

**THE HOUSTON INDEPENDENT SCHOOL DISTRICT**



# **AGENDA**

**School Board  
Meeting**

**June 13, 2024**

**5:00 P.M. – BOARD AUDITORIUM – OPEN SESSION**

- CALL TO ORDER
- MEDITATION AND PLEDGE OF ALLEGIANCE
- RECOGNITIONS
- SPEAKERS TO AGENDA ITEMS
- HEARING OF THE COMMUNITY
- PUBLIC HEARING REGARDING THE STATE COMPENSATORY EDUCATION EVALUATION SUMMARY
- PUBLIC MEETING TO DISCUSS BUDGET AND PROPOSED TAX RATE
- END OF SCHOOL YEAR REPORT ON THE FIRST YEAR OF DISTRICT TRANSFORMATION: HIGH LEVEL REVIEW OF ACCOMPLISHMENTS AND PRELIMINARY STAAR ACHIEVEMENT RESULTS
- OVERVIEW OF DISTRICT'S DEFINED AUTONOMY FRAMEWORK
- CONSIDERATION AND APPROVAL OF AGENDA ITEMS
- REMARKS AND REPORTS
- RECESS TO CLOSED SESSION UNDER SECTIONS 551.004 THROUGH 551.089 OF THE TEXAS GOVERNMENT CODE FOR THE PURPOSES LISTED IN THIS NOTICE
- RECONVENE IN OPEN SESSION
- CONSIDERATION AND POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION

**DISCUSSION AND REPORT ITEMS**

1. Report On The Plans Regarding Neighborhood Students Who Will Not Attend Helms Elementary School And Wharton Dual-Language Academy And Who Are Not Already Participating In The School Choice Process
  - Helms/Wharton Proposed Solution

**ITEMS PULLED FROM CONSENT AGENDA**

2. Approval Of The 2024-2025 Recommended Budget
  - 2024-2025 Recommended Budget

## **CONSENT AGENDA**

3. Approval Of Proposed Revisions To Board Policy EK(LOCAL), *Testing Programs-First Reading*
  - EK(LOCAL), First Reading
4. Adoption Of The Revised *Audit Committee Charter*
  - Audit Committee Charter (redlined)
  - Audit Committee Charter
5. Reappointment Of Houston Independent School District Representatives To Tax Increment Reinvestment Zones Boards Of Directors
6. Approval Of Proposed Revisions To Board Policy FEC(LOCAL), *Attendance: Attendance For Credit-Second Reading*
  - FEC(LOCAL), Second Reading
7. Approval Of Certification Waiver For Teachers, Counselors, And Assistant Principals For The 2024-2025 School Year
8. Approval To Submit Waiver For Low Attendance And Missed School Days For 2023-2024
  - Low Attendance And Missed School Days Waivers
9. Authorization To Negotiate, Execute, And Amend An Agreement Renewal With The Houston Health Department For Continuing Collaboration With Baylor College Of Medicine To Provide On-Site Teen Health Clinics At Select Sites In Harris County Precinct 1
  - Baylor Teen Clinic Overview
10. Authorization To Negotiate, Execute, And Amend An Agreement Renewal With The Houston Health Department For Continuing Collaboration With Baylor College Of Medicine And Harris County Hospital District To Provide On-Site Teen Health Clinics At Select Sites In Harris County Precinct 2
  - Baylor Teen Clinic Overview
11. Approval Of Additional Instructional Resources
12. Authority To Renew Interlocal Partnership Agreement With The University Of Texas At Austin OnRamps For Dual Enrollment Course Offerings
13. Authorization To Negotiate, Execute, And Amend A Cooperation Agreement With The Michael E. DeBakey Veterans Affairs Medical Center To Provide An Educational Experience In A Health Care Setting For Students Enrolled In DeBakey High School For Health Professions Health Science Technology Courses

14. Authorization To Negotiate, Execute, And Amend A Cooperation Agreement With CVS Pharmacy, Inc., To Provide Practical Student Experience In A Health Care Setting
15. Approval To Adopt Texas Education Agency Innovative Courses For Use In Career And Technical Education Programs
16. Approval Of Vendor Awards for Purchases Which Cost \$1,000,000 Or More
  - Purchasing Requests
17. Approval Of The June Budget Amendment
  - June Budget Amendment
18. Adoption Of Resolution Approving The Debt Management Policy
  - Debt Management Policy
  - Resolution
19. Approval Of Resolution And Ordinance Adopting Residence Homestead Exemptions For Tax Year 2024
  - Resolution and Ordinance
20. Resolution Approving The Commitment Of General Fund Unassigned Fund Balance
  - Resolution
21. Authority To Negotiate And Execute Interlocal Agreements With Texas Public Institutions Of Higher Education To Offer Field Instruction To Their Students
22. Authority To Negotiate And Execute Agreements And/Or Interlocal Memorandums Of Understanding With Community Agencies, Residential Facilities, And Educational Service Providers For Appraisal, Related, Instructional, And/Or Consultant Services For Students With Disabilities For School Year 2024-2025
23. Authorization To Negotiate And Execute An Interlocal Agreement With The University Of Houston For The University Of Houston Partnership To Develop Equity-Minded Educators
24. Authorization To Negotiate And Execute An Interlocal Agreement With The University Of Houston For The University Of Houston Teacher-Preparation Program
25. Authorization To Negotiate And Execute An Interlocal Agreement With Texas Southern University For The Texas Southern University Teacher-Preparation Program
26. Authorization To Negotiate And Execute An Interlocal Agreement With The University Of Houston Downtown For The University Of Houston Downtown Teacher-Residency Program

27. Authorization To Negotiate And Execute An Interlocal Agreement With Texas Woman's University For The Texas Woman's University Teacher-Preparation Program
28. Authorization To Negotiate And Execute An Interlocal Agreement With Texas Tech University For The Texas Tech University 2+1 Teacher-Preparation Program
29. Approval To Utilize State And Industry Certifying Agencies For Students Enrolled In Career And Technical Education Programming For The 2024-2025 And 2025-2026 School Years
30. Proposed Revisions To Board Policy FFB(LOCAL), *Student Welfare: Crisis Intervention-Second Reading*
  - FFB(LOCAL), Second Reading
31. Consideration And Approval Of Minutes From Previous Meetings

## **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, and board members; evaluations of the superintendent; 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, chiefs, division superintendents, senior executive directors, executive directors, directors, 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.

## **Real Estate**

- a) Sale
- b) Purchase
- c) Exchange
- d) Other
  - 1) Receive legal advice regarding property disposition requirements.
  - 2) Authority To Negotiate, Execute, And Amend All Documents Pertaining To A Lease Agreement With Harris Health Lyndon B. Johnson Hospital For The Development Of A Community Garden At Barbara Jordan Career Center, 5800 Eastex Fwy., Houston, TX 77026

## **Security Devices Or Security Audits**

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

## **ADJOURN**



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6/13/2024

1.

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Office of the Superintendent of Schools

Office of the Superintendent of Schools

Report On The Plans Regarding Neighborhood Students Who Will Not Attend Helms Elementary School And Wharton Dual-Language Academy And Who Are Not Already Participating In The School Choice Process

On April 11, 2024, the Houston Independent School District (HISD) School Board approved designating Helms Elementary School and Wharton Dual-Language Academy as separate and unique schools effective immediately, with a stipulation that HISD create a cross-functional team to determine how best to service neighborhood students who will not attend those schools and who are not already participating in the school choice process. The board also requested that the superintendent provide a plan for implementation of the plan for the impacted families after obtaining community feedback and submit said plan to the board within 60 days.

The superintendent's plan was submitted to the board within 60 days and a report about the plan is attached.

# Helms / Wharton Proposed Solution

*Date: 05/30/2024*



# Table of Contents

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- 1 Overview of solution development process
- 2 School programming recommendation
- 3 School access recommendation, with overview of lottery formula
- 4 Overview of community feedback

1

# OVERVIEW OF SOLUTION DEVELOPMENT PROCESS

# Solution Development Process

HISD completed the following main steps to develop the solution being presented to the Board at the June meeting.



Held in-person and virtual sessions to understand what community was seeking in implementation solution. HISD’s primary goal in these meetings was to listen to the community.

Drafted solution drafted based on key learnings from Round 1 Community meetings. Shared solution with community ahead of next meetings.

Held in-person and virtual sessions to walk community through proposed solution and obtain feedback on draft. Included feedback survey as well for families not able to attend.

Collected and summarized feedback from community. Updated proposed solution and provided rationale on any final decision.

Ensure responsiveness to Board request at April meeting to develop and submit an implementation plan to Board within 60 days.

*Note: The proposed solution is in alignment with Board policy and state law.*

**SCHOOL**

**2**

**PROGRAMMING**

**RECOMMENDATION**

# HISD Multilingual Program Goals

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1

English Acquisition for  
Emergent Bilingual Students

2

Biliteracy for All  
Students in Program

Helms & Wharton programs align with these goals!

# HISD recommends the continuation of the high-quality dual language, Spanish Immersion Program

1

## NO CHANGE FROM CURRENT STATE

Target 50% of seats for English speakers and 50% of seats for Spanish speakers

2

## NO CHANGE FROM CURRENT STATE

Maintain 80/20 language of instruction model

3

## NO CHANGE FROM CURRENT STATE

No requirement for English only classrooms.

4

## NO CHANGE FROM CURRENT STATE

School principals have full autonomy over magnet program. No significant changes to magnet programming at Non-NES schools may be made without Board approval. School must comply with Board policy, state law and meet minimum district-wide requirements (e.g., school calendar).

5

## SLIGHT CHANGE FROM CURRENT STATE

To comply with state law, families cannot be denied admission to school due to performance on language proficiency test. Additionally, the language proficiency assessment committee (LPAC) determines the language in which students should be tested for STAAR.

**3 SCHOOL ACCESS  
RECOMMENDATION**

Helms and Wharton are classified as SUS, so proposed solution must comply with definition.

The following definition of Separate and Unique is defined in Board policy:

*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.*

Definition found in Board policy *EHBJ— Special Programs: Innovative and Magnet Programs*

# Overview of Application Process

## SLIGHT CHANGE FROM CURRENT STATE

All students not currently enrolled at Helms and Wharton must apply via the School Choice application. This is a requirement for all Separate and Unique Schools at HISD.

## NO CHANGE FROM CURRENT STATE

In most grades, once a family is enrolled in the school, they automatically roll into the next grade without having to reapply. See details below:

- Families in Pre-K 3, Pre-K 4 and Kinder – 4<sup>th</sup> will automatically roll over to the next grade
- At Wharton only, families in 5<sup>th</sup> grade must apply to school choice application when transitioning to 6<sup>th</sup> grade in case there are less seats available for students in middle school than there are enrolled students in elementary school. However, students enrolled in 5<sup>th</sup> grade will receive priority access to all available 6<sup>th</sup> grade seats.
- At Wharton only, Students in 6<sup>th</sup> and 7<sup>th</sup> grade automatically roll to the next grade.

