanan to approve Consent Agenda Item 12-D-3 as presented.

MOTION CARRIES, 6-1.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan

Nay: Jones

13. Convene in Closed Session

The Board convened in closed session at 10:03 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 Bullying Transfer Case
- B. Deliberate hearing officer's recommendation regarding the Level Three student grievance appeal of Holly N.

14. Reconvene in Open Session

The Trustees reconvened in open session at 10:56 p.m.

15. Consider Action on Closed Session Items

- **MOTION by Mrs. Hanan and SECONDED by Mrs. Malone** that the Board of Trustees accept the hearing officer's recommendation regarding the student bullying transfer of A.E. **MOTION CARRIES, 7-0.**
Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones
- **MOTION by Mr. Hamilton and SECONDED by Mrs. Malone** that the Board of Trustees accept the hearing officer's recommendation concerning the Level Three FNG Grievance of Holly N. **MOTION CARRIES, 7-0.**
Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

16. Action

- A. **International Student Travel:** Consideration and approval of :
international travel by the Stephen F. Austin High School NJROTC cadets to travel to Cozumel, Mexico aboard Carnival Cruise Line to experience aspects of shipboard life.

MOTION by Dr. Gilliam and SECONDED by Mrs. Malone that the Board of Trustees approve international travel by the Stephen F. Austin High School senior NJROTC cadets to travel to Cozumel, Mexico in April 2024.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

17. Adjournment

Having no further business before the Board, **MOTION was made by Mr. Hamilton** to adjourn the meeting at 11:00 p.m.

Judy Dae, President

David Hamilton, Secretary

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
**Action: Review: Annual Financial Audit
Engagement Letter**
References: Board Policy CFA
Department: Business and Finance

Recommendation

Consideration and approval of the Annual Financial Audit Engagement letter with Whitley Penn LLP for fiscal year 2023-24.

Summary

The District is required to have a financial audit of its records each fiscal year to comply with Generally Accepted Accounting Principles (GAAP), state law and to ensure compliance with bond covenants. Whitley Penn has submitted a letter of engagement for the annual financial audit.

Fort Bend ISD issued proposals for external audit services in 2020 and the Board approved Whitley Penn LLP to provide annual independent audit services on February 22, 2021, with the option to renew for four (4) years. It is necessary for the Board to approve an engagement letter with Whitley Penn each year so that the audit staff can begin preliminary testing in conjunction with the end of year audit. The audit for fiscal year 2023-24 represents the fourth year of the potential five-year contract that can be exercised. The estimated annual audit fee is \$161,990 and funds are included in the General Fund Budget.

The engagement letter, dated January 29, 2024, is attached for the Board to execute. The estimated date for presentation of the final annual audit report to the Audit Committee and Board of Trustees is no later than November 2024.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

January 29, 2024

To the Board of Trustees and Management
Fort Bend Independent School District
Sugar Land, Texas

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Fort Bend Independent School District (the "District"), as of June 30, 2024, and for the year then ended, and the related notes to the financial statements, which collectively comprise the District's basic financial statements.

In addition, we will audit the District's compliance over major federal award programs for the year ended June 30, 2024. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards* and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Management's Discussion and Analysis,
- 2) General Fund Budgetary Schedule,
- 3) Pension Information, and
- 4) Other Post-employment Benefit Information.

Supplementary information other than RSI will accompany the District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- 1) Combining and Individual Fund Statements and Budgetary Comparisons,
- 2) Required Texas Education Agency Schedules, and
- 3) Schedule of Expenditures of Federal Awards

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

- 1) Introductory Section and
- 2) Statistical Section.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS), the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of financial statements in accordance with GAAS and *in accordance with Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the District's basic financial statements. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of the District's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the District's major federal programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;

4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For the design, implementation, and maintenance of internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence;
 - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information (including the schedule of expenditures of federal awards) referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria such as the Uniform Guidance, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Nonattest Services

Nonattest services could include assistance with the preparation of the data collection form and its submission to the Federal Audit Clearinghouse. We will not assume management responsibilities on behalf of the District. However, we will provide advice and recommendations to assist management of the District in performing its responsibilities.

The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are described below:

The nonattest services are limited to the services we described above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries. Our firm will advise the District regarding these nonattest services, but the District must make all decisions with regard to those matters.

Timing and Fees

The timing of our audit will be scheduled for performance and completion as follows:

Document internal control and preliminary tests	April 2024
Inventory observation (for material balances)	June 30, 2024, or agreed upon date
Perform year-end audit procedures	August/September 2024
Issue audit reports	October/November 2024

We anticipate meeting these deadlines barring any delays.

Guadalupe R. Garcia, CPA is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Whitley Penn, LLP's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fee for the audit services will be based on the amount of time required and the difficulty of the work involved which we estimate to be \$136,600. This fee includes up to three (3) major federal programs. Each additional federal major program required to be tested will be an additional \$5,300. If requested, assistance with the preparation of the annual comprehensive financial report will be \$20,000. The fee estimate for the audit is based on anticipated cooperation from the District's personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with Whitley Penn, LLP policy, work may be suspended if your account becomes 30 days or more past due and will not resume until your account is paid in full. In addition, invoices not paid in full by the last day of the month will be assessed interest governed by Texas Government Code 2251, or similarly applicable law. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been complete even if we have not issued our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination. Our final auditors' report will be released upon final payment of any outstanding invoices.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you concerning the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We would like to make the following comments regarding the fee estimates:

- 1) Our fee estimates have not considered the effects of any changes to auditing standards and accounting principles, which may be promulgated by the AICPA, Congress, or any other regulatory body in the future and are unknown to us at this time. If significant additional time is necessary resulting in increased fees, we will endeavor to notify you of any such circumstances as they are assessed.
- 2) The District's personnel are responsible for the preparation of all items requested in the Prepared by Client ("PBC") listing and received by the date requested. Any delays caused by not preparing the items when requested may result in additional fees, as well as the possibility of postponing our fieldwork. The PBC listing will be provided to you during the planning process of the engagement.
- 3) Time incurred for audit adjustments identified during our audit and the related additional testing required has not been considered in our fee estimates. Prior to performing any additional testing, we will notify you of the exceptions and obtain approval for any additional fees which may be incurred.
- 4) Our fee estimates are based on all general ledger sub ledgers being reconciled to the general ledger balance and any adjustment necessary should be recorded to the general ledger prior to our fieldwork start date.
- 5) Our fee estimates are based on the assumption that we will be able to obtain internal control reports from the District's service providers (e.g. Worker's Compensation and where necessary), more commonly referred to as a SOC 1 Report and that we will be able to place reliance on these reports for internal control purposes in conjunction with the internal controls present in the administration of the District. Any weaknesses noted in the internal control may affect the nature, timing, and extent of our procedures and accordingly our fees will be adjusted to reflect such changes.

The ethics of our profession prohibit the rendering of professional services where the fee for such services is contingent, or has the appearance of being contingent, upon the results of such services. Accordingly, it is important

that our bills be paid promptly when received. If a situation arises in which it may appear that our independence would be questioned because of significant unpaid bills, we may be prohibited from issuing our auditors' report.

In the unlikely event that differences concerning our services or fees should arise that are not resolved by mutual agreement, to facilitate judicial resolution and save time and expense of both parties, the District and Whitley Penn, LLP agree not to demand a trial by jury in any action, proceeding or counterclaim arising out of or relating to our services and fees for this engagement. Any controversy, dispute, or questions arising out of or in connection with this agreement or our engagement shall be determined by informal negotiation or mediation. This Agreement shall be governed by the laws of the State of Texas, without regard to its conflicts of law provisions. Mandatory and exclusive venue shall be in the courts of Fort Bend County, Texas. Any action arising out of this agreement or the services provided shall be initiated within two years of the service provided.

Whitley Penn certifies that Whitley Penn is not identified on the Texas Comptroller's list of companies known to have contracts with or provide supplies or services to a Foreign Terrorist Organization as defined by the United States Secretary of State. Whitley Penn also certifies that Whitley Penn does not and will not boycott Israel or Israeli-controlled territories during the term of this Agreement.

Other Matters

This letter replaces and supersedes any previous proposals, correspondence and understanding, whether written or oral. The agreements contained in this engagement letter shall survive the completion or termination of this engagement.

To ensure that Whitley Penn, LLP's independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

In the course of our services, our firm may transmit confidential information that you provided us to third parties in order to facilitate our services. As applicable, we require confidentiality agreements with all our service providers to maintain the confidentiality of your information and additionally the firm will take reasonable precautions to determine that our service providers have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain ultimately responsible for the work provided by any third-party service providers used under this agreement. By your signature below, you consent to having confidential information transmitted to entities outside the firm. Please feel free to inquire if you would like additional information regarding the transmission of confidential information to entities outside the firm.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

In the event we are required by government regulation, required by subpoena or other legal process to produce information or our personnel for interviews or depositions in relation to a matter involving the District, the District will, so long as we are not a party or the focus of the proceeding or inquiry in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

The audit documentation for this engagement is the property of Whitley Penn, LLP and constitutes confidential information. However, we may be requested to make certain audit documentation available to your pass-through regulatory entity and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision Whitley Penn, LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

The District may wish to include our report on these financial statements in an exempt offering document. The District agrees that the aforementioned auditor's report, or reference to our Firm, will not be included in such offering document without prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement letter. For exempt offerings for which we are not involved, you will clearly indicate that we were not involved with the contents of such offering document and a disclosure as shown below will be included in the exempt offering:

"Whitley Penn, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. Whitley Penn also has not performed any procedures relating to this offering document."

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Board of Trustees the following significant findings from the audit:

- Our view about the qualitative aspects of the District's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and

To the Board of Trustees and Management
Fort Bend Independent School District
January 29, 2024
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- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements and compliance over major federal award programs, including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,



Houston, Texas

RESPONSE:

This letter correctly sets forth our understanding. Acknowledged and agreed on behalf of Fort Bend Independent School District by:

Name: _____

Title: _____

Date: _____

Name: _____

Title: _____

Date: _____



CliftonLarsonAllen LLP
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REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners of Whitley Penn LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Whitley Penn LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards* (including compliance audits under the Single Audit Act), audits of employee benefit plans, audits performed under the Federal Deposit Insurance Corporation Improvement Act (FDICIA), and an examination of a service organization (SOC 1 engagement).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.



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Whitley Penn LLP
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Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Whitley Penn LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended April 30, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Whitley Penn LLP has received a peer review rating of *pass*.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Phoenix, Arizona
October 6, 2021

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Budget Amendment Regarding
Use of 2018 Bond Program Contingency
Funds
References: Board Policy CV (Local)
Department: Operations

Recommendation

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

Summary

Portable Classroom Building Relocations, Installation and Repairs for the 2024-25 School Year were identified as projects requiring funds. The 2018 Bond Program was established with an initial program contingency of \$5,019,364 intended to address unforeseen critical issues. The cumulative program contingency as of December 31,2023 is \$3,389,414.07.

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

Administration recommends contributing \$4,700,000 of total available funds from PKG019 Exterior Envelopes, PKG026 Roofing Package, PKG027 Roofing Package, PKG030 Fire Sprinklers, PKG034 Site Signage, PKG035 Structural Repairs, PKG043 HVAC/MEP Package #A2, and PKG059 First Colony MS Piping Replacement to the Program Contingency. Administration is also requesting approval to use \$3,674,080 of Program Contingency funds to supplement the Portable Classroom Building Relocations, Installation, and Repairs for 2024-2025 School Year budget.

Background

The Program Contingency is comprised of the initial approved contingency budget and any surplus budget from completed projects or amounts unspent due to a change of scope. The table below includes projects that will be recommended for approval at the March 25, 2024 Board meeting and reflects the projected Program Contingency balance as of March 2024.

Description	Budget (Shortage)/Surplus
Cumulative Program Contingency as of December 31, 2023	\$3,389,414.07
<i>Contributions</i>	
PKG019 Exterior Envelope - CLOSE OUT	\$700,000.00
PKG026 Roofing Package - CLOSE OUT	\$500,000.00
PKG027 Roofing Package - CLOSE OUT	\$200,000.00
PKG030 Fire Sprinklers - CLOSE OUT	\$1,500,000.00
PKG034 Site Signage - CLOSE OUT	\$300,000.00
PKG035 Structural Repairs – CLOSE OUT 72	\$600,000.00

Description	Budget (Shortage)/Surplus
PKG043 HVAC/MEP Package #A2 – CLOSE OUT	\$300,000.00
PKG059 First Colony MS Piping Replacement – CLOSE OUT	\$600,000.00
Contribution Sub-Total	\$4,700,000.00
Cumulative Program Contingency after Board Approval	\$8,089,414.07
Uses	
Portable Classroom Building Relocations, Installation, and Repairs for 2024-2025 School Year	(\$3,674,080.00)
Use Sub-Total	(\$3,674,080.00)
Cumulative Bond Program Contingency as of March 25, 2024	\$4,415,334.07

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Damian Viltz
Chief Operations Officer

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
**Action: Review: Engagement of a new
Commercial Paper Dealer in
Connection with the District's
Commercial Paper Program**
**References: Board Policy CCA (Legal)
District Goal 5**
Department: Business and Finance

Recommendation

Consideration and approval for the engagement of a new commercial paper dealer in connection with the District's commercial paper program.

Summary

The Board has previously established, a commercial paper program known as the Fort Bend Independent School District Commercial Paper Program (the "Program") pursuant to which the District issues commercial paper notes in two series – the Series A Commercial Paper Notes and the Series B Commercial Paper Notes. Under the orders of the Board that authorized the Program, the District may issue Commercial Paper Notes under the Program using voted authorization from the 2014, 2018 and 2023 bond elections. The Program documents allow the District to issue short-term commercial paper obligations in an aggregate principal amount not to exceed \$150 million outstanding at any one time for the purpose of providing the District with interim financing for eligible projects and the refinancing notes issued under such Program.

In connection with the issuance of Series A Commercial Paper Notes under the Program, the District has been utilizing Citigroup Global Markets Inc. ("Citi") as the commercial paper dealer. The dealer is the entity that offers and sells the Series A Commercial Paper Notes in the commercial paper market at the direction of the District. Citi notified the District in January 2024 that they are exiting the municipal market and will be resigning their role as dealer. As a result, the District will need to engage a new commercial paper dealer to facilitate the issuance of Series A Commercial Paper Notes. The order approving the Program contemplates the replacement of the dealer under such circumstances and further authorizes designated Authorized Officials of the District to execute and deliver a new dealer agreement. While the order authorizing the Program authorizes designated Authorized Officials of the District to approve the engagement of a new dealer without additional Board approval, administration felt it was appropriate to obtain Board approval for the engagement of a new dealer.

The District chose to pursue the engagement of a new dealer through an RFQ process and issued an RFQ on January 24, 2024. The District sent the RFQ to the existing

Board approved underwriters the District currently utilizes. The District requested responses by February 7, 2024 and a committee reviewed the four (4) responses received and recommends Ramirez & Co., Inc. as the new commercial paper dealer.

Approval by the Board will authorize the designated Authorized Officials to proceed with the execution of a new dealer agreement with Ramirez & Co., Inc. and to take the actions and provide the notices required under the Program documents to facilitate the engagement of the new dealer.

There are a number of controls the Board has with respect to the Program that will limit its use in the future.

1. The Program is limited by the amount of bonds that have been authorized by the school district residents at the 2014, 2018 and 2023 elections. Once the voted authorization has been fully used, the program will no longer be available to the District for additional new-money borrowing. Following the exhaustion of the authority from the 2014, 2018 and 2023 elections, when market conditions were appropriate, the District would refinance any outstanding notes with long-term variable rate or fixed rate bonds. If a future bond is approved by the Board of Trustees and the voters, the administration would bring forth an agenda item to add the future bond to the Program.

If there is no longer any voted authority to issue additional bonds or notes and any outstanding notes have been refinanced with bonds, staff will recommend that the liquidity facility (i.e., the revolving credit agreement supporting the Series A portion of the Program or the note purchase agreement supporting the Series B portion of the Program) be terminated. At that point, the Program will go dormant. Staff will not recommend that the Program be terminated so as not to incur additional costs of re-establishing the Program in the future.

Without the liquidity facilities, the District's staff is not authorized to borrow any more money under the Program.

2. The District has a policy that limits the amount of variable rate debt that may be outstanding. Currently the policy limits the amount of variable rate debt to 25% of the total debt portfolio.
3. The Board in its authorization of the Program has limited the amount of commercial paper notes that can be outstanding at any time to an amount not to exceed \$150,000,000.
4. The Board will have the opportunity to evaluate the Program when we request that the Board authorize the conversion of the commercial paper notes to a variable or fixed rate. We expect that the commercial paper notes will be converted every 9 to 12 months based on the construction draw schedules.

The Program has allowed the District to avoid \$25.4 million in interest cost since the inception in 2016. Approval of the new remarketing agent will allow the District to continue to utilize the Program as a short-term interim financing method for the 2014, 2018 and 2023 bond elections.

The District has consulted with the District's bond counsel, Bracewell, LLP, and the District's municipal advisor, Hilltop Securities, regarding the change in dealer.

Recommended by:

Dr. Marc Smith
Superintendent

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Joint Election Agreement and Contract for Election Services
References: Board Policy BBB (Legal) and Board Policy CCA (Legal)
Department: Legal Services

Recommendation

Consideration and approval of the Joint Election Agreement and Contract for Election Services (“Agreement”) with Fort Bend County to coordinate and administer a general election on Saturday, May 4, 2024, to elect one person to serve a full term as a Trustee in Positions 2 and 6.

