

THE HOUSTON INDEPENDENT SCHOOL DISTRICT



AGENDA

**School Board
Meeting**

June 22, 2023

5:30 P.M. – BOARD AUDITORIUM – OPEN SESSION

- CALL TO ORDER
- MEDITATION AND PLEDGE OF ALLEGIANCE
- RECOGNITIONS
- SPEAKERS TO AGENDA ITEMS
- DESTINATION 2035: BASELINE DATA PRESENTATION AND OVERVIEW OF YEAR ONE METRICS
- CONSIDERATION AND APPROVAL OF MINUTES FROM PREVIOUS MEETINGS
- CONSIDERATION AND APPROVAL OF AGENDA ITEMS
- HEARING OF THE COMMUNITY
- REMARKS AND REPORTS
- ADJOURN TO CLOSED OR EXECUTIVE SESSION UNDER SECTIONS 551.004, 551.071, 551.072, 551.073, 551.074, 551.076, 551.082, 551.0821, 551.083, 551.084, AND 551.089 OF THE TEXAS GOVERNMENT CODE FOR THE PURPOSES LISTED IN THIS NOTICE
- CONSIDERATION AND POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED OR EXECUTIVE SESSION

DISCUSSION AND REPORT ITEMS

1. Investment Report
 - Investment Report

ITEMS PULLED FROM CONSENT AGENDA

2. Approval Of The 2023-2024 Recommended Budget
 - Recommended Budget Attachment
3. Approval To Temporarily Suspend Board Policy EHBJ(LOCAL), *Special Programs: Innovative And Magnet Programs*
 - EHBJ(LOCAL)

CONSENT AGENDA

4. Appointment Of A Houston Independent School District Representative To The Texas Association Of School Boards Board Of Directors For Region 4, Position D
5. Authority To Renew Interlocal Partnership Agreement With The University Of Texas At Austin OnRamps For Dual Enrollment Course Offerings
 - Interlocal Agreement for UT OnRamps

6. Approval Of 2022-2023 Remote Homebound Instruction For Eligible Special And Regular Education Students
7. Authority To Negotiate And Execute An Addendum To The Current Interlocal Agreement With The Texas Health And Human Services Department To Provide Training And Employment Services To Houston Independent School District Students Through The Texas Works Path To Success Program
8. Approval To Negotiate, Execute, And Amend A Construction Contract For Multicampus Heating, Ventilation, And Air Conditioning System Repairs And Improvements
9. Consideration And Approval Of An Interlocal Agreement With The Harris County Department Of Education To Prepare And Distribute Meals For The Students At Harris County Department Of Education
10. Authority To Negotiate, Execute, And Amend All Documents Pertaining To A License Agreement With Neartown Little League And The City Of Houston For The Use Of The Baseball Field At Andrew Carnegie Vanguard High School
11. Approval Of Vendor Awards For Purchases Over \$100,000 And Ratification Of Vendor Awards For Purchases Under \$100,000
 - Purchase Requests
12. Approval Of Current And Anticipated Donations For Districtwide And School-Specific Programs And Authorization To Negotiate, Execute, And Amend Necessary Contracts Associated With These Donations
 - Attachment For Approval Of Donations
13. Acceptance Of Grant Funds In Support Of Districtwide And School-Specific Programs And Authorization To Negotiate And Execute Contracts Required Under The Grants
 - Attachment For Acceptance Of Grants
14. Approval Of The June Budget Amendment
 - June Budget Amendment
15. Approval Of Resolution And Ordinance Adopting Residence Homestead Exemptions For Tax Year 2023
 - Resolution Residence Homestead Exemptions
16. Adoption Of Resolution Approving The Debt Management Policy
 - Debt Management Policy
 - Debt Management Policy Resolution

17. Adoption Of Resolution Approving The Cash Management And Investment Policy And The Authorized List Of Brokers/Dealers
 - Cash Management & Investment Policy (CMIP)
 - CMIP Appendix A Broker Dealers
 - CMIP Appendix B - Inv Advisory Committee
 - CMIP Appendix C - Affidavit
 - CMIP Appendix D - Corporate Bonds updated
 - Resolution
18. Annual Authorization To Carry Forward And Re-Appropriate 2022-2023 Encumbrances And Fund Commitments Into Fiscal Year 2023-2024
19. Resolution Approving The Commitment Of General Fund Unassigned Fund Balance
 - Resolution
20. Acceptance Of Federal Funds From The Texas Education Agency Through The Every Student Succeeds Consolidated Federal Grant Application, Perkins V: Strengthening Career And Technical Education For The 21st Century Grant Application, And The Special Education Consolidated Grant Application For The 2023-2024 School Year In Support Of Districtwide And School-Specific Programs And Authorization To Negotiate And Amend Grants
 - Title I Part A
 - Title I Part C
 - Title I Part D
 - Title II Part A
 - Title III Part A ELA
 - Title III Part A Immigrant
 - Title IV Part A
 - Carl Perkins
 - IDEA B
 - IDEA B Preschool
21. Approval To Temporarily Suspend Certain Portions Of Board Policy DC(LOCAL), *Employment Practices*
 - DC(LOCAL)
22. Approval To Temporarily Suspend Board Policy DNA(LOCAL), *Performance Appraisal: Evaluation Of Teachers*
 - DNA(LOCAL)
23. Approval To Temporarily Suspend Board Policy DNB(LOCAL), *Performance Appraisal: Evaluation Of Campus Administrators*
 - DNB(LOCAL)

REMARKS AND REPORTS

BOARD MEMBER REPORTS AND COMMENTS

Reports and comments from the board president and board members regarding meetings and conferences attended, including board committee meetings; schools visited; community and district activities; new initiatives; education programs; and continuing education. The items may be discussed, but no final action will be taken on these items at this meeting.

REPORTS FROM THE SUPERINTENDENT

Reports and comments by the superintendent of schools regarding meetings and conferences attended, schools visited, community and district activities, new initiatives, and education programs, on which there will be no action. The items may be discussed, but no final action will be taken on these items at this meeting.

CLOSED SESSION

Personnel

- a) Deliberate the duties of the superintendent of schools, chief officers, assistant superintendents, principals, employees, chief audit executive, and board members; evaluations of the superintendent and chief audit executive; consideration of compensation, and contractual provisions of same.
- b) Consider and approve proposed appointments, reassignments, proposed terminations, terminations/suspensions, contract lengths, proposed nonrenewals, renewals, and resignations/retirements of personnel including teachers, assistant principals, principals, including proposed termination of Alvenus Franklin, Nathaniel Q. Henderson Elementary School Principal, chief officers, assistant superintendents, executive officers, and other administrators, and, if necessary, approve waiver and release and compromise agreements.
- c) Hear complaints against and deliberate the appointment, evaluation, and duties of public officers or employees and resolution of same.

Legal

- a) Matters on which the district's attorney's duty to the district under the Code of Professional Responsibility clearly conflicts with the Texas Open Meetings Law, including specifically any matter listed on this agenda and meeting notice.
- b) Pending or contemplated litigation matters and status report.
- c) Update on federal law enforcement activity on February 27, 2020.
- d) Consideration And Approval To Settle Roy Smith v. Houston Independent School District; In The District Court, Harris County, Texas, 125th Judicial District; Cause No. 2019-63793
- e) Consideration And Approval To Settle Crystal Galvan vs. HISD, et al; In the District Court, Harris County, Texas, 151st Judicial District; Cause No. 2020-18751

- f) Consideration and Approval in the matter of Andres B. v. Houston ISD; before the Texas Education Agency; TEA Mediation Docket No. 089-DM-0523
- g) Consideration And Authority To Settle The Subrogation Lien Of William Mitcham Against Kevin Tully And Travelers Insurance For Workers' Compensation Benefits; Travelers Insurance Claim No. IUM4190
- h) Consideration and Authority To Settle Simani v. Morath, et al; Cause No. D-1-GN-10-007932

Security Devices Or Security Audits

- a) Discussion Of Districtwide Intruder Detection Audit Report Findings And Corrective Actions Put Into Place

ADJOURN



6/22/2023

1.

Office of the Superintendent of Schools

Office of Finance

Investment Report

Section 2256 of the Government Code requires that the board-designated investment officers prepare and submit to the board, not less than quarterly, a written report of investment transactions for all funds covered by the act for the preceding quarter.

The quarterly investment report for the quarter ending March 31, 2023, for fiscal year 2022-2023 contains portfolio composition and maturity schedules for all funds, as well as beginning and ending book and market values for each fund's investments.

Houston Independent School District (HISD) investments are governed by the board-approved *Cash Management and Investment Policy*. All investments purchased meet the three basic tenets included in policy: investment safety, investment liquidity, and investment yield. All investments are held to maturity. HISD does not invest on a speculative basis.

This report also contains a compliance letter signed by the chief financial officer, controller, and the treasurer, who have been designated by the board as the district's investment officers for the day-to-day management of HISD's cash and investment position.

HOUSTON INDEPENDENT SCHOOL DISTRICT

Quarterly Investment Report

As of March 31, 2023



June 22, 2023

FOREWORD

- Under the Public Funds Investment Act (PFIA), governmental units are required to have Board approved investment policies, investment portfolios limited to only those investments specifically authorized by law, and quarterly reports submitted to the governing body which disclose both the book and market values of investments held.
- The Houston Independent School District is in compliance with the PFIA. All investments purchased meet the four basic tenets included in the District's investment policy in descending order of priority – investment safety, liquidity, public trust and yield.
- The day-to-day management of the District's cash and investment position is the responsibility of the Chief Financial Officer, the Controller, and the Treasurer, who have all been designated by the Board as the District's investment officers.

Compliance Certification

We hereby certify that the Quarterly Investment Report represents the investment position of the District as of March 31, 2023, and that all investments were purchased in compliance with the Board-approved Cash Management and Investment Policy.



Glenn Reed
Chief Financial Officer

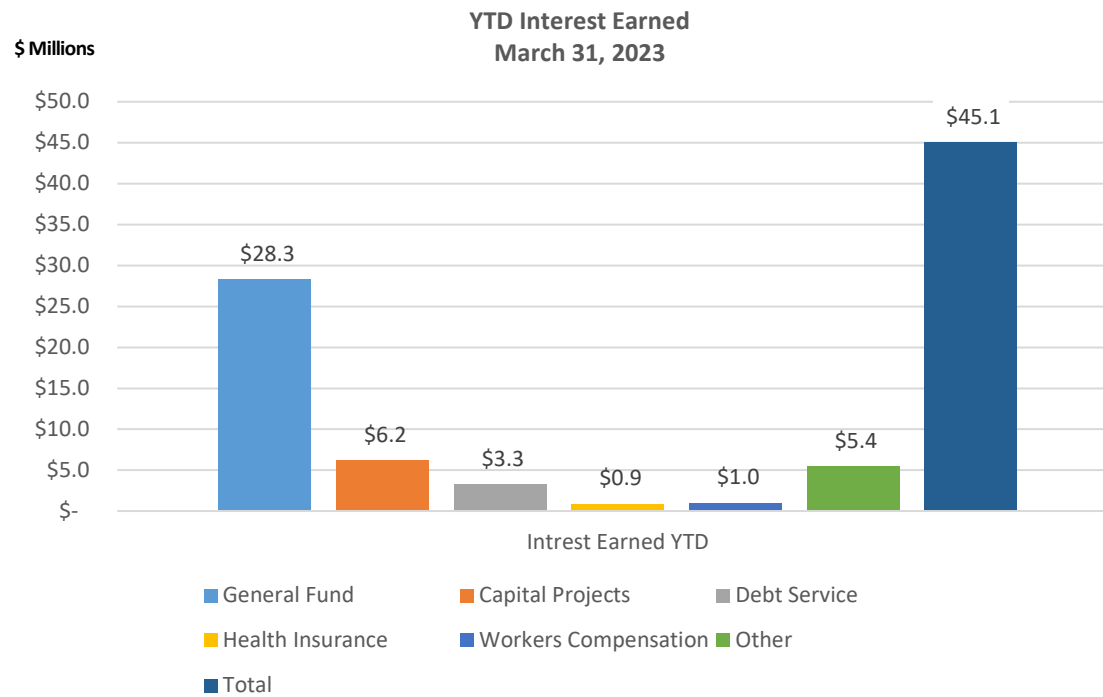


Sherrie H. Robinson
Controller

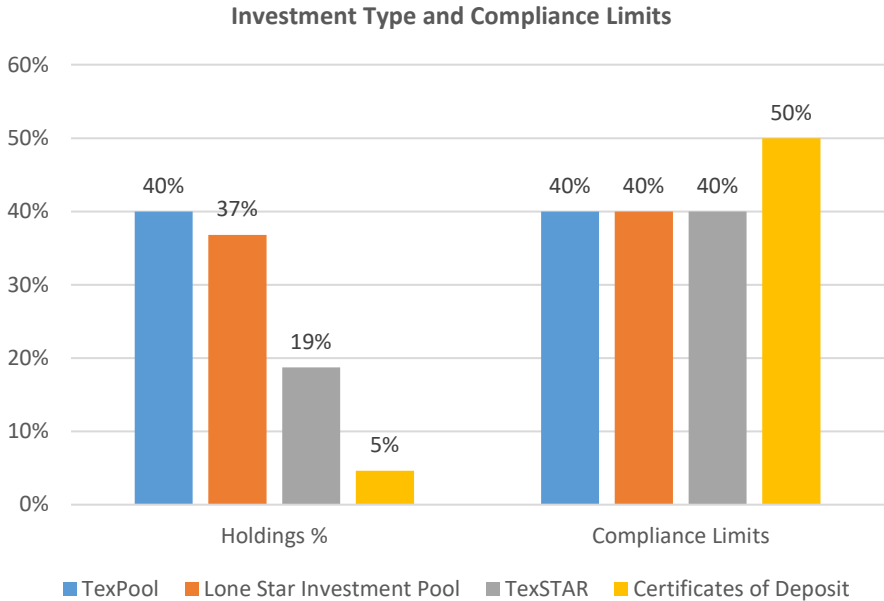
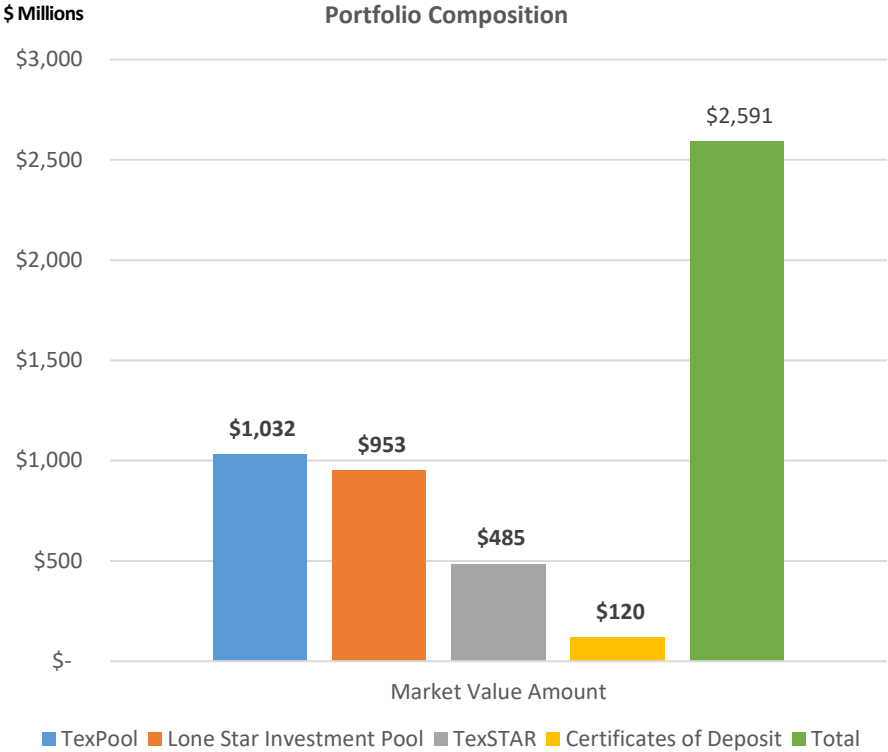


Lisa M. Pepi
Treasurer

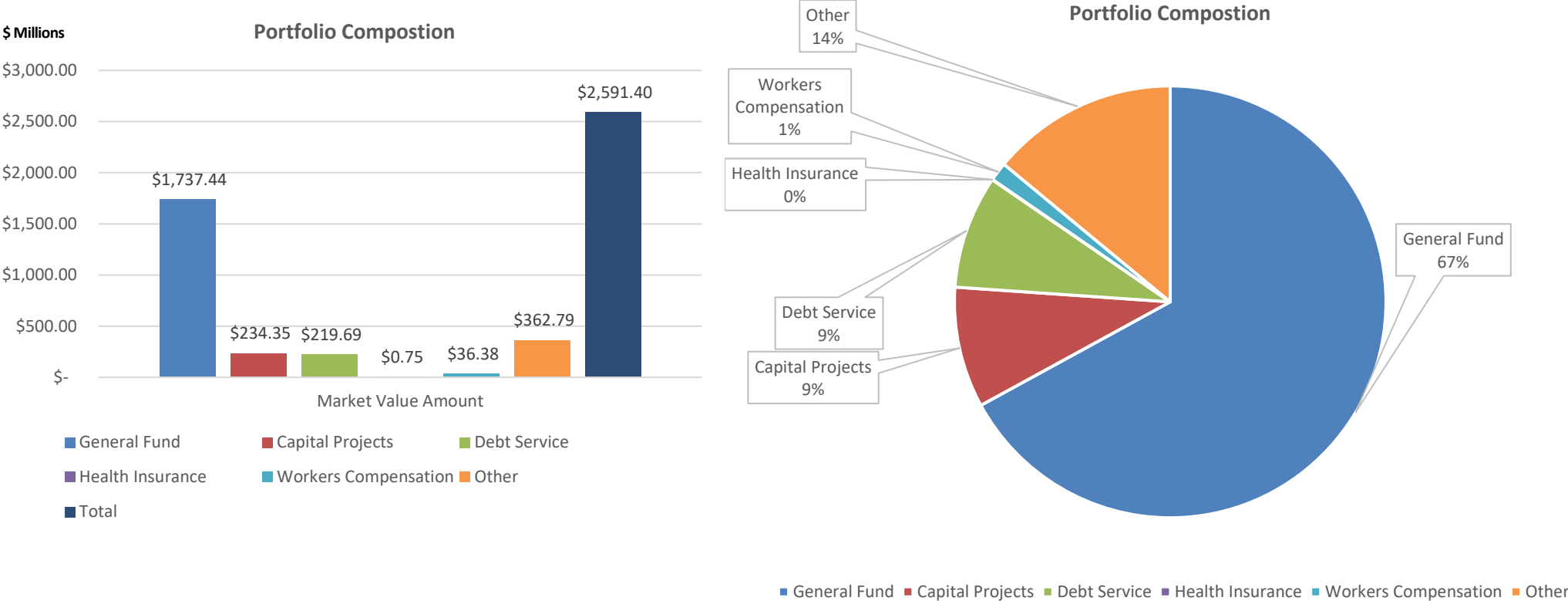
Year to Date Interest Earned



Portfolio Composition by Type & Limits Compliance

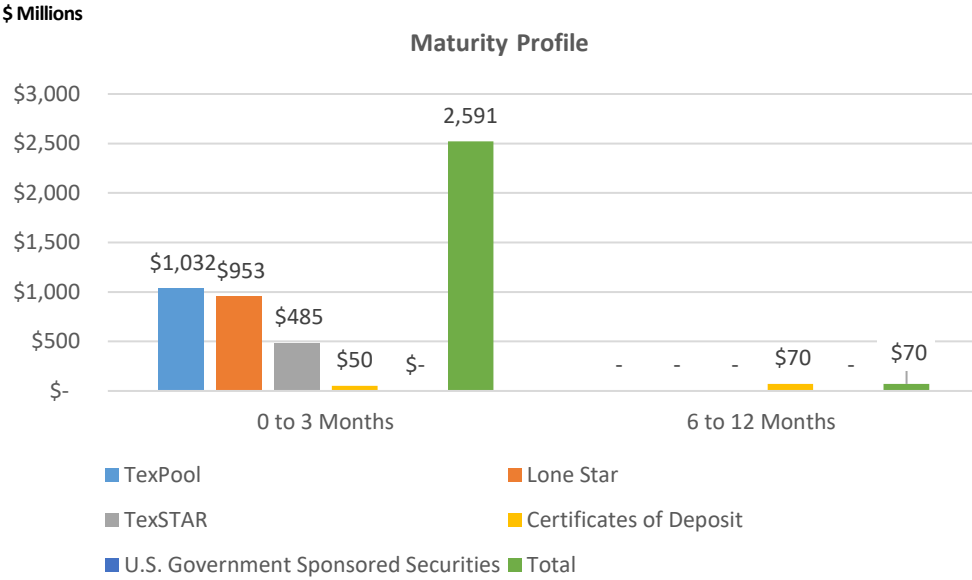


Portfolio Composition by Fund



Investments Maturity Profile

- As of March 31, 2023 **96%** of the District's investments will mature within three months, **4%** within six to twelve months.
- Short-term cash requirements are maintained through money market like accounts with the Lone Star Investment Pool, TexPool, and TexSTAR.
- The monthly and daily cash flow projections used by investment officers show the amount of funds that will be needed for any given time period.
- Investments are purchased to meet the cash flow needs of the District



Short Term Yields Benchmark Comparisons

The table is a comparison of the yields earned by the District as compared to the three-month Treasury bill rate, Lone Star Investment, TexPool and TexSTAR. Average yields by Quarter, as of March 31, 2023, are as follows:

Description	Q2 21-22	Q3 21-22	Q4 21-22	Q1 22-23	Q2 22-23	Q3 22-23
Houston ISD	0.08%	0.13%	0.70%	1.97%	3.55%	4.60%
TexPool	0.06%	0.15%	0.72%	2.09%	3.64%	4.56%
TexSTAR	0.01%	0.05%	0.65%	1.78%	3.44%	4.45%
Lone Star	0.19%	0.19%	0.78%	2.19%	3.82%	4.68%
Agency Sec	0.00%	0.00%	2.04%	2.04%	2.20%	0.00%
Discount Note	0.00%	0.00%	0.00%	0.00%	4.18%	5.24%
Tbill	0.00%	0.00%	0.00%	0.00%	1.99%	0.00%
CD	0.27%	0.21%	0.25%	0.97%	2.70%	3.79%
3-MonthT-Bill						
Avg.	0.18%	0.31%	1.07%	2.67%	4.29%	4.76%

The District’s portfolio for the quarter ended March 31, 2023, earned an average yield of 4.60%, Lone Star yielded 4.68%, TexPool yielded 4.56%, and TexSTAR yielded 4.45%.

Portfolio Reports

Summary Report: This report shows the change in book value and market value from the prior quarter end through the current quarter end in summary form. The report also shows accrued interest receivable by fund groups for those funds which have investments paying interest on a non-monthly basis.

Portfolio Inventory and Transaction Report: This report details each individual investment security and pool account subtotaled by fund group.

- Security type or pool name are detailed.
- Purchase and maturity dates are shown for those investments which have a stated final maturity.
- The change in book and market value for each investment is shown for the period reported.
- Purchases and redemptions in investment pool accounts are shown on a net basis.
- Purchases, sales, and maturities of securities are shown on an individual transaction basis.
- The final maturity (Par) value of securities are detailed.

Summary Report

Fund	1/1/2023		3/31/2023		Change in Book Value	Change in Market Value	Accrued Interest
	Book Value	Market Value	Book Value	Market Value			
General Fund	\$ 815,930,500	\$ 815,930,500	\$ 1,737,443,602	\$ 1,737,443,602	\$ 921,513,102	\$ 921,513,102	\$ 1,103,111
Capital Projects Fund	\$ 231,730,410	\$ 231,730,410	\$ 234,348,051	\$ 234,348,051	\$ 2,617,641	\$ 2,617,641	\$ -
Debt Service Fund	\$ 151,624,300	\$ 151,624,300	\$ 219,689,761	\$ 219,689,761	\$ 68,065,461	\$ 68,065,461	\$ -
Food Service Fund	\$ 99,264,622	\$ 99,264,622	\$ 105,177,742	\$ 105,177,742	\$ 5,913,120	\$ 5,913,120	\$ -
Marketplace	\$ 313,223	\$ 313,223	\$ 316,874	\$ 316,874	\$ 3,651	\$ 3,651	\$ -
Health Insurance Fund	\$ 51,088,981	\$ 51,088,981	\$ 754,074	\$ 754,074	\$ (50,334,907)	\$ (50,334,907)	\$ -
Workers' Compensation Fund	\$ 36,090,426	\$ 36,090,426	\$ 36,376,806	\$ 36,376,806	\$ 286,380	\$ 286,380	\$ -
Internal Service Fund	\$ 11,491,298	\$ 11,491,298	\$ 11,839,131	\$ 11,839,131	\$ 347,833	\$ 347,833	\$ -
Medicaid Fund	\$ 23,101,658	\$ 23,101,658	\$ 39,378,290	\$ 39,378,290	\$ 16,276,632	\$ 16,276,632	\$ -
Print Shop Fund	\$ 8,348,088	\$ 8,348,088	\$ 8,440,020	\$ 8,440,020	\$ 91,932	\$ 91,932	\$ -
Special Revenue Fund	\$ 15,653,306	\$ 15,653,306	\$ 172,903,741	\$ 172,903,741	\$ 157,250,435	\$ 157,250,435	\$ -
Trust & Agency Funds	\$ 5,153,448	\$ 5,153,448	\$ 5,210,218	\$ 5,210,218	\$ 56,770	\$ 56,770	\$ -
Activity Funds	\$ 17,118,840	\$ 17,118,840	\$ 19,525,645	\$ 19,525,645	\$ 2,406,805	\$ 2,406,805	\$ -
Public Facility Corporation					\$ -	\$ -	\$ -
TOTAL INVESTMENTS	\$ 1,466,909,100	\$ 1,466,909,100	\$ 2,591,403,955	\$ 2,591,403,955	\$ 1,124,494,855	\$ 1,124,494,855	\$ 1,103,111

Portfolio Position

Investment Priorities

Investments are guided by four priorities in declining order of priority:

- Safety** Ensuring the return of principle invested, credit risk is minimized by investing in highly rated investments as defined in the District’s investment policy and the Public Funds Investment Act.

Monitoring safety factors includes limiting exposure to concentration of credit risk, interest rate risk, and event risk.
- Liquidity** Ensuring that funds are available when needed for expenditures.
- Public Trust** Maintenance of the public trust as custodians and managers responsible for the investing of funds subject to state and federal laws.
- Yield** Attaining a reasonable rate of return in order to further District goals while not taking speculative risks.

Permitted Investments

In order to minimize credit risk, the District has defined the types of allowable investments in the Cash Management and Investment Policy. The District has additionally placed limits on the percentage of investment types and issuers in order to reduce concentration of credit risk.

<u>Investment Type</u>	<u>District Limit</u>	<u>Issuer Limit</u>
U.S. Government Securities	100%	100%
Investment Pools*	100%	40%
U.S. Agency Securities	80%	40%
Certificates of Deposit	50%	10%
Commercial Paper	30%	5%
Municipal Securities	20%	5%
Money Market Mutual Funds	15%	5%
Mutual Funds	15%	5%
Corporate Bonds	15%	5%
Repurchase Agreements	8%	8%
Money Market Accounts	7%	7%

*Investments in any pool additionally will be limited to 25% of the Net Asset Value of the pool.

Investment Vehicles

U.S. Agency Securities

U.S. Agency securities are purchased directly by the District from investment brokerage firms registered to do business with the District. These securities are purchased in the District’s name, cleared through the Federal Reserve Bank system, and held in safekeeping by JPMorgan Chase Bank, NA.

U.S. Treasury Securities

Debt securities issued by the United States Department of the Treasury and purchased through brokers.

Municipal Bonds

Debt securities issued by a state or local government or their agencies.

Certificates of Deposit (CDs)

Certificates of deposit are time deposits issued by commercial banks against funds deposited for specified periods of time usually with fixed interest rates.

Lone Star Investment Pool (LSIP)

The LSIP is a local government investment pool administered by First Public with investment advisory services provided by American Beacon Advisors and Mellon Investment Corp.

TexPool

TexPool is a local government investment pool administered by the State Comptroller’s Office and managed and serviced by Federated Hermes.

TexSTAR

TexSTAR is a local government investment pool co-administered by Hilltop Securities, Inc., and J. P. Morgan Asset Investment Management, Inc.

Compliance Summary

Category	Compliant	Comments
Cash Management & Investment Policy	Yes	Approved by School Board on 06/09/2022
Authorized Broker/Dealer List	Yes	Approved by School Board on 06/09/2022
Distribution to Brokers/Financial Entities	Yes	Distribution = 25
Investment Officers & Administrators	Yes	Approved by School Board on 04/14/2022
Training	Yes	The Investment Officers of the District are in compliance with the training requirements
Eligibility, gifts & contributions	Yes	Annual contracts and reports maintained by Human Resources
Investments	Yes	As authorized by the Public Funds Investment Act and Cash Management & Investment Policy
Standard of care	Yes	Objectives of investment consistently exceeded or met
Collateral Pledges	Yes	Minimum required level maintained
Ratings	Yes	As required by the Public Funds Investment Act and Cash Management & Investment Policy
Internal Management Reports	Yes	Quarterly Investment Reports submitted to the School Board



6/22/2023

2.

Office of the Superintendent of Schools

Office of Finance

Approval Of The 2023-2024 Recommended Budget

The recommended 2023-2024 budget for the Houston Independent School District (HISD) reflects the allocation of revenues and expenditures to support educational programs and services defined by the district's purpose, goals, strategic intent, and core values. It represents the vision of district leadership articulated through financial and operating policies and is a delicate balance of choices representing the educational needs of students and the ability of the community and the state to provide the financial support to serve them.

HISD is projecting a net increase in revenues of \$41,530,181. The changes are a local property tax collection increase of \$20,031,130 due to an increase in property values; an increase of \$14,941,414 in other local revenues primarily due to interest earnings; an increase of \$5,924,602 in state revenues primarily due to an increase in the foundation school program; a decrease of \$9,366,965 in federal revenues, primarily indirect costs from Elementary and Secondary School Emergency Relief (ESSER); and an increase of \$10,000,000 from transfers from the Medicaid enterprise fund.

The maintenance and operations (M&O) tax rate used for the budget presented is \$0.8090 and the debt service tax rate used is \$0.1667, for a combined tax rate of \$0.9757 per \$100 of assessed value. The rate used to develop the budget is lower than the 2022-2023 tax rate of \$1.0372. The maximum M&O tax rate that the district is allowed to adopt will be communicated by the Texas Education Agency (TEA) to the district in August 2023 and this rate will be adjusted accordingly before it is presented to the board this fall for adoption.

Net increases of \$109,300,149 to the General Fund appropriations budget are listed below.

Recapture: \$79,099,512

There is an increase in recapture payment over the 2022-2023 adopted budget of \$79,099,512 for a total expected payment of \$326,539,245.

Salary and Benefit Package: \$11,000,000

- 2023-2024 Step increase for employees on the teacher pay table and associate teacher pay - \$11,000,000

Transfers from ESSER: \$52,049,077

- Transfer of salary costs from ESSER for the compensation plan funded by ESSER in 2022-2023 - \$52,049,077

Required or Compliance Changes: \$171,672

- Transfers out to other funds - (\$172,550)
- Property, Liability, Auto Insurance - \$13,000,000
- Harris Central Appraisal District - \$396,393
- Performance contract schools - (\$21,731,250)
- Tax Increment Reinvestment Zone (TIRZ) - \$8,679,079

Decreases include: (\$33,020,111)

- Campus Per-Unit Allocation (PUA) enrollment decline - (\$17,514,706)
- Department cuts - (\$15,505,405)

Projected revenues and other financing sources for the 2023-2024 General Fund are \$2,224,824,843, a 1.90-percent increase over the 2022-2023 adopted budget revenues.

Appropriations included in the recommended budget for the General Fund total \$2,393,364,269, an increase of 4.79 percent from the 2022-2023 adopted budget appropriations.

The district has a deficit with expenditures exceeding revenues by (\$168,539,426). The district is anticipating \$70 million in unspent funds at year end, primarily from position vacancies throughout the year. This reduces the projected year-end deficit to (\$98,539,426).

In addition, schools will not carry over any unused funds from 2022-2023 into 2023-2024.