# School Access Recommendation

**Years 1 – 3**

(SY25-26 – SY27-28)

**Years 4 – 6**

(SY28-29 – SY30-31)

**Years 7 - 10**

(SY31-32 – SY34-35)

## **Helms & Wharton Lottery Priority (Year 1 - 10)**

Zoned families retain priority access in Helms and Wharton lottery. 25% of available seats are reserved for zoned applicants with siblings in alignment with broader school choice lottery rules. After all zoned applicants, non-zoned applicants with siblings also have priority as space remains.

## **Special Transfer Option (Year 1 – 6)**

Zoned families and families seeking English-only option may access special transfer option where a seat at an A or B school is guaranteed. Transportation will be provided with this transfer.



“School of right” assigned by Summer 2027 in time for lottery for SY28-29.

## **New “School of Right” Assigned (Year 4+)**

If space is not available at Helms & Wharton, zoned families have a guaranteed seat in their “School of Right.”

## When considering lottery rules, we must comply with existing School Choice policies

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- There are overarching School Choice policies that apply to the entire district. When possible, the proposed solution aligns to the broader school choice policies.
- Changes to the school choice lottery rules to add Helms and Wharton priority access will be highlighted and underlined for clarity.

# Entering Pre-K Lottery Priorities

TEA requires HISD to offer seats to all **Eligible Pre-K 4** students before offering seats to other Pre-K students. The priority list below will run for **Eligible Pre-K 4** students and will repeat for **Non-Eligible Pre-K4**, **Eligible PreK3**, and **Non-Eligible Pre-K3**.

English seats (non-Emergent Bilingual)	Spanish seats (Emergent Bilingual)
<p>Eligible Pre-K4 students:</p> <ol style="list-style-type: none"> <li>1. <b>NEW: Zoned siblings (25% cap*)</b></li> <li>2. <b>NEW: Zoned applicants with no siblings</b></li> <li>3. Non-zoned students whose zone does not have a Pre-K offering</li> <li>4. Non-zoned students with siblings at the school (25% of remaining cap*)</li> <li>5. All remaining non-zoned students</li> </ol> <p>Repeat above for <b>Non-Eligible Pre-K4</b>, <b>Eligible PreK3</b>, and <b>Non-Eligible Pre-K3</b> students until all seats are filled.</p>	<p>Eligible Pre-K4 students:</p> <ol style="list-style-type: none"> <li>1. <b>NEW: Zoned EB siblings (25% cap*)</b></li> <li>2. <b>NEW: Zoned EB applications with no siblings</b></li> <li>3. Non-zoned EB students whose zone does not have a Pre-K offering</li> <li>4. Non-zoned EB students with no BIL program at home campus</li> <li>5. Non-zoned EB students with siblings at the school (25% of remaining cap*)</li> <li>6. All remaining non-zoned EB students</li> <li>7. <b>NEW: Zoned students who do not qualify as EB but are bilingual, as per campus testing</b></li> </ol> <p>Repeat above for <b>Non-Eligible Pre-K4</b>, <b>Eligible PreK3</b>, and <b>Non-Eligible Pre-K3</b> students until all seats are filled.</p>

*\*If any siblings are not selected in priority 1, they will move to priority 2; if not in priority 4, they will move to priority 5; if not in priority 5, they will move to priority 6*

# Entering K Lottery Priorities

**Step 1:** Conduct automatic PreK-4 roll-over (all students that are enrolled).

**Step 2:** Conduct lottery for remaining available seats using priorities listed below:

English seats (non-EB)	Spanish seats (EB)
<ol style="list-style-type: none"> <li>1. <b>NEW: Zoned siblings (25% cap*)</b></li> <li>2. <b>NEW: Zoned applicants with no siblings</b></li> <li>3. Non-zoned siblings (25% of remaining cap*)</li> <li>4. Other non-zoned applicants</li> <li>5. Out of district students currently attending HISD</li> <li>6. Out of district students NOT currently attending HISD</li> </ol>	<ol style="list-style-type: none"> <li>1. <b>NEW: Zoned EB siblings (25% cap*)</b></li> <li>2. <b>NEW: Zoned EB non-siblings</b></li> <li>3. Non-zoned EB siblings (25% of remaining cap*)</li> <li>4. Non-zoned EB students with no BIL program at home campus</li> <li>5. Other non-zoned EB applicants</li> <li>6. Out of district EB students currently attending HISD</li> <li>7. Out of district EB students NOT currently attending HISD</li> <li>8. <b>NEW: Zoned students who do not qualify as EB but are bilingual, as per campus testing</b></li> </ol>

*\*If any siblings are not selected in priority 1, they will move to priority 2; if not in priority 3, they will move to priority 4*

# Entering 6<sup>th</sup> Grade Lottery Priorities

## No automatic rollover

All interested students must apply and lottery will utilize the following rules:

English seats (non-EB)	Spanish seats (EB)
<ol style="list-style-type: none"> <li>1. NEW: Students enrolled in 5<sup>th</sup> with siblings attending Wharton in other grades (25% cap*)</li> <li>2. NEW: Students without siblings enrolled in 5<sup>th</sup> at Wharton</li> <li>3. Other non-zoned applicants with siblings (25% of remaining cap*)</li> <li>4. Other non-zoned applicants without siblings</li> <li>5. Out of district students currently attending HISD</li> <li>6. Out of district students NOT currently attending HISD</li> </ol>	<ol style="list-style-type: none"> <li>1. NEW: EB students enrolled in 5<sup>th</sup> with siblings attending Wharton in other grades (25% cap*)</li> <li>2. NEW: EB students without siblings enrolled in 5<sup>th</sup> at Wharton</li> <li>3. Other non-zoned EB applicants with siblings (25% of remaining cap*)</li> <li>4. Non-zoned EB students with no BIL program at home campus</li> <li>5. Other non-zoned EB applicants without siblings</li> <li>6. Out of district EB students currently attending HISD</li> <li>7. Out of district EB students NOT currently attending HISD</li> <li>8. NEW: Zoned students who do not qualify as EB but are bilingual, as per campus testing</li> </ol>

*\*If any siblings are not selected in priority 1, they will move to priority 2; if not in priority 3, they will move to priority 4*

1

# OVERVIEW OF COMMUNITY FEEDBACK

# Feedback Summary

The following is a summary of feedback received from the community about the proposed solution and HISD’s rationale for decisions about changes.

Trend	Feedback Summary	Impact on Solution
1	<p><b>Lottery Prioritization:</b> We received the most feedback on how limited seats were allocated from two primary stakeholder groups:</p> <ul style="list-style-type: none"> <li>• <b>Zoned families:</b> Expressed support of proposed solution that defined process for zoned families to receive priority access</li> <li>• <b>Non-zoned families:</b> Expressed concern that solution did not create space for families. This was most prominent for non-zoned families with siblings who requested all siblings be prioritized together.</li> </ul>	<p><b>NO CHANGE TO DRAFT</b></p> <p>Feedback from these two groups were in direct conflict with one another, preventing a path forward to meet all community needs. To make a decision, HISD reviewed Pre-K application numbers which showed that 23% and 77% of Pre-K seats were offered to zoned and non-zoned applicants respectively. Given the high percentage of non-zoned families receiving a seat, the decision was made to keep the priority for zoned applicants unchanged.</p>

# Feedback Summary

The following is a summary of feedback received from the community about the proposed solution and HISD’s rationale for decisions about changes.

Trend	Feedback Summary	Impact on Solution
2	<p><b>Length of Zoned Priority Pathway</b> – Received feedback on how long this priority should last</p> <ul style="list-style-type: none"> <li>• <b>Zoned families</b> – Expressed support that the zoned priority timeline allows the community to adjust to the change and have continued access a “neighborhood school”</li> <li>• <b>Non-Zoned families</b> – Requested a set end date be established for the zoned priority pathway. This would allow Wharton and Helms to operate as other SUS schools in the districts and meet the definition in Board policy of “no defined attendance zone”</li> </ul>	<p><b>CHANGE TO DRAFT</b></p> <p>Feedback from these two groups were in direct conflict with one another, preventing a path forward to meet all community needs. HISD updated the solution to end the zoned priority pathway after 10 years. This allows sufficient time for zoned families to adjust to new school of right while ensuring schools do not have “defined attendance zone” after plan is fully implemented.</p>

# Feedback Summary

The following is a summary of feedback received from the community about the proposed solution and HISD’s rationale for decisions about changes.

Trend	Feedback Summary	Impact on Solution
3	<p>Many families requested clarity around language during the transition.</p>	<p><b>CLARIFICATION IN DRAFT</b></p> <ul style="list-style-type: none"> <li>• <b>Years 1 – 3:</b> Zoned families will still be officially zoned to Wharton in Helms for next three years. This will be the school of right in HISD’s Student Information System.</li> <li>• <b>Years 4 – 10:</b> Starting in Year 4, families will receive a new school of right that will become their zoned campus in the Student Information System. Families will also have the title of “Wharton/Helms Priority Access” that can be notated on HISD and campus public websites.</li> </ul>

# Feedback Summary

The following is a summary of feedback received from the community about the proposed solution and HISD’s rationale for decisions about changes.

Trend	Feedback Summary	Impact on Solution
4	<ul style="list-style-type: none"> <li>• <b>Zoned:</b> Requested guarantee that A/B transfer option would be within certain geography for a school with similar programming</li> <li>• <b>Non-zoned:</b> Some disagreement with access to zoned priority and a special transfer option. Additional request to tie transfer option to school’s rating so policy remains fair with performance of school (e.g., if school drops to a C, special transfer option is also for a C school)</li> </ul>	<p><b>NO CHANGE TO DRAFT</b></p> <p>All transfers are dependent on space available in the receiving school, after that school has served its zoned students. The current solution allows School Choice to identify a transfer school based on the specific needs of the family (e.g., geography, programming, performance rating, etc.). This transfer option is not permanent and most zoned students will be accommodated at Helms and Wharton so no additional adjustments were made to transfer rules.</p>

# SY24-25 Pre-K Enrollment Data

Pre-K application data for SY24-25 as of 5/30/2024 is provided. Please note this data is subject to change as individual families may still choose to accept or decline seats until Phase 2 of the application process ends later this summer.

The following is a summary of Pre-K Enrollment data trends:

- Higher volumes of non-zoned families apply than zoned families (8x and 11x more for Wharton and Helms and respectively)
- Given high volume of numbers, it is less likely non-zoned families obtain a seat than zoned families. However, when looking at seats offered, non-zoned families receive the large majority of seats in Pre-K classrooms (77% and 80% of seats at Wharton and Helms respectively). This is due to more non-zoned families meeting TEA defined Pre-K eligibility criteria than zoned families.

# SY24-25 Pre-K Enrollment Data

The following chart outlines the Pre-K application data for SY24-25 as off 5/30/2024. Please note this data is **subject to change** as individual families may still choose to accept or decline seats until Phase 2 of the application process ends later this summer.

Wharton Application Stats	Zoned	Non-Zoned
Total # Applied	41	346
Total # Offered Seats	16	53
Percent of Applicants Offered Seat	39%	15%
Total # on Waitlist	25	293
Percent of Applicants Waitlisted	61%	85%
Wharton Pre-K Class Make-up	Zoned	Non-Zoned
Percent of Available Seats	23%	77%

# SY24-25 Pre-K Enrollment Data

The following chart outlines the Pre-K application data for SY24-25 as off 5/30/2024. Please note this data is **subject to change** as individual families may still choose to accept or decline seats until Phase 2 of the application process ends later this summer.

