



**Agenda of Special Session  
August 11, 2020  
The Board of Trustees  
Wichita Falls Independent School District**

In Compliance with the Texas Government Code, Chapter 551, Subchapter C, the Board of Trustees of the Wichita Falls Independent School District will meet for a Special Session at 12:00 PM, on August 11, 2020, in the Board Room at the Education Center, 1104 Broad St, Wichita Falls, TX 76301.

The subjects to be discussed, considered, or upon which any formal action may be taken are as listed below.

*Pursuant to the Governor Abbott's Temporary Suspension of Open Meetings Laws issued on March 16, 2020, and consistent with new state and local mandates on public health and social distancing, this Meeting of the Wichita Falls ISD Board of Trustees will be conducted via Google Meet, which will be available online at <http://wichitafallsisdtx.swagit.com/live>. A quorum of the Board of Trustees may not be physically present at one location.*

**I. CALL TO ORDER AND OPENING STATEMENT**

**II. INVOCATION**

**III. PUBLIC COMMENT**

**IV. SUPERINTENDENT'S REPORT**

A. COVID-19 Preparedness

**V. FINANCIAL SERVICES**

A. July 2020 Budget Amendments

B. Adoption of the 2020-2021 Maintenance and Operations Tax Rate and the Debt Service Tax Rate

C. RFP #21-06: Percentage Off Catalog for Athletic Supplies and Equipment

D. RFP #21-09: Concession Vendor

E. RFP #21-11: Fuel

F. Bond Election Discussion

**VI. ADMINISTRATIVE SERVICES**

A. Adoption of 2020-2021 Student Code of Conduct

**VII. INSTRUCTIONAL SERVICES**

A. Asynchronous Plan Approval

B. Synchronous Plan Approval

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C. Waiver for Homebound and Remote Instruction

## VIII. BOARD MATTERS

A. Minutes

B. Long Range Facility Planning

C. Closed Session:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees *(Pursuant to Texas Government Code Section 551.074)*
2. Consultation with District Legal Counsel Regarding Legal and Procedural Issues Related to EEOC Complaint by Former Employee *(Pursuant to Texas Government Code Section 551.071)*
3. Discussion of Purchase, Exchange, Lease or Value of Real Property *(Pursuant to Texas Government Code Section 551.072)*

## IX. HUMAN RESOURCES

A. Personnel Report

B. Applicant Pool

C. 2020-2021 T-TESS Appraisers

## X. ADJOURNMENT

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*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. 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.*

The notice for this meeting was posted in compliance with the Texas Open Meetings Act on Friday, August 7, 2020 at 12:00 pm.

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For the Board of Trustees

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	July, 2020 Budget Amendments
<b>Administrator Responsible:</b>	Tim Sherrod, Chief Financial Officer
<b>Attachments:</b>	Attachment
 <input checked="" type="checkbox"/> Action Needed <input type="checkbox"/> Future Action <input type="checkbox"/> Information <input type="checkbox"/> Report	

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approves the attached budget amendments to the 2020-2021 budgets, as detailed on the attached Budget Amendment report. These amendments are submitted by Tim Sherrod, Chief Financial Officer, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation:**

Budgeted funds that are transferred between functions, as well as increases/decreases to the district's legally adopted budgets, require Board approval in the form of a budget amendment.

**Fiscal Note:**

General Operating revenues reflect no change and expenditures reflect a change of \$1,222,032 and a total budgeted deficiency of expenditures over revenues of \$2,760,924.

There are no proposed amendments to the Food Service or Debt Service budgets.

The detail of the proposed amendments and cross-function transfers is reflected on the attached Budget Amendment report.

# Memorandum

**To:** Mr. Michael Kuhrt, Superintendent  
**From:** Tim Sherrod, Chief Financial Officer  
**Date:** August 11, 2020  
**Subject:** July 2020 Budget Amendments/Revisions

**General Operating Fund (199)** Please approve the following inter-functional budget transfers:

Campus/Dept.	Amount	From Function	To Function
001 – Hirsch High School			
IB Beg of Year Needs	\$1,500	11	13
Beg of Year Needs	\$1,915	11	12
Beg of Year Needs	\$255	33	12
Beg of Year Needs	\$600	33	23
Beg of Year Needs	\$245	33	36
002 – Rider High School			
UIL Needs	\$1,959	11	36
104 – Brook Village			
Parent Involvement Needs	\$4	11	61
860 – Div of Curr & Instruction			
Region 9-Prof Dev Co-Op	\$17,225	12	13
935 – Special Education			
ESPED Program	\$10,450	21	11
ESPED Program	\$15,500	31	11
ESPED Program	\$22,100	41	11

**General Operating Fund (181/199):** Please approve the following budget revisions to appropriate additional revenue and expenditures:

Campus/Dept.	Account	Amount
Capital Exp-Barwise Gym Flooring	199 E 51 6629 00 047 0 99 000	\$60,000
SPED Position from Fund 224 to 199	199 E 21 6129 00 935 0 23 000	\$36,366
Huckabee Pre Bond Project Services	199 E 81 6624 00 999 0 99 000	\$843,500
Biggs & Matthews Legacy Park Survey	199 E 81 6624 00 999 0 99 000	\$40,000
19-20 Technical Device Repair		
Carryforward	199 E 53 6399 00 810 0 99 TDR	\$150,716
Campus Hydration Stations	199 E 51 6319 00 820 0 99 000	\$38,250
Crockett Flat Roof Re-Roof	199 E 51 6629 00 107 0 99 678	\$48,400
Teacher Face Shields	199 E 11 6399 03 860 0 11 000	\$4,800
Fund 199 Decrease for Athletics for		
Officials, Helmets and Hudl	199 E 41 6399 00 750 0 99 000	(\$43,700)
<b>Fund 181</b> Athletic Increase for Officials,		
Helmets and Hudl	181 E 36 6399 22 900 0 91 000	\$43,700
Total Budget Revisions for July		\$1,222,032

Attached spreadsheet(s) reflect the impact to the budget.

**Wichita Falls Independent School District  
General Operating Fund Budget  
Jul-20**

	Original Operating Fund 199 Jul	Proposed Transfers & Revisions Increase/ (Decrease)	Amended Operating Fund 199 Jul
<b>Revenues:</b>			
5700 - Local Revenues	\$ 47,585,779	\$ -	\$ 47,585,779
5800 - State Program Revenues	78,958,613	-	78,958,613
5900 - Federal Program Revenues	2,539,002	-	2,539,002
Total Revenues	<u>\$ 129,083,394</u>	<u>\$ -</u>	<u>\$ 129,083,394</u>
<b>Expenditures</b>			
11 - Instruction	\$ 80,820,303	50,472	\$ 80,870,775
12 - Instructional Resources and Media Services	1,562,098	(15,055)	1,547,043
13 - Curriculum and Instructional Staff Development	1,640,942	15,725	1,656,667
21 - Instructional Leadership	2,744,125	25,916	2,770,041
23 - School Leadership	7,584,917	600	7,585,517
31 - Guidance, Counseling and Evaluation Services	5,194,594	(15,500)	5,179,094
32 - Social Work Services	325,089	-	325,089
33 - Health Services	1,791,491	(1,100)	1,790,391
34 - Student Transportation	2,609,500	-	2,609,500
36 - Cocurricular/Extracurricular Activities	3,835,042	45,904	3,880,946
41 - General Administration	4,499,705	(65,800)	4,433,905
51 - Plant Maintenance and Operations	12,101,597	146,650	12,248,247
52 - Security and Monitoring Services	967,668	-	967,668
53 - Data Processing Services	2,995,848	150,716	3,146,564
61 - Community Services	9,700	4	9,704
71 - Debt Service	1,384,870	-	1,384,870
81 - Facilities Acquisition and Construction	-	883,500	883,500
93 - Payments to Fiscal Agent	100,000	-	100,000
95 - Payments to JJAEP	25,000	-	25,000
99 - Other Intergovernmental Charges	585,000	-	585,000
Total Expenditures	<u>\$ 130,777,490</u>	<u>\$ 1,222,032</u>	<u>\$ 131,999,522</u>
<b>Other Financing Sources (Uses)</b>			
Sale of Real & Personal Property	\$ 50,000	\$ -	\$ 50,000
Transfer in from Food Service Fund	280,202	-	280,202
Transfer to Capital Projects for Stadium Maintenance	(75,000)	-	(75,000)
Transfer to Capital Projects for Athletics	(50,000)	-	(50,000)
Transfer to Capital Projects for Fine Arts	(50,000)	-	(50,000)
	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	<u>\$ (1,538,892)</u>	<u>\$ (1,222,032)</u>	<u>\$ (2,760,924)</u>

**Wichita Falls Independent School District  
Food Service Budget  
Jul-20**

	Original Child Nutrition Funds 240 & 242 Jul	Increase/ (Decrease)	Amended Child Nutrition Funds 240 & 242 Jul
<b>Revenues:</b>			
Local Revenues	\$ 1,515,154	\$ -	\$ 1,515,154
State Program Revenues	152,247	-	152,247
Federal Program Revenues	6,770,007	-	6,770,007
Total Revenues	\$ 8,437,408	\$ -	\$ 8,437,408
<b>Expenditures</b>			
Instruction			
Instructional Resources and Media Services			
Curriculum and Instructional Staff Development			
Instructional Leadership			
School Leadership			
Guidance, Counseling and Evaluation Services			
Health Services			
Student Transportation			
Food Services	\$ 7,992,916	\$ -	\$ 7,992,916
Cocurricular/Extracurricular Activities			
General Administration			
Plant Maintenance and Operations			
Security and Monitoring Services			
Data Processing Services			
Community Services			
Facilities Acquisition and Construction			
Payments to Fiscal Agent			
Other Intergovernmental Charges			
Total Expenditures	\$ 7,992,916	\$ -	\$ 7,992,916
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In			
Operating Transfers Out to General Operating Fund	\$ (280,203)	\$ -	\$ (280,203)
Excess (Deficiency) of Revenues Over Expenditures	\$ 164,289	\$ -	\$ 164,289