The *2023-2024 Recommended District Budget* includes the following recommended appropriations which also require board approval:

Debt Service Fund	\$410,694,639
Nutrition Services Fund	\$149,393,754

The detailed budget by function for the General Fund, Debt Service Fund, and Nutrition Services Fund is attached.

COST/FUNDING SOURCE(S): Included in the *2023-2024 Recommended District Budget*

STAFFING IMPLICATIONS: Included in the *2023-2024 Recommended District Budget*

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves the *2023-2024 Recommended District Budget* for fiscal year 2023-2024, effective June 23, 2023.

**HOUSTON INDEPENDENT SCHOOL DISTRICT
RECOMMENDED BUDGET**

SCHEDULE OF REVENUES, APPROPRIATIONS, AND CHANGES IN FUND BALANCE - GENERAL FUND, DEBT SERVICE, AND NUTRITION SERV
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

REVENUES		General Fund	Debt Service	Nutrition Services
Property taxes	\$	1,888,763,457	\$ 383,375,475	\$ -
Earnings on investments		39,624,859	3,334,309	2,507,625
Miscellaneous local sources		7,240,000	-	5,313,415
State sources		196,658,385	1,910,080	537,594
Federal sources		62,538,142	-	126,413,769
Total revenues	\$	2,194,824,843	\$ 388,619,864	\$ 134,772,402
APPROPRIATIONS				
11 Instruction	\$	1,137,458,757	\$ -	\$ -
12 Instructional resources and media services		20,575,943	-	-
13 Curriculum development and instructional staff development		27,569,001	-	-
21 Instructional leadership		30,977,071	-	-
23 School leadership		174,941,609	-	-
31 Guidance, counseling, and evaluation services		79,520,172	-	-
32 Social work services		8,382,235	-	-
33 Health services		25,650,688	-	-
34 Student (pupil) transportation		53,505,616	-	-
35 Food services		136,117	-	146,311,228
36 Co-curricular/extracurricular activities		19,521,086	-	-
41 General administration		50,002,399	-	-
51 Facilities maintenance and operations		233,833,447	-	3,082,526
52 Security and monitoring services		30,601,520	-	-
53 Data processing services		61,307,083	-	-
61 Community services		2,030,863	-	-
91 Contracted instructional services between public schools		326,539,245	-	-
95 Juvenile justice alternative education program		792,000	-	-
97 Payments to tax increment fund		77,304,451	-	-
99 Tax appraisal and collection		16,501,316	-	-
Debt service				
71 Principal		-	311,153,181	-
71 Interest and fiscal charges		-	99,541,459	-
81 Capital outlay		-	-	-
Total expenditures		2,377,150,619	410,694,639	149,393,754
Excess (deficiency) of revenues over (under) expenditures		(182,325,776)	(22,074,775)	(14,621,352)
OTHER FINANCING SOURCES (USES)				
Transfers in		30,000,000	22,074,775	-
Capital Leases		-	-	-
Transfers out		(16,213,650)	-	-
Total other financing sources (uses)		13,786,350	22,074,775	-
Net change in fund balances		(168,539,426)	-	(14,621,352)
Estimated fund balances—beginning ^{(1) (2) (3) (4)}		1,120,551,047	121,885,438	65,378,715
Anticipated Unspent Funds		70,000,000	-	-
Estimated Fund balances—ending	\$	1,022,011,621	\$ 121,885,438	\$ 50,757,363

(1) Includes the change to the committed fund balance reserve for operations based on the recommended 2023-2024 budget.

(2) Reflects reestablishment of the reserve for carryover encumbrances at the same level as June 30, 2022. This will be updated once carryover into 2023-2024 is determined.

(3) Beginning fund balance will be updated once the 2022-2023 Annual Comprehensive Financial Report (ACFR) is complete.

(4) Unspent funds at the end of 2022-2023 will flow into the assigned fund balance (Instructional Stabilization) or the unassigned fund balance.



6/22/2023

3.

Office of the School Board

Approval To Temporarily Suspend Board Policy EHBJ(LOCAL), *Special Programs: Innovative And Magnet Programs*

The Houston Independent School District (HISD) School Board is asked to approve suspension of board policy EHBJ(LOCAL), *Special Programs: Innovative and Magnet Programs*, through August 31, 2023, so it can be amended to allow the leadership team the necessary discretion to implement changes when necessary at New Education System schools. The administration will not take any action on magnet programs outside the New Education System schools in the 2023-2024 school year.

A copy of EHBJ(LOCAL) is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the School Board suspends Board Policy EHBJ(LOCAL) through August 31, 2023, as set forth herein, effective June 22, 2023.

The District shall provide innovative and engaging programs to attract, retain, and empower students in a rich academic environment. Directly aligned with the Board's Beliefs and Visions, the District's magnet schools embody the mandates for change on school choice, decentralization, school empowerment, and meaningful engagement. The Board commits to inclusion and equality in educational attainment, ownership, and engagement in the District's magnet programs, and the District shall not support patterns of exclusion and inequality.

Definitions

The following definitions are used herein:

1. Community – In this policy is defined as the overall District jurisdictional boundary and may be referred to as the greater Houston area.
2. Magnet School – Defined in this policy, Magnet Schools are unique to Neighborhood Schools with 'Themes' in that they seek to draw students from outside the school's attendance zone using specified criteria. These schools receive magnet funding and provide transportation to non-zoned students.
3. Vanguard Magnet – While all District schools have Vanguard programs designed to serve the special needs of G/T students, there are, in addition to the Vanguard programs provided at all District schools, some schools that have a Vanguard Magnet program. There is a separate application for Magnet Vanguard programs. Qualified students can apply and, once accepted, receive transportation.
4. Neighborhood Vanguard Programs/Gifted and Talented (G/T) – Vanguard programs serve G/T identified students in neighborhood schools. Vanguard schools are addressed in separate policies. [See FDB(LOCAL) and EHBB(LOCAL)]
5. Neighborhood School – A school that serves its zoned population of students. A neighborhood school may offer specialized programming and can accept transfers if space is available but does not receive transportation or extra funding from the District.
6. Separate and Unique – A magnet school that does not have a defined attendance zone to the overall District jurisdictional boundary. This magnet school is also referred to as a dedicated or standalone magnet.

Schools and Types of Programs

The magnet program in the District offers students a portfolio of prekindergarten–grade 12 engaging, academically rigorous, and theme-based choices. The program seeks to recruit and draw a so-

socioeconomically and ethnically diverse student body from throughout the District with the ultimate goal of the student population reflecting the diversity of the District's metropolitan community.

The District's magnet schools and/or programs can be structured in the following ways:

- Elementary school – Application and, when applicable, testing for appropriate program. [See EHBB(LOCAL)]
- Secondary school – May require more specific qualifications for entrance, as identified by magnet theme or unique standalone magnet school, and is subject to auditions and/or portfolio for fine art programs. Secondary fine arts programs with auditions and/or portfolios are exempt from lottery process.

**Program
Characteristics**

The District's magnet programs shall develop engaging curricula that meet the learning, wellbeing and civic needs of the District's student population and economic demands of the community. Each magnet program shall identify the following characteristics in the initial proposals as well as maintain the characteristics for evaluation on an ongoing basis:

1. Academic achievement and intellectual entrepreneurship as its core goals, enhanced by thematic programming, teaching philosophies, and real world experiences;
2. An enriched curriculum designed around a specialized theme or philosophy;
3. A socioeconomically and ethnically diverse student body;
4. Increased student access to the program through the District's awareness activities, communication, and transfer procedures in order to meet the magnet enrollment goal of 20 percent (or 100 students per grade level, whichever is less in secondary schools) of the students, who must be from outside the school's attendance zone;
5. Actively involves parent, community, and business partnerships; and
6. Demonstrate school expenditures in support of the program. [See FUNDING SYSTEM, below]

**Measures of
Success and
Accountability**

The District shall track and use school performance and hold leadership accountable for results including but not limited to:

- Student academic outcomes aligned with the Board Monitoring System and/or current accountability standards; and

- Magnet enrollment goal of 20 percent (or 100 students per grade level, whichever is less in secondary schools) of the students, who must be from outside the school's attendance zone.

Funding System

Equal access to instructional excellence requires fair and equitable resources. Board-approved, program funding systems shall be created that take into account program costs, unique themes, and innovation. Board-approved funding shall also be distributed to various magnet programs or themes based on a program or theme's needs via the annual budget allocation process and/or via a rotating capital allocation system. Annually, program funding shall be reviewed by the Board and any changes to the allocations are subject to Board approval as part of the overall budget process. Magnet students are eligible for transportation. [See CNA series]

Establishing a Magnet Program

Schools interested in establishing a magnet program shall submit a written proposal to the Office of School Choice. The proposal shall include the following elements:

- Program specifics;
- Building capacity, which accommodates magnet enrollment of 20 percent (or 100 students per grade level, whichever is less in secondary schools) of the students, who must be from outside the school's attendance zone; and
- Financial sustainability.

The District may identify new programs in alignment to the District strategic plan. The community shall always be involved in the creation, maintenance, and sun-setting of a magnet program.

Modifying an Existing Magnet Program

A magnet program should have a clear focus and be sustainable across many years recognizable as a brand for the campus. Major modifications that substantially change a program, such as impacting funding or changing theme, require Board approval and at least one transition year for planning and communication.

Continued improvement should be an ongoing mindset and shall naturally require frequent, minor changes to programs. Community meetings must be offered to gather input and suggestions from the magnet school's community at the beginning and end of each school year. The community's input and suggestions shall be reviewed and retained by the school.

Sun-Setting a Magnet Program

The District shall track and monitor school performance and hold school leadership accountable for results. The standards referenced herein, as well as the criteria outlined in the proposal, must be maintained for a magnet program to retain its status, funding,

and transportation. Changes in status shall require a transparent review process with a clear timeline for implementation prior to the student application process.

**Student Application,
Selection, and
Admission Process**

Qualifications for entering a magnet program are specific to each program and consistent by magnet theme. Entrance to elementary programs is based on available space. The entrance criteria and process shall be transparent, made readily available and easily accessible to the public with the key elements of objectivity, impartiality, fairness, and equity while complying with state and federal laws.

When there are more qualified applicants than space available, a school-specific lottery shall be used to select students.

The District shall operate a database to implement a Districtwide application process and track acceptance of students to individual programs.

[Reference: U.S. Department of Education, Office of Innovation and Improvement, Innovations in Education: Creating Successful Magnet Schools Programs, Washington, D.C., 2004]

Effective Date

This policy shall be effective as of the adoption date, February 11, 2022.



6/22/2023

4.

Office of the School Board

Appointment Of A Houston Independent School District Representative To The Texas Association Of School Boards Board Of Directors For Region 4, Position D

Members of the Houston Independent School District (HISD) board serve as representatives to various internal and external organizations including the Texas Association of School Boards (TASB) Board of Directors for Region 4, Position D.

The TASB nomination cycle runs from April 30 to June 30, so the board is now asked to appoint Angela Lemond Flowers to complete the three-year term ending October 1, 2023, and to serve the following three-year term ending October 1, 2026.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves the appointment of Angela Lemond Flowers to complete the three-year term for the TASB Board of Directors for Region 4, Position D, ending October 1, 2023, and to serve the following three-year term ending October 1, 2026, effective June 23, 2023.



6/22/2023

5.

Office of the Superintendent of Schools

Office of Academics

Authority To Renew Interlocal Partnership Agreement With The University Of Texas At Austin OnRamps For Dual Enrollment Course Offerings

This is a request to extend the partnership agreement with The University of Texas at Austin (UT) for dual enrollment (i.e., UT OnRamps) course offerings to students in grades 9-12 within the Houston Independent School District (HISD). These dual enrollment courses are articulated to UT and can count for both high-school and college credit. Students receive college credit for a course upon successfully passing the college portion of the course. The partnership agreement term is from June 1, 2023, through August 31, 2024.

HISD anticipates significant enrollment growth with the UT OnRamps program during the 2023-2024 school year, as the following campuses completed an implementation plan that includes the dual enrollment classes they intend to offer to HISD students (new campuses are in **bold** type):

- Austin High School
- **Bellaire High School**
- **Challenge Early College High School**
- Chavez High School
- DeBakey High School for Health Professions
- Energized for STEM Academy
- **Energy Institute High School**
- **Furr High School**
- **Houston Academy for International Studies**
- Heights High School
- High School for Law & Justice
- **Jane Long Academy**
- Jones Futures Academy
- **Kashmere High School**
- Madison High School
- **Mickey Leland College Preparatory Academy for Young Men**
- Middle College High School-Gulfton
- **Milby High School**
- **North Forest High School**
- **North Houston Early College High School**
- Northside High School
- **Sam Houston Math, Science, and Technology Center High School**

- **Scarborough High School**
- Sharpstown High School
- **Sharpstown International School**
- **South Early College High School**
- Sterling Aviation Early College High School
- Waltrip High School
- Westbury High School
- Westside High School
- **Wheatley High School**
- **Wisdom High School**
- **Worthing High School**
- **Yates High School**
- **Young Women's College Preparatory Academy**

The following courses are offered through the UT OnRamps program:

- College Algebra
- College Chemistry I w/lab
- College Chemistry II w/lab
- Computer Science
- Discovery Precalculus
- Earth, Wind, and Fire (Geoscience)
- Economics
- EM, Optics, & Nuclear Physics (Physics II)
- Foundations of Arts & Entertainment Technologies
- Intro to Biology
- Intro to Rhetoric (ENGL 1301)
- Mechanics, Heat, and Sound w/lab (Physics I)
- Reading and Writing the Rhetoric of American Identity (ENGL 1302)
- Statistics
- United States since 1865 (HIST 1302)
- United States, 1492-1865 (HIST 1301)

Each district is responsible for fees per teacher and student as follows:

- \$850 in professional learning institute expenses for each new teacher (does not include travel).
- \$550 in professional learning institute expenses for each returning teacher (does not include travel).
- \$149 tuition expense per course for each student (\$99 for free/reduced lunch students).

COST/FUNDING SOURCE(S):

The total cost for this program is not expected to exceed \$472,000 over the next school year. Elementary and Secondary School Emergency Relief (ESSER) funds will be used to address all faculty and student program costs.

STAFFING IMPLICATIONS: None

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board authorizes the superintendent of schools or a designee to negotiate and execute an interlocal agreement renewal with UT for dual credit course offerings, effective June 23, 2023.

**Interlocal Agreement
Between
The University of Texas at Austin
and
Houston ISD**

FOR THE 2023-2024 ONRAMPS PROGRAM

This Interlocal Agreement (Agreement) with an Effective Date of June 1, 2023, is entered on the Effective Date by Houston ISD (HISD) and The University of Texas at Austin (“UT Austin”), on behalf of its OnRamps program, collectively referred to as the Parties.

Contracting Parties:

Receiving Party (HISD)
Houston ISD
4400 W 18th St
Houston, TX 77092

Performing Party The University of Texas at Austin
OnRamps
2616 Wichita St, Ste 101
Austin, TX 78712

WHEREAS, UT Austin and HISD are collaborating to offer eligible high school students the opportunity to enroll in college courses while attending high school and simultaneously receive academic credits from UT Austin and their HISD high school(s).

WHEREAS, eligible students will be able to participate in a dual enrollment, distance education program called OnRamps.

NOW THEREFORE, in consideration of the mutual promises herein contained, the Parties agree as follows:

1. Interlocal

The Texas Interlocal Cooperation Act, Government Code, §791.001, *et seq.* allows local governments and institutions of higher learning to contract with each other for governmental functions and services, including all or part of a function in which the Parties are mutually interested. This Agreement constitutes an “interlocal contract” within the meaning of and as authorized by the Texas Interlocal Cooperation Act. The purpose of the Agreement is to provide “governmental functions or services,” as therein defined. Each party represents it has authority to enter into the Agreement and does so by action of its governing body. To the extent any party pays for the performance of governmental functions or services, the party will make those payments from current revenues available to that party.

2. Nature of OnRamps

UT Austin and HISD enter into this Agreement to implement OnRamps by offering distance college courses through a dual-enrollment model, as well as high school teacher training and professional learning. OnRamps offers high school students the opportunity to earn high school credits from HISD and college credits from UT Austin through a distance education course.

HISD and UT Austin will share the responsibility to implement the OnRamps program. By entering into this Agreement for the delivery of distance college courses, HISD becomes an active participant in ensuring the effectiveness and quality of the implementation of OnRamps at HISD.

3. Fees and Payments

Enrollment Fees:

The cost of the OnRamps course materials, technical support and course implementation support outlined in this Agreement for HISD will be defined on a per-student, per-course basis.

HISD is paying a subsidized rate. Subject to available funding, during the 2023-2024 school year, the fee of \$249 (or \$199 for students identified by TEA as eligible for free or reduced-price meals or other economic disadvantage), per student and per course is subsidized to \$149 (or \$99 for students identified by TEA as eligible for free or reduced-price meals or other economic disadvantage). Enrollment cost subsidies are paid for by OnRamps and applicable state appropriations. Private, parochial, and out-of-state schools are not eligible for the subsidized rate.

The OnRamps enrollment fee is assessed for each student registered in each OnRamps course on the enrollment census date which will be determined and communicated on or before June 1, 2023. The program fee includes access to course materials, technology tools, and credit eligibility evaluation. Refunds will not be given at the end of a course for any reason, including if a student is not eligible to earn college credit in the course.

Professional Learning and Development (PLD) Fee:

The cost of OnRamps professional learning and development will be assessed on a per-teacher basis according to the fee schedule in Exhibit C. This fee includes professional learning and development services, course materials, technology tools, and technical assistance required for implementation during the entire term of this agreement, including Summer Professional Learning Institute (PLI), academic year PLIs, virtual conferences, virtual learning modules, virtual communities of practice, professional development assignments, and access to individual virtual coaching. If HISD or the HISD high school teacher joins after the conclusion of Summer PLI, the total fee is still required based upon the status of the teacher at student census.

The Professional Learning Development fee does not include lodging, transportation, or teacher substitute cost. If a PLI is held in person, a lodging fee may be charged in addition to the PLD fee.

HISD is responsible for paying within 30 days of receipt of any undisputed invoice.

All checks should be made payable to The University of Texas at Austin. Payments should be mailed and/or delivered to:

The University of Texas at Austin
OnRamps
2616 Wichita St, Ste 101
Austin, TX 78712

4. Scope of Work and Responsibilities

Responsibilities to implement OnRamps distance college courses will be shared by HISD and OnRamps. HISD is an active participant in ensuring the effectiveness and quality of OnRamps implementation at its facilities. The Parties agree to provide the following, collectively referred to as the “Services.”

4.1 Responsibilities of OnRamps

Enrollment and Records

- A. Provide an online registration process for high school students to enroll in OnRamps courses (as listed in Exhibit A fully incorporated by this reference) through the OnRamps student information system (OnRamps Portal).
- B. Maintain, as part of routine educational effectiveness evaluation at UT Austin, OnRamps student educational records, including registration, enrollment, orientation, and course evaluation data for purposes of administering, implementing, and improving the program and providing official reporting to UT Austin and HISD. OnRamps engages in additional data sharing with UT Austin departments as defined in the data sharing agreement between Parties, attached and incorporated herein.
- C. Record grades on UT Austin transcripts for students who are eligible for and accept college credit for the distance college course.
- D. Support documentation of distance college course credit, including enrollment and non-enrollment confirmation letters and assistance in securing official transcripts.

Curriculum and Instruction

- E. Provide UT Austin faculty and academic staff to develop and define college-level course materials and curriculum and assume oversight of distance college courses.
- F. Deliver instructional materials via distance education. All college course-related materials will be available to the student through unique login in Canvas Learning Management System (Canvas LMS).
- G. Administer OnRamps distance college courses via a dual enrollment model. UT Austin faculty and academic course staff ensure comparability of distance college courses to campus-based courses and are approved by UT Austin Department Chairs and supported by Deans. All OnRamps students register for semester- or year-long courses.
 - a. Semester-long and year-long course college enrollment information

- i. Students must complete a series of required assignments and summative assessments as published in the college syllabus that are designed, designated, and evaluated by UT Austin faculty and college Instructors of Record to earn college credit.
 - ii. Students must earn a passing grade (D- or above) on the designated portion of the course determined by the UT Austin Instructor of Record to be eligible to earn college credit in the OnRamps distance college course.
 - iii. Eligible students who earn a passing grade (D- or above) in the college course may accept or decline their college credit.
 - iv. College credits earned and accepted by eligible students are reported to the University Registrar for official transcription.
 - v. Eligible students who accept college credit will have an official UT Austin transcript showing the letter grade earned in the course.
 - b. Additional year-long course college enrollment information
 - i. A student who does not earn a passing grade (D- or above) at the point of eligibility determination may be determined to be eligible if the student meets the Texas Success Initiative (TSI) exemption criteria for that course. TSI exemption criteria are detailed in each college course syllabus for which TSI exemption may be used.
- H. Provide technology and support services necessary for teaching and learning in OnRamps courses and program implementation:
 - a. Maintain servers operated by or hosted on OnRamps's web-based Canvas LMS.
 - b. Provide access and training on the Canvas LMS for every OnRamps student to access course content and instructional experiences.
 - c. Provide online and phone-based technical support for OnRamps teachers, students, and UT Austin faculty using the curriculum when that support is not provided through Canvas LMS.
 - d. Provide access to teleconference functions in Canvas LMS or other commensurate distance technology with consultants available to students for writing consultation related to distance college course writing assignments in Rhetoric 306 and Rhetoric 309J.
 - e. Provide a student orientation module in Canvas LMS for all OnRamps courses that details program enrollment, student academic integrity, and FERPA rights.
 - f. Provide information in the OnRamps Portal or through email notifications related to distance college course enrollment activities, including registration, eligibility, credit type selection, credit status, and official transcript requests.
 - g. Provide information on procedures for submitting and resolving complaints, grade appeals, information requests, and other inquiries related to participation in OnRamps.

Professional Development and Support

- I. Deliver professional learning to HISD teachers who implement the OnRamps course. Teachers implementing an OnRamps course are required to participate in and complete all OnRamps professional learning and development program components.

- a. 2023 Summer PLI will be delivered by OnRamps using distance education and virtual learning technologies. Summer PLI is required for all OnRamps high school teachers.
- b. Academic year PLIs will consist of two one-day PLIs for new and returning participating teachers delivered virtually during the fall and spring semesters. OnRamps may also provide optional in-person PLI sessions at pre-determined regional sites. HISD teachers are required to participate in and fully complete the one-day workshop during each semester in which the teacher delivers an OnRamps course, regardless of whether the course will be offered in the subsequent year.
- c. Virtual conferences for implementing HISD new and returning teachers held up to eight times per year.
- d. HISD teacher participants will be credited with continuing professional education hours for the hours of documented attendance.
- J. Deliver professional learning and development opportunities specific to administrative and counselor roles and functions to HISD and its administration based on advance scheduling and availability of OnRamps staff.
- K. Deliver in-person or virtual presentations and/or workshops to HISD staff and community members regarding the OnRamps program overview, implementation, and strategies for success based on advance scheduling and availability of OnRamps staff.
- L. OnRamps will hire and assign a qualified course coordinator for each course offered. The coordinator will serve as the content expert and point of contact and support for the high school teacher.
- M. Provide ongoing, one-on-one feedback and guidance to the high school teacher.
- N. Provide virtual coaching access to each OnRamps high school teacher to support course implementation and enhance their professional practice.

Institutional Effectiveness

- O. Provide feedback regarding course implementation to UT Austin faculty and academic staff, as well as HISD high school teachers and administrators. OnRamps will provide updates through regularly identified reporting schedules to the identified HISD Main Contact and, as needed, regarding the status of OnRamps course and professional learning and development implementation, based on regular review of program data, including communication with the OnRamps HISD high school teacher(s) and student performance and engagement data.
 - a. OnRamps staff will inform HISD administration of any serious concerns regarding HISD or campus implementation of the OnRamps course pertaining to quality and fidelity. If HISD implementation of the OnRamps course is deemed unsatisfactory, OnRamps reserves the right to deny the opportunity to offer the OnRamps course in the future or to require a replacement high school teacher.
 - b. A HISD high school teacher deemed by OnRamps to be unsatisfactorily implementing the course will be given the opportunity to bring course implementation into alignment with OnRamps expectations and be provided individual coaching and support as available through the course staff, OnRamps

PLIs, a virtual community of practice, and ongoing communication. Should the high school teacher's implementation of OnRamps continue to be unsatisfactory or without improvement in OnRamps' sole discretion, OnRamps will notify HISD, who will use its best efforts to identify an alternate high school teacher, and HISD will work with OnRamps to continue implementation of the course with the alternate high school teacher. OnRamps reserves the right to deny any unsatisfactorily performing teacher the opportunity to offer the course in the future.

- c. Should OnRamps deem an OnRamps HISD high school teacher as not compatible with or not in the best interest of the program in OnRamps' sole discretion, OnRamps will notify HISD who will work with OnRamps to continue the course through an alternate teacher.
- d. Any person performing Services under this Agreement on behalf of OnRamps must be actively employed or eligible for employment by UT Austin and may not be on administrative or medical leave. UT Austin must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If UT Austin becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, a representative of the OnRamps program must inform the HISD district contact.

Extended Student Absences [subject to HISD policies]

- P. In a case where a student is removed from their home campus and assigned to an alternative campus the HISD point of contact, campus principal and/or the high school teacher of the campus must notify the OnRamps Associate Director for Partnerships or the OnRamps help desk known as "OnRamps Support". Information needs to include the length of the placement to determine if the student will continue in the enrolled OnRamps course. If the alternative placement is longer than seven (7) school days, then the following is required:
 - a. The administrator, OnRamps HISD high school teacher, and OnRamps course staff will work together to determine if the student has the opportunity to continue the course at the alternative campus. If determined the student will not have the appropriate instruction and access to the course, the student will be dropped from the OnRamps course.
 - i. If this occurs prior to the identified course census date, then the HISD will not be invoiced for this student.
 - ii. If the student is enrolled in a year-long OnRamps course, the student will be dropped from the OnRamps course, the Canvas LMS system, and a schedule change will be made for the student's high school schedule. If the student is enrolled in History or Rhetoric, the student will be dropped from the course for the semester in which the student is taking the course (fall or spring). If the student is taking History or Rhetoric in the fall, the student will have the opportunity to enroll in History or Rhetoric in the spring, if the student returns to the home campus in time for registration at the beginning of spring instruction.

- Q. In a case where a student is hospitalized or removed from instruction or the school setting for longer periods due to illness, accident, or other circumstance, the HISD point of contact, campus principal and/or the high school instructor must notify the OnRamps Associate Director of Partnerships or OnRamps Support immediately to determine if eligibility for enrollment may continue, which decision will be made by OnRamps on its sole discretion.

4.2 Responsibilities of HISD [subject to HISD policies and applicable law]

- A. Implement one or more OnRamps courses.
- a. Assign a(n) HISD contact responsible for overseeing implementation of OnRamps high school course(s) and participating in meetings designated for HISD administration with OnRamps staff.
 - i. This HISD contact will provide up-to-date contact information for HISD and its campus administration. In the event there is a change in administration at HISD or at its campuses, the HISD contact will update the OnRamps Portal.
 - b. OnRamps syllabi and course content may not be used to satisfy the requirements for third party evaluation, including AP curriculum.
 - c. In the case of Introduction to Rhetoric: Reading, Writing and Research and Reading and Writing the Rhetoric of American Identities, the UT Austin Department of Rhetoric and Writing:
 - i. Prohibits the OnRamps courses from being offered as an AP English course.
 - ii. Requires a cap of 25 students per section with a limit of two (2) sections per teacher for a maximum of 50 students. Alternatively, a teacher may have 60 students distributed in three (3) or more sections. With approval, the cap of 60 students may be exceeded in exceptional circumstances at OnRamps' sole discretion.
- B. Recruit high school teacher(s) with appropriate qualifications to teach the OnRamps course(s), consistent with HISD policies.
- a. Minimum requirements for all OnRamps HISD high school teachers include:
 - i. Bachelor's degree in the discipline or a related field.
 - ii. One (1) or more years of teaching experience in the relevant course or a higher-level course (e.g. calculus for pre-calculus).
 - iii. Completed annual OnRamps teacher application.
 - iv. Obtain a UT EID in order to access Canvas LMS, the OnRamps Portal, and other systems required for implementation of the OnRamps program. OnRamps will provide the designated OnRamps teacher privileged access to student information and other systems through the UT EID. OnRamps may suspend, terminate, or revoke OnRamps teacher access to its systems through the EID affiliation at OnRamps sole discretion. The EID affiliation with OnRamps will be revoked if this agreement is terminated or if an OnRamps HISD high school teacher can no longer complete the course.
 - v. Successful completion of required tasks before the start of Summer PLI, including, but not limited to, completion of FERPA training module provided by OnRamps. Tasks will be determined and shared by the OnRamps professional learning and development staff in advance of

Summer PLI. HISD high school teachers approved on a conditional basis may be required to complete additional tasks. Any high school teacher who does not complete the required self-directed or Summer PLI tasks may not be eligible to implement an OnRamps course. The decision to admit or deny such teacher and any accompanying conditions will be determined by the Associate Director of Instructional Innovation and Implementation and Managing Director at their discretion.

- vi. Attendance and successful completion of Summer PLI, all required academic year PLIs, monthly virtual conferences or virtual learning modules, and professional development assignments.
 - 1. OnRamps HISD high school teachers must participate in the entire Summer PLI and complete all assigned work including pre-, during, and post-PLI.
 - 2. HISD teachers are required to participate in and fully complete both academic year PLIs in which the teacher delivers an OnRamps course, regardless of whether the course will be offered in the subsequent year. Each Fall and Spring PLI will provide up to eight hours of continuing professional education hours.
 - 3. Completion of the minimum requirements and number of virtual coaching uploads over the course of the academic year as described in the Instructor Handbook is required.
- vii. Review communication from OnRamps course staff in weekly newsletters and respond accordingly to routine requests.
- viii. Adhere to guidelines regarding OnRamps course content intellectual property. HISD is responsible for informing teachers that they do not have a license to use any OnRamps provided materials outside of the scope of this agreement.
- ix. Deliver OnRamps instructional materials through the OnRamps instance of Canvas LMS or designated platforms as specified in the OnRamps Technology Manual.
- b. Additional requirements for OnRamps returning HISD teachers include:
 - i. Successful implementation of OnRamps course during the previous academic year according to requirements under section D below.
- C. Ensure OnRamps HISD high school teachers and students have the necessary resources to implement the program with fidelity, including, but not limited to:
 - a. Access to the OnRamps Portal and Canvas LMS. Participating HISD campuses will work with the OnRamps support team to ensure their campus and students can fully access the OnRamps Portal and Canvas LMS.
 - b. Access to computer, internet, and URLs in approved allow lists, as specified by OnRamps, and adhere to requirements outlined in the most recent OnRamps Technology Manual.
 - c. Scheduled access to technology that meets the specifications defined by OnRamps for each course. This includes regular in-class and out-of-class, one-to-one (1:1) access to computers and the internet to view materials and complete and submit assignments, quizzes, tests, and exams, and the following technology for specific course implementation (as applicable).

- d. Graphing calculators or graphing calculator functions as specified in the most recent OnRamps Technology Manual.
 - e. Audio/visual projection and/or whiteboard.
 - f. Copy/scanning services to duplicate some course materials and distribute to students in the OnRamps course and upload assignments.
 - g. Required lab materials for BIO 106M, CH 104M, CH 102N, GEO302E, and PHY 102M.
 - h. The Chemistry course(s) must be offered in a lab setting that meets the Texas Education Agency standard with minimal viable components including an eyewash station, vent hood, and equipment required for student implementation of the lab course including use and disposal of the required chemical list.
- D. Ensure OnRamps HISD high school teachers implement the program with fidelity, including the following requirements:
- a. Adhere to Texas Administrative and Education Code, including the Educators' Code of Ethics (19 TAC Chapter 247).
 - b. Ensure students complete the OnRamps registration process and student orientation, including creating a UT EID, and creating a profile and registering in the OnRamps Portal, within the first three weeks of school.
 - c. Administer and facilitate OnRamps-required assignments and assessments without alteration through the OnRamps instance of Canvas LMS.
 - d. Use Canvas LMS to assign and grade high school work as specified by OnRamps course staff.
 - e. Participate in professional learning and development activities, including Summer PLI, academic year PLIs, video conferences, virtual learning modules, virtual communities of practices and uploads of classroom video, and ongoing opportunities during each semester in which they teach the OnRamps course. To facilitate teacher participation in the academic year PLIs, HISD agrees to pay the cost of substitute teachers for the days the teacher will attend the academic year PLIs.
 - f. Maintain regular communication via email, phone, video web conferencing, etc. with OnRamps course coordinator and other staff regarding the success and challenges of implementation, responding in a timely manner to requests for information, including turning in any requested documentation to evaluate student progress or success by specified deadlines.
 - g. Notify OnRamps of HISD high school teacher absences that exceed four or more consecutive class days or of teacher resignations using the provided form in the case when the teacher cannot self-report.
- E. Ensure students register for OnRamps courses to meet program requirements, including:
- a. Recruit and approve students to participate in OnRamps courses.
 - b. Ensure students enrolled in the OnRamps program meet the minimum academic requirements for each course as shown in Exhibit A.
 - c. Ensure students complete the OnRamps registration process and student orientation, which includes creating a UT EID, and creating a profile and registering in the OnRamps Portal, within the first three weeks of school.