Helms Application Stats	Zoned	Non-Zoned
Total # Applied	27	302
Total # Offered Seats	9	35
Percent of Applicants Offered Seat	33%	12%
Total # on Waitlist	18	267
Percent of Applicants Waitlisted	67%	88%
Helms Pre-K Class Make-up	Zoned	Non-Zoned
Percent of Available Seats	20%	80%

# APPENDIX

# Bilingual Program State Law Requirements

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## Campus Enrollment Policy

- All Principals offering two-way dual-language immersion programs in HISD must target 50% of seats for English speakers and 50% of seats for Spanish speakers. Principals may adjust ratio based on needs of school in compliance with state law.
- **State Law Source** – *“A school district implementing a two-way DLI program model shall develop a policy on enrollment and continuation for students in this program model. The policy shall address: (1) equitable access, including the program's intention to maintain a ratio of 50% emergent bilingual students to 50% non-emergent bilingual students and have no more than two-thirds speakers of the partner language to one-third speakers of English in each classroom.”* 19 TAC § 89.1228(c)

## Language Allocation Plan

- All Principals in HISD are responsible for submitting a language allocation plan to the district that includes number of minutes taught in English and Spanish by grade and by content area. This is to ensure compliance with state law stating for dual language immersion programs, at least 50% of instruction is in partner language. The Helms and Wharton 80/20 model complies with this law.
- **State Law Source** – *“The district shall develop a language allocation plan that ensures a minimum of 50% of content area instructional time is provided in the program's partner language for the duration of the program.”* 19 TAC § 89.1227(d).

# Bilingual Testing State Law Requirements

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## Families cannot be denied admission due to performance on a Spanish proficiency test.

- Language testing can still be conducted with students and results can be used for the following:
  - As a diagnostic tool for planning a student's course sequence and academic needs.
  - As a data/discussion point that families can use to determine if the campus is the right place for their student.
- **State Law Source** –*“Emergent bilingual students and non-emergent bilingual students shall not be restricted access to the two-way DLI program based on any linguistic or academic achievement measures in the program's partner language or English.”* [Chapter 89, Subchapter BB \(texas.gov\)](#) - 19 TAC § 89.1228(b)

## The language proficiency assessment committee (LPAC) determines the language in which students should be tested in for STAAR.

- **State Law Source** –*“(1)For emergent bilingual students, the language proficiency assessment committee (LPAC) shall convene before the administration of the state criterion-referenced test each year to determine the appropriate assessment option for each emergent bilingual student in accordance with §89.1220(i) of this title (relating to Language Proficiency Assessment Committee). (2) For non-emergent bilingual students, the appropriate assessment option for the administration of the state criterion-referenced test each year is determined by the LPAC or through a school district-developed process”* [Chapter 89, Subchapter BB \(texas.gov\)](#) – 19 TAC § 89.1228(e)(1)



6/13/2024

2.

Office of the Superintendent of Schools

Office of Finance and Operations

Approval Of The 2024-2025 Recommended Budget

The recommended 2024-2025 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. It is a delicate balance of investment choices to meet the educational needs of students and put the district on a path to financial stability.

Projected revenues and other financing sources for the 2024-2025 General Fund are \$1,985,577,811, a 3.07-percent decrease over the 2023-2024 projected revenues.

Appropriations included in the recommended budget for the General Fund total \$2,116,696,193, a 5.62 percent decrease from the 2023-2024 `projected expenditures.

The district plans to use \$131,118,382 of fund balance in 2024-2025 to fund the district’s general fund operating budget.

The maintenance and operations (M&O) tax rate used for the 2024-2025 budget presented is \$0.7016 and the debt service tax rate used is \$0.1667, for a combined tax rate of \$0.8683 per \$100 of assessed value. The rate used to develop the budget is the same as the 2023-2024 tax rate of \$0.8683. 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 2024 and this rate will be adjusted accordingly before it is presented to the board this fall for adoption.

The *2024-2025 Recommended District Budget* also includes the following recommended appropriations which also require board approval:

Debt Service Fund	\$374,371,606
Nutrition Services Fund	\$146,801,835

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 *2024-2025 Recommended District Budget*

STAFFING IMPLICATIONS:                      Included in the *2024-2025 Recommended District Budget*

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

RECOMMENDED: That the School Board approves the *2024-2025 Recommended District Budget* for fiscal year 2024-2025, effective June 14, 2024.

**HOUSTON INDEPENDENT SCHOOL DISTRICT  
RECOMMENDED BUDGET TO BE ADOPTED**

SCHEDULE OF REVENUES, APPROPRIATIONS, AND CHANGES IN FUND BALANCE - GENERAL FUND, DEBT SERVICE, AND NUTRITION SERVICES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2025

REVENUES	General Fund	Debt Service Fund	Nutrition Services Fund
Local sources	\$ 1,643,181,985	\$ 371,396,035	\$ 7,984,095
State sources	224,295,456	17,168,780	458,239
Federal sources	21,100,370	-	138,503,473
Total revenues	<u>\$ 1,888,577,811</u>	<u>\$ 388,564,815</u>	<u>\$ 146,945,807</u>
<b>APPROPRIATIONS</b>			
11 Instruction	\$ 1,210,229,232	-	-
12 Instructional resources and media services	8,631,004	-	-
13 Curriculum development and instructional staff development	19,835,299	-	-
21 Instructional leadership	74,022,287	-	-
23 School leadership	215,100,035	-	-
31 Guidance, counseling, and evaluation services	67,792,313	-	-
32 Social work services	6,869,543	-	-
33 Health services	25,338,108	-	-
34 Student (pupil) transportation	43,811,360	-	-
35 Food services	65,183	-	143,807,768
36 Co-curricular/extracurricular activities	23,339,723	-	-
41 General administration	54,348,154	-	-
51 Facilities maintenance and operations	179,934,816	-	2,994,067
52 Security and monitoring services	30,054,915	-	-
53 Data processing services	49,417,461	-	-
61 Community services	9,812,291	-	-
71 Debt service	5,130,350	374,371,606	-
81 Facilities acquisition and construction	-	-	-
91 Contracted instructional services between public schools	-	-	-
95 Juvenile justice alternative education program	792,000	-	-
97 Payments to tax increment fund	57,155,963	-	-
99 Tax appraisal and collection	18,610,882	-	-
Total expenditures	<u>2,100,290,919</u>	<u>374,371,606</u>	<u>146,801,835</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(211,713,108)</u>	<u>14,193,209</u>	<u>143,972</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in	17,000,000	21,166,025	-
Sale of Property	80,000,000	-	-
Transfers out	(16,405,274)	-	-
Total other financing sources (uses)	<u>80,594,726</u>	<u>21,166,025</u>	<u>-</u>
Net change in fund balances	(131,118,382)	35,359,234	143,972
Estimated fund balances—beginning July 1, 2025 <sup>(1)</sup>	932,687,809	126,657,122	62,689,022
Estimated Fund balances—ending June 30, 2025 <sup>(1)</sup>	<u>\$ 801,569,427</u>	<u>\$ 162,016,356</u>	<u>\$ 62,832,994</u>

(1) Fund balances will be updated once the 2023-2024 Annual Comprehensive Financial Report (ACFR) is complete.



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6/13/2024

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Office of the Superintendent of Schools

Office of Academics

## Approval Of Proposed Revisions To Board Policy EK(LOCAL), *Testing Programs-First Reading*

A Houston Independent School District (HISD) test security plan was submitted to former Texas Education Commissioner Robert Scott in September 2010 and was designed to address test security incidents. Board Policy EK(LOCAL) states that all district personnel shall comply with the requirements specified in the Texas Education Agency (TEA) test administration policies for state assessments and the guidelines outlined in the policy for district assessments, including the HISD Student Assessment Test Security Supplement.

As a result of its ongoing commitment to testing integrity, HISD reviewed the local policy on testing programs and is recommending changes due to new assessments that are tied to teacher appraisal evaluation and recent decisions related to district test monitors and teacher test assignments. Recommended changes to this policy include information on the implications of assigning district test monitors and teacher test assignments.

The suggested revisions to Board Policy EK(LOCAL) are as follows:

- At *Local Achievement Testing*, change the grade levels assessed from 1-12 to prekindergarten-12 and change the name of the assessment review committee to Assessment Council.
- At *Non-participation Implications*, add a reference to Texas Education Code 26.010, remove opt-out verbiage, update the name of the non-participation form, add a link from EK(LOCAL) to the *Assessment Non-Participation Implication Form*, and remove the paragraph about the grade placement committee.
- At *Use of Cell Phones and Other Electronic Devices*, specify state-mandated assessments and update information about the *HISD Electronic Device Advisory Statement*.
- At *Test Monitoring*, specify monitoring during spring State of Texas Assessments of Academic Readiness (STAAR) testing administration.
- At *District Test Monitors*, update the roles and responsibilities of the district test monitors and training expectations.
- At *Teacher Test Assignment*, change “major state” assessments to “state-mandated” assessments and remove Advanced Placement (AP) Exams from the list of assessments that apply to teacher test assignments.

A copy of EK(LOCAL) showing the proposed changes is attached.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the School Board accepts the proposed revisions to Board Policy EK (LOCAL), *Testing Programs*, on first reading, effective June 14, 2024.

**Local Achievement Testing**

All students in grades 1–12, except students exempted in accordance with state or federal guidelines, shall be assessed annually on norm-referenced and/or criterion-referenced achievement tests.

The tests shall measure performance in one or more of the following subject areas: language arts (including reading), mathematics, science, and social studies, and shall be used to:

1. Inform students and parents of the students' academic progress and mastery of the curriculum;
2. Make decisions about promotion/retention and educational programs for students;
3. Plan instruction in the classroom;
4. Set and evaluate campus-level achievement objectives;
5. Evaluate performance of administrators and teachers; and
6. Assess secondary students in course content and include performance in the grade reporting system for all courses in which the state has end-of-course tests and for other courses identified by the District.

Certain instructional programs may require additional achievement, ability, or language testing. Special testing shall meet one or more of the following criteria:

1. Be required by state or federal law or guidelines;
2. Be required as part of a District-approved evaluation plan;
3. Be approved by the ~~assessment review committee~~ [Assessment Council](#);
4. Be required for admission into special instructional programs; or
5. Be required as part of the District- or campus-approved activities of a program.

**State of Texas Assessments of Academic Readiness (STAAR) Non-Participation Opt-Out Implications**

Students may not opt out of standardized or any other tests in the state of Texas. [See Texas Education Code 26.010] A parent or guardian who elects not to allow their child to participate in state-mandated assessments shall complete and submit to the principal an ~~“State Assessments Non-Participation~~ [Implication Form](#)” acknowledging the possible implications of such action. This form is not considered to be an authorization for a test exemption request.

If a student is present during the state test administration and chooses not to test, a ~~blank answer document—coded with an “S”~~

~~for scored~~—[score code of S](#) shall be submitted ~~for scoring~~ as required by the state. The student shall receive a raw score of zero and the lowest possible scale score for the grade/subject.

