



# Agenda of Board Meeting August 15, 2022 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 Board Meeting at 6:00 PM, on August 15, 2022, 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. Items do not have to be taken in the order shown on this meeting notice.

<b>I. CALL TO ORDER AND OPENING STATEMENT</b>	
<b>II. PRESENTATION OF COLORS</b>	
<b>III. INVOCATION</b>	
<b>IV. PUBLIC COMMENT</b>	
<b>V. CONSENT AGENDA</b>	
A. Skyward Finance Annual License Agreement	3
B. Purchase of SOLIDWORKS® Software	5
C. RFP #23-04: Catalog Bid for Local Retail Prepared Food	6
D. RFP #23-06: Catalog Bid for Awards, Trophies, Plaques and Related Goods	7
E. RFP #23-07: Purchase of Six (6) New Buses	9
F. Local Policy Changes as a Result of WFISD's New District of Innovation Plan	10
G. Minutes	14
<b>VI. FINANCIAL SERVICES</b>	
A. Adoption of the 2022-2023 Maintenance and Operations Tax Rate and the Debt Service Tax Rate	32
B. Region 9 Education Service Center Contract for 2022-2023	34
<b>VII. INSTRUCTIONAL SERVICES</b>	
A. Asynchronous Attestation and Summary Plan for CTE Work Program	36
<b>VIII. BOARD MATTERS</b>	
A. Consider and Adopt Order of Election for the November 8, 2022 Election for Board of Trustees Representing Single Member District 1, District 3, District 5 and At-Large Position	45
B. Joint Election Agreement and Election Services Agreement Between the Wichita Falls ISD and Wichita County for the November 8, 2022 Election	49
C. Closed Session Pursuant to Texas Government Code 551.074:	
1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees	
<b>IX. HUMAN RESOURCES</b>	
A. Applicant Pool	50
B. Stipends for 2022-2023	54
C. T-TESS Appraisers	58
<b>X. ADJOURNMENT</b>	

---

*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 12, 2022 at 2:30 pm.

---

For the Board of Trustees

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Skyward Finance Annual License Agreement
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer
<b>Attachments:</b>	2022-2023 Skyward Finance Invoice

Action Needed       Future Action       Information       Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees renew the Skyward Finance Annual License Agreement for the 2022-2023 fiscal year, as recommended by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation**

Wichita Falls Independent School District utilizes Skyward Finance for the management of District funds, as well as for Payroll, HR, Inventory, Fixed Assets, and PEIMS. The Skyward Finance invoice for the 2022-2023 fiscal year in the amount of \$110,317 is attached.

**Fiscal Note:**

Expenditures exceeding \$100,000 and multi-year agreements require Board approval per Policy CH (Local).



WICHITA FALLS ISD  
 ATTN: ACCOUNTS PAYABLE  
 1104 BROAD STREET  
 WICHITA FALLS, TX 76301-4412

**Invoice Detail**

**Invoice #** 0000216724  
**Invoice Date** 07/01/2022  
**Due Date** 07/15/2022  
**Invoice Total** 110,317.00

<u>Qty.</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Extension</u>
1.00	FINANCIAL MANAGEMENT ANNUAL LICENSE FEE	26,037.0000	26,037.00
1.00	PAYROLL ANNUAL LICENSE FEE	14,835.0000	14,835.00
1.00	TRUE TIME ANNUAL LICENSE FEE	12,625.0000	12,625.00
1.00	EMPLOYEE ACCESS ANNUAL LICENSE FEE	9,471.0000	9,471.00
1.00	FIXED ASSETS ANNUAL LICENSE FEE	9,471.0000	9,471.00
1.00	INVENTORY ANNUAL LICENSE FEE	9,471.0000	9,471.00
1.00	EMPLOYEE MANAGEMENT ANNUAL LICENSE FEE	7,891.0000	7,891.00
1.00	SUBSTITUTE TRACKING ANNUAL LICENSE FEE	6,945.0000	6,945.00
1.00	SCHOOL BASED ACTIVITY ACCOUNTING ANNUAL LICENSE FEE	6,404.0000	6,404.00
1.00	FAST TRACK ANNUAL LICENSE FEE	4,736.0000	4,736.00
1.00	PEIMS FINANCE ANNUAL LICENSE FEE	4,736.0000	4,736.00
1.00	SALARY NEGOTIATIONS ANNUAL LICENSE FEE	4,736.0000	4,736.00
-1.00	CREDIT - FINANCIAL MANAGEMENT ANNUAL LICENSE FEE	7,041.0000	-7,041.00

Annual License Fees: 07/1/2022 - 06/30/2023

\*\*\*INVOICE REVISION 7/14/2022\*\*\*

Reduced Licenses as approved by Ray A. & Tom K.

**Total Extension: 110,317.00**

**REMIT TO:**

SKYWARD ACCOUNTING DEPT  
 2601 SKYWARD DRIVE  
 STEVENS POINT, WI 54482

**Invoice #** 0000216724  
**Invoice Date** 07/01/2022  
**Payor** WICHITA FALLS ISD  
**Due Date** 07/15/2022 (WICHITX 000)

**Invoice Amount: 110,317.00**  
**Remit Amount:**

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Purchase of SOLIDWORKS® Software			
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer			
<b>Attachments:</b>	None			
<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 award the purchase of SOLIDWORKS® to Lab Resources for \$5,920 for three years of access, as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Quotes from Lab Resources were obtained for the renewal of software historically utilized by all high school campuses and upper level Engineering students at the Career Education Center. This software is the industry standard for software for both colleges and manufacturers. SOLIDWORKS® single year renewal rates were compared to three-year renewal pricing. The recommended quote utilizes Region 7 Purchasing Cooperative Contract VOCA2122 Vocational Equipment and Supplies.

Lab Resources	Number of Seats	Contract Length	One-time Cost	Cost per Seat, per School Year
SOLIDWORKS® S-Pack	60	3 Years	\$5,920.00	\$32.89
SOLIDWORKS® S-Pack	60	1 Year	\$2,493.00	\$41.55
SOLIDWORKS® Bundle	100	1 Year	\$4,701.00	\$47.01

**Fiscal Note:**

This purchase will be made from general operating funds from Career and Technology Education budget. Multi-year agreements require Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	RFP 23-04 Catalog Bid for Local Retail Prepared Food
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer
<b>Attachments:</b>	None
<input checked="" type="checkbox"/> Action Needed <input 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 23-04 Catalog Bid for Local Retail Prepared Food (Restaurant, Catering, Baked Goods, Etc) to three (3) vendors listed on the attached for a period of two (2) years beginning August 16, 2022, through August 31, 2024, as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

RFP 23-04 was advertised twice in the Times Record News, and issued on WFISD’s electronic bidding platform. Twenty-three (23) registered vendors received notification of bid, and forty-five (45) were invited by direct email and/or phone invitation. The solicitation information was accessed by eight vendors with three (3) submitting a response. Responses were evaluated by Lauren Zotz, Director of Purchasing, and Matthew Cameron, Purchasing Specialist II. Due to low vendor participation, a supplementary RFP solicitation will be issued with additional phone or in-person outreach to local vendors in order for campuses and departments to have a greater variety in food choices for meetings and events.

<b>Vendor Name</b>	<b>City, State</b>	<b>Local Location</b>	<b>RFP Score</b>
Jason’s Deli	Fort Worth, Texas	2907 Garnett Avenue	100
McAlister’s Deli	Dallas, Texas	3900 Call Field Road	100
Pizza Hut	Wichita, Kansas	ALL 4 Wichita Falls Locations	100

**Fiscal Note:**

Expenditures are from the respective campus/department budgets. This is a multi-year contract which requires the Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	RFP 23-06 Catalog for Awards, Trophies, Plaques and Related Goods
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer
<b>Attachments:</b>	23-06 Attachment A – List of Vendors
<input checked="" type="checkbox"/> Action Needed	<input 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 23-06 Catalog Bid for Awards, Trophies, Plaques and Related Goods to eight (8) vendors, as outlined on the attached, for a period of two (2) years beginning September 1, 2022, through August 31, 2024, as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

RFP 23-06 was advertised twice in the Times Record News and issued on WFISD’s electronic bidding platform. Ninety-five (95) vendors received email notification of the bid opportunity, twenty (20) vendors accessed the bid, eight (8) vendors submitted a valid response, and two (2) vendors submitted invalid responses and were disqualified based on commodity not matching. Vendor responses were evaluated by Lauren Zotz, Director of Purchasing, and Matthew Cameron, Purchasing Specialist II.

**Fiscal Note:**

Expenditures are from the respective campus/department budgets. This is a multi-year contract which requires the Board of Trustees approval per policy, CH Local.

Event Number Event 23-06  
 Title CATALOG: Awards, Trophies, Plaques and Related Goods  
 All successful vendors scoring 70 or higher will be included for award and available  
 District purchasing effective:  
 September 1, 2022, through August 31, 2024.

Event Type: Catalog RFP  
 Published: 7/8/2022 06:01:00 AM (CT)  
 Submission Deadline: 7/29/2022 12:00:00 PM (CT)

---

WFISD Board of Education reserves the right to reject any or all bids.

Products INCLUDE INDIVIDUAL AWARDS, TEAM AWARDS, PLAQUES, TROPHIES FOR ALL CATEGORIES, AND SIMILAR PRODUCTS and EXCLUDES YEARBOOK CATEGORIES.