**Wichita Falls Independent School District  
Debt Service Budget  
Jul 2020**

	Original Debt Service Fund 599 Jul	Increase/ (Decrease)	Amended Debt Service Fund 599 Jul
<b>Revenues:</b>			
Local Revenues	\$ 8,271,850	\$ -	\$ 8,271,850
State Program Revenues	276,600	-	276,600
Federal Program Revenues	-		
Total Revenues	\$ 8,548,450	\$ -	\$ 8,548,450
<b>Expenditures</b>			
Instruction			
Instructional Resources and Media Services			
Curriculum and Instructional Staff Development			
Instructional Leadership			
School Leadership			
Guidance, Counseling and Evaluation Services			
Health Services			
Student Transportation			
Food Services			
Cocurricular/Extracurricular Activities			
General Administration			
Plant Maintenance and Operations			
Security and Monitoring Services			
Data Processing Services			
Community Services			
Debt Service	\$ 8,548,450	-	\$ 8,548,450
Facilities Acquisition and Construction			
Payments to Fiscal Agent			
Total Expenditures	\$ 8,548,450	\$ -	\$ 8,548,450
<b>Other Financing Sources (Uses)</b>			
Sale of Bonds			
Excess (Deficiency) of Revenues Over Expenditures	\$ -	\$ -	\$ -

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Adoption of the 2020-2021 Maintenance and Operations Tax Rate and the Debt Service Tax Rate
<b>Administrator Responsible:</b>	Tim Sherrod, Chief Financial Officer
<b>Attachments:</b>	Attachments
<input checked="" type="checkbox"/> Action Needed <input type="checkbox"/> For Discussion <input type="checkbox"/> Information <input type="checkbox"/> Report	

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees sets the Maintenance and Operations tax rate at \$0.9664 per hundred-dollar valuation and sets the Debt Service Tax Rate at \$0.1800 for the tax year 2020, as submitted by Tim Sherrod, Chief Financial Officer, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation:**

A taxing entity authorized to pay both Maintenance and Operations and Debt Service expenses with property taxes must adopt its rate in two separate components, one tax rate for Maintenance and Operations and one tax rate for Debt Service. The proposed rate considers the additional compressed tax rate mandated by House Bill 3.

Maintenance and Operations	\$ 0.9664
Debt Service	\$ 0.1800
Total Proposed Tax Rate	\$ 1.1464

**Fiscal Note:**

Based on the 2020 Certified Tax Roll from the Wichita Appraisal District. The 2019 M&O rate was \$0.9700. Even though our proposed Tax Rate of \$0.9664 is less, the 2020 tax rate will raise more revenue for M&O due to the increase in property valuation.

# ORDINANCE SETTING TAX RATE

## **STATE OF TEXAS**

## **COUNTY OF WICHITA**

On August 11, 2020, we, the Board of Trustees of the Wichita Falls Independent School District, hereby levy or set the tax rate on \$100 valuation for the District for the tax year 2020 at a total tax rate of \$1.1464, to be assessed and collected by the duly specified assessor and collector as follows:

\$0.9664 for the purposes of maintenance and operation, and

\$0.1800 for the purpose of payment of principal and interest on debts.

Such taxes are to be assessed and collected by the tax officials designated by the District.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$31

Adopted this 11th day of August 2020, by the Wichita Falls Independent School District.

By:

\_\_\_\_\_

K. Elizabeth Yeager, President

ATTEST:

\_\_\_\_\_

Tom Bursey, Secretary

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	RFP #21-06 Percentage Off Catalog: Athletic Supplies and Equipment		
<b>Administrator Responsible:</b>	Tim Sherrod, Chief Finance Officer		
<b>Attachments:</b>	List of vendors		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Information	<input type="checkbox"/> Report

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees award RFP #21-06 catalog bid for Athletic Supplies and Equipment to the attached list of vendors for one (1) year beginning September 1, 2020, through August 31, 2021, as submitted by Tim Sherrod, Chief Finance Officer and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation:**

Bids pertaining to RFP #21-06 Percentage Off Catalog: Athletic Supplies & Equipment were provided to thirty-three (33) vendors with eighteen (18) submitting a response. The bid was advertised twice in the Times Record News, posted on Public Purchase website and access was given on the WFISD website. Discounts submitted by vendors enable the Athletic Department to competitively compare prices in the catalogs and purchase items based on the best value to the District. Additionally, quotes will be requested from vendors as supplies are needed by Athletics thus allowing us to further take advantage of deeper discounts and vendor specials. The RFPs received were evaluated by Joan Jimenez-Purchasing Supervisor and Lauren Zotz-Director of Purchasing.

**Fiscal Note:**

Expenditures are from the respective campus athletic budgets. Multi-year awards and awards exceeding \$100,000 are taken to the BOT for approval per policy CH (Local).

**Athletic Supplies/Equipment**  
**RFP # 21-06 (Bid effective through 8-31-2021)**

<b>VENDOR</b>	<b>LOCATION</b>	<b>CATALOG %</b>	<b>IN STORE %</b>	<b>Bid Reference #</b>	<b>Freight</b>	
Advanced Healthstyles Fitness	Littleton Co	15-20%	15-20%		Varies on equipment	
Alert Services Inc	San Marcos TX	10-20%			Free	<b>Exceptions</b>
Aluminum Athletic Equipment Co	Royersford PA	5%			Free	<b>*Exception List</b>
Bigger Faster Stronger Inc	Salt Lake City UT	12%	12%		15%	<b>\$50 Min order</b>
BSN Sports	Dallas TX	10%	N/A		Free \$50 Min Order	<b>* Exception List</b>
Champion Teamwear	Manhatton KS	10-15%	10-15%		Free	
D & B Sports Etc LLC	Wichita Falls TX	5-30%	5-30%		Free	<b>\$100 Min order</b>
Gilman Gear	Gilman CT	5%			Added to invoice	
Henry Schein Medical	Melville NY	18%	N/A		Free \$200 Min Order	<b>*Exception List</b>
Medco Supply Company	Amherst NY	0-25%	N/A		Added to invoice	<b>*Exception List</b>
MFAC LLC	West Warwick RI	10%			Free	
Nasco	Fort Atkinson WI	15%	N/A		Free \$199 Min Order	<b>Exceptions</b>
Promaxima	Houston TX	1-35%	N/A		Added to invoice	
Riddell	North Ridgeville OH	1-40%	N/A		Free on most orders	
S&S Worldwide	Colchester CT	20%	N/A		Free	<b>Truck items add frt</b>
School Health Corporation	Rolling Meadows IL	11%	11%		Free \$90 Min Order	<b>Exceptions</b>
School Specialty	Greenville WI	35%	N/A		Free w/exceptions	<b>*Exception List</b>
Varsity Spirit Fashion	Memphis TN	0%	N/A		Free	

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	RFP #21-07 Concessionaire
<b>Administrator Responsible:</b>	Tim Sherrod, Chief Finance Officer
<b>Attachments:</b>	None
<input type="checkbox"/> Action Needed <input checked="" type="checkbox"/> Future Action <input type="checkbox"/> Information <input type="checkbox"/> Report	

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees award RFP 21-07 Concession Contract to North Texas Concessionaires for two (2) fiscal years beginning August 19, 2020, through June 30, 2022, as submitted by Tim Sherrod, Chief Finance Officer and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation:**

The bid was advertised twice in the Times Record News and posted on the WFISD website. Bid packets pertaining to RFP 21-07 Concessionaire were provided to two (2) concessionaires with only one (1) response received. Updated COVID-19 protocols requirements were added, as well as proof of Health Department licensing. The submittal was reviewed by Jennifer Govea - Purchasing Specialist I, and Lauren Zotz - Director of Purchasing.

Company Name	Bid Response	Percentage of Gross Sales to District	Award Recommendation
North Texas Concessionaires	Response received	35%	Yes
Chartwells	No response	n/a	n/a

**Fiscal Note:**

The District does not pay for the Concessionaire’s services. The Concessionaire pays to the District a percentage of the gross sales as outlined. This purchase is a multi-year contract which requires the Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	RFP #21-11 Fuel
<b>Administrator Responsible:</b>	Tim Sherrod, Chief Finance Officer
<b>Attachments:</b>	None
<input type="checkbox"/> Action Needed <input checked="" type="checkbox"/> Future Action <input type="checkbox"/> Information <input type="checkbox"/> Report	

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees award RFP #21-11 Fuel Contract to the attached list of vendors for three (3) years beginning September 1, 2020, through August 31, 2023, as submitted by Tim Sherrod, Chief Finance Officer and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation:**

The bid was advertised twice in the Times Record News and posted on the WFISD website. Bids pertaining to RFP #21-11 for Fuel were sent to nine (9) Fuel companies with three (3) responses. The submittal was reviewed by Joan Jimenez - Purchasing Supervisor, and Lauren Zotz - Director of Purchasing. Quotes will be obtained from all three vendors each time fuel is needed. The district will award the lowest vendor per quote for each fuel award.

Company Name	Headquarters
BMH Oil Company	Wichita Falls, TX
Haigood & Campbell	Archer City, TX
Petroleum Traders Corporation	Fort Wayne, IN

**Fiscal Note:**

Expenditures are from the respective campus/department budgets. This purchase has the potential to exceed \$100,000, and is a multi-year contract which requires the Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Adoption of 2020-2021 Student Code of Conduct
<b>Administrator Responsible:</b>	Debby Patterson, Executive Director of School Administration
<b>Attachments:</b>	Student Code of Conduct

Action Needed       Future Action       Presentation       Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees review and adopt the 2020-2021 Student Code of Conduct as submitted by Debby Patterson, Executive Director of School Administration, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Asynchronous Attestation and Summary Plan		
<b>Administrator Responsible:</b>	Peter Griffiths, Associate Superintendent		
<b>Attachments:</b>	Attestation		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentations	<input type="checkbox"/> Report

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees adopt the WFISD Asynchronous Plan as submitted by Peter Griffiths, Associate Superintendent, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation**

Under the current Covid-19 health concerns, the Texas Education Agency is allowing students to be counted as present for Average Daily Attendance purposes with an approved Asynchronous Instructional Plan and Attestation. Attached is the current plan and attestation, developed with the help of Dr. Travis Armstrong, Director of Early Learning and Mrs. Misti Spear, Director of Elementary Curriculum.