If a student is absent during the entire state test administration, the student shall be marked absent. ~~Such designation does not impact the school or the District regarding performance calculations, but shall impact participation rates on the test.~~

~~Additionally, the student shall be referred to the school-based grade placement committee (GPC) for an initial determination whether to move forward with promotion or require the student to receive additional instruction during summer school.~~

Any student who does not participate in state-mandated assessments at the request of their parent or guardian shall not be subject to negative consequences or disciplinary action.

### Security

All District personnel shall comply with the requirements specified in Texas Education Agency (TEA) test administration materials for state assessments ~~and the guidelines outlined in this local policy for District assessment instruments,~~ including the [TEA and Houston Independent School District \(HISD\) Student Assessment Test Security Supplements \(TSS\)](#).

### Use of Cell Phones and Other Electronic Devices

The use of cell phones or any other unapproved electronic devices by [all](#) students or test administrators in a testing environment shall not be permitted [for state-mandated assessments](#). Procedures regarding cell phones and other electronic devices such as smart watches during testing are as follows:

- Student cell phones and other unapproved electronic devices such as smart watches shall be collected by the test administrator prior to testing and shall be returned to the owners after testing has been completed for the day. Test administrators and campus personnel cell phones or unapproved electronic devices shall be turned off in any secured testing environment during the test administration.
- Use of a cell phone or any other unapproved electronic device such as smart watches during the administration of any test shall be regarded as cheating, and the student's test shall be invalidated (the test shall not be scored), with appropriate disciplinary action to follow.
- Campuses must post signs reminding students about the cell phone policy and other unapproved electronic devices such as smart watches prior to any ~~District or~~ state test administration.

- Prior to the start of the first ~~major~~ test administration in the ~~fall~~ ~~spring~~, test administrators must read the “*HISD Electronic Device Advisory Statement*,” included in the *HISD Student Assessment Test Security Supplement TSS*, to all test participants. ~~All students shall be required to sign the~~ The statement must be signed each school year.
- Details regarding the use of cell phones and other unapproved electronic devices such as smart watches are described in the *HISD Student Assessment Test Security Supplement TSS*. [See FNCE series]

Test Monitoring

Initially devised by TEA to deter testing irregularities before they happen, the District Monitoring (DM) Program has been a major component of District testing security since 2005. The DM Program includes the following provisions:

- All campuses shall be monitored, unannounced, at least once during a ~~major~~ STAAR test administration in the spring; and
- “Prioritized campuses” (campuses with serious irregularities, previous investigations, recommendation of the Superintendent, and the like) shall be monitored ~~for~~ during all spring testing windows.

District Test Monitors

The existing DM model shall use recruits from central office departments as follows:

- ~~1.~~ In order to ensure a sufficient number of recruits to serve as test District monitors, departments heads shall make staff available staff members with pay grades of 20 or higher based on specific time slots during spring STAAR testing windows and shall ensure availability of trained substitutes in case of emergencies.
- ~~2.~~ All District monitors must receive the TEA-approved a specialized Test Security training, administered by Student Assessment, and sign an oath of test confidentiality annually.
- ~~3.~~ Department heads may assign staff members to specific time slots during testing windows and shall ensure availability of substitutes in case of emergencies.

Teacher Test Assignment

A teacher shall not be assigned to administer ~~major state tests~~ state-mandated assessments to their own students ~~in grades 3–12~~.

Teacher ~~test~~ reassignment shall only apply to the following ~~state test~~ state-mandated administrations:

- ~~State of Texas Assessments of Academic Readiness (STAAR)~~ English (grades 3–8) and Spanish versions (grades 3–5)

- ~~State of Texas Assessments of Academic Readiness~~ [STAAR](#)  
End-of-Course (EOC)

• ~~Advanced Placement (AP) Exams~~

In special circumstances for which a student needs to be tested in an environment conducive to optimal performance with their teacher of record, a campus may complete and submit a "*Teacher of Record Testing Request Form*" to the District Student Assessment Department for documentation and approval.

**Effective Date**

~~This policy shall be effective as of the adoption date, June 19, 2019.~~



## Consent Agenda

4400 WEST 18TH STREET  
HOUSTON, TEXAS 77092

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6/13/2024

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Office of the School Board

### Adoption Of The Revised *Audit Committee Charter*

In accordance with the *Audit Committee Charter*, the Board Audit Committee is tasked with making recommendations to the board concerning changes to the charter. Given the significant organizational changes within the district, the committee has undertaken a thorough review and subsequently drafted a revised charter. This update is intended to reflect the current operational environment and enhance the committee's governance practices. The committee recommends adoption of the revised charter, as approved by the committee on April 16, 2024.

The revised charter showing the proposed changes is attached to this agenda item, along with a copy showing all changes accepted.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board adopts the revised *Audit Committee Charter*, effective June 14, 2024.

## AUDIT COMMITTEE CHARTER Houston Independent School District

### Introduction

The Board Audit Committee plays ~~an important a vital~~ role in ~~providing oversight of the Houston Independent School District's ("District's") overseeing the organization's~~ governance, ~~risk management risks~~, and internal control practices. This oversight ~~meehanism also serves to provide confidence in~~ helps ensure the integrity and effectiveness of these practices, promoting confidence among stakeholders. ~~The Audit Committee performs its role by providing independent oversight to the Board of Education ("Board").~~

### Purpose

~~The purpose of the Audit Committee is to:~~

- ~~• Assist the Board in fulfilling its oversight responsibilities for the financial reporting process, the system of internal control, the internal and external audit processes and Houston Independent School District's process for monitoring compliance with laws and regulations and the code of conduct;~~
- ~~• Provide added protection to the Board in discharging its responsibility for the overall stewardship of District affairs, particularly its financial management;~~
- ~~• Provide public support for the District's audit programs;~~
- ~~• Provide assurances that the overall levels of audit coverage are both reasonable and appropriate to protect the District from undue risks;~~
- ~~• Assist in obtaining effective corrective action and necessary improvement based upon audit findings and recommendations from external and internal auditors; and~~
- ~~• Provide the Board and the public with additional assurances that the prescribed systems of internal controls are functioning as intended.~~

~~The committee assists the Board by providing advice and guidance on the adequacy of the District's initiatives for:~~

- ~~• Risk management;~~
- ~~• Internal control framework;~~
- ~~• Oversight of the internal audit activity, external auditors, and other providers of assurance; and~~
- ~~• Financial statements and public accountability reporting.~~

~~In broad terms, the Audit Committee reviews each of the items noted above and provides the~~

~~Board with independent advice and guidance regarding the adequacy and effectiveness of management's practices and potential improvements to those practices.~~

The purpose of the Audit Committee is to provide structured oversight of the organization's governance, risks, and internal controls. It advises the School Board on the adequacy of these practices, aiming to enhance accountability and transparency. Specific responsibilities include:

- Oversight of the outsourcing of internal audit.
- Monitor follow-up on open audit recommendations/observations.
- Review financial statements and public accountability reporting.

In broad terms, the Audit Committee reviews the items noted above and provides the board with recommendations on the adequacy and effectiveness of management's practices which may include suggestions to strengthen these arrangements.

### **Background:**

~~The Audit Committee was established on xxxxxx. At that time, the charter for the committee was established by the Board. The charter, which governs the work of the committee, was last reviewed and updated on December 13, 2018.~~

### **Authority**

The authority of the Audit Committee to perform its work is established within the scope of the board.

The committee is entitled to receive explanations from management and staff of the organization that it deems necessary to respond to internal audit reports.

~~The Audit Committee Charter sets out the authority of the Audit Committee. The Audit Committee has authority, in accordance with Board policy, to recommend audits or investigations into any matters within its scope of responsibility as articulated within the Audit Committee Charter and the annual audit plan, and to review the results of same.~~

~~The committee is empowered to:~~

- ~~Recommend to the Board the appointment and compensation of, and review all audit and non-audit services performed by auditors, including the District's Chief Audit Executive;~~
- ~~Recommend to the Board proposed resolution to any disagreements between management and the Chief Audit Executive regarding financial reporting;~~
- ~~Recommend to the Board for approval all auditing and non-audit services conducted by the public accounting firm;~~

- ~~Recommend to the Board the retention of independent counsel, accountants, or others to advise the committee or assist in the conduct of an audit or investigation;~~
- ~~Seek information necessary to discharge its duties under this charter from the Superintendent, or the Superintendent's designee, as permitted by law and Board policy;~~
- ~~Meet with the Board, Superintendent and/or Superintendent's designee, the Chief Audit Executive, external auditors, or Board Counsel, as necessary;~~
- ~~Recommend to the Board the annual budget for the Office of Internal Audit, which will be included within annual budget adopted by the Board of Education; and~~
- ~~Recommend to the Board, as necessary, the appointment of community advisors to the Audit Committee.~~

### Composition of the Audit Committee

The Audit Committee ~~will consist~~ is a subcommittee of the board, consisting of at least three ~~(3)~~ members ~~of the Board of Education upon nomination and vote of~~ appointed by the board. Members collectively possess knowledge in areas such as finance, risk management, and governance. The committee may include a non-voting citizen member to supplement its expertise.

~~The Audit Committee shall elect a Chairperson who will serve the entire calendar year. An Audit Committee member may not serve more than four (4) consecutive years as chair.~~

~~Members of the Audit Committee should reflect the Board's commitment to diversity. A strong background in finance, accounting or auditing is not necessary for membership, although such a background in at least one member is preferable. Because the responsibilities of the Audit Committee evolve in response to regulatory, economic, and reporting developments, it is important to periodically re-evaluate member's competencies and the overall balance of skills on the committee in response to emerging needs.~~

~~The term of service of each member is two (2) calendar years, unless reduced by vote of the Board or by vote of the members. Members' terms shall be staggered to minimize the impact of member turnover.~~

~~A member's term may be extended beyond the initial two (2) year term by nomination by any Board member and approved by the Board, but no member shall serve more than three (3) consecutive terms.~~

The board values diverse perspectives and recognizes the importance of expertise in finance, risk management, and governance. While specific qualifications are desirable, the board also respects the varied backgrounds and experiences of appointed individuals.

In appointing committee members, preference should be given to individuals with relevant expertise. Training and development opportunities will be provided to enhance competencies.

of those interested in serving.

The committee shall be committed to transparency, accountability, and fostering an inclusive environment that values diversity of thought.

### **The Chair of the Audit Committee**

The Audit Committee shall designate its chair. The chair of the Audit Committee is responsible for setting meeting agendas, leading discussions, and facilitating effective communication among members. The chair collaborates with external auditors as needed and ensures compliance with organizational policies.

The chair's duties include:

Setting Agendas: Develop and distribute meeting agendas in advance, ensuring they align with the board's objectives and address relevant topics, including internal audit reports, risk assessments, and follow-up on audit recommendations.

Leading Meetings: Preside over committee meetings, facilitating discussions, maintaining focus on agenda items, and ensuring all members have an opportunity to contribute. The chair fosters an environment of open communication and collaboration among committee members.

Collaboration with External Auditors: Liaise with external auditors as necessary, coordinating their involvement in committee meetings and discussions.