Summary

Texas Education Code §11.0581 requires a public school district to conduct an election of Trustees with other jurisdictions pursuant to a joint election agreement described in Election Code §271.002(c). Fort Bend ISD contracts with Fort Bend County to act as the election administrator and conduct these joint elections. On January 10, 2024, the Board of Trustees adopted an Order of Election that identified voting locations in compliance with Texas Election Code §43.004.

Attachment “A” to the Agreement lists the updated voting locations for election day. Early voting by personal appearance will be held at the updated locations, dates, and times listed in Attachment “B” of the Agreement. The Agreement obligates the County Elections Administrator to give the Board notice of any changes in these locations. Importantly, these locations are not final until approved by the County Commissioners.

Fort Bend County estimates FBISD’s cost for the joint election to be \$152,118.00. The final cost to FBISD for the May 6, 2023 Trustee election was \$277,443.50.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Coby Wilbanks
General Counsel

THE STATE OF TEXAS
COUNTY OF FORT BEND

JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS CONTRACT made by and between Fort Bend County, a body corporate and politic under the laws of the State of Texas, acting herein by and through the Fort Bend County Elections Administrator pursuant to Texas Election Code Section 31.092, hereinafter referred to as the "County", and the Fort Bend ISD hereinafter referred to as "Political Subdivision," for a joint May 4, 2024 election pursuant to Texas Election Code Section 271.002 .

RECITAL

The Fort Bend ISD is holding a General Election on May 4, 2024 (at the expense of the Political Subdivision) for the purpose of electing school Trustees..

The County owns the Election Systems & Software EVS 6020 Voting System consisting of the ExpressVote Ballot Marking Device, the ExpressTouch electronic tabulation device, the DS-200 Precinct Tabulator, and the DS-450 Central Scanner and tabulator, which have been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements set forth by Texas Election Code Section 61.012. Political Subdivision desires to use the County's electronic voting system and to compensate the County for such use and to share in certain other expenses connected with joint elections in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

I. ADMINISTRATION

The parties agree to hold a "Joint Election" in accordance with Chapter 271 of the Texas Election Code and this agreement. The Fort Bend County Elections Administrator, hereinafter referred to as "Elections Administrator", shall coordinate, supervise, and handle all aspects of administering the Joint Election as provided in this agreement. Political Subdivision agrees to pay the County for equipment, supplies, services, and administrative costs as provided in this agreement. The Elections Administrator shall serve as the administrator for the Joint Election; however, the Political Subdivision shall remain responsible for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of the Political Subdivision.

It is understood that other political subdivisions may wish to participate in the use of the County's electronic voting system and polling places, and it is agreed that the County may enter into other joint election agreements and contracts for election services for those purposes on terms and conditions generally similar to those set forth in this contract. Political Subdivision agrees that the County may enter into joint election agreements with other political subdivisions that may have territory located partially or wholly within the boundaries of Political Subdivision, and in such case all parties sharing common territory shall share a joint ballot on the County's electronic voting system at the applicable polling places. In such cases, costs shall be pro-rated among the participants according to Section X of this contract.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap.

II. LEGAL DOCUMENTS

Political Subdivision shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or Political Subdivision's governing body, charter, or ordinances.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of Political Subdivision, including translation to languages other than English. Political Subdivision shall provide a copy of their respective election orders and notices to the Elections Administrator.

III. VOTING LOCATIONS

The County has adopted a countywide polling place program. Voters who reside in Fort Bend County who wish to participate in this Joint Election may cast a ballot at any polling place open for this election. Voters who do not reside in Fort Bend County but within the boundaries of Political Subdivision and wish to participate in this Joint Election shall be assigned to one Early Voting and one Election Day polling location. The Elections Administrator shall select and arrange for the use of and payment for all Election Day voting locations. The proposed voting locations are listed in Attachment A of this agreement. In the event a voting location is not available, the Elections Administrator will arrange for use of an alternate location with the approval of the Political Subdivision. The Elections Administrator shall notify the Political Subdivision of any changes from the locations listed in Attachment A.

If polling places for the May 4, 2024 joint election are different from the polling place(s) used by Political Subdivision in its most recent election, the County agrees to post a notice no later than May 4, 2024 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the polling place names and addresses in effect for the May 4, 2024 election.

IV. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL

The County shall be responsible for the appointment of the presiding judge and alternate judge for each polling location in accordance with Chapter 32 of the Texas Election Code. The Elections Administrator shall make emergency appointments of election officials if necessary.

Upon request by the Elections Administrator, Political Subdivision agrees to assist in recruiting polling place officials who are bilingual (fluent in both English and Spanish).

The Elections Administrator shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to ensure that all election judges appointed for the Joint Election are eligible to serve.

The Elections Administrator shall arrange for the training and compensation of all election judges and clerks. The Elections Administrator shall arrange for the date, time, and place for presiding election judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Administrator notifying the person of the appointment, the time and location of training and distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge and clerk will receive compensation at an hourly rate established by the County pursuant to Texas Election Code Section 32.091. Judges and Clerks will be compensated for actual time working at a polling place, time spent preparing the polling location prior to Election Day, and time spent attending any training classes required to successfully conduct the election. The election judge will receive an additional sum of \$25.00 for picking up the election supplies prior to Election Day and for returning the supplies and equipment to the central counting station after the polls close.

The Elections Administrator may employ other personnel necessary for the proper administration of the election, including such part-time help as is necessary to prepare for the election, to ensure the timely delivery of supplies during early voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. Part-time personnel working in support of the Early Voting Ballot Board and/or central counting station on election night will be compensated at the rate set by the County.

It is agreed by all parties that at all times and for all purposes hereunder, all election judges, clerks, and all other personnel involved in this election are independent contractors and are not employees or agents of the County. No statement contained in this Agreement shall be construed so as to find any judge, clerk, or any other election personnel an employee or agent of the County, and no election personnel shall be entitled to the rights, privileges, or benefits of County employees except as otherwise stated herein, nor shall any election personnel hold himself out as an employee or agent of the County, unless considered a county employee as determined by the Fort Bend County Human Resources Department. It is further agreed by all parties that at all times and for all purposes hereunder, all election judges, clerks, and all other personnel involved in this election are independent contractors and are not employees or agents of Political Subdivision. No statement contained in this Agreement shall be construed so as to find any judge, clerk, or any other election personnel an employee or agent of Political Subdivision, and no election personnel shall be entitled to the rights, privileges, or benefits of Political Subdivision employees except as otherwise stated herein, nor shall any election personnel hold himself out as an employee or agent of Political Subdivision, unless considered an employee of the Fort Bend ISD as determined by the Human Resources Department of the Fort Bend ISD.

V. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to official ballots, sample ballots, voter registration lists, and all forms, signs, maps and other materials used by the election judges at the voting locations. At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap. The Elections Administrator shall provide the necessary voter registration information, maps, instructions, and other information needed to enable the election judges in the voting locations that have more than one ballot style to conduct a proper election.

Political Subdivision shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the candidate names and/or proposition(s) are to appear on the official ballot (including titles and text in each language in which Political Subdivision's ballot is to be printed). This list shall be delivered to the Elections Administrator prior to the deadlines as described in section XVI. Political Subdivision shall be responsible for proofreading and approving the ballot insofar as it pertains to Political Subdivision's candidates and/or propositions.

If the boundaries of the political subdivision extend into another county, it shall be the responsibility of the political subdivision to request a poll book from the voter registrar of those counties and provide to the Elections Administrator within five calendar days before the start of Early Voting. It shall also be the responsibility of the Political Subdivision to request copies of Ballot by Mail applications from the Early Voting Clerk of those counties. Applications for ballot should be provided the latter of 45 days prior to Election Day, or 5 days after the calling of the election by the governing body of the political subdivision.

VI. EARLY VOTING

The participating authorities agree to conduct joint early voting and to appoint the Election Administrator as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. The participating authorities agree to appoint the Elections Administrator's permanent county employees as deputy early voting clerks. The participating authorities further agree that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by the County pursuant to Section 83.052 of the Texas Election Code.

Early Voting by personal appearance will be held at the locations, dates, and times listed in Attachment “B” of this document. Any qualified voter of the Joint Election may vote early by personal appearance at any one of the joint early voting locations.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by Political Subdivision shall be forwarded immediately by fax or courier to the Elections Administrator for processing. Political Subdivision shall provide to the Elections Administrator copies of all ballot by mail applications submitted by voters who do not reside in Fort Bend County but within the boundaries of Political Subdivision.

Upon request, the Elections Administrator shall provide Political Subdivision a copy of the early voting report on a daily basis and a cumulative final early voting report following the election.

VII. EARLY VOTING BALLOT BOARD

The County shall appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Joint Election. The Presiding Judge of Central Count, with the assistance of the Elections Administrator, shall appoint two or more additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

VIII. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.

The participating authorities hereby, in accordance with Section 127.002, 127.003, and 127.005 of the Texas Election Code, appoint the following central counting station officials:

Counting Station Manager:	John Oldham, Elections Administrator
Tabulation Supervisor:	Chase Wilson, Equipment Technician
Presiding Judge:	Maria Rose Gonzalez, Election Coordinator

The counting station manager or his representative shall deliver timely cumulative reports of the election results as precincts report to the central counting station and are tabulated. The manager shall be responsible for releasing cumulative totals and precinct returns from the election to the joint participants, candidates, press, and general public by distribution of hard copies or electronic transmittals by facsimile (when so requested) and by posting to the Elections Administrator’s web page located at “www.fortbendvotes.org”.

The Elections Administrator will prepare the unofficial canvass reports after all precincts have been counted, and will deliver a copy of the unofficial canvass to the Political Subdivision as soon as possible after all returns have been tabulated. All participating authorities shall be responsible for the official canvass of their respective elections.

The Elections Administrator shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State’s Office.

IX. RUNOFF ELECTION

Political Subdivision shall have the option of extending the terms of this agreement through its runoff election, if applicable. In the event of such runoff election, the terms of this agreement shall automatically extend unless the Political Subdivision notifies the Elections Administrator in writing within 10 days of the original election.

Political Subdivision and the elections Administrator shall reserve the right to reduce the number of early voting locations and/or Election Day voting locations in any runoff election.

X. ELECTION EXPENSES AND ALLOCATION OF COSTS

Political Subdivision agrees to share the costs of administering the Joint Election. Allocation of costs, unless specifically stated otherwise, is mutually agreed to be shared among the total number of political subdivisions. Costs for polling places shared by the County, Political Subdivision, and other political subdivisions shall be pro-rated among the participants to this agreement.

Any expenses incurred in the rental of polling place facilities shall be pro-rated among the participants to this agreement.

It is agreed that the normal rental rate charged for the County's voting equipment used on Election Day shall be pro-rated among the participants to this agreement.

Costs for Early Voting by Personal Appearance shall be allocated as shown in Attachment C of this document.

Political Subdivision agrees to pay the County an administrative fee equal to ten percent (10%) of its total billable costs in accordance with Section 31.100(d) of the Texas Election Code.

XI. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

Political Subdivision may withdraw from this agreement and the Joint Election should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code. Political Subdivision is fully liable for any expenses incurred by the County on behalf of Political Subdivision plus an administrative fee of ten percent (10%) of such expenses. Any monies deposited with the county by Political Subdivision shall be refunded, minus the aforementioned expenses and administrative fee if applicable.

XII. RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each participating authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of Political Subdivision to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with Political Subdivision.

XIII. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. Political Subdivision agrees that any recount shall take place at the offices of the Elections Administrator, and that the Elections Administrator shall serve as Recount Supervisor and Political Subdivision's official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

XIV. MISCELLANEOUS PROVISIONS

1. It is understood that to the extent space is available, that other districts and political subdivisions may wish to participate in the use of the County's election equipment and voting places, and it is agreed that the Elections Administrator may contract with such other districts or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.
2. The Elections Administrator shall file copies of this document with the Fort Bend County Treasurer and the Fort Bend County Auditor in accordance with Section 31.099 of the Texas Election Code.
3. In the event that legal action is filed contesting Political Subdivision's election under Title 14 of the Texas Election Code, Political Subdivision shall choose and provide, at its own expense, legal counsel for the County, the Elections Administrator, and additional election personnel as necessary.
4. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.
5. The parties agree that under the Constitution and laws of the State of Texas, neither the County nor Political Subdivision can enter into an agreement whereby either party agrees to indemnify or hold harmless another party; therefore, all references of any kind, if any, to indemnifying or holding or saving harmless for any reason are hereby deleted.
6. This agreement shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Fort Bend or Harris Counties, Texas.
7. In the event of one of more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
8. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
9. The waiver by any party of a breach of any provision of this agreement shall not operate as or be construed as a waiver of any subsequent breach.

Any amendments of this agreement shall be of no effect unless in writing and signed by all parties hereto.

XV. COST ESTIMATES AND DEPOSIT OF FUNDS

It is estimated that Political Subdivision's obligation under the terms of this agreement shall be \$152,118.00. The Political Subdivision agrees to pay to the County a deposit of \$91,270.00 which is approximately sixty (60) percent of the total estimated obligation of Political Subdivision to the County under this agreement. This deposit shall be paid to the County

within ten (10) days of the City's receipt of this agreement, authorized by the governing bodies of both parties and fully executed by both parties. The exact amount of the Political Subdivision's obligation under the terms of this agreement shall be calculated after the May 4, 2024 election (or runoff election, if applicable), and if the amount of the Political Subdivision's obligation exceeds the amount deposited, the Political Subdivision shall pay to the County the balance due within thirty (30) days after receipt of the final invoice from the Elections Administrator. However, if the amount of the Political Subdivision's obligation is less than the amount deposited, the County shall refund to the Political Subdivision the excess amount paid within thirty (30) days after final costs are calculated.

XVI. RESULT OF NON-COMPLIANCE OF DEADLINES

The Political Subdivision agrees that it shall provide ballot details to the Elections Office not later than the 67th day (February 27, 2024) before the election. It is understood that if the ballot details are not provided to the Elections Office by the 61st day before the election (March 4, 2024) that the Elections Office may impose a penalty fee of \$1000.00 assessed to the total cost. It is also understood that if the ballot details are not provided to the Elections Office by the 57th day before Election Day (March 8, 2024), this contract will be declared null and void and it will be the responsibility of the political entity to conduct a separate election.

IN TESTIMONY HEREOF, this agreement, its multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to-wit:

- (1) It has on the _____ day of _____, 2024 been executed on behalf of Fort Bend County by the Elections Administrator pursuant to the Texas Election Code Section 31.092 so authorizing;
- (2) It has on the _____ day of _____, 2024 been executed on behalf of the Fort Bend ISD by its Presiding Officer or authorized representative, pursuant to an action by the Governing Body of the Fort Bend ISD.