- i. When a student enrolls in an OnRamps course past the census date, OnRamps will determine whether the student may enroll for the possibility of earning college credit based on the district's start date and a course-specific event-based deadline. If OnRamps determines that the student will be enrolled for high school credit only, the student will have access to course technology, but the student's enrollment will not be included in invoicing or reporting, and the student's enrollment will be indicated as High School Only in the OnRamps Portal.
 - d. The student and, if the student is under 18 years of age at the time of registration, the student's parent or guardian shall acknowledge and consent the student is enrolling in a college course with the opportunity to earn college credit.
- F. Ensure accuracy of OnRamps student information, including:
 - a. Ensure student rosters accurately reflect students enrolled in OnRamps courses on the OnRamps census dates in fall and spring.
 - b. Submit student state IDs in accordance with communicated timeline.
 - c. Submit high school grades in accordance with the data sharing agreement schedule.
- G. Any person performing Services under this Agreement on behalf of HISD must be actively employed or eligible for employment by HISD and may not be on administrative leave. HISD must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If HISD becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, the district contact, who oversees the OnRamps program, must inform OnRamps within 24 business hours.

5. Summer PLI Teacher Registration and Attendance

- A. HISD high school teachers are required to register for Summer PLI **two weeks prior** to the start of the selected synchronous Summer PLI session. Late registration will be accommodated at the discretion of the Associate Director of Instructional Innovation and Implementation or Managing Director.
- B. New OnRamps HISD high school teachers must complete all components of Summer PLI including prerequisite self-directed modules, synchronous sessions, and compliance modules. New OnRamps high school teachers are defined as those who are implementing an OnRamps course for the first time or for the first time after more than one year of absence.
 - a. The HISD teacher assigned to the course **must** successfully complete the New Instructor Summer PLI experience at least once, in its entirety, before implementing an OnRamps course for the first time. If the teacher continues to offer the course in subsequent years, they are required to attend the Returning Instructor Summer PLI for each subsequent year they implement that course. If a teacher is assigned to implement a new OnRamps course in addition to their current OnRamps course, the instructor must complete the New Instructor Summer PLI for the new course.
- C. Cancellation policy:

- a. All high school teachers must cancel their registration in writing at least one week prior to any in-person PLI or will pay 100% of fees for room/board and meals for which those charges apply, if applicable. HISD will be invoiced for all high school teachers who are registered on the day three weeks prior to the event starting and will pay such invoices within thirty (30) days.
 - b. If a high school teacher registers for Summer PLI and is unable to attend, the teacher must communicate this change to the OnRamps Professional Learning and Development team via OnRamps Support in writing at least one week prior to the start of Summer PLI. The district contact may coordinate with OnRamps to identify an appropriate replacement. Fees will be assessed based on teachers who complete Summer PLI.
 - c. In the event of an emergency about which OnRamps staff and the teacher's principal are notified, a teacher may arrange to make up as much as 20% of Summer PLI and still be eligible to teach the OnRamps course. OnRamps HISD high school teachers who miss more than 20% of Summer PLI, regardless of the reason, will be on probationary status and their approval to serve as an OnRamps high school teacher will be evaluated by OnRamps on a case-by-case basis.
- D. If a high school teacher attends Summer PLI, and the course for which the teacher is trained is not offered for the school year, HISD will be:
- a. Charged the full fee based on whether they are new or returning, for Summer PLI.
 - b. All materials provided to HISD for the course must be returned to OnRamps within 30 days.

6. Educational Records and Data Sharing

- A. HISD and OnRamps create, maintain, and manage their own educational records for students and teachers. OnRamps maintains all educational records created as a result of the OnRamps program consistent with FERPA, as well as applicable UT Austin policy defined in Chapter 9 of the General Catalog of UT Austin, subchapter 9-100 through 9-400, and any applicable law. In order to provide the OnRamps program and related services to HISD and for HISD's accountability reporting purposes, OnRamps requires specific student information from HISD. All such records are provided the same security as those outlined in this section 6.C, section 7, and the Data Sharing Agreement, and will not be sold or shared with external sources except as allowed by law. See Exhibit B Data Sharing Agreement which sets terms and conditions for the exchange by the Parties of data needed to support the OnRamps program.
- B. Following UT Austin's Institutional Review Board standards and policy, as applicable, OnRamps may obtain and maintain data and/or feedback about student and teacher experiences with the program for the purpose of understanding outcomes and program improvements.
- C. For legitimate educational interests, OnRamps will facilitate the exchange of information among institutions, OnRamps high school teachers, OnRamps faculty and staff, and HISD contacts 1) pertaining to students' progress toward the opportunity to earn college credit; 2) to verify student accommodations under IDEA and/or Section 504; 3) to facilitate early intervention and support student success; 4) pertaining to whether college credit is earned, accepted, and/or declined; 5) to facilitate accurate recordkeeping; and 6) to address academic integrity issues. If either party obtains access to HISD and/or UT

Austin records or record systems protected under FERPA, each party agrees to adhere to the provisions of FERPA. While in possession of FERPA records and data, only persons authorized to access the student data related to the OnRamps program will be granted access consistent with FERPA.

7. Governmental Function, Immunity, Record Protection, and Criminal History

The Parties agree that the performance of this Agreement is for the purpose of performing governmental functions and that, in all things related to this Agreement, Parties are performing governmental functions as defined by the Texas Interlocal Cooperation Act. Nothing herein or in the performance of this Agreement shall be construed as a waiver of sovereign/governmental immunity or similar rights. Parties agree that neither party waives any immunity or defense that would otherwise be available to it pursuant to the Texas Tort Claims Act or other applicable statutes, laws, rules or regulations against claims arising from the exercise of its powers or functions. No provision of this Agreement that imposes an obligation or restriction on HISD or UT Austin not otherwise permitted by applicable law shall be enforceable. Records relating to this Agreement may be subject to disclosure pursuant to the Texas Public Information Act, Section 552.001 et. seq. of the Texas Government Code.

Each party agrees that if it received information or records concerning any student, it shall not disclose the same except as permitted by the Family Educational Rights and Privacy Act a/k/a FERPA (20 U.S.C. 1232(g)). FERPA is specifically referenced in the Texas Public Information Act as an exception to records that are subject to disclosure to the public (Texas Government Code 552.001 et seq.).

8. Indemnity

The Parties expressly agree that, except as provided herein, no party shall have the right to seek indemnification or contribution from the other party for any losses, costs, expenses, or damages directly or indirectly arising, in whole or part, from this Agreement.

9. Term and Termination

This Agreement is effective on June 1, 2023, no matter the date fully executed by both Parties and covers a period beginning June 1, 2023 and ending August 31, 2024. This Agreement cannot be renewed or extended.

Either party may, without penalty, terminate this Agreement at the end of any budget period of such party during the term if funds required to fulfill this Agreement have not been appropriated, and with written notice to the other party. Such notice shall be effective thirty (30) calendar days from the date of receipt.

Either party may terminate this Agreement without cause upon thirty (30) days' advance written notice of termination to the other party. HISD agrees any amounts owed for Services rendered through the termination date and properly invoiced will be promptly paid upon notice of termination and in accordance with the provisions of Chapter 2251, Texas Government Code.

10. Ownership of Intellectual Property

UT Austin and the OnRamps program shall solely own all intellectual property rights in or relating to OnRamps, including all written materials, study guides, course materials, syllabi, and assessments prepared under the program (“Materials”). Intellectual property rights means any rights or titles to inventions, discoveries, concepts, methods, processes, data, trade secrets, branding, trademarks, copyrights, computer programs and related documentation, or works of authorship fixed in a medium of expression of any kind whether or not patentable, copyrightable, or eligible for registration as a trademark, as well as applications for any such rights. There are no implied licenses; HISD agrees and understands that it may not copy, modify, share, distribute, or display any Materials without the prior written permission of UT Austin and the OnRamps program.

11. Contractual Relationship

Nothing contained herein shall be construed as creating an employer/employee relationship, a partnership, a joint venture or joint obligations between the Parties. Each party retains the right to conduct its business as it sees fit. The Parties shall, at all times, be deemed independent contractors/entities.

12. Notice to Parties

Except as otherwise provided by this Section, notices, consents, approvals, demands, requests or other communications provided or permitted under this Agreement, will be in writing and will be sent via certified mail, hand delivery, overnight courier, facsimile transmission (to the extent a facsimile number is set forth below), or email (to the extent an email address is set forth below) as provided below, and notice will be deemed given 1) if delivered by certified mail, when deposited, postage prepaid, in the United States mail, or 2) if delivered by hand, overnight courier, facsimile (to the extent a facsimile number is set forth below) or email (to the extent an email address is set forth below), when received:

HISD at:

Houston ISD
4400 W 18th St
Houston, TX 77092

UT Austin at:

Darrell Bazzell, Senior Vice President and Chief Financial Officer
101 Inner Campus Dr, Ste 102
Austin, TX 78712

With a copy to:

OnRamps
2616 Wichita St, Ste 101
Austin, TX 78712
Email: sp.contracts@austin.utexas.edu

or such other address as later provided by a party through written notice to the other party.

13. Venue; Governing Law

This Agreement, all of its terms and conditions, all rights and obligations of the Parties, and all claims arising out of or relating to this Agreement, will be construed, interpreted and applied in accordance with, governed by and enforced under, the laws of the State of Texas.

14. Mutual Negotiation

This Agreement has been prepared at the joint request, direction, and construction of the Parties, at arms' length, and shall be construed without favor to any party.

15. Amendment and Assignment

Any changes to this Agreement may only be made by mutual written agreement of the Parties. This Agreement may not be assigned by either party without the express written consent of the other party. Any attempt to assign without such consent shall be void, and shall be deemed a material breach of this Agreement.

16. Survival

A party shall remain obligated to the other party under all clauses of this Agreement that expressly or by their nature extend beyond the expiration or termination of this Agreement.

17. Cybersecurity Training Program

During the term and any renewal of this Agreement, each party shall comply with Texas Government Code Chapter 2054 concerning cybersecurity for state agencies and local government, and to the extent applicable verify compliance to the other party.

18. Access by Individuals with Disabilities

Performing Party represents and warrants (**EIR Accessibility Warranty**) the electronic and information resources and all associated information, documentation, and support Performing Party provides to Receiving Party under this Agreement (**EIRs**) comply with applicable requirements set forth in [1 TAC Chapter 213](#) and [1 TAC Section 206.70](#) (ref. [Subchapter M, Chapter 2054, Texas Government Code](#)). To the extent Performing Party becomes aware the EIRs, or any portion thereof, do not comply with the EIR Accessibility Warranty, then Performing Party represents and warrants it will, at no cost to Receiving Party, either 1) perform all necessary remediation to make EIRs satisfy the EIR Accessibility Warranty or 2) replace the EIRs with new EIRs that satisfy the EIR Accessibility Warranty. If Performing Party is unable to do so, Receiving Party may terminate this Agreement and, within thirty (30) days after termination, Performing Party will refund to Receiving Party all amounts Receiving Party paid under this Agreement.

Performing Party will provide all assistance and cooperation necessary for the performance of accessibility testing conducted by Receiving Party or Receiving Party's third party testing resources as required by [1 TAC Section 213.38\(g\)](#).

19. Payment of Debt or Delinquency to the State

Pursuant to [Sections 2107.008](#) and [2252.903](#), *Government Code*, any payments owing to Performing Party under this Agreement may be applied directly toward any debt or

delinquency Performing Party owes the State of Texas or any agency of the State of Texas, regardless of when it arises, until paid in full.

20. Signatory Representations

Receiving Party represents and warrants that it has all necessary power and has received all necessary approvals to execute and deliver this Agreement, and the individual executing this Agreement on behalf of Receiving Party has been duly authorized to act for and bind Receiving Party.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as shown below.

Receiving Party
Houston ISD

Performing Party
The University of Texas at Austin

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit A
OnRamps Courses

OnRamps Course Name	UT Austin Course Code	TCCNS Equivalency	Texas Core Code	Required Prerequisites	Recommended Prerequisites
Foundations of Arts and Entertainment Technologies	AET 304	-	050	-	Graphic Design
Introductory Biology I	BIO 311C	BIOL 1306	030	Credit in TEKS-based Biology & TEKS-based Chemistry	-
Lab for Introduction to Biology I	BIO 106M	BIOL 1106	-	Credit in TEKS-based Biology & TEKS-based Chemistry	-
Principles of Chemistry I (Lecture)	CH 301	CHEM 1311	030	Credit in Algebra I	-
Introduction to Chemical Practices I (Lab)	CH 104M	CHEM 1111	-	Credit in Algebra I	-
Principles of Chemistry II (Lecture)	CH 302	CHEM 1312	030	Credit in Chemistry	-
Introduction to Chemical Practices II (Lab)	CH 104N	CHEM 1112	-	Credit in Chemistry	-
Computer Science: Thriving in Our Digital World	CS 302	-	093	Credit in Algebra I	Credit or concurrent enrollment in Algebra II
Introduction to Economics	ECO 304K	ECON 2302	080	-	Credit or concurrent enrollment in Algebra II
Earth, Wind, and Fire: An Introduction to Geoscience	GEO 302E	-	030	Credit in Biology and Chemistry or IPC and Chemistry	-
United States, 1492-1865	HIS 315K	HIST 1301	060	Credit or concurrent enrollment in English II	-

OnRamps Course Name	UT Austin Course Code	TCCNS Equivalency	Texas Core Code	Required Prerequisites	Recommended Prerequisites
United States Since 1865	HIS 315L	HIST 1302	060	Credit or concurrent enrollment in English II	-
College Algebra	M 301	MATH 1314	-	Credit in Algebra I	Credit in Geometry
Discovery Precalculus: Preparation for Calculus	M 305G	MATH 2312	020	Credit in Algebra II & Geometry	-
Mechanics, Heat, and Sound	PHY 302K	PHYS 1301	030	Credit in Algebra I & Geometry	Credit in Algebra II or Precalculus
Lab for Mechanics, Heat, and Sound	PHY 102M	PHYS 1101	-	Credit in Algebra I & Geometry	Credit in Algebra II or Precalculus
Electromagnetism, Optics, and Nuclear Physics	PHY 302L	PHYS 1302	030	Credit in TEKS-based Physics, Algebra II, & Geometry	Credit in PHY 302K, AP Physics I, Honors Physics, PHYS 1301, or Precalculus
Introduction to Rhetoric: Reading, Writing, and Research	RHE 306	ENGL 1301	010	Credit in English I & English II	-
Reading and Writing the Rhetoric of American Identities	RHE 309J	ENGL 1302	010	Credit in English I & English II	-
Elementary Statistical Methods	SDS 301	MATH 1342	020	Credit in Algebra I	Credit in Algebra II & Geometry
Quantum Computing	PHY 309L	PHYS 1307	030	Credit in Algebra I & Geometry	Credit in Algebra II or Precalculus

Exhibit B
Data Sharing Agreement

DATA SHARING AGREEMENT
BY AND BETWEEN
Houston ISD
AND
ONRAMPS
AT THE UNIVERSITY OF TEXAS AT AUSTIN

Pursuant to this Data Sharing Agreement and underlying Interlocal, Houston ISD (HISD) agrees to provide individual student-level data to OnRamps at The University of Texas at Austin (UT Austin) for the purpose of implementing, billing, and evaluating the OnRamps dual enrollment program and informing OnRamps students of academic opportunities at UT Austin. HISD hereby appoints OnRamps as a legitimate educational official of HISD in accordance with the Family Educational Rights and Privacy Act (FERPA). Likewise, OnRamps hereby appoints HISD as a legitimate educational official of OnRamps in accordance with FERPA. OnRamps agrees to provide individual student-level data to HISD for the purpose of evaluation, accountability, and student record-keeping. The terms of this Data Sharing Agreement are in effect until August 31, 2024 unless terminated in writing by one or both Parties.

1. Data type and exchange timeline

HISD Designee for Student Data and OnRamps will coordinate data exchange for all OnRamps program participants for the 2023-2024 academic year, as follows:

Responsible Party	Time Period	Type of Data
OnRamps	August 2023 – July 2024	<p>Throughout the academic year OnRamps will provide information about student enrollments, including course rosters, college course eligibility status, and final grades. Access to the district portal will be limited to pre-identified campus and HISD personnel who must obtain a UT Electronic Identification and password in order to access the portal.</p> <p>The following enrollment and performance data is provided throughout the academic year, as information becomes available.</p> <ul style="list-style-type: none"> • Course enrollments • Eligibility status • Eligibility letter grade • Final letter grade • Credit decision (credit accepted or declined) • University transcript grade

		<ul style="list-style-type: none"> • Student qualifying status for OnRamps reduced course enrollment fee • Student qualifying status for accommodations under IDEA or Section 504 • Student orientation completion status
HISD	December 2023 – February 2024	<p>In order for OnRamps to identify students who qualify for the reduced course enrollment fee, OnRamps must obtain Student State IDs.</p> <p>HISD will provide Student State IDs for all enrolled students.</p> <p>Based on the Student State IDs, the Texas Education Agency (TEA) identifies students who are eligible for a) free or reduced-price meals or b) other economic disadvantage criteria based on PEIMS data (codes 01, 02, or 99). OnRamps then applies the reduced enrollment fee to these students' enrollments.</p> <ul style="list-style-type: none"> • TEA-assigned TX-UNIQUE-STUDENT-ID (StudentUnique ID)
HISD	May 2024 – July 2024	<p>In order for OnRamps to engage in ongoing learning about student experiences, high school grades are exchanged.</p> <ul style="list-style-type: none"> • High school grade in OnRamps course, semester 1 • High school grade in OnRamps course, semester 2 • High school grade in OnRamps course, cumulative

2. Data protection

All data will be exchanged using secure systems and in an encrypted, password protected electronic format by HISD and OnRamps.

OnRamps endeavors that in all reports, electronic or otherwise, derived from information made available under this Data Sharing Agreement, all data shall be aggregated in such a way that no individual will be identified directly or by deduction. OnRamps further endeavors that the data elements will not be released to a third party without written parental or student (as applicable) consent.

While in possession of this data, both Parties shall permit access only to employees and contractors authorized to assist in the implementation or evaluation of OnRamps or other UT Austin program to have access to the data. Both Parties agree to store the data in an encrypted format, in a secure area and to prevent unauthorized access.

UT Austin will return to HISD and/or destroy all personally identifiable data when the study is complete.

3. Information shared with TEA

- Rosters of individual students, including student state ID, for all students enrolled in an OnRamps course at fall or spring census to determine student eligibility for reduced course fee, AND
- Rosters of individual students, including student state ID, for students who complete an OnRamps course for the purpose of calculating state accountability and other required state performance reporting and metrics.

Exhibit C
OnRamps Teacher Professional Learning and Development Fee Schedule

Pursuant to Section 3.0, the following per-teacher fee will be assessed at the conclusion of Summer PLI. A professional learning and development fee will be assessed for teachers who are implementing one or more OnRamps courses at the time of student census but did not attend Summer PLI and for whom no prior fee was assessed. Individual situations not described below will be evaluated on a case-by-case basis.

OnRamps teachers may only implement a maximum of two 3-hour courses.

OnRamps teacher professional learning and development fees will be evaluated on an annual basis.

Instructor Status	Year Instructor First Implemented OnRamps Course(s)	Number of Courses Implemented in AY 2023-2024	PLI Fee Assessed for Instructor
New Instructor	2023-2024	One	\$850
Returning Instructor	2022-2023 or prior with no gap years	One	\$550
New Instructor for one course; Returning Instructor for one course	One course in 2023-2024; One course in 2022-2023 or prior with no gap years	Two	\$850
Returning Instructor for two courses	Two courses in 2022-2023 or prior with no gap years	Two	\$550



6/22/2023

6.

Office of the Superintendent of Schools

Office of Academics

Approval Of 2022-2023 Remote Homebound Instruction For Eligible Special And Regular Education Students

In accordance with Texas Education Code (TEC) §7.056(a-e)-which provides a process by which schools may request waivers from local board policies, State Board of Education rules, or TEC requirements that inhibit student achievement-it is requested that the board approves the waiver requests for remote homebound instruction. If approved, the Houston Independent School District (HISD) will provide instruction through remote conferencing to regular and special education students. Once approved by the Texas Education Agency (TEA), HISD may then count that instruction as classroom time for Foundation School Program (FSP) funding purposes and count each student in attendance provided certain requirements are met. HISD is following all required components to qualify for this waiver.

Waiver requests involve modification or suspension of school guidelines from policies.

This waiver will only be granted by the TEA in extremely severe medical circumstances and a waiver must be submitted for each individual student.

Remote Homebound Instruction Waiver - Special Education Students

This waiver allows the district to provide remote homebound instruction in which a special education student with an instructional setting code of 01 - Homebound receives individualized special education homebound instruction and meets all related requirements except for in-person instruction from the homebound teacher, according to the *Student Attendance Accounting Handbook* Section 4.7.2 Code 01 - Homebound for special education homebound requirements.

To qualify for this waiver, the following requirements must have been met for the student:

1. The student's Admission Review Dismissal (ARD) committee must have determined, in a manner consistent with state and federal law, that the remote homebound instruction to be provided meets the needs of the student.
2. The ARD committee must have documented that determination in the student's Individual Education Plan (IEP).

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves requested waivers from local board policy and guidelines; approves submission to the TEA of requests for waivers from state policy; and approves submission to the TEA of waivers for remote homebound instruction for regular and special education students, effective June 23, 2023.



6/22/2023

7.

Office of the Superintendent of Schools

Office of Academics

Authority To Negotiate And Execute An Addendum To The Current Interlocal Agreement With The Texas Health And Human Services Department To Provide Training And Employment Services To Houston Independent School District Students Through The Texas Works Path To Success Program

The Houston Independent School District (HISD) requests that the board authorizes the superintendent of schools or a designee to negotiate and execute an addendum to an interlocal agreement with the State of Texas Health and Human Services (HHS) Department to provide training and employment services to 60 HISD seniors through the Texas Works Path to Success (TWPS) program.

The TWPS program is a partnership through the State of Texas HHS Department aiming to reduce situational and generational impacts of poverty among young adults in low-income areas in Harris County. TWPS will provide comprehensive career training and employment opportunities to HISD high-school seniors to prepare them for employment as Texas Works advisors in a local HHS Commission (HHSC) eligibility office. Students will learn skills and policy knowledge to enter employment with HHSC, with the potential for advancement after one year. This is the fourth year of this partnership, which was initiated during the 2020-2021 academic year.

The concept of this program is to create sustainable employment opportunities through a multi-pronged approach, including targeted skill assessments, training, job market assessments, and job placement for students.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board authorizes the superintendent of schools or a designee to negotiate and execute an addendum to the interlocal agreement with the Texas HHS Department to provide training and employment services to students through the TWPS program, effective June 23, 2023.



6/22/2023

8.

Office of the Superintendent of Schools

Office of Business Operations

Approval To Negotiate, Execute, And Amend A Construction Contract For Multicampus Heating, Ventilation, And Air Conditioning System Repairs And Improvements

In 2021, the Houston Independent School District (HISD) completed a comprehensive districtwide assessment of its facilities. That assessment identified an urgent need for the replacement and repair of poorly functioning heating, ventilation, and air conditioning (HVAC) systems and mechanical equipment at several campuses. Project 23-02-13: Multi-Campus HVAC System Repairs will provide improvements to the indoor air quality and system performance at those campuses.

The district sought competitive sealed proposals (CSPs) from contractors for this project, with public advertisements issued on March 4 and March 11, 2023. A preproposal meeting was conducted on March 22, 2023. There were two addenda issued prior to receiving proposals. On April 11, 2023, the district received three responsive CSPs from the following contractors:

- American Mechanical Services of Houston, LLC
- Dunhill Development and Construction, LLC
- Prime Contractors, Inc.

After evaluation in accordance with the procedures approved by the HISD School Board, American Mechanical Services of Houston, LLC, and Prime Contractors, Inc., were determined to be the highest-ranked, best-value proposers. Therefore, it is recommended these contractors be awarded construction contracts for Project 23-02-13: Multi-Campus HVAC System Repairs and Improvements.

Approval of this item will authorize the superintendent of schools or a designee to negotiate and execute contracts not to exceed the identified cost and amend the contracts within the established allowances.

The requested amount is as follows:

Campus	Highest-Ranked Firm	Base Proposal, incl. Allowances	Construction Contingency	Total Contract Amount Not to Exceed	M/WBE Participation
Lorenzo DeZavala Elementary School (ES)	Prime Contractors, Inc.	\$5,160,000	\$1,040,000	\$6,200,000	20.33%
Benjamin Franklin ES	Prime Contractors, Inc.	\$4,888,000	\$1,012,000	\$5,900,000	20.33%
Ninfa Laurenzo Early Childhood Center	American Mechanical Services, LLC	\$1,100,750	\$155,000	\$1,255,750	20%

COST/FUNDING SOURCE(S): The total cost shall not exceed \$13,355,750 and will be funded by American Rescue Plan (ARP) Act Elementary and Secondary School Emergency Relief (ESSER) III funds.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
ARP Act ESSER III	2820000000	10408010000	PS81990000000000	6629190000	500000018494	\$13,355,750

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board authorizes the superintendent of schools or a designee to negotiate, execute, and amend construction contracts for multicampus HVAC system repairs and improvements, effective June 23, 2023.



6/22/2023

9.

Office of the Superintendent of Schools

Office of Business Operations

Consideration And Approval Of An Interlocal Agreement With The Harris County Department Of Education To Prepare And Distribute Meals For The Students At Harris County Department Of Education

The Houston Independent School District (HISD) requests that the board approves an interlocal agreement with the Harris County Department of Education (HCDE) to prepare and distribute meals for the students at HCDE schools.

Through this interlocal agreement, HCDE will reimburse HISD for expenses incurred in its food distribution program to HCDE students.

COST/FUNDING SOURCE(S): There will be no cost to the district. Reimbursement funds will be deposited into Food Services Funds.

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board considers and approves an interlocal agreement with Harris County Department of Education to prepare and distribute meals for the students at Harris County Department of Education schools, effective June 23, 2023.



6/22/2023

10.

Office of the Superintendent of Schools

Office of Business Operations

Authority To Negotiate, Execute, And Amend All Documents Pertaining To A License Agreement With Neartown Little League And The City Of Houston For The Use Of The Baseball Field At Andrew Carnegie Vanguard High School

The Houston Independent School District (HISD) Office of Real Estate recommends that the HISD board authorizes the superintendent of schools or a designee to negotiate, execute, and amend all documents pertaining to a license agreement with Neartown Little League and the City of Houston for the use of the baseball field at Andrew Carnegie Vanguard High School (HS).

Neartown previously licensed the use of a little league baseball field on a portion of the HISD Wharton Dual Language Academy site.

Construction was planned and performed for the Wharton site under the HISD 2012 Bond Program; therefore, notice was given to Neartown that the little league field would not be available for further use.

The field at Carnegie Vanguard HS, located at 1501 Taft Street, was identified as a suitable alternate site for Neartown to relocate. However, HISD had previously entered into an interlocal agreement with the city dated July 20, 2011, and amended June 28, 2021, granting the city use of the Carnegie Vanguard HS field.

Consensus was gained with the president of Neartown Little League, the principal of Carnegie HS, and the city to establish an agreement with all parties for the use of the field. The initial five-year term license agreement has expired and all parties wish to enter into another license agreement.

The new agreement will be for a five-year term, with a 180-day cancellation option by HISD.

Neartown would have use of the premises during non-school hours. Additionally, Neartown would be responsible for maintaining all improvements made to the field and for maintaining the grounds in good repair at its expense. Neartown would also be responsible for the cost of any utilities attributed to use of the field such as water, electricity, and security.

Neartown would be required to provide liability insurance and to indemnify HISD against any claims or damages that may occur as a result of its use of the site.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board authorizes the superintendent of schools or a designee to negotiate, execute, and amend all documents pertaining to a license agreement with Neartown Little League and the City of Houston for the use of the baseball field at the Carnegie Vanguard HS site, effective June 23, 2023.



6/22/2023

11.

Office of the Superintendent of Schools

Office of Finance

Approval Of Vendor Awards For Purchases Over \$100,000 And Ratification Of Vendor Awards For Purchases Under \$100,000

The purpose of this item is to authorize vendor awards for purchases over \$100,000 and ratify vendor awards for purchases under \$100,000. Pursuant to board policy, contracts for purchases over \$100,000 are submitted to the board for approval prior to the issuance of purchase orders and/or agreement letters. Procurement Services, authorized by board policy, enters into purchase agreements for bid projects less than \$100,000, subject to ratification by the board.

When determining the successful bidder, consideration is given to the quality of the articles supplied, conformity with developed specifications, suitability to the requirements of the educational system, and delivery terms. All advertised bids are in compliance with minority- and woman-owned business enterprise procedures. All contracts are negotiated and executed with the supplier(s) providing the best overall value for the district.

The attachment reflects the names of successful bidders, the budgets to be charged, and a description of the items to be purchased. A copy of each tabulation is on file in Board Services.

COST/FUNDING SOURCE(S): Funds for these recommended actions will be necessary only one time.

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves vendor awards for purchases over \$100,000 and ratifies vendor awards for purchases under \$100,000, effective June 23, 2023.