Oversight of Committee Activities: Provide oversight of the committee's activities. The chair works collaboratively with other committee members to fulfill the committee's responsibilities.

Reporting and Communication: Communicate committee recommendations and activities to the board, in text and graphically, as needed. The chair may also represent the committee in interactions with senior management, stakeholders, or regulatory authorities.

### **Terms of Office**

Audit Committee members serve three-year terms, aligning with the organization's governance structure. Given the potential variability in elected officials' terms, the appointment and review of committee members will be conducted annually by the Board President to ensure continuity and adaptability to changes in board composition. To the extent practicable, the Board President shall strive for staggered committee member terms. This approach allows for flexibility while maintaining stability within the committee.

### **Meetings:**

~~Members of the Audit Committee shall attend all duly noticed regular meetings and may not miss more than three (3) consecutive regular meetings without good cause. Committee members are expected to attend each meeting, in person or, in accordance with state law, via video conference.~~

~~The Chair will establish the agenda for Audit Committee meetings in consultation with Audit Committee members, senior management, and the Chief Audit Executive. Meeting agendas will be provided in advance to members, along with appropriate briefing materials.~~

~~The committee will invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary.~~

~~A portion of each meeting shall be set aside for a private session with the independent and/or internal auditors for items that fall within the executive session provisions of the Texas Open Meetings Act.~~

~~Minutes will be prepared and approved for the record for the open session portion of the meeting, and a certified agenda shall be prepared for the executive session portion of the meeting.~~

~~When requested, the Chief Audit Executive will facilitate and coordinate meetings as well as provide ancillary support to the committee, as time and resources permit.~~

#### **Information Requirements:**

~~The Audit Committee will establish and communicate its requirements for information from the Chief Audit Executive, which will include the nature, extent, and timing of information. Information will be provided to the Audit Committee in sufficient time prior to each Audit Committee meeting.~~

#### **Quorum**

The quorum for the ~~Audit Committee will~~ audit committee shall be a majority of the members.

#### **Conflict(s) of Interest:**

~~Audit Committee members should adhere to the Board's policies concerning conflict of interest. It is the responsibility of Audit Committee members to disclose any conflict of interest or appearance of a conflict of interest to the committee, and to recuse themselves from discussion of any item on which they have a conflict.~~

#### **Orientation and Training:**

~~Audit Committee members will receive formal orientation training on the purpose and mandate of the committee and on the District's objectives. If not already in place, a process of continuing education will be established.~~

### **Responsibilities:**

~~The committee will carry out the following responsibilities:~~

#### **1. Financial Statements**

- ~~• Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.~~
- ~~• Review with the Chief Audit Executive and the external auditors the results of the audit, including any difficulties encountered.~~
- ~~• Review the annual financial statements, audit reports, and any related management letters, including but not limited to the comprehensive annual financial report and the single audit report, and consider whether they are complete, consistent with information known to committee members.~~
- ~~• Review with the Chief Audit Executive and the external auditors all matters required to be communicated to the committee under Generally Accepted Auditing Standards.~~
- ~~• Understand how management develops financial information, and the nature and extent of internal and external auditor involvement.~~
- ~~• Understand strategies, assumptions and estimates that management has made in preparing financial statements, budgets, and investment plans.~~
- ~~• Review interim financial reports with management and external auditors before filing with regulators and consider whether they are complete and consistent with the information known to committee members.~~

#### **2. Internal Control Framework**

- ~~• Consider the effectiveness of the internal control system, including but not limited to, information technology security and control.~~
- ~~• Review and provide advice on the District's overall and departmental unit's internal contract arrangements, as may be requested by the Board.~~
- ~~• Receive reports on all matters of significance arising from work performed by other providers of financial and internal control assurance to senior management and the Board, as may be requested by the Board.~~
- ~~• Understand the scope of internal and external auditors' review of internal control over~~

~~financial reporting and operations, and obtain reports on significant findings and recommendations, together with management's responses.~~

### **3. Internal Audit**

- ~~● Review the internal audit charter at least on an annual basis, and make recommendations to the Board concerning any necessary changes.~~
- ~~● Review and recommend to the Board the appointment, replacement, or dismissal of the Chief Audit Executive.~~
- ~~● Review and discuss periodic risk assessments and make recommendations to the Board concerning the annual audit plan and all major changes to the plan.~~
- ~~● Review the internal audit activity's performance relative to its plan.~~
- ~~● Review and provide input on the internal audit activity's strategic plan, objectives, performance measures, and outcomes~~
- ~~● Review and monitor significant internal audit reports, the implementation of audit recommendations, corrective action plans by management, and follow-up audits to confirm implementation.~~
- ~~● Review with the Chief Audit Executive the internal audit budget, resource plan, activities, staff expertise, and organizational structure of the internal audit function, and recommend to the Board for inclusion in the District's annual operating budget.~~
- ~~● Inquiry of the Chief Audit Executive whether any internal audit engagements or non-audit engagements have been completed but not reported to the committee; if so, inquire whether any matters of significance arose from such work.~~
- ~~● Inquiry of the Chief Audit Executive whether any evidence of fraud has been identified during internal audit engagements and evaluate what additional actions, if any, should be taken.~~
- ~~● At least once per year, review the performance of the Chief Audit Executive with the Board and recommend to the Board the annual compensation and any salary adjustment.~~
- ~~● Review the effectiveness of the internal audit function, including conformance with The Institute of Internal Auditors' Definition of Internal Auditing, Code of Ethics and the International Standards for Professional Practice of Internal Auditing and Generally Accepted Auditing Standards, and as applicable, the standards and guidelines promulgated by the American Institute of Certified Public Accountants, Government Auditing Standard (GAGAS), the United States Government Accountability Office, special auditing and reporting guidelines as may be required by the Texas State Comptroller's Office, the Texas Education Agency, or any other regulatory or oversight authority based upon the specific areas reviewed.~~

- ~~● On a regular basis, meet separately with the Chief Audit Executive to discuss any matters that the committee or internal audit believes should be discussed privately, as authorized by law.~~
- ~~● Ensure that the internal audit activity has a quality assurance and improvement program and that the results of these periodic assessments are presented to the Audit Committee.~~
- ~~● Ensure that the internal audit activity has an external quality assurance review every five years~~
- ~~● Review the results of the independent external quality assurance review and monitor the implementation of the internal audit activity's action plans to address any recommendations.~~

#### **4. External Audit**

- ~~● Review the external auditors' annual audit plan, including but not limited to, their proposed audit scope and approach, engagement letter, risks assessments, and coordination of audit effort with internal audit.~~
- ~~● Review the performance of the external auditors, and recommend approval on the appointment or discharge of the auditors.~~
- ~~● Review and confirm the independence of the external auditors by obtaining statements from the auditors on relationships between the auditors and the HISD, including non-audit services, and discussing the relationships with the auditors.~~
- ~~● On a regular basis, meet separately with the external auditors to discuss any matters that the committee or auditors believe should be discussed privately, as authorized by law.~~
- ~~● Monitor management's progress on action plans.~~

#### **5. Compliance**

- ~~● Review the effectiveness of the system for monitoring compliance with Board policies and Federal/State laws and regulations and the results of management's investigation and follow up (including disciplinary action) of any instances of noncompliance.~~
- ~~● Review the findings and recommendations of internal and external auditors, and any examinations by regulatory agencies.~~
- ~~● Review the process for communicating the code of conduct to HISD personnel, and for monitoring compliance therewith.~~
- ~~● Obtain regular updates from management, legal counsel, and the ethics & compliance office regarding compliance matters.~~

#### **6. Risk Management**

- ~~Annually review HSD's risk profile.~~
- ~~Obtain an annual report from the Chief Audit Executive on management's implementation and maintenance of an appropriate risk management process.~~
- ~~Provide oversight on significant risk exposures and control issues, including fraud risk, governance issues, and other matters needed or requested by senior management and the Board.~~
- ~~Provide oversight of the adequacy of the combined assurance being provided.~~
- ~~Review and provide advice on the risk management processes established and maintained by management and the procedures in place to ensure that they are operating as intended.~~

## **7. Fraud**

- ~~Oversee management's arrangements for the prevention and deterrence of fraud. Ensure that appropriate action is taken against known perpetrators of fraud.~~
- ~~Challenge management and internal and external auditors to ensure that the entity has appropriate antifraud programs and controls in place to identify potential fraud and ensure that investigations are undertaken if fraud is detected.~~

## **8. Reporting Responsibilities**

- ~~Regularly report to the Board of Education about committee activities, issues, and related recommendations.~~
- ~~Provide an open avenue of communication between internal audit, the external auditors, and the Board of Education.~~
- ~~Submit an annual report to the Board of Trustees summarizing the Audit Committee's activities, issues, and recommendations. The report should include:~~
  - ~~A summary of the work the Audit Committee performed to fully discharge its responsibilities during the preceding year;~~
  - ~~A summary of progress in addressing corrective actions on the findings and recommendations made in internal and external audit reports;~~
  - ~~Details of meetings, including the number of meetings held during the relevant period and the number of meetings each member attended; and~~
  - ~~A discussion regarding any other matter the committee deems of sufficient importance.~~
- ~~Review any other reports issued by HSD that relate to committee responsibilities.~~

## **Operational Procedures**

The Audit Committee meets at least three times annually, with additional meetings scheduled as necessary. Meetings are convened by the chair, who calls the meeting to order at the designated time. The agenda is then followed, with the chair facilitating discussions and ensuring that all agenda items are covered.

At the conclusion of each meeting, the chair will ask for a motion to adjourn, and the meeting will be officially closed once the motion is seconded and approved by a majority of members present. Minutes shall be prepared for each meeting, documenting key discussions and decisions made during the meeting.

The chief financial officer (CFO) or designee, and audit department manager (whether internal or external to the organization), shall attend all meetings to provide support and coordination, assisting with meeting logistics and ensuring that relevant documentation and resources are available as needed.

**Internal Audit Oversight.** To obtain reasonable assurance with respect to work of the audit activity, the Audit Committee shall:

- Oversee the internal audit function by reviewing the annual risk assessment, internal and external audit reports, and management's response to audit findings. It tracks the implementation of management action plans and advises on continuous improvement efforts.
- Oversee the internal audit provider when the internal audit function is outsourced by reviewing the provider's annual risk assessment, audit reports, and management's response to audit findings. Ensure they track the implementation of management action plans resulting from audit recommendations and advise on continuous improvement efforts. The committee ensures effective communication and collaboration with the external/internal audit provider to address audit findings and enhance organizational governance, risk management, and internal controls.
- Monitor and review the internal audit activity's progress relative to its charter and the annual audit plan.

**Follow-up on Open Audit Recommendations/Observations.** To obtain reasonable assurance that management has acted on the observations and recommendations from internal and external audit, the Audit Committee shall review regular reports on the progress of implementing approved management action plans and audit recommendations resulting from completed audits.

**Financial Statements and Public Accountability Reporting.** To ensure the presentation of the audited financial statements, and the discussion of the letter to management on

recommendations, the Audit Committee is responsible for oversight of the independent audit of the government entity’s financial statements, including but not limited to overseeing the resolution of audit findings in areas such as internal control, legal, regulatory compliance, and ethics.