FORT BEND COUNTY

By _____
John Oldham
Elections Administrator

FORT BEND ISD:

By _____

COUNTYWIDE POLLING PLACE	Voting Location	ADDRESS	CITY	ZIP
Beasley City Hall	City Hall back Boardroom	319 S. Third Street	BEASLEY, TX	77417
Bowie Middle School	Main Hallway by Gym	700 Plantation Dr	RICHMOND, TX	77406
Brazos Bend Baptist Church	Education Building	22311 FM 762 Rd	NEEDVILLE, TX	77461
Briarchase Missionary Bapt Ch.	Fellowship hall	16000 Blueridge Rd	MISSOURI CITY, TX	77489
Chasewood Clubhouse	Level 1 (Clubhouse Facility)	7622 Chasewood Dr	MISSOURI CITY, TX	77489
Cinco Ranch Branch Library	Meeting Room	2620 Commercial Center Blvd.	KATY, TX	77494
Clements High School	Auditorium Lobby	4200 Elkins Rd	SUGAR LAND, TX	77479
Commonwealth Clubhouse	Clubhouse	4330 Knightsbridge Blvd	SUGAR LAND, TX	77479
Crawford High School	TBD	801 Caldwell Ranch Road	ROSHARON, TX	77583
Elkins High School	Front lobby	7007 Knights Ct	MISSOURI CITY, TX	77459
Fairgrounds Bldg D	Main Room	4310 Highway 36 S	ROSENBERG, TX	77471
Farmhouse at Harvest Green	Event Hall	3400 Harvest Corner Drive	RICHMOND, TX	77406
Fort Bend ISD Admin Building	Lobby	16431 Lexington Blvd	SUGAR LAND, TX	77498
Four Corners Community Center	Sprint Room	15700 Old Richmond Road	SUGAR LAND, TX	77498
Fulshear Branch Library	TBD	6250 GM Library Rd	FULSHEAR, TX	77441
Garcia Middle School	Gym Area Hallway	18550 Old Richmond Rd	SUGAR LAND, TX	77478
George Bush High School	Gym Foyer	6707 FM 1464 RD	RICHMOND, TX	77407
George Memorial Library	Large Meeting Room, 1st Floor	1001 Golfview Dr	RICHMOND, TX	77469
Great Oaks Baptist Church	Parish Hall	7101 FM 2759 Rd	RICHMOND, TX	77469
Hightower High School	Front Lobby	3333 Hurricane Ln	MISSOURI CITY, TX	77459
Hunters Glen Elementary School	Gym	695 Independence Blvd	MISSOURI CITY, TX	77459
Imperial Park Recreation Center	Meeting Room	234 Matlage Way	SUGAR LAND, TX	77478
Jacks Conference Center	Main Room	3232 Austin Pkwy	SUGAR LAND, TX	77479
Jones Creek Ranch Park	Main Room	7714 FM 359 Rd	RICHMOND, TX	77406
Kempner High School	Side hallway thru student park	14777 Voss Rd	SUGAR LAND, TX	77498
Kroger Riverstone	Community Room	18861 University Blvd	SUGAR LAND, TX	77479
Lake Olympia Club House	Ballroom	180 Island Blvd	MISSOURI CITY, TX	77459
Lakes of Bella Terra Rec Center	TBD	11620 W Torino Reale Dr.	RICHMOND, TX	77406
Lantern Lane Elementary School	cafeteria	3323 Mission Valley Dr	MISSOURI CITY, TX	77459
Lexington Creek Elementary School	Gymnasium	2335 Dulles Ave	MISSOURI CITY, TX	77459
Living Word Lutheran Church	Life Center - Courtyard Side	3700 South Mason Road	KATY, TX	77450
Lost Creek Conference Center	Main Room	3703 Lost Creek Blvd	SUGAR LAND, TX	77478
M.R. Massey Admin. Bldg.	Event Space	1570 W. Sycamore Rd	FRESNO, TX	77545
Meadows Place City Hall	Council Chambers	1 Troyan Dr	MEADOWS PLACE, TX	77477
Mission Bend Library	Meeting Room	8421 Addicks Clodine Rd	HOUSTON, TX	77083
Missouri City Baptist Church	Multipurpose Building	16816 Quail Park Dr	MISSOURI CITY, TX	77489
Missouri City Visitors Center	Main Room	1522 Texas Parkway	MISSOURI CITY, TX	77489
Mustang Community Center	Classroom	4521 FM 521 Rd	FRESNO, TX	77545
Orchard City Hall	Room # 7	9714 Kibler	ORCHARD, TX	77464
Pinnacle Senior Center	Multi-purpose Room	5525 Hobby St	HOUSTON, TX	77053
Quail Valley Elementary School	Foyer of Gym	3500 Quail Village Dr	MISSOURI CITY, TX	77459
Quail Valley Fund Office	Board Room	3603 Glenn Lakes Ln	MISSOURI CITY, TX	77459
Randle High School	Front of Auditorium	7600 Koeblen Road	RICHMOND, TX	77469
Reese Tech Ctr	B116 - Physical Therapy Room	12300 University Blvd	SUGAR LAND, TX	77479
Ridge Point High School	Gym Foyer	500 Waters Lake Blvd.	MISSOURI CITY, TX	77459
Ridgeway Community Ass'n	Main Room	5855 West Ridgeway Dr	HOUSTON, TX	77489

Election Day Polling Places

Ridgemont Early Childhood Ctr	Extended Day Room	5353 Ridgecreek Circle	HOUSTON, TX	77053
River Park Recreation Ctr.	Rec Center	5875 Summit Crk Drive	SUGAR LAND, TX	77479
Road and Bridge (Needville)	Meeting Room	3743 School St	NEEDVILLE, TX	77461
Rosenberg Annex Building	Meeting Room A	4520 Reading Rd	ROSENBERG, TX	77471
Rosenberg City Hall	Council Chambers	2110 4th Street	ROSENBERG, TX	77471
Sartartia Middle School	Front Area	8125 Homeward Way	SUGAR LAND, TX	77479
Sienna Annex	Community Room	5855 Sienna Springs Way	MISSOURI CITY, TX	77459
Simonton City Hall	Meeting Room	35011 FM 1093	SIMONTON, TX	77476
Stafford City Hall	Large Conference Room	2610 S Main St	STAFFORD, TX	77477
Sugar Lakes Clubhouse	Clubhouse	930 Sugar Lakes Dr	SUGAR LAND, TX	77478
Sugar Land Branch Library	Meeting Room	550 Eldridge Rd	SUGAR LAND, TX	77478
Sugar Land Church of God	Fellowship Hall	1715 Eldridge Rd	SUGAR LAND, TX	77478
Sugar Land City Hall	Lobby	2700 Town Center Blvd N	SUGAR LAND, TX	77479
Townewest Towne Hall	Main Room	10322 Old Towne Ln	SUGAR LAND, TX	77498
University Branch Library	Meeting Room 1	14010 University Blvd	SUGAR LAND, TX	77479
Vadtal Dham Swaminarayan Temple	Back Conf Room	10825 Clodine Road	RICHMOND, TX	77407

Fort Bend County Early Voting Schedule
May 4, 2024 Special and General Election
Programa de votación anticipada del condado de Fort Bend
4 de mayo de 2024 Elecciones generales y especiales

Early Voting Location	Hours(<i>Horas</i>)			
	Monday-Friday April 22-26, 2024 (<i>lunes-viernes</i>) (22-26 de abril, 2024)	Saturday April 27, 2024 (<i>sabado</i>) (27 de abril, 2024)	Sunday April 28, 2024 (<i>domingo</i>) (28 de mayo, 2024)	Monday-Tuesday April 29-30, 2024 (<i>lunes- martes</i>) (2-3 de mayo, 2024)
Beasley City Hall 319 S 3rd Street, Beasley Bowie Middle School 700 Plantation Dr, Richmond Chasewood Clubhouse 7622 Chasewood Dr, Missouri City Cinco Ranch Branch Library 2620 Commercial Center Blvd, Katy Commonwealth Clubhouse 4330 Knightsbridge Blvd, Sugar Land Crawford High School 801 Caldwell Ranch Blvd, Rosharon Fort Bend ISD Administration Bldg. 16431 Lexington Blvd, Sugar Land Four Corners Community Center 15700 Old Richmond Rd, Sugar Land George Memorial Library 1001 Golfview Dr, Richmond Hightower High. School 3333 Hurricane Ln, Missouri City Jacks Conference Center 3232 Austin Pkwy, Sugar Land Kroger Riverstone 18861 University Blvd, Sugar Land Lost Creek Conference Center 3703 Lost Creek Blvd, Sugar Land Meadows Place City Hall 1 Troyan Dr, Meadows Place Missouri City Visitors Center 1522 Texas Pkwy, Missouri City Quail Valley Fund Office 3603 Glenn Lakes Ln, Missouri City Reese Technical Center 12300 University Dr, Sugar Land Road and Bridge (Needville) 3743 School St, Needville Roberts Middle School 9320 Charger Way, Fulshear Rosenberg Annex Building (Main Early Voting Site) 4520 Reading Rd, Rosenberg Sienna Annex 5855 Sienna Springs Way, Missouri City Stafford City Hall 2610 South Main, Stafford Sugar Land Branch Library 550 Eldridge Rd, Sugar Land Sugar Land City Hall 2700 Town Center Blvd N, Sugar Land	All Sites open 7:00 a.m. To 7:00 p.m	All Sites open 8:00 a.m. To 5:00 p.m	All Sites CLOSED <i>(Cerrado)</i>	All Sites open 7:00 a.m. To 7:00 p.m

**Fort Bend ISD proposed Election Services Contract
Estimate for the conduct of the May 4, 2024 Election**

A. Statistical Information

1. Number of Registered Voters	<u>290,320</u>
2. Number of Precincts	<u>113</u>
3. Number of election day polling places (excluding early voting)	<u>70</u>
4. Number of polling places shared with another entity	<u> </u>
5. Number of public buildings used as polling places	<u> </u>
6. Number of early voting stations	<u>25</u>
7. Voting system:	<u>Hybrid</u>

B. Cost of Election

	Estimate	Actual
1. Early Voting and Election Day personnel <i>(TEC § 32.091, 32.092, 32.114, 83.052, 271.013)</i>		
Clerks x Rate x Hours / Entities		
a. Early voting clerks <u>16</u> x <u>\$20</u> x <u>106</u> / <u>3</u>	<u>\$45,226</u>	<u> </u>
<u>46</u> Location(s) x Clerks x Rate x Hours / Entities		
b. Election day judges / clerks <u>1</u> x <u>\$20</u> x <u>16</u> / <u>3</u>	<u>\$4,906</u>	<u> </u>
Election day judges / clerks <u>3</u> x <u>\$17</u> x <u>16</u> / <u>3</u>	<u>\$12,512</u>	<u> </u>
2. Early Voting Ballot Board & central counting station personnel <i>(TEC § 87.005, 127.006)</i>		
a. Clerks and Judges	<u>\$800</u>	<u> </u>
3. Election Day Field Techs and Other Temp workers	<u>\$350</u>	<u> </u>
4. Elections Administration Dept. Staff overtime <i>(TEC § 31.100(e))</i>	<u>\$1,200</u>	<u> </u>
	Subtotal of Labor Cost	
	<u>\$64,994</u>	
5. FICA & Workers Comp	11.45% x \$64,994 = <u>\$7,442</u>	<u> </u>
6. Election supplies & equipment		
Early Voting		
a. Early Voting supply kits <u>16</u> x <u>\$35</u> / <u>3</u>	<u>\$187</u>	<u> </u>
b. Early Voting ExpressVotes <u>124</u> x <u>\$175</u> / <u>3</u>	<u>\$7,233</u>	<u> </u>
c. Early Voting ExpressTouch <u>16</u> x <u>\$150</u> / <u>3</u>	<u>\$800</u>	<u> </u>
d. Early Voting DS-200 <u>16</u> <u>\$250</u> <u>3</u>	<u>\$1,333</u>	<u> </u>
e. Wireless Communication (phone & hot) <u>16</u> x <u>\$75</u> / <u>3</u>	<u>\$400</u>	<u> </u>
f. Ballot Stock <u>20000</u> <u>0.12</u> <u>3</u>	<u>\$800</u>	<u> </u>
7. Election Day		
g. Election Day supply kits <u>46</u> x <u>\$35</u> / <u>3</u>	<u>\$537</u>	<u> </u>
h. Election Day ExpressVotes <u>180</u> x <u>\$175</u> / <u>3</u>	<u>\$10,500</u>	<u> </u>
i. Election Day ExpressTouch <u>46</u> x <u>\$150</u> / <u>3</u>	<u>\$2,300</u>	<u> </u>
j. Election Day DS-200 <u>46</u> <u>\$250</u> <u>3</u>	<u>\$3,833</u>	<u> </u>
k. Wireless Communication (phones & hot) <u>17</u> x <u>\$75</u> / <u>3</u>	<u>\$1,150</u>	<u> </u>
l. Ballot Stock <u>13000</u> x <u>0.12</u> / <u>3</u>	<u>\$520</u>	<u> </u>
8. Delivery of Voting Equipment & Supplies		
a. Early Voting & Election Day	<u>\$28,000</u>	<u> </u>
9. Polling Place Rental <i>(TEC § 43.031, 43.033)</i>		

a. Election (number of polling places rented)	<u>\$3,000</u>	
10 Publication of electronic voting system notices) (TEC § 127.096(a))		
a. Election	<u>\$10</u>	
11. Miscellaneous election expenses (itemize)		
a. Ger		
Ballot Layout & Coding	<u>\$400</u>	
Absentee Ballots -Printed & Mailed		
<u>4500</u> Ballots x <u>\$1</u>	<u>\$4,500</u>	
Mileage reimbursements	<u>\$350</u>	
Posting of Bond		
<u>0</u> Locations x <u>\$3</u>	<u>\$0</u>	
Printing of Notices		
<u>0</u> Pages x <u>0</u> Locations x <u>\$0.03</u>	<u>\$0</u>	
<i>SUBTOTAL</i>	<u>\$138,289</u>	
12. Election Services Contract Administrative Fee (TEC § 31.100(d))	<u>10%</u>	
a. Election	<u>\$13,829</u>	
13. Cost of Joint election	<u>\$152,118</u>	

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: New Positions for 2024-25
References: Board Policy CDC (Legal)
District Goals 1, 2, 3, and 4
Department: Business and Finance
Human Resources

Recommendation

Consideration and approval of new campus positions to support District strategic priorities and staffing guidelines for the 2024-25 school year.

Summary

For the 2024-25 school year, a total of 33.0 new positions are recommended in the General Fund. The estimated cost for staffing the positions, including benefits, is \$2,052,423. The staffing recommendation reflects positions requested to support special education, fine arts, and campus positions. The cost associated with these positions was included in the General Fund budget that was presented to the Board during the February 26, 2024 Board meeting.

Position Type	FTEs	Total Cost (Including Benefits)
Special Education positions	26.0	\$1,454,615
Fine Art teachers	6.0	489,602
Teacher – ROTC Coast Guard	1.0	108,206
Grand Total	33.0	\$2,052,423

Provided below is a detail of the requested positions.

Special Education

A total of 26 positions are needed to support the increase in the number of students identified who qualify for Special Education services.

Position Type	FTEs	Total Cost (Including Benefits)
Teacher – SPED	25.0	\$1,378,248*
Nurse – SPED	1.0	\$76,367
Grand Total	26.0	\$1,454,615

*Due to the current vacancy rate for special education teachers the budget for these positions assumes a higher vacancy rate with substitutes filling any vacancies.

Fine Arts

Additional positions are needed for adding 11th grade to Crawford High School and additional fine arts positions at other campuses based on projected enrollment in fine arts programs.

Position Type	FTEs	Total Cost (Including Benefits)
Teacher HS Art - Crawford HS	1.0	\$78,518
Teacher HS Dance (Assistant) - Crawford HS	1.0	83,218
Teacher MS Orchestra (Assistant) - Thornton MS	1.0	81,878
Teacher HS Choir (Assistant) - Elkins HS	1.0	83,735
Teacher Specialist Harp - Elkins Feeder Pattern	1.0	78,518
Teacher HS Theatre (Assistant) – Dulles HS	1.0	83,735
Grand Total	6.0	\$489,602

Campus Positions

An additional teaching position is needed for adding an ROTC program at Crawford High School. The District is in process of setting up the program through the federal government.

Position Type	FTEs	Total Cost (Including Benefits)
Teacher ROTC Coast Guard	1.0	\$108,206
Grand Total	1.0	\$108,206

Additional campus and non-campus staffing could be needed as the District finalizes student enrollment by campus and department based on PASA projections and master schedule work.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

Glenda Johnson
Chief Human Resource Officer

Dr. Kwabena Mensah
Chief of Schools

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Campus Wide Projector Removal
References: Board Policy CVF (Legal) District Goal 5
Department: Information Technology

Recommendation

Consideration and approval of a construction services agreement with Job Order Contractor (JOC) JR Thomas Group, Inc. for the removal of old classroom projection technology from approximately 4,868 rooms across 75 campuses for a not-to-exceed amount of \$2,197,031.68.

Summary

The Bond 2018 Classroom Toolkit included an A/V refresh project to replace the older ceiling/wall mounted projectors and associated technologies. A modern Interactive Flat Panel (IFP) has been installed in all classrooms throughout the district. Implementation of the IFPs was successfully completed in April 2023.

Now that the new IFP technology installation is complete, the removal of old projection equipment from 4,868 classrooms is the next step in the refresh process. The old ceiling mounted projector, projection screen and associated legacy technology needs to be uninstalled and removed from district classrooms. The scope of work will include the removal of old projection technology equipment, mounting brackets and accessories, necessary ceiling tile replacement, and electronic component recycling services for 75 campuses. End-of-life projectors will be decommissioned. Projectors with viable remaining life will be given to each campus library for campus use/checkout and to the Fine Arts department for use during theatrical productions. This project will be funded by the IT budget within 2018 Bond.

Policy CVF (Legal) states, “The board shall approve each job, task, or purchase order that exceeds \$500,000. *Gov’t Code 2269.403.*” In accordance with Policy CVF (Legal), Administration is seeking Board approval to award the following contract:

Description	Construction Cost	Contingency (10%)	Construction Budget
Campus Wide Projector Removal	\$1,997,301.53	\$199,730.15	\$2,197,031.68

Upon Board approval, staff will negotiate the contract and will complete the work.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Long Pham
Chief Information Officer

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Cellular Services and Equipment
References: District Goal 5
Department: Business & Finance

Recommendation

Consideration and approval for the purchase of cellular services and equipment under a cooperative contract with NASPO in an amount not-to-exceed \$543,639 and authorization for the Superintendent to negotiate and execute the agreement through March 2029.

Summary

The District currently has over 250 staff members with cellular devices including cell phones, smartphones, mobile hot spots, and tablets. In July 2022, the Board approved 22-080DE Cellular Services and Equipment for cellular devices through the Sourcewell cooperative contract.

The District benefits from taking advantage of the pricing structure available through a cooperative contract with NASPO for the continuation of these services. If the new contract is approved, the District is expected to save approximately \$1,400 per month, or \$16,800 annually, on cellular services.

The NASPO cooperative purchasing contract will allow the District to fulfill its cellular service and equipment needs efficiently and effectively and complies with school district bidding requirements. The current cooperative contract is active through March 31, 2024. Should the contracts not renew for the full term, staff will return to the Board to request authorization to utilize the new cooperative contract, an alternative cooperative contract, or an alternate procurement method.

This contract seeks approval under relevant statutes, including Chapter 44, § 44.031(a) of the Texas Education Code and Chapter 791, Interlocal Cooperation Act, along with Board Policies CH (LEGAL) and CH (LOCAL) for purchasing goods and services. The Board of Trustees must approve proposal awards worth \$50,000 or more.