WFISD makes no promise or guarantee to order.

Responding Supplier:	City:	State:	Score:	Commodity Match:
4l'imprint	Oshkosh	WI	100	YES
Branded1st.com	Carrollton	TX	100	YES
Jostens, Inc.	Minneapolis	MN	100	YES
Music in Motion, Inc.	Plano	TX	100	YES
OTC Direct, Inc. (Oriental Trading Company)	Omaha	NE	100	YES
Quill LLC (Staples)	Lincolnshire	IL	100	YES
SportsCenter	Wichita Falls	TX	100	YES
The Master Teacher	Manhattan	KS	100	YES
Precision Business Machines	DeSoto	TX	0	NO
Sew Much Fun	Coppell	TX	0	NO

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	RFP # 23-07 Purchase of Six (6) New Buses			
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer			
<b>Attachments:</b>	None			
<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 award RFP #23-07 for the Purchase of Six (6) New School Buses to Rush Bus Centers for four (4) Activity Buses for \$168,968.00 (\$675,872.00 total), and to Thomas Bus Group for two (2) school buses (with passenger lifts) for \$118,500.00 each (\$237,000.00 total) for a grand total of \$912,872.00 as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

RFP 23-07 was advertised twice in the Times Record News and issued on WFISD’s electronic bidding platform. Twenty-one (21) vendors received email notification of the bid opportunity, four (4) vendors accessed the bid, and two (2) submitted proposals. Vendor proposals were evaluated by Lauren Zotz, Director of Purchasing, Scot Hafley, Director of Athletics, and bus specifications were reviewed by Durham General Manager Brian Gibson.

The committee recommends awarding the purchase of four (4), 84-Passenger School Buses ("Activity Bus") to Rush Bus Centers. The committee recommends awarding two (2), 53-Passenger School Buses with passenger lift to Thomas Bus Texas. Splitting the purchases between these two vendors saves the District \$22,954.00, and also provides the best lead time for all six buses to purchase.

	Rush Bus Centers San Antonio, Texas		Thomas Bus Group Houston, Texas	
	Pricing and Lead Time ARO	RFP Score	Pricing and Lead Time ARO	RFP Score
<b>Qty 4, 84-Passenger School Bus ("Activity Bus")</b>	<b>\$168,968 each \$ 675,872 total 250 days ARO</b>	<b>100.00</b>	\$177,250 each \$ 709,000 total 360 days ARO	97.20
<b>Qty 2, 53-Passenger School Bus (with passenger lift)</b>	\$129,977 each \$ 259,954 total 360 days ARO	94.70	<b>\$118,500 each \$ 237,000 total 250 days ARO</b>	<b>100.00</b>

**Fiscal Note:**

These buses will be purchased out of budgeted funds. This purchase exceeds \$100,000 and requires the Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Local Policy Changes as a Result of WFISD’s New District of Innovation Plan		
<b>Administrator Responsible:</b>	Debby Patterson, Executive Director of School Administration		
<b>Attachments:</b>	Student Discipline: Out of School Suspension FOB (LOCAL) Community Relations: Conduct on School Premises GKA (LOCAL)		
<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 add, revise, or delete local policies as a result of the district’s new District of Innovation Plan for 2022-2027 as submitted by Debby Patterson, Executive Director of School Administration and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

FOB (LOCAL) and GKA (LOCAL) are being submitted to add language to reflect that the district is exempt from certain requirements. New language in FOB (LOCAL) concerns the use of out of school suspension for students coded as homeless. New language in GKA (LOCAL) now gives the district authority to refuse entry or eject a person from property under the District’s control without a warning or written notice. The District of Innovation plan was adopted on May 16, 2022.

New language has been provided by TASB.

**Fiscal Note:**

None.

### ADD POLICY

---

**Note:** This local policy has been revised in accordance with the District's [innovation plan](#).<sup>1</sup>

---

In accordance with the District's innovation plan, the District shall be exempt from the state law that limits the use of out-of-school suspension for a student who is homeless. If adequate housing for the student is determined to be available and is being used by the student, and the administration and the District's homeless liaison verify the student's housing situation, an administrator may use out-of-school suspension as a discipline technique.

---

<sup>1</sup> Innovation Plan: <http://www.wfisd.net/Page/20552>

## PROPOSED REVISIONS

---

**Note:** This local policy has been revised in accordance with the District's [innovation plan](#).<sup>1</sup>

---

### Access to District Property

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

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

### Ejection or Exclusion under Education Code 37.105

In accordance with the District's innovation plan, a District official shall have authority to refuse entry or eject a person from property under the District's control without a warning or written notice.

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

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

### Off-Campus Activities

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

### Prohibitions

Tobacco and E-Cigarettes

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

Weapons

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

*Exceptions*

No violation of this policy occurs when:

1. A Texas handgun license holder stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or

2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

---

<sup>1</sup> Innovation Plan: <http://www.wfisd.net/Page/20552>

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Minutes		
<b>Administrator Responsible:</b>	Dr. Donny Lee, Superintendent of Schools		
<b>Attachments:</b>	Minutes of Special Session, July 12, 2022 Minutes of Regular Meeting, July 18, 2022 Minutes of Regular Meeting, July 25, 2022		
<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 approves the proposed minutes of special sessions on June 6, June 13, June 14, June 20, June 21, June 27 at 12:30 pm, June 27 at 1:00 pm, minutes of a public hearing, June 27, and a regular meeting, June 20, 2022 as recommended by Deborah Dipprey, Interim Superintendent.

**Explanation:**

Following are copies of the minutes of special sessions on June 6, June 13, June 14, June 20, June 21, June 27 at 12:30 pm, June 27 at 1:00 pm, minutes of a public hearing, June 27, and a regular meeting, June 20, 2022. These minutes will become official upon approval by the Board.

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
SPECIAL SESSION MEETING JULY 12, 2022**

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

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

Board members present: Mr. Mike Rucker, Ms. K. Elizabeth Yeager, Mr. Tom Bursey, Mr. Dale Harvey, Mr. Mark Lukert, Ms. Katherine McGregor and Mr. Robert Payton. Mr. Mike Rucker 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: Ms. Deborah Dipprey, Interim Superintendent, Dr. Peter Griffiths, Associate Superintendent, Ms. Cyndy Kohl, Director of Human Resources, Ms. Ashley Thomas, Communications Officer, Ms. Denise Brown, Director of Finance, Ms. Ana Griffiths, Director of State and Federal Programs, Ms. Michelle Wood, Director of Career and Technology Education, Ms. Alefia Paris-Toulon, Director of Special Education, Mr. Larry Menefee, Assistant Director of School Administration, Dr. Shonna Norton, Director of Social/Emotional Services, Ms. Kelly Strenski, Director of Fine Arts, Mr. Chris Fain, Director of Maintenance, and Mr. Scot Hafley, Director of Athletics.

Also present were Mr. Christopher Walker, reporter for Times Record News, reporter for KFDX Channel 3 and Ms. Priscilla Meza, reporter for KAUZ Channel 6.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENT:***

There were no public comments.

***REPORTS OR SPECIAL DISCUSSION ITEMS:***

**FEDERAL GRANT APPLICATIONS:**

The Wichita Falls Independent School District Board of Trustees heard a report on several grant applications. This report provided opportunity for public comment on each grant. Ms. Ana Griffiths, Director of State and Federal Programs gave a report on the 2022-2023 ESSA (Every Student Succeeds Act) Consolidated Grant Application. Ms. Michelle Wood, Director of Career and Technology Education, gave a report on the 2022-2023 Perkins V – Strengthening Career and Technical Education for the 21<sup>st</sup> Century Grant Application. Dr. Shonna Norton, Director of Social/Emotional Services, gave a report on the 2022-2023 Texas Homeless Children and Youth (TEHCY) – Continuation Grant Application. Ms. Alefia Paris-Toulon, Director of Special Education, gave a report on the 2022-2023 Special Education Consolidated Grant Application.

**UIL UNENROLLED STUDENT PARTICIPATION (HOME SCHOOL STUDENTS) DISCUSSION:**

The Wichita Falls Independent School District Board of Trustees heard information from Dr. Peter Griffiths regarding the opportunity for school boards in Texas to allow unenrolled students or home school students to participate in UIL

activities. Background of the law allowing this action and pros and cons were discussed. Board members Mr. Robert Payton, Ms. Katherine McGregor, and Mr. Mark Lukert each shared thoughts on the pros and cons of this action.

This item will be placed on the agenda for the Board of Trustees regular meeting on July 18, 2022.

**ESSER RIPICS AND USE OF FUNDS UPDATE:**

The Wichita Falls Independent School District Board of Trustees heard a report from Dr. Peter Griffiths on the ESSER RIPISC plan and the use of funds update. Proposed changes include updating safety protocols for the 2022-2023 school year, types of tutors used for High Impact Tutoring, and mentoring programs for first-year teachers.

***FINANCIAL SERVICES:***

**FINANCIAL REPORTS AS OF MAY 31, 2022:**

Ms. Denise Brown, Director of Finance, 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 18, 2022.