**Approval of Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda**

Project Information	23-01-04 – RFP / Storm Water Quality Management and Permit Services – (Chevalier) – (COO)
Project Description	The purpose of this project is to obtain storm water quality management and permit services districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$2,200,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	502/4/4
Project Term	The project term is from June 23, 2023, through June 22, 2024, with four automatic annual renewals, not to extend beyond June 22, 2028.
Amount not to Exceed (Project Term)	\$2,200,000

Budget Information		
Fund	Various Schools and/or Departments	Fund
Cost Center		Cost Center
Functional Area		Functional Area
General Ledger		General Ledger
I/O		I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Double Oak Erosion, Inc.	C-D	T
KKS Environmental, LLC	B-25%	H
Stormwater Professionals Group, LLC	B-25%	H
Terracon Consultants, Inc.	B-25%	OT

Approval of Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda

Project Information	23-01-11 – RFP / Hydroponic Container Farm – (Carroll-Johnson) – (COO)
Project Description	The purpose of this project is to obtain hydroponic farm containers for the Nutrition Services Department. Based on annual appropriations, the projected expenditure is not to exceed \$1,000,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	248/30/3
Project Term	The project term is from June 23, 2023, through June 22, 2024, with three annual renewals, not to extend beyond June 22, 2027.
Amount not to Exceed (Project Term)	\$1,000,000

Budget Information			
Fund	2400010000	Fund	Fund
Cost Center	1040832000	Cost Center	Cost Center
Functional Area	AD35990000000000	Functional Area	Functional Area
General Ledger	6649000000	General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Freight Farms, Inc.	C-D	O

Approval of Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda

Project Information	23-02-01 – RFP / Nutrition Services Uniforms and Linen – (Carroll-Johnson) – (COO)
Project Description	The purpose of this project is to obtain uniforms, table linen, and related items for the Nutrition Services Department. Based on annual appropriations, the projected expenditure is not to exceed \$2,000,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	499/85/10
Project Term	The project term is from June 23, 2023, through June 22, 2024, with three annual renewals, not to extend beyond June 22, 2027.
Amount not to Exceed (Project Term)	\$2,000,000

Budget Information			
Fund	2400010000	Fund	Fund
Cost Center	1040832000	Cost Center	Cost Center
Functional Area	AD35990000000000	Functional Area	Functional Area
General Ledger	6399000000	General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval			
Name	M/WBE Commitment	Location	
Action Wear Plus, Inc.	B-25%	T	
STS Brand, LLC	A-100%	H	
UniFirst Corporation	C-D	OT	

Approval of Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda

Project Information	23-02-03 – RFP / Catering / Commercial Grocery and Produce Distributor – (Cortez) – (COO)
Project Description	The purpose of this project is to obtain groceries, produce, and related items for the Nutrition Services Catering Department. Based on annual appropriations, the projected expenditure is not to exceed \$3,000,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	461/25/5
Project Term	The project term is from July 1, 2023, through June 30, 2024, with three annual renewal options, not to extend beyond June 30, 2027.
Amount not to Exceed (Project Term)	\$3,000,000

Budget Information					
Fund	2400010000	Fund	7490000020	Fund	Various Schools and/or Departments
Cost Center	1040832000	Cost Center	5440840000	Cost Center	
Functional Area	AD35990000000000	Functional Area	AD35990000000000	Functional Area	
General Ledger	6341000100	General Ledger	6341000100	General Ledger	
I/O		I/O		I/O	

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Brothers Produce, Inc.	C-D	H
Sysco USA I, Inc. dba Sysco Houston, A Division of Sysco USA I, Inc.	C-D	H

Approval of Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda

Project Information	23-03-02 – RFP / Temporary Nursing Services – (Garza) – (CAO)
Project Description	The purpose of this project is to obtain temporary nursing services for qualifying campuses districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$2,500,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	859/91/16
Project Term	The project term is from June 23, 2023, through June 22, 2024, with four automatic annual renewals, not to extend beyond June 22, 2028.
Amount not to Exceed (Project Term)	\$2,500,000

Budget Information			
Fund	1993000000	Fund	Various Schools and/or Departments
Cost Center	1030820000	Cost Center	Cost Center
Functional Area	AD33990000000000	Functional Area	Functional Area
General Ledger	6299000000	General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
22 nd Century Technologies, Inc.	A-100%	O
Ad-A-Staff, Inc.	A-100%	T
All Medical Personnel, Inc.	C-10%	O
American Medical Staffing, Inc.	B-25%	O
Astrocare Visiting Health Professionals, Inc.	C-D	H
Delta-T Group Texas, Inc.	B-25%	O
Donald L. Mooney Enterprises, LLC dba Nurses Etc. Staffing	A-100%	T
EGA Associates	B-25%	O
EPN Enterprises, Inc. dba 24/7 Medstaff	A-100%	T
InGenesis, Inc.	A-100%	T
Orange Tree Staffing, LLC	A-100%	O
RCM Technologies, Inc. dba RCM Health Care Services	B-25%	O
SHC Services, Inc. dba Supplemental Health Care	B-25%	O
True Care 24, Inc.	B-25%	O

**Approval of Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda**

Project Information	23-07-02 – RFP / Telecom Materials, Installation, and Repair Services – (Ly) – (CIO)
Project Description	The purpose of this project is to obtain telecommunication parts, repair, maintenance, and related services in the event of system failure for the legacy phone systems used districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$200,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	788/31/3
Project Term	The project term is from June 23, 2023, through June 22, 2024, with four automatic annual renewals, not to extend beyond June 22, 2028.
Amount not to Exceed (Project Term)	\$200,000

Budget Information			
Fund	1993000000	Fund	Various Schools and/or Departments
Cost Center	1090800002	Cost Center	
Functional Area	AD53990000000000	Functional Area	
General Ledger	6299000000	General Ledger	
I/O		I/O	

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
MCA Communications, Inc.	A-100%	H

**Approval of Cooperative Purchase over \$100,000
Recommended for 6/22/2023 Board Agenda**

Project Information	23-02-08-23 – Cooperative / Distance Learning Solution – (Svitek) – (CAO)
Project Description	The purpose of this cooperative project is to obtain educational technology through a web-based application for K-12 campuses districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$890,000 for the duration of the project. This is a cooperative agreement with The Interlocal Purchasing System (TIPS) utilizing cooperative project number 210101 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	N/A
Project Term	The project term is from June 23, 2023, through May 31, 2026, with no remaining renewals.
Amount not to Exceed (Project Term)	\$890,000

Budget Information		
Fund Cost Center Functional Area General Ledger I/O	Various Schools and/or Departments	Fund Cost Center Functional Area General Ledger I/O
		Fund Cost Center Functional Area General Ledger I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Liminex, Inc. dba GoGuardian	N/A	O

**Approval of Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda**

Project Information	23-03-08-04 – Cooperative / Office Supplies and Related Items – (Chevalier) – (CFO)
Project Description	The purpose of this cooperative project is to obtain office supplies and related items districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$5,000,000 for the duration of the project. This is a cooperative agreement with Choice Partners utilizing cooperative project number 23/017KN in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	N/A
Project Term	The project term is from June 23, 2023, through February 23, 2024, with four automatic annual renewals, if Choice Partners executes its project renewal options, not to extend beyond February 23, 2028.
Amount not to Exceed (Project Term)	\$5,000,000

Budget Information			
Fund	Various Schools and/or Departments	Fund	Fund
Cost Center		Cost Center	Cost Center
Functional Area		Functional Area	Functional Area
General Ledger		General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Butler Business Products, LLC	N/A	T
Challenge Office Products, Inc.	N/A	H
Liberty Data Products, Inc. dba Liberty Office Products dba Daniel Office Products dba Gorilla Office Supplies	N/A	H
Products Unlimited, Inc.	N/A	T
School Specialty, LLC	N/A	O
Tejas Office Products, Inc.	N/A	H

**Approval of Cooperative Purchase over \$100,000
Recommended for 6/22/2023 Board Agenda**

Project Information	23-03-16-04 – Cooperative / Department of Transportation Physicals – (James) – (COO)
Project Description	The purpose of this cooperative project is to obtain physical exam testing services for any district employee requiring a commercial driver’s license. Based on annual appropriations, the projected expenditure is not to exceed \$1,400,000 for the duration of the project. This is a cooperative agreement with Choice Partners utilizing cooperative project number 23/023SG-04 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx’s Sent/Viewed/Received	N/A
Project Term	The project term is from June 23, 2023, through April 18, 2024, with four automatic annual renewals, if Choice Partners executes its project renewal options, not to extend beyond April 18, 2028.
Amount not to Exceed (Project Term)	\$1,400,000

Budget Information			
Fund	1993000000	Fund	Fund
Cost Center	1040810000	Cost Center	Cost Center
Functional Area	PS34990000000000	Functional Area	Functional Area
General Ledger	6299000000	General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Pinnacle Medical Management	N/A	H

**Approval of Interlocal Purchase Over \$100,000
Recommended for 6/22/2023 Board Agenda**

Project Information	23-03-06-46 – Interlocal / Guidance Services – (Ho) – (CAO)
Project Description	The purpose of this interlocal project is to provide and coordinate student assistance services at the campus level to best meet the physical and emotional needs of at-risk students, and to empower these students to remain in school. Based on annual appropriations, the projected expenditure is not to exceed \$4,500,000 for the duration of the project. This is an interlocal agreement with the Texas Education Agency (TEA). According to Texas Education Code (TEC), Chapter 33.155, the Houston Independent School District (HISD) can utilize Communities in Schools to maximize the effectiveness of the program.
RFX's Sent/Viewed/Received	N/A
Project Term	The project term is from July 1, 2023, through June 30, 2024.
Amount not to Exceed (Project Term)	\$4,500,000

Budget Information		
Fund Cost Center Functional Area General Ledger I/O	Various Schools and/or Departments	Fund Cost Center Functional Area General Ledger I/O
		Fund Cost Center Functional Area General Ledger I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Communities in Schools of Houston, Inc.	N/A	H

**Approval of Interlocal Purchase over \$100,000
Recommended for 6/22/2023 Board Agenda**

Project Information	23-04-11-48 – Interlocal / Student Information System (SIS) Data Validation, Reporting, and Integration Services – (Ly) – (CIO)
Project Description	The purpose of this interlocal project is to obtain data validation services that integrate with the district’s SIS, PowerSchool. Based on annual appropriations, the projected expenditure is not to exceed \$880,000 for the duration of the project. This is an interlocal agreement with the Central Texas Purchasing Alliance (CTPA) / Grapevine-Colleyville Independent School District (GCISD) utilizing interlocal project number 22-03-4 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx’s Sent/Viewed/Received	N/A
Project Term	The project term is from June 23, 2023, through June 30, 2023, with three automatic annual renewals, if GCISD executes its project renewal options, not to extend beyond June 30, 2027.
Amount not to Exceed (Project Term)	\$880,000

Budget Information					
Fund	1993000000	Fund	Various Schools and/or Departments	Fund	
Cost Center	1050808000	Cost Center		Cost Center	
Functional Area	AD53990000000000	Functional Area		Functional Area	
General Ledger	6249000000	General Ledger		General Ledger	
I/O		I/O		I/O	

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Level Data, LLC	N/A	O

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	20-06-07-04 – Cooperative / Commodity Processing – (Cortez) – (COO) – NTE Increase
Project Description	This cooperative project was originally approved by the Board of Education on August 13, 2020. The purpose of this project amendment is to request an increase in the spending limit to obtain processed commodities for the Nutrition Services Department. This project will allow the district to purchase processed end products from pre-approved U.S. Department of Agriculture (USDA) vendors at substantially reduced prices. Price reduction is based on funds received annually from the USDA based on total number of program-eligible meals served. This is a cooperative agreement with Choice Partners utilizing cooperative project number 20/023TP in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	N/A
Project Term	The project term is from August 14, 2020, through June 30, 2021, with three annual renewals, if Choice Partners executes its project renewal options, not to extend beyond June 30, 2024.
Amount not to Exceed (Project Term)	\$22,400,000

Budget Information					
Fund	2400010000	Fund	2400010000	Fund	
Cost Center	1040832000	Cost Center	1040832000	Cost Center	
Functional Area	AD35990000000000	Functional Area	35990000000000	Functional Area	
General Ledger	6341000100	General Ledger	6344000100	General Ledger	
I/O		I/O		I/O	

Recommended Vendor(s) for Approval		
Name:	M/WBE Commitment	Location
Alpha Foods Co.	N/A	OT
Bongards Creameries	N/A	OT
Cargill Kitchen Solutions, Inc.	N/A	OT
Cargill Meat Solutions Corporation	N/A	OT
Conagra Brands, Inc.	N/A	OT
Del Monte Foods, Inc.	N/A	OT
Foster Poultry Farms	N/A	OT
Gold Creek Foods, LLC	N/A	OT
Goodman Food Products dba Don Lee Farms	N/A	OT
Integrated Food Service	N/A	OT
Jennie-O Turkey Store Sales, LLC	N/A	OT
J.T.M. Food Group	N/A	OT
Land O' Lakes	N/A	OT
Let's Do Lunch DbA Integrated Food Service	N/A	OT
McCain Foods, USA, Inc.	N/A	OT

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
20-06-07-04 – Cooperative / Commodity Processing (Continued)		
MCI Foods, Inc.	N/A	OT
Michael Foods, Inc.	N/A	OT
National Food Group, Inc.	N/A	OT
Out of the Shell, LLC dba Yangs 5TH Taste	N/A	OT
Peterson Farms Fresh LLC	N/A	OT
Pilgrim's Pride Corporation	N/A	OT
Prairie Mills Baking Company, LLS dba Bake Crafters Food Company	N/A	OT
Red Gold, LLC	N/A	OT
Rich Chicks	N/A	OT
S.A. Piazza & Associates, LLC Schwan's Food Service, Inc.	N/A	OT
Tabatchnick Fine Foods, Inc.	N/A	OT
Tasty Brands, LLC	N/A	OT
Tyson Prepared Foods, Inc.	N/A	OT
UNO Foods Inc.	N/A	OT

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	20-09-02-01 – Cooperative / Vehicles, Heavy-Duty Trucks, Accessories, Parts, and Repair Services – (James) – (COO) – NTE Increase
Project Description	This project was originally approved by the Board of Education on February 13, 2020. The purpose of this project amendment is to request an increase to the spending limit authorization to obtain various vehicles, heavy-duty trucks, accessories, parts, and repair services. Based on annual appropriations, the projected expenditure is not to exceed \$784,000 for the duration of the project. This is a cooperative agreement with BuyBoard utilizing cooperative project number 601-19 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	N/A
Project Term	The project term is from February 14, 2020, through November 30, 2020, with three automatic annual renewals, if BuyBoard executes its project renewal options, not to extend beyond November 30, 2023.
Amount not to Exceed (Project Term)	\$784,000

Budget Information			
Fund	1993000000	Fund	Various Schools and/or Departments
Cost Center	1040810101	Cost Center	
Functional Area	AD34990000000000	Functional Area	
General Ledger	6319000000	General Ledger	
I/O		I/O	

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Caldwell Automotive Partners, LLC dba Caldwell Country Chevrolet	N/A	T
Caldwell Country Ford dba Rockdale Country Ford	N/A	T
Cap Fleet Upfitters, LLC	N/A	T
Chastang Enterprises, Inc.	N/A	H
Donalson CDJR, LLC	N/A	T
Donalson-Hiner Automotive Group, Inc. dba Silsbee Toyota	N/A	T
Spring Klein Auto and Truck, Inc.	N/A	H
Tommie Vaughn Motors, Inc.	N/A	H

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	21-02-03-01 – Cooperative / Plumbing Services (March) – (COO) – NTE Increase
Project Description	This project was originally approved by the Board of Education on April 8, 2021. The purpose of this project amendment is to request an increase to the spending limit authorization and a ratification of expenditures beginning May 15, 2023, to obtain plumbing services districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$40,000,000 for the duration of the project. This is a cooperative agreement with BuyBoard utilizing cooperative project number 68-21 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LLEGAL).
RFx's Sent/Viewed/Received	N/A
Project Term	The project term is from March 10, 2021, through February 28, 2022, with two automatic annual renewals, if BuyBoard executes its project renewal options, not to extend beyond February 29, 2024.
Amount not to Exceed (Project Term)	\$40,000,000

Budget Information			
Fund	Various Schools and/or Departments	Fund	Fund
Cost Center		Cost Center	Cost Center
Functional Area		Functional Area	Functional Area
General Ledger		General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
American Mechanical Services of Houston, LLC dba AMS of Houston, LLC	N/A	T
ERC Environmental & Construction Services, Inc. dba ERC	N/A	H
The Brandt Companies, LLC	N/A	T
Westco Ventures, LLC	N/A	H

**Amendment to Item Approved on a Prior Broad Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	22-01-07 – RFP / Family and Adult Enrichment Services – (Svitek) – (COS) – NTE Increase
Project Description	This project was originally approved by the Board of Education on June 9, 2022. The purpose of this project amendment is to request an increase to the spending limit authorization to obtain instruction, training, and presentations to parents, families, or caregivers of students enrolled in the district. Based on annual appropriations, the projected expenditure is not to exceed \$5,000,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	N/A
Project Term	The project term is from June 10, 2022, through June 9, 2023, with four automatic annual renewals, not to extend beyond June 9, 2027.
Amount not to Exceed (Project Term)	\$5,000,000

Budget Information			
Fund	Various Schools and/or Departments	Fund	Fund
Cost Center		Cost Center	Cost Center
Functional Area		Functional Area	Functional Area
General Ledger		General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Alar Institute, Inc.	A-100%	T
Amaanah Refugee Services	NP-0%	H
Brighter Future, Inc.	NP-0%	H
Chicks With Class, LLC	A-100%	H
Culture of Health-Advancing Together	NP-0%	T
Garza Studios, Inc.	NP-0%	H
Hazel Health, Inc.	C-12%	O
Keschia Matthews dba The K.N.E.W. Solutions, LLC	A-100%	T
Leenoris Barnes dba Leetris Systems, LLC	A-100%	H
Sachi Tech Inc. dba pikmykid	C-D	O
Shannah R. Holt dba Premier Employment Agency, LLC	A-100%	T
StudentNest, Inc.	A-100%	O
SWT Holdings Group, LLC	A-100%	H
Tanesha L. Plummer dba TEKS To Remember/Core Engagement, LLC	A-100%	T
The Children's Museum, Inc. dba Children's Museum Houston	NP-0%	H
The Women's Resource of Greater Houston	NP-0%	H
Youth Advocate Programs, Inc.	NP-0%	O
Youth Enrichments Corporation	B-50%	H

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	21-08-12-01 – Cooperative / Vehicle Parts, Supplies, and Related Services – (James) – (COO) – NTE Increase & Additional Vendor(s)
Project Description	This project was originally approved by the Board of Education on November 12, 2020. The purpose of this project amendment is to award additional vendor(s) and request an increase to the spending limit authorization to obtain automotive parts, supplies, fluids, tools, and specialized services for use districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$1,500,000 for the duration of the project. This is a cooperative agreement with BuyBoard utilizing cooperative project number 629-20 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	N/A
Project Term	The project term is from December 1, 2020, through November 30, 2021, with two automatic annual renewals, if BuyBoard executes its project renewal options, not to extend beyond November 30, 2023.
Amount not to Exceed (Project Term)	\$1,500,000

Budget Information		
Fund	Various Schools and/or Departments	Fund
Cost Center		Cost Center
Functional Area		Functional Area
General Ledger		General Ledger
I/O		I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Chalk's Truck Parts, Inc. dba Randy's DriveShaft Service	N/A	H
Genuine Parts Company dba NAPA Auto Parts	N/A	H
James M. Orr dba Texas Pride Marketing	N/A	T
Jasper Engine Exchange, Inc., dba Jasper Engines & Transmissions	N/A	OT
Lubrication Specialists, Inc.	N/A	H
R & C Distributors, LLC dba Blender Direct	N/A	H
The McAdams Group, LLC dba Texas Alternator Starter Service	N/A	T

**Amendment to Item Approved on a Prior Broad Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	19-10-13 – RFP / Communications Support and Services – (Garza) – (CTO) – NTE Increase & Vendor Name Change
Project Description	This project was originally approved by the Board of Education on January 17, 2019. The purpose of this project amendment is to request an increase to the spending limit authorization to obtain communication services and support districtwide and to change the name of an awarded vendor CKP Communications has changed its business name to Carey Kirkpatrick dba CKP Communications Group, LLC. Based on annual appropriations, the projected expenditure is not to exceed \$1,300,000 for the duration of the project. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	N/A
Project Term	The project term is from January 18, 2019, through January 17, 2020, with four automatic annual renewals, not to extend beyond January 17, 2024.
Amount not to Exceed (Project Term)	\$1,300,000

Budget Information					
Fund	1993000000	Fund	1993010002	Fund	Various Schools and/or Departments
Cost Center	1040800200	Cost Center	1040803202	Cost Center	
Functional Area	AD51990000000000	Functional Area	AD51990000000000	Functional Area	
General Ledger	6299000000	General Ledger	6299000000	General Ledger	
I/O		I/O		I/O	

Recommended Vendor(s) for Approval		
Name:	M/WBE Commitment	Location
Carey Kirkpatrick dba CKP Communications Group, LLC	A-100%	H
Satori Marketing, LLC	A-100%	H
Strategy Creative Group, LLC	A-100%	H

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	18-05-07 – RFP / Fuel: Unleaded, Biodiesel, and Ultra-Low Sulfur Diesel (ULSD) – (James) – (COO) – Term Extension
Project Description	This project was originally approved by the Board of Education on October 11, 2018. The purpose of this project amendment is to request a term extension, with no additional increase in funding, to obtain unleaded, biodiesel, and ULSD fuel as well as other related petroleum products and services for the Transportation Services Department. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	N/A
Project Term	The project term is from October 15, 2018, through October 14, 2019, with four automatic annual renewals, not to extend beyond January 14, 2024.
Amount not to Exceed (Project Term)	N/A

Budget Information			
Fund	1993000000	Fund	Fund
Cost Center	1040810101	Cost Center	Cost Center
Functional Area	PS34990000000000	Functional Area	Functional Area
General Ledger	6311000000	General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
Southern Counties Oil Co., a California Limited Partnership dba SC Fuels	B-20%	O
Sun Coast Resources, Inc.	A-100%	H

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	18-05-08 – RFP / Bulk Oil, Lubricants, and Antifreeze (James) – (COO) – Term Extension
Project Description	This project was originally approved by the Board of Education on September 13, 2018. The purpose of this project amendment is to request a term extension, with no additional increase in funding, to obtain bulk oil, lubricants, transmission fluids, antifreeze, and other related supplies for the Transportation Services Department. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	N/A
Project Term	The project term is from September 14, 2018, through September 13, 2019, with four automatic annual renewals, not to extend beyond December 13, 2023.
Amount not to Exceed (Project Term)	N/A

Budget Information		
Fund Cost Center Functional Area General Ledger I/O	Various Schools and/or Departments	Fund Cost Center Functional Area General Ledger I/O
		Fund Cost Center Functional Area General Ledger I/O

Name	M/WBE Commitment	Location
R and C Distributors, LLC dba Blender Direct	A-110%	H
Sun Coast Resources, Inc.	A-100%	H

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	20-04-06-11 – Cooperative / Vocational Welding Gases & Supplies – (Richards) – (CAO) – Term Extension
Project Description	This project was originally approved by the Board of Education on June 11, 2020. The purpose of this project amendment is to request a term extension to obtain welding gases, materials, and supplies for the Career and Technical Education (CTE) program and Facilities Services operations districtwide. This is a cooperative agreement with Texas Smart Buy (TXMAS) utilizing cooperative contract number 430-M2 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFx's Sent/Viewed/Received	N/A
Project Term	The project term is from June 12, 2020, through May 31, 2021, with two automatic annual renewals, if TXMAS executes its project renewal option, not to extend beyond May 31, 2024.
Amount not to Exceed (Project Term)	N/A

Budget Information		
Fund Cost Center Functional Area General Ledger I/O	Various Schools and/or Departments	Fund Cost Center Functional Area General Ledger I/O
		Fund Cost Center Functional Area General Ledger I/O

Recommended Vendor(s) for Approval		
Name:	M/WBE Commitment	Location
Airgas, Inc. dba Airgas USA, LLC	N/A	O

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	23-11-04 – RFP / Moving Services Districtwide (Chevalier) – (COO) – Term Correction
Project Description	This project was originally approved by the Board of Education on May 11, 2023. The purpose of this project amendment is to request a term correction, with no additional increase in funding, to obtain moving services districtwide. The district applied the “Best Value” process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX’s Sent/Viewed/Received	N/A
Project Term	The project term is from May 12, 2023, through May 11, 2024, with four automatic annual renewals, not to extend beyond May 11, 2028
Amount not to Exceed (Project Term)	N/A

Budget Information			
Fund	Various Schools and/or Departments	Fund	Fund
Cost Center		Cost Center	Cost Center
Functional Area		Functional Area	Functional Area
General Ledger		General Ledger	General Ledger
I/O		I/O	I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
A-1 Freeman Moving and Storage, LLC	B-20%	OT
APMS of Houston, LLC dba All Points of Texas	B-20%	H
A-Rocket Moving & Storage, Inc.	A-100%	H
Corporate Relocators, LLC	A-100%	H
Pioneer Contract Services, Inc.	C-D	H
Quinn Construction	A-100%	H
Roadrunner LTD dba Roadrunner Moving & Storage	C-10%	H

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	19-03-18 – RFP / Translation and Interpretation Services – (Contreras) – (CCO) – Vendor Name Change
Project Description	This project was originally approved by the Board of Education on August 8, 2019. The purpose of this project amendment is to change the name of an awarded vendor, with no additional increase in funding, to provide professional-quality interpretation and translation services to/from English and to/from a desired language. Crabtree GLOBO, LLC has changed its business name to GLOBO Holdings I, LLC dba GLOBO Language Solutions, LLC. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	N/A
Project Term	The project term is from August 9, 2019, through August 8, 2020, with four automatic annual renewals, not to extend beyond August 8, 2024.
Amount not to Exceed (Project Term)	N/A

Budget Information		
Fund Cost Center Functional Area General Ledger I/O	Various Schools and/or Departments	Fund Cost Center Functional Area General Ledger I/O
		Fund Cost Center Functional Area General Ledger I/O

Recommended Vendor(s) for Approval		
Name	M/WBE Commitment	Location
GLOBO Holdings I, LLC dba GLOBO Language Solutions, LLC	C-D	H

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 6/22/2023 Board Agenda**

Project Information	23-01-06-01 – Cooperative / Technology Solutions and Related Services – (Ly) – (CIO) – Vendor Name Change
Project Description	This project was originally approved by the Board of Education on April 13, 2023. The purpose of this project amendment is to change the name of an awarded vendor through a contract reassignment beginning June 29, 2022, with no additional increase in funding, to obtain technology equipment, software applications, and related products and services districtwide. Newbart Products, Inc. has changed its business name to BMP Rackmount Solutions, LLC dba Newbart Products, A Division of Rackmount Solutions. This is a cooperative agreement with BuyBoard utilizing cooperative project number 661-22 in accordance with Chapter 44 of the Texas Education Code (TEC), Chapter 791 of the Government Code, and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
RFX's Sent/Viewed/Received	N/A
Project Term	The project term is from April 14, 2023, through December 31, 2023, with one automatic annual renewal, if BuyBoard executes its project renewal option, not to extend beyond December 31, 2024.
Amount not to Exceed (Project Term)	N/A

Budget Information		
Fund	Various Schools and/or Departments	Fund
Cost Center		Cost Center
Functional Area		Functional Area
General Ledger		General Ledger
I/O		I/O

Recommended Vendor(s) for Approval		
Name:	M/WBE Commitment	Location
BMP Rackmount Solutions, LLC dba Newbart Products, A Division of Rackmount Solutions	N/A	H

Code Legend

M/WBE - Minority and Women Business Enterprise Notations

- A. Certified M/WBE firm; if listed as A-100% indicates an M/WBE firm; if listed as A->100% the awardee will subcontract with an M/WBE firm(s).
- B. Non-M/WBE firm; who will subcontract the indicated percentage with an M/WBE firm(s) to meet or exceed the District's goal.
- C. Non-M/WBE firm; if listed as C-<%, the awardee will subcontract with an M/WBE firm(s) for a percentage less than the District's goal. If listed as, C-D, the awardee made a good faith effort.

Other Status Options

(NP-0%) - Non-profit

LOC – Location

Houston (H); Texas (T); Out of State (O); Out of State with Local Office (OT).



6/22/2023

12.

Office of the Superintendent of Schools

Office of Finance

Approval Of Current And Anticipated Donations For Districtwide And School-Specific Programs And Authorization To Negotiate, Execute, And Amend Necessary Contracts Associated With These Donations

In accordance with board policy, all donations in aggregate of \$5,000 or more must be approved by the board.

The attachment reflects a summary of proposed donations.

COST/FUNDING SOURCE(S): Shown on the attached list.

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves the proposed donations for districtwide and school-specific programs and authorizes the superintendent or a designee to negotiate, execute, and amend necessary contracts, effective June 23, 2023.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement	Total Value of Donation
Center for Urban Transformation (CUT) via Fifth Ward Community Redevelopment Corporation	McReynolds Middle School (MS), Wheatley High School (HS)	Mental Health Treatment and Support Services	\$64,500.00 In-Kind

CUT has made an in-kind donation valued at up to \$64,500.00 for case managers and mental health professionals to serve student-clients at McReynolds MS and Wheatley HS. The donation also includes student incentives, such as monetary gift cards for improved attendance, Metro bus passes, and CVS Select® gift cards. This is based on the total number of families served. As a result, the total donation amount may be subject to change. The project period is September 30, 2022, to September 29, 2023. This donation may only be used for the purpose intended.

Coursemojo	Office of College, Career, and Military Readiness (CCMR)	2023–2024 Advanced Placement (AP) and Career Technology Education (CTE) Courses	\$88,000.00 In-kind
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Coursemojo has made an in-kind donation to the Office of CCMR valued at \$88,000.00 for school year 2023–2024. The donation will support implementation of Coursemojo courses as a pilot program designed to increase the number of course offerings for hard-to-staff AP courses. Through a hybrid instructional model, as part of the AP Expansion Initiative (APxI), the partnership will provide a virtual instructor to deliver live, synchronous instruction to students in collaboration with a course facilitator who is present with the students in the classroom. This donation may only be used for the purpose intended.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement	Total Value of Donation
CYCLE Houston: Changing Young Children's Lives Through Education	Hartsfield Elementary School (ES)	Literacy Support	\$8,600.00 In-kind

CYCLE Houston has awarded an in-kind donation valued at \$8,600.00 to Hartsfield ES. The purpose of the donation is to assist Hartsfield's efforts to increase literacy among second-grade students. The CYCLE Houston charity bike program is committed to improving literacy among children and has a history of supporting Houston Independent School District (HISD) schools. Through the CYCLE bike program, students work with their teachers to create personalized literacy goals to help boost their reading skills. Once the reading goal is achieved, they are awarded a brand-new bicycle and helmet. This donation may only be used for the purpose intended.

Dairy MAX	Health and Physical Education Department, Anderson ES, Askew ES, Cook ES, Cage ES, Elmore ES, Garden Villas ES, Highland Heights ES, Oates ES, Pleasantville ES, Robinson ES, Young ES, White ES, Holland MS, Fonville MS, Fleming MS, Navarro MS, Fondren MS, Revere MS, Deady MS, Edison MS, Kashmere HS, Sharpstown HS, Wheatley HS, Milby HS	Physical Education Supplies and Materials	\$10,250.00 In-kind
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Dairy MAX has donated *Fuel Up to Play 60 NFL FLAG-in-schools Kits* to the Health and Physical Education Department and the 24 schools listed above to be used in their physical education classes, as well as in before- and after-school programs. The value of the donated supplies and materials is \$10,250.00. Each school is receiving the following: 10 age-appropriate footballs, 50 flag belts, National Football League (NFL) flag poster, participation certificates, a grade-appropriate flag football curriculum, and rules of the game materials in English and Spanish for students to take home. Dairy MAX has a history of donating to HISD schools. This donation may only be used for the purpose intended.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement	Total Value of Donation
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Dick’s Sporting Goods Foundation	Worthing HS	Support for Campus Athletic Programs	\$75,000.00 In-Kind
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Dick’s Sporting Goods Foundation has awarded an in-kind donation valued at \$75,000.00 to Worthing HS Athletics Department. The purpose of the donation is to support the campus athletic programs with uniforms, athletic equipment, and training for coaches. Dick’s Sporting Goods Foundation has a history of donating to HISD schools. This donation may only be used for the purpose intended.

Good Reason Houston	Office of CCMR	Program Assessment	\$220,000.00 In-Kind
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Good Reason Houston has made an in-kind donation to the Office of CCMR valued at \$220,000.00 for school year 2023–2024 and 2024–2025. The donation will support utilizing Contigo Ed to perform a thorough analysis of the CTE and Advanced Academics programs. Contigo Ed will report on its findings and help the Office of CCMR develop and implement plans to modify programs to attain the goal of more students earning industry-based certifications and earning college credits while in high school. This donation may only be used for the purpose intended.

Kym Coleman Education Foundation (KCEF)	Scarborough ES	Bicycles and One Gift Card	\$5,300.00 In-kind
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KCEF has made an in-kind donation valued at \$5,300.00 to Scarborough ES. The donation consists of 38 bicycles and one gift card for \$134.00. The bicycles will be distributed to the third, fourth, and fifth graders who made the Honor Roll and to six Most Improved students. The gift card is for one Honor Roll student receiving Special Education services. Upon board approval, the bicycles and gift card will be distributed to students in June 2023. This donation may only be used for the purpose intended.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement	Total Value of Donation
Mylie E. Durham Parent Teacher Association (PTA)	Durham ES	Supplies and Materials, Equipment, Other Operating Costs	\$11,500.00 In-Kind

Mylie E. Durham PTA has made an in-kind donation valued at \$11,500.00 to Durham ES. The purpose of the donation is to provide enhancements to the school cafeteria to include 400 square feet (sq. ft.) of acoustic panels to reduce noise levels, 500 sq. ft. of decorative panels, and 14 decorative hanging clouds. This donation may only be used for the purpose intended.

Pete and Thomas Foundation	Lawson MS	Supplies and Materials, Equipment	\$7,000.00
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The Pete and Thomas Foundation has donated \$7,000.00 to Lawson MS. The purpose of the donation is to support all the girls' athletic teams at Lawson MS and athletes who need items to participate, such as shoes, socks, and equipment. This donation may only be used for the purpose intended.