Under the authority granted in the Texas Government Code §791.001 The Interlocal Cooperation Act as amended, allows local governments like Fort Bend ISD the ability to increase the efficiency and effectiveness of local governments by authorizing them to contract, to the greatest possible extent, with one another and with local government agencies of the state to perform governmental administrative functions.

Background

Expenditures for 2022-23 were \$174,439. Expenditures are not expected to exceed \$543,639 through March 2029. Funding is included in the budget.

Requested By:	Bryan Guinn, Chief Financial Officer
Vendor:	T-Mobile USA, Inc.***
Budget Sources:	General Fund
Amount:	Not to exceed \$543,639 through March 2029
Other Supporting Information	
Sole Source:	N/A
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 March 2029
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	N/A

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

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
**Action: Review: Data Center and Network
Preventive Maintenance and Support**
References: District Goal 5
Department: Information Technology

Recommendation

Consideration and approval for the purchase of data center parts, preventative maintenance, and support from multiple vendors under multiple cooperative contracts in an amount not-to-exceed \$1,695,750 and authorization for the Superintendent to negotiate and execute the agreements through April 2029.

Summary

In August 2021, the Board approved the purchase of Data Center Parts, Preventative Services, Maintenance and Support through cooperative contracts that expire in April 2024.

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 the 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.

Similarly, IT closets such as main distribution frames/intermediate distribution frames (MDFs/IDFs) throughout the District are equipped with environmental systems and controls. These environmental systems help to maintain temperature and humidity levels for the network and wireless technology infrastructure equipment housed within these closets. Maintaining the proper manufacturer's recommended environment in the closets prevents premature failure of the technology equipment due to overheating.

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 450 technology rooms throughout the District. The lack of preventive maintenance will lead to degradation in the system's performance, void any remaining manufacture warranty and diminish the operational life of the environmental systems. The resulting network infrastructure degradation and failures may adversely impact the daily classroom, as well as the digital operations and needs of the District.

The Department of Information Resources (DIR), Central Texas Purchasing Alliance and Sourcewell Purchasing cooperatives' purchasing contracts will allow the District to leverage established 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.

This contract seeks approval under relevant statutes, including Chapter 44, § 44.031(a) of the Texas Education Code and Chapter 791, Interlocal Cooperation Act, along with Board Policies CH (LEGAL) and CH (LOCAL) for purchasing goods and services. Under the authority of the Texas Government Code §791.001 and the Interlocal Cooperation Act as amended, local governments like Fort Bend ISD are allowed to contract with each other and other government agencies. This Act exempts the requirement of seeking competitive bids for goods and services, once a school district determines that a local cooperative purchasing program offers the best value, to enhance efficiency and effectiveness. The cooperatives' contracts comply with the school district bidding requirements.

Renewal options are available through April 2029. Should the cooperative contract not be renewed for the full term, staff will utilize an alternate cooperative contract, or return to the Board to request authorization to utilize an alternate procurement method.

Background

Expenditures in 2022-23 were \$157,324. Expenditures are not expected to exceed \$1,695,750 through April 2029. Funding is included in the budget.

Vendors:	Bud Griffin Customer Support, Inc.*** Cummins Southern Plains*** Porter Burgess Company dba Flair Data Systems ***
Budget Sources:	General Fund
Amount:	Not to exceed \$1,695,750 through April 2029
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 March 2029
Last solicitation date:	August 2021
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

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Long Pham
Chief Information Officer

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Fine Arts Color Guard
Uniforms, Supplies, and Related Items
References: District Goal 5
Department: Department of School Leadership

Recommendation

Consideration and approval for the purchase of Fine Arts Color Guard Uniforms, Supplies, and Related Items from multiple vendors through multiple cooperative contracts in an amount not-to-exceed \$375,000 and authorization for the Superintendent to negotiate and execute the agreements through March 2029.

Summary

On December 17, 2018, the Fort Bend ISD Board approved RFP 19-001KB for the purchase of Fine Arts Color Guard Uniforms, Supplies, and Related Items.

Commonly purchased items used by the District's secondary Color Guard programs include flag silks, flagpoles, rifles, sabers, floor and field tarps, and uniforms. The uniforms are required for University Interscholastic League (UIL) Marching Band evaluations, invitational marching band contests, invitational winter guard contests, and the Texas Color Guard Circuit championships. Staff recommends a multiple vendor award.

This contract seeks approval under relevant statutes, including Chapter 44, § 44.031(a) of the Texas Education Code and Chapter 791, Interlocal Cooperation Act, along with Board Policies CH (LEGAL) and CH (LOCAL) for purchasing goods and services. The Board of Trustees must approve proposal awards worth \$50,000 or more.

Under the authority granted in the Texas Government Code §791.001 The Interlocal Cooperation Act as amended, allows local governments like Fort Bend ISD the ability to increase the efficiency and effectiveness of local governments by authorizing them to contract, to the greatest possible extent, with one another and with local government agencies of the state to perform governmental administrative functions.

Renewal options are available through March 2029. Should the cooperative contracts not be renewed for the full term, staff will return to the Board to request authorization to utilize an alternative cooperative contract, or an alternate procurement method.

The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on March 25, 2024, and will run through March 24, 2027. With two (2) option years, the contract can be extended until March 24, 2029.

Background

Expenditures for FY 2022-23 were \$53,613. Expenditures are not expected to exceed \$375,000 through March 2029. Funding is included in the budget.

Vendor:	A Wish Come True, LP*** DeMoulin Brothers & Company*** Fred J. Miller, Inc.*** Georgie Girl Costumes*** Graphcom, Inc. dba Field and Floor FX*** GTM Sportswear*** It's Greek to Me Leapin Leotards*** McCormick's Group*** Reynolds Uniforms*** R&S Marching Arts Stanbury Uniforms, Inc.*** The Costume Closet ***
Budget Sources:	General Fund
Amount:	Not to exceed \$375,000
Other Supporting Information	
Sole Source:	N/A
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 March 2029
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	N/A

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

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Dr. Kwabena Mensah
Chief of Schools

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Fine Arts Consultants and Clinicians (Supplemental)
References: District Goal 5
Department: Department of School Leadership

Recommendation

Consideration and approval for the purchase of Fine Arts consultant and clinician services from multiple vendors and authorization for the Superintendent to negotiate and execute the agreements through January 2028.

Summary

On January 23, 2023, the Board approved RFP 23-004KB Fine Arts Consultants and Clinicians, in an amount not to exceed \$2,500,000 through January 2028. Eighty-three (83) vendors were awarded for their services.

On December 5, 2023, Fort Bend ISD issued a supplemental RFP 23-004KB-05 Fine Arts Consultants and Clinicians. The purpose of this action was to add additional vendors to the list of previously approved vendors. The supplemental solicitation will ensure that all vendors can submit proposals. The originally approved length of commitment and authorized expenditure amount does not change.

The Business and Finance Department, in conjunction with the Fine Arts Department, conducted a supplemental Request for Proposal (RFP) to add vendors to the authorized list to ensure the district has a comprehensive set of resources that aligned with the district's Fine Arts instructional programs. The RFP process is new for the Fine Arts Consultants and Clinicians.

The proposal requested vendors to provide services that include, but are not limited to, piano accompanists for choirs, elementary music programs, and musical theatre productions, as well as instrumental and vocal soloists. If approved, the list of recommended vendors will be added to the list of existing vendors that have been approved, but the authorized expenditure amount of \$2.5 million will not change.

Other services provided will include the following:

- Choreographing movements and equipment work for dance, color guard, and winter guard programs
- Instrumental coaching for band and orchestra programs
- Vocal coaching for choral music and elementary music
- Providing consultant and clinician services for band, choir, orchestra, dance, and theatre
- Supplying marching band program coordination, drill writing, music arranging, percussion arranging, and electronic sound design

- Sewing and altering uniforms for bands, choirs, orchestras, color guards, dancers, and theatre costumes
- Hiring marching band, color guard, and percussion technicians
- Delivery of one-act play clinics
- Designing in-house lighting and sound system configurations for theatrical productions
- Hiring staff to host, work, and implement Fort Bend ISD summer art, theatre, music, and student leadership camps.

Throughout the school year, vendors will also provide a host of other products and services that support delivery of instruction, including concert, production, and competition preparation, as well as required Fine Arts professional learning.

An evaluation team from the Business and Finance and Fine Arts Departments reviewed the vendor submissions. The vendors were selected by the evaluation team because they represent the best overall value for the District. The District applied the “Best Value” process in selecting the vendors to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition district policies.

Background

Expenditures for FY 2022-23 were \$533,071. Expenditures are not expected to exceed \$2,500,000 through January 2028. Funds for clinician/consultant services are included annually within the Fine Arts budget and are allocated on a campus/program basis.

Vendors:	Alex Hory Alexis Mitchell Alice Mitchell (Richmond Rosenberg Youth Sports Association) Andrew Morris Ann Victor Aquilla Aubrey Blake Minor Caden Casey Cathy Patton Dana Carr (The Creative Impact Group) Daniel Flynn David Austin Byers David Campo David Ellis (Mike Ellis Visual Design and Consulting LLC) Destyne Miller Eric Petrinowitsch Frank Sullivan Jane Antunes Jasmine Warner Jason Mincy Jennifer Agbu Jesus Acosta Joseph Cantaneo Karen Clark Kevin Ronan
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	KJ Stafford (KJ Stafford Music, Inc.) Kristina Escamilla Kristopher Mosley Lonnie Tanner Nicholas Bissen (Rose Street Saxophone Room) Rochelle Sloan Rory Davis (DMC) Ryan Springler Stacey Allen (Nia's Daughters Movement Collective) Tene Carter (Meta-Morph-Isis Productions LLC) Thomas Landfried Tim Linley (Cadenza Strategy Group LLC) Tyne Dickson Zachary Lerner
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Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Dr. Kwabena Mensah
Chief of Schools

RFP 23-004KB-05 Fine Arts Consultants and Clinicians (Supplemental)

	Evaluation Criteria	Point System
1	<p>Purchase Price</p> <ul style="list-style-type: none"> Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD. 	25 points
2	<p>Reputation of the Vendor and of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> References 	5 points
3	<p>Quality of the Vendor's Goods or Services</p> <p>Qualifications/Experience:</p> <ul style="list-style-type: none"> Bachelor, Master, or Doctoral degree specifically related to the artistic discipline; or minimum five years' experience performing or working in the activity for which services are provided. Certifications as appropriately related to the discipline of interest and the services rendered. Industry expertise or experience in the related artistic discipline. 	25 points
4	<p>Extent to Which the Goods or Services Meet the District's Needs</p> <ul style="list-style-type: none"> Services or goods offered align with scope requirement School District or Campuses serviced 	20 points
5	<p>Vendor's Past Relationship with the District</p> <p>For reference, the vendor shall list the following:</p> <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 district of similar size or larger 	5 points
6	<p>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</p>	10 points
7	<p>Vendor's Principal Place of Business is in the State of Texas or Employs 500 People in this State</p>	0 points
8	<p>Insurance Requirements</p> <p>Certificate of Insurance as requested in the solicitation: Hold Harmless</p>	Pass/Fail
9	<p>Service Agreement</p> <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	<p>The impact on the ability of the District to comply with laws and rules relating to Historically Underutilized Businesses (HUB)</p>	N/A
	<p>TOTAL</p>	100 points

Tabulation Summary
RFP 23-004KB-05 Fine Arts Consultants and Clinicians (Supplemental)

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)	Vendor's Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (10 pts. Max)	Agreement to Fort Bend ISD Terms and Conditions (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Jane Antunes	25.00	5.00	25.00	20.00	4.75	10.00	10.00	99.75	1
Alex Hory	23.29	3.00	25.00	20.00	5.00	9.32	10.00	95.61	2
Kristina Escamilla	23.44	1.00	25.00	20.00	5.00	9.38	10.00	93.82	3
Daniel Flynn	18.75	5.00	25.00	20.00	5.00	7.50	10.00	91.25	4
Ryan Springler	18.75	4.00	25.00	20.00	5.00	7.50	10.00	90.25	5
Tyne Dickson	18.75	4.00	25.00	20.00	5.00	7.50	10.00	90.25	5
Lonnie Tanner	20.83	1.00	25.00	20.00	5.00	8.33	10.00	90.16	6
Karen Clark	18.75	3.00	25.00	20.00	5.00	7.50	10.00	89.25	7
Jasmine Warner	18.75	3.00	25.00	20.00	5.00	7.50	10.00	89.25	7
Thomas Landfried	18.75	3.00	25.00	20.00	5.00	7.50	10.00	89.25	7
Blake Minor	18.75	2.00	25.00	20.00	5.00	7.50	10.00	88.25	8
Eric Petrinowitsch	18.75	2.00	25.00	20.00	5.00	7.50	10.00	88.25	8
Frank Sullivan	18.75	2.00	25.00	20.00	5.00	7.50	10.00	88.25	8
Kristopher Mosley	18.75	2.00	25.00	20.00	5.00	7.50	10.00	88.25	9
Jesus Acosta	15.00	5.00	25.00	20.00	5.00	6.00	10.00	86.00	10
Stacey Allen (Nia's Daughters Movement Collective)	15.00	4.00	25.00	20.00	5.00	6.00	10.00	85.00	11
Cathy Patton	15.63	3.00	25.00	20.00	5.00	6.25	10.00	84.88	12
Rory Davis (DMC)	12.50	4.00	25.00	20.00	5.00	5.00	10.00	81.50	13
Ann Victor	12.50	4.00	25.00	20.00	5.00	5.00	10.00	81.50	13
Rochelle Sloan	12.50	4.00	25.00	20.00	5.00	5.00	10.00	81.50	13
Alexis Mitchell	12.50	3.00	25.00	20.00	5.00	5.00	10.00	80.50	14
Tene Carter (Meta-Morph-Isis Productions LLC)	12.50	3.00	25.00	20.00	5.00	5.00	10.00	80.50	14

Tabulation Summary
RFP 23-004KB-05 Fine Arts Consultants and Clinicians (Supplemental)

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)	Vendor's Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (10 pts. Max)	Agreement to Fort Bend ISD Terms and Conditions (10 pts. Max)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
David Ellis (Mike Ellis Visual Design and Consulting LLC)	12.50	3.00	25.00	20.00	5.00	5.00	10.00	80.50	14
Zachary Lerner	12.50	3.00	25.00	20.00	5.00	5.00	10.00	80.50	14
Andrew Morris	12.50	2.00	25.00	20.00	5.00	5.00	10.00	79.50	15
Aquilla Aubrey	12.50	2.00	25.00	20.00	5.00	5.00	10.00	79.50	15
Jennifer Agbu	12.50	2.00	25.00	20.00	5.00	5.00	10.00	79.50	15
KJ Stafford (KJ Stafford Music, Inc.)	12.50	2.00	25.00	20.00	5.00	5.00	10.00	79.50	15
Nicholas Bissen (Rose Street Saxophone Room)	11.72	3.00	25.00	20.00	5.00	4.69	10.00	79.41	16
Caden Casey	12.50	1.00	25.00	20.00	5.00	5.00	10.00	78.50	17
Jason Mincy	12.50	1.00	25.00	20.00	5.00	5.00	10.00	78.50	17
Joseph Cantaneo	9.38	5.00	25.00	20.00	5.00	3.75	10.00	78.13	18
Kevin Ronan	11.03	1.00	25.00	20.00	5.00	4.41	10.00	76.44	19
David Campo	9.38	3.00	25.00	20.00	5.00	3.75	10.00	76.13	20
David Austin Byers	7.50	5.00	25.00	20.00	5.00	3.00	10.00	75.50	21
Alice Mitchell (Richmond Rosenberg Youth Sports Association)	9.38	2.00	25.00	20.00	4.75	3.75	10.00	74.88	22
Tim Linley (Cadenza Strategy Group LLC)	8.33	3.00	25.00	20.00	5.00	3.33	10.00	74.67	23
Destyne Miller	8.33	2.00	25.00	20.00	5.00	3.33	10.00	73.67	24
Dana Carr (The Creative Impact Group)	5.36	3.00	25.00	20.00	5.00	2.14	10.00	70.50	25

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Fleet Vehicles, All-Terrain Vehicles (ATV) and Golf Carts (CND Increase)
References: District Goal 5
Department: Business and Finance

Recommendation

Consideration and approval to increase the existing contract awarded under 22-021TA Fleet Vehicles, All-Terrain Vehicles (ATV) and Golf Carts by \$500,000 for a total not to exceed amount of \$850,000 to purchase fleet vehicles and approval for the Superintendent to execute the agreements through December 2025.

Summary

The Child Nutrition Department is requesting an increase to the existing contract. The Child Nutrition Department is currently executing its Texas Department of Agriculture approved spend down plan. Federal regulations (7 CFR 210.19(a)(1)) require state agencies to monitor the level of net cash resources in the district's food service fund. These regulations specifically require that the level of net cash resources not exceed three months' average expenditures, as reported in the food service fund.

At the end of the 2022-23 school year, the Child Nutrition Fund exceeded the federal limit for net cash resources in the food service fund and had to submit a TDA spend-down plan to reduce the excess cash resources. According to the approved spend down plan, the Child Nutrition Department will be purchasing white fleet vehicles to replace aging existing vehicles. These additional purchases on the spend down plan will be above and beyond the original expenditure request for vehicles.

On October 18, 2021, the Board approved the purchase of Fleet Vehicles, All-Terrain Vehicles (ATVs), and Golf Carts with an initial expenditure amount not to exceed \$350,000 through December 2025 for new vehicles that are primarily replaced due to total loss. These vehicles will be purchased with existing CND resources.