Once approved by the board, it will be submitted to the Texas Education Agency for final approval.

## Attestations

### Instructional Schedule

- Teacher interaction** with students is predictable, sufficient to support schedule.
- Teacher availability** for students (e.g. office hours schedule) is planned in advance, predictable, sufficient for student progress, clearly defined, and published in the student syllabus.
- Students can access instructional support** from teachers when needed, direct instruction is delivered by teachers, and students know how and when they can interact with their teachers.
- Students are provided **clear means to engage with academic material on a daily basis**.
- Student IEPs** are followed regardless of learning environment such that students with disabilities receive a Free, and Appropriate Public Education (FAPE).
- Student academic work ensures **engagement that is equivalent to direct content work that a student would be engaged in over a normal school year**. As guidance, this direct work with academic content matches or exceeds the following average daily minimums across all subjects:
  - Half day PreK – 90 instructional minutes
  - Full day PreK – 180 instructional minutes
  - K through 5th grade – 180 instructional minutes
  - 6th through 12th grade – 240 instructional minutes

### Materials Design

- District has adopted a **full, TEKS-aligned curriculum can be executed in an asynchronous remote learning environment**. This includes:
  - Assessments that ensure continued information on student progress remotely
  - Instructional materials that support a coherent, logical course sequence that reinforces concepts at appropriate times to ensure continuity of learning remotely
  - Instructional materials consistently reinforce concepts at appropriate times to ensure retention of knowledge in asynchronous environments
- Instructional materials include specifically designed resources and/or accommodations and modifications to support students with disabilities and English Learners in an asynchronous environment.
- There is a plan to ensure district adopted instructional materials are used during instruction and in the hands of students.

### Student Progress

- Expected student progress in remote asynchronous learning is **planned in advance, defined by day, and ties to the overall course coverage in the course syllabus**.
- Daily, trackable student engagement exists** to ensure curricular progress in asynchronous learning. Curricular progress can be measured through any of the following means:
  - Data from the Learning Management System (GOOGLE CLASSROOM) showing progress made that day
  - Curricular progress evidenced from teacher/student interactions made that day

## WFISD Asynchronous Planning Documentation 8/2020

- Completion and submission of assignments planned for that day
- Districts have **systems to measure academic progress** of all students to **inform instructional practice** in an asynchronous environment.
  - Progress monitoring includes all students and can be done in any proposed at-home scenario (digital or print)
- Student **feedback is provided from instructor at least weekly** in asynchronous learning environments including next steps or necessary academic remediation to improve performance.
- School grading policies** for remote student work are consistent with those used before COVID for on campus assignments

### Implementation

- Campuses plan for and implement **professional development calendars** with specific supports for asynchronous instruction. These include the following for educators:
  - Provide introductory and ongoing content-focused, job-embedded training linked to chosen asynchronous curricular resources
  - Cover all grade levels and content areas that are participating in asynchronous learning
  - Develop content knowledge to help educators internalize the asynchronous curriculum and analyze and respond to data with the use of the instructional materials
  - Explicitly cover asynchronous remote instructional delivery and use of the asynchronous learning platform and/or learning management system
- Districts provide **explicit communication and support for families** in order to support asynchronous work at home.

**Open Responses**

**Key Requirement Instructional Schedule:** Describe (or attach a description of) the structure of your asynchronous schedule highlighting any differences by grade level and/or content area.

**Include sample daily schedules for students by grade band**

**Summarize how your instructional schedules meet the criteria:**

Component	Explanation
<p><b>What are the expectations for daily student interaction with academic content?</b></p>	<p>Students are expected to engage in the scheduled content asynchronously for a total of a minimum of 180 minutes per day. Student schedule is determined by an estimated time duration per subject as opposed to designated time blocks of instruction. During the day, students will have access to all activities and complete self-paced assignments independently and in the order in which they prefer. Teachers can track student login time and assignment completions via online Google Classroom, and can tailor pacing and content for students based on their individual progress and/or areas where students may require additional practice or support.</p> <p>For PK-5, students will learn primarily asynchronously in-line with TEA attendance funding, participating in a minimum of 180 total minutes of learning across modalities daily. Students will also engage in 60 minutes of synchronous academic instruction daily. The majority of the day will be spent in self-directed asynchronous instruction leveraging both district created resources and adopted materials. For 3-5, students will participate in more synchronous and asynchronous learning time than in PK-2.</p> <p>Additional synchronous opportunities of small group instruction and office hours are provided daily:</p> <ul style="list-style-type: none"> <li>- Small group instruction time is determined on an as-needed basis by teachers based on student progress in Google Classroom.</li> </ul> <p>Example of a daily schedule includes the following time expectations for 1st-5th:</p> <ul style="list-style-type: none"> <li>- 100 minutes of ELA</li> <li>- 100 minutes of Math</li> <li>- 45 minutes of Science</li> <li>- 45 minutes of Social Studies</li> <li>- 45 minutes of Fine Arts / Elective / PE</li> </ul> <p>Additionally, Headstart and Pre K,</p> <ul style="list-style-type: none"> <li>● <b>Centers</b> must be implemented 2 hours daily (1 hour in the morning; 1 hour in the afternoon.)</li> <li>● <b>Large Group Instruction</b> should occur for 15-20 minutes, several times daily.</li> <li>● <b>Small Group Instruction</b> (both <b>Literacy</b> and <b>Math</b>) should be occurring during centers.</li> <li>● <b>Art and Music Instruction</b> is included in our curriculum and may be taught by the teacher in the classroom.</li> <li>● <b>PE</b> - students are required to participate in daily physical activity for at least 30 minutes through either structured Physical Education class and/or Recess.</li> </ul>

## WFISD Asynchronous Planning Documentation 8/2020

	<p>Times should include preparation for rest time (laying mats down, drinks, restroom, etc). For students not sleeping, instruction should begin after 30 minutes.</p> <p>For Kindergarten,</p> <ul style="list-style-type: none"> <li>● <b>RLA:</b> 120 minutes daily (Balanced Literacy) <ul style="list-style-type: none"> <li>○ Literacy should occur in the morning</li> </ul> </li> <li>● <b>Math:</b> 75 minutes daily (Guided Math)</li> <li>● <b>Science / Social Studies:</b> Integrated into RLA and Purposeful Play</li> <li>● <b>Purposeful Play:</b> 45 minutes daily</li> <li>● <b>PE:</b> 150 Minutes per week</li> <li>● <b>Recess:</b> 30 minutes a day on days they do not have PE</li> <li>● <b>Fine Arts:</b> 150 minutes per week <ul style="list-style-type: none"> <li>○ Specials should occur in the afternoon to allow for uninterrupted core instruction in the morning.</li> </ul> </li> </ul> <p><a href="#">Sample Elementary Campus Schedule.</a></p>
<p><b>How will you ensure all student groups and grade levels will have the opportunity to engage in approx. a full day of academic content every day?</b></p>	<p>To facilitate instructional alignment, instructional parameters, such as the amount of time of engagement, should be consistent across remote asynchronous and on-campus synchronous models. To achieve instructional alignment, student engagement for asynchronous instruction is a minimum of 3 hours (180 minutes) of daily instruction for core subjects (excluding Fine Arts / MTSS / PE), which is approximately a full day of academic content on-campus.</p> <p>Instruction and activities will be completed primarily asynchronously, though students may receive direct synchronous instruction and support through interventions, small group instruction, and office hours.</p>
<p><b>What are the expectations for teacher/student interactions?</b></p>	<p>Teachers are expected to engage with students through daily feedback. Additionally, students can interact with teachers and peers daily during the interventions and / or small group instruction via video conferencing. Students should be accustomed to this online interaction with their teachers based on their experience this spring, and teachers will notify which students are to attend intervention sessions, when, and for what subjects. Finally, teachers will establish time for daily open office hours where they can meet with students or answer student questions. Attending office hours is not mandatory; students may determine if they choose to attend. In addition to open office hours, there will be set times for teachers and students to interact to go over specific instructional guidelines and expectations, daily.</p>
<p><b>How will teacher/student interactions be differentiated for students with additional learning needs?</b></p>	<p>Students selected to certain small group intervention sessions are based on student need and progress markers in Google Classroom.</p> <ul style="list-style-type: none"> <li>– Check points in Google Classroom will serve as diagnostic for teachers to identify students who need more 1:1 support</li> <li>– Teachers may also pull students aside for 1:1 check-in if they notice progress is insufficient, or if a student is engaging but struggling to make progress</li> <li>– Intervention sessions are conducted synchronously over video conferencing</li> </ul> <p>Students with disabilities, students of special populations or EL will also have access to additional accommodations in the instructional materials. For higher needs, students have more teacher touch points (longer and more frequent) and access to additional tools and accommodations within Google Classroom or other appropriate supplemental programs. Students have the opportunity for personalized support during designated office hours.</p>

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**Key Requirement Material Design:** Describe how your instructional materials support your asynchronous environment, including how all students can access instructional materials.

Subject/ Course	Grade Level(s)	Instructional Materials	Progress Monitoring and Assessment	Is it TEKS aligned?	What resources are included to support students with disabilities?	What resources are included to support ELs?
<b>Math Instructional Materials</b>	PK-12	TEKS Resource Center District created resources Pearson:Envision Frog Street CLI Engage Box Cars and One Eyed Jacks	District Developed Assessments MAP Assessments (BOY/MOY/EOY) CLI Engage Circle TXKEA	<b>Yes</b>	Differentiation and scaffolding supports are embedded within the curriculum. Accommodations and/or modifications will be provided to students based on their individualized education plan.  Even though 6-12 will mostly be synchronous instruction, certain circumstances may develop in which an asynchronous plan may be appropriate to meet the needs of our Special Education students in our district wide programs, for example the medically fragile students. IEP adjustments will be made in ARD meetings.	Linguistic accommodations for instruction, and designated supports for assessment, will be determined by the LPAC committee.