**9. Other Responsibilities.** In addition, the Audit Committee shall:

- Perform other activities related to this charter as requested by the **Board of Education governing body.**
- ~~Review special investigations as directed by the Board.~~
- Evaluate the performance of the internal audit and external audit functions annually, and make recommendations for Board consideration.
- ~~Review and assess the adequacy of the committee charter annually, requesting Board approval for proposed changes, and ensure appropriate disclosure as may be required by law or District policy.~~
- ~~Confirm annually that all responsibilities outlined in this charter have been carried out.~~
- ~~Evaluate the committee's and individual members' performance on a regular basis.~~

**Reporting on Audit Committee Performance.** The Audit Committee shall:

Provide an annual report summarizing its activities and recommendations to the board. The report may be presented at a committee meeting or a regular board meeting.

**Administration’s Responsibilities**

The administration is responsible for supporting the Audit Committee in its oversight function and facilitating the implementation of audit recommendations. Specifically, the administration shall:

1. Publish audit reports, including internal audit findings and external audit reports, on the public-facing district website in accordance with applicable policies and regulations ensuring accessibility to stakeholders and the broader community.
2. Collaborate with the Audit Committee in addressing audit findings and implementing management action plans to strengthen internal controls and mitigate risks.
3. Provide necessary resources and support to the internal audit function to ensure its effectiveness and independence.

4. Maintain open communication channels with the Audit Committee, providing timely updates on audit-related matters and responding to inquiries as needed.

The Audit Committee is committed to promoting transparency, accountability, and integrity in its oversight role. By working collaboratively with stakeholders and upholding best practices, the committee strives to enhance organizational effectiveness and trust.

~~Audit Committee Charter:~~

~~Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.~~

~~\_\_\_\_\_  
Rhonda Skillern-Jones  
President of the Board~~

~~\_\_\_\_\_  
Holly Maria Flynn Vilaseca  
Chairperson of the Audit Committee~~

Approval

Audit Committee Chair \_\_\_\_\_

Date \_\_\_\_\_

## **AUDIT COMMITTEE CHARTER**

### **Houston Independent School District**

#### **Introduction**

The Board Audit Committee plays a vital role in overseeing the organization's governance, risks, and internal control practices. This oversight helps ensure the integrity and effectiveness of these practices, promoting confidence among stakeholders.

#### **Purpose**

The purpose of the Audit Committee is to provide structured oversight of the organization's governance, risks, and internal controls. It advises the School Board on the adequacy of these practices, aiming to enhance accountability and transparency. Specific responsibilities include:

- Oversight of the outsourcing of internal audit.
- Monitor follow-up on open audit recommendations/observations.
- Review financial statements and public accountability reporting.

In broad terms, the Audit Committee reviews the items noted above and provides the board with recommendations on the adequacy and effectiveness of management's practices which may include suggestions to strengthen these arrangements.

#### **Authority**

The authority of the Audit Committee to perform its work is established within the scope of the board.

The committee is entitled to receive explanations from management and staff of the organization that it deems necessary to respond to internal audit reports.

#### **Composition of the Audit Committee**

The Audit Committee is a subcommittee of the board, consisting of at least three members appointed by the board. Members collectively possess knowledge in areas such as finance, risk management, and governance. The committee may include a non-voting citizen member to supplement its expertise.

The board values diverse perspectives and recognizes the importance of expertise in finance, risk management, and governance. While specific qualifications are desirable, the board also respects the varied backgrounds and experiences of appointed individuals.

In appointing committee members, preference should be given to individuals with relevant

expertise. Training and development opportunities will be provided to enhance competencies of those interested in serving.

The committee shall be committed to transparency, accountability, and fostering an inclusive environment that values diversity of thought.

### **The Chair of the Audit Committee**

The Audit Committee shall designate its chair. The chair of the Audit Committee is responsible for setting meeting agendas, leading discussions, and facilitating effective communication among members. The chair collaborates with external auditors as needed and ensures compliance with organizational policies.

The chair's duties include:

**Setting Agendas:** Develop and distribute meeting agendas in advance, ensuring they align with the board's objectives and address relevant topics, including internal audit reports, risk assessments, and follow-up on audit recommendations.

**Leading Meetings:** Preside over committee meetings, facilitating discussions, maintaining focus on agenda items, and ensuring all members have an opportunity to contribute. The chair fosters an environment of open communication and collaboration among committee members.

**Collaboration with External Auditors:** Liaise with external auditors as necessary, coordinating their involvement in committee meetings and discussions.

**Oversight of Committee Activities:** Provide oversight of the committee's activities. The chair works collaboratively with other committee members to fulfill the committee's responsibilities.

**Reporting and Communication:** Communicate committee recommendations and activities to the board, in text and graphically, as needed. The chair may also represent the committee in interactions with senior management, stakeholders, or regulatory authorities.

### **Terms of Office**

Audit Committee members serve three-year terms, aligning with the organization's governance structure. Given the potential variability in elected officials' terms, the appointment and review of committee members will be conducted annually by the Board President to ensure continuity and adaptability to changes in board composition. To the extent practicable, the Board President shall strive for staggered committee member terms. This approach allows for flexibility while maintaining stability within the committee.

## **Quorum**

The quorum for the audit committee shall be a majority of the members.

## **Operational Procedures**

The Audit Committee meets at least three times annually, with additional meetings scheduled as necessary. Meetings are convened by the chair, who calls the meeting to order at the designated time. The agenda is then followed, with the chair facilitating discussions and ensuring that all agenda items are covered.

At the conclusion of each meeting, the chair will ask for a motion to adjourn, and the meeting will be officially closed once the motion is seconded and approved by a majority of members present. Minutes shall be prepared for each meeting, documenting key discussions and decisions made during the meeting.

The chief financial officer (CFO) or designee, and audit department manager (whether internal or external to the organization), shall attend all meetings to provide support and coordination, assisting with meeting logistics and ensuring that relevant documentation and resources are available as needed.

**Internal Audit Oversight.** To obtain reasonable assurance with respect to work of the audit activity, the Audit Committee shall:

- Oversee the internal audit function by reviewing the annual risk assessment, internal and external audit reports, and management's response to audit findings. It tracks the implementation of management action plans and advises on continuous improvement efforts.
- Oversee the internal audit provider when the internal audit function is outsourced by reviewing the provider's annual risk assessment, audit reports, and management's response to audit findings. Ensure they track the implementation of management action plans resulting from audit recommendations and advise on continuous improvement efforts. The committee ensures effective communication and collaboration with the external/internal audit provider to address audit findings and enhance organizational governance, risk management, and internal controls.
- Monitor and review the internal audit activity's progress relative to its charter and the annual audit plan.

**Follow-up on Open Audit Recommendations/Observations.** To obtain reasonable assurance that management has acted on the observations and recommendations from internal and external audit, the Audit Committee shall review regular reports on the progress of implementing approved management action plans and audit recommendations resulting from completed audits.

**Financial Statements and Public Accountability Reporting.** To ensure the presentation of the

audited financial statements, and the discussion of the letter to management on recommendations, the Audit Committee is responsible for oversight of the independent audit of the government entity's financial statements, including but not limited to overseeing the resolution of audit findings in areas such as internal control, legal, regulatory compliance, and ethics.

**Other Responsibilities.** In addition, the Audit Committee shall:

- Perform other activities related to this charter as requested by the governing body.
- Evaluate the performance of the internal audit and external audit functions annually, and make recommendations for Board consideration.

**Reporting on Audit Committee Performance.** The Audit Committee shall:

Provide an annual report summarizing its activities and recommendations to the board. The report may be presented at a committee meeting or a regular board meeting.

#### **Administration's Responsibilities**

The administration is responsible for supporting the Audit Committee in its oversight function and facilitating the implementation of audit recommendations. Specifically, the administration shall:

1. Publish audit reports, including internal audit findings and external audit reports, on the public-facing district website in accordance with applicable policies and regulations ensuring accessibility to stakeholders and the broader community.
2. Collaborate with the Audit Committee in addressing audit findings and implementing management action plans to strengthen internal controls and mitigate risks.
3. Provide necessary resources and support to the internal audit function to ensure its effectiveness and independence.
4. Maintain open communication channels with the Audit Committee, providing timely updates on audit-related matters and responding to inquiries as needed.

The Audit Committee is committed to promoting transparency, accountability, and integrity in its oversight role. By working collaboratively with stakeholders and upholding best practices, the committee strives to enhance organizational effectiveness and trust.

**Approval**

Audit Committee Chair \_\_\_\_\_

Date \_\_\_\_\_



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6/13/2024

5.

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Office of the School Board

Reappointment Of Houston Independent School District Representatives To Tax Increment Reinvestment Zones Boards Of Directors

The Houston Independent School District (HISD) participates in certain tax increment reinvestment zones (TIRZ) with the City of Houston. As a participant, HISD is entitled to appoint a representative to the board of directors of each zone, upon the preceding director's term expiration.

This agenda item is to authorize reappointment of the following representatives to two-year terms of service on the indicated TIRZ boards of directors:

- Seth Hopkins - TIRZ 15 (East Downtown): This reappointment is for the two-year term from July 7, 2024, through July 6, 2026.
- J. Randall Powers - TIRZ 16 (Uptown): This reappointment is for the two-year term from July 7, 2024, through July 6, 2026.
- Ronda Prince - TIRZ 18 (Fifth Ward): This reappointment is for the two-year term from July 21, 2024, through July 20, 2026.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board approves the reappointment of representatives to TIRZ boards of directors as listed above, effective June 14, 2024.



# Consent Agenda

4400 WEST 18TH STREET  
HOUSTON, TEXAS 77092

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6/13/2024

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Office of the Superintendent of Schools

Office of Legal Services

Approval Of Proposed Revisions To Board Policy FEC(LOCAL), *Attendance: Attendance For Credit-Second Reading*

The purpose of this agenda item is to request that the Houston Independent School District (HISD) School Board approves revisions to Board Policy FEC(LOCAL), *Attendance: Attendance for Credit*, for compatibility with the approved District of Innovation Plan.

A copy of FEC(LOCAL) showing the proposed changes is attached.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the School Board approves the proposed revisions to Board Policy FEC (LOCAL), *Attendance: Attendance for Credit*, on second reading, effective June 14, 2024.

This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.

**Absences  
Considered**

Except as otherwise provided by law, all absences incurred while enrolled in the District shall be considered in determining whether a student has attended the required percentage of days under this policy.

**Attendance  
Committees**

Campus-based attendance committees shall be established in accordance with Education Code 25.092 [and shall operate in accordance with the District of Innovation status of the District.](#)

The Superintendent or designee shall make the specific appointments in accordance with legal requirements. The principal shall be responsible for establishing high standards of attendance and punctuality for every student. [See the *Elementary School Guidelines* and *Secondary School Guidelines*]

**Parental Notice of  
Excessive Absences**

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below the required number of days established in the *Elementary School Guidelines* and *Secondary School Guidelines* for the current school year.

**Methods for  
Regaining Credit or  
Awarding a Final  
Grade**

When a [kindergarten through grade 12](#) student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class or a final grade by completing a plan approved by the principal. [Additionally, high school students \(grades 9–12\) with attendance between 70 percent and 75 percent of days the class is offered and grades of 70 or above in all classes may earn credit for the class by completing a plan approved by the principal.](#) This plan must ~~provide for a~~ [low](#) the student to meet the ~~instructional requirements of the~~ [class instructional requirements](#) as determined by the principal.