Background

Expenditures in 2022-23 were \$39,846. Total contract expenditures are \$319,052. The contract balance remaining under the current Board authorization is \$30,947. The expenditures are not expected to exceed \$850,000 through December 2025. The increase of \$500,000 is included in the budget.

Requested By:	Bryan Guinn, Chief Financial Officer Matthew Antignolo, Executive Director Child Nutrition
Vendors:	Fort Bend Battery and Golf Carts*** Mission Golf Cars*** Rush Enterprises*** Houston Freightliner, Inc.*** Chastang Enterprises-Houston, LLC*** Mack Haik Dodge Chrysler Jeep Ram, LTD*** Silsbee Ford, Inc.*** Knapp Chevrolet, Inc.***
Budget Sources:	Child Nutrition Fund
Amount:	Increase of \$500,000; Not to exceed total of \$850,000 through December 2025
Other Supporting Information	
Sole Source:	N/A
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 December 2025
Last solicitation date:	N/A
Supporting documents:	N/A
Disclosure under Board Policy CH, CV, or DBD (Local):	N/A

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

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Industry Certifications and Supporting Practice Materials
References: District Goal 5
Department: Department of School Leadership

Recommendation

Consideration and approval for the purchase of industry certification exams and materials for students in Career and Technology Education (CTE) through multiple vendors from various cooperative contracts for an amount not-to-exceed \$1,500,000 and authorization for the Superintendent to negotiate and execute the agreements through March 2029.

Summary

On February 18, 2019, the Board approved 19-020LJ Industry Certifications and Supporting Practice Materials to deliver training and administer industry certification exams to students in Career and Technical Education (CTE) courses.

The purpose of this action is to give access to training materials and the continuance of students gaining the necessary knowledge in preparation of the successful completion of industry certifications. This provides the students with a competitive advantage in post-secondary education and employment opportunities.

This purchase supports the fourteen (14) CTE program areas and aligns with the state accountability standards. Districts receive accountability points based on certifications students earn through their CTE coursework. CTE classroom instruction allows the opportunity for students to earn credit, develop skills and real-world knowledge which meet but also exceed the state standards. The District will miss this opportunity without access to these resources.

This contract seeks approval under relevant statutes, including Chapter 44, § 44.031(a) of the Texas Education Code and Chapter 791, Interlocal Cooperation Act, along with Board Policies CH (LEGAL) and CH (LOCAL) for purchasing goods and services. The Board of Trustees must approve proposal awards worth \$50,000 or more.

Under the authority of the Texas Government Code §791.001 and the Interlocal Cooperation Act as amended, local governments like Fort Bend ISD are allowed to contract with each other and other government agencies. This Act exempts the requirement of seeking competitive bids for goods and services, once a school district determines that a local cooperative purchasing program offers the best value, to enhance efficiency and effectiveness.

Renewal options are available through March 2029. Should the cooperative contract not be renewed for the full term, staff will utilize an alternate cooperative contract, or return to the Board to request authorization to utilize an alternate procurement method.

Background

Expenditures in 2022-23 were \$303,337. Expenditures are expected to exceed \$1,500,000 through March 2029. Allocated state and federal CTE funding are used to pay for all certification opportunities. These funds are generated through student contact hours in CTE courses which receive a higher weighted financial allotment.

Vendor:	Ascend Learning Holdings (NHA-National Healthcareer Association) *** CareerSafe Online *** CEV Multimedia *** The Computing Technology Industry Association (CompTIA) *** Kaduceus Holdings, Inc.*** NCS Pearson, Inc. *** The Always Food Safe Company *** Udemy, Inc.***
Budget Sources:	General Fund Grant Funds
Amount:	Not to exceed \$ 1,500,000 through March 2029
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 March 2029
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.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Dr. Kwabena Mensah
Chief of Schools

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Integrated Pest Management Services
References: District Goal 5
Department: Operations

Recommendation

Consideration and approval for the purchase of integrated pest management services and related items from multiple vendors for an amount not-to-exceed \$2,250,000 and authorization for the Superintendent to negotiate and execute the agreements and through March 2029.

Summary

On December 10, 2023, the District issued RFP 24-003AR to request proposals for integrated pest control management services throughout the District. Seven (7) vendors submitted proposals.

This contract will allow for a five-year integrated pest control management service for schools, athletic facilities, and administrative buildings throughout the District. The Pest Control Management Services are an essential part of the District's operations. These services are necessary for ensuring the well-being and safety of students and staff, protecting property, and complying with regulations.

Regular pest control measures are essential for several reasons.

- To prevent the spread of harmful pests and ensure the well-being of staff and students. Insects, rodents, and other pests can carry diseases or cause allergic reactions.
- Pest control services protect the District's physical property. Pests can damage classrooms, offices, and other facilities. They gnaw on wires, damage insulation, and contaminate food supplies. By implementing regular pest control measures, the District will prevent costly repairs and maintain a secure environment for students and staff.
- Compliance with regulations. The procurement of these services is essential to maintaining the State of Texas mandated pest control management compliance. Failure to comply with these regulations can result in penalties and fines. By contracting with a reputable pest control company to manage these services, the District can ensure compliance with regulations.

An evaluation team comprised of Fort Bend ISD staff members from the Facilities and Business and Finance Departments evaluated the submissions. Vendors were evaluated based upon purchase price, reputation of the vendor and of the vendor's goods or services, quality of vendor's goods or services, extent to which the goods or services met

the District’s needs, vendor’s past relationship with the District, and long-term cost to the District to acquire the vendor’s goods or services,

The District applied the “Best Value” process in selecting the vendor to be awarded in accordance with Chapter 44, §44.031 (b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition District policies.

The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on March 25, 2024, and will run through March 24, 2027. With the two (2) option years, the contract can be extended until March 2029.

Background

Expenditures in 2022-23 were \$358,368. Expenditures will not exceed \$2,250,000, through March 2029. Funding is included in the budget.

Vendor:	Pest Management, Inc*** Yard Warriors Inc	
Budget Sources:	General Fund	
Amount:	Not to exceed \$2,250,000	
Other Supporting Information		
Sole Source:	No	
Number of vendors contacted by Purchasing:	203	
Number of vendors downloaded the solicitation:	26	
Number of responses received:	7	
Number of “no bid” responses received:	N/A	
Length of commitment:	Through March 2029	
Last solicitation date:	August 23, 2018	
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.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Damian Viltz
Chief Operations Officer

24-003AR Integrated Pest Management Services

	Evaluation Criteria	Point System
1	<p>Purchase Price</p> <ul style="list-style-type: none"> • Offer a fair reasonable price for goods and services to be procured by Fort Bend ISD. • Pricing will be evaluated for reasonableness relative to the goods and services offered by each proposer. 	25 points
2	<p>Reputation of the Vendor and of the Vendor's Goods or Services</p> <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 goods 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.) 	10 points
3	<p>Quality of the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Service capabilities • Demonstrated competence • Vendor's prior experience as a pest management provider • Experience and competence in dealing with large school districts • Customer service indicative of sound delivery of services • Safety issues • Quality control • Services will be expected to meet schedules and operate with minimal disruption in accordance with the outlined specifications 	25 points
4	<p>Extent to Which the Goods or Services Meet the District's Needs</p> <ul style="list-style-type: none"> • Understanding of the scope of work to be performed • Installation implementation of pest traps, etc. • Chemical and non-chemical pest suppression, work on school or other educational facilities, and working at multiple facilities simultaneously • Vendor must meet these expectations to be considered for recommendation 	25 points
5	<p>Vendor's Past Relationship with the District For reference, the vendor shall list the following:</p> <ul style="list-style-type: none"> • Past projects or contracts of similar service vendor has had with the district • Past projects or contracts of similar service vendor has had with any K-12 districts similar sized or larger • Past projects or contracts of similar service vendor has had with any business or universities the size of our district 	5 points
6	<p>Long-Term Cost to the District to Acquire the Vendor's Goods or Services</p> <ul style="list-style-type: none"> • Other fees and other added • Other additional pest services 	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. 	Pass/Fail
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 24-003AR Integrated Pest Management Services

Vendor	Purchase Price (25 pts. Max)	Reputation of Vendor and Vendor's Goods and Services (10 pts. Max)	Quality of Vendors Goods and Services (25 pts. Max)	Extent to Which the Goods and Services Meet the Needs of the District (25 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long-Term Cost to the District (10 pts. Max)	Agreement to Fort Bend ISD Terms and Conditions (Pass/Fail)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Pest Management, Inc.	11.25	3.00	23.40	20.60	4.60	10.00	Pass	72.85	1
Yard Warriors Inc.	25.00	2.00	16.60	18.60	3.60	4.80	Pass	70.60	2
The Original Bug Company LLC	20.67	1.00	17.40	16.00	2.80	2.00	Pass	59.87	3
Dowell Pest Control Conroe: McMillian Pest Control	16.27	3.00	14.20	12.20	2.40	9.23	Pass	57.30	4
Masseys Service Inc.	5.94	4.50	14.80	15.60	3.20	6.89	Pass	50.93	5
Disinfix Inc.	3.17	1.00	15.20	16.00	2.60	7.50	Pass	45.47	6
Premier Pest Control	1.76	4.50	13.20	13.20	2.40	5.00	Pass	40.06	7

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Job Order Contracting (JOC)
Services for Flooring Package
BP018
References: Board Policy CVF (Legal)
District Goal 5
Department: Operations

Recommendation

Consideration and approval of a construction services agreement with Job Order Contractor (JOC) Jamail & Smith Construction, LP to perform flooring renovations at 11 campuses for a not-to-exceed construction cost of \$6,423,395.00 and authorization for the Superintendent to negotiate and execute or terminate the agreement.

Summary

On May 6, 2023, FBISD successfully passed the 2023 Bond Program.

On June 26, 2023, the FBISD Board of Trustees approved the 2023 Bond Program Master Project Budgets, including BP018 Flooring Package.

On June 26, 2023, the FBISD Board of Trustees approved the Bond 2023 A/E Architectural Design Teams and pool selection for Bond 2023 projects. From the Board approved vendor pool, MWA Architects was selected as the architect of record for BP018 Flooring Package.

On August 21, 2023 the BOT approved a Job Order Contracting (JOC) pool of five contractors to provide construction services to the District for both Bond 2023 and non-bond work. Jamail & Smith Construction, LP was included as one of the selected JOC contractors in the vendor pool.

Staff is requesting approval to proceed with Jamail & Smith Construction as the newly-selected JOC to execute the work under BP018 Flooring Package at 11 campuses. Jamail & Smith Construction, LP will replace existing flooring and base throughout corridors, classrooms and other spaces as identified by the architect of record (MWA) and within the previously approved budget.

The 11 campuses identified are:

- Brazos Bend Elementary School
- Hunters Glen Elementary School
- Lexington Creek Elementary School
- Oyster Creek Elementary School
- Pecan Grove Elementary School
- Ridgegate Elementary School
- Ridgemont Elementary School
- Sienna Crossing Elementary School 115

- Sugar Mill Elementary School
- Townewest Elementary School
- McAuliffe Middle School

Policy CVF (Legal) states “The board shall approve each job, task, or purchase order that exceeds \$500,000. Gov’t Code 2269.403.” In accordance with Policy CVF (Legal), Administration is seeking Board approval to award the following contract:

JOC Contract	Package Number	Description	Project Budget
Jamail & Smith Construction, LP	BP018	Flooring Package	\$8,130,881.00

The attached Exhibit 1 provides the detailed construction budget for BP018 along with the particular campuses receiving the work. Negotiated contract amounts will be funded within BP018 Flooring Package.

Upon Board approval, staff will negotiate the contract for flooring package with Jamail & Smith Construction, LP.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Damian Viltz
Chief Operations Officer



Project Summary
BP018 - Flooring Package
 Exhibit - 1

Description	A A/E Design Fees & Reimbursables	B Design Contingency	C Other Professional Services	D Construction	E Construction Contingency	F FF&E	G Site Development	H Admin & Other Project Costs	I Project Contingency	TOTAL
BRAZOS BEND ELEMENTARY	\$43,661.00	\$5,807.00	\$4,011.00	\$507,094.00	\$65,922.00				\$15,396.00	\$641,891.00
HUNTERS GLEN ELEMENTARY	\$39,692.00	\$5,279.00	\$3,646.00	\$460,994.00	\$59,929.00				\$13,997.00	\$583,537.00
LEXINGTON CREEK ELEMENTARY	\$43,661.00	\$5,807.00	\$4,011.00	\$507,094.00	\$65,922.00				\$15,396.00	\$641,891.00
MCAULIFFE MIDDLE	\$82,479.00	\$10,969.00	\$7,577.00	\$957,947.00	\$124,533.00				\$29,086.00	\$1,212,591.00
OYSTER CREEK ELEMENTARY	\$51,599.00	\$6,863.00	\$4,740.00	\$599,293.00	\$77,908.00				\$18,196.00	\$758,599.00
PECAN GROVE ELEMENTARY	\$39,692.00	\$5,279.00	\$3,646.00	\$460,994.00	\$59,929.00				\$13,997.00	\$583,537.00
RIDGEGATE ELEMENTARY	\$59,459.00	\$7,908.00	\$5,462.00	\$690,579.00	\$89,775.00				\$20,968.00	\$874,151.00
RIDGEMONT ELEMENTARY	\$61,830.00	\$8,223.00	\$5,680.00	\$718,119.00	\$93,355.00				\$21,804.00	\$809,011.00
SIENNA CROSSING ELEMENTARY	\$51,599.00	\$6,863.00	\$4,740.00	\$599,293.00	\$77,908.00				\$18,196.00	\$758,599.00
SUGAR MILL ELEMENTARY	\$39,692.00	\$5,279.00	\$3,646.00	\$460,994.00	\$59,929.00				\$13,997.00	\$583,537.00
TOWNWEST ELEMENTARY	\$39,692.00	\$5,279.00	\$3,646.00	\$460,994.00	\$59,929.00				\$13,997.00	\$583,537.00
TOTAL:	\$553,056.00	\$73,556.00	\$50,805.00	\$6,423,395.00	\$835,039.00				\$195,030.00	\$8,130,881.00

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
**Action: Review: Out of School Time Enrichment
and Related Items and Services**
References: District Goal 5
Department: Business and Finance

Recommendation

Consideration and approval for the use of out of school time enrichment and related items and services from multiple vendors, and authorization for the Superintendent to negotiate and execute the agreements through March 2029.

Summary

This contract will replace RFP 19-027JB After School Enrichment and Related Items, RFP 20-043 JB After School Enrichment and Related Items and 21-073TA Out of School Time Enrichment and Related Items, which expires in April 2024.

On November 30, 2023, Fort Bend ISD issued RFP 24-028TA soliciting proposals for Out of School Time Enrichment and Related Items and Services. This request is intended to establish a list of pre-approved vendor(s) who can provide quality out of school enrichment programs in the following areas: Academic Readiness, Arts, Crafts & Culture, Computer Science, Culinary, Fine Arts, Foreign Language, Sports & Fitness, and STEM.

Over the last few years, the Extended Learning Department has expanded its offering beyond the traditional before and after-school program for elementary students. The Extended Learning Department provides specialized services to students in Pre-Kindergarten through eighth grade. Not only does the department offer programs during out-of-school time, but it also provides various activities during spring break, summer, and student holidays. These additional programs enhance the learning experience and enable students to explore their interests and hobbies outside of the regular curriculum. Fort Bend ISD's Extended Learning Department currently offers enrichment programs at 30 campuses throughout the District and continues to expand. The program aims to provide high quality and engaging learning experiences for students outside of their regular school hours to support student learning and development, while assisting parents by providing a safe environment for students.

This item does not involve any financial cost to the District. All classes are tuition-based, and parents sign up based on the students' interests. Financial assistance is available for families that meet the department's qualifications. The District receives a percentage per student per session based on vendor proposals. The RFP process allowed the Extended Learning staff to evaluate each vendor's curriculum, after school programs and services, qualifications of personnel, staff-to-participant ratios, scholarship opportunities, and potential revenue gain.

An evaluation team comprised of staff from the Extended Learning Department reviewed and scored the proposals. The district applied the "Best Value" process in selecting the vendor to

be awarded in accordance with Chapter 44, §44.031(b) of the Texas Education Code & CH (Local) CH (Legal) purchasing and acquisition district policies.

The term of this contract is for three (3) years with two (2) optional one-year extensions. The contract term will begin on March 25, 2024, and will run through March 24, 2027, with two (2) optional extensions. The contract can be extended until March 24, 2029.

Background

Classes are paid through parent tuition fees. In 2022-23, the Extended Learning Department retained over \$140,000 from the tuition related to these programs.