***ADMINISTRATIVE SERVICES:***

**TRANSFER POLICY DISCUSSION FOLLOW-UP:**

Dr. Peter Griffiths, Associate Superintendent, presented to the Wichita Falls Independent School District Board of Trustees proposed changes to the district's transfer policy. Recommendations from the District Advisory Committee included simplifying policy FDB(LOCAL) and creating a transfer committee with guidelines to be finalized at a future meeting. Also discussed was the possibility of offering a transfer exemption for Class of 2025 or not offering an exemption. The District Advisory Committee will collaborate on transfer committee guidelines and will present their recommendation to the Board at a future meeting.

***BOARD MATTERS:***

**MINUTES:**

Minutes of special session, May 4, 2022, minutes of special session, May 10, 2022, minutes of Public Hearing, May 16, 2022, minutes of regular meeting, May 16, 2022.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 18, 2022.

**CONSIDER ENDORSEMENT FOR TASB BOARD OF DIRECTORS:**

Mr. Mike Rucker, seconded by Ms. Katherine McGregor, moved that the Wichita Falls Independent School District Board of Trustees endorse Mr. Mark Lukert as candidate for the TASB Board of Directors representing Region 9.

Carried unanimously by a vote of 7 – 0

**CLOSED SESSION:**

The Wichita Falls Independent School District Board of Trustees did not have a need to conduct a closed meeting.

***HUMAN RESOURCES:***

**MONTHLY PERSONNEL REPORT:**

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

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

Clerical/Auxiliary/Support

Vogt, Donna – Administrative Assistant, Finance/Ed Center (6/30/22)

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

Professionals

Brown, Mashella – Diagnostician, SPED/Ed Center (6/7/22)  
Ciuba, Kristy – Teacher/Coach, Rider (5/31/22)  
Clayton, Dana – Teacher, West Foundation (5/31/22)  
Conrady, Allison – Teacher, Crockett (5/31/22)  
Eubanks, Madeline – At-Risk Coordinator, Zundy (5/31/22)  
Frost, Nathan – Teacher, Kirby (5/31/22)  
Hamilton, David – Evaluation Coordinator, SPED/Ed Center (6/30/22)  
Hohertz, Stacey – Teacher, Kirby (5/31/22)  
Martin, Donna – Principal, Cunningham (6/14/22)  
Murray, Frank – Teacher/Coach, WFHS (6/17/22)  
Murray, Sarah – Teacher, McNeil (5/31/22)  
Nesbit, Mineasa – Teacher, Hirschi (5/31/22)  
Nihof, Berta – Teacher, Southern Hills (5/31/22)  
Pennington, Philip – Teacher, Booker T. Washington (5/31/22)  
Rios, Carlos – Counselor, WFHS (6/3/22)  
Schenk, Stephanie – Teacher, McNeil (5/31/22)

Clerical/Auxiliary/Support

Fallon, Brendin – Aide, McNeil (5/31/22)  
Gudgeon, Rachel – Aide, Sheppard (5/27/22)  
Huaman, Rolando – Aide, Lamar (5/27/22)  
Mayfield, Debra – Aide, Barwise (5/27/22)  
Saldarriaga, Olga – Aide, Lamar (5/27/22)  
Stiles, Sonja – LVN, Burgess (5/27/22)

**TEACHER APPLICANT POOL:**

Ms. K. Elizabeth Yeager, seconded by Mr. Mark Lukert, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool (Exhibit A) and addendum (Exhibit B).

Carried unanimously by a vote of 7 – 0

***ADJOURNMENT:***

Mr. Mark Lukert, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District Board of Trustees adjourn the meeting. No further action was taken and Mr. Mike Rucker, board president, adjourned the meeting at 1:09 p.m.

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

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

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
July 12, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Boyd, Lacey	SPED EC-12	Ashford University	5	Teacher Barwise Replacing Jeffrey Uriniak	Newman International Academy
Butler, Kristyna	Art EC-12	Midwestern State University	2	Teacher Rider Replacing Jeremy Boren	Bowie ISD
Carver, Jordan	Generalist EC-6 SPED EC-12 ESL Supplemental EC-12	University of North Texas (Bachelors & Masters)	11	SPED Program Coordinator- Elementary Ed Center Added Position	WFISD
Haynes, Eve	Elem. Self-Contained 1-8 Elem. Music 1-8	Midwestern State University (Bachelors) American Intercontinental University (Masters)	20+	Teacher Scotland Park Replacing Holly Hudson	Hagion International Christian Academy Harare, Zimbabwe
Lawson, Macie	SLP	University of Texas (Bachelors & Masters)	1	SLP SPED/Ed Center Replacing Macie Lawson	WFISD
Lewis, Nia	PE EC-12	University of Texas – Arlington (Bachelors) Midwestern State University (Masters)	2	Teacher/Coach Kirby/Hirschi Replacing Shamika Williams	Vernon ISD

*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*

Moulds, Wendy	Principal EC-12 Social Studies 8-12 Social Studies 4-8 SPED EC-12 ESL Supplemental EC-12	University of Holy Cross (Bachelors) Saint Joseph's College of Maine (Masters)	20+	Assistant Principal Hirschi Replacing Alston Calliste	City View ISD
Peterson, Shane*	Science 4-8	Midwestern State University	0	Teacher Cunningham Replacing Kimberly White	NA
Schultz, Olivia*	SPED EC-12	Midwestern State University	0	Teacher Haynes Replacing Amber Frost	NA
Simmons, Mechael	PE EC-12 Health Sciences 6-12	Midwestern State University	4	Teacher Booker T. Washington Replacing Eric Ward	Allen ISD
Sproles, Stacey	Core Subjects EC-6	Arkansas State University	2	Teacher Crockett Replacing Alison Conrady	Sumter School District
Thrasher-McKinney, Chaenette	Core Subjects EC-6	University of Phoenix	4	Teacher Booker T. Washington Replacing Cristina Manzel	City View ISD
Watson, Suzanne	Principal EC-12 Social Studies 6-12	Cameron University (Bachelors) Midwestern State University (Masters)	20+	Assistant Principal Kirby Replacing Richard Ross	Arlington ISD

*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*

## CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Bess, Julianne	Diagnostician Term	Diagnostician Ed Center	Professional Educator Term	SPED Evaluation Coordinator Replacing David Hamilton
Frost, Amber	Classroom Teacher Term	Teacher Haynes	Certified Professional Educator Term	SPED Program Coordinator Added Position

*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  
July 12, 2022**

**CERTIFIED APPLICANT POOL  
(Addendum)**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Bryant, Kelley	Social Studies 7-12	University of North Texas	4	Teacher Kirby Replacing Zachary Davis	WFISD
Garrett, Aaron	Social Studies 7-12	Midwestern State University	0	Teacher Kirby Replacing Stacey Hohertz	NA
Kenner, Jessica	Core Subjects EC-6 Trade & Industrial Education 8-12 Cosmetology	Wayland Baptist University	6	Teacher Fain Replacing Audra Miller	WFISD
McConnell, Bridget	Science 7-12	Midwestern State University	4	Teacher Kirby Replacing Julie Alvarez	WFISD
Mims, Nicholas	PE EC-12 Principal EC-12 Health	Cameron University	19	Assistant Principal WFHS Replacing Nicholas Mims	WFISD
Owens, Dalisa	Generalist 4-8 SPED EC-12	Texas A&M University	6	Teacher Barwise Replacing Dallas Deacon	Community ISD

*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*

*DOI = District of Innovation*

Propest, Dalena*	Core Subjects 4-8	Wayland Baptist University	0	Teacher Booker T. Washington Replacing Philip Pennington	NA
Roberson, Tracey	Social Studies 7-12	Upper Iowa University (Bachelors) Southeastern Oklahoma State University (Masters)	12	Teacher/Coach Hirschi Replacing Ty Rogers	Lawton Public School
Stone, Kayleigh	Core Subjects w/STR EC-6	Midwestern State University	0	Teacher Sheppard Added Position	NA
Wilkinson, Cindy*	Core Subjects w/ STR EC-6	Midwestern State University	0	Teacher Cunningham Replacing Michelle Hicks	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*

*DOI = District of Innovation*

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REGULAR BOARD MEETING JULY 18, 2022**

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

The Board of Trustees of the Wichita Falls Independent School District did not meet in a regular board meeting on the above date. The meeting was canceled due to a lack of a quorum.

The meeting was rescheduled for Monday, July 25, 2022 at 10:00 am.

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

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

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REGULAR BOARD MEETING JULY 25, 2022**

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

The Board of Trustees of the Wichita Falls Independent School District met in a regular board meeting on the above date. The meeting was called to order at 10:01 a.m. by Mr. Mike Rucker, board president.

Board members present: Mr. Mike Rucker, Ms. K. Elizabeth Yeager, Mr. Tom Bursey, Mr. Dale Harvey, Ms. Katherine McGregor and Mr. Robert Payton. Mr. Mike Rucker, 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. Mr. Mark Lukert was absent.

Staff members present: Ms. Deborah Dipprey, Acting Superintendent, Dr. Peter Griffiths, Associate Superintendent, Ms. Ashley Thomas, Communications Officer, Ms. Dayna Hardaway, Assistant Director of Human Resources, Ms. Lauren Zotz, Director of Purchasing, Mr. Larry Menefee, Assistant Director of School Administration, Ms. Trish Potts, Internal Auditor and Ms. Ana Griffiths, Director of State & Federal Programs, Ms. Denise Brown, Director of Finance, Ms. Judith Whittington, Interim Chief Financial Officer, Ms. Alefia Paris-Toulon, Director of Special Education, Ms. Kelly Strenski, Fine Arts Director, Ms. Betsi Morton, Risk & Contract Manager, and Mr. Scot Hafley, Athletic Director.