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<p><b>ELA Instructional Materials</b></p>	<p>PK-12</p>	<p>TEKS Resource Center District created resources Reading AtoZ Frog Street Waterford Really Great Reading</p>	<p>District Developed Assessments MAP Assessments (BOY/MOY/EOY) Running Records Really Great Reading Diagnostic</p>	<p><b>Yes</b></p>	<p>Differentiation and scaffolding supports are embedded within the curriculum. Accommodations and/or modifications will be provided to students based on their individualized education plan.</p> <p>Even though 6-12 will mostly be synchronous instruction, certain circumstances may develop in which an asynchronous plan may be appropriate to meet the needs of our Special Education students in our district wide programs, for example the medically fragile students. IEP adjustments will be made in ARD meetings.</p>	<p>Linguistic accommodations for instruction, and designated supports for assessment, will be determined by the LPAC committee.</p>
<p><b>Science Instructional Materials</b></p>	<p>PK-12</p>	<p>TEKS Resource Center District created resources StemScopes HMH: Science Fusion</p>	<p>District Developed Assessments MAP Assessments (BOY/MOY/EOY)</p>	<p><b>Yes</b></p>	<p>Differentiation and scaffolding supports are embedded within the curriculum. Accommodations and/or modifications will be provided to students based on their individualized education plan.</p> <p>Even though 6-12 will mostly be synchronous instruction, certain circumstances may develop in which an asynchronous plan may be appropriate to meet the needs of our Special Education students in our district wide programs, for example the medically fragile students. IEP adjustments will be made in ARD meetings.</p>	<p>Linguistic accommodations for instruction, and designated supports for assessment, will be determined by the LPAC committee.</p>

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<p><b>Social Studies Instructional Materials</b></p>	<p>PK-12</p>	<p>TEKS Resource Center  District created resources  Social Studies Weekly</p>	<p>District Developed Assessments</p>	<p><b>Yes</b></p>	<p>Differentiation and scaffolding supports are embedded within the curriculum. Accommodations and/or modifications will be provided to students based on their individualized education plan.</p> <p>Even though 6-12 will mostly be synchronous instruction, certain circumstances may develop in which an asynchronous plan may be appropriate to meet the needs of our Special Education students in our district wide programs, for example the medically fragile students. IEP adjustments will be made in ARD meetings.</p>	<p>Linguistic accommodations for instruction, and designated supports for assessment, will be determined by the LPAC committee.</p>
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**Provide additional explanations of how your instructional materials meet the criteria if needed:**

Component	Explanation
<p><b>How will materials be designed or will be adapted for asynchronous instruction, ensuring coherence and retention on knowledge</b></p>	<p>The district will leverage our existing instructional materials as the basis for our curriculum for students. In addition, we may utilize Texas Home Learning (THL) 3.0 PK-5. Asynchronous students will follow the same scope, sequence, and curriculum as face-to-face students. This is to allow for students transitioning between learning modalities (e.g., remote and face-to-face) at the end of grading periods. All materials we use are Texas Essential Knowledge and Skills (TEKS) aligned as we are a TEKS Resource System district. All materials will be stored on Google Drive and will be accessible to all students. Students will leverage a number of instructional software resources such as Education Galaxy, Waterford Education, RaZ Kids for asynchronous learning, as well as for blended learning on-campus. These programs are inherently tailored to support self-paced, adaptive, and personalized student learning. This will support progress monitoring for all students as well. Teachers will receive significant professional development on both content and remote instructional practices to support appropriate adaptation, instructional practices, and coherence. Planned PD: Back to School District Wide Expected Training from August 13-19 on:</p> <ul style="list-style-type: none"> <li>● Google Classroom</li> <li>● Google Drive</li> <li>● Google Meets</li> <li>● Google Slides</li> <li>● Screencastify</li> </ul>

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	<p>Teachers will be expected to practice the new technology skills before the beginning of school on August 20, 2020.</p> <p>Monthly, on going, job embedded professional development will occur based on the needs of the teachers and students.</p>
<p><b>What additional supports (in addition to resources listed above) will be provided for students with disabilities and ELs?</b></p>	<p>Continuity in personalized support for students with specialized needs/services (i.e., special education, 504, English Learners, etc.) will be provided appropriately within the asynchronous learning environment as determined by each student's individual education plan; teachers and paraprofessionals will continue to tailor instructional content and activities to meet the specific needs of these students.</p>

**Key Requirement Student Progress:** Describe (or attach a description of) how you're tracking student engagement and progress in your asynchronous environment.

Component	Explanation
<p><b>What is the expectation for daily student engagement?</b></p>	<p>Students are expected to log on daily to Google Classroom to access activities and assignments for the day. Students are required to be engaged daily with work through the completion of set assignments listed in the morning; students who do not demonstrate engagement on a given day are marked absent. Daily student engagement expectations and progress must be clearly defined, measurable, and documented in the learning management system for students to self monitor. Students are given asynchronous assignments by the teacher, and completion time equates to the minutes assigned for specific grades. They are also encouraged to actively participate in the synchronous sessions. Students are expected to demonstrate engagement for the teacher to track at a predesignated time every day; however, if assignments are turned in during afterhours of the same day, teachers can amend attendance the following day (within a 24-hour window). Teachers are also expected to meet virtually with students daily.</p>
<p><b>What is the system for tracking daily student engagement?</b></p>	<p>Tracking engagement will, at a minimum, follow guidance from TEA ADA funding method 3 possible attendance markers:</p> <ol style="list-style-type: none"> <li>1. Daily Progress in Google Classroom</li> <li>2. Daily Progress via student-teacher interaction</li> <li>3. Completion / Turn-in of assignments</li> </ol> <p>Grades PK-5: - By default, Students are marked "Present-Remote Asynchronous."                      - Daily attendance is taken.</p>

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	<ul style="list-style-type: none"> <li>- Teachers monitor and check for student "engagement" each day.</li> <li>- Students that are not actively "engaged" and do not have documentation of completing the minimum targeted activities will be marked absent.</li> </ul>
<p><b>How are the expectations for daily student engagement consistent with progress that would occur in an on-campus environment?</b></p>	<p>All digital platforms and tools (i.e. Google Classroom, RaZ Kids, etc.) utilized on-campus will also be used in a remote asynchronous setting to maintain platform consistency. In addition, the method of tracking engagement is consistent with an on-campus learning environment because they mimic the ways in which students would interact with their teachers on-campus through daily minute expectations, progress tracking on learning objectives, and activities completed.</p> <p>The district plan assumes that most students who first chose remote asynchronous option will transition back to F2F on-campus within 3-4 months if the COVID-19 environment improves. In preparation for this transition, our daily engagement tracking and assessment data system is at the student unit level. That way, the data will remain intact with the students as they transition through different modalities. Currently, the district is planning for a device roll-out of Chromebooks. For F2F students, they will access assignments through Google Classroom. Those assignments will be submitted via Google Classroom. For online virtual instruction, there are dedicated times for synchronous activities and check-ins, allowing more interactions with teachers and students to provide evidence of engagement and progress. Virtual students will use the same process for accessing materials and submitting assignments.</p>
<p><b>What is the system for tracking student academic progress?</b></p>	<p>Student progress will be tracked daily in Google Classroom through daily assignments, activities, interaction with a teacher and other markers. The district is planning on implementing a standardized structure in tracking instructional minutes and engagement. Students will have grades at the end of each grading period (failure may result in non-enrollment in virtual learning and enrollment in face-to-face learning at the student's assigned school for the following grading period).</p> <p>Students will take the NWEA MAP assessment, as well as state required progress monitoring, so that teachers will have information as a baseline for needed instruction or interventions at the beginning of the year, and again, in the middle and end of year assessments.</p>
<p><b>What is the system for providing regular (at least weekly) feedback to all students on progress?</b></p>	<p>Teachers are expected to provide daily feedback in at least one capacity within Google Classroom and Google Meets. Daily specific feedback from teachers to students is conducted through a variety of methods, via lessons, activities, or small group instruction and teacher office hours. The daily feedback mechanism allows students to have a clear understanding of their academic progress on a consistent and frequent basis. With synchronous learning time, teachers will have additional time to provide interventions and/or small group instruction and office hours. Teachers will review each individual student's progress and conduct outreach for small group intervention sessions where and when appropriate. It is important to emphasize to teachers that feedback engagement is not limited to synchronous F2F; it can be done through discussion forums, chat features, email correspondence and other channels in accordance with what their students may prefer or find most effective. The district will also conduct entry</p>

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	diagnostic assessments of math and reading at the beginning of the year, middle, and end of year. In addition, unit assessments will be conducted throughout the year.
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**Key Requirement Implementation:** Describe specific supports for educators and families to implement effective remote asynchronous instruction.