Vendors:	4 Ever Clever Learning, LLC/ DBA Sylvan Learning Center Abrakadoodle Houston Southwest*** Amazing Athletes Southwest Houston American Robotics Academy Aryaah LLC dba Challenge Island*** Athletes Global Corporation*** Black Rocket Productions Building Brains, Inc*** Cake Craft Shoppe LLC Children Come Click Education and Technology Center CCC, LLC.*** CookLearnGrow*** Dream to Vision Education, Inc Houston Healthy Hip-Hop Huntington Learning Center of Spring*** I Adore Cheer*** iCook After School ICWS LLC*** Language Kids World*** Launch Dance Works*** Level Up Enrichment Little Birdies Mobile Golf Academy*** Mad Science of Houston*** Neomedia Group/Daydreamer Academy*** Nexlore Richmond Rosenberg Youth Sports Association RiseUp Stars dba Rising Stars LLC Shamelessly Saved Productions*** Soccer Stars of West Houston SPARK business academy*** TGA West Houston*** The Knight School*** The Sanders Hand TT Innovative Solutions LLC World Youth Foundation Writers in the Schools*** Young Audiences of Houston*** Young Rembrandts SW Houston***
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Budget Sources:	Enterprise Fund
Amount:	Generates revenue through 2029.
Other Supporting Information	
Sole Source:	N/A
Number of vendors contacted by Purchasing:	151
Number of vendors downloaded the solicitation:	225
Number of responses received:	63
Number of "no bid" responses received:	N/A
Length of commitment:	Through March 2029
Last solicitation date:	June 16, 2022
Supporting documents:	Evaluation Summary and Criteria
Disclosure under Board Policy CH, CV, or DBD (Local):	N/A

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

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Bryan Guinn
Chief Financial Officer

RFP 24-028TA Out of School Time Enrichment and Related Items and Services

	Evaluation Criteria	Point System
1	<p>Purchase Price</p> <ul style="list-style-type: none"> • Offer a fair reasonable price for items or services to be procured by Fort Bend ISD. • Pricing will be calculated using the Price Delivery Sheet in this document. 	15 points
2	<p>Reputation of the Vendor and of the Vendor’s Goods or Services</p> <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. (References will be contacted via email with a deadline. If no response is received by the deadline, there will be points deducted in this section.) 	5 points
3	<p>Quality of the Vendor’s Goods or Services</p> <ul style="list-style-type: none"> • Service capabilities • Demonstrated competence: experience, etc. • Qualifications: education, certification, licenses, etc. 	25 points
4	<p>Extent to Which the Goods or Services Meet the District’s Needs</p> <ul style="list-style-type: none"> • The vendor provides quality out-of-school time enrichment programs in the following areas: Academic Readiness, Arts, Crafts & Culture, Computer Science, Culinary, Fine Arts, Foreign Language, Sports & Fitness, and STEM. • The curriculum, lessons, activities, materials, resources, and instructions must be interactive, engaging, and developmentally appropriate for students in PreK through 8th grade levels. • The vendor must be available and have well-qualified staff members to provide classes throughout the District. • Services will consist of one-hour classes and are held once a week for ten weeks during the fall and spring semester. • The vendor must also be available to provide classes during spring break/summer. 	25 points
5	<p>Vendor’s Past Relationship with the District</p> <p>For reference, the vendor shall list the following:</p> <ul style="list-style-type: none"> • Past projects or contracts for similar service the vendor has had with the District. • Past projects or contracts for similar service the vendor has had with any K-12 districts of similar size or larger. • Past projects or contracts for similar service the vendor has had with any business or universities the size of our district. 	5 points
6	<p>Long-term Cost to the District to Acquire the Vendor’s Goods or Services</p> <ul style="list-style-type: none"> • The long-term advantages to District. • The vendor offers a favorable percentage to Fort Bend ISD for the duration of the contract. • Dollar amount of scholarships offered. 	25 points
7	<p>The vendor’s principal place of business is in the State of Texas or employs 500 people in this state.</p>	0 points

8	<p>Insurance Requirements</p> <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	<p>Service Agreement</p> <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. 	Pass/Fail
10	<p>The impact on the ability of the district to comply with laws and rules relating to Historically Underutilized Businesses (HUB).</p>	N/A
	<p>TOTAL</p>	<p>100 points</p>

Tabulation Summary
RFP 24-028TA Out of School Time Enrichment and Related Items and Services

Vendor	Purchase Price (15 pts. Max)	Reputation of Vendor and Vendor's Goods and Services (5 pts. Max)	Quality of Vendors Goods and Services (25 pts. Max)	Extent to Which the Goods and Services Meet the Needs of the District (25 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (25 pts. Max)	Agreement to Fort Bend ISD Terms and Conditions (Pass/Fail)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Launch Dance Works	15.00	5.00	23.60	24.20	5.00	25.00	Pass	97.80	1
Language Kids World	15.00	3.00	24.80	24.60	5.00	25.00	Pass	97.40	2
The Knight School	15.00	3.00	25.00	24.40	5.00	25.00	Pass	97.40	3
Aryaah LLC dba Challenge Island	15.00	4.20	23.60	24.00	5.00	25.00	Pass	96.80	4
Building Brains, Inc	15.00	4.00	24.20	23.60	5.00	25.00	Pass	96.80	5
Young Rembrandts SW Houston	15.00	4.00	23.20	23.40	5.00	25.00	Pass	95.60	6
CookLearnGrow	10.00	4.80	25.00	24.80	5.00	25.00	Pass	94.60	7
I Adore Cheer	15.00	5.00	24.40	23.60	5.00	20.00	Pass	93.00	8
Mad Science of Houston	15.00	3.00	23.00	23.40	5.00	20.00	Pass	89.40	9
Abrakadoodle Houston Southwest	10.00	5.00	24.80	23.80	5.00	20.00	Pass	88.60	10
4 Ever Clever Learning, LLC/ DBA Sylvan Learning Center	15.00	5.00	21.20	19.60	2.40	25.00	Pass	88.20	11
Richmond Rosenberg Youth Sports Association	15.00	4.00	20.00	20.00	3.00	25.00	Pass	87.00	12
Children Come Click Education and Technology Center CCC, LLC.	10.00	5.00	22.80	23.40	5.00	20.00	Pass	86.20	13
Nexplore	15.00	2.00	20.00	20.20	4.00	25.00	Pass	86.20	14
Little Birdies Mobile Golf Academy	15.00	5.00	22.60	22.80	5.00	15.00	Pass	85.40	15
SPARK business academy	10.00	3.00	23.20	23.80	5.00	20.00	Pass	85.00	16
ICWS LLC	15.00	4.00	23.00	23.00	5.00	15.00	Pass	85.00	17
Black Rocket Productions	15.00	5.00	20.00	21.00	3.00	20.00	Pass	84.00	18
Amazing Athletes Southwest Houston	15.00	5.00	20.80	22.00	1.00	20.00	Pass	83.80	19
Neomedia Group/Daydreamer Academy	15.00	5.00	19.40	19.60	4.80	20.00	Pass	83.80	20
Young Audiences of Houston	15.00	3.00	18.20	17.80	4.20	25.00	Pass	83.20	21

Tabulation Summary
RFP 24-028TA Out of School Time Enrichment and Related Items and Services

Vendor	Purchase Price (15 pts. Max)	Reputation of Vendor and Vendor's Goods and Services (5 pts. Max)	Quality of Vendors Goods and Services (25 pts. Max)	Extent to Which the Goods and Services Meet the Needs of the District (25 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (25 pts. Max)	Agreement to Fort Bend ISD Terms and Conditions (Pass/Fail)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
RiseUp Stars dba Rising Stars LLC	15.00	4.70	19.80	19.00	4.00	20.00	Pass	82.50	22
Shamelessly Saved Productions	15.00	4.00	23.80	24.20	5.00	10.00	Pass	82.00	23
TGA West Houston	15.00	3.00	15.80	21.20	5.00	20.00	Pass	80.00	24
Athletes Global Corporation	15.00	5.00	15.80	15.20	3.80	25.00	Pass	79.80	25
Huntington Learning Center of Spring	15.00	4.20	18.40	17.40	4.20	20.00	Pass	79.20	26
Soccer Stars of West Houston	15.00	3.00	17.00	17.00	2.00	25.00	Pass	79.00	27
iCook After School	15.00	5.00	20.40	19.40	3.80	15.00	Pass	78.60	28
TT Innovative Solutions LLC	15.00	1.60	17.00	17.20	2.00	25.00	Pass	77.80	29
Level Up Enrichment	15.00	1.80	16.60	15.40	3.80	25.00	Pass	77.60	30
Cake Craft Shoppe LLC	15.00	3.00	18.00	19.00	2.40	20.00	Pass	77.40	31
American Robotics Academy	15.00	5.00	21.00	20.40	3.00	10.00	Pass	74.40	32
The Sanders Hand	10.00	2.80	16.80	16.00	3.00	25.00	Pass	73.60	33
Houston Healthy Hip-Hop	15.00	2.00	15.20	14.20	2.00	25.00	Pass	73.40	34
World Youth Foundation	15.00	3.00	14.40	12.60	1.20	25.00	Pass	71.20	35
Dream to Vision Education, Inc	5.00	2.70	17.60	19.20	1.40	25.00	Pass	70.90	36
Writers in the Schools	5.00	4.80	17.20	16.00	2.00	25.00	Pass	70.00	37
CEO & President	15.00	4.00	10.00	9.20	4.00	25.00	Pass	67.20	38
Above & Beyond Learning, Inc.	10.00	5.00	20.00	18.00	3.80	10.00	Pass	66.80	39
Dynamic Learning Experiences	10.00	4.00	21.00	20.40	1.20	10.00	Pass	66.60	40
Uptempo Basketball & Youth Development	15.00	4.00	17.60	17.00	1.20	10.00	Pass	64.80	41
C. A. Community Services	15.00	2.70	9.80	8.00	1.20	25.00	Pass	61.70	42
Table SALT Group	15.00	5.00	7.60	6.60	1.00	25.00	Pass	60.20	43

Tabulation Summary
RFP 24-028TA Out of School Time Enrichment and Related Items and Services

Vendor	Purchase Price (15 pts. Max)	Reputation of Vendor and Vendor's Goods and Services (5 pts. Max)	Quality of Vendors Goods and Services (25 pts. Max)	Extent to Which the Goods and Services Meet the Needs of the District (25 pts. Max)	Vendors Past Relationship with the District (5 pts. Max)	Long Term Cost to the District (25 pts. Max)	Agreement to Fort Bend ISD Terms and Conditions (Pass/Fail)	Proposer's Total Score (100 pts. Max)	Proposer's Ranking
Girls Inc. of Greater Houston	15.00	4.00	10.00	9.20	1.20	20.00	Pass	59.40	44
Intervene K-12	15.00	4.00	9.60	7.80	3.00	20.00	Pass	59.40	45
Meg LLC	15.00	3.80	9.20	8.20	3.00	20.00	Pass	59.20	46
BE A CHAMPION, INC.	15.00	4.90	10.20	9.20	4.60	15.00	Pass	58.90	47
Invest in Yourself LLC	15.00	1.80	10.00	8.60	3.20	20.00	Pass	58.60	48
Test Prep Pundits	15.00	1.00	8.00	7.80	1.00	25.00	Pass	57.80	49
YMCA of Greater Houston	15.00	3.00	10.80	9.60	3.80	15.00	Pass	57.20	50
Cenmic Management	10.00	5.00	8.00	7.40	1.00	25.00	Pass	56.40	51
Arts Reach Consulting	15.00	1.90	8.00	7.80	1.20	20.00	Pass	53.90	52
Hoot Reading Inc.	15.00	3.00	12.20	8.00	3.20	10.00	Pass	51.40	53
The Confidence Group	5.00	2.00	11.60	11.60	4.00	15.00	Pass	49.20	54
Language Link, LLC	15.00	3.80	9.60	8.60	2.00	10.00	Pass	49.00	55
Sisters Empowering S.I.S.T.A.S., Inc	15.00	2.70	9.40	8.40	2.00	10.00	Pass	47.50	56
Adapting Leaders, LLC	5.00	4.80	11.00	9.40	1.20	15.00	Pass	46.40	57
Legends Do Live	5.00	2.00	9.00	8.00	2.00	20.00	Pass	46.00	58
Braids N Beads	15.00	3.50	7.80	8.00	1.00	10.00	Pass	45.30	59
AVILO inc.	10.00	2.00	9.40	8.20	3.00	10.00	Pass	42.60	60
ProSolve LLC	15.00	2.00	8.00	7.60	2.00	5.00	Pass	39.60	61
Texas Consulting and Resources	10.00	2.00	7.00	7.20	3.00	10.00	Pass	39.20	62
STEM Urban Perspective	5.00	1.70	8.60	8.20	2.00	10.00	Pass	35.50	63

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Review: Portable Classroom Building Relocations, Installation and Repairs for 2024-2025 School Year
References: Board Policy CV (Local) District Goal 5
Department: Operations

Recommendation

Consideration and approval to execute a Job Order Contract (JOC) with J.R. Thomas Group, Inc. to perform the necessary relocation, set up and repairs for the portable classroom buildings needed to support the 2024-2025 school year; approval of a Design Services Agreement with MWA Architects; approval of the project budget of \$3,674,080 utilization of Bond 2018 Contingency funds; and authorization for the Superintendent to negotiate, execute or terminate the respective contracts.

Summary

FBISD Administration, in conjunction with the Operations division, has reviewed the preliminary PASA data and has identified campuses that are projected to be over utilized due to increased enrollment and/or program changes. To address the overutilization, the Operations team has determined the most cost-effective option for the District is to relocate district-owned portable classroom buildings across various campuses.

On June 26, 2023, the FBISD Board of Trustees approved the Bond 2023 A/E Architectural Design Teams and pool selection for Bond 2023 projects. From the Board approved vendor pool, MWA Architects was selected to provide professional design services related to the installation, relocation and repairs of the district's portable classroom buildings needed for the 2024-2025 school year.

On August 21, 2023, the BOT approved a Job Order Contracting (JOC) pool of five contractors to provide construction services to the District for both Bond 2023 and non-bond work. J.R. Thomas Group, Inc. was included as one of the selected JOC contractors in the vendor pool.

Staff is requesting approval to proceed with J.R. Thomas Group, Inc. so that they may provide a per-unit proposal for the relocation, set up and repair of existing portable classroom buildings owned by the District.

The table shown summarizes the anticipated portable classroom building relocations and installations for the 2024-25 school year:

Campus	Current Number of Portable Buildings	Portable Buildings Available for Release	Portable Buildings to be Installed.	Projected Number of Portable Buildings 2024-2025
Schiff ES	2	2		0
Settlers Way ES	5	2		3
Oakland ES	6	2		4
Commonwealth ES	4	1		3
Ridge Point HS	15	4		11
Clements HS	7	5		2
 				
Neill ES	2		4	6
Palmer ES	2		2	4
Garcia MS	2		2	4
Thornton MS	6		2	8
Austin HS	4		2	6
Other Campuses (TBD)			4	
Total		16	16	

In prior years, the District encountered enrollment/program shifts after the Board approved the portable classroom building relocation plan, which necessitated changes in the building allocation plan. To mitigate this potential situation, this year's proposal will include four additional portable classroom buildings with a location to be determined. This will allow for flexible deployment by Operations to ensure all needs are met before the school year begins. Operations staff may adjust releasing and/or receiving campuses based on program changes and/or enrollment changes.

The scope of work required to relocate and set the portable classrooms needed to support instruction for the upcoming school year includes, but is not limited to: building set up, site preparation required to receive the buildings, fire alarm system modifications, concrete sidewalks, landings, intercom systems, HVAC systems, fencing, walkway canopies and building refurbishment.

The proposed budget also includes the scope to complete and provide the necessary technology to support the added classrooms, professional services to facilitate the design and permit process and a site development allowance to cover site preparation.

The following table summarizes the anticipated costs associated with the relocation and installation of such buildings at the receiving campuses.

2024-2025 Portable Classroom Building Relocations and Repairs Budget	Cost
Professional Design Services – MWA Architects	\$160,000
Design Contingency (10%)	\$16,000
Subtotal (Design Services – MWA Architects)	\$176,000
Construction – Portable Relocations, Installation & Repairs (20 units)	
Construction Contingency (10%)	\$245,280
Subtotal (JR Thomas Group, Inc. – Contractor)	\$2,698,080
Site Development	\$100,000
Technology	\$600,000
Furniture, Fixtures, and Equipment (FF&E)	\$100,000
Total Budget	\$3,674,080

The portable classroom building relocation, installation and repairs will be funded through Bond 2018 Program Contingency Funds.

In order to ensure the portable classroom buildings are ready for use by August 2024, the work will begin upon Board approval of the proposed budget and execution of the required contracts.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Damian Viltz
Chief Operations Officer

For: Fort Bend ISD Board of Trustees
Date: February 26, 2024
Action: Consideration and Approval:
Board of Trustees Meeting 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:

- December 04, 2023 – FIRST Hearing
- December 04, 2023 – Called Meeting and Agenda Review
- December 11, 2023 – Regular Business Meeting
- December 15, 2023 – Special Called Meeting

Summary

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

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Coby Wilbanks
General Counsel

Minutes
Fort Bend ISD Independent School District
Board of Trustees

Public Hearing – FIRST Rating
Monday, December 4, 2023

A Board of Trustees held a Public Hearing on Monday, December 4, 2024, 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 at <https://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/283330>.

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=609362>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mr. David Hamilton, Secretary
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

School Officials Present

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Dr. Kwabena Mensah, Chief of Schools
Kimberly Smith, Chief Communications Officer
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Long Pham, Chief Information Officer
Damian Viltz, Chief Operations Officer
Dr. Kimberly Lawson, Chief Academics Officer
David Rider, Chief of Police
Coby Wilbanks, General Counsel
Amanda Bubela, Recording Secretary (virtual)

Others Present

Jonathan Brush, Board Counsel
FBISD Staff and Employees

1. Meeting Called to Order

President Dae called the meeting to order at 5:30 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Information

A. 2022-23 FIRST Rating

Fort Bend ISD Executive Director of Finance Kelly Slacks presented an overview of the Financial Integrity Rating System of Texas, which was developed by the TEA to measure the financial resources of school districts. Slacks provided information about the 20 indicators established by the Commissioner of Education and FBISD's performance on each of the indicators, which resulted in a total score of 96 and a Superior Rating.