Also present were Dr. Donny Lee, lone finalist for the position of WFISD Superintendent of Schools, Ms. Paige Kyle, Attorney at Walsh Gallegos Trevino Kyle & Robinson P.C., Mr. Christopher Walker, reporter for Times Record News, Ms. Kaylin McGlothen, reporter for KFDX, and Ms. Priscilla Meza, report for KAUZ.

***PLEDGE OF ALLEGIANCE:***

Mr. Mike Rucker, board president of the Wichita Falls Independent School District Board of Trustees, led the pledge of allegiance.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENTS:***

No public comments for the regular meeting on July 25, 2022.

***BOARD MATTERS:***

***RECESS:***

Mr. Mike Rucker, board president, recessed the regular meeting to go into closed session at 10:03 a.m.

**CLOSED SESSION:**

Closed Session Pursuant to Texas Government Code Section 551.074:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees
2. Consider and Discuss Hiring Superintendent and Approval of Superintendent Contract

Closed Session Pursuant to Texas Government Code Section 551.071 and 551.129:

1. Consultation with Legal Counsel Regarding Issues Related to Employment and Contract of New Superintendent

**RECONVENED:**

Mr. Mike Rucker, board president, reconvened the closed session to go into open session at 10:07 a.m.

**OPEN SESSION:**

**CONSIDERATION AND POSSIBLE ACTION TO HIRE SUPERINTENDENT AND APPROVE SUPERINTENDENT CONTRACT:**

Mr. Robert Payton, seconded by Ms. K. Elizabeth Yeager, moved that the Wichita Falls Independent School District Board of Trustees name Dr. Donny Lee as superintendent. Mr. Mark Lukert was absent but provided a statement expressing his support for naming Dr. Donny Lee as superintendent.

Carried unanimously by a vote of 6-0

Mr. Mike Rucker, board president, gave a speech welcoming Dr. Donny Lee to Wichita Falls ISD. Mr. Mike Rucker and Dr. Donny Lee then signed the superintendent contract.

***CONSENT AGENDA:***

Mr. Dale Harvey, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District approve the consent agenda with the following items: Financial Reports as of May 31, 2022 and minutes.

Carried unanimously by a vote of 6 – 0

***FINANCIAL SERVICES:***

**RFP #23-05: SPECIAL EDUCATION STAFFING – SLP, LSSP, AND DIAGNOSTICIAN SERVICES:**

Mr. Robert Payton, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District approve the award of RFP #23-05 Special Education Staffing for Diagnosticians, Licensed Specialists in School Psychology, and Speech Language Pathologists, to two (2) vendors, Presence Learning, Inc. and Trinity Education Services, for the 2022-2023 School Year.

Carried unanimously by a vote of 6-0

***HUMAN RESOURCES:***

**TEACHER APPLICANT POOL:**

Ms K. Elizabeth Yeager, seconded by Mr. Robert Payton, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool (Exhibit A) from the rescheduled meeting on July 18, 2002, the applicant pool (Exhibit B) for July 25, 2022, and an addendum (Exhibit C) on July 25, 2002.

Carried unanimously by a vote of 6 – 0

***ADJOURNMENT:***

Ms. K. Elizabeth Yeager, seconded by Mr. Robert Payton, moved that the Wichita Falls Independent School District Board of Trustees adjourn the meeting at 10:23 a.m.

Carried unanimously by a vote of 6 – 0

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

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

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION**  
**July 18, 2022 July 25, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
*Cristobal, Sonia	ELAR 7-12	University of Central Florida	0	Teacher Rider Replacing Kristy Ciuba	NA
*Flores, Jennifer "Nikki"	Core Subjects w/ STR 4-8	McMurray University	0	Teacher McNiel Replacing Colby Bobbitt	WFISD (Para)
Lowery, Marian	Math 4-8 SPED EC-12 Counselor EC-12	Midwestern State University (Bachelors) Wayland Baptist	16	Teacher Kirby Replacing Leslie Smith	Midway ISD
Paris-Toulon, Alefia	SPED EC- 12 Diagnostician EC-12 Principal EC-12	Midwestern State University (Bachelors & Masters)	26	Director of SPED Ed Center Replacing Alefia Paris-Toulon	WFISD
Pineada, Burunat	Math 8-12	Florida International University	3	Techer WFHS Replacing Rebeca Perez	Fort Worth ISD
Shiflet, Sidney	Core Subjects w/STR EC-6 ESL Supplemental EC-6	Emporia State University	2	Teacher Jefferson Replacing Lana Brewster	Unified

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

*\* Enrolled in an Alternative Certification Program*

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

*\*\*\*Probationary Certificate*

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

*DOI = District Of Innovation*

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
July 25, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Allen, Megan	Core Subjects w/STR EC-6 SPED EC-12 ESL Supplemental EC-12	Midwestern State University	2	Teacher Southern Hills Replacing Brendy Beck	Chillicothe ISD
Hornbeck, Carla	Elem. Self-Contained 1-8 Social Studies Composite 1-8 ESL 1-8	Midwestern State University	26	Teacher Zundy Replacing Kerry Baird	Electra ISD
Puddu, Maricar*	Core Subjects w/ STR EC-6	University of North Texas	0	Teacher Milam Replacing Lexi Law	WFISD (Para)
Rivard, Elisa	Generalist EC-6 SPED EC-12 Music EC-12 ESL Supplemental EC-12	Midwestern State University (Bachelors) Abilene Christian University (Masters)	10	Teacher McNiel Replacing Carolyn Fogel	Burkburnett ISD
Smith, Malia	ELAR 7-12	Texas State University San Marcos	2	Teacher Kirby Replacing Malia Smith	WFISD
Stewart, Tori	English 6-12 Counselor EC-12 SPED EC-12	East Central University (Bachelors & Masters)	13	Teacher Milam Replacing Sandra Bunker	Kemp ISD

*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*

## CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Gardner, Christopher	Classroom Teacher Term	Teacher McNiel	Dual Term	Teacher/Coach McNiel Replacing Tyral Colbert
MacLeod, Stacia	Classroom Teacher Probationary	Teacher Cunningham	Diagnostician Probationary	Diagnostician Ed Center Replacing Amanda Policky

*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  
July 25, 2022**

**CERTIFIED APPLICANT POOL  
(Addendum)**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Baker, Stacey	PE- EC-12 Health EC-12 Science 4-8	University of Central Oklahoma	18	Teacher Burgess Replacing Kim Mason	Corpus Christi ISD
Cooper, Benjamin	Music EC-12	Oklahoma State University	0	Teacher McNiel Replacing Alex Collins	NA
Jarell, Kristina	ELAR w/STR 4-8 Core Subjects w/STR 4-8 Core Subjects w/STR EC-6 ELAR 7-12	University of Colorado (Bachelors & Masters)	9	Teacher Burgess Replacing Elizabeth Perry	Rapid City Area Schools (South Dakota)

*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*

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Adoption of the 2022-2023 Maintenance and Operations Tax Rate And the Debt Service Tax Rate		
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer		
<b>Attachments:</b>	No Attachment		
<input checked="" 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 sets the Maintenance and Operations tax rate at \$0.8715 per hundred-dollar valuation and sets the Debt Service tax rate at \$0.4250 for the tax year 2022, as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, 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.

Maintenance and Operations	\$0.8715
Debt Service	\$0.4250
<b>Total Proposed Tax Rate</b>	<b>\$1.2965</b>

**Fiscal Note:**

Based on the 2022 Certified Tax Roll from the Wichita Appraisal District.

# ORDINANCE SETTING TAX RATE

*STATE OF TEXAS*

*COUNTY OF WICHITA*

On August 15, 2022, 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 2022 at a total tax rate of \$1.2965, to be assessed and collected by the duly specified assessor and collector as follows:

\$0.8715 for the purpose of maintenance and operation, and

\$0.4250 for the purpose of payment of principal and interest on debts.

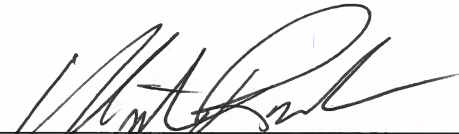
Such taxes are to be assessed and collected by the tax officials designated by the District.

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

THE TAX RATE WILL EFFECTIVELY BE REDUCED BY 7.3 PERCENT AND WILL LOWER TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$69.

Adopted this 15<sup>th</sup> day of August 2022, by the Wichita Falls Independent School District.

By:

  
\_\_\_\_\_  
Mike Rucker, President

Attest:

  
\_\_\_\_\_  
Tom Bursey, Secretary

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Region 9 Education Service Center Contract for 2022-2023
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer
<b>Attachments:</b>	Summary of Fees 2022-2023 and Services Requested
<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 accepts the recommendation to approve the multiple contracts for Fiscal Year 2022-2023 between Region 9 Service Center and Wichita Falls ISD for a total of \$289,932.78 as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Thirteen (13) separate contracts/services are included in this agreement with Region 9 Service Center. This contract has been reviewed by the Executive Team and several directors for services within their respective oversight.