**Summarize how your professional development for educators will support asynchronous instruction:**

Component	Explanation
How will both initial and ongoing, job-embedded educator development opportunities occur?	<p>Educators will have the opportunity to learn the necessary digital and content specific instructional tools to effectively deliver classroom instruction. A sample of the digital tools educators will gain proficiency in to facilitate courses include the following:</p> <ul style="list-style-type: none"> <li>● Google Classroom</li> <li>● Google Drive</li> <li>● Google Meet</li> <li>● Google Slides</li> <li>● Screencastify</li> </ul> <p>The expectation will be that all students and all teachers will practice and experience online learning so that, in case of a micro closure, students and teachers will have the knowledge and ability to continue with instruction online.</p> <p><a href="https://sites.google.com/wfisd.net/professionaldevelopment/">https://sites.google.com/wfisd.net/professionaldevelopment/</a></p> <p>On going PD will be through the <a href="#">Districts Major Curriculum Calendar</a> (updated throughout year)</p>
How will professional development experiences develop educator content knowledge to support internalizing the asynchronous curriculum and analyzing and responding to data?	<p>Through ongoing topical discussions throughout the fall semester on how to effectively leverage Google Classroom, educators will learn how to deliver course content and respond to the data provided by Eduphoria. Educators will use campus/district progress markers and reports to understand student engagement with their course offerings and how to adapt materials, activities and pacing to the needs of the individual students with whom they work. District Staff Development will help to instill best practices for asynchronous and synchronous course delivery.</p>

**Describe your communication and support plan for families engaging with asynchronous learning:**

Component	Explanation
<p><b>How will you communicate the expectations for asynchronous instruction to families?</b></p>	<p>A parent guide has been shared with an overview of on campus instruction (with corresponding safety guidelines) and virtual instruction to guide parents as they decide what is the best choice for their family. The district will conduct a Facebook Live session to answer questions and clear up misconceptions as families select the best choice for their student. There will be several methods for disseminating expectations for asynchronous instruction to families. Parents will also receive weekly communication from the teacher. Announcements and other important updates will be posted on the Wichita Falls ISD website, Facebook page, Twitter accounts, and other social media outlets. All calls including text and email will be sent out to all parents.</p> <p><a href="https://www.wfisd.net/backtoschool">https://www.wfisd.net/backtoschool</a></p>
<p><b>What are the expectations for family engagement/support of students?</b></p>	<p>Families will be expected to support their students by ensuring students are attending and engaging in the following events and practices:</p> <ul style="list-style-type: none"> <li>● Daily instructional support to the student.</li> <li>● Open communication and checking on student progress regularly in each class</li> <li>● Support the use of technology tools to help access instruction</li> <li>● Support students to complete their work in regular school hours</li> <li>● Social and Emotional Learning: students will have access to positive reinforcement and positive reinforcement systems set up by the campus using ( Google Classroom, Class Dojo, distribution of incentives via mail or delivery, etc.). Campus staff will also work with the parent on creating structures in the home that helps to reduce distractions and gives students opportunity for breaks. For students requiring Behavior Intervention Plans all teachers will work to implement strategies and make adjustments for the home environment that is appropriate based on a student’s IEP, if necessary.</li> </ul>
<p><b>What additional supports, training, and/or resources will be provided for families who may need additional support?</b></p>	<p>For technology services and help, parents can access support in the following ways:</p> <ul style="list-style-type: none"> <li>● Help desk email, phone number to student, parent, and Chromebook troubleshooting support</li> <li>● Stolen devices / Chromebook assistance, contact WFISD help desk, and utilizing district materials internal tracking system, appropriate steps will be taken.</li> </ul> <p>To help parents support their students, WFISD has also made the following resources available:</p> <ul style="list-style-type: none"> <li>● Videos for families and staff on the WFISD website</li> </ul> <p><a href="https://sites.google.com/students.wfisd.net/wfisdinsttech">https://sites.google.com/students.wfisd.net/wfisdinsttech</a></p>

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Synchronous Attestation		
<b>Administrator Responsible:</b>	Peter Griffiths		
<b>Attachments:</b>	Attestation		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentations	<input type="checkbox"/> Report

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees adopt the Texas Education Agency’s Synchronous Attestation as submitted by Peter Griffiths, Associate Superintendent, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation**

Under the current Covid-19 health concerns, the Texas Education Agency is allowing students to be counted as present for Average Daily Attendance purposes with the approved TEA Synchronous Attestation. Attached is the attestation.

Once approved by the board, it will be submitted to the Texas Education Agency.

## Part I: Attestations

### Student and Family Support

- Districts ensure that all students, including students with disabilities and English Learners, are able to receive instruction via synchronous methods and provide accommodations or resources to support when necessary.
- Student IEPs are followed regardless of learning environment such that students with disabilities receive a Free, and Appropriate Public Education (FAPE).
- Families and students are provided with clear communications about expectations and support for accessing and participating in synchronous instruction
- Families are aware of options for transferring between instructional settings and the design of the synchronous remote options allows for transitions to occur with minimal disruption to continuity of instruction

### Educator Support

- Educators are trained and supported to do synchronous instruction on the district chosen platform, including practice with the platform prior to delivery with students.
- Educators receive ongoing, job-embedded support to continuously improve their practice in the synchronous remote setting.

### Tech Support and Access

- District IT staff are trained on the platform and can troubleshoot access issues for parents and students when issues arise. A helpdesk or other support line is accessible for parents and students for this purpose.
- Consistent, daily platform is identified by the district for delivery of instruction to students
- Educators have technology equipment that allows them to deliver synchronous remote instruction including proper internet bandwidth and devices with enabled cameras and microphones.

### Instructional Framework

- Curriculum is fully aligned to the TEKS and designed to ensure all TEKS are covered by the end of the year
- Instructional schedule meets the minimum number of daily minutes to meet full day funding:
  - 3rd through 5th grade – 180 instructional minutes
  - 6th through 12th grade – 240 instructional minutes
  - PK - 2nd grade are not eligible to earn funding through the synchronous model.
- School grading policies for remote student work are consistent with those used before COVID for on campus assignments

## Part II: Final Attestation

*This draft is for guidance only. Plans must be submitted through a survey link after July 9.*

- The Superintendent and the Board attest that these commitments are being met as of the date the attestation is submitted.
- Include the date the Board approved the final attestations or pre-approved the Superintendent's submission of the attestations.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Waiver for Homebound and Remote Instruction		
<b>Administrator Responsible:</b>	Peter Griffiths, Associate Superintendent Alefia Paris-Toulon, Director of Special Services		
<b>Attachments:</b>	No Attachments		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Information:**

The Wichita Falls Independent School District Board of Trustees give approval to submit a waiver to the Texas Education Agency for remote homebound instruction for nine special education students and three Section 504 students as submitted by Alefia Paris-Toulon, Director of Special Services, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation:**

Under current TEA rules and policies, remote instruction that is not delivered through the Texas Virtual School Network (TxVSN) is not eligible for state funding unless a waiver is submitted by the school district and approved by TEA.

The district currently has 12 students (3 in Section 504, 9 in Special Education) who will potentially be served in the Homebound setting due to various medical reasons. There are 3 students in Section 504 that are awaiting information from the doctor, and a Section 504 meeting to determine Homebound eligibility. Currently, there are 7 students in Special Education that have a Physician’s recommendation for Homebound, and the ARD committee has agreed to Homebound. There are 2 students in Special Education who has a Physician’s recommendation, but the Homebound placement is pending the ARD committee decision. The ARD committee for these students will meet the week before school starts. Due to the current health situation, no teachers/staff will enter the student homes, these students will be served virtually. This would be provided through “Google Hangout” via the Chromebook by the homebound teacher. The student has access to a Chromebook provided by the district.

When the student is in attendance via Google Hangout, with an approved waiver, they can be counted as “present” for their remote time of instruction and therefore eligible for state funding.

**Fiscal Note:**

There is no additional cost to the district to provide this instruction.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Minutes		
<b>Administrator Responsible:</b>	Michael S. Kuhrt, Superintendent of Schools		
<b>Attachments:</b>	Minutes of Remote Special Session, July 14, 2020 Minutes of Remote Regular Meeting, July 20, 2020 Minutes of Remote Special Session, July 29, 2020		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approves the proposed minutes of a remote special session, July 14, 2020, minutes of a remote board meeting, July 20, 2020, and a remote special session, July 29, 2020 as recommended by Michael S. Kuhrt, Superintendent of Schools.

**Explanation:**

Following are copies of the minutes of a remote special session, July 14, 2020, minutes of remote board meeting, July 20, 2020 and minutes of a remote special session, July 29, 2020. These minutes will become official upon approval by the Board.

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REMOTE SPECIAL SESSION MEETING JULY 14, 2020**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a remote special session meeting on the above date. The meeting was called to order at 12:00 p.m. by Ms. K. Elizabeth Yeager, board president.

As President of the Board of Trustees of the Wichita Falls Independent School District, I, K. Elizabeth Yeager, hereby call to order of the Special Session of the Board of Trustees. Pursuant to Governor Abbott’s Temporary Suspension of Open Meetings Laws issued on March 16, 2020, and consistent with new state and local mandates on public health and social distancing amidst the outbreak of COVID-19, this Special Session of the Wichita Falls ISD Board of Trustees is being conducted via Google Meet, which is available to the public via a link posted on the Board’s website. A quorum of the Board of Trustees is not physically present at one location, and for safety reasons, we have not permitted in-person attendance at any location by members of the public.

Board members present by roll call: Ms. K. Elizabeth Yeager, Mr. Dale Harvey, Mr. Tom Bursey, Mr. Mark Lukert, Ms. Katherine McGregor, Mr. Robert Payton and Mr. Mike Rucker. Ms. K. Elizabeth Yeager, board president, noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Mr. Michael S. Kuhrt, Superintendent of Schools, Mr. Tim Sherrod, Chief Financial Officer, Mr. Shad McGaha, Director of Technology and Mr. Farai Sithole, Director of Child Nutrition.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENT:***

In order to help stop the spread of COVID-19, public comments must be submitted to [MGRAHAM@WFISD.NET](mailto:MGRAHAM@WFISD.NET) by 6:00 pm on Tuesday, July 14, 2020. Public comments will be read aloud during this portion of the meeting. Please include your name, address, phone number and that you wish to make a public comment.

No public comments for remote special session, July 14, 2020.

***SUPERINTENDENT’S REPORT:***

**2020-2021 PREPAREDNESS:**

The Wichita Falls Independent School District Board of Trustees heard a 2020-2021 Preparedness report from Michael S. Kuhrt, Superintendent of Schools.

**SAFETY AND SECURITY SERVICES:**

Ms. Lahoma Vaughn, WFISD Chief of Police, reported to the Wichita Falls Independent School District Board of Trustees results of the 2019-2020 Safety and Security Audit.

The district Safety and Security Audit results were presented to the district’s Board of Trustees, as per Texas Education Code 37.108 ©. This audit is an ongoing self-assessment of the district’s safety and security initiatives, which identifies specific hazards, threats and vulnerabilities.

***FINANCIAL SERVICES:***

**SUMMER MEAL SUMMARY:**

Mr. Farai Sithole, Director of Child Nutrition, gave a brief report regarding the Summer Meal program.