Slacks shared that while the rating is for the 2022-23 Rating Year, the rating system analyzed the data from the 2021-22 school year. Slacks also confirmed that FBISD has met all requirements as stipulated by the TEA, including the holding of this public hearing and a public notice that was posted on the District website and in the newspaper.

Following the presentation by Ms. Slacks, Board members had the opportunity to share questions and comments.

3. Public Comment

There were no public comments.

4. Adjournment

Having no further business before the Board, MOTION was made by Mrs. Hanan to adjourn the meeting at 5:49 p.m.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Called Meeting and Agenda Review
December 4, 2023

A Board of Trustees Regular Business Meeting was held on Monday, December 4, 2023, beginning at 6:01 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 at <https://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/283337>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Agenda/649?meeting=608016>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

- Dr. Shirley Rose-Gilliam, Vice President
- Mr. David Hamilton, Secretary
- Mrs. Kristen Davison Malone (joined in progress)
- Mr. Rick Garcia
- Mrs. Angie Hanan
- Ms. Sonya Jones

School Officials Present

- Dr. Christie Whitbeck, Superintendent of Schools
- Steve Bassett, Deputy Superintendent
- Beth Martinez, Deputy Superintendent
- Dr. Kwabena Mensah, Chief of Schools
- Kimberly Smith, Chief Communications Officer
- Bryan Guinn, Chief Financial Officer
- Glenda Johnson, Chief Human Resources Officer
- Long Pham, Chief Information Officer
- Dr. Kimberly Lawson, Chief Academic Officer
- David Rider, Chief of Police
- Coby Wilbanks, General Counsel
- Amanda Bubela, Recording Secretary (virtual)

Others Present

- Jonathan Brush, Board Counsel
- FBISD Staff and Employees

1. Meeting Called to Order

President Dae called the meeting to order at 6:01 p.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Public Comment

- Marilyn Moore, President of the Friends of the Sugar Land 95, addressed the Board and expressed appreciation to Dr. Whitbeck for her support of the organization since its formation in June of 2023. Mrs. Moore told Board members that interested parties are watching FBISD, and that the organization is expecting a seamless transition as the District's leadership changes.
- Willie Rainwater, a community member, addressed the Board and expressed concerns regarding Dr. Whitbeck's retirement announcement and the performance of schools on the east side. Mr. Rainwater asked that the Board work together with its community to educate students.
- Pastor David Sincere, a community member, addressed Board members and expressed appreciation to Dr. Whitbeck for taking time to meet with him and hear the voices of the community. Pastor Sincere also expressed concerns about the stability of the district, referencing previous members of the Executive Team who have left the district.
- Dr. Janice Little, a NAACP member, former FBISD staff member, and current FBISD parent, addressed Board members and expressed appreciation to Dr. Whitbeck for supporting staff and students. Dr. Little expressed concerns about Dr. Whitbeck's retirement, indicating that it appeared the retirement was forced.

3. Information

A. Curriculum Management Plan Update

Melissa Hubbard, Executive Director of Teaching and Learning, provided an overview of the District's Curriculum Management Plan, as well as the foundational components that drive the district's work, such as the Core Beliefs and Commitments, Mission and Vision, Profile of a Graduate, and Board Goals and policies. Hubbard shared that the District's Curriculum Management Plan is a comprehensive document that defines expectations for curriculum, as well as the expectations for professional learning and professional learning communities, or PLCs. The document also includes the mechanisms that are used to monitor the implementation of the curriculum.

Following the presentation, Board members asked clarifying questions of the administration and shared comments and feedback.

B. 1st Quarter Financial Report

Bryan Guinn, Chief Financial Officer, shared an overview of the District's 1st Quarter Financial Report, which includes financial information from July 1 to September 30. Guinn shared that as of September 30, FBISD was on trend to meet the District's moderate growth estimate, but since then, FBISD exceeded this enrollment estimate. During the presentation, Guinn noted that

FBISD anticipates interest income and IT subscription services will be higher than budgeted, which will likely result in budget amendments being brought to the Board in the future.

Following the presentation, Board members asked clarifying questions and shared comments and feedback.

C. Clements High School Schematic Design

Ashley Dixon, Director of Design and Construction, introduced Qeturah Williams, an architect with DLR Group, to share an update about the Clements High School rebuild project and its design process. During the presentation, Williams shared information about the community engagement process, which included community meetings, department and campus meetings and stakeholder groups, and a student survey. Williams shared that the design team is conducting site observations and will review a post-occupancy evaluation of Crawford High School. The presentation included an overview of the proposed site plan, floor plans and main entry, as well as a view of courtyard elements.

Following the presentation, Board members provided feedback and asked questions.

4. Review

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

1. October 2, 2023 Called Meeting and Agenda Review
2. October 4, 2023 Special Called Meeting - Board Self Evaluation
3. October 12, 2023 Special Called Meeting - DIP/CIP Workshop
4. October 16, 2023 Regular Business Meeting
5. October 18, 2023 Special Called Meeting - Board Self Evaluation

No discussion.

B. **Innovative Courses:** Consideration and approval of TEA approved innovative courses for 2024-25 as required by EFBJ (Legal).

No discussion.

C. **Fort Bend Central Appraisal District:** Consideration and approval of a resolution casting the District's vote entitlement of 1,225 among candidates nominated to serve on the Board of Directors of the Fort Bend Central Appraisal District.

During discussion, Mrs. Hanan confirmed the District's 1,225 votes will be evenly distributed among five incumbent candidates.

D. **Kempner High School Cellular Tower Lease Agreement Amendments:** Consideration and approval for two (2) amendments to the lease agreement with VB BTS II, LLC, successor by assignment to Eco-Site, LLC, for a cell tower at Kempner High School. Staff is seeking an extension of the Option period (currently expired as of August 2023) to extend such option through February 2024; and authorization for the Superintendent to execute the applicable agreement.

No discussion.

- E. **Water Meter Easement with City of Houston for Willowridge High School (PKG030):** Consideration and approval of Water Meter Easement Agreements with the City of Houston at Willowridge High School, and authorization for the FBISD Board President to negotiate and execute these easements.

No discussion.

- F. **Purchasing Cooperative Memberships and Annual Management Fees:** Consideration and approval of the report on Purchasing Cooperative Memberships and Annual Membership Fees.

No discussion.

- G. **2023-24 Co-Op Applications:** Consideration and approval of Interlocal Agreements with eight (8) cooperative purchasing groups and authorization for the Superintendent to negotiate and execute the agreements.

No discussion.

- H. **New Investment Pool:** Consideration and approval of a new account at Texas Fixed Income Trust, a governmental investment pool.

No discussion.

- I. **Review of proposed expenses that exceed \$50,000: Specifically for:**
 - 1. **Band Uniforms - Kempner High School:** Consideration and approval for the purchase of band uniforms and related items from Stanbury Uniforms LLC, under a cooperative contract with BuyBoard cooperative in an amount not to exceed \$108,900 and authorization for the Superintendent to negotiate and execute the agreement through May 2025.

No discussion.

- 2. **Fine Arts Semi-Trailers:** Consideration and approval for the purchase of Semi-Trailers from Stadium Creations, LLC, under a cooperative contract with BuyBoard Purchasing Cooperative in an amount not to exceed \$1,050,000 and authorization for the Superintendent to negotiate and execute the agreement through August 2026.

In response to a question from the Board, Director of Fine Arts Jim Drew confirmed that the initial purchase of four trailers would result in every high school having a semi-trailer. Drew also indicated a needs assessment would occur in the future to determine if additional trailers are needed to replace aging vehicles.

- 3. **PKG022 Furniture, Fixtures and Equipment (FF&E) for Rosa Parks Elementary:** Consideration and approval to include Rosa Parks Elementary School into Bond 2018 PKG022 - Furniture, Fixtures and Equipment (FF&E), in order to provide new furniture, fixtures and equipment to complete a partial refurbishment based on the

current Elementary Facility Educational Specifications Standards.

No discussion.

4. **Professional Services Phase 4:** Consideration and approval of Phase 4 - Professional Services firms to provide both Bond 2023 services for a not-to- exceed amount of \$7,000,000 and non-bond services for a not-to-exceed amount of \$2,000,000, and authorization for the Superintendent to negotiate and execute the contracts with the identified firms.

In response to a question from a Board member, Executive Director of Design and Construction Daniel Bankhead shared that the District is seeking additional testing, adjusting and balancing consultants to work with air-conditioning systems after installation for projects related to the 2023 Bond. Mr. Bankhead also responded to questions regarding a vendor's lower RFQ score, and confirmed the vendor was qualified to provide services and had a good record of service with other clients. Mr. Bankhead also agreed to provide additional information regarding the vendor's referrals and credentials.

5. **District-Wide Security Guard Services and Related Services:** Consideration and approval to add additional vendors and increase the existing contract awarded under 20-051AR District-Wide Security Guard Services & Related Items by \$2,500,000 for a total not to exceed amount of \$3,560,000 to continue purchasing District-Wide Security Guard Services & Related Items and for authorization for the Superintendent to negotiate and execute the agreement through January 2025.

In response to a question from a Board member, Police Chief David Rider confirmed the intent is to have contracted security guards in place at the start of the spring semester. During discussion, several Board members requested that the district provide an update to parents and the community so that they are aware of the change.

6. **Intercoms, Fire Alarm Systems, Public Announcement Sound Systems, Digital Clock Repairs, Speakers, and Related Services (Increase):** Consideration and approval to increase the existing contract awarded under 22-066AR Intercoms, Fire Alarm Systems, Public Announcement Sound Systems, Digital Clock Repairs, Speakers, and Related Services by \$960,000 for a total note to exceed the amount of \$1,320,000 through April 2027.

No discussion.

5. Closed Session

The Board convened in closed session at 7:35 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. Consideration and approval of the Superintendent's Voluntary Retirement Agreement
- B. Deliberate appointment of Acting Superintendent

- C. Consideration and approval of appointment of Acting Superintendent and stipend contract for serving as Acting Superintendent.

6. Reconvene in Open Session

The Trustees reconvened in open session at 8:06 p.m.

7. Consider Action on Closed Session Items

- **MOTION by Mr. Hamilton and SECONDED by Ms. Jones** that the Board approve the voluntary retirement agreement as presented.

During discussion, Mr. Hamilton expressed appreciation to Dr. Whitbeck for her dedication to and positive impact on the District. Mrs. Malone highlighted Dr. Whitbeck's significant accomplishments, the public and Board's recent signals of support and confidence in Dr. Whitbeck, questioned the motives behind Dr. Whitbeck's retirement announcement, and shared details about information she received from Dr. Whitbeck in the days following the VATRE election, including a reported ultimatum given to the superintendent. Mrs. Malone stated her comments were not disclosures from closed session but information received outside closed session discussions.

During discussion, President Dae **CALLED FOR THE QUESTION** to end discussion with a **SECOND** from Ms. Jones.

Following a question from Mr. Hamilton, Mr. Brush confirmed that the Open Meetings Act allows for closed session deliberation for the employee's benefit. Mr. Brush also responded to a question from Dr. Whitbeck and confirmed that the Board could deliberate a personnel matter in closed session amongst itself without the employee present.

MOTION to CALL FOR THE QUESTION CARRIES. Yea: 5, Nay: 1, Abstain: 1

Yea: Dae, Hamilton, Garcia, Hanan, Jones

Nay: Malone

Abstain: Gilliam

ORIGINAL MOTION CARRIES, Yea: 4, Nay: 1, Abstain: 2

Yea: Dae, Hamilton, Garcia, Jones

Nay: Malone

Abstain: Gilliam, Hanan

- **MOTION by Mr. Hamilton and SECONDED by Dr. Gilliam** that the Board appoint Beth Martinez as the Acting Superintendent and approve the stipend contract for her performance of Superintendent duties as presented.

During discussion, Mrs. Malone expressed concerns regarding the approved severance payment to Dr. Whitbeck, and the proposed payment to the Interim Superintendent, and stated her belief that the actions were not fiscally responsible. Mrs. Malone expressed support for Ms. Martinez. Ms. Jones indicated there were concerns with Dr. Whitbeck.

During discussion, **Mr. Hamilton CALLED FOR THE QUESTION** with a **SECOND** from **Mr. Garcia.**

MOTION to CALL FOR THE QUESTION CARRIES. Yea: 5, Nay: 1, Abstain: 1.

Yea: Dae, Hamilton, Garcia, Hanan, Jones

Nay: Malone

Abstain: Gilliam

During discussion, Mr. Garcia suggested that the Board share a timeline regarding how the situation came about. Mr. Brush recommended against further disclosure of closed session discussions and indicated that following the previous vote on whether to call the question, the debate had closed and the Board should vote.

ORIGINAL MOTION CARRIES. Yea: 5, Nay: 0, Abstain: 2

Yea: Dae, Hamilton, Garcia, Hanan, Jones

Nay:

Abstain: Gilliam and Malone

Following action on the closed session items, President Dae expressed appreciation to Dr. Whitbeck and indicated that the Board would recognize Dr. Whitbeck at the next regular Board meeting. Dr. Whitbeck also shared brief remarks.

8. Adjournment

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

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Regular Business Meeting
December 11, 2023

A Board of Trustees Regular Business Meeting was held on Monday, December 11, 2023 beginning at 6:01 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 at <https://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/291454>.

The agenda packet for the meeting can be found here:
<https://meetings.boardbook.org/Public/Agenda/649?meeting=608017>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mr. David Hamilton, Secretary
Mrs. Kristen Davison Malone
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

School Officials Present

Dr. Christie Whitbeck, Superintendent of Schools
Steve Bassett, Deputy Superintendent
Beth Martinez, Deputy Superintendent
Dr. Kwabena Mensah, Chief of Schools
Kimberly Smith, Chief Communications Officer
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Long Pham, Chief Information Officer
Damian Viltz, Chief Operations Officer
Dr. Kimberly Lawson, Chief Academics Officer
David Rider, Chief of Police
Coby Wilbanks, General Counsel

Amanda Bubela, Recording Secretary (virtual)

Others Present

Jonathan Brush, Board Counsel
FBISD Staff and Employees

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

President Dae called the meeting to order at 6:01 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. Mrs. Dae asked everyone to stand for the National Anthem, performed by the Elkins High School Choir. Following the performance, everyone was asked to remain standing for a moment of silence.

4. Recognitions

The Board recognized several students and campuses including:

Members of the Elkins High School Choir who performed the National Anthem

- Vinita Chanpura
- Devyani Dayal
- Andrew Fulton
- Roger Gentry
- Davide Gucciardi
- Winston Marshall
- Bradford McGowen
- Madison Pascual
- Brett Rosner
- Emma Szeto
- Isabella Torres
- Joanna Vaghese
- Jesenya Wrightsil
- Director, John Richardson

Twenty-one Fort Bend ISD students were recognized at the Texas Thespians state-wide festival. For the first time in FBISD history, the qualifiers attending the festival represent all 12 of our high school campuses. Out of eighty-four FBISD students representing FBISD, twenty-one were recognized at the festival's closing ceremonies.

- Austin High School
 - Isabella Tinnin – Featured Technician - Costume Design
 - Director – Erin Eder
- Bush High School
 - Victoria Fuentes – Featured Performer-Solo Musical
 - Directors – Jason Barron and Javon Rougely
- Clements High School
 - Gretchen Gill – Featured Technician-Marketing
 - Alyssa Serrano, Tara Swasey, Amelie Irvin, Elena Yepsen, Andy Wu, Billy Fernandez, Maddie Teverovsky, Abigail Anderson, and Gretchen Gill – Lip Sync
 - Director – Gavin Mundy
- Dulles High School
 - Matt Cosby and Jaylen Cork – Featured Performers – Duet Musical
 - Director – Nichole Duga
- Hightower High School
 - Jayton Carroll and Nellyeon Scott– Lip Sync

- Director – Tynesha Spikes
- Travis High School
 - Gracen Barrett, Featured Performer – Solo Musical
 - Director – Jessica Swafford and Lindsey Pritchett Barron
- Ridge Point High School
 - Patrick Cashion and Toriana Smith – Short Film Winner
 - Directors – Alex Novia and Blake Weir

5. Convene in Closed Session

The Board convened in closed session at 6:15 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. Travis HS Property Sale - Storm Sewer Easement Discussion

6. Reconvene in Open Session

The trustees reconvened in open session at 7:06 p.m.

7. Superintendent Update

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

- Dr. Whitbeck recognized several campuses that received high rankings on a recently published list of the best schools in the state from U.S. News & World Report. Clements High School ranked in the top five percent among the Best High Schools in Texas, while Sartartia Middle School, Colony Meadows Elementary and Sienna Crossing Elementary ranked in the top three percent of schools in Texas. Fort Settlement Middle School, Commonwealth Elementary, Cornerstone Elementary and Anne Sullivan Elementary ranked in the top one percent.
- Dr. Whitbeck congratulated the counseling teams from 14 FBISD campuses recently named Counselors Reinforcing Excellence for Students in Texas (CREST) Award winners for 2023-24. The FBISD recipients include the counseling teams from Bowie Middle School, Cornerstone Elementary, Crockett Middle School, First Colony Middle School, Fleming Elementary, Fort Settlement Middle School, Hodges Bend Middle School, Lake Olympia Middle School, McAuliffe Middle School, Missouri City Middle School, Mission West Elementary, Sartartia Middle School, Sugar Land Middle School and Thornton Middle School.
- Dr. Whitbeck recognized Elkins High School teacher Ty Lucas, who was recently named December's Impact Award winner for going above and beyond to support his students and his colleagues. Lucas was nominated by teacher and coach Justeen Dominy, who said Lucas makes sure that members of the Elkins team take care of each other.
- Dr. Whitbeck congratulated Hightower High School for making it to the 6A Division Finals at NRG Stadium. The team finished with a 12-2 record.