**Fiscal Note:**

This purchase is funded by multiple departments that are responsible for utilizing and overseeing the specific service/contract. Contracts that exceed \$100,000 require Board of Trustees approval per policy CH (Local).

# Region 9 ESC

## Summary of Fees 2022-2023

<b>Contracted Service</b>	<b>Cost of 2021-22 Prior Year Services</b>	<b>Cost of 2022-23 Services</b>
<b><u>Administrative Services</u></b>		
Administrative Services Cooperative	\$3,500	\$3,500
Professional Development Coop	\$66,620.00	\$66,586.00
Asbestos/IPM Services Coop	\$5,700	\$5,700
<b><u>District Innovations</u></b>		
OnData Suite	\$5,610	\$8,028
Eduphoria! Data Disaggregation Tool	\$52,030	\$57,200
TEKSbank through Eduphoria!	\$9,400	\$6,690
<b><u>2022-2023 Effective Schools</u></b>		
First Year Teacher Cooperative	\$0	\$22,500
<b><u>Federal Programs</u></b>		
Title III Non-Shared Services Agreement-English Language Acquisition	\$10,000	\$10,000
ESL Services Coop	\$700	\$700
On-line Safe Schools and Compliance Training	\$14,564.00	\$14,542.78
Human Resources Services Cooperative	\$10,588	\$10,588
<b><u>Future Ready</u></b>		
Curriculum Coop	\$71,898.00	\$71,898.00
<b><u>Technology Service</u></b>		
Instructional Technology Cooperative	\$12,000	\$12,000
<b>TOTALS</b>	<b>35</b>	<b>\$262,610.00</b>
		<b>\$289,932.78</b>

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Asynchronous Attestation and Summary Plan for CTE Work Program		
<b>Administrator Responsible:</b>	Dr. Peter Griffiths, Associate Superintendent		
<b>Attachments:</b>	Planning Document		
<input checked="" type="checkbox"/> Action Needed	<input 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 Dr. Peter Griffiths, Associate Superintendent, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation**

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 for the CTE Work Program developed with the help of Michelle Wood, Director of CTE, Debby Patterson, Executive Director of School Administration, Debbie Dipprey, Director of School Administration, and Peter Griffiths, Associate Superintendent.

Once approved by the board, it will be published on the WFISD curriculum website.

# ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

## Attestations

### Instructional Schedule

- Teacher interaction** with students is predictable, sufficient to support the 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 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 the 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 the virtual class enrolled:
  - 12th grade – 45 instructional minutes daily and 225 minutes weekly

### Materials Design

- District has adopted a **full, TEKS-aligned curriculum that 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 include specifically designed resources and/or accommodations and modifications to support students with disabilities and English Learners in an asynchronous environment.

### 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**.
- Trackable student engagement, daily 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
  - 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 google classroom.

## ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

- 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 in non virtual classes.

### 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 **communication and support for families** in order to support asynchronous work at home.

# ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

## 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 45 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><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 4 hours (240 minutes) of daily instruction for core subjects (excluding Fine Arts / Electives / PE), which is approximately a full day of academic content on-campus.</p> <p>In the above schedule, students will complete 45minutes of asynchronous learning for their work program class. Instruction and activities will be completed primarily asynchronously, while still being enrolled in other non- virtual asynchronous classes.</p>
<p><b>What are the expectations for teacher/student interactions?</b></p>	<p>Teachers are expected to engage with students through feedback (more about this in the Student Progress section). Students should be accustomed to this online interaction with their teachers based on their experience during COVID, and teachers will notify which students of any academic deficiencies. 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; but should be an option for students struggling with assignments.</p>
<p><b>How will teacher/student interactions be differentiated for students with additional learning needs?</b></p>	<p>Students selected to certain intervention sessions are based on student need and progress markers in GOOGLE CLASSROOM. – Markers in GOOGLE CLASSROOM will serve as diagnostic for teachers to identify students who need more 1:1 support – Teachers may also pull students aside for 1:1 check-in if they notice GOOGLE CLASSROOM progress is insufficient, or if a student is engaging but struggling to make progress – Intervention sessions are conducted synchronously over video conferencing 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 the GOOGLE CLASSROOM. Students have the opportunity for personalized support during designated office hours.</p>

# ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

**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>Work Program (Practicum in AG)</b>	12	CTE TEKS Resource  District created resources  TEA WBL Guide	District Developed Assessments	<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.	Linguistic accommodations for instruction, and designated supports for assessment, will be determined by the LPAC committee.

# ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

**Provide additional  
your instructional materials meet the criteria if needed:**

**explanations of how**

Component	Explanation
<b>How will materials be designed or will be adapted for asynchronous instruction, ensuring coherence and retention on knowledge</b>	The district will leverage our existing instructional materials as the basis for our curriculum for students. All materials we use are Texas Essential Knowledge and Skills (TEKS) aligned and follow WBL guidelines. Teachers will receive significant professional development on both content and remote instructional practices to support appropriate adaptation, instructional practices, and coherence.
<b>What additional supports (in addition to resources listed above) will be provided for students with disabilities and ELs?</b>	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.

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

Component	Explanation
<b>What is the expectation for daily student engagement?</b>	Students are expected to log into Google Classroom to reference daily activities and assignments. Students are required to be engaged with work through the completion of set assignments listed; students who do not demonstrate engagement on daily assignments are marked absent accordingly. 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 daily by the teacher, and completion time equates to the minutes assigned for specific grades.
	41

## ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

<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. Progress in Google Classroom</li> <li>2. Progress via student-teacher interaction</li> <li>3. Completion / Turn-in of assignments</li> </ol>
<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) 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>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. Students will have grades at the end of each grading period (failure may result in non-enrollment in virtual learning and enrollment in an alternate face-to-face class at the student’s assigned school for the following semester).</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 feedback for the daily assignments in at least one capacity within Google Classroom. Daily specific feedback from teachers to students is conducted through a variety of methods, via lessons, activities, or teacher office hours. The feedback mechanism allows students to have a clear understanding of their academic progress on a consistent and frequent basis. Teachers will review each individual student’s progress and conduct outreach 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.</p>

**Key Requirement Implementation:** Describe specific supports for educators and families to implement effective remote asynchronous instruction.

**Include a sample educator professional development schedule.**

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

Component	Explanation
-----------	-------------

## ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

<p><b>How will both initial and ongoing, job-embedded educator development opportunities occur?</b></p>	<p>Educators will participate in virtual training outlined above. They will have the opportunity to learn the necessary digital and content specific instructional tools to effectively deliver classroom instruction. These courses will be held in a virtual setting. 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 Meet</li> <li>● Google Slides</li> <li>● Screencastify</li> </ul> <p>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><b>How will professional development experiences develop educator content knowledge to support internalizing the asynchronous curriculum and analyzing and responding to data?</b></p>	<p>Through ongoing topical discussions throughout the year on how to effectively leverage Google Classroom, educators will learn how to deliver course content and respond to the data provided. District Staff Development will help to instill best practices for asynchronous 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>Students and parents will be provided a course syllabus with expectation of assignments and attendance via google classroom at the start of school. Google classroom codes will be provided to students upon picking up their student schedule via student email.</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 engaged in the following events and practices:</p> <ul style="list-style-type: none"> <li>● Instructional support to the student.</li> <li>● Open communication and checking on student progress regularly</li> <li>● Support the use of technology tools to help access instruction</li> </ul>

## ASYNCHRONOUS PLANNING DOCUMENT- FOR SUBMISSION PREPARATION ONLY

	<ul style="list-style-type: none"><li>● Social and Emotional Learning-students will have access to positive reinforcement and positive reinforcement systems set up by the teacher using ( Google Classroom).</li></ul>
--	---

<b>What additional supports, training, and/or resources will be provided for families who may need additional support?</b>	<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>
--	--

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Order of Election for November 8, 2022 Election for School Trustees Representing Single Member Districts 1, 3, 5, and At-Large Positions
<b>Administrator Responsible:</b>	Dr. Donny Lee, Superintendent
<b>Attachments:</b>	Order of Election
<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 approves an Order of Election to be held on November 8, 2022 for the purpose of electing School Trustees to District 1, District 3, District 5, and At-Large Positions as recommended by Dr. Donny Lee, Superintendent of Schools.

ORDER OF ELECTION  
FOR  
WICHITA FALLS INDEPENDENT SCHOOL DISTRICT

A general election is hereby ordered to be held on **NOVEMBER 8, 2022**, for the purpose of electing School Trustees to Single Member District 1, District 3, District 5, and At-Large Position on the Wichita Falls Independent School District Board of Trustees.