**FINANCIAL REPORTS AS OF MAY 31, 2020:**

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees approve the attached year-to-date financial reports and investment reports.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 20, 2020.

**RFP 21-01 CATALOG BID FOR OFFICE SUPPLIES:**

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees award RFP 21-01 Catalog Bid for Office Supplies to the list of vendors for two (2) years beginning August 1, 2020 through July 31, 2022.

Bids pertaining to RFP 21-01 Catalog Bid for Office Supplies were accessed by forty-four (44) vendors with fourteen (14) submitting a response. The bid was advertised twice in the Times Record News, posted on Public Purchase website and access was given on the WFISD website. Vendor award list with discounts offered are attached. Discounts submitted by vendors enable the various Departments to competitively compare prices in the catalogs and purchase items based on the best value to the District. This is a negotiated procurement and enables WFISD to accept responses and award additional vendors who meet the criteria of the proposal on a continual basis until the bid terminates. The submittal was reviewed by Joan Jimenez, Purchasing Supervisor and Lauren Zotz, Director of Purchasing.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 20, 2020.

**RFP 21-02 CATALOG BID FOR SCIENCE SUPPLIES:**

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees award RFP 21-02 Catalog Bid for Science Supplies to the list of vendors for two (2) years beginning August 1, 2020 through July 31, 2022.

Bids pertaining to RFP 21-02 Catalog Bid for Science Supplies were accessed by thirty six (36) vendors with twenty two (22) submitting a response. The bid was advertised twice in the Times Record News, posted on Public Purchase website and access was given on the WFISD website. Vendor award list with discounts offered are attached. Discounts submitted by vendors enable the various Departments to competitively compare prices in the catalogs and purchase items based on the best value to the District. This is a negotiated procurement and enables WFISD to accept responses and award additional vendors who meet the criteria of the proposal on a continual basis until the bid terminates. The submittal was reviewed by Joan Jimenez, Purchasing Supervisor and Lauren Zotz, Director of Purchasing.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 20, 2020.

**RFP 21-03 CATALOG BID FOR TEACHING/INSTRUCTIONAL SUPPLIES:**

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees award RFP 21-03 Catalog Bid for Teaching/Instructional Supplies to the list of vendors for two (2) years beginning August 1, 2020 through July 31, 2022.

Bids pertaining to RFP 21-03 Catalog Bid for Science Supplies were provided to hundred and nineteen (119) vendors with seventy seven (77) submitting a response. The bid was advertised twice in the Times Record News, posted on Public Purchase website and access was given on the WFISD website. Vendor award list with discounts offered are attached. Discounts submitted by vendors enable the various Departments to competitively compare prices in the catalogs and purchase items based on the best value to the District. This is a negotiated procurement and enables

WFISD to accept responses and award additional vendors who meet the criteria of the proposal on a continual basis until the bid terminates. The submittal was reviewed by Joan Jimenez, Purchasing Supervisor and Lauren Zotz, Director of Purchasing.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 20, 2020.

**RFP 21-04 CATALOG BID FOR TROPHIES, AWARDS AND PLAQUES:**

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees award RFP 21-04 Catalog Bid for Trophies, Awards and Plaques to the list of vendors for two (2) years beginning August 1, 2020 through July 31, 2022.

Bids pertaining to RFP 21-04 Catalog Bid for Trophies, Awards and Plaques were provided to twenty (20) vendors with eight (8) submitting a response. The bid was advertised twice in the Times Record News, posted on Public Purchase website and access was given on the WFISD website. Vendor award list with discounts offered are attached. Discounts submitted by vendors enable the various Departments to competitively compare prices in the catalogs and purchase items based on the best value to the District. This is a negotiated procurement and enables WFISD to accept responses and award additional vendors who meet the criteria of the proposal on a continual basis until the bid terminates. The submittal was reviewed by Joan Jimenez, Purchasing Supervisor and Lauren Zotz, Director of Purchasing.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 20, 2020.

**RFP 21-05 CATALOG BID FOR PE SUPPLIES:**

Mr. Tim Sherrod, Chief Financial Officer, recommended that the Wichita Falls Independent School District Board of Trustees award RFP 21-05 Catalog Bid for PE Supplies to the list of vendors for two (2) years beginning August 1, 2020 through July 31, 2022.

Bids pertaining to RFP 21-05 Catalog Bid for PE Supplies were provided to forty three (43) vendors with nineteen (19) submitting a response. The bid was advertised twice in the Times Record News, posted on Public Purchase website and access was given on the WFISD website. Vendor award list with discounts offered are attached. Discounts submitted by vendors enable the various Departments to competitively compare prices in the catalogs and purchase items based on the best value to the District. This is a negotiated procurement and enables WFISD to accept responses and award additional vendors who meet the criteria of the proposal on a continual basis until the bid terminates. The submittal was reviewed by Joan Jimenez, Purchasing Supervisor and Lauren Zotz, Director of Purchasing.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 20, 2020.

**RFP 21-09 CATALOG BID FOR PPE AND DISEASE CONTROL PREVENTION PRODUCTS:**

Mr. Robert Payton, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District Board of Trustees award RFP 21-09 Catalog Bid for PPE and Disease Control Prevention products to the list of vendors for two (2) years beginning July 15, 2020 through June 30, 2022.

Carried unanimously by a polled vote of 7 – 0

***INSTRUCTIONAL SERVICES:***

**REGION 9 EDUCATION SERVICE CENTER CONTRACT FOR 2020-2021:**

Mr. Robert Payton, seconded by Mr. Mike Rucker, moved that the Wichita Falls Independent School District Board of Trustees approve the multiple contracts for Fiscal Year 2020-2021 between Region 9 Service Center and Wichita Falls ISD for a total of \$258,525.86.

Carried unanimously by a polled vote of 7 – 0

**BOARD MATTERS:**

**MINUTES:**

Minutes of a remote special session, June 9, 2020, minutes of a remote public hearing, June 15, 2020, minutes of a remote regular meeting, June 15, 2020, minutes of a remote public hearing, June 23, 2020 and minutes of a remote special session, June 23, 2020.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 20, 2020.

**LONG RANGE FACILITY PLANNING:**

Mr. Michael S. Kuhrt, Superintendent of Schools, presented to the Wichita Falls Independent School District Board of Trustees, upcoming plans for bond and the new high schools.

**HUMAN RESOURCES:**

**PERSONNEL REPORT:**

Ms. Cyndy Kohl, Director of Human Resources reported to the Wichita Falls Independent School District Board of Trustees review the employee resignations/retirements that have been submitted since the last board meeting. The resignations/retirements have been accepted by Mr. Michael S. Kuhrt, Superintendent of Schools, in accordance with the requirements of Policy DFE (LOCAL).

**LETTERS OF RESIGNATION SINCE THE SUBMISSION OF THE LAST BOARD AGENDA:**

**Professionals**

Barron, Demi – Teacher, Scotland Park (5/23/2020)  
Doran, Claire – Teacher, Scotland Park (5/23/2020)  
Englade, Layla – Teacher, Haynes (5/23/2020)  
Erskine, Derek – Teacher, WFHS (5/23/2020)  
Evans, Chance – Teacher/Coach, WFHS (5/23/2020)  
Fox-Hunter, Meagan – Teacher, Hirschi (5/23/2020)  
Gray, Tracy – Behavior Specialist, Ed Center (5/29/2020)  
Holcomb, Deanne – Teacher, Brook Village (5/23/2020)  
Janjgava, Amy – Teacher, Milam (5/23/2020)  
Junek, Emily – Teacher, Farris (5/23/2020)  
Kendall, Lindsay – Teacher, Cunningham (5/23/2020)  
Moorhead, Sam – Teacher/Coach, WFHS (5/23/2020)  
Munoz, Corina – Teacher, Barwise (5/23/2020)  
Norton, Willis – Assistant Principal, Milam (6/1/2020)  
Parker, Ethan – Teacher, Jefferson (5/23/2020)  
Peterson, Peyton – Teacher, Rider (5/23/2020)  
Phillips, Lori – Teacher, Fowler (5/23/2020)  
Sons, Jessica – Teacher, Southern Hills (5/23/2020)  
Stahr, Destini – Teacher, Booker T. Washington (5/23/2020)  
Sralla, Brittany – Teacher, Barwise (5/23/2020)  
Taylor, Selinda – Teacher, Barwise (5/23/2020)  
Thrasher-McKinney, Chaenette – Teacher, Booker T. Washington (5/23/2020)  
Tinker, John – Teacher/Coach, Rider (5/23/2020)  
Wolf, Shelby – Teacher, McNiel (5/23/2020)

**Clerical/Auxiliary/Support**

Barger, Lynn – Attendance Clerk, WFHS (5/22/2020)  
Boggs, Britany – Aide, Crockett (5/22/2020)  
Fenlaw, Molly 0 Aide, Barwise (5/22/2020)  
Holcomb, Christopher – Support Technician, Technology (7/13/2020)  
Huizenga, Sarah – Sub Coordinator, Ed Center (6/30/2020)  
Martinez, Max – Aide, Fowler (5/22/2020)  
Stiles, Sonja – LVN, Zundy (5/22/2020)

**TEACHER APPLICANT POOL:**

Mr. Mark Lukert, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool. (Exhibit A).

Carried unanimously by a polled vote of 7 – 0

**RECESS:**

Ms. K. Elizabeth Yeager, board president, adjourned the remote special session meeting to go into closed session at 2:15 p.m.

**CLOSED SESSION:**

Closed Session Pursuant to Texas Government Code Section 551.072 and 551.074:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees
2. Discussion of Purchase, Exchange, Lease or Value of Real Property

**ADJOURNED:**

No further action and meeting was adjourned at 2:51 p.m.

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REMOTE REGULAR BOARD MEETING JULY 20, 2020**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a remote regular board meeting on the above date. The meeting was called to order at 6:01 p.m. by Ms. K. Elizabeth Yeager, board president.