If the student fails to successfully complete the plan, or when a student's attendance drops below ~~75 percent of the days the class is offered~~ [the standards outlined above](#), the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

Petitions for credit or a final grade may be filed at any time the student receives notice but, in any event, no later than 30 days after the last day of classes or the date the parent or adult student receives notification.

The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. The attendance committee may also, whether a petition is filed or not, review the records of all

students whose attendance drops below 90 percent of the days the class is offered.

A student who has lost credit or has not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

**Personal Illness**

The principal or attendance committee may require verification from a health-care provider in accordance with administrative regulations as a condition of classifying an absence for personal illness as one for which there are extenuating circumstances.

**Best Interest Standard**

In reaching consensus regarding a student's absences and how the student can be awarded credit or a final grade, the attendance committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent or designee shall develop administrative regulations to document the attendance committee's decision.

**Guidelines on Extenuating Circumstances**

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject.

When makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences as days of attendance for award of credit or a final grade. [See FEA]

The attendance committee shall consider whether reasons for the absences were out of the parent's or student's control and whether documentation for the absence is acceptable.

The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

**Imposing Conditions for Awarding Credit or a Final Grade**

The attendance committee shall consider the student's unique circumstances and, if necessary, shall impose conditions for awarding credit or a final grade that permit the student to meet the instructional requirements of the class rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences. Conditions may include:

- ~~1.~~ 1. Maintaining attendance standards for the rest of the semester.
- ~~2.~~ 2. Completing additional assignments, as specified by the committee or teacher.
- ~~3.~~ 3. Attending tutorial sessions as scheduled.

~~4.~~ 4. Completing other instructional programs, as specified by the committee.

~~5.~~ 5. Taking an examination to earn credit. [See EHDB]

In all cases, the student must earn a passing grade in order to receive credit.

### **Appeals Process**

The attendance committee's decision may be appealed in accordance with provisions included in the *Elementary School Guidelines* and *Secondary School Guidelines*.



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6/13/2024

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Office of the Superintendent of Schools

Office of Human Resources

Approval Of Certification Waiver For Teachers, Counselors, And Assistant Principals  
For The 2024-2025 School Year

The purpose of this agenda item is to request that the Houston Independent School District (HISD) School Board approves the district's application to the commissioner of education for a certification waiver for teachers, counselors, and assistant principals for the 2024-2025 school year. The waiver is required by the Texas Education Agency (TEA) to hire educators without a teacher, counselor, or assistant principal certification.

The TEA allows school districts to employ educators and other public-school personnel without certification by submitting a request to waive such requirement. Waivers are typically requested 31 days before the time frame when the district seeks to use the waivers. HISD may need to hire and employ qualified but uncertified teachers, counselors, and assistant principals for the 2024-2025 school year when certified candidates are not available. The continuing shortage of certified educators has resulted in the need for school districts to leverage these allowable TEA certification waiver options.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

**RECOMMENDED:** That the School Board approves the district's application to the commissioner of education for a waiver of the certification requirement for teachers, counselors, and assistant principals, effective June 14, 2024.



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6/13/2024

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Office of the Superintendent of Schools

Office of Academics

Approval To Submit Waiver For Low Attendance And Missed School Days For 2023-2024

In accordance with Texas Education Code (TEC) §7.056(a-e), which provides a process by which schools may request waivers from local school board policies, State Board of Education rules, or TEC requirements that inhibit student achievement, it is requested that the Houston Independent School District (HISD) School Board approves the waiver requests described below and detailed in the explanatory sheet.

Low Attendance Waivers

For a day when school was held but attendance was at least 10 percentage points below the overall average attendance rate for the applicable campus from the prior year because of inclement weather-related, health, or safety issues, HISD is applying for a waiver to have the day excluded from average daily attendance (ADA) and Foundation School Program (FSP) funding calculations. HISD has confirmed that the number of minutes requested for a low attendance day is equivalent to the number of minutes operated on that day.

Missed School Days(s) Waiver

HISD is requesting a waiver for identified campuses for excused absences of full instructional days missed due to inclement weather-related, health, safety, or other issues. HISD has confirmed that the number of minutes requested for a missed school day is equivalent to the number of minutes operated on that day.

The list of schools for which waivers are requested, with the types of waivers requested, is attached.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board approves submitting waiver requests as described above, effective June 14, 2024.

### Low Attendance and Missed School Days Waivers

Board Policy	Waiver Description	Requesting School(s)	Recommendation
<p>Low Average Daily Attendance (ADA)</p>	<p>Allows the district to excuse instructional days from ADA calculations when attendance was at least 10 percent below the previous school year's average attendance due to inclement weather or health/safety reasons.</p>	<p><b>Safety – 10/9/2023</b> Houston Academy for International Studies</p> <p><b>Safety - 12/21/2023</b> Sterling High School (HS)</p> <p><b>Safety – 1/17/2024</b> Stevenson Middle School (MS)</p> <p><b>Safety – 2/8/2024</b> Madison HS</p> <p><b>Safety – 3/8/2024</b> Sterling HS Westbury HS</p> <p><b>Safety – 4/8/2024 – Day of Eclipse</b> Alcott Elementary School (ES) Almeda ES Anderson ES Arabic Immersion Magnet School Armandina Farias Early Childhood Center (ECC) Ashford ES Askew ES Atherton ES Attucks MS Audrey Lawson MS Baker Montessori Barbara Bush ES Barrick ES Bastian ES Baylor College of Medicine Academy at Ryan Bell ES</p>	

		Bellaire HS Bellfort ECC Benavidez ES Benbrook ES Berry ES Billy R. Reagan K-8 Biotech Academy At Rusk Black MS Blackshear ES Bonham ES Bonner ES Braeburn ES Briargrove ES Briar Meadow Charter Briscoe ES Brookline ES Browning ES Bruce ES B.T. Washington HS Burbank ES Burbank MS Burnet ES Burrus ES Cage ES Carnegie Vanguard HS Carrillo ES Challenge Early HS Chavez HS Clemente Martinez ES Clifton MS Codwell ES Condit ES Coop ES Cornelius ES	
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		Crespo ES Crockett ES Cullen MS Cunningham ES Davila ES Deady MS DeBakey HS De Chaumes ES De Zavala ES Dogan ES Durham ES Durkee ES East Early College High School (ECHS) Eastwood Edison MS Energized for Excellence (EE) Academy (364) EE ECC (350) EE MS (342) Eliot ES Elmore ES Elrod ES Emerson ES Energy Institute HS Energized for STEM (ESTEM) Academy (321) ESTEM West MS (390) Felix Cook ES Field ES Fleming MS Foerster ES Fondren ES Fondren MS	
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		Fonville MS Fonwood EL Forest Brook Middle Foster ES Franklin ES Frost ES Furr HS Gabriela Mistral ECC Gallegos ES Garcia ES Garden Oaks Montessori Garden Villas ES Golfcrest ES Gregg ES Gregory-Lincoln MS Grissom ES Houston Academy for International Studies (HAIS) Halpin ECC Hamilton MS Harper Disciplinary Alternative Education Program (DAEP) Hartman MS Hartsfield ES Harvard ES Houston Community College (HCC) Fraga HCC Gulfton HCC Life Skills Heights HS Helms ES Herod ES Herrera ES Highland Heights ES	
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		Hilliard EL Hobby ES Hogg MS Holland MS Horn ES Houston Math, Science, and Technology Center (MSTC) HS Ahead Academy HS for Law and Justice Isaacs ES J. Hines-Caldwell ES J. Gross ES J.P. Henderson ES J.R. Harris ES James Deanda ES Janowski ES Jefferson ES Joe E. Moreno ES Jones HS Kashmere Gardens ES Kashmere HS Kate Smith ES Kelso ES Kennedy ES Ketelsen ES Key MS Kinder High School for the Performing and Visual Arts (HSPVA) Kolter ES Lamar HS Lanier MS Lantrip ES Las Americas MS Law ES	
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		Lewis ES Liberty HS Lockhart ES Long Academy Longfellow ES Looscan ES Love ES Lovett ES Lyons ES M.C. Williams MS MacGregor ES Mading ES Madison HS Mandarin Immersion Magnet School Margaret L Wisdom HS Mark White ES Marshall MS McGowen EL McNamara ES McReynolds MS Memorial ES Meyerland Performing and Visual Arts (PVA) MS Mickey Leland College Preparatory Academy for Young Men Milby HS Milne ES Mitchell ES M.L. King, Jr., ECC Montgomery ES Mount Carmel Academy Nat Q. Henderson ES North Houston ECHS Ninfa R. Laurenzo ECC	
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		North Forest HS Northline ES Northside HS Oak Forest ES Oates ES Ortiz MS Osborne ES Park Place ES Parker ES Pat Neff Early Learning Center (ELC) Pat Neff ES Patrick Henry MS Patterson ES Peck ES Pershing MS Petersen ES Pilgrim Academy Pin Oak MS Piney Point ES Pleasantville ES Poe ES Port Houston ES Project Chrysalis MS Pugh ES R.P. Harris ES Raul Martinez ES Ray Daily ES Red ES Revere MS Reynolds ES Rice MS River Oaks ES Roberts ES	
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		Robinson ES Roderick R. Paige ES Rodriguez ES Roosevelt ES Ross ES Rucker ES Sanchez ES Scarborough ES Scarborough HS Scroggins ES Secondary DAEP Seguin ES School at St. George Place Shadowbriar ES Shadydale EL Sharpstown HS Shearn ES Sherman ES Sinclair ES Sharpstown International School South ECHS Southmayd ES Stephen F. Austin HS Sterling HS Stevens ES Stevenson MS Sugar Grove Academy Sutton ES T.H. Rogers MS Tanglewood MS Thomas MS Thompson ES Thurgood Marshall ES Tijerina ES	
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		Tinsley ES Travis ES Twain ES Valley West ES Wainwright ES Walnut Bend ES Waltrip HS Welch MS Wesley ES West University ES Westbury HS Westbriar MS Westside HS Wharton K-8 Wheatley HS Whidby ES White ES Whittier ES Windsor Village ES Woodson ES Worthing HS Yates HS Yolanda B. Navarro MS Young ES Young Women's College Preparatory Academy <b>Safety – 5/29/2024</b> Atherton ES Field ES Heights HS Helms ES Highland Heights ES Northline ES <b>Weather – 11/30/2023</b>	
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		<p>Fonwood ECC  Houston MSTC  North Houston ECHS  Reagan K-8  <b>Weather – 12/8/2023</b>  Liberty HS  <b>Weather – 12/11/2023</b>  Carrillo ES  <b>Weather – 12/14/2024</b>  Kolter ES  <b>Weather – 12/15/2024</b>  Kolter ES  Reagan K-8  <b>Weather – 12/21/2023</b>  Raul Martinez  Reagan K-8  <b>Weather – 1/8/2024</b>  Alcott ES  Garden Villas ES  Liberty HS  McReynolds MS  Paige ES  Petersen ES  Wisdom HS  <b>Weather – 1/12/2024</b>  Garden Oaks Montessori  <b>Weather – 1/17/2024</b>  Alcott ES  Lawson MS  Bellfort ECC  Berry ES  Briscoe ES  Burnet ES  Carrillo ES</p>	
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		Crockett ES Davila ES Deady MS Farias ECC Fonwood ECC Garden Oaks Montessori Grissom ES Golfcrest ES Hilliard ES HS for Law and Justice Milby HS North Houston ECHS Peck ES Petersen ES Raul Martinez ES Rucker ES Sanchez ES Scarborough ES Scarborough HS Shadydale ES Smith ES Windsor Village ES <b>Weather – 3/8/2024</b> Bellaire HS Garden Oaks Montessori Scarborough HS <b>Weather – 4/1/2024</b> Berry ES Gregg Elementary Kolter Elementary Raul Martinez ES Rucker ES Scarborough ES <b>Weather – 5/3/2024</b>	
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		Forest Brook MS <b>Health – 12/21/2023</b> Roberts ES <b>Health – 1/8/2024</b> Garden Villas ES <b>Health – 1/25/2024</b> Lovett ES <b>Health – 1/26/2024</b> Lovett ES <b>Health – 3/8/2024</b> Bellaire HS Wisdom HS <b>Health – 4/1/2024</b> Burnet ES Garden Villas ES <b>Health – 4/9/2024</b> Wisdom HS Burnet ES <b>Health – 4/11/2024</b> Bellaire HS	
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Board Policy	Waiver Description	Requesting School(s)	Recommendation
Missed School Days	<p>Districts or campuses can request a waiver for excused absences if instructional days are missed due to inclement weather, health, safety-related, or other issues.</p> <p>The first two days missed for any reason must be made up, using either designated makeup days or additional minutes.</p>	<p><b>Weather - 5/20/2024</b></p> <p>Barrick ES  Benbrook ES  Berry ES  Black MS  Briscoe ES  Browning ES  Burrus ES  Cage ES  Challenge ECHS  Chrysalis MS  Clifton MS  Cook ES  Cunningham ES  Elementary DAEP  De Chaumes ES  Dogan ES  Durham ES  Durkee ES  Farias ECC  Field ES  Fonville MS  Forest Brook MS  Furr HS  Gallegos ES  Garden Oaks Montessori  Hamilton MS  Harper DAEP  Harris RP ES  Harvard ES  Helms ES  Henry MS  Herod ES</p>	