Early voting shall be conducted by personal appearance at the locations and on the dates and at the times set forth below:

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT**  
**Early Voting Locations\***

LOCATION	ADDRESS	DATE	TIME
<b>Main Location: WICHITA COUNTY COURTHOUSE</b>	<b>900 7<sup>TH</sup> ST ROOM 139</b>	<b>October 24<sup>th</sup> – 28<sup>th</sup> October 29<sup>th</sup> October 30<sup>th</sup> October 31<sup>st</sup> – Nov 4<sup>th</sup></b>	<b>8:00 to 5:00 7:00 to 7:00 Noon to 6:00 7:00 to 7:00</b>
<b>HOME DEPOT</b>	<b>3705 KELL BLVD WICHITA FALLS</b>	<b>October 24<sup>th</sup> – 28<sup>th</sup> October 29<sup>th</sup> October 30<sup>th</sup> October 31<sup>st</sup> – Nov 4<sup>th</sup></b>	<b>9:00 to 7:00 8:00 to 8:00 Noon to 5:00 8:00 to 8:00</b>
<b>SENER MALL SIKES</b>	<b>3111 MIDWESTERN PKWY WICHITA FALLS</b>	<b>October 24<sup>th</sup> – 28<sup>th</sup> October 29<sup>th</sup> October 30<sup>th</sup> October 31<sup>st</sup> – Nov 4<sup>th</sup></b>	<b>10:00 to 7:00 10:00 to 7:00 Noon to 5:00 10:00 to 7:00</b>
<b>COMMISSIONER 2 BLDG</b>	<b>102 W COLLEGE BURKBURNETT</b>	<b>October 24<sup>th</sup> – 28<sup>th</sup> October 29<sup>th</sup> October 30<sup>th</sup> October 31<sup>st</sup> – Nov 4<sup>th</sup></b>	<b>8:00 to 5:00 7:00 to 7:00 Noon to 5:00 7:00 to 7:00</b>
<b>WICHITA COUNTY TAX OFFICE SUBSTATION</b>	<b>400 N WALL ST IOWA PARK</b>	<b>October 24<sup>th</sup> – 28<sup>th</sup> October 29<sup>th</sup> October 30<sup>th</sup> October 31<sup>st</sup> – Nov 4<sup>th</sup></b>	<b>8:00 to 5:00 7:00 to 7:00 Noon to 5:00 7:00 to 7:00</b>
<b>COMMISSIONER 4 BLDG</b>	<b>2023 SH 25 N ELECTRA</b>	<b>October 24<sup>th</sup> – 28<sup>th</sup> October 29<sup>th</sup> October 30<sup>th</sup> October 31<sup>st</sup> – Nov 4<sup>th</sup></b>	<b>8:00 to 5:00 Closed Closed 8:00 to 5:00</b>

\*LOCATIONS AND TIMES ARE SUBJECT TO CHANGE

Any voter who is entitled to vote an early ballot by personal appearance may do so at any Early Voting Polling Place.

Address for Early Voting by Mail:

Applications for early voting by mail must be received at the following address no later than Friday, October 28, 2022:

Lori Bohannon, County Clerk  
900 Seventh Street, Room 250  
Wichita Falls, TX 76301

The election shall be held between the hours of 7:00 a.m. and 7:00 p.m. on November 8, 2022, in said District at the polling places, as follows:

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT  
ELECTION DAY LOCATIONS\***

<b>November 8, 2022, 7:00 AM – 7:00 PM; PRECINCTS CAN VOTE ANYWHERE</b>
<b>Allendale Baptist Church</b> , 4650 Allendale Rd., Wichita Falls, 76310
<b>The Forum</b> , 2120 Speedway Ave., Wichita Falls, 76308
<b>Western Hills Baptist Church</b> , 5107 Ridgecrest, Wichita Falls 76310
<b>Faith Lodge #1158</b> , 3503 Kemp Ave., Wichita Falls, 76308
<b>MSU Clark Student Center, RM Comanche Suites</b> , 3410 Taft Blvd, Wichita Falls, 76308
<b>Kamay VFD</b> , 8537 SH 258 W, Kamay, 76369
<b>Texas Highway Dept.</b> , 1601 Southwest Pkwy., Wichita Falls, 76302
<b>Wesley United Methodist Church</b> , 1526 Weeks St., Wichita Falls, 76302
<b>First Baptist Church at Sheppard</b> , 2101 Puckett Road, Wichita Falls, 76306
<b>Legacy Church of God</b> , 1420 TX-11 Loop, Wichita Falls, 76306
<b>Cameron Gardens VFD</b> , 153 FM 1740, Wichita Falls, 76305
<b>Commissioner Pct. 2 Bldg.</b> , 102 West College, Burkburnett, 76354
<b>Tenth &amp; Broad Church of Christ</b> , 1319 10 <sup>th</sup> St., Wichita Falls, 76301
<b>Region IX Education Center</b> , 301 Loop 11, Wichita Falls, 76306
<b>First Baptist Family Center</b> , 300 W Bank, Iowa Park, 76367
<b>Faith Baptist Church</b> , 411 S Wall, Iowa Park TX 76367
<b>Martin Luther King Center</b> , 1100 Smith, Wichita Falls, 76301
<b>Jefferson Baptist Church</b> , 401 Jefferson St, Wichita Falls 76306
<b>Mercy Church</b> , 3101 McNiel, Wichita Falls, 76309
<b>Life Church</b> , 4350 Seymour Hwy., Wichita Falls, 76309
<b>Floral Heights United Methodist Church</b> , 2215 10 <sup>th</sup> St., Wichita Falls, 76309
<b>Haws Rd. Community Church</b> , 2635 Haws Rd., Iowa Park, 76367
<b>First Baptist Church</b> , 406 W. Garrison, Electra, 76360

\*LOCATIONS AND TIMES ARE SUBJECT TO CHANGE.

Issued this 15<sup>th</sup> day of August, 2022.

Wichita Falls Independent School District

By: \_\_\_\_\_  
Mike Rucker  
President, Board of Trustees

Attest: \_\_\_\_\_  
Tom Bursey  
Secretary, Board of Trustees

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Election Services Contract between the Wichita Falls ISD and Wichita County for the November 8, 2022 Trustee Election		
<b>Administrator Responsible:</b>	Dr. Donny Lee, Superintendent		
<b>Attachments:</b>	Election Services Contract		
<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 enters into an Election Services Contract with Wichita County as recommended by Dr. Donny Lee, Superintendent of Schools.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Applicant Pool		
<b>Administrator Responsible:</b>	Dayna Hardaway, 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 Dayna Hardaway, Director of Human Resources, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION**  
**August 15, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Buenrostro, Hilda	***Language Other than English Spanish EC-12	Midwestern State University	4	Teacher Scotland Park Replacing Amanda Gonzales	WFISD
Dean, Tina	***SPED EC-12	Midwestern State University	0	Teacher Cunningham Replacing Stacia MacLeod	WFISD (Para)
Edge, Sidney	PE EC-12 Health EC-12	America Military University (Bachelors & Masters)	2	Teacher McNiel Replacing Jackie Wuthrich	Quitman ISD
Kinne, Laurie	Teacher of Students with Visual Impairments EC-12 Principal EC-12	Texas A&M University (Bachelors) Texas Woman's University (Masters)	22	Director of Secondary Curriculum Ed Center Replacing Debbie Dipprey	Buna ISD
Manley, Robert "Sean"	Music EC-12	Midwestern State University	7	Teacher Kirby/Hirschi Replacing Minesa Nesbit	Burkburnett ISD
Speer, Misty	Counselor EC-12 Principal EC-12 SPED EC-12 ELA 8-12 Business Education 6-12	Tarleton State University (Bachelors) Lamar University (Masters)	15	Principal Burgess Replacing Jeff Hill	Buna ISD

*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

Wilson, Tina	*SPED EC-12	Midwestern State University	0	Teacher Scotland Park (Movement through out the campus)	NA
--------------	-------------	-----------------------------	---	---	----

**INFORMATION ONLY**

Name	Current Position	Contract	New Position
Hill, Jeff	Principal Burgess	Certified Administrator Term	Director of Elementary Curriculum Ed Center Replacing Dr. Travis

*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 15, 2022**

**CERTIFIED APPLICANT POOL  
ADDENDUM**

Name	Certification	University	Yrs of Exp	Position/Assignment	Previous District
Rodgers, Claire	Generalist (4-8) Science (8-12)	Tarleton University	4	Teacher Southern Hills Replacing Ashley Descottier	Keller ISD

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	Stipend Update for 2022-2023		
<b>Administrator Responsible:</b>	Dayna Hardaway, Director of Human Resources		
<b>Attachments:</b>	Extra Duty Stipend Chart – Proposed Changes Highlighted		
<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 review and accept the recommended changes to the Extra Duty Stipends for the 2022-2023 school year as submitted by Dayna Hardaway, Director of Human Resources, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

The Cheerleading stipends have been updated, as requested by High School Principals and approved by Dr. Lee. The changes are highlighted on the attached chart.