Precinct2gether, Inc.	Lyons ES	Bicycles and Helmets	\$27,000.00 In-Kind
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Precinct2gether, Inc. has made an in-kind donation valued at \$27,000.00 to Lyons ES. The purpose of the donation is to provide 200 bicycles and 200 helmets for students in the second, third, fourth, and fifth grades. Students will be chosen based on improvements in attendance, academics, and behavior. Harris County Commissioner Adrian Garcia and his team will attend the distribution ceremony. The distribution will be a drive up/pick up system in the school's U-turn driveway before the end of the 2022–2023 school year. Precinct2gether, Inc. is a charitable organization founded in 1975 that serves the needs of seniors, veterans, and the youth of Harris County Precinct 2. This donation may only be used for the purpose intended.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement	Total Value of Donation
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Ray Cammack Shows, Inc.	North Houston Early College (EC) HS	Supplies and Materials, Other Operating Costs	\$9,067.92
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Ray Cammack Shows, Inc. has donated a total of \$9,067.92 to North Houston ECHS. The purpose of the donation is to provide \$7,051.92 for extracurricular activities and other operating costs to support academics. Additionally, \$2,016.00 of the total amount is to fund the athletics program to purchase equipment, supplies, and clothing as well as to support outside coaching fees. Ray Cammack Shows, Inc. has a history of providing support to HISD schools. This donation may only be used for the purpose intended.

William B. Travis Foundation, Inc.	Travis ES	Payroll, Field Experiences, Fees, Substitute Pay, Supplies	\$34,300.00
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The William B. Travis Foundation, Inc. has donated \$34,300.00 to Travis ES for one existing 10-month teaching assistant position for school year 2023–2024 and to pay costs for student field experiences, including transportation, substitute teachers, and general supplies as well as non-travel related fees. This donation may only be used for the purpose intended.

Greater Heights Area Chamber of Commerce	Marshall MS	Refillable Water Fountains	\$6,600.00 In-kind
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Greater Heights Area Chamber of Commerce has made an in-kind donation valued at \$6,600.00 to Marshall MS. The in-kind donation consists of six refillable water fountains solicited by the chamber from area businesses. The water fountains are designed as touchless bottle filling stations for students to refill their personal water bottles. The fountains expand access on campus to clean water, promote proper hydration, and are more hygienic than conventional drinking fountains. Greater Heights Area Chamber of Commerce has a history of donating to HISD schools. This donation may only be used for the purpose intended.

SUMMARY OF DONATIONS GREATER THAN \$5,000

Donor	Receiving School/ Department	Donation Disbursement	Total Value of Donation
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Heart of America (HOA)	Mading ES	Furniture, Supplies, and Materials	\$55,000.00 In-kind
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HOA, a nonprofit organization, in partnership with Abbvie has made an in-kind donation valued at \$55,000.00 to Mading ES. The in-kind donation will be used to transform a portion of Mading ES into a vibrant makerspace filled with new furniture, supplies, and extra storage. The mission of HOA is to transform spaces on school campuses into modern learning environments so students and communities can learn and grow. HOA and Abbvie have a history of donating to HISD schools. HOA selected Mading ES to receive the in-kind donation. This donation may only be used for the purpose intended.

HISD Foundation	Community Relations Department	Payroll	\$750,000.00
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The HISD Foundation has donated \$750,000.00 to the Community Relations Department for its civic engagement program. The purpose of the program is to provide integrated voter engagement with district students and families. These funds will provide salaries for three fulltime positions related to this program over a three-year period to be allocated according to the chart below. This donation may only be used for the purpose intended.

School Year	Amount
2023–2024	\$300,000
2024–2025	\$250,000
2025–2026	\$200,000

Total Value of Donations: \$1,372,117.92



6/22/2023

13.

Office of the Superintendent of Schools

Office of Finance

Acceptance Of Grant Funds In Support Of Districtwide And School-Specific Programs
And Authorization To Negotiate And Execute Contracts Required Under The Grants

In accordance with board policy, all grant funds in aggregate of \$5,000 or more must be approved by the board.

The attachment reflects a summary of grants awarded to HISD.

COST/FUNDING SOURCE(S): Shown on the attached list

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board accepts the proposed grant funds for districtwide and school-specific programs and authorizes the superintendent of schools or designee to negotiate and execute contracts required under the grants, effective June 23, 2023.

SUMMARY OF GRANTS GREATER THAN \$5,000

Grantor	Receiving School/ Department	Grant Disbursement	Total Value of Grant
Texas Department of Family and Protective Services (TDFPS)	Elementary and Curriculum Development	Payroll, Supplies and Materials, Professional Development, and Family Incentives	\$50,000.00

TDFPS has awarded the district an Early Childhood Systems Building and Family Engagement Initiatives (ECSB) grant in the amount of \$50,000.00. The purpose of the grant is to implement a parent café and community outreach and education activities to support the Texas Home Visitor program in the district. The grant funds will be used for the payroll of one position to staff the parent café and one position to provide family and community outreach, supplies and materials, professional development, and family incentives. The grant period is May 1, 2023, to August 31, 2023. The grant funds may only be used for the purpose intended.

National Council of Jewish Women (NCJW)	Elementary Curriculum and Development Department, Home Instruction for Parents of Preschool Youngsters (HIPPY) Program	Supplies and Materials, Other Operating Costs	\$15,000.00
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The NCJW has awarded \$15,000.00 to the HIPPY program administered by the Elementary Curriculum and Development Department. HIPPY is a home-based, family-focused school readiness program that helps parents of children between the ages of two and five, in English and Spanish, to prepare their preschool children for academic success. The funds will support these efforts during the 2023–2024 academic year and are to be used as follows: \$2,500.00 for transportation, \$3,500.00 for supplemental reading materials, \$5,000.00 for curriculum, \$2,500.00 for general supplies, and \$1,500.00 for food items. NCJW has been a partner with the district by supporting the HIPPY program for many years. The grant period is from September 1, 2023, to August 31, 2024. The grant funds may only be used for the purpose intended.

SUMMARY OF GRANTS GREATER THAN \$5,000

Grantor	Receiving School/ Department	Grant Disbursement	Total Value of Grant
The Center for Afterschool, Summer, and Enrichment for Kids (CASE for Kids), a division of Harris County Department of Education (HCDE)	Benbrook Elementary School (ES), Briscoe ES, Burnet ES, Fondren ES, Gallegos ES, J.P. Henderson ES, Lockhart ES, Lyons ES, Rucker ES, Tijerina ES	Payroll, Professional and Contracted Services, Supplies and Materials, Other Operating Costs	\$252,956.00

CASE for Kids, a division of HCDE, has awarded 2023–2024 CASE for Kids Partnership Project grants to 10 schools for the 2023–2024 school year. The goal of the CASE for Kids Partnership Project program is to provide supplemental funding for comprehensive after-school programs to promote social and emotional learning skills and increase support of numeracy and literacy development for economically disadvantaged students between the ages of 4 and 12, or up to the age of 19 with a documented disability. The funded sites will offer an array of activities that develop both academic and social skills in students. These funds may be used for extra-duty pay to teachers, funding for service providers, supplies and materials, and other operating costs to support the school-based after-school programs. The grant period is from October 1, 2023, to July 31, 2024. The grant funds may only be used for the purpose intended.

Bill and Melinda Gates Foundation	Office of Leadership and Professional Development	Payroll, Professional and Contracted Services, Supplies and Materials, Other Operating Costs	\$681,214.00
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The Bill and Melinda Gates Foundation has awarded the district’s Office of Leadership and Professional Development a grant in the amount of \$681,214. The purpose and intent of the grant is to support coherent instructional systems in schools that are implementing and scaling Opportunity Culture innovative staffing models and high-quality math curriculum. This grant builds on HISD’s commitment to improving our talent strategy and to our successful implementation of Eureka math. These funds specifically will support the talent strategy team’s internal capacity to help our best educators develop their skills and advance in their careers through reach-extending roles aligned to student-focused staffing models. The grant period is from June 7, 2023, to May 14, 2025. The grant funds may only be used for the purpose intended.

Total Value of Grants: \$998,170.00



6/22/2023

14.

Office of the Superintendent of Schools

Office of Finance

Approval Of The June Budget Amendment

A report on the status of the 2022-2023 budget has been completed. This report reflects budget amendments that require approval by the board in accordance with state guidelines, as well as budget-neutral adjustments made by schools and departments for ratification by the board. Although this update reflects all known changes and recommendations, additional changes may be needed. This item requests authority to make adjustments, if necessary, for the June Budget Amendment.

COST/FUNDING SOURCE(S): Adjustments to the budget will be appropriated as shown in the June Budget Amendment.

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves the June Budget Amendment reflecting fiscal adjustments to estimated appropriations for fiscal year 2022-2023, effective June 23, 2023.

HOUSTON INDEPENDENT SCHOOL DISTRICT
STATEMENT OF OPERATIONS BY FUNCTION
GENERAL FUND
BUDGET AMENDMENT FISCAL YEAR 2022-2023 (as adjusted)
For June 30, 2023

	2021-2022 Adopted Budget July 1, 2022	Approved Budget as of April 30, 2023	Proposed Budget Amendments June 30, 2023	Budget Neutral Amendments June 30, 2023	Proposed Budget as of June 30, 2023
ESTIMATED REVENUES					
Local sources	\$ 1,900,655,772	1,884,491,260	(11,917,301)	-	1,872,573,959
State sources	190,733,783	216,169,283	1,292,698	-	217,461,981
Federal sources	71,905,107	71,769,376	(2,249,274)	-	69,520,102
Total estimated revenues	\$ 2,163,294,662	2,172,429,919	(12,873,877)	-	2,159,556,042
APPROPRIATIONS					
11 Instruction	\$ 1,149,772,623	1,120,193,015	-	(15,526,130)	1,104,666,887
12 Instructional resources and media services	16,758,401	17,943,965	-	1,476,208	19,420,173
13 Curriculum and Instructional Staff Development	36,198,801	36,562,471	-	753,587	37,316,058
21 Instructional leadership	32,520,525	26,359,359	-	(423,156)	25,936,203
23 School leadership	165,393,715	167,655,117	-	958,367	168,613,485
31 Guidance, counseling and evaluation services	71,930,212	73,204,831	-	(743,837)	72,460,994
32 Social work services	9,974,809	10,808,541	-	(2,727)	10,805,813
33 Health services	25,434,832	26,885,081	-	186,603	27,071,683
34 Student transportation	54,462,909	58,107,411	-	4,902,834	63,010,245
35 Food services	-	62,573	-	33,956	96,529
36 Co-Curricular/extracurricular activities	12,316,171	17,585,565	-	5,037,743	22,623,308
41 General administration	47,841,669	49,695,618	-	(972,461)	48,723,157
51 Plant maintenance and operations	215,192,846	241,876,222	-	5,317,871	247,194,093
52 Security and monitoring services	30,294,544	32,769,207	-	1,400,788	34,169,995
53 Data processing services	64,673,294	82,687,518	-	(3,103,695)	79,583,824
61 Community services	1,946,674	2,137,476	-	151,564	2,289,039
71 Debt Service	-	-	20,848,017	-	20,848,017
81 Facilities acquisition and construction	-	1,044,915	-	556,352	1,601,267
91 Contracted Instructional Services Between Public Schools	247,439,733	295,834,930	(12,076,608)	-	283,758,322
95 Juvenile justice alternative education programs	792,000	792,000	-	-	792,000
97 Tax reinvestment zone payments	68,625,372	68,625,372	3,743,261	-	72,368,633
99 Tax appraisal and collection	16,108,790	16,108,790	(330,964)	(3,867)	15,773,959
Total estimated appropriations	\$ 2,267,677,919	2,346,939,978	12,183,706	-	2,359,123,686
Excess (deficiency) of estimated revenues over (under) appropriations	\$ (104,383,257)	(174,510,059)	(25,057,583)	-	(199,567,644)
OTHER FINANCING SOURCES (USES)					
Transfers-in	20,000,000	30,000,000	-	-	30,000,000
Proceeds from right to use SBITA	-	-	20,848,017	-	20,848,017
Transfers-out	(16,386,200)	(16,386,200)	175,500	-	(16,210,700)
Total other financing sources (uses)	\$ 3,613,800	13,613,800	21,023,517	-	34,637,317
Net change before anticipated unspent funds	(100,769,457)	(160,896,259)	-	-	(164,930,327)
Anticipated unspent funds	70,000,000	70,000,000	-	-	105,000,000
Re-establish reserve for encumbrances and ERP projects as of June 30, 2023	-	-	-	-	53,572,806
Net Change	(30,769,457)	(90,896,259)	-	-	(6,357,521)
Beginning Fund Balance July 1, 2022	852,224,713	1,126,908,568	-	-	1,126,908,568
Projected Ending Fund Balance June 30, 2023 ^{(1) (2)}	821,455,256	1,036,012,309	-	-	1,120,551,047
Nonspendable Fund Balance	20,562,375	16,488,097	-	-	16,488,097
Committed Fund Balance ⁽¹⁾	97,481,219	97,481,219	-	-	98,991,251
Assigned Fund Balance ⁽²⁾	147,088,893	257,874,465	-	-	347,626,954
Unassigned Fund Balance ⁽³⁾	556,322,769	664,168,529	-	-	662,658,497

(1) Includes the change to the committed fund balance reserve for operations based on the recommended 2023-2024 budget

(2) Reflects reestablishment of the reserve for carryover encumbrances at the same level as June 30, 2022. This will be updated once carryover into 2023-2024 is known.

(3) Unspent funds at the end of 2022-2023 will flow into the assigned fund balance (Instructional Stabilization) or the unassigned fund balance

CAMPUS AND DEPARTMENT TRANSFERS BY FUNCTION

For June 30, 2023

Function	Function Description	Budget Amendment	Campus Funds	Department Funds
11	Instruction	(\$15,526,130)	(\$10,523,342)	(\$5,002,789)
12	Instructional resources and media services	\$1,476,208	\$767,520	\$708,688
13	Curriculum and Instructional Staff Development	\$753,587	\$34,902	\$718,686
21	Instructional leadership	(\$423,156)	\$0	(\$423,156)
23	School leadership	\$958,367	(\$422,099)	\$1,380,467
31	Guidance, counseling and evaluation services	(\$743,837)	(\$307,927)	(\$435,909)
32	Social work services	(\$2,727)	(\$3,527)	\$799
33	Health services	\$186,603	(\$31,705)	\$218,308
34	Student transportation	\$4,902,834	\$1,700,000	\$3,202,834
35	Food services	\$33,956	\$8,956	\$25,000
36	Co-Curricular/extracurricular activities	\$5,037,743	\$5,046,604	(\$8,860)
41	General administration	(\$972,461)	\$0	(\$972,461)
51	Plant maintenance and operations	\$5,317,871	\$1,964,632	\$3,353,239
52	Security and monitoring services	\$1,400,788	\$1,171,034	\$229,755
53	Data processing services	(\$3,103,695)	\$140,326	(\$3,244,020)
61	Community services	\$151,564	\$26,160	\$125,404
71	Debt Service	\$0	\$0	\$0
81	Facilities acquisition and construction	\$556,352	\$428,468	\$127,884
91	Contracted Instructional Services Between Public Schools	\$0	\$0	\$0
99	Tax appraisal and collection	(\$3,867)	(\$0)	(\$3,867)
		(\$0)	(\$0)	(\$0)

HOUSTON INDEPENDENT SCHOOL DISTRICT
 PROPOSED BUDGET AMENDMENTS
 GENERAL FUND
 BUDGET AMENDMENT FISCAL YEAR 2022-2023 (as adjusted)
 For June 30, 2023

PROPOSED ESTIMATED REVENUE AMENDMENTS	REASON	Revenue Amendment Reason								Proposed Budget Amendments June 30, 2023	
		Property Taxes	Interest Earnings	Insurance Proceeds	Rental of Facilities	Revenue In Lieu of Taxes	Foundation School Program State Revenues	Indirect Cost	ROTC Revenue		GASB 96 SBITA
Local sources		(16,884,212)	3,763,063	684,075	334,848	184,925					(11,917,301)
State sources							1,292,698				1,292,698
Federal sources								(2,421,798)	172,524		(2,249,274)
Total proposed estimated revenue amendments		(16,884,212)	3,763,063		334,848	184,925	1,292,698	(2,421,798)	172,524	-	(12,873,877)

PROPOSED APPROPRIATION AMENDMENTS	Recapture	Tax Increment Reinvestment Zone (TIRZ)	Harris Central Appraisal District (HCAD)	Proposed Budget Amendments June 30, 2023
11 Instruction				-
12 Instructional resources and media services				-
13 Curriculum and Instructional Staff Development				-
21 Instructional leadership				-
23 School leadership				-
31 Guidance, counseling and evaluation services				-
32 Social work services				-
33 Health services				-
34 Student transportation				-
35 Food services				-
36 Co-Curricular/extracurricular activities				-
41 General administration				-
51 Plant maintenance and operations				-
52 Security and monitoring services				-
53 Data processing services				-
61 Community services				-
71 Debt Service				20,848,017
81 Facilities acquisition and construction				-
91 Contracted Instructional Services Between Public Schools	(12,076,608)			(12,076,608)
95 Juvenile justice alternative education programs				-
97 Tax reinvestment zone payments		3,743,261		3,743,261
99 Tax appraisal and collection			(330,964)	(330,964)
Total proposed appropriation amendments	(12,076,608)	3,743,261	(330,964)	12,183,706

PROPOSED OTHER FINANCING SOURCES (USES)	Transfers Out				
Proceeds from the sale of capital leases					-
Proceeds from right to use SBITA				20,848,017	20,848,017
Transfers-in					-
Transfers-out	175,500				175,500
Proposed total other financing sources (uses) amendments	175,500	-	-	20,848,017	21,023,517

HOUSTON INDEPENDENT SCHOOL DISTRICT
STATEMENT OF OPERATIONS BY FUNCTION
NUTRITION SERVICES
BUDGET AMENDMENT FISCAL YEAR 2021-2022 (as adjusted)
For June 30, 2023

	2022-2022 Adopted Budget July 1, 2022	Approved Budget as of May 31, 2023	Proposed Budget Amendments June 30, 2023	Budget Neutral Amendments June 30, 2023	Proposed Budget as of June 30, 2023
ESTIMATED REVENUES					
Local sources	\$ 3,925,452	5,991,842	2,078,079	-	8,069,921
State sources	537,594	537,594	7,080,538	-	7,618,132
Federal sources	129,011,655	136,230,865	(166,404)	-	136,064,461
Total estimated revenues	\$ 133,474,701	142,760,301	8,992,213	-	151,752,514
APPROPRIATIONS					
35 Food services	124,573,839	138,938,892	1,248,114	(2,242,155)	137,944,851
41 General administration	-	-	-	109,943	109,943
51 Plant maintenance and operations	1,221,952	1,320,059	-	2,388,828	3,708,887
Total estimated appropriations	\$ 125,795,791	140,258,951	1,248,114	256,616	141,763,681
Excess (deficiency) of estimated revenues over (under) appropriations	\$ 7,678,910	2,501,350	7,744,099	(256,616)	9,988,833
OTHER FINANCING SOURCES (USES)					
Transfers-in	-	-	-	-	-
Total other financing sources (uses)	\$ -	-	-	-	-
Net excess (deficiency) before adjustments	\$ 7,678,910	2,501,350	7,744,099	(256,616)	9,988,833
Restricted Fund Balance, Beginning	\$ 13,462,047	55,389,882			55,389,882
Restricted Fund Balance, Projected Ending	\$ 21,140,957	57,891,232			65,378,715

HOUSTON INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET AMENDMENTS
NUTRITION SERVICES
BUDGET AMENDMENT FISCAL YEAR 2022-2023 (as adjusted)
For June 30, 2023

PROPOSED ESTIMATED REVENUE AMENDMENTS	REASON	Proposed Budget Amendments June 30, 2022
		\$
Local sources		2,078,079
State sources		7,080,538
Federal sources		(166,404)
Total proposed estimated revenue amendments		\$ 8,992,213
PROPOSED APPROPRIATION AMENDMENTS		
35 Food services	Increase in Cost of Goods	1,248,114
51 Plant maintenance and operations		-
Total proposed appropriation amendments		\$ 1,248,114
PROPOSED OTHER FINANCING SOURCES (USES)		
Transfers-in		
Proposed total other financing sources (uses) amendments		\$ -

HOUSTON INDEPENDENT SCHOOL DISTRICT
STATEMENT OF OPERATIONS BY FUNCTION
DEBT SERVICE FUND
BUDGET AMENDMENT FISCAL YEAR 2020-2021 (as adjusted)
For June 30, 2023

	2022-2022 Adopted Budget July 1, 2022	Approved Budget as of April 30, 2023	Proposed Budget Amendments June 30, 2023	Proposed Budget as of June 30, 2023
ESTIMATED REVENUES				
Local sources	\$ 349,306,871	354,211,580	(2,091,354)	352,120,226
State sources	3,262,825	5,836,663	(3,926,583)	1,910,080
Total estimated revenues	\$ 352,569,696	360,048,243	(6,017,937)	354,030,306
APPROPRIATIONS				
71 Debt Service	374,724,771	370,400,153	82,317,023	452,717,176
Total estimated appropriations	\$ 374,724,771	370,400,153	82,317,023	452,717,176
Excess (deficiency) of estimated revenues over (under) appropriations	\$ (22,155,075)	(10,351,910)	(88,334,960)	(98,686,870)
OTHER FINANCING SOURCES (USES)				
Transfers-in	22,155,075	22,155,075	-	22,155,075
Issuance of bonds and other debt	-	-	185,040,000	185,040,000
Premium on the sale of bonds	-	-	7,782,644	7,782,644
Payments to escrow agents	-	-	(109,953,369)	(109,953,369)
Transfers-out	-	-	-	-
Total other financing sources (uses)	\$ 22,155,075	22,155,075	82,869,275	105,024,350
Net excess (deficiency) before adjustments	\$ -	11,803,165	(5,465,685)	6,337,480
Unassigned Fund Balance, Beginning	\$ 117,531,592	115,547,958		115,547,958
Unassigned Fund Balance, Projected Ending	\$ 117,531,592	127,351,123		121,885,438

HOUSTON INDEPENDENT SCHOOL DISTRICT
PROPOSED BUDGET AMENDMENTS
DEBT SERVICE FUND
BUDGET AMENDMENT FISCAL YEAR 2020-2021 (as adjusted)
For June 30, 2023

PROPOSED ESTIMATED REVENUE AMENDMENTS	REASON	Proposed Budget Amendments June 30, 2022
		\$
Local sources	Property Taxes & Interest Earnings	(2,091,354)
State sources	EDA Funding Decrease	(3,926,583)
Total proposed estimated revenue amendments		\$ (6,017,937)
PROPOSED APPROPRIATION AMENDMENTS		
71 Debt Service		82,317,023
Total proposed appropriation amendments		\$ 82,317,023
PROPOSED OTHER FINANCING SOURCES (USES)		
Payments to escrow agents		(109,953,369)
Issuance of bonds and other debt		185,040,000
Premium on the sale of bonds		7,782,644
Proposed total other financing sources (uses) amendments		\$ 82,869,275

General Fund:

Revenues:

Please use page 3 of the budget amendment to follow to this explanation.

Property tax collections are changing due to a decrease in current year tax collections and an increase in prior year refunds.

Interest earnings change is from increases in the Federal funds rate.

Insurance proceeds change is from increases in insurance claim settlements.

Foundation School Program is changing from an increase in average daily attendance.

Federal revenues have decreased due to reduction in Elementary and Secondary School Emergency Relief Fund (ESSER) indirect costs.

Appropriations:

Recapture has decreased due to an increase in average daily attendance.

Increase in Tax Reinvestment Zone Payments resulting from zone property value increases and zone project plan increases.

Increase in Subscription Based Information technology arrangements, SBITA expenditures due to a recent governmental accounting standard board pronouncement (GASB 96).

Other Financing sources:

Increase in proceeds from right to use Subscription Based Information technology arrangements, SBITA due to a recent governmental accounting standard board pronouncement (GASB 96).

Budget Neutral Amendments

Budget neutral amendments are budget transfers between functions and do not impact the bottom-line district budget. The total for this column is zero. Transfers are a result of position changes, supplies, contracted services, capital, and other operating expenses with varying reasons specific to each campus and department. Budget transfers included:

- Schools transferring funds from function 11 (Instruction) to function 12 (Instructional resources and media services) for substitute pay.
- Schools transferring funds from function 11 (Instruction) to function 13 (Curriculum and Instructional Staff Development) for professional development fees.

- Schools transferring funds from function 11 (Instruction) to function 13 (Curriculum and Instructional Staff Development) for staff development fees and materials.
- Schools transferring funds from function 11 (Instruction) to function 36 (Co-Curricular/extracurricular activities) for athletic stipends and transportation rentals.
- Schools transferring funds from function 11 (Instruction) to function 51 (Plant maintenance and operations) for maintenance repairs and supplies.
- Schools transferring funds from function 23 (School leadership) to function 36 (Co-Curricular/extracurricular activities) for extra duty pay and athletic stipends.
- Departments transferring from function 31 (Guidance, counseling, and evaluation services) to function 51 (Plant maintenance and operations) for contracted maintenance and repairs.
- Departments transferring from function 11 (Instruction) to function 12 (Instructional resources and media services) for TRS on behalf benefits.
- Departments transferring from function 11 (Instruction) to function 13 (Curriculum and Instructional Staff Development) for TRS on behalf benefits.
- Departments transferring from function 11 (Instruction) to function 23 (School leadership) for TRS on behalf benefits.
- Departments transferring from function 11 (Instruction) to function 33 (Health services) for TRS on behalf benefits.
- Departments transferring from function 11 (Instruction) to function 51 (Plant maintenance and operations) for utilities.
- Departments transferring from function 41 (General administration), function 51 (Plant maintenance and operations) and function 53 (Data processing services) to Function 34 (student transportation) for bus purchases. The Environmental Protection Agency (EPA) awarded the district a Clean School Bus (CSB) rebates grant. The district will receive reimbursement in Fiscal year 2024.

Nutrition Service Fund

Please use page 5 of the budget amendment to follow to this explanation.

Revenues:

The Federal Programs Assistance Relief will have an adjusted increase for supply chain assistance. Interest earnings are increasing due to increases in the Federal funds rate.

Appropriations:

Appropriations are increasing from utilities and cost of goods increases.

Budget Neutral Amendments

Budget neutral amendments are budget transfers between functions and do not impact the bottom-line district budget. The total for this column is zero. Budget transfers included:

- Department transferring funds from function 35 (food services) to function 41 (General administration) for audit services.
- Department transferring funds from function 35 (food services) to function 51 (Plant maintenance and operations) for facilities and maintenance position actions.

Debt Service Fund

Please use page 7 of the budget amendment to follow to this explanation.

Revenues:

Local revenues are decreasing due to a decrease in current year tax collections and an increase in prior year refunds.

State sources is decreasing due to a decrease in the Existing Debt Allotment funding.

Appropriations:

Increase in debt service from bond defeasance.

Other Financing Sources:

Increase in Other Financing Sources resulting from refunding of variable rate bonds.



6/22/2023

15.

Office of the Superintendent of Schools

Office of Finance

Approval Of Resolution And Ordinance Adopting Residence Homestead Exemptions
For Tax Year 2023

Each year the board must establish the residence homestead exemption level for qualified homeowners. State law provides for certain mandated homestead exemptions to be granted by school districts, and the board has traditionally granted certain optional homestead exemptions to its residents. Those exemptions currently in effect for the 2022 tax year are:

State Mandated (all homesteads)	\$40,000
State Mandated (age 65 or older or disabled)	\$10,000
Local Option (age 65 or older or disabled)	\$5,000
Local Option Percentage (all homesteads)	20 percent

Under the exemption schedule in effect for the 2022 tax year, qualified property owners under 65 years of age who are not disabled receive exemptions of \$40,000 plus 20 percent of the appraised value. Property owners who are 65 or older or disabled receive exemptions of \$55,000 plus 20 percent of the appraised value. This item provides for those same homestead exemptions for tax year 2023.

The percentage homestead exemption was originally granted many years ago in order to ease the tax burden associated with rising property values for homeowners at that time. This exemption provides a significant tax break to all homeowners in the Houston Independent School District (HISD), and it is the maximum level that school districts are allowed to grant.

A copy of the resolution and ordinance can be reviewed on the attachment and is on file in Board Services.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves the resolution and ordinance adopting residence homestead exemptions for individuals residing in HISD for tax year 2023, effective June 23, 2023.

**RESOLUTION AND ORDINANCE
RELATING TO CONTINUATION OF
RESIDENCE HOMESTEAD EXEMPTIONS FOR
INDIVIDUALS RESIDING IN
THE HOUSTON INDEPENDENT SCHOOL DISTRICT
FOR TAX YEAR 2023**

WHEREAS, The State Legislature passed House Joint Resolution 81 during the 1981 regular session proposing a constitutional amendment to the Texas Constitution authorizing certain property tax relief for owners of residence homesteads; and

WHEREAS, the citizens of the State of Texas voting on Proposition 6 on the November, 1981 general election approved the addition of Subsection (e) to Article VIII Section 1-b. of the Texas Constitution providing that any political subdivision may exempt from property taxation a percentage of the market value of residence homesteads not to exceed twenty percent (20%) of the value of the homestead; and

WHEREAS, Section 11.13 of the Texas Property Tax Code entitles an individual to an exemption from ad valorem taxation by a school district of \$40,000 of the appraised value of his or her residence homestead and an additional \$10,000 of the appraised value for qualified individuals disabled or sixty-five (65) years of age or older; and

WHEREAS, pursuant to legislative action, the School Board of the Houston Independent School District at its meeting on August 21, 1980, approved an additional \$5,000 exemption from ad valorem taxation of the appraised value of the residence homestead for homeowners sixty-five (65) years of age or older or disabled;

NOW, THEREFORE, BE IT

RESOLVED AND ORDAINED by the board of the Houston Independent School District that the board adopts for tax year 2023 the homestead tax exemptions set forth below for residents of the Houston Independent School District and who qualify for such exemptions, in accordance with Section 11.13 of the Property Tax Code, State of Texas; and be it further

RESOLVED AND ORDAINED that in addition to the exemption from ad valorem taxation of \$40,000 of the appraised value of the residence homestead of each qualified homeowner, the exemption from ad valorem taxation of the mandated \$10,000 of the appraised value of the residence homestead and the board granted \$5,000 of the appraised value of the residence homestead of each qualified resident owner who is sixty-five (65) years of age or older and is fully qualified for the entire exemption or who is

disabled and qualified for disability benefits; that the board establishes the voluntary percentage homestead tax exemption granted each qualified resident owner of a homestead exemption from ad valorem taxation an amount equal to twenty percent (20%) of the appraised value of the residence homestead for tax year 2023, making a total exemption of twenty percent (20%) of the appraised value of the individual residence plus \$55,000 for qualified homeowners sixty-five (65) years of age or older or disabled, with such sixty-five (65) years of age or older or disabled exemptions to be prorated, if applicable, in accordance with the Texas Property Tax Code; and a total residence homestead exemption of twenty percent (20%) of the appraised value of the individual residence plus \$40,000 for other qualified homeowners.

PASSED, APPROVED, AND ADOPTED this 22nd day of June, 2023.

HOUSTON INDEPENDENT SCHOOL DISTRICT

By _____
Board President

ATTEST:

Board Secretary



6/22/2023

16.

Office of the Superintendent of Schools

Office of Finance

Adoption Of Resolution Approving The Debt Management Policy

The Houston Independent School District (HISD) has enacted a formal *Debt Management Policy* with the purpose of establishing guidelines governing the issuance, management, and reporting of all debt obligations issued by HISD and the Public Facility Corporation (PFC) and to provide for the actions necessary to ensure proper implementation and compliance with this policy.

Adherence to the policy indicates to rating agencies and capital markets that the district's debt is being managed in a prudent manner.

The attached *Debt Management Policy* has been red lined to reflect the proposed edits and changes to the policy approved in the prior fiscal year.

The attached *Debt Management Policy* has been reviewed by the district's chief financial officer, controller, treasurer, bond counsel, disclosure counsel, and financial advisors. Additionally, the *Debt Management Policy* must be approved annually by the board.

The *Debt Management Policy* is on file in Board Services.

A copy of the resolution relating to the approval of the *Debt Management Policy* is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board adopts the resolution approving the *Debt Management Policy*, effective June 23, 2023.

HOUSTON INDEPENDENT SCHOOL DISTRICT **DEBT MANAGEMENT POLICY**

STATEMENT OF PURPOSE

The purpose of this policy is to establish guidelines governing the issuance, management, and reporting of all debt obligations issued by the Houston Independent School District (the "District") and the Public Facility Corporation (the "PFC") and to provide for the actions necessary to ensure proper implementation and compliance with this policy.

SCOPE

The District's ~~Houston Independent School District~~ Debt Management Policy applies to all debt instruments and, solely to the extent described herein, financial obligations as defined under Securities and Exchange Commission (SEC) Rule 15c2-12 (the "Rule") issued by the District and the PFC regardless of the funding source for repayment or purpose for which issued.