- Dr. Whitbeck shared that her updates have been intentionally focused on the exciting and great things students, staff and community members are accomplishing. She expressed it has been a pleasure to emphasize these successes and as she moves forward, she looks forward to hearing more about the wonderful things in Fort Bend ISD.

8. Board Activity Report

Mr. Hamilton reported that the Trustees attended or participated in the following activities since the last Regular Board meeting.

- FBISD Middle School Cross Country Meet
- Clements High School Rebuild Community Engagement Meeting
- Oakland Elementary's Annual Dad Club's Spaghetti Night
- 2nd, 3rd & 4th Round Playoff Football Games for Hightower High School
- Ridge Point High School Academic Excellence Awards Ceremony
- OnDataSuite Training
- Ridge Point High School's Excellence Awards Ceremony
- SPARK Park Dedication Ceremony @ Rosa Parks Elementary
- Elkins High School Theatre Production of "The Addams Family"
- Dulles High School Theatre Production of "Six"
- Student Leadership 101 Session
- SHAC Meeting
- Lakeview Elementary Spelling Bee

9. Public Comment

The following members of the public addressed the Board:

- Joe Zimmerman, Mayor of Sugar Land, thanked the Board members for their service and offered support of Dr. Whitbeck, stating he knows her to be of high moral character and uncompromising ethics.
- Willie Rainwater, a community member, expressed concerns regarding the superintendent's retirement and questioned why it occurred in the middle of the year.
- Suzette Ingersoll, an FBISD teacher, spoke in support of Dr. Whitbeck and questioned the Board's action, indicating that if the superintendent did something worthy of removal, the Board should let the community know.
- Chris Ingersoll, an FBISD teacher, spoke in support of Dr. Whitbeck and expressed disappointment regarding her departure.
- Michelle Bugno, an FBISD teacher, spoke in support of Dr. Whitbeck. Ms. Bungo told Board members the educational system is broken and indicated that educators had hoped Dr. Whitbeck would be a voice of reason to help the district.
- Chelsea Miller, an FBISD teacher, spoke in support of Dr. Whitbeck and asked that the Board reverse their previous decision and reinstate Dr. Whitbeck.
- Yue Su, an FBISD parent, addressed Board members to advocate for the implementation of the GPA exemption opportunities regarding athletic and fine arts courses at 10th grade, rather than the current policy at 11th grade. Ms. Su indicated that this change would encourage students who are academically excellent to pursue

interests without GPA concerns and increase student participation in UIL and other interscholastic competitions and events.

- Matthew Brown, an FBISD parent and community member, addressed Board members to express appreciation and support of the Board. Mr. Brown stated that he understands being a school Board member is a difficult job that requires hard work and a lot of time.
- Becki Smith, an FBISD teacher and parent of an FBISD graduate, spoke in support of Dr. Whitbeck and questioned why the Board would accept the resignation and thwart all the progress made in the last 2.5 years. Ms. Smith asked that the Board reconsider the acceptance of Dr. Whitbeck's resignation.
- Logan Fry, a former FBISD staff member, spoke in support of Dr. Whitbeck and expressed concern about the decision to close the superintendent search on January 2. Mr. Fry indicated this does not instill confidence that the district is heading in the right direction.
- Mike Flores addressed the Board members in support of school chaplains, telling Board members that defining moments are made when a person or group takes a stand and makes a very difficult choice that will affect outcomes and provoke necessary change.
- Dailon Ellis, a Hightower High School student and senior captain for the football team, addressed Board members expressed appreciation to them, members of the administration and everyone else who supported the team during their amazing season.
- Linda Ruckman, a former FBISD staff member, addressed the Board to express her appreciation to Board members. Ms. Ruckman stated the Board members sometimes have to make important decisions based on information that is not and should not be made public, and expressed her appreciation to Dr. Whitbeck for her service to the district.
- William Baker addressed Board members and thanked them for their service and the work they do. Mr. Baker also expressed appreciation to Dr. Whitbeck for her years of service and wished her a nice retirement.
- Graylen Houston, an FBISD parent, addressed Board members regarding a disciplinary matter involving his child at Marshall High School. Mr. Houston told Board members that as a result of an OCR mediation, a settlement was reached with the district for a reimbursement of tutoring fees and mental health therapy, but said he will now reopen a case with the US Department of Education because FBISD has not yet paid the money it agreed to.
- Stephanie Brown, a Community Member, expressed appreciation to the Board and shared concerns about underperforming schools within the district. Ms. Brown asked that the Board take action to help underperforming schools. Ms. Brown also asked that the district disclose some of the facts about the personnel matter so that the community can be at peace, and that Dr. Whitbeck disclose her evaluation with the public so that they can have a better understanding.
- John Fletcher, a Community Member and grandparent, thanked the Board for their service and expressed concerns regarding underperforming schools. Mr. Fletcher also invited his granddaughter, an FBISD graduate, to share some of the challenges she experienced in the Early College Program.

10. Information

A. CTE Update

Renee Cosby, Director of Career and Technical Education, provided an update regarding the District's Career and Technology Education (CTE) Programs and the department's four priorities, which include providing college and career exploration activities, CTE-specific professional development, preparing students for in-demand careers and high skill and high-wage industries, and the integration of academic skills into CTE programs. As part of the update, Cosby also provided information about the various College, Career and Military Readiness (CCMR) indicators.

Following the presentation, Board members provided feedback and asked clarifying questions.

B. Intruder Detection Audit Report Findings

Bart Rosebure, Executive Director of Emergency Management, provided an update on recent Intruder Detection Audit Findings. Rosebure shared that since the last update to the Board, FBISD has had an additional 11 unannounced intruder detection audits, and of those audits conducted, nine campuses had no findings. Rosebure confirmed the District is taking all corrective actions for the two audits that resulted in findings.

11. Consent Agenda

During discussion, Trustee Malone pulled Item 11 I-2 from the Consent Agenda.

MOTION made by Dr. Gilliam and SECONDED by Mrs. Malone to approve Consent Agenda Items 11 A1-5, 11-B, C, D, E, G, H, I-1, I-3, I-4, I-5 and I-6 as presented.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

- A. **Fort Bend ISD Board of Trustees Meeting Minutes:** Consideration and approval of The minutes of the Fort Bend ISD Board of Trustees meetings and/or public hearings on the following dates:
 - 1. October 2, 2023 Called Meeting and Agenda Review
 - 2. October 4, 2023 Special Called Meeting - Board Self Evaluation
 - 3. October 12, 2023 Special Called Meeting - DIP/CIP Workshop
 - 4. October 16, 2023 Regular Business Meeting
 - 5. October 18, 2023 Special Called Meeting - Board Self Evaluation
- B. **Innovative Courses:** Consideration and approval of TEA approved innovative courses for 2024-25 as required by EFBJ (Legal).
- C. **Fort Bend Central Appraisal District:** Consideration and approval of a resolution casting the District's vote entitlement of 1,225 among candidates nominated to serve on the Board of Directors of the Fort Bend Central Appraisal District.
- D. **Kempner High School Cellular Tower Lease Agreement Amendments:** Consideration and approval for two (2) amendments to the lease agreement with VB BTS II, LLC, successor by assignment to Eco-Site, LLC, for a cell tower at Kempner High School. Staff is seeking an extension of the Option period (currently expired as of August 2023) to extend such option through February 2024; and authorization for the Superintendent to execute the applicable agreement.
- E. **Water Meter Easement with City of Houston for Willowridge High School (PKG030):** Consideration and approval of Water Meter Easement Agreements with the City of Houston at Willowridge High School, and authorization for the FBISD

- Board President to negotiate and execute these easements.
- F. **Purchasing Cooperative Memberships and Annual Management Fees:** Consideration and approval of the report on Purchasing Cooperative Memberships and Annual Membership Fees.
 - G. **2023-24 Co-Op Applications:** Consideration and approval of Interlocal Agreements with eight (8) cooperative purchasing groups and authorization for the Superintendent to negotiate and execute the agreements.
 - H. **New Investment Pool:** Consideration and approval of a new account at Texas Fixed Income Trust, a governmental investment pool.
 - I. **Consideration and approval of proposed expenses that exceed \$50,000: Specifically for:**
 - 1. **Band Uniforms - Kempner High School:** Consideration and approval for the purchase of band uniforms and related items from Stanbury Uniforms LLC, under a cooperative contract with BuyBoard cooperative in an amount not to exceed \$108,900 and authorization for the Superintendent to negotiate and execute the agreement through May 2025.
 - 3. **PKG022 Furniture, Fixtures and Equipment (FF&E) for Rosa Parks Elementary:** Consideration and approval to include Rosa Parks Elementary School into Bond 2018 PKG022 - Furniture, Fixtures and Equipment (FF&E), in order to provide new furniture, fixtures and equipment to complete a partial refurbishment based on the current Elementary Facility Educational Specifications Standards.
 - 4. **Professional Services Phase 4:** Consideration and approval of Phase 4 - Professional Services firms to provide both Bond 2023 services for a not-to-exceed amount of \$7,000,000 and non-bond services for a not-to-exceed amount of \$2,000,000, and authorization for the Superintendent to negotiate and execute the contracts with the identified firms.
 - 5. **District-Wide Security Guard Services and Related Services:** Consideration and approval to add additional vendors and increase the existing contract awarded under 20-051AR District-Wide Security Guard Services & Related Items by \$2,500,000 for a total not to exceed amount of \$3,560,000 to continue purchasing District-Wide Security Guard Services & Related Items and for authorization for the Superintendent to negotiate and execute the agreement through January 2025.
 - 6. **Intercoms, Fire Alarm Systems, Public Announcement Sound Systems, Digital Clock Repairs, Speakers, and Related Services (Increase):** Consideration and approval to increase the existing contract awarded under 22-066AR Intercoms, Fire Alarm Systems, Public Announcement Sound Systems, Digital Clock Repairs, Speakers, and Related Services by \$960,000 for a total not to exceed the amount of \$1,320,000 through April 2027.

Action on Item Removed from the Consent Agenda

- **11-12 Fine Arts Semi-Trailers:** Consideration and approval for the purchase of Semi-Trailers from Stadium Creations, LLC, under a cooperative contract with BuyBoard Purchasing Cooperative in an amount not to exceed \$1,050,000 and authorization for the Superintendent to negotiate and execute the agreement through August 2026.

MOTION by Mrs. Malone and SECONDED by Ms. Jones to approve Item I-2 as presented.

During discussion, Fine Arts Director Jim Drew shared information about the \$2 million for transportation vehicles included in the 2023 Bond so that Fine Arts could lower operational costs by not having to rent so many tractor trailers. To date, the District has allocated \$1,050,000 to purchase trailers for Hightower, Marshall, Willowridge and Crawford High Schools, as these campuses do not currently have trailers. Drew also shared that additional money has been allocated for two other trailers that may be needed following an assessment of their current inventory.

Following discussion, **MOTION CARRIES, 7-0.**

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

12. Action

- 12A Consideration and approval of Beth Martinez, Acting Superintendent, Steve Bassett, FBISD Deputy Superintendent, and Natresha Ardoin, FBISD PEIMS Coordinator for renewal as alternate approvers/designees for the Texas Education Agency TEA Login (TEAL).

MOTION by Mrs. Hanan and SECONDED by Dr. Gilliam to approve Beth Martinez, Acting Superintendent, Steve Bassett, FBISD Deputy Superintendent, and Natresha Ardoin, FBISD PEIMS Coordinator for renewal as alternate approvers/designees for the TEA Login, TEAL, secured environment.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

13. Consider Action on Closed Session Items

- **MOTION by Mrs. Hanan and SECONDED by Dr. Gilliam** to approve the sale of an approximate 0.282 acre tract of real property adjacent to Travis High School to Fort Bend County Municipal Utility District No. 134D, and authorize the Superintendent to negotiate and execute the sale.

MOTION CARRIES, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

14. Convene in Closed Session

The Board convened in closed session at 8:34 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.

Note: Trustee Kristen Malone did not participate in the Closed Session.

15. Reconvene in Open Session

The Trustees reconvened in open session at 9:57 p.m.

- **MOTION by Mrs. Hanan SECONDED by Mr. Hamilton** to amend the previously adopted Consent Agenda Item 11C by allocating the District's 1,225 votes equally among the 5 candidates.

MOTION CARRIES, 7-0

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

16. Board Recognition of Superintendent Service

Beth Martinez, Acting Superintendent, recognized Dr. Whitbeck for her leadership on behalf of the Executive Team. Members of the Board also expressed appreciation to Dr. Whitbeck for her service to the District, and Dr. Whitbeck shared remarks with the community.

17. Adjournment

Having no further business before the Board, **MOTION was made by Mr. Hamilton** to adjourn the meeting at 10:31 p.m.

Judy Dae, President

David Hamilton, Secretary

Minutes
Fort Bend ISD Board of Trustees
Special Called Meeting
December 15, 2023

A Board of Trustees Special Called Meeting was held on Friday, December 15, beginning at 10:01 a.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 at <https://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/291535>.

The agenda packet for the meeting can be found here: <https://meetings.boardbook.org/Public/Agenda/649?meeting=614665>.

Presiding Officer.....Mrs. Judy Dae, President

Board Members Present

Dr. Shirley Rose-Gilliam, Vice President
Mr. David Hamilton, Secretary
Mrs. Kristen Davison Malone
Mr. Rick Garcia
Mrs. Angie Hanan
Ms. Sonya Jones

Other Officials Present

Beth Martinez, Acting Superintendent
Steve Bassett, Deputy Superintendent
Dr. Kwabena Mensah, Chief of Schools
Kimberly Smith, Chief Communications Officer
Bryan Guinn, Chief Financial Officer
Glenda Johnson, Chief Human Resources Officer
Long Pham, Chief Information Officer
Damian Viltz, Chief Operations Officer
Dr. Kimberly Lawson, Chief Academic Officer
David Rider, Chief of Police
Coby Wilbanks, General Counsel
Jonathan Brush, Board Counsel
Amanda Bubela, Recording Secretary (virtual)

1. Meeting Called to Order

President Dae called the meeting to order at 10:01 a.m. announcing the presence of a quorum and that the meeting had been duly called and the notice posted for the time and matter required by law.

2. Public Comment

- Carrie Bronson addressed the Board and asked how and when the Board had an opportunity to interview the lone finalist, how the lone finalist will work with a divided Board, and if the Board would wait the mandated 21-day period before the individual's official hire date.

3. Convene in Closed Session

The Board convened in closed session at 10:06 a.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. Consideration and approval of lone finalist for Superintendent of Schools

4. Reconvene in Open Session

The Board reconvened in open session at 11:21 a.m.

5. Consider Action on Closed Session Items

- **MOTION by Mr. Hamilton and SECONDED by Mrs. Hanan** that the Board name Dr. Marc Smith as the lone finalist for the position of Superintendent of Schools.

During discussion, Board members Jones, Hamilton, Hanan, Garcia, Gilliam and Dae expressed excitement about having Dr. Smith return to Fort Bend ISD, ~~and Mrs. Board member~~. Malone indicated her concerns were not specific to Dr. Smith, and asked for information about the selection and evaluation process, noting the extensive process that occurred in 2021.

Mr. Hamilton raised a Point of Order and Mr. Brush indicated the discussion was germane to the agenda item.

-Mrs. Malone continued with questions regarding the selection process, Ms. Hanan noted Mrs. Malone participated in the 2021 process, and Ms. Dae noted Mrs. Malone's choice to participate in the current process, which included discussions in closed session. Mr. Brush confirmed closed session discussions should not be disclosed and personnel discussions are permitted to occur in closed session. Mrs. Malone explained her rationale for not attending a closed session on December 11, 2023 and expressed additional questions and concerns regarding the selection process. Mrs. Malone indicated that while she did not appreciate the way the Board handled the situation but she expressed support of Dr. Smith and welcomed him back to the District.

Following discussion, **MOTION CARRIES**, 7-0.

Yea: Dae, Gilliam, Hamilton, Malone, Garcia, Hanan, Jones

6. Adjournment

Having no further business before the Board, **MOTION was made by Dr. Gilliam** to adjourn the meeting at 11:44 a.m.

Judy Dae, President

David Hamilton, Secretary

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Consideration and Approval:
Bond Audit Contract
Reference: Board Goal 2
Department: Board of Trustees

Recommendation

Consideration and approval of contract for audit of 2023 bond program.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Judy Dae
Board President

For: Fort Bend ISD Board of Trustees
Date: March 4, 2024
Action: Consideration and Approval:
Bond Audit Investigation
Reference: Board Goal 2
Department: Board of Trustees

Recommendation

Consideration and approval of investigation for 2023 bond.

Recommended by:

Dr. Marc Smith
Superintendent of Schools

Submitted by:

Judy Dae
Board President