As President of the Board of Trustees of the Wichita Falls Independent School District, I, K. Elizabeth Yeager, hereby call to order of the Remote Regular Meeting of the Board of Trustees. Pursuant to Governor Abbott's Temporary Suspension of Open Meetings Laws issued on March 16, 2020, and consistent with new state and local mandates on public health and social distancing amidst the outbreak of COVID-19, this Regular Meeting of the Wichita Falls ISD Board of Trustees is being conducted via Google Meet, which is available to the public via a link posted on the Board's website. A quorum of the Board of Trustees is not physically present at one location, and for safety reasons, we have not permitted in-person attendance at any location by members of the public.

Board members present by roll call: Ms. K. Elizabeth Yeager, Mr. Dale Harvey, Mr. Tom Burse, Mr. Mark Lukert, Ms. Katherine McGregor, Mr. Robert Payton and Mr. Mike Rucker. Ms. K. Elizabeth Yeager, board president, noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Mr. Michael S. Kuhrt, Superintendent of Schools, Dr. Peter Griffiths, Associate Superintendent, Mr. Tim Sherrod, Chief Financial Officer, Ms. Debby Patterson, Executive Director of School Administration, Ms. Cyndy Kohl, Director of Human Resources, Ms. Ashley Thomas, Communications Officer and Mr. Shad McGaha, Director of Technology.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENT:***

In order to help stop the spread of COVID-19, public comments must be submitted to [MGRAHAM@WFISD.NET](mailto:MGRAHAM@WFISD.NET) by 6:00 pm on Monday, July 20, 2020. Public comments will be read aloud during this portion of the meeting. Please include your name, address, phone number and that you wish to make a public comment.

No public comments were made at the remote regular meeting on July 20, 2020.

***SUPERINTENDENT'S REPORT:***

***2020-2021 PREPAREDNESS:***

The Wichita Falls Independent School District Board of Trustees heard a 2020-2021 Preparedness report from Michael S. Kuhrt, Superintendent of Schools.

***CONSENT AGENDA:***

Mr. Dale Harvey, seconded by Mr. Robert Payton, moved that the Wichita Falls Independent School District Board of Trustees approve the consent agenda consisting of the following items: Financial Reports as of May 31, 2020, RFP #21-01: Catalog Bid for Office Supplies, RFP #21-02: Catalog Bid for Science Supplies, RFP #21-03: Catalog Bid for Teaching/Instructional Supplies, RFP #21-04: Catalog Bid for Trophies, Awards and Plaques, RFP #21-05: Catalog Bid for PE Supplies and minutes.

Carried unanimously by a polled vote of 7 – 0

***BOARD MATTERS:***

**LONG RANGE FACILITY PLAN DISCUSSION:**

Mr. Michael S. Kuhrt, Superintendent of Schools, discussed Long Range Facility Plan with the Board of Trustees.

***HUMAN RESOURCES:***

**TEACHER APPLICANT POOL:**

Mr. Dale Harvey, seconded by Mr. Mike Rucker, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool (Exhibit A).

Carried unanimously by a polled vote of 7- 0

**RECESS:**

Ms. K. Elizabeth Yeager, board president, recessed the remote regular meeting to go into closed session at 6:47 p.m.

**CLOSED SESSION:**

Closed Session Pursuant to Texas Government Code 551.072 and 551.074:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees
2. Discussion of Purchase, Exchange, Lease or Value of Real Property

***ADJOURNMENT:***

No further action was taken and Ms. K. Elizabeth Yeager, board president, adjourned the meeting at 7:04 p.m.

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REMOTE SPECIAL SESSION MEETING JULY 29, 2020**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a remote special session meeting on the above date. The meeting was called to order at 10:01 a.m. by Ms. K. Elizabeth Yeager, board president.

As President of the Board of Trustees of the Wichita Falls Independent School District, I, K. Elizabeth Yeager, hereby call to order of the Special Session of the Board of Trustees. Pursuant to Governor Abbott’s Temporary Suspension of Open Meetings Laws issued on March 16, 2020, and consistent with new state and local mandates on public health and social distancing amidst the outbreak of COVID-19, this Special Session of the Wichita Falls ISD Board of Trustees is being conducted via Google Meet, which is available to the public via a link posted on the Board’s website. A quorum of the Board of Trustees is not physically present at one location, and for safety reasons, we have not permitted in-person attendance at any location by members of the public.

Board members present by roll call: Ms. K. Elizabeth Yeager, Mr. Dale Harvey, Mr. Tom Bursey, Mr. Mark Lukert, Mr. Robert Payton and Mr. Mike Rucker. Ms. K. Elizabeth Yeager, board president, noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law. Ms. Katherine McGregor arrived at 10:04 a.m.

Staff members present: Mr. Michael S. Kuhrt, Superintendent of Schools, Dr. Peter Griffiths, Associate Superintendent, Mr. Tim Sherrod, Chief Financial Officer, Ms. Ashley Thomas, Communications Officer, Mr. Shad McGaha, Director of Technology, Ms. Cyndy Kohl, Director of Human Resources and Mr. Scot Hafley, Athletic Director.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENT:***

In order to help stop the spread of COVID-19, public comments must be submitted to [MMATTHEWS@WFISD.NET](mailto:MMATTHEWS@WFISD.NET) by 10:00 a.m. on Wednesday, July 29, 2020. Public comments will be read aloud during this portion of the meeting. Please include your name, address, phone number and that you wish to make a public comment.

No public comments for remote special session, July 29, 2020.

***BOARD MATTERS:***

**LONG RANGE FACILITY PLANNING:**

Mr. Robert Payton, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District Board of Trustees approve Concept 2A and Concept 2B for designs for two new high schools.

Carried unanimously by a polled vote of 7 – 0

**REVIEW OF THE ROADMAP BACK TO SCHOOL:**

Mr. Michael S. Kuhrt, Superintendent of Schools, presented to the Wichita Falls Independent School District Board of Trustees the Review of the Roadmap Back to School for the 2020-2021 school year.

**RECESS:**

Ms. K. Elizabeth Yeager, board president, adjourned the remote special session meeting to go into closed session at 11:30 a.m.

**CLOSED SESSION:**

Closed Session Pursuant to Texas Government Code Section 551.072:

1. Discussion of Purchase, Exchange, Lease or Value of Real Property

**ADJOURNED:**

No further action and meeting was adjourned at 11:48 a.m.

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President, Board of Trustees

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Secretary, Board of Trustees

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Monthly Personnel Report		
<b>Administrator Responsible:</b>	Cyndy Kohl, Director of Human Resources		
<b>Attachments:</b>	No Attachment		
<input type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input checked="" type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees reviews the employee resignations/retirements that have been submitted since the last Board meeting. The resignations/retirements have been accepted by Michael S. Kuhrt, Superintendent of Schools, in accordance with the requirements of Policy DFE (Local).

**Letters of Retirement:**

**Professionals**

**Clerical/Auxiliary/Support**

**Letters of Resignation:**

**Professionals**

- Bearden, Tiffany – SLPA, SPED (5/23/20)
- Blair, Gina – Teacher, Farris (5/23/20)
- Evans, Erin – Teacher, Jefferson (5/23/20)
- Golden, Haley – Teacher, Sheppard (5/23/20)
- Murphey, Hollie – Teacher, Burgess (5/23/20)
- Roseboom, Kathleen – Teacher, Kirby (5/23/20)
- Wise, Amaris – Teacher/Coach, Kirby (5/23/20)

**Clerical/Auxiliary/Support**

- Jennings, Sierra – Aide, Farris (5/22/20)
- Morrow, Estrella – Aide, Cunningham (5/22/20)
- Standifer, Danielle – Aide, Farris (5/22/20)

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	Applicant Pool		
<b>Administrator Responsible:</b>	Cyndy Kohl, Director of Human Resources		
<b>Attachments:</b>	Applicant Pool		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approve the proposed applicant pool as submitted by Cyndy Kohl, Director of Human Resources, and as recommended by Michael S. Kuhrt, Superintendent of Schools.

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
August 11, 2020**

**CERTIFIED APPLICANT POOL  
2020-2021 Hires**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Beck, Brendy*	Core Subjects EC-6	Western Governors University	0	Teacher Southern Hills Replacing Dolores Zug	NA
Bynum, Wilma*	ELA 4-8	Wayland Baptist University	0	Teacher McNiel Replacing Clifford Nichols	WFISD (Para)
Dorall, Sasha*	Core Subjects EC-6	Midwestern State University	0	Teacher Crockett Replacing Jody Barnett	NA
Halverson, Emily*	Core Subjects EC-6	Midwestern State University	0	Teacher Farris Replacing Anita Chaplin	WFISD (Para)
Johnston, Jaydon***	Mathematics 7-12	Midwestern State University	0	Teacher/Coach WFHS Replacing Ja'Nequia King	NA
MacLeod, Stacia	SPED EC-12 Generalist EC-6 Social Studies 4-8 ESL Supplemental EC-12	Saint Cloud University	8	Teacher Cunningham Replacing Jennifer Aguillon	Lafayette Public School

*Asterisk indicates Contract Addendum Required. See key below.*

\* Enrolled in an Alternative Certification Program

\*\* One-year out-of state Certification

\*\*\*Emergency Permit

\*\*\*\* Non-Renewal Permit

Nadeem, Shahnaz	SPED EC-12 Core Subjects EC-6	University of Karachi (Bachelors & Masters)	0	Teacher Barwise Replacing Tahyra Noel	WFISD (Para)
Rennhack, Anthony*	Core Subjects 4-8	Midwestern State University	0	Teacher Kirby Replacing Amaris Wise	NA
Riggs, Cheryl	Generalist EC-6	MidAmerican Nazarene University	12	Teacher Cunningham Replacing Pamela Yenetchi	Henrietta ISD
Saunders, Emily	Family & Consumer 6-12	East Central University	0	Teacher WFHS Replacing Emily Saunders	WFISD
Smith, Cindy	ESL Supplemental EC-12 Elementary 1-8 Learning Resources EC-12 SPED EC-12	Midwestern State University (Bachelors) University of North Texas (Masters)	24	Teacher Kirby Replacing Kathleen Roseboom	Notre Dame Catholic School
Stubing, Lynn	LSP	Stony Brook University (Bachelors) College of New Rochelle	4	Licensed Specialist in School Psychology Ed Center	San Jose Unified School District
Studer, Jessica*	ELAR 7-12	University of North Texas	0	Teacher Rider Replacing Falesha Wood	WFISD
Taylor, Selinda	Early Childhood Education PK-6 Elem Self Contained PK-6	Abilene Christian University	4	Teacher Northwest Replacing Erik Walker	WFISD
Tilson-Lumetta, Amy*	Core Subjects EC-6	University of California Irvine	0	Teacher Sheppard Replacing Haley Golden	NA