OBJECTIVES

The objectives of this policy are to:

1. Establish a framework exercising prudence in the issuance of debt, compliance with debt covenants, and disclosure of information pertaining to such debt.
2. Reduce debt costs through consistent application of approved processes.
3. Maintain the financial integrity and public trust of the District and the PFC.
4. Comply with all applicable state and federal laws, regulations and contractual obligations, in the issuance, investment, and reporting of debt
5. Help preserve access to financial markets.

POLICY REVIEW

The Debt Management Policy will be reviewed and approved by the ~~Board of Education~~School Board (the "Board") on an annual basis and updated as necessary.

DELEGATION OF RESPONSIBILITY

The Chief Financial Officer will have the responsibility for ensuring the District's compliance with the Debt Management Policy. Day-to-day activities will be managed by the District's investment officers which are the Chief Financial Officer, Controller, and Treasurer. The Office of Finance will provide a report to the ~~District's Board of Education~~ at least semi-annually detailing debt management activities and adherence to the policy.

ETHICS DISCLOSURES

All financing team members (i.e. which includes but is not limited to the Financial Advisor, Bond Counsel, Disclosure Counsel, etc) ~~members~~ will be required to provide full and complete disclosure relative to any and all agreements with other financing team members, board members, key District personnel, and outside parties' subject but not limited to Chapter 176 of the Government Code. Parties will be governed by the District's board policy concerning conflict of interest disclosures. In general no agreements will be permitted which would compromise a firm's ability to provide independent advice which is solely in the best interest of the District.

TAX LAW COMPLIANCE STATEMENT

The District will comply with all federal tax code and regulations and applicable state statutory regulations in the issuance and structuring of debt obligations.

The District will comply with federal arbitrage and rebate rules as set forth in the Internal Revenue Code of 1986 and interpreted and updated through rulings by the Internal Revenue Service and regulations by the U.S. Treasury Department.

Arbitrage rules govern both the investment of bond proceeds (investment rules) and the reporting and remitting of excess interest earnings (rebate rules) to the federal government. The District utilizes bond counsel and a contracted third party arbitrage compliance specialist to aid in compliance with applicable regulations.

SECURITIES LAW COMPLIANCE STATEMENT

The District will comply with all applicable federal and state securities laws, including continuing disclosure undertakings entered into in connection with the issuance of municipal securities.

The District will promote compliance with the Securities Exchange Act of 1934 and Rule 15c2-12 promulgated thereunder, each as amended and interpreted by the SEC ~~Securities and Exchange Commission~~ (“SEC”).

The District may utilize Disclosure Counsel, Bond Counsel, and its Financial Advisor (and any other Counsel deemed necessary by the District) to assist in compliance with applicable securities laws and continuing disclosure undertakings.

POST ISSUANCE COMPLIANCE PROCEDURES

The District has adopted written post issuance compliance procedures in order to insure adherence to federal tax and securities law requirements.

CAPITAL PLANNING AND DEBT ISSUANCE

Debt issuance is considered one component of capital financing. Planning for debt issuance will be made in conjunction with other methods of financing capital improvements such as the District’s “*Pay As You Go*” renovation program.

TYPES OF AUTHORIZED DEBT

As of the date hereof, the District is authorized by the Texas Education Code and the Texas Government Code to issue the following types of debt:

1. Limited Tax Bonds – Bonded debt requiring voter approval secured through levying, pledging, assessing, and collection of the debt service portion of the District’s ad valorem taxes, within the limits prescribed by law. Bonds must mature within 40 years of issuance date.
2. Tax Anticipation Notes and Revenue Anticipation Notes - Debt issued and secured by the District. Proceeds may be used for any lawful use but must have a maturity less than one year.
3. Delinquent Tax Notes – Proceeds of these negotiable notes may be used for any maintenance purposes. Notes may not have a maturity greater than 20 years.
4. Time Warrants – Warrants may be payable out of any available funds of the District and may be utilized for construction, repair, or renovation

of school building facilities. Warrants are limited to 5 years maturity and the District may not have more than \$1,000,000 outstanding at any time.

5. Maintenance Tax Notes and Contractual Obligations – Debt issued for the rehabilitation and improvement of building systems (HVAC, roof, etc.) and for the purchase of buses, computers, furniture, and other moveable personal property. Payable from maintenance taxes with a maturity not to exceed 20 years and 25 years, respectively.
6. Lease Purchase Agreement – Debt issued through the formation of a Public Facility Corporation for the construction of any necessary facility. PFC Bonds are secured by lease payments payable from certain of the District's state funds and any other lawfully available funds paid by the District to the Public Facility Corporation, subject to annual appropriation by the District. Maximum maturity is 25 years.
- ~~7. Revenue Bonds – Debt issued and secured through a the pledging of revenue received from the operation of any District facility. Revenue Bonds may be issued to provide funds to acquire, construct, improve or equip gymnasias, stadia or other recreational facilities.~~
- 8-7. Refunding Bonds – Debt issued to refinance existing District or PFC outstanding bonded debt. Refunding Bonds will generally not be issued unless the total debt service on the refunding bonds is less than that of the refunded bonds. Exceptions may be approved where debt is being restructured, such as a conversion from variable to fixed rate debt. Refunding bonds will not have a maximum maturity exceeding that of the refunded bonds unless there is a reason to extend maturity for restructuring purposes.

FINANCIAL OBLIGATION

SEC Rule 15c2-12 ~~concerning continuing disclosure~~ has been amended, and effective February 27, 2019, any ~~new~~ continuing disclosure agreements after such date must include ~~two new~~ events addressing financial obligations which are identified as material. The SEC definitions of Financial Obligation are:

- (i) Debt obligation;
- (ii) Derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or
- (iii) Guarantee of (i) or (iii); provided, however, the term financial obligation shall not include municipal securities (as defined in the Securities Exchange Act of 1934, as amended) as to which a final

official statement has been provided to the MSRB consistent with SEC Rule 15c2-12.

DEBT STRUCTURE

The District will consider a range of debt structures which, when combined, allow for flexibility in responding to future events, ~~do not utilize all available debt capacity,~~ continue to emphasize credit rating considerations, and correspond with the useful life of assets for which such debt is incurred.

The issuance of debt obligations will be considered within the following three categories:

1. Cash Flow Financing – Tax Anticipation Notes (TANS) and Revenue Anticipation Notes (RANS) will be issued in anticipation of current fiscal year taxes and revenues. This structure will be appropriated, issued, and retired within the current fiscal year.
2. Short-Term Debt – Debt which is issued for a maturity not greater than seven (7) years. Debt appropriate to this structure can include Maintenance Tax Notes, Delinquent Tax Notes, Time Warrants, Contractual Obligations, Lease Purchase Agreements, and Revenue Bonds.
3. Long-Term Debt – Debt issued for any term longer than seven (7) years up to any maximum term allowable by law. Long-Term debt may be issued for any asset which has a useful life greater than seven (7) years or which will extend the useful life of an asset by more than seven (7) years. Debt structures appropriate to this category include Limited Tax Bonds, Maintenance Tax Notes, Contractual Obligations, Lease Purchase Agreements, and Refunding Bonds.

Structural considerations for Short-Term Debt include:

1. Each debt issuance will be issued with an average maturity no greater than the average life of the assets being financed.
2. The maximum maturity will be no greater than the maximum useful life of any asset class being financed by the bond issue.

Structural considerations for Long-Term Debt include:

Long-Term Debt will be considered when the asset's useful life lends itself to such financing and the District's estimated future taxes and revenues are sufficient to pay the estimated principal and interest payments.

1. Limited Tax Bonds will be issued, with voter approval, for capital improvements which have been identified through the Capital Improvement Program.
 - a. Variable Rate Debt – Variable rate debt provides the ability to capture historically lower short-term interest rates and adds flexibility in managing interest rate exposures and total debt levels due to early payment options. When used prudently, the issuance of variable rate debt can be a useful component of the District's debt structure. Variable rate debt will not constitute more than 25% of the District's total net debt.
 - b. Other Authorized Structures – The Board may consider any type of structure which has the effect of providing the lowest cost of funds, providing additional flexibility, or enhancing/maintaining credit ratings, including but not limited to:
 - i. Fixed, variable, and/or stepped coupon debt.
 - ii. Capital appreciation bonds, deep discount bonds, zero coupon bonds, and premium bonds.
 - iii. Mandatory and optional call features.
 - iv. Short and/or long coupon maturities.
 - v. Municipal bond insurance.
 - vi. Other legal structures not listed above.
 - c. Unauthorized Structures – The District will not utilize interest rate swaps or other similar derivative products.
2. Refunding Bonds – Refunding bonds are utilized to restructure debt and to substantially-reduce District debt service costs.
 - a. Current Refunding – A refunding which is settled within 90 days of a maturity date or an optional prepayment date. A current refunding will only be considered where a minimum net present value savings of 2% as a percentage of the total par amount refunded can be produced. Exceptions may be approved where debt is being restructured, such as a conversion from variable rate to fixed rate debt.
 - b. Advance Refunding – A refunding settled more than 90 days in advance of a maturity date or an optional prepayment date. An advance refunding will only be considered where a minimum net present value savings of 4% as a percentage of

the total par amount refunded can be produced and is subject to the legality of such structure under then current federal tax law. Exceptions may be approved where debt is being restructured, such as a conversion from variable rate -to fixed rate debt. Changes to federal tax law in 2017 have generally prohibited tax-exempt advance refunding bonds. Any proposed advance refunding must comply with all current federal law requirements if they are issued on a tax exempt basis.

3. Other Types of Long-Term Debt – Maintenance Tax Notes, Contractual Obligations, and Lease Purchase Agreements will be utilized where specific facts show these types of financings to be in the best interests of the District.

DEBT LIMITS / CAPACITY

The District will evaluate legal debt limitations and debt affordability ratios in developing debt issuance plans.

Legal Debt Limitations

Section 45.0031 of the Texas Education Code requires that prior to the District issuing bonds, the District must demonstrate the ability to pay debt service on both the proposed bonds and all then currently outstanding bonds at a tax rate not to exceed \$0.50 per \$100 of assessed valuation.

Tax Rate Limitations

The District voted a maximum combined tax rate under Article 2784g, Vernon's Texas Civil Statutes. This election established that the District's maximum tax rate, including both Maintenance & Operations and Debt Service can be no greater than \$1.70 per \$100 of assessed valuation, including a maximum rate of \$1.00 per \$100 of assessed valuation for debt service. In addition to the Article 2784g limitations, the District's Maintenance & Operations tax rate is further limited by state law, including Chapter 48 of the Texas Education Code.

Debt Affordability Ratios

1. Ratio of Net Bonded Debt to Assessed Value
2. Ratio of Net Bonded Debt Per Student
3. Ratio of Total Debt to Assessed Value

4. Ratio of Total Debt Per Student

DEBT ISSUANCE PROCESS

PREFERRED METHOD OF SALE

The Board may choose any authorized method of sale including competitive sales, negotiated sales, limited offering and private placements. The Board may utilize alternative types of sales if deemed more advantageous to the District as a result of market or other conditions.

Refunding issues will typically be conducted on a negotiated basis.

Competitive sales are preferred for the sale of short-term debt, TANS, and other non-bonded debt. Negotiated sales may be utilized if deemed more advantageous to the District (including limited or private placements).

REFUNDING POLICY

Restructuring debt through a refunding will be deemed appropriate if in an advance refunding the net present value savings as a percentage of the refunded aggregate principal amount is greater than or equal to 4%. A current refunding requires a 2% net present value threshold to be deemed appropriate. Lower net present value savings may be utilized if the intent is to decrease the average maturity of the refunded debt. Exceptions may also be approved where debt is being restructured, such as a conversion from variable rate to fixed rate debt.

SELECTION AND USE OF SERVICE PROVIDERS

Financial Advisor

The Financial Advisor will:

1. Make recommendations to ensure that the District's bonds are issued at the lowest possible interest cost at the time of pricing and are structured in accordance with the District's financing guidelines.

2. Coordinate, along with the District's Disclosure Counsel, the preparation of the Notice of Sale, Preliminary Official Statement, and Official Statement and other such market documents necessary in the marketing of debt obligations.
3. Will act as the District's agent in arranging for the printing of offering documents.
4. When necessary prepare a uniform bid form containing provisions recognized by the municipal securities industry as being appropriate for the obligations to be offered for sale.
5. Assist in obtaining the Permanent School Fund Guarantee through the Texas Education Agency, when available.
6. Assist with obtaining credit enhancements if necessary or appropriate.
7. Assist the District with subscription for State & Local Government Series ("SLGSSigs") where necessary and appropriate.
8. Represent the District at the pricing for the purpose of tabulation and comparison of bids and make a recommendation as to the acceptance or rejection of such bids.
9. Work closely with the District's bond and disclosure counsel in the preparation of all appropriate legal proceedings and documents.
10. Assist with compiling and preparation of the District's Annual Disclosure Report and event notices in accordance with Securities and Exchange Commission (SEC) Rule 15c2-12.
11. Assist and make recommendations in determining debt issuance and repayment schedules which will be most beneficial to the District and acceptable to credit rating agencies.

Bond Counsel

Bond Counsel will provide the following services:

1. Certify that the District has the legal authority to issue the proposed bonds or other debt obligations.
2. Prepare orders, resolutions, tax certificates and other documents necessary to call, conduct and canvass bond elections and to issue bonds and other debt obligations.
3. Obtain approval of the bond issue or other debt issue by the Attorney General's Office.
4. Provide a legal opinion as to the validity and enforceability of the bonds and the exemption from federal income taxation of the interest.
5. Be available at the request of the District to Aattend all meetings, including those with rating agencies and state officials, called to discuss the legal aspects of the bonds proposed to be issued.
6. Coordinate closing of transactions.
7. Consult with District officials and the District's financial advisors in order to review certain information to be included in offering documents.
8. Provide written advice to the District enabling officials of the District to comply with applicable arbitrage requirements including yield restrictions and rebate requirements.

Disclosure Counsel

To the extent required, Disclosure Counsel will provide the following services:

1. Consult with and advise District officials, the District's administration and its Financial Advisor regarding any disclosure issues, including assistance in evaluating the materiality of such issues; preparation of the preliminary and final offering documents (including the

notice of sale) for the ~~Obligations~~ bonds or other debt obligations.

2. Assist in the performance of any necessary due diligence investigation, including the review of diligence questionnaires, assistance with diligence calls or meetings, as appropriate.
3. Analysis of the requirements of SEC Rule 15c2-12 and the basis upon which such rule is satisfied.
4. Provide the District with a securities disclosure opinion in customary form reasonably satisfactory to the District and Disclosure Counsel.
5. Review Annual Continuing Disclosure Filings and Event Notices under the Rule.

Paying Agent/Registrar

The Paying Agent will:

1. Authenticate the bonds and facilitate transfers and exchanges.
2. Send/receive transfers of money at closing.
3. Maintain a listing of bondholders and applicable addresses.
4. Receive principal and interest payments from the District and remit to bondholders.
5. Represent bondholders in case of default if acting as trustee.

Rating Agencies

The District will obtain a credit rating from at least two nationally recognized bond rating agencies on publicly issued bonds but is not required on privately placed bond issues.

The District will endeavor to maintain effective relationships with the rating agencies.

Application for Permanent School Fund Guarantee

The District shall apply to the Texas Education Agency for approval under the Permanent School Fund Guarantee Program of the State of Texas for any debt issuance eligible to be guaranteed under the program.

DISCLOSURES

It is the District's policy to meet all disclosures required, including but not limited to disclosures necessitated under the SEC Rule 15c2-12. The District will work with the District's Financial Advisor in order to prepare and file the annual report with the Municipal Securities Rulemaking Board (MSRB) through the designated submission portal commonly referred to as EMMA (Electronic Municipal Market Access).

The District has established a disclosure review committee that is responsible for reviewing activity potentially requiring an event notice (including events (15) and (16) under SEC Rule 15c2-12) and any related disclosure. Any event notice identified by the disclosure review committee, should be made in a timely enough manner to meet the ten (10) business day requirements. The disclosure review committee will be comprised of the Chief Financial Officer, the Controller, the Treasurer, Bond and Disclosure Counsel, Financial Advisor and any other staff deemed appropriate by the financial management of the District. Each member of the disclosure review committee is expected to have a complete understanding of the events listed in the Rule.

INVESTMENT OF BOND PROCEEDS

Bond proceeds will be invested in segregated accounts and governed by the District's *Cash Management and Investment Policy*. The District's investment policy is established in accordance with the Public Funds Investment Act (PFIA), enacted within the Texas Government Code (2256), and by statutory regulations.

The District will competitively bid the purchase of investment securities and investment products with the exception of funds deposited in investment pools, money market funds, or interest earning bank deposits.

Interest income generated from bond proceeds shall be used solely to fund related capital expenditures or to service current and future debt payments.

The underwriters of a debt issue, but not the District's financial advisors, may bid to provide investment products. The District's financial advisors may conduct a competitive bid if requested to do so by the District.

MANAGEMENT OF DEBT SERVICE FUND

Investments in the Debt Service Fund are governed by the District's *Cash Management and Investment Policy*.

Investment securities and investment products will be purchased using a competitively bid process with the exception of funds deposited in investment pools, money market funds, or interest earning bank deposits.

The District shall target a minimum year end debt service fund balance of 10% of total current year debt service.

TRANSACTION RECORDS

The ~~Office of Finance~~ Treasurer will maintain complete records of decisions made in connection with each financing. Each transaction file shall include the official transcript for the financing, the final number runs, and a post-pricing summary of the debt issue.

The Office of ~~Finance~~ Treasurer will prepare semi-annually a report to the ~~Board of Education~~ School Board which includes a policy compliance summary, detail of issuance transactions, and listing of current debt.

**HOUSTON INDEPENDENT SCHOOL DISTRICT
RESOLUTION RELATING TO THE APPROVAL OF THE
DEBT MANAGEMENT POLICY**

WHEREAS, the Houston Independent School District has implemented a formal debt management policy, and

WHEREAS, the debt management policy stipulates that the debt policy will be approved annually by the board,

THEREFORE BE IT RESOLVED THAT:

All of the above paragraphs are incorporated and made a part of this Resolution and be it,

RESOLVED AND ORDAINED that the board has reviewed and approved the Houston Independent School District's *Debt Management Policy*, as presented June 22, 2023.

PASSED, APPROVED, AND ADOPTED
THIS 22nd DAY OF JUNE, 2023.

HOUSTON INDEPENDENT SCHOOL DISTRICT

By: _____
President

Attest: _____
Secretary



6/22/2023

17.

Office of the Superintendent of Schools

Office of Finance

Adoption Of Resolution Approving The Cash Management And Investment Policy And
The Authorized List Of Brokers/Dealers

Chapter 2256 of the Government Code requires all local governments, including school districts, to have their *Cash Management and Investment Policy* reviewed by their governing boards annually. Under the Houston Independent School District's (HISD's) current *Cash Management and Investment Policy*, the Investment Advisory Committee shall meet annually to review and advise the district with respect to current investment policies, strategies, and options. HISD's investment officers met with the Investment Advisory Committee and reviewed the district's investment portfolio, the *Cash Management and Investment Policy*, and the district's investment strategies for 2023-2024.

The attached *Cash Management and Investment Policy* has been redlined to reflect the proposed edits and changes to the policy approved in the prior fiscal year.

A copy of the resolution relating to the approval of the *Cash Management and Investment Policy* is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board adopts the resolution approving the *Cash Management and Investment Policy* and the authorized list of brokers/dealers, effective June 23, 2023.

HOUSTON INDEPENDENT SCHOOL DISTRICT CASH MANAGEMENT AND INVESTMENT POLICY

SCOPE

This Cash Management and Investment Policy covers all financial assets under the direct authority of the Houston Independent School District. These assets include funds of the General Fund, Special Revenue Fund, Food Service Fund, Capital Projects Fund, Debt Service Funds, Trust and Agency Funds, Enterprise Funds, Internal Service Funds and Activity Funds. Deferred Compensation Plans are excluded.

OBJECTIVES

The primary objectives of the cash management and investment policy in decreasing order of priority are:

- (1) assure the **SAFETY** of District's funds;
- (2) maintain sufficient **LIQUIDITY** to provide adequate and timely working funds;
- (3) maintenance of the **PUBLIC TRUST** as custodians and managers responsible for the investing of funds subject to state and federal laws.
- (4) optimization of **YIELD** as expressed in terms of rate of return and interest earnings

Additional objectives of the policy include:

1. The diversification of investments as relating to maturity, instruments, and issuers shall be considered a priority within the context of the overall investment policy.
2. To avoid investments for speculation.

All objectives shall be approached with the judgment and care, under the circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the capital, as well as the probable income to be derived. Preservation of District capital is of highest importance. All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might impair public confidence in the District's ability to govern effectively.

AUTHORITY FOR CASH MANAGEMENT
AND
INVESTMENT PROGRAM

In accordance with Chapter 2256 of the Government Code, the responsibility for approving investment policy resides with the trustees of the ~~Board of Education~~School Board. The Chief Financial Officer, Controller, and Treasurer are designated as investment officers of the District and are responsible for investment decisions and activities, under the direction of the Superintendent of Schools

The investment officers of the District shall:

- (1) attend at least one training session totaling 10 hours of instruction relating to the investment officer's responsibilities within 12 months after taking office or assuming duties;
- (2) attend an investment training session not less than once in a two-year period and receive not less than 8 hours of instruction relating to investment responsibilities from an independent source that has been approved by either the ~~Board of Education~~School Board or the Investment Advisory Committee after the initial 10 hour session; and
- (3) ensure that the training attended includes training on diversification of investment portfolio.

Training periods will run concurrently with the fiscal year starting July 1st and ending June 30th.

INTERNAL CONTROLS

The investment officers shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by the independent auditors. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, anticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include: control of collusion, segregation of duties, separation of transaction authority from accounting and recordkeeping, custodial safekeeping, avoidance of bearer form securities, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transaction, limiting the number of authorized investment officials, and documentation of transaction and strategies. No investment transaction shall be allowed with an investment firm with whom the investment officers have a personal business relationship.

DEPOSITORY BANK

The Texas Education Code requires independent school districts to select a school depository for purposes of receiving deposit funds of the district. The District's depository shall be selected every two years in accordance with § Chapter 45, Subchapter G of the Texas Education Code. A school depository under the terms and provisions of § Subchapter G, Section 45.201 of the Texas Education Code shall be a bank located in the State of Texas. Selection of the depository bank shall be on the competitive bid basis as per § Chapter 45, Subchapter G of Texas Education Code. Section 45.205(b) provides authority to renew the depository contract for three periods of two years each. Depository contracts must coincide with the District's fiscal year dates.

The bank, or banks, selected as school depository, or depositories, and the District shall make and enter into a depository contract or contracts, bond or bonds, or such other necessary instruments setting forth the duties, responsibilities, and agreements pertaining to said depository in a form and with the content prescribed by the State Board of Education ~~School Board~~. The depository bank when selected shall serve for a term of two years and until its successor shall have been duly selected and qualified, and shall give bond, pledge approved securities, or give bond and pledge approved securities as provided for in the depository contract subject to the regulations under the Texas Education Code. The two-year term shall commence and terminate on the fiscal year of odd numbered years. No premium on any depository bond shall be paid out of funds of the District.

INVESTMENT INSTRUMENTS

All District investments shall comply with Chapter 2256, of the Government Code for investment of District funds. It is the policy of the Houston Independent School District to limit its investments to:

- I. **Money Market Accounts**
- II. **Certificates of Deposits** issued for maturities of not greater than five years, by
 - (A) Financial institutions which have its main office or a branch office in the State of Texas that are:
 - (1) guaranteed or insured by the Federal Deposit Insurance Corporation, or its successor; or
 - (2) secured by obligations that are described in the policy section on Pledged Securities.
 - (B) Brokers or depository institutions meeting all of the requirements stipulated in Section 2256.010(b) of the Government Code.
- III. **Interest-bearing banking deposits that are guaranteed or insured by:**
 - (A) The Federal Deposit Insurance Corporation or its successor; or
 - (B) The National Credit Union Share Insurance Fund or its successor.
 - (C) Brokers or depository institutions meeting all of the requirements stipulated in Section 2256.009(a) (7) and (8).

- IV. **Obligations of the U.S. Government or its agencies and instrumentalities**, including letters of credit, that are direct obligations of the U.S. Government or its agencies and instrumentalities, including the Federal Home Loan Banks. Maturities are not to exceed ten years.

- IV. **State Obligations** that are direct obligations of the State of Texas or its agencies, with maturities not greater than ten years.

- V. **Other Obligations**, with maturities not greater than ten years.
 - A. the principal of and interest on are unconditionally guaranteed or insured by the State of Texas or the United States or its agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States; or,

 - B. of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than AA or its equivalent at time of purchase.

- VI. **Repurchase Agreements** are simultaneous purchase and sale of securities from a bank or dealer. Fully collateralized direct repurchase agreements having a defined termination date and secured by a combination of cash or obligations that are described in Section 2256.009(a)(1) and the policy section on pledged securities, and placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in the State of Texas may be acceptable.

With respect to repurchase agreements:

- (a) the market value of the collateral shall equal at least 110 percent of the cash value of the repurchase agreement;

- (b) the collateral should have maturity date of less than five years;

- (c) all cash and securities purchased as collateral for repurchase agreements shall be held in the District's name by the District's third party custodial safe-keeping agent;

- (d) the seller of repurchase agreement securities shall be entitled to substitute securities upon authorization by the District;

- (e) retail repurchase agreements are prohibited;

- (f) no repurchase agreement shall be entered into unless a master repurchase agreement has been executed between the District and its trading partners; and

- (g) where repurchase agreements have been entered into with the District's Depository, all confirmations and safekeeping receipts shall be maintained by a third-party safekeeping agent.
- (h) Reverse repurchase agreements are simultaneous sale and purchase of securities from a bank or broker/dealer. Reverse repurchase agreements having a defined termination date and rate of interest may be placed through a bank or broker/dealer.

The following conditions are to be met for reverse repurchase agreements.

- (1) maturity cannot be longer than 30 days.
 - (2) the maturity of investment of proceeds from reverse repurchase agreements shall match the maturity of the reverse repurchase agreement.
 - (i) Section 1371.059(c) applies to the execution of a repurchase agreement by an investing entity.
- VII. **Investment Pools**--The District can invest in investment pools which meet the criteria listed in Section 2256.016 and 2256.019 of the Government Code. Pools authorized for investment of District funds include the Lone Star Investment Pool (TASB sponsored), TexSTAR (managed by First Southwest Asset Management, Inc. Hilltop Securities and J.P. Morgan Asset Management Inc. are co-administrators), TEXPOOL and TEXPOOL Prime (managed by the Texas State Comptroller's Office) and LOGIC (Hilltop Securities and J.P. Morgan Asset Management Inc. are co-administrators)~~managed by JPMorgan Investment Management, Inc.~~. All new agreements with investment pools shall be approved in advance by the Board of Education~~School Board~~.
- VIII. **Money Market Mutual Funds**--Chapter 2256 of the Government Code authorizes the District to invest funds under its control in an SEC regulated and registered money market fund which complies with federal Securities and Exchange Commission Rule 2a-7 and provides the District with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940. The District is authorized by statute to invest up to 15 percent of its monthly average fund balance, excluding bond proceeds, reserves and funds held for debt service, in money market mutual funds described in this section. This policy additionally requires a money market mutual fund to maintain a AAA rating or its equivalent by at least one major rating agency.
- IX. The District is authorized except for Bond proceeds to invest in a no-load mutual fund that:
- A. is registered with the Securities and Exchange Commission;

- B. has an average weighted maturity of less than two years;
- C. either has a duration of one year or more and is invested exclusively in obligations approved by Chapter 2256 or its investment portfolio is limited to investment grade securities, excluding asset-backed securities.

X. Commercial Paper

The District is authorized to invest in commercial paper that meets the following criteria:

- A. has a maximum maturity not exceeding 365 days from date of issuance.
- B. is rated at least A1 or P1 by two nationally recognized credit rating agencies..
- C. is issued for a specific face amount.
- D. is issued either through a direct placement or through broker dealers.
- E. the District will diversify its investment in commercial paper by issuer and by length of maturity
- F. the maximum the District will have in commercial paper at any time is 30% of the District's portfolio.

XI. Corporate Bonds

The District is authorized to invest in corporate bonds which meet the criteria established in Section 2256.0204 including but not limited to the following:

- A. Is a senior secured debt obligations issued by a domestic business entity and rated not lower than "AA-" or the equivalent by a nationally recognized investment rating firm.
- B. The stated maturity must not be longer than three years from the date of purchase.
- C. The District will limit investment in corporate bonds to the General Fund, Health Insurance Fund and Workers' Compensation Fund.
- D. The District will adhere to procedures established in order to govern the process for approving eligible corporate bond issuers and review processes as detailed in Appendix D of the Cash Management and Investment Policy.

XII. Investment of Bond Proceeds--Bond proceeds held in a construction fund or capitalized interest fund may only be invested in the following investment instruments to the extent permitted by applicable State Laws, including but not limited to Chapter 2256, as amended, Texas Government Code, and subject to the following asset mix requirements:

Public Investment Pools	100% (maximum)
U.S. Government Securities	100% (maximum)
U.S. Agency Securities	100% (maximum)
Repurchase Agreements	100% (maximum) (*)
Money Market Mutual Funds	100% (maximum)
Guaranteed Investment Contract	100% (maximum) (**)
Commercial Paper	30% (maximum)

(*) Repurchase agreements including flexible repurchase agreements must comply with the requirements of Section VI herein. The third party custodial agent is required to mark to market all margin collateral on a weekly basis. Additionally, any securities purchased by the district under a repurchase agreement may not have a stated maturity date greater than two years from the date of purchase.

(**) Guaranteed Investment Contracts are authorized investments only if they meet the following requirements: (a) have defined termination date, (b) are secured and (c) are pledged to the district and deposited with the district or with a third party selected and approved by the district. Additionally Section 1371.059(c) applies to the execution a a guaranteed investment contract.

XIII. **Hedging transactions** are authorized if they conform with section 2256.026 and section 1371.059(c).

XIV. The District is **prohibited from investing in** the following types of investments:

- A. obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- B. obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
- C. collateralized mortgage obligations that have a stated final maturity date of greater than 10 years;
- D. collateralized mortgage obligations whose interest rate is determined by an index that adjusts opposite to the changes in a market index; and
- E. banker's acceptances.

SECURITIES BROKERS AND DEALERS

In compliance with Section 2256.05 of the Government Code, a written copy of this investment policy shall be presented to any business organization offering to engage in an investment transaction with the District. A “business organization” means an investment pool or investment management firm under contract with the District to invest or manage the District’s investment portfolio that has accepted authority granted by the District under the contract to exercise investment discretion in regard to the District’s funds.

A qualified representative (Section 2256.02(10)) of that business organization seeking to sell an authorized investment shall execute the Investment Policy Affidavit shown in Appendix C to this Policy. The Investment Policy Affidavit must contain provisions that require the business organization to acknowledge that they have:

- (1) received and thoroughly reviewed the investment policy of the District; and
- (2) acknowledged that the their firm has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the District and the organization that are not authorized by the investment policy, except to the extent that this authorization:
 - (a) is dependent on an analysis of the makeup of the District’s entire portfolio;
 - (b) requires an interpretation of subjective investment standards; or
 - (c) relates to investment transactions of the District that are not made through accounts or other contractual arrangement over which the business organization has accepted discretionary investment authority.

The investment officers are prohibited from acquiring and authorized investment from business organizations who have not delivered to the District an Investment Policy Affidavit.

The Superintendent will recommend a list of qualified broker/dealers which will be approved by the ~~Board of Education~~School Board to do business with the District. The District will send each approved broker/dealer a copy of the approved investment policy as a matter of courtesy and in order to help the broker/dealer meet its duties under Financial Industry Regulatory Authority (FINRA) Rule 2111.

COMPETITIVE BIDDING

A competitive bid process, utilizing a minimum of three (3) bids (if available) from authorized broker/dealers will be used for purchase of all investments..The District may solicit bids in writing, verbally, electronically, or by a combination of these methods. All bid responses and/or quotes from providers can be accepted

in writing either as a physical or electronic bid response. Electronic bid response methods may be accepted via email or the District's online bidding system.

~~A competitive bid process, utilizing a minimum of three (3) bids (if available) from authorized broker/dealers will be used for purchase of all investments. Bids may be solicited orally, in writing, or electronically.~~

Records will be kept of the bids offered, the bids accepted, and a brief explanation of the decision which was made regarding the purchase.