**2022–2023 Extra Duty Stipends  
Wichita Falls ISD**

Category	Assignment	Level	Current Stipend
<b>Athletics</b>			
	Athletic Coordinator MS	MS	1,000
	Middle School Boys Coach	MS	7,500
	<i>Stipend is based on coaching Football, Basketball, Track/Cross Country</i>		
	Middle School Girls Coach	MS	7,500
	<i>Stipend is based on coaching Volleyball, Basketball, Track/Cross Country</i>		
	Tennis Head Coach MS	MS	4,500
	Athletic Trainer Assistant HS	HS	7,000
	Athletic Trainer Head HS	HS	9,700
	Baseball-Assistant Coach HS	HS	3,500
	Baseball-Head Coach HS	HS	6,500
	Basketball Assistant Coach HS	HS	5,000
	Basketball Head Coach HS	HS	6,500
	Cross Country Assistant Coach HS	HS	3,500
	Cross Country Head Coach HS	HS	6,000
	Football Coordinator / First Assistant	HS	8,000
	Football Assistant Coach HS	HS	6,500
	Golf Assistant Coach HS	HS	3,500
	Golf Head Coach HS	HS	6,000
	Powerlifting Assistant Coach HS	HS	2,500
	Powerlifting Head Coach HS	HS	4,000
	Soccer Assistant Coach HS	HS	4,000
	Soccer Head Coach HS	HS	6,500
	Softball Assistant Coach HS	HS	3,500
	Softball Head Coach HS	HS	6,500
	Swimming Head Coach HS	HS	7,000
	Tennis Assistant Coach HS	HS	4,000
	Tennis Head Coach HS	HS	7,500
	Track Assistant Coach HS	HS	3,500
	Track Head Coach HS	HS	6,000
	Volleyball Assistant Coach HS	HS	5,000
	Volleyball Head Coach HS	HS	7,500

**2022–2023 Extra Duty Stipends  
Wichita Falls ISD**

Category	Assignment	Level	Current Stipend
<b>Longevity</b>			
	Longevity - Teacher/Professionals	20 years	350
	Longevity - Paraprofessional/Auxiliary	10 years	120
	Longevity - Paraprofessional/Auxiliary	20 years	240
	Longevity - Child Nutrition	10 years	120
	Longevity - Child Nutrition	20 years	240
<b>Leadership</b>			
	Campus Instructional Leader <i>Each secondary campus (excluding CEC, Denver, JJAEP) may have a Math, English, Science, and Social Studies</i>	Secondary	2,500
	SPED Program Supervisor <i>(SLPs, Physical Therapist, Occupational Therapist, LSSPs, Behavior Intervention Specialist Aide)</i>	District	1,575
	Lead Speech Language Pathologist	District	1,575
	Special Education PARA Coordinator	District	3,500
	High School Associate Principal <i>(1 per campus)</i>	High School	3,622
<b>Credentials</b>			
	CCC (Cert. of Clinical Competencies)	District	2,350
	Master's Degree (Teachers)	Campus	2,500
	Doctorate <i>(Teachers &amp; Principals)</i>	Campus	1,575
	ESL	District	1,550
	Bilingual	District	3,100
	SLP Bilingual	District	3,100
	Foreign Language	Secondary	3,100
	Head Start Certifications	Aides only	450
	Special Education District Programs - Teachers <i>(LEAP, LIFE, BASE, NTSH, Autism, Trans-K, Trans-1st)</i>	Campus	3,100
	Special Education District Program - PPCD Teachers	Campus	1,550
	LPC License <i>Available only to SPED Counselors</i>	District	2,350
	Diagnostician Certification <i>Available only to Diagnosticians paid on the Teacher Salary Schedule</i>	District	2,500
	Counselor Certification <i>Available only to Counselors paid on the Teacher Salary Schedule</i>	Campus	2,500
<b>Other</b>			
	ON CALL	Maintenance	1,540
	ROTC (Equipment Coordinator) - 1 per campus	High School	1,000
	ROTC ( Operations Officer) - 1 per campus <i>Paid to Officer or highest ranking NCO</i>	High School	1,000
	Vocational AG Instructor <i>Paid to 187+ Calendar AG Teachers</i>	High School	5,000

**2022–2023 Extra Duty Stipends  
Wichita Falls ISD**

Category	Assignment	Level	Current Stipend
<b>Academics</b>			
	Accelerated Learning Point of Contact*	District	1500/semester
	BookNook Point of Contact*	District	1000/semester
	Crime Stoppers HS	High School	1275
	Crime Stoppers MS	Middle School	500
	Career & Tech Student Organization Sponsor <i>(1 stipend per teacher - NOT PER TEAM, only paid for Area/Regional, State and/or National advancement)</i> \$1500 max per teacher	High School	250
	Elementary After School Clubs - <i>(\$300 first semester &amp; \$500 second semester)</i> Max 3 programs per school	Elementary	800/year
	E-Sports	High School	1500
	Newspaper	High School	1500
	PAL Sponsor	High School	1500
	Secondary TAME Programs - <i>(stipend to be awarded at the end of the year)</i> 2 sponsors per campus	Middle School & High School	750/semester
	Student Council	High School	1500
	UIL Coordinator - Elementary & Middle School <i>(stipend to be awarded at the end of the year)</i> 1 per campus	Elementary & Middle School	300
	UIL Coordinator - Secondary 1 per campus	High School	1000
	UIL Academic Coach <i>(stipend to be awarded at the end of the year)</i>	Elementary	300
	UIL Academic Coach <i>(stipend to be awarded at the end of the year)</i>	Middle School	500
	UIL Academic Coach	High School	950
	Yearbook	High School	1800
	Zearn Point of Contact*	District	1000/semester
<b>Performing Arts</b>			
	Band Director MS	Middle School	6500
	Band Director Assistant MS	Middle School	3500
	Band Director Assistant HS	High School	7500
	Cheerleader Sponsor HS <i>(1 sponsor for every 25 participants)</i>	High School	5000
	Cheerleader Sponsor MS <i>(1 sponsor for every 25 participants)</i>	Middle School	2000
	Pep Club MS <i>(1 sponsor for every 25 participants)</i>	Middle School	1250
	Choir Director HS	High School	5500
	Assistant Choir Director HS	High School	3000
	Choir Director MS	Middle School	2500
	Color Guard Instructor	High School	2500
	Debate	High School	2000
	Drama Director HS	High School	3500
	Assistant Drama Director HS	High School	2000
	Drama Director MS	Middle School	1000
	Drill Team	High School	5000
	Orchestra Director HS	High School	5000
	Orchestra Director MS	Middle School	3000
<b>Hiring Bonus Offered to Teachers of:</b>			
	High School Mathematics	High School	2000
	High School Composite Science	High School	2000
	Language Other Than English - MS & HS	Middle School & High School	2000
	Bilingual	Elementary	2000
	Special Education <i>(District Programs Only)</i>	All-Level	2000

\*Stipend only approved for 22/23 SY & 23/24 SY

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 15, 2022**

<b>Agenda Item:</b>	2022-2023 T-TESS Appraisers		
<b>Administrator Responsible:</b>	Dayna Hardaway, Director of Human Resources		
<b>Attachments:</b>	Appraisal List		
<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 approves the following list of appraisers for WFISD as submitted by Dayna Hardaway, Director of Human Resources, and as recommended by Dr. Donny Lee, Superintendent of Schools. All appraisers will be T-TESS certified for the 2022-2023 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 2022-2023

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.

Name	Position	Campus/Department
Doug Albus	Principal	Hirschi High School
Kimberly Jans-Stutz	Associate Principal	Hirschi High School
Wendy Moulds	Assistant Principal	Hirschi High School
Dr. Travis Armstrong	Assistant Principal	Hirschi High School
Lawrence Johnson	Athletic Coordinator	Hirschi High School <input type="checkbox"/> AEL <input type="checkbox"/> T-TESS

Dr. Cody Blair	Principal	Rider High School
Dr. Shannon Cunningham	Assistant Principal	Rider High School
Dr. Troy Farris	Assistant Principal	Rider High School
TiAda Radtke	Associate Principal	Rider High School
Falesha Wood	Assistant Principal	Rider High School

<b>Name</b>	<b>Position</b>	<b>Campus/Department</b>
Marc Bindel	Athletic Coordinator	Rider High School <input type="checkbox"/> AEL <input checked="" type="checkbox"/> T-TESS

Christy Nash	Principal	Wichita Falls High School
Tami Davis	Assistant Principal	Wichita Falls High School
Larry Ludtke	Assistant Principal	Wichita Falls High School
Nicholas Mims	Assistant Principal	Wichita Falls High School
Patrick Moore	Associate Principal	Wichita Falls High School
Grant Freeman	Athletic Coordinator	Wichita Falls High School <input type="checkbox"/> AEL <input checked="" type="checkbox"/> T-TESS

Synthia Kirby	Assistant Principal	Career Education Center
Jennifer Spurgers	Principal	Career Education Center

Peter Braveboy	Principal	Barwise Middle School
Kyle Davenport	Assistant Principal	Barwise Middle School
Brenda De Leon	Assistant Principal	Barwise Middle School
Christopher Freeman	Assistant Principal	Barwise Middle School

Alston Calliste	Principal	Kirby Middle School
Melissa Silva	Assistant Principal	Kirby Middle School
Suzanne Watson	Assistant Principal	Kirby Middle School
Nanette Mills	School Improvement Specialist	Kirby Middle School <input type="checkbox"/> AEL <input type="checkbox"/> T-TESS

<b>Name</b>	<b>Position</b>	<b>Campus/Department</b>
Summer Bynum	Principal	McNiel Middle School
Michael Forney	Assistant Principal	McNiel Middle School
Katherine Frazier	Assistant Principal	McNiel Middle School
Jackie McCartney	Assistant Principal	McNiel Middle School

Letitia Willis	Principal	Early Learning Campuses
Paula Tinker	Assistant Principal	Early Learning Campuses

Letitia Willis	Principal	Early Learning Campuses
Paula Tinker	Assistant Principal	Early Learning Campuses