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

Warren, Darrin	PE EC-12	Southwestern Assemblies of God University	0	Teacher West Foundation Replacing Jean McKinney	NA
Williams, Shanika	PE EC-12	University of North Texas	2	Teacher/Coach Kirby Replacing Jennifer Gordon	Para at Uplift Heights Preparatory
Woodward, Brenda	SPED EC-12 Core Subjects EC-6	Western Governors University	0	Teacher Franklin Added Position	NA

### CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Andersen, Marilyn	Classroom Teacher Continuing Contract 10 Month	Teacher Crockett	Classroom Teacher Term 10 Month	Teacher Crockett
Carver, Jordon	Classroom Teacher Term 10 Month	Teacher WFHS	Professional Educator Probationary 12 Month	Autism Specialist ED Center
Largue, Natassja	Dual Probationary 10 Month	Teacher/Coach Kirby	Classroom Teacher Probationary 10 Month	Teacher Kirby
Wood, Falesha	Classroom Teacher Term 10 Month	Teacher Rider	Certified Administrator Probationary 12 Month	Assistant Principal Rider Replacing Amanda Mann

*Asterisk indicates Contract Addendum Required. See key below.*

\* Enrolled in an Alternative Certification Program

\*\* One-year out-of state Certification

\*\*\*Emergency Permit

\*\*\*\* Non-Renewal Permit

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
August 11, 2020**

**CERTIFIED APPLICANT POOL  
ADDENDUM**

Name	Certification	University	Yrs of Exp	Position/Assignment	Previous District
Fisk, Ricky	Secondary Science Composition 6-12	Baylor University	20	Teacher Hirschi Replacing Joan Youngdahl	Waco ISD

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 11, 2020**

<b>Agenda Item:</b>	2020-2021 T-TESS Appraisers		
<b>Administrator Responsible:</b>	Cyndy Kohl, Director of Human Resources		
<b>Attachments:</b>	Appraisal List		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approves the following list of appraisers for WFISD as submitted by Cyndy Kohl, Director of Human Resources, and as recommended by Michael S. Kuhrt, Superintendent of Schools. All appraisers will be T-TESS certified for the 2020-2021 school year.

**Explanation:**

The Commissioner’s Rules concerning the Texas Teacher Evaluation and Support System (T-TESS) allow an appraiser other than the teacher’s supervisor provided the district Board of Trustees approves the appraiser. The “other appraiser” must hold a valid teaching certificate and be T-TESS qualified.

## **T-TESS APPRAISERS 2020-2021**

Second Appraiser Assignment Process: When a teacher requests a second appraisal under the T-TESS evaluation requirements, the campus principal will notify the Director or Assistant Director of Human Resources. The Human Resources Department will then notify the superintendent of the request. The superintendent or his designee will assign a second appraiser from the list of Board approved T-TESS appraisers to act as the second appraiser. The Human Resources Department will notify both the teacher and the campus principal of the person assigned as the teacher's second appraiser.

These teacher appraisers attended the required three days of T-TESS training and passed the T-TESS Appraiser Certification exam. In addition, they completed the Advancing Educational Leadership (AEL) or Instructional Leadership Development (ILD) course required by the Texas Education Agency as part of the teacher appraiser certification requirements.

T-TESS appraisers must take and pass a certification exam annually for three years. After three consecutive years of certification, the T-TESS appraiser will be required to take and pass the T-TESS Appraiser Certification Exam once every three years in order to maintain certification.

Adkins, Erica	Elementary Principal
Akin, Laura	Special Education Curriculum Specialist
Albus, Doug	High School Principal
Alfert, Rebecca	Elementary Assistant Principal
Apple, Lori	Elementary Principal
Armstrong, Dr. Travis	Early Learning Director
Ayers, Dr. Gena	Elementary Principal
Betts, Angie	Elementary Principal
Blair, Dr. Cody	High School Principal
Braveboy, Peter	Middle School Principal
Browne, Tristan	School Improvement / At-Risk Coordinator
Bryant, Russell	Secondary School Assistant Principal
Byrd, Robbie	Special Education System Analyst
Bynum, Summer	Middle School Principal
Calhoon, Wayne	High School Assistant Principal

Calliste, Alston	High School Assistant Principal
Coyle, Lydia	Elementary Assistant Principal
Cunningham, Shannon	Middle School Principal
Darden, Gregory	High School Assistant Principal
Davenport, Roy “Kyle”	Middle School Assistant Principal
*Dipprey, Deborah	Director of High School Curriculum
Dorman, Kory	High School Assistant Principal
Farris, Dr. Troy	High School Assistant Principal
Frazier, Katherine	Middle School Assistant Principal
Freeman, Christopher	Middle School Assistant Principal
Garcia, Amanda	Elementary Principal
Gates, Kelli	Elementary Assistant Principal
Griffiths, Ana	Assistant Director of State and Federal Programs
*Griffiths, Dr. Peter	Associate Superintendent
Hardaway, Dayna	Assistant Director of Human Resources
Heathington, Kelli	Elementary Assistant Principal
Hernandez, Rebecca	Elementary Principal
Hill, Jeff	Elementary Principal
Hunter, Kacy	Elementary Principal
Jacobs, Jared	Elementary Assistant Principal
Jans-Stutz, Kimberly	High School Assistant Principal
Johnson, Robert	Middle School Assistant Principal
Kirby, Synthia	CEC Principal
Kohl, Cynthia L	Director-Human Resources
Kuhrt, Michael	Superintendent
Kuhrt, Shannon	Director of Assessment
Lamb, Ashley	Elementary Assistant Principal

Lankford, John	Middle School Assistant Principal
Lewis, Synquis	Elementary Assistant Principal
Lonon, Datra	Middle School Assistant Principal
Martin, Alexandra	Elementary Principal
Martin, Donna	Elementary Principal
Mayo, Susan	Coordinator, Deaf Education Program
McCartney, Jackie	Middle School Assistant Principal
*Menefee, Larry D	Coordinator of School Admin.
Moore, Patrick	High School Assistant Principal
Mroczkowski, Sally	High School Assistant Principal
Muehlberger, Dr. Linda S	Coordinator of Student Assignment
Murdock, Ashley	Elementary Assistant Principal
Nash, Christy	High School Principal
Nichols, Linda S	Principal – DAC
Norton, Dr. Shonna	Director of Social / Emotional Learning
Paris-Toulon, Alefia	Director of Special Education
*Patterson, Debby K	Exec. Director of School Administration
Radtke, TiAda	High School Assistant Principal
Richie, Clarisa J	Elementary Principal
Roberts, Kelli	Elementary Assistant Principal
Roberts, Ward	Director of Innovation and Advanced Academics
Rooney, Angela	Elementary Principal
Scott, Laura A	Elementary Principal
Scroggins, Megan	Elementary Assistant Principal
Silva, Melissa	Elementary Assistant Principal
Simmons, Amy	Elementary Assistant Principal
Smith, Kimberly D	Elementary Principal

Spurgers, Jennifer	CEC Assistant Principal
Tarver, Frank	Elementary Assistant Principal
Taylor, Lauren	Elementary Assistant Principal/Curriculum Facilitator
Thomas, Dr. Jesse	Elementary Principal
Tinius, Elizabeth	High School Assistant Principal
Tinker, Paula	Early Learning Assistant Principal
Waddell, Cindy	Elementary Principal
Wheat, Jackie	Director of State and Federal Programs
Willis, Letitia	Early Learning Principal
Wood, Falesha	High School Assistant Principal
Yoakum, Carrie	Assistant Director of Special Education
Zamora-Robles, Dr. Stephanie	Middle School Assistant Principal

\* *Principal Appraisers*

### **Pending T-TESS Appraisal Training**

These teacher appraisers have completed the three days of “Advanced Educational Leadership” training. They have not completed the required three days of T-TESS Appraiser Certification training.

Upon completion of the T-TESS Appraisal Training and the certification requirement, these individuals will be certified teacher appraisers for the District.

Mathis, Marcus	Elementary Assistant Principal
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### **Pending T-TESS Re-Certification**

These teacher appraisers attended the initial required three days of T-TESS training and passed the T-TESS Appraiser Certification exam. In addition, they completed the Advancing Educational Leadership (AEL) or Instructional Leadership Development (ILD) course required by the Texas Education Agency as part of the teacher appraiser certification requirements.

T-TESS appraisers must take and pass a certification exam annually for three years. After three consecutive years of certification, the T-TESS appraiser will be required to take and

pass the T-TESS Appraiser Certification Exam once every three years in order to maintain certification.

These teacher appraisers have not completed the T-TESS Appraiser Re-certification requirements for the current school year. Upon completion of the T-TESS Appraiser certification requirements, they will be certified appraisers within the District.

Lewis, Yolanda

Supervisor for the Parents as Teachers Program

### **Pending AEL Training**

These teacher appraisers have attended the required three days of T-TESS Appraiser Certification training. They must now complete the three days of “Advanced Education Leadership” training.

Upon completion of the AEL training course, they will be certified teacher appraisers within the District.

Currently there are no administrators in the District needing to complete AEL training.

### **Pending T-TESS Appraisal & AEL Training**

These teacher appraisers have not completed the required three days of T-TESS Appraiser Certification training or the three days of “Advanced Education Leadership” training.

He/she must complete both trainings in order to be a certified teacher appraiser.

Currently there are no administrators in the District needing to complete both the T-TESS Administrator and AEL training courses.