Based on an annual evaluation, major financial institutions will be dropped from or continued on the authorized list. The following criteria will be used in the annual evaluation:

- Number of transactions competitively won,
- Prompt and accurate confirmation of transaction,
- Efficient securities delivery,
- Accurate market information, and
- Account servicing.

INVESTMENT MANAGEMENT FIRM

Upon recommendation of the Investment Advisory Committee and approval of the Superintendent of Schools and the ~~Board of Education~~ School Board, the Investment Officers of the District may contract with an investment management firm to provide for the investment and management of the District's portfolio. The contract may not be for a term longer than two years.

HOUSTON PUBLIC FACILITIES CORPORATION

Investments made by the Houston Public Facilities Corporation ("Corporation") shall comply with all provisions of this policy except where expressly addressed within this section.

Investments purchased by the Corporation shall be held by the trustee or the trustee's designee.

Investment securities purchased by the Corporation shall be made with the prior approval of one or more of the investment officers of the District.

Investment decisions will be evaluated in comparison with competitive bids available in the open market.

Investment diversification limits shall be considered within the context of investments held within the combined portfolios of Houston Independent School District and the Houston Public Facilities Corporation.

The trustee will provide monthly reports of investment activity to the Finance Department of Houston Independent School District.

PLEGGED SECURITIES

Funds on deposit with the depository bank shall be collateralized by pledged approved securities as specified by Section 45.208, Subchapter G, of Texas Education Code and/or a surety bond as in Section 45.208, Subchapter G of the Texas Education Code to adequately protect the funds of the District. Further, the District will require pledged securities at least equal to that set forth in Texas Government Code Chapter 2257.022, Subchapter B, Depository: Security For Deposit of Public Funds . The District shall have the right to designate the amount of approved securities and/or the aggregate amount of the bond to adequately protect the District. The District may not designate an amount less than the balance of school district funds on deposit with the depository bank from day to day, less any applicable Federal Deposit Insurance Corporation insurance. The approved securities shall be valued at market value for purposes of calculating the designated amount of collateral required. The bank shall have the right and privilege of substituting approved securities upon obtaining the approval of the District.

Types of approved securities include:

1. US Treasury Notes.
2. US Treasury Bills.
3. Federal Farm Credit Bank Notes and Bonds.
4. Federal Home Loan Bank Notes and Bonds.
5. Federal National Mortgage Association Notes and Bonds.
6. Federal Home Loan Mortgage Corporation Notes and Bonds.
7. State of Texas Bonds.
8. Bonds of City, County and Independent School Districts located in Texas with an unenanced Moody's rating of Aa or better or a Standard and Poor's rating of AA or better.
9. Federal Home Loan Bank letter of credit.
10. Fixed-rate collateralized mortgage obligation that has an expected weighted average life of 10 years or less and does not constitute a high-risk mortgage security as defined in Chapter 2257.0025 of the Government Code.
11. Floating-rate collateralized mortgage obligation that has an expected weighted average life of 10 years or less and does not constitute a high-risk mortgage security as defined in Chapter 2257.0025 of the Government Code.
12. Surety bond issued by an issuer with a rating of A or better by one or more rating agencies.

Pledged approved securities shall be held either by (1) The Federal Reserve Bank or (2) Federal Home Loan Bank of Dallas or (3) a third party bank which is not associated directly or indirectly with the depository bank. The investment risk of certificates of deposits, money market funds, and the daily deposit accounts is covered by these pledged approved securities or in lieu of the pledged approved securities, the Bank shall file with the District a bond in an initial amount

equal to the estimated highest daily balance to be determined by the investment officers for all deposits which the District will have in the depository bank less any applicable Federal Deposit Insurance Corporation insurance. Said bond shall be payable to the Houston Independent School District and shall be signed by the bank and by some surety company authorized to do business in the State of Texas. The bank shall increase the amount of the bond if the investment officers determine it to be necessary to adequately protect the funds of the District.

SAFEKEEPING OF INVESTMENTS

All investments shall be issued in the name of the Houston Independent School District.

~~Certificates of deposit issued by the depository bank or other financial institution in the District's name shall be issued to the District in receipt form and held in the District's vault.~~

All investments purchased through the District's depository bank which are recorded on the Federal Reserve's book entry system shall be issued in the District's name, confirmed to the District via a safekeeping receipt which shall be maintained on the books of a third party's safekeeping department which is not associated directly or indirectly with the District's depository bank. The District may contract directly with a third party bank's safekeeping department for all investments.

All investments, except those purchased from the District's depository bank, shall be recorded in the District's name on the Federal Reserve's book entry system and confirmed to the District via safekeeping receipt maintained on the books of the depository bank's safekeeping department.

MARKET PRICE OF INVESTMENTS

The market price of investments acquired by the District will be monitored at least quarterly. ~~The safekeeping department of the depository bank will be required to provide the market value of all of the District's holdings on a monthly basis.~~ At fiscal year end, two brokerage firms will be contacted to provide their independent evaluations of the market value of the District's direct investments in Agencies, Treasuries, and Commercial Paper. Quarterly Investment reports will report both the book value and market value of each investment at each quarter. The book value of the District's investments will be adjusted to match market value at June 30 of each year.

EFFECT OF LOSS OF REQUIRED RATING

The District will monitor changes in ratings of investments which require specific rating thresholds. Ratings for all District investments requiring ratings will be done at least monthly. District investment officers will take prudent measures to liquidate investments which do not have required minimum ratings. These measures will

include a written liquidation strategy prepared by the investment officers within one week of the officers becoming aware of such a rating change.

Investments in corporate bonds must be liquidated within seven days of a change in rating reducing the rating below “AA-“ or the equivalent or that of the investment being placed on negative credit watch if already at a rating of “AA-“ or the equivalent.

Investments in obligations of states, agencies, counties, cities, and other political subdivisions requiring at time of purchase a rating by at least one rating firm of at least “AA” or the equivalent shall be liquidated within seven days of a change in rating reducing the highest rating to “A” and subsequently being placed on negative credit watch.

PORTFOLIO STRUCTURE

To meet the investment objectives of the Houston Independent School District, the portfolio shall be scheduled to coincide with the projected cash flow needs.

The available funds in the General Operating Fund may be invested for greater than one year provided that all cash flow requirements have been met. Available monies in all other funds, except for bond proceeds, can be invested for a period of up to ten years provided that cash flow needs are met. Bond proceeds can be invested for a period up to five years provided that the drawdown schedules permit such maturities.

The asset mix of the District's portfolio, except for investments purchased under Section XI of the Investment Instruments, is expressed in terms of maximum commitment so as to allow sufficient flexibility to take advantage of market considerations within the context of this policy.

In order to reduce concentration of credit risk the District incorporates specific threshold limits. These maximum limits are defined as follows:

District Limit is the maximum allowable investment in a specific type of security as expressed as a percentage of the total District investment balance.

Issuer Limit is the maximum allowable investment by a particular investment issuer (ex FHLMC, FNMA, FHLB, etc.) as expressed as a percentage of the total District investment balance.

The asset mix requirements are as follows:

	District Limit	Issuer Limit
Money Market Accounts	7%	7%
Certificates of Deposit	50%	10%
U.S. Government Securities	100%	100%
U.S. Agency Securities	80%	40%

Municipal Securities	20%	5%
Repurchase Agreements	8%	8%
Investment Pools	100%	40%
Money Market Mutual Funds	15%	5%
Mutual Funds	15%	5%
Commercial Paper	30%	5%
Corporate Bonds	15%	5%

The District will not invest 100% of its portfolio in any single Investment Pool. If Investment Pools are the only investment type then the money should be subdivided between various pools for diversification and security reasons. Investments in any pool will be limited to 25% of the average Net Asset Value of that pool.

In the event of a disruption in the financial markets asset mix requirements may be temporarily suspended. A decision made by the concurrence of the investment officers to suspend asset mix requirements shall be reported within one day to the ~~Board of Education~~School Board. An update shall be prepared weekly for the ~~Board of Education~~School Board until such time that asset mix requirements are reinstated.

District limits on Corporate Bonds are further limited by calculating the 15% limit exclusive of bond proceed funds and debt service funds and by limiting exposure to no more than 25% of the corporate bond class by any single issuer.

The investment portfolio shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issue, or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- Within the cash flow requirement constraints, investment maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.
- Liquidity shall be ensured through practices to ensure that the payroll account and the operating account are covered through maturing investments.
- Risks of market price volatility shall be controlled through maturity diversification. The District limits exposure to interest rate risk through maturity diversification. The District will utilize a combination of Weighted Average Maturity and Duration analysis for monitoring of interest rate risk.

RISK TOLERANCE

The District recognizes that investment risks can result from market price changes and various technical complications leading to temporary illiquidity. Portfolio diversification is

employed as a way to control risk. Investment officers are expected to display prudence in the selection of securities, as a way to minimize default risk. No individual investment transaction shall be undertaken which jeopardizes the total capital position of the overall portfolio. All investment reports shall specifically address whether current investment results have been affected by any of the foregoing risks, and shall explain what actions investment officers have taken to control or correct such risks.

In addition to these general policy considerations, the following specific policies will be strictly observed:

- (1) All investment funds will be placed directly through qualifying financial institutions or other parties as permitted by law.
- (2) All transactions will be executed on a delivery versus payment basis.
- (3) The District will not trade in options or future contracts.
- (4) Before accepting funds or engaging in investment transactions with the District, officials of approved broker/dealers shall be required to familiarize themselves with the District's investment objectives and constraints.

STRATEGIC CONSIDERATIONS FOR PORTFOLIO MANAGEMENT

- (1) Staying short-term in liquid instruments at all times avoids market risk and generates superior returns during periods of rising interest rates.
- (2) Invest the portfolio to the full term possible under the cash budget.
- (3) Establish a liquidity base to provide for known short-term disbursement requirements and select remaining maturities on the basis of investment return offered.

STRATEGIC INVESTMENT PRIORITIES FOR ALL FUNDS

Investment strategies are common for all of the District's funds and are prioritized as follows:

- (1) understanding of the suitability of the investment to the financial requirements of the District;
- (2) preservation and safety of principal;
- (3) liquidity;
- (4) marketability of the investment if the need arises to liquidate the investment before maturity;
- (5) diversification of the investment portfolio; and

(6) yield.

INFLUENCES ON INVESTMENT STRATEGIES

- (1) Expected net cash flows
- (2) Possible deviations from cash forecast
- (3) Maturity structure of debt
- (4) Borrowing capacity and the arbitrage ruling
- (5) Efficiency of cash management
- (6) Interest rates on various investment instruments
- (7) Economic conditions and future expectations

INVESTMENT STRATEGIES BY FUND

General Fund

The General Fund group includes funds for operations along with funds resulting from the sale of contractual obligations. The primary investment strategy will be that of ensuring resources are available for expenditure needs. A Barbell Approach for funds not budgeted for current fiscal year expenditure may be beneficial in certain market conditions.

~~Business Development~~

~~Due to the limited investable balance of this fund only very short term investments are warranted with an emphasis on the utilization of investment pools.~~

Capital Projects

The Capital Projects Fund group includes both bond sale resources and non-bond resource funds. These funds are utilized for construction and other capital expenditure activity. Liquidity shall be maintained to meet short term expenditure schedules while long term requirements may be met with either a matching or barbell approach. Within this fund group bond fund investments are limited to five year final stated maturities while non-bond funds are limited to ten year final stated maturities. The maximum weighted final maturities of bond construction funds shall be one and one-half years.

Debt Service Fund

The Debt Service Fund is utilized for the payment of debt related obligations. The primary strategy will be that of matching successive payments with available funds. Each successive payment will be funded before longer securities are purchased. The maximum weighted final maturity of this fund shall be one and one-half years.

Food Service Fund

The Food Service Fund is a special revenue fund for the purpose of food service sales and operations. The primary investments of this fund will be overnight pools but when fund balances permit longer term investments may be purchased.

Workers' Compensation and Unemployment Fund

The purpose of this fund is to establish a reserve for and pay worker's compensation claims. This fund is intended to maintain longer term reserves and either a laddered or barbell approach may be utilized.

Health Insurance Fund

The Health Insurance fund is intended to establish a reserve for and pay employee health insurance claims. This fund is intended to maintain longer term reserves and either a laddered or barbell approach may be utilized.

Internal Service Fund

The Internal Service Fund is funded through internal transfers. Due to the cash flow characteristics of this fund investment pools will be utilized as the primary investment vehicle.

Medicaid Fund

The Medicaid Fund is utilized to account for the accumulation of resources received via inter-local agreements. The primary investment in this fund will be overnight pools due to the volatility of cash flows.

Print Shop Fund

The Print Shop Fund is intended for the accounting of printing and media operations. Due to the cash flow characteristics of this fund investment pools will be utilized as the primary investment vehicle.

Special Revenue Fund

The Special Revenue Fund is utilized to account for the receipt and expenditure of grant funds. Due to the temporary nature of fund balances the primary investments in this fund will be investment pools.

Trust & Agency Funds

These funds are used to account for various district agency funds and trust accounts. Cash flow patterns and large number of individual accounts result in the primary investment vehicle being investment pools with limited longer term investments dependent upon cash requirements.

Activity Funds

These funds are used to account for various school activity funds. Due to the relatively small balance and varied cash flow patterns, the primary investment vehicle will be investment pools. Longer term securities may be purchased where cash requirements allow.

INVESTMENT ADVISORY COMMITTEE

The investment advisory committee shall advise the District with regards to current investment policies, strategies and investment options. The advisory committee will include the current investment officers of the District, the Financial Advisor to the District, and four external members. The external members of the committee shall have backgrounds in capital markets, commercial banking, or through current experiences as a treasurer/investment officer with another large public entity or a treasurer/investment officer of a major corporation.

The investment officers shall annually submit a list of recommendations to the Superintendent of Schools who shall make the necessary appointments. The investment officers shall prepare a written report to the Superintendent of the Committee's recommendations.

The Investment Advisory Committee will annually approve a list of independent sources of investment training authorized to provide training for District investment officers.

CASH FLOW PROJECTIONS AND STATEMENT

Cash flow projections shall be prepared for a combination of weekly, monthly and yearly periods. A receipts and disbursements forecast will be in the format of a sources and uses of fund statement with individual line items that are specific to each fund.

Cash flow statements shall be prepared for every fund every month to compare actual to forecast. Variance reporting based on the comparison of actual cash flows to forecasted cash flows improves the quality of the forecast by providing feedback on forecasting abilities, as well as by facilitating adjustment of the forecast within the forecast period. Dramatic variances between the cash flow projection and cash flow statements may provide an early warning of a change in condition.

SHORT-TERM BORROWING

The District's fiscal year is July 1 through June 30 and the tax collection year is February 1 through January 31. Ninety percent (90%) of District's tax collections are in the period of December 20 through February 25. Before December 20 of every year, there can be cash flow shortage in the months of October, November, and the first three weeks of December. To meet this shortfall of cash the District shall either issue maintenance tax anticipation notes or borrow money from the depository bank for the duration of less than one year at the rate specified in the depository contract.

PRUDENCE

The District shall adhere to the "prudent person rule," which obligates a fiduciary to ensure that:

- Investments shall be made with the exercise of that degree of judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and

intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived.

- Investment officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that deviations from expectation are reported in a timely fashion, and appropriate action is taken to control adverse developments.

COMPLIANCE AUDIT

In conjunction with its annual audit, the District's external auditors shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

TEXAS ETHICS COMMISSION

Investment officers are required under Section 2256 of the Government Code to file a statement with the Texas Ethics Commission if the investment officer has a personal business relationship with a business organization. An investment officer has a personal business relationship with a business organization if: (1) the investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization; (2) funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or (3) the investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

OT10-3.1

**HOUSTON INDEPENDENT SCHOOL DISTRICT
CASH MANAGEMENT AND INVESTMENT POLICY
AS OF JUNE 2023**

AUTHORIZED BROKERS AND DEALERS

Blaylock Van LLC
East West Bank
Frost Bank
Great Pacific Securities
Hilltop Securities
Independent Financial
Lone Star Investment Pool
MBS Securities
Mischler Financial Group
Morgan Stanley
Piper Sandler & Co
PNC
Ramirez & Co
Raymond James
Robert W. Baird
SAMCO
Texstar
UBS
Unity Bank
Wells Fargo

**HOUSTON INDEPENDENT SCHOOL DISTRICT
INVESTMENT ADVISORY COMMITTEE**

District:

Dr. James Terry, Chief Financial Officer

Sherrie H. Robinson, Controller

Lisa Pepi, Treasurer

Financial Advisor:

Tania Askins, Estrada Hinojosa & Company

External:

Britni Whitlock, Treasury Management Officer---Bank of Texas

Dajuana Wilhelm---Senior Banking Relationship Advisor---

Northern Trust

Mario Carrasco---Managing Director-Head of Investment

Banking—Cabrera Capital Markets

Susan Haskins—Director/Fixed Income Sales—RW Baird

INVESTMENT POLICY AFFIDAVIT

NAME OF ORGANIZATION: _____

NAME OF REPRESENTATIVE(S): _____

ADDRESS: _____

TELEPHONE #: _____ **FAX#** _____

I/we hereby certify that I/we am/are a qualified representative(s) of the above named business organization seeking to sell an authorized investment to the Houston Independent School District.

I/we have received and have thoroughly reviewed the Investment Policy of the Houston Independent School District, dated June 23, 2023.

I/we acknowledge that the above named business organization of which I/we am/are a qualified representative(s) has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between this firm and the Houston Independent School District that are not authorized by the District's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the District's entire portfolio or requires an interpretation of subjective investment standards.

I/we acknowledge that this instrument is transacted to comply with Chapter 2256, Government Code.

Signed this _____ day of _____, 20____.

Name

Title

Business Organization

The State of _____

This instrument was acknowledged before me on this the _____
day of _____, 20____.

by _____

Title _____,

Organization _____.

Notary Public, State of _____

HOUSTON INDEPENDENT SCHOOL DISTRICT

DIVISION	Finance	REVIEWED	May 11, 2023
DEPARTMENT	Treasury	APPROVED	Lisa Pepi
PROCESS	Corporate Bonds – Issuer Approvals		

Purpose: Procedures for approving issuers of corporate debt securities.

Resources required:

Issuer research materials
Current ratings release

Approval Process

1. An investment officer of the District will propose that an issuer be considered as an addition to the list of approved issuers.
2. The Treasurer will appoint a member of the investment advisory committee to assimilate research materials and rating histories of the proposed issuer.
3. Research material will be disseminated to advisory board members.
4. A discussion memorandum will be prepared and circulated to all advisory committee members for comment.
5. The District investment officers will prepare a written recommendation for inclusion of the issuer being reviewed.
6. The unanimous written approval of all responding advisory committee members is required for inclusion on the list of approved issuers. Responding members must constitute at least two-thirds membership of all committee members.
7. The approved list will include no more than fifteen issuers.

List Maintenance

1. All issuers on the approved list will be reviewed on a quarterly basis for continuation of approved status.
2. The Treasurer will appoint members of the advisory committee to update research materials and rating histories.
3. Research will be disseminated to advisory committee members for review and discussion.
4. The list of approved issuers will be distributed and each individual issuer will be marked for approval or removal by committee members.
5. A vote of removal by any single committee member will be cause for excluding that issuer from the list of approved issuers.

HOUSTON INDEPENDENT SCHOOL DISTRICT

DIVISION	Finance	DATE	May 11, 2023
DEPARTMENT	Treasury	APPROVED	Lisa Pepi
PROCESS	Corporate Bonds – Portfolio Qualifications		

Purpose: Procedures for analyzing and reviewing portfolio holdings of corporate securities.

Resources required:

Cash Management and Investment Policy (CMIP)
Sec. 2256.0204 Government Code
Evare Open Investments Report (as of purchase consideration or review date)

Policy restrictions to be reviewed at time of purchase

8. Corporate bonds must be a senior secured debt obligation issued by a domestic business entity and rated not lower than “AA-“ or the equivalent by at least one nationally recognized investment rating firm.
9. Nationally recognized investment ratings firms are defined as including Standard & Poor’s, Moody’s, and Fitch ratings services.
10. The stated final maturity must not be longer than three years from the date of purchase.
11. The District will limit investment in corporate bonds to the General Fund, Health Insurance Fund, and Workers’ Compensation Funds.
12. Investments in corporate bonds will in the aggregate not exceed more than 15% of the Districts’ monthly average fund balance excluding bond funds, debt service funds, and corporate bonds already in the investment portfolio.
13. The District will not invest more than 25% of the funds invested in corporate bonds in any one issuer, including subsidiaries and affiliates of the issuer.

Continuing Review

6. Treasury staff will review and document the review of each corporate bond holding in the District’s investment portfolio at least once each week.
7. A corporate bond will be sold if one of the following actions occur:
 - a. Any of the rating firms changes the rating of the bonds to lower than “AA-“.
 - b. Any of the rating firms places the bonds on negative credit watch or the equivalent if the rating is already at “AA-“.
8. A sale resulting from a rating change will be completed within seven days of a rating change delineated above.

Purchase restrictions in addition to policy requirements

1. Corporate bonds will not be purchased if the rating is lower than “AA” by any single rating firm.

**HOUSTON INDEPENDENT SCHOOL DISTRICT
RESOLUTION RELATING TO THE APPROVAL OF THE
CASH MANAGEMENT AND INVESTMENT POLICY**

WHEREAS, Section 2256.005 of the Government Code requires that an investment policy be adopted by rule, order, ordinance or resolution,

THEREFORE BE IT RESOLVED THAT:

All of the above paragraphs are incorporated and made a part of this Resolution and be it,

RESOLVED AND ORDAINED that the board has reviewed and approved the Houston Independent School District's *Cash Management and Investment Policy*, as presented June 22, 2023.

PASSED, APPROVED, AND ADOPTED
THIS 22nd DAY OF JUNE, 2023.

HOUSTON INDEPENDENT SCHOOL DISTRICT

By: _____
President

Attest: _____
Secretary



6/22/2023

18.

Office of the Superintendent of Schools

Office of Finance

Annual Authorization To Carry Forward And Re-Appropriate 2022-2023 Encumbrances
And Fund Commitments Into Fiscal Year 2023-2024

In accordance with the Texas Education Agency Financial Accountability System Resource Guide and with generally accepted accounting principles, funds that are obligated through the issuance of a purchase order or a funds commitment, but are not expended at year-end, may be carried forward to the next fiscal year. Unspent campus funds do not carry over into 2023-2024. This requires approval by the board since these funds must actually be appropriated into the new budget year. Such encumbered and committed amounts will be presented to the board for approval by fund and function once the year-end financial statements are closed and balances can be determined. As part of the year-end process, it is also requested that fund balance accounts be adjusted to reflect the appropriate balances required to meet district obligations.

COST/FUNDING SOURCE(S): Determined at the time of 2022-2023 fiscal year-end closing. Funds will be reserved for encumbrances and fund commitments in the 2023-2024 *Annual Comprehensive Financial Report* and re-appropriated in 2023-2024.

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board authorizes year-end encumbrances and fund commitments from fiscal year 2022-2023 to be carried forward and re-appropriated for fiscal year 2023-2024, effective June 23, 2023.



6/22/2023

19.

Office of the Superintendent of Schools

Office of Finance

Resolution Approving The Commitment Of General Fund Unassigned Fund Balance

Governmental Accounting Standards Board (GASB) statement 54 - Fund Balance Reporting and Governmental Fund Type Definitions (GASB 54) established fund balance classifications that comprise a hierarchy of five possible classifications, as follows:

- **Non-spendable Fund Balance** includes amounts not in spendable form, such as inventory, or amounts required to be maintained intact legally or contractually.
- **Restricted Fund Balance** includes amounts constrained for a specific purpose by external parties (e.g., debt service, capital projects, and federal funds).
- **Committed Fund Balance** includes amounts constrained for a specific purpose by a government using its highest level of decision-making authority (e.g. land, capital replacement reserve).
- **Assigned Fund Balance** includes general fund amounts constrained for a specific purpose by a governing board or by an official that has been delegated authority to assign amounts.
- **Unassigned Fund Balance** is the residual classification for the General Fund.

Compliance with GASB 54 requires that the board annually approves any committed fund balance amounts. The purpose of this agenda item is to request that the board formally commits funds from the General Fund unassigned fund balance for the reserve for operations. The resolution is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves the resolution committing funds from the General Fund unassigned fund balance, effective June 23, 2023.

STATE OF TEXAS
COUNTY OF HARRIS
HOUSTON INDEPENDENT SCHOOL DISTRICT

RESOLUTION

The undersigned officers of the board of the Houston Independent School District (the "district"), hereby certify as follows:

1. The board of the district convened in regular meeting on June 22, 2023, at the regular designated meeting place, and the roll was called of the duly constituted officers and members of said board, to-wit:

TBA, Member
TBA, Member
TBA, Member
TBA, Member
TBA, Member

TBA, Member
TBA, Member
TBA, Member
TBA, Member

and it was determined that a quorum of the board was present. Whereupon, among other business, the following was transacted at said meeting: a written

**RESOLUTION APPROVING THE COMMITMENT OF GENERAL FUND
UNASSIGNED FUND BALANCE**

was duly introduced for the consideration of the board and read in full. It was then duly moved and seconded that such Resolution be passed; and, after due discussion, such motion, carrying with it the passage of such Resolution, prevailed and carried by the following vote:

AYES ____ NOES ____ ABSTENTIONS ____

WHEREAS the following order was duly put and carried, said Order reading as follows:

IT IS HEREBY RESOLVED, ordered, and directed that the Houston Independent School District commit the following portions of its June 30, 2023, General Fund unassigned fund balance.

BE IT RESOLVED that \$98,991,251 be committed for reserve for operations.

2. That a true, full, and correct copy of such Resolution passed at the meeting described in the above and foregoing paragraph; that such Resolution has been duly recorded in such board's minutes of such meeting; that the above and foregoing paragraph is a true, full and correct excerpt from such board's minutes of such meeting pertaining to the passage of such Resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the board as indicated therein; that each of the officers and members of the board was duly and sufficiently notified officially and personally, in advance of the time, place and purpose of such meeting, and that such Resolution would be introduced and considered for passage at such meeting, and each of such officers and members consented, in advance,

to the holding of such meeting for such purpose; and that such meeting was open to the public, and public notice of the time, place and purpose of such meeting was given all as required by Chapter 551, Texas Government Code, as amended.

SIGNED AND SEALED this June 23, 2023.

Office of Board Services
Houston Independent School District

(SEAL)



6/22/2023

20.

Office of the Superintendent of Schools

Office of Finance

Acceptance Of Federal Funds From The Texas Education Agency Through The Every Student Succeeds Consolidated Federal Grant Application, Perkins V: Strengthening Career And Technical Education For The 21st Century Grant Application, And The Special Education Consolidated Grant Application For The 2023-2024 School Year In Support Of Districtwide And School-Specific Programs And Authorization To Negotiate And Amend Grants

Each year, the Houston Independent School District (HISD) submits applications for entitlement funds to the Texas Education Agency (TEA) under the Elementary and Secondary Education Act of 1965, as amended under the Every Student Succeeds Act (ESSA) of 2015; the Individuals with Disabilities Education Improvement Act (IDEA) of 2004; and the Carl D. Perkins Vocational and Technology Education Act of 1998, as amended by the Carl D. Perkins Vocational and Technical Education Act of 2006. The applications include the following programs:

ESSA Consolidated Federal Grant Application:

- Title I, Part A-Improving Basic Programs Operated by Local Education Agencies
- Title I, Part C-Migrant Education
- Title I, Part D, Subpart 2-Neglected and Delinquent
- Title II, Part A-Supporting Effective Instruction
- Title III, Part A-English Language Acquisition (ELA)
- Title III, Part A-Immigrant
- Title IV, Part A-Student Support and Academic Enrichment (SSAE)

Perkins V: Strengthening Career and Technical Education for the 21st Century

Special Education Consolidated Grant Application (Federal):

- IDEA, Part B-Formula
- IDEA, Part B-Preschool

The purpose of this agenda item is to accept federal funds through the ESSA Consolidated Federal Grant, Perkins V: Strengthening Career and Technical Education for the 21st Century Grant Application, and the Special Education Consolidated Grant Application for the 2023-2024 school year from the TEA. For HISD to pay payroll and other operating expenditures beginning on July 1, 2023, all previously mentioned grants are required to be submitted by June 30, 2023.

The TEA has released the planning entitlements for the 2023-2024 school year for the above grant

programs. HISD has begun planning, prioritizing, and renewing the process for programs for the 2023-2024 fiscal year based on final amounts for the 2022-2023 fiscal year.

All programs supported by these funding sources must adhere to the requirement to supplement, not supplant, in order to ensure that state and local support for programs remain at least constant and are not replaced by federal funds. The application is due to the TEA on Friday, June 23, 2022.

Title I, Part A - Improving Basic Programs Operated by Local Education Agencies

The planning entitlement for Title I, Part A, is \$120,816,974 with carryover funding of \$21,828,591 for a total budget of \$142,645,565 for the 2023-2024 school year. Funds are allocated to schools based on a per-pupil cost multiplied by the number of students who are identified as economically disadvantaged. The 2023-2024 Title I, Part A funding will impact approximately 147,789 students from approximately 159 elementary schools, 47 middle schools, 44 high schools, 3 facilities that serve neglected and delinquent students, 31 private schools, and homeless children. In 2023-2024, Title I, Part A funds will provide set-aside funds to support:

- Professional development for effective teachers, leaders, and instructional paraprofessionals
- Services to homeless students and foster care students
- Supplemental services, including instructional intervention programs
- Trainings, meetings, literacy programs, and other activities to support parent and family engagement
- Tutorials and/or extended day programs
- Parent and Family Engagement Department that will provide services directly to Title I, Part A campuses
- Home Instruction for Parents and Pre-School Youngsters (HIPPPY)
- Redesign. Innovate. Support. Empower. (RISE) Transformation Cohort Campuses consisting of 24 campuses
- On-Time Grad Academy

The proposed Title I, Part A budget is shown on Attachment 1.

Title I, Part C - Migrant Education

The purpose of Title I, Part C Migrant Education Program (MEP) funds is to establish and improve programs that are designed to meet the special needs of children of migratory agricultural workers or migratory fishers so that they may succeed in meeting the state's academic-content and student academic achievement standards and graduate from high school. There are approximately 265 migrant students in the HISD MEP. Based on the number of eligible migratory children residing in the district, the MEP will receive a planning entitlement of \$203,233 with carryover funding of \$0 for a total budget of \$203,233 for the 2023-2024 school year. The funds provide salaries for support-staff members and services to migrant students and their families.

A migratory child is defined as an individual under the age of 22 that lacks a U.S. issued high-school diploma or Certificate of High School Equivalency:

- who is a migratory agricultural worker or a migratory fisher; or

- who, in the preceding 36 months, in order to accompany or join a parent, spouse, or guardian who is a migratory agricultural worker or a migratory fisher, has moved due to economic necessity from one residence to another, and
- has moved from one school district to another.

Services are determined by the following seven focus points of the state-approved MEP:

- Identification and recruitment (age 3-grade 12 and out-of-school youth)
- Early childhood education (ages 3 and 4)
- New generation system for migrant student record transfer (age 3-grade 12 and out-of-school youth)
- Graduation enhancement (grades 9-12)
- Secondary credit exchange and accrual (grades 7-12)
- Parental involvement (all levels)
- Migrant services coordination (all levels)

The proposed Title I, Part C budget is shown on Attachment 2.

Title I, Part D, Subpart 2 - Neglected & Delinquent

The planning entitlement for Title I, Part D, Subpart 2 is \$148,803 with carryover funding of \$41,463 for a total budget of \$190,266 for the 2023-2024 school year. Funds are to provide equitable services to qualifying facilities for neglected or delinquent youth. This funding will be used to support the following strategies:

- Carry out high-quality education programs to prepare children and youth for secondary school completion, training, employment, or further education;
- Provide activities to facilitate the transition of such children and youth from the correctional program to further education or employment; and
- Operate programs in local schools, including schools operated or funded by the Bureau of Indian Education, for children and youth returning from correctional facilities, and programs which may serve at-risk children and youth.

The proposed Title I, Part D, Subpart 2 budget is shown on Attachment 3.