Jeff Hill	Principal	Burgess Elementary
Kelli Gates	Assistant Principal	Burgess Elementary

Lydia Coyle	Principal	Crockett Elementary
Ashley Thomas	Assistant Principal	Crockett Elementary <input type="checkbox"/> AEL <input checked="" type="checkbox"/> T-TESS

Amy Simmons	Principal	Cunningham Elementary
Rebecca Alfert	Assistant Principal	Cunningham Elementary

Danielle McSweeney	Principal	Fain Elementary <input type="checkbox"/> AEL <input checked="" type="checkbox"/> T-TESS
Frank Tarver	Assistant Principal	Fain Elementary

Alex Martin	Principal	Fowler Elementary
Amanda Awtrey	Assistant Principal	Fowler Elementary

<b>Name</b>	<b>Position</b>	<b>Campus/Department</b>
Ashley Murdock	Principal	Franklin Elementary
Molly Stone	Assistant Principal	Franklin Elementary
Tristan Browne	Principal	Haynes NW Academy
Erica Adkins	Assistant Principal	Jefferson Elementary
Kelli Roberts	Principal	Jefferson Elementary
Amanda Garcia	Principal	Lamar Elementary
Chrystal Miller	Assistant Principal	Lamar Elementary
Gena Ayers	Principal	Milam Elementary
Casandra Cook	Assistant Principal	Milam Elementary
Laura Scott	Principal	Scotland Park Elementary
Kelli Heathington	Assistant Principal	Scotland Park Elementary
Cindy Waddell	Principal	Sheppard AFB Elementary
Lauryn Taylor	Assistant Principal	Sheppard AFB Elementary
Kacy Hunter	Principal	Southern Hills Elementary
Kayla Heinlein	Assistant Principal	Southern Hills Elementary <input type="checkbox"/> AEL <input checked="" type="checkbox"/> T-TESS
Kim Smith	Principal	West Foundation Elementary
Jared Jacobs	Assistant Principal	West Foundation Elementary

<b>Name</b>	<b>Position</b>	<b>Campus/Department</b>
Becky Hernandez	Principal	Zundy Elementary
Joseph Baka	Assistant Principal	Zundy Elementary

Linda Nichols	Principal	Alternative Education Campuses
Russell Bryant	Assistant Principal	Alternative Education Campuses

Dr. Donny Lee	Superintendent
Dr. Peter Griffiths	Associate Superintendent
Debbie Dipprey	Director of School Administration
Larry Menefee	Assistant Director of School Administration
Scot Hafley	Director of Athletics
Kelly Strenski	Director of Fine Arts
Ward Roberts	Director of Innovation and Advanced Academics
Dr. Shonna Norton	Director of Social & Emotional Learning
Alefia Paris-Toulon	Director of Special Education
Dr. Carrie Yoakum	Associate Director of Special Education
Kimberly Thorne	Coordinator of the Regional Day School for the Deaf
<b>Julianne Bess</b>	<b>Evaluation Specialist</b> <input type="checkbox"/> AEL <span style="float: right;"><input type="checkbox"/> T-TESS</span>
Robbie Byrd	Special Education System Analyst/Transition Specialist
Cynthia Kohl	Director of Student Evaluation
Dayna Hardaway	Director of Human Resources

### **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.

*The District does not have any employees that currently fall into this category.*

### **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.

*The District does not have any employees that currently fall into this category.*

### **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.

*Marc Bindel- Athletic Coordinator for Rider High School - AEL  
Grant Freeman- Athletic Coordinator for Wichita Falls High School- AEL*

*Kayla Heinlein - Assistant Principal at Southern Hills Elementary- AEL- She is registered with Region 9 to begin this training on 8/31/2022*  
*Danielle McSweeney- Principal at Fain-*  
*Ashley Thomas- AEL- she is registered with Region 9 to begin this training on 8/31/2022*

### **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.

*Julianne Bess*  
*Lawrence Johnson*

# Administrator's T-TESS Appraisal Calendar 2022-2023

Appraisal Year: August 10, 2022 thru May 27, 2023

August 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

	Non-Instructional Day	
	First or Last Day of Instruction	
	T-TESS Teacher Orientation Training--R 9	8/9/2022
	T-TESS Teacher Refresher Training; Required for all teaching staff	8/10/2022 thru 10/16/2022
	Goal Setting & Professional Development Plan -- BSPD <u>Conference</u> <b>required</b> for new hires AND teachers new to your campus-- Within 6 weeks of completion of T-TESS Teacher Orientation / Refresher Training	8/17/2022 thru 8/28/2022
	T-TESS Appraisal Calendar Provided to Teachers within 1st 3-Wks of instruction	8/7/2022
	T-TESS Observations can begin (if T-TESS Tchr Orientation occurred 2 Wks prior to this date	8/7/2022
	Designation of Teacher Appraisal Types due to HR	8/7/2022
	"Annual Review Agreements due to HR for eligible teachers (Parital Evaluations). Use appropriate form and check eligibility of staff member.	8/7/2022
	Goal-Setting & Professional Development Plan -- Due Date for Admin Approval	8/29/2022
	Preliminary Principal Contract Recommendations Due to HR for all staff	12/16/2022
	Begin turning in documentation for adverse contract recommendations.	12/16/2022
	Campus Benchmark for T-TESS Completion --Complete 1 walk-through for EACH staff members during the 1st semester --Complete 1/2 of observations due for your campus	12/16/2022

A teacher may be given advanced notice of the date or time of an appraisal, but advanced notice is not required.  
Educ Code § 21.352(d); 19TAC 150.1003(c)

# Administrator's T-TESS Appraisal Calendar 2022-2023

Appraisal Year: August 10, 2022 thru May 27, 2023








January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

	Continue turning in documentation for adverse contract recommendations	1/3/2023 thru
	Final Principal Contract Recommendations due to HR	
	Final Paperwork for Contract Recommendations due to HR	
	Scheduled Board Mtgs at which Teacher Contract Recommendations will be	3/7/2023 & 3/3/20/2023
	T-TESS & T-PESS End-of-Year Processes Window: -EOY Conferences -Followed by summative evaluation document within 10	3/20/2023 thru 5/4/2023
	Appraisal Reports Completion Date in Eduphoria	5/4/2023
	Evaluations for all other campus-based personnel working 187 or	5/24/2023

**TEACHER RESPONSE/REBUTTAL:** A teacher may submit a written response or rebuttal within 10 working days of receiving written documentation associated with the teacher's appraisal at the following times:

- After receiving a written observation summary or other written documentation relating to Domain I, II, or III.
- After receiving a summative evaluation report or other written documentation for Domain IV (TEC §150.1004).

**Scheduled vs. Unscheduled Evaluations:** A teacher may be given advanced notice of the date or time of an appraisal, but advanced notice is not required. Educ Code §21.352 (d); TAC 150.100.1003(c).

The campus decision regarding the scheduling (or not) of evaluations must be practiced consistently across the

**Written Summary Due Date:** The Written Summary of a teacher observation or walk-through must be shared with the teacher within 10 days.



# Teacher's T-TESS Appraisal Calendar 2022-2023



Appraisal Year: August 10, 2022 thru May 27, 2023

25

August 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

■ Non-Instructional Day  
■ First or Last Day of Instruction

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

■	T-TESS Teacher Orientation Training--R 9	8/9/2022
■	T-TESS Teacher Refresher Training; Required for all teaching staff	8/10/2022 thru 8/16/2022
■	Goal Setting & Professional Development Plan -- BSPD Conference <b>required</b> for new hires AND teachers new to your campus-- Within 6 weeks of completion of T-TESS Teacher Orientation (or T-TESS Refresher)	8/18/2022 thru 8/28/2022
■	T-TESS Appraisal Calendar Provided to Teachers within 1st 3-Wks of instruction	9/7/2022
■	T-TESS Observations can begin (if T-TESS Tchr Orientation occurred 2 Wks prior to this date)	9/7/2022
■	Goal-Setting & Professional Development Plan -- Due Date for Admin Approval	9/29/2022
■	T-TESS & T-PESS End-of-Year Processes Window: -EOY Conferences -Followed by summative evaluation document within 10 working days.	3/20/2023 thru 5/4/2023
■	EOY & Summative Annual Appraisal Reports Completion Date in Eduphoria --15 working days before the last day of student instruction.	5/4/2023
■	Evaluations for all other campus-based personnel working 187 or less days due in Eduphoria	5/24/2022

**OBSERVATION POST-CONFERENCE:** Shall be conducted within 10 working days after completion of an observation, should be diagnostic & prescriptive in nature, includes a written report of the rating of each dimension observed that is presented to the teacher only after a discussion of the areas for reinforcement and areas of refinement, and can allow for a revision to an area for reinforcement or refinement based on the post-conference discussion with the teacher.

**TEACHER RESPONSE/REBUTTAL:** A teacher may submit a written response or rebuttal within 10 working days of receiving written documentation associated with the teacher's appraisal at the following times:  
 -After receiving a written observation summary or other written documentation relating to Domain I, II, or III.  
 -After receiving a summative evaluation report or other written documentation for Domain IV (TEC §150.1004).

A teacher may be given advanced notice of the date or time of an appraisal, but advanced notice is not required.  
 Educ Code § 21.352(d); 19TAC 150.1003(c)