Title II, Part A - Supporting Effective Instruction

The planning entitlement for Title II, Part A is \$10,025,336 with carryover funding of \$1,647,507 for a total budget of \$11,672,843 for the 2023-2024 school year. The purpose of Title II, Part A is to:

- Increase student achievement consistent with state academic standards;
- Improve the quality and effectiveness of teachers, principals, and other school leaders;
- Increase the number of effective teachers, principals, and other school leaders who are effective in improving students' academic achievement in schools; and
- Provide low-income and minority students greater access to effective teachers, principals, and other school leaders.

Title II, Part A funding will be used to support the following strategies:

- Implement effective recruiting of effective teachers, principals, and other school leaders; and
- Provide professional development training to teachers, principals, and other school leaders.

The proposed Title II, Part A budget is shown on Attachment 4.

Title III, Part A - English Language Acquisition (ELA)

The Title III, Part A, English Language Acquisition, Language Enhancement, and Academic Achievement Program provides supplemental and support services to students who are identified as Emergent Bilingual (EB) and need support due to their Limited English Proficiency (LEP). The purpose of this program is to ensure that EB and immigrant students attain English proficiency, develop high levels of academic achievement in English, and meet the same challenging academic standards that all children are expected to meet.

The planning entitlement for Title III, Part A ELA is \$6,418,706 with carryover funding of \$1,509,427. The total budget for ELA is \$7,928,133 to be used in the 2023-2024 school year. These funds will affect approximately 82,493 students from 275 schools that serve EB and immigrant students. As required by ESSA, services will also be provided to eligible EB students in private, nonprofit schools within HISD's boundaries.

Title III, Part A -Immigrant

The planning entitlement for Title III, Part A Immigrant is \$1,529,542 with carryover funding of \$0. The total budget for Immigrant is \$1,529,542 to be used in the 2023-2024 school year. These funds will affect approximately 82,493 students from 275 schools that serve EB and immigrant students. As required by ESSA, services will also be provided to eligible EB students in private, nonprofit schools within HISD's boundaries.

These funds must supplement school programs and may not supplant existing state mandated requirements. District use of funds includes the following supplemental activities:

- Supporting the development and implementation of Language Instruction Educational Programs (LIEPs)
- Measuring and monitoring the English language proficiency and academic progress of EB and immigrant students
- Enhancing existing LIEPs and programs for restructuring and reforming schools with EB and immigrant students
- Supporting implementation of schoolwide LIEPs
- Improving LIEPs by upgrading curricula, instructional materials, software, and assessment procedures
- Improving instruction of EB students with disabilities
- Providing instructional support through tutorials
- Parent and family outreach and community engagement
- Professional development that includes instructional strategies and implementation of English Language Proficiency Standards (ELPS) disciplines for EB learners

The proposed Title III, Part A budgets are shown on Attachment 5 and 5a.

Title IV, Part A-Student Support and Academic Enrichment (SSAEP)

The purpose of Title IV, Part A is to improve students' academic achievement by increasing the capacity of states, local educational agencies, schools, and local communities to:

- Provide access to, and opportunities for, a well-rounded education for all students;
- Improve school conditions for student learning in order to create a healthy and safe school environment; and
- Improve access to personalized learning experiences supported by technology and professional development for the effective use of data and technology.

Funds are available to all HISD campuses and eligible participant private and nonprofit schools. The planning entitlement for Title IV, Part A is \$9,421,965 with carryover funding of \$0 for a total budget of \$9,421,965 for the 2023-2024 school year. The funds will be used to support the following:

- Content Area 1 - Well-Rounded Educational Opportunities (at least 20 percent)
 - Career and college counseling/guidance
 - Arts and music programs that promote problem solving and conflict resolution
 - Science, technology, engineering, and math (STEM) programming and activities
 - Accelerated learning programs
 - History, civics, economics, geography, foreign language, and environmental education
 - Dual or concurrent enrollment and early college high schools
 - Social-emotional learning
- Content Area 2 - Activities to Support Safe and Healthy Students Activity (at least 20 percent)
 - Drug and violence prevention
 - School-based mental health services
 - Health and safety practices in school athletic programs
 - Physical/nutrition education
 - Bullying and harassment prevention
 - Relationship-building skills
 - Dropout prevention and re-entry
 - Training for school personnel in drug abuse, violence, trafficking, and trauma
- Content Area 3 - Effective Use of Technology [Allocation must be set aside and no minimum is required. No more than 15 percent allocated on technology infrastructure (out of funds allocated for use of technology)]
 - Provide educators, school leaders, and administrators with professional learning tools, devices, content, and resources to:
 - Use data and technology to improve instruction;
 - Personalize learning to improve student academic achievement;
 - Use technology in the classroom, including by administering computer assessments and blended learning strategies; and
 - Implement and support schoolwide and districtwide approaches for using technology to inform instruction, and to support teacher collaboration and personalized learning

- Build technology capacity and infrastructure
- Develop and use innovative strategies and digital learning technologies and assistive technology
- Professional development
- Remote access for students in rural/remote/underserved areas

The Proposed Title IV, Part A budget is shown on Attachment 6.

Perkins V: Strengthening Career and Technical Education for the 21st Century

The planning entitlement for the Carl D. Perkins Career and Technical Education (CTE) program is \$2,835,633 with carryover funding of \$0 for a total budget of \$2,835,633 for the 2023-2024 school year. Funds from the Perkins grant will be used to meet the required uses within CTE programs of study, dual credit workforce courses, and/or in the middle grades including:

- Providing career exploration and career development;
- Providing professional development to teachers, administrators, and district staff;
- Providing the skills needed to pursue high-wage, high-skill, or in-demand careers;
- Supporting the integration of academic skills into CTE programs of study;
- Planning and implementing elements that result in increasing student achievement on performance indicators; and
- Developing and implementing evaluations of the programs and activities.

These funds support curriculum integration and college, career, and military readiness (CCMR) accountability indicators through industry-based certifications, professional development, career guidance and counseling, development of career concentrations and programs of study, activities for special populations, and participatory planning with parent and student involvement. Activities for special populations include creating opportunities to address the needs of students who are at-risk, homeless, aging out of foster care, or overage youth; ensuring that students with disabilities have the additional skills and training needed to pursue a career; and encouraging students to pursue nontraditional careers.

The proposed Carl Perkins Act V budget is shown in Attachment 7.

Special Education Consolidated Grant Application (Federal) - IDEA, Part B-Formula and IDEA, Part B -Preschool

Special Education federal grants (IDEA) and the State Deaf Grant are based on a permanent formula that includes a base amount, district enrollment of all students, and information collected from socioeconomic information forms. This allocation is awarded by the TEA based on three components: base, population, and poverty. The base amount is a frozen amount adjusted by statute as varying circumstances occur. The population amount is 85 percent of the remaining funds available from the federal government for flow-through funds to the district. This amount is based on the relative number of children enrolled in public and private elementary and secondary schools within the district's jurisdiction. The poverty amount is 15 percent of the remaining funds available from the federal government for flowthrough funds to the district. This amount is based on the relative number of children living in poverty. The TEA distributes final entitlements to school districts annually in January.

The planning entitlement for IDEA-B formula amount is \$39,453,780 with \$0 carryover for a total budget of \$39,453,780 for approximately 17,505 students for the 2023-2024 school year. The planning entitlement for IDEA-B Preschool amount is \$566,258 with \$0 carryover for a total budget of \$566,258 for approximately 1,290 students for the 2023-2024 school year. The IDEA-B Formula and IDEA-B Preschool planning amounts are the base entitlement amounts resulting from implementation of the permanent formula established by the reauthorization of IDEA.

The proposed IDEA-B budgets are presented in attachments 8 and 8a.

COST/FUNDING SOURCE(S): The total planning amount to be received under these federal entitlements is \$216,457,880 and will be implemented as federal grant funds.

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the board approves the acceptance of funds for Title I, Part A; Title I, Part C; Title I, Part D, Subpart 2; Title II, Part A; Title III, Part A; Title IV, Part A; Perkins V; and Special Education (IDEA, Part B) grant funds as presented for the 2023-2024 school year and authorizes the administration to negotiate and amend appropriate applications to the TEA, effective June 23, 2023.

Attachment 1
Houston Independent School District
Title I, Part A-Improving Basic Programs Operated by Local Education Agencies- 2023-2024

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$120,816,974.00
Carryover Funds	\$21,828,591.00
Planning Budget	\$142,645,565.00

Use of Funds:

Grant Required

Campus Allocations - Homeless Non-Title I Campuses	\$200,000.00
Campus Allocations - Parent and Family Engagement	\$1,920,819.00
Charter Schools (OMB A-133-New or Significant Growth)	\$200,000.00
Homeless Program	\$213,645.00
Homeless Program Expansion/Foster Care	\$251,858.00
Institutions for Neglected Children	\$7,514.00
Private Nonprofit Schools	\$2,197,659.00

Title I, Part A Initiatives

Academic Instructional Technology (AIT)	\$507,230.00
Campus Allocations- Redesign. Innovate. Support. Empower. (RISE) Transformation Campuses	\$23,049,659.00
Campus Allocations- Regular Title I Funding	\$51,429,631.00
Campus Allocations- Title I Additional Funding - TIER III Campuses	\$9,720,003.00
Campus Positions- Elementary Curriculum - Core Subjects - Curriculum Implementation Coaches	\$7,033,673.00
Campus Positions- Interventionist or Teacher Specialist - (Grades 6th - 12th)	\$4,018,773.00
Campus Positions- Project Explore Advisors (Grades 6th - 8th)	\$1,977,543.00
Campus Positions- Secondary Curriculum - Core Subjects - Curriculum Implementation Coaches	\$5,155,351.00
Campus Positions- Wraparound Specialists	\$18,189,433.00
General Administration	\$2,806,783.00
Home Instruction for Parents of Pre-School Youngsters (HIPPY)	\$917,413.00
Hourly Principals	\$300,000.00
HR Business Partners	\$378,300.00
Intervention Assistance Team (IAT)	\$540,000.00
On-Time Academy - Credit Recovery Program (Grades 9th - 12th)	\$329,610.00
Professional Development - Title I Campuses	\$2,281,232.00
Student Assessment	\$150,000.00

Family and Community Engagement Support

Family and Community Engagement	\$1,389,225.00
Family and Community Engagement - Brochures	\$186,566.00
Translations for District Improvement Plan and Campus Improvement Plan	\$120,000.00

Indirect Costs

\$7,173,645.00

Title I, Part A Total Funding:

\$142,645,565.00

Attachment 2
Houston Independent School District
Title I, Part C - Education of Migratory Children - 2023-2024

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$203,233
Carryover Funds	\$0
Planning Budget	<u><u>\$203,233</u></u>

Use of Funds:

General Administration	\$185,354
Services to Students- School Supplies, Summer Academy, and Uniforms	\$17,879

Title I, Part C Total Funding	<u><u>\$203,233</u></u>
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***Note: No Indirect Costs for Title I, Part C*

**Attachment 3
Houston Independent School District**

**Title I, Part D, Subpart 2 — Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent,
or At-Risk 2023-2024**

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$148,803
Carryover Funds	\$41,463
Planning Budget	<u>\$190,266</u>

Use of Funds:

Tutoring Services	\$180,698
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Indirect Costs	\$9,568
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Title I, Part D, Subpart 2 Total Funding:	<u>\$190,266</u>
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Attachment 4
Houston Independent School District
Title II, Part A — Supporting Effective Instruction — 2023-2024

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$10,025,336
Carryover Funds	\$1,647,507
Planning Budget	<u>\$11,672,843</u>

Use of Funds:

Grant Required

Private Nonprofit Schools	\$577,714
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Title II, Part A Initiatives

General Administration	\$1,358,999
Human Resources	
HR Business Partners	\$64,902
Talent Strategy- Talent Acquisition- Onboarding and Organization Development	\$853,663
Recruitment and Retention Stipends	\$484,205
Professional Development -Districtwide	
Teacher Career Pathways-Instructional Professional Development	\$1,003,369
Leadership Development	\$2,323,027
Teacher Development	\$4,463,592

Indirect Costs

\$543,372

Title II, Part A Total Funding:

\$11,672,843

Attachment 5

Houston Independent School District

Title III, Part A - English Language Acquisition, Language Enhancement, and Academic Achievement Act (ELA) - 2023-2024

Recommended Budget for 2022-2023

Sources of Funding:

Planning Entitlement	\$6,418,706
Carryover Funds	\$1,509,427
Planning Budget	\$7,928,133

Use of Funds:

Grant Required

Private Nonprofit Schools	\$32,000
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Title III, Part A LEP Initiatives

General Administration - Multilingual Programs	\$4,036,375
Mentoring, Language Acquisition Coaches and Tutorials	\$3,281,052
Professional Development	\$160,000
Family and Community Engagement	\$20,000

Indirect Costs

\$398,706

Title III, Part A LEP Total Funding:

\$7,928,133

Attachment 5a
Houston Independent School District
Title III, Part A - Immigrant Student Funding - 2023-2024

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$1,529,542
Carryover Funds	
Planning Budget	<u><u>\$1,529,542</u></u>

Use of Funds:

Title III, Part A Immigrant Initiatives

General Administration - Multilingual Programs	\$691,000
Mentoring and Tutoring	\$746,621
Professional Development	\$10,000
Family and Community Engagement	\$5,000

Indirect Costs	\$76,921
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Title III, Part A LEP Total Funding:	<u><u>\$1,529,542</u></u>
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Attachment 6
Houston Independent School District
Title IV, Part A - Student Support and Academic Enrichment (SSAE) Grant - 2023-2024

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$9,421,965
Carryover Funds	\$0
Planning Budget	<u><u>\$9,421,965</u></u>

Use of Funds:

Grant Required

Private Nonprofit Schools	\$542,662
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Content Area 1 – Well-Rounded Educational Opportunities

Fine Arts/Music /Athletics	\$1,551,725
Social and Emotional Learning - (SEL) (Students and Staff)	\$3,011,516
Student Assessment - Professional Development (Data Driven Instruction)	\$172,777

Content Area 2 – Activities to Support Safe/Healthy Students Activity

Police Department - School Safety Programming for Students	\$1,168,535
Transportation (Professional Development and Communication Platform for Parents)	\$600,000
Student Assistance - Attendance and Drop Out Prevention (All Schools)	\$263,740
Interventions - Over Age Department (Elementary and Middle Schools)	\$898,384
Interventions - Positive Behavioral Interventions Support (PBIS)	\$524,187

Content Area 3 – Effective Use of Technology

Transportation- Quality Assurance (Zonar Tracking System)	<u>\$500,000</u>
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Total Administrative Cost (May spend up to 2%)

\$188,439

Title IV, Part A Total Funding:

\$9,421,965

Attachment 7
Houston Independent School District
Perkins V: Stengthening Career and Technical Education for the 21st Century – 2023-2024

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$2,835,633
Carryover Funds	\$0
Planning Budget	<u><u>\$2,835,633</u></u>

Use of Funds:

Capital Outlay	\$500,000
General Administration	\$850,000
Professional and Contracted Services	\$1,000,000
Professional Development	\$103,029
Programming for Special Populations	\$40,000
Supplies and Materials	\$200,000

Indirect Costs	\$142,604
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Carl D. Perkins Total Funding:	<u><u>\$2,835,633</u></u>
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**Attachment 8
Houston Independent School District
IDEA - B - 2023-2024**

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$39,453,780
Carryover Funds	\$0
Planning Budget	<u>\$39,453,780</u>

Use of Funds:

Campus Positions

Teachers	\$7,311,572
Teaching Assistants	\$364,862
Campus and Instructional & Related Service Positions (Extended School Year Services)	\$14,317,992

Professional and Consulting Services

Nursing	\$255,667
Occupational Therapy/Physical Therapy	\$2,377,200
Speech	\$344,602
Public Consulting Group	\$620,593
Non-Public School Placements - Day	\$3,450,000
Non-Public School Placements - Residential	\$1,750,000
Miscellaneous Contract Services	\$21,000

Other Operating Costs

Shared Services Arrangement - Region 4 - Regional Day School Program for the Deaf	\$6,656,161
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Indirect Costs

\$1,984,131

IDEA - B Total Funding:

\$39,453,780

Attachment 8a
Houston Independent School District
IDEA - B Preschool - 2023-2024

Recommended Budget for 2023-2024

Sources of Funding:

Planning Entitlement	\$566,258
Carryover Funds	\$0
Planning Budget	<u><u>\$566,258</u></u>

Use of Funds:

Campus Positions	\$329,422
Instructional and Related Services Positions	\$223,882
Indirect Costs	\$12,954

IDEA - B Preschool Total Funding:	<u><u>\$566,258</u></u>
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6/22/2023

21.

Office of the School Board

Approval To Temporarily Suspend Certain Portions Of Board Policy DC(LOCAL),
Employment Practices

The Houston Independent School District (HISD) School Board is asked to approve temporary suspension of the portion of DC(LOCAL), *Employment Practices*, labelled *Applications* through August 31, 2023, because it does not allow for adequate flexibility in outside application platforms. This is a barrier to recruiting from the current talent pool.

The policy should be amended to increase application flexibility in the future.

The administration will suspend regulations through August 31, 2023, as follows:

- DC1
- DC3 regarding the *Application for Positions, Applications, and Interview* sections
- DC4
- DC5 regarding the *Pre-employment Information, Availability of Applicant, Personnel File, and Visit School* sections
- DC6
- DC8
- DC11 regarding the *Selection and Transfer* section only
- DC13
- DC15 regarding the payment of travel expenses for external candidates for district positions.

A copy DC(LOCAL) of is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the School Board suspends certain requirements of Board Policy DC (LOCAL) through August 31, 2023, as set forth herein, effective June 22, 2023.

Personnel Duties	The Superintendent or designee shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.
Posting Vacancies	The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.
Employment of All Personnel	The Board delegates to the Superintendent final authority to hire contractual and noncontractual personnel. [See also BJA(LOCAL)]
Applications	<p>All applicants shall complete the online application by accessing the District's careers home page¹.</p> <p>When applicants are equally qualified for a position, veterans who are discharged from active duty under an honorable discharge shall be extended an interview and, if equally qualified, will receive a hiring preference.</p> <p>Information on applications shall be confirmed before hiring an individual.</p> <p>[For information related to the evaluation of criminal history records, see DBAA.]</p>
Employment Requirements	All employees shall meet the requirements specified by the District for the positions for which they are hired. Exceptions to this provision may be made only by the Superintendent.
Polygraph Tests	Applicants for certain positions may be requested to take a polygraph examination after a tentative offer of employment is made by the District.
Unauthorized Persons on District Premises	No person independently hired by a District employee shall be allowed to perform any tasks or volunteer any duties on District premises without prior approval of the principal, work location supervisor, and/or the Human Resources Department. [See also DH(LOCAL), GKG(LOCAL)]
Exit Interviews	Employees resigning or retiring from the District may be asked to participate in exit interviews.
Resignation or Retirement in Lieu of Termination	An employee who retired or resigned in order to avoid termination shall not be eligible for reemployment with the District. [See also DFE(LOCAL)]

EMPLOYMENT PRACTICES

DC
(LOCAL)

**Employment
Assistance
Prohibited**

No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and DH(EXHIBIT) for the Educators' Code of Ethics.]

Effective Date

This policy shall be effective as of the adoption date, May 11, 2018.

¹ www.houstonisd.org/careers



6/22/2023

22.

Office of the School Board

Approval To Temporarily Suspend Board Policy DNA(LOCAL), *Performance Appraisal: Evaluation Of Teachers*

The Houston Independent School District (HISD) School Board is asked to approve suspension of board policy DNA(LOCAL), *Performance Appraisal: Evaluation of Teachers*, through August 31, 2023, in order to amend policy and for the administration to rewrite regulation that aligns with the new evaluation system for New Education System teachers for the 2023-2024 academic year and all teachers in the 2024-2025 academic year. According to principals, this policy and its regulations create a process that is inefficient and difficult to manage.

A copy of DNA(LOCAL) is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the School Board suspends board policy DNA(LOCAL) through August 31, 2023, as set forth herein, effective June 22, 2023.

**Appraisal System
and Process**

The formal appraisal of District teachers shall be in accordance with a local appraisal system developed in compliance with statutory provisions and state rules.

**General
Requirements**

District teachers shall be appraised annually as specified by this policy, DNA(REGULATION), the Board-approved appraisal calendar, and the Texas Teacher Evaluation and Support System (T-TESS) manual. Teachers will participate in the T-TESS. After July 1, 2024, participation in T-TESS may include participation in a modified T-TESS that includes fewer annual formal observations.

The District shall establish an appraisal calendar each year. The appraisal period for each teacher shall be defined as stated in the Board-approved appraisal calendar. The Board-approved appraisal calendar may provide exceptions to this policy.

Components of the appraisal system shall ensure that teachers receive appropriate guidance and feedback and, in addition to the components described in the remainder of this policy, may include, but are not limited to, a written self-assessment, formal and informal observations, classroom walk-throughs, student learning indicators, and conferences. The appraisal process shall produce a summative performance report for the teacher, signed by the teacher and appraiser, and maintained as specified in the District's Records Management manual.

Appraisers

All teachers shall be assigned a primary appraiser. The primary appraiser must conduct the minimally required annual conferences and at least one formal observation. Any appraiser may conduct additional formal observations and/or formal walkthroughs. Appraisers shall be school-based administrators or other individuals who meet eligibility requirements, as specified in DNA(REGULATION), and who have undergone the requisite appraiser training and certification provided by the District.

Certification

Before conducting an appraisal, an appraiser shall be certified by completing the uniform appraiser training the District provides. The Board shall annually approve certified appraisers. Periodic appraiser recertification and training shall be required.

Annual Training

Teachers shall participate in initial or update appraisal training annually as specified in the Board-approved appraisal calendar, DNA(REGULATION), and the T-TESS manual.

It is the teacher's responsibility to complete appraisal training and to provide evidence of training completion to the appraiser within the specified timeline. Failure to complete the appraisal training shall not impede the appraisal process.

Conferences

Teachers participating in T-TESS shall meet with their primary appraiser at least three times throughout the course of the school year. These comprehensive conferences shall be held near the beginning, middle, and end of the school year. After July 1, 2024, any teachers participating in a modified version of T-TESS will meet with their respective appraiser at least two times throughout the course of the school year. These comprehensive conferences shall be held near the beginning and end of the school year.

Additional conferences may be held at the request of the teacher or primary appraiser.

Observations

Teachers participating in T-TESS shall receive at least two formal classroom observations of at least 30 minutes in length. After July 1, 2024, any teacher participating in a modified version of T-TESS shall receive at least one formal classroom observation of at least 30 minutes in length.

The appraiser who conducted the formal observation shall provide the employee with specific, written feedback within ten working days from the date of the observation. Post-observation conferences may also be conducted at the request of either the appraiser or the teacher.

Ratings from each formal observation are included in determining a teacher's summative performance rating.

Walkthroughs

Each teacher participating in T-TESS may receive one or more formal walkthroughs of at least ten minutes in length. The appraiser who conducted the formal walkthrough shall provide the employee with specific, written feedback within ten working days from the date of the walkthrough. Post-walkthrough conferences may also be conducted at the request of either the appraiser or the teacher.

Ratings from each formal walkthrough are included in determining a teacher's summative performance rating.

Missed Deadlines

In the event an appraisal deadline is missed by either the teacher or the appraiser, the appraiser shall document the reason in a memorandum to the teacher and a copy shall be sent to the building principal. The appraisal process shall continue. A missed deadline shall not invalidate an appraisal document.

Appraisal Criteria

Teachers shall be appraised on the following two performance categories:

1. Instructional practice; and
2. Student performance (as determined by the District).

Instructional Practice	Appraisers shall assess the extent to which a teacher meets a set of expectations for each of four domains: <ol style="list-style-type: none">1. Planning;2. Instruction;3. Learning Environment; and4. Professional Practices and Responsibilities.
Student Performance	Appraisers shall assess a teacher's effectiveness using student performance measures.
Performance Feedback and Rating	Each teacher shall receive performance feedback in each domain of instructional practice during the end-of-year conference. Each teacher shall receive a summative performance rating as specified in the Board-approved appraisal calendar, DNA(REGULATION), and the T-TESS manual.
Individual Professional Development Plan	Each teacher shall have an individual professional development plan that sets a path for professional growth. The plan shall be developed collaboratively with the teacher and their appraiser near the beginning of the school year and shall be revisited as necessary throughout the year.
Prescriptive Plan for Assistance	An appraiser shall create a Prescriptive Plan for Assistance (PPA) for any teacher whose job performance becomes a concern as evidenced through walkthroughs and observations aligned to the instructional practice rubric. Teachers shall acknowledge receipt of the PPA within ten working days from receipt of the plan. The PPA form shall outline the focus areas for development, specific development activities and action steps, and expected changes in behavior or performance outcomes. The PPA shall be considered complete when the teacher's performance exhibits the expected change as noted by the appraiser.
Third-Party Input	The appraiser shall verify and document third-party information that the appraiser and/or employee want to use as cumulative data. Any documentation that will influence the employee's annual appraisal ratings must be shared in writing with the employee within ten working days of the appraiser's knowledge of the occurrence.
Second Appraisal Review	Each teacher may request a second appraisal review of their instructional practice by submitting a written request. The teacher's request must be submitted in writing within ten working days of receipt of the written feedback from a formal observation or formal walkthrough. The teacher may only request a second appraisal for a specific performance category once throughout a school year.

A second appraisal review for instructional practice shall require that the second appraiser conduct at least one unannounced formal observation or formal walkthrough, whichever led to the teacher's request for a second appraisal review.

Each teacher may request a second appraisal review of their student performance. A second appraisal review for student performance shall require a review of all documents and related materials to assess the teacher in those areas.

Ratings from both the original and second appraisers shall be averaged for a final rating for the requested performance criteria under review.

The Superintendent or designee shall select the second appraiser. Teachers may request that the second appraiser have content knowledge specific to the area being taught and that assignments shall be made based upon the availability of qualified personnel.

Teacher Responses

A teacher may submit a written response or rebuttal to his or her appraiser within ten working days of receipt of a written document. The appraiser will attach the teacher's written response to the appraisal document.

**Application of
Assessment
Systems**

All aspects of the appraisal systems shall be applied consistently and fairly to all employees. When an employee feels that any one of these procedures has been misapplied to him or her, a dispute may be filed in accordance with the Dispute Resolution Process at DGBA(LOCAL). However, unless the procedure in question was maliciously misapplied, applied in bad faith, or not applied by an appraiser, such misapplication or failure to follow the procedures shall not prevent or be any impediment to the Board or the Superintendent changing any employee's employment status under the terms of the employment contracts, if applicable, and state and federal laws.

Complaints

Employees may present complaints regarding the evaluation and appraisal process in accordance with the District's Dispute Resolution Process. [See DGBA(LOCAL)]

Amendment Process

The District may present suggested improvements to the appraisal process and criteria to the Shared Decision-Making Committees (SDMCs) and to the District Advisory Committee (DAC) for review on an annual basis. The SDMCs shall provide feedback on the proposed improvements to the DAC for its review and consideration. The District's administration shall present the recommended amendments to the Board.

Effective Date

This policy shall be effective as of the adoption date, February 11, 2022.



6/22/2023

23.

Office of the School Board

Approval To Temporarily Suspend Board Policy DNB(LOCAL), *Performance Appraisal: Evaluation Of Campus Administrators*

The Houston Independent School District (HISD) School Board is asked to approve suspension of board policy DNB(LOCAL), *Performance Appraisal: Evaluation of Campus Administrators*, through August 31, 2023, in order to amend policy and for the administration to rewrite regulation that aligns with the new principal evaluation system. Principals have been trained on and will be evaluated with the new principal evaluation system beginning in August 2023.

A copy of DNB(LOCAL) is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES NOT REQUIRE CONSULTATION.

THIS ITEM DOES NOT ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the School Board suspends board policy DNB(LOCAL) through August 31, 2023, as set forth herein, effective June 22, 2023.

PERFORMANCE APPRAISAL
EVALUATION OF CAMPUS ADMINISTRATORS

DNB
(LOCAL)

GENERAL PRINCIPLES	School leaders and other professional employees shall participate in the appraisal process on an annual basis and shall follow the local appraisal calendar adopted by the Board. The appraisal process shall be governed by the guidelines specified in this policy, respective regulations, and appraisal manuals. [See also DN]
EMPLOYMENT DECISIONS	When relevant to the decision, written evaluations of a professional employee's performance, as documented to date, and any other information the administration determines to be appropriate shall be considered in decisions affecting contract status.
EXCEPTION	Written evaluations and other evaluative information need not be considered prior to a decision to terminate a probationary contract or a certified administrative performance contract at the end of the contract term.
DEFINITION	Other professional employees are defined as: <ul style="list-style-type: none">• School Leaders — principals, assistant principals, and deans;• School counselors;• Nurses;• Librarians;• Magnet coordinators;• Social workers; and• Other professional employees who are not serving as a teachers of record.
SCHOOL LEADER APPRAISAL CRITERIA	School leader appraisals shall include, but not be limited to, the following criteria: <ul style="list-style-type: none">• Student performance;• School performance; and• Teacher effectiveness. <p>In addition to state and federal requirements, principal performance evaluations shall be aligned to rigorous standards established by the Board of Education to include, but not be limited to, evaluation of performance based on the percentage of students enrolled in Advanced Placement (AP), International Baccalaureate (IB), and college readiness transfer courses that are tested and evaluate student performance.</p>
PERFORMANCE REVIEW OF SCHOOL LEADERS	The following requirements shall be followed for the School Leader Appraisal System.

PERFORMANCE APPRAISAL
EVALUATION OF CAMPUS ADMINISTRATORS

DNB
(LOCAL)

TRAINING	School leaders shall complete initial or update training regarding the appraisal process and procedures annually.
APPRAISER CERTIFICATION	School leader appraisers shall complete standardized appraiser certification training prior to conducting appraisals.
OBSERVATIONS	<p>Each school leader shall receive at least two formal observations conducted by his or her certified appraiser annually.</p> <p>The appraiser shall provide the employee with specific, written feedback within ten working days from the date of the observation. Post-observation conferences may also be conducted at the request of either the appraiser or the school leader.</p>
CONFERENCES	<p>School leaders shall meet with their respective appraiser at least twice during the appraisal period and receive written feedback regarding goal achievement. The formative and summative conferences shall be held to:</p> <ul style="list-style-type: none">• Review campus scorecard performance data, set goals that define expectations, and set priorities; and• Discuss performance progress toward goal achievement, make adjustments to goals, and plan prescriptive professional development. <p>Additional conferences may be held at the request of the school leader or appraiser.</p>
PERFORMANCE REVIEW OF OTHER PROFESSIONALS	Performance evaluations for professional employees other than school leaders and teachers shall be conducted annually through the District's locally adopted appraisal system for such employees as specified in DN(LOCAL).
ASSISTANCE	<p>An appraiser may place an employee on a Prescriptive Plan for Assistance (PPA) at any time when performance or behavior becomes a concern as evidenced by observations, work products, or behavior aligned to the appraisal expectations.</p> <p>The PPA shall outline the areas for improvement identified by the appraiser, and specific developmental activities within the employee's plan shall be monitored.</p>
DOCUMENTATION AND RECORDS	Official appraisal records shall be maintained throughout a person's employment with the District as outlined in the District's Records Management Manuals.
THIRD-PARTY INPUT	The appraiser shall verify and document any third-party information that the appraiser and/or employee want to use as cumulative data. Any documentation that will influence the employee's annual appraisal ratings must be shared in writing with the employee within

PERFORMANCE APPRAISAL
EVALUATION OF CAMPUS ADMINISTRATORS

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	<p>ten working days of the appraiser's knowledge of the occurrence. A parent or legal guardian must sign if the initiating party is under 18 years of age.</p>
EMPLOYEE RESPONSE	<p>An employee may submit a written response or rebuttal to his or her appraiser within ten working days of receipt of a written document. The appraiser will attach the employee's written response to the appraisal document.</p>
APPLICATION OF ASSESSMENT SYSTEMS	<p>All aspects of the appraisal systems shall be applied consistently and fairly to all employees. When an employee feels that any one of these procedures has been misapplied to him or her, a dispute may be filed in accordance with the Dispute Resolution Process at DGBA(LOCAL). However, unless the procedure in question was maliciously misapplied, applied in bad faith, or not applied by an appraiser, such misapplication or failure to follow the procedures shall not prevent or be any impediment to the Board or the Superintendent changing any employee's employment status under the terms of the employment contracts, if applicable, and state and federal laws.</p>
COMPLAINTS	<p>Employees may present complaints regarding the evaluation and appraisal process in accordance with the District's Dispute Resolution Process. [See DGBA(LOCAL)]</p>
EFFECTIVE DATE	<p>This policy shall be effective as of the adoption date, June 13, 2014.</p>