		Hilliard ES Houston MSTC Isaacs ES Janowski ES Kashmere HS Kennedy ES McGowen ES Middle College HS - Fraga North Houston EC HS Northline ES Oak Forest ES Osborne ES Port Houston ES Reynolds ES Robinson ES Roosevelt ES Scarborough HS Secondary DAEP Sinclair ES Smith ES Stevens ES Sugar Grove MS Waltrip HS White M ES Whittier ES <b>Weather 5/21/2024</b> Barrick ES Benbrook ES Berry ES Black MS Browning ES Burrus ES Cage ES Chrysalis MS	
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		Clifton MS Elementary DAEP Dogan ES Field ES Forest Brook MS Furr HS Garden Oaks Montessori Harper DAEP Harris RP ES Hamilton MS Harvard ES Heights HS Hilliard ES Hogg MS Houston MSTC Janowski ES Marshall MS North Houston ECHS Northline ES Oak Forest ES Robinson ES Roosevelt ES Scarborough HS Secondary DAEP Sinclair ES Smith ES Sugar Grove MS Waltrip HS M. White ES Whittier ES <b>Weather 5/22/2024</b> Benbrook ES Black MS Browning ES	
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		Burrus ES East ECHS Field ES Forest Brook MS Furr HS Harper DAEP Harris RP ES Harvard ES Janowski ES Marshall MS Moreno ES Northline ES Robinson ES Roosevelt ES Secondary DAEP Sinclair ES Sugar Grove MS M. White ES Whittier ES	
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6/13/2024

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Office of the Superintendent of Schools

Office of Academics

Authorization To Negotiate, Execute, And Amend An Agreement Renewal With The Houston Health Department For Continuing Collaboration With Baylor College Of Medicine To Provide On-Site Teen Health Clinics At Select Sites In Harris County Precinct 1

In response to the unique healthcare needs of students ages 13-24, Baylor College of Medicine has established Teen Clinics on Campus, strategically positioned within Houston Independent School District (HISD) schools. These clinics are designed to offer confidential and youth-friendly healthcare services, recognizing the importance of addressing adolescents' health concerns in a supportive and accessible environment. All clinics require parent and/or guardian approval for students to access services. This is a continuation of the existing partnership agreement dated April 16, 2017, so this item will allow services currently offered to students at existing clinics to continue.

### Partnership Scope of Work

- **Comprehensive Health Services:** Baylor College of Medicine's Teen Clinics on Campus provide a range of health services, including preventive care, reproductive health, mental health support, and counseling tailored to the unique needs of teenagers. Clinics require parent and/or guardian approval for students to access services.
- **Confidential and Youth-Friendly Environment:** Recognizing the importance of privacy and confidentiality, these clinics create a welcoming and non-judgmental space where teenagers feel comfortable seeking healthcare services.
- **Educational Outreach:** The partnership involves educational outreach initiatives within HISD schools to raise awareness about the availability of on-campus teen clinics, promoting a culture of proactive health management among students.
- **Collaboration with School Staff:** The clinics collaborate closely with HISD school staff to integrate healthcare services seamlessly into the school environment, ensuring accessibility and convenience for students.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board authorizes the superintendent of schools or a designee to negotiate, execute, and amend a renewal of the agreement with the Houston Health Department for the 2023-2024 and 2024-2025 school years, effective June 14, 2024.

## Baylor College of Medicine Teen Clinics

**Overview:** These clinics are specifically designed to provide confidential and youth-friendly healthcare services, emphasizing the importance of addressing adolescents' health concerns in a supportive and accessible setting. Students can access the clinic either by scheduling an appointment directly or through a referral from the school nurse. Students under 18 years of age must have parental consent to treat.

### Services Offered:

- Perform physical/mental development checkups. Assess alterations in normal health processes such as developmental delays and mental or behavioral problems. Identify possible referral sources for treatment and follow-up.
- Perform Texas Health Steps (THS) examinations which include reviewing hearing and vision screening results.
- Treat minor acute illnesses and sexually transmitted diseases, provide pregnancy testing, and provide gynecological care as determined by the physician or advanced practice nurse (APN).
- Make referrals to other medical service providers for treatment as needed.
- Perform vision, hearing, speech, and scoliosis screenings and review immunization information as required by the Houston Independent School District and the State of Texas.
- Order and perform lab tests.
- Maintain a schedule of all students requiring services at the clinic.

### Current Locations:

1. Wisdom High School (HS)
2. Worthing HS
3. Milby HS

**Possible Future Locations:** Baylor College of Medicine wants to expand the partnership. At this time, we do not know how many clinics could be established or their locations other than they will be in Harris County Precinct 2.

1. Austin HS
2. East Early College HS
3. Furr HS
4. Northside HS
5. Houston Math, Science, and Technology Center



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6/13/2024

10.

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Office of the Superintendent of Schools

Office of Academics

Authorization To Negotiate, Execute, And Amend An Agreement Renewal With The Houston Health Department For Continuing Collaboration With Baylor College Of Medicine And Harris County Hospital District To Provide On-Site Teen Health Clinics At Select Sites In Harris County Precinct 2

In response to the unique healthcare needs of students ages 13-24, Baylor College of Medicine has established Teen Clinics on Campus, strategically positioned within Houston Independent School District (HISD) schools. These clinics are designed to offer confidential and youth-friendly healthcare services, recognizing the importance of addressing adolescents' health concerns in a supportive and accessible environment. All clinics require parent and/or guardian approval for students to access services. This is a continuation of the existing partnership agreement dated April 16, 2017, so this item will allow services currently offered to students at existing clinics to continue.

**Partnership Scope of Work**

- **Comprehensive Health Services:** Baylor College of Medicine's Teen Clinics on Campus provide a range of health services, including preventive care, reproductive health, mental health support, and counseling tailored to the unique needs of teenagers. Clinics require parent and/or guardian approval for students to access services.
- **Confidential and Youth-Friendly Environment:** Recognizing the importance of privacy and confidentiality, these clinics create a welcoming and non-judgmental space where teenagers feel comfortable seeking healthcare services.
- **Educational Outreach:** The partnership involves educational outreach initiatives within HISD schools to raise awareness about the availability of on-campus teen clinics, promoting a culture of proactive health management among students.
- **Collaboration with School Staff:** The clinics collaborate closely with HISD school staff to integrate healthcare services seamlessly into the school environment, ensuring accessibility and convenience for students.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board authorizes the superintendent of schools or a designee to negotiate, execute, and amend a renewal of the agreement with the Houston Health Department for the 2023-2024 and 2024-2025 school years, effective June 14, 2024.

## Baylor College of Medicine Teen Clinics

**Overview:** These clinics are specifically designed to provide confidential and youth-friendly healthcare services, emphasizing the importance of addressing adolescents' health concerns in a supportive and accessible setting. Students can access the clinic either by scheduling an appointment directly or through a referral from the school nurse. Students under 18 years of age must have parental consent to treat.

### Services Offered:

- Perform physical/mental development checkups. Assess alterations in normal health processes such as developmental delays and mental or behavioral problems. Identify referral sources for treatment and follow-up.
- Perform Texas Health Steps (THS) examinations which include reviewing hearing and vision screening results.
- Treat minor acute illnesses and sexually transmitted diseases, provide pregnancy testing, and provide gynecological care as determined by the physician or advanced practice nurse (APN).
- Make referrals to other medical service providers for treatment as needed.
- Perform vision, hearing, speech, and scoliosis screenings and review immunization information as required by the Houston Independent School District and the State of Texas.
- Order and perform lab tests.
- Maintain a schedule of all students requiring services at the clinic.

### Current Locations:

1. Wisdom High School (HS)
2. Worthing HS
3. Milby HS

**Possible Future Locations:** A needs assessment will help guide the decision of where the future clinics will be located to support the school communities with the greatest need.

1. Austin HS
2. East Early College
3. Furr HS
4. Northside HS
5. Houston Math, Science, and Technology Center



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6/13/2024

11.

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Office of the Superintendent of Schools

Office of Academics

### Approval Of Additional Instructional Resources

The Houston Independent School District (HISD) requests approval from the HISD School Board for districtwide adoption of additional instructional resources to enhance curricular offerings. This proposal reflects HISD's commitment to ensure campuses have access to high-quality instructional materials (HQIM) that meet the rigorous academic standards and diverse needs of students.

This request includes the use of resources listed below for non-New Education System (NES) schools. HISD provides non-NES campuses with an approved list of curricular materials for reading and language arts (RLA), math, science, and social studies. If campuses select from this list, central office funds the purchase of materials. Most of the curricula on this list have already been approved in previous years by the HISD Board of Education. All materials not previously approved are listed below for board approval. All products on the list directly below have been approved by the Texas Education Agency (TEA) and/or the State Board of Education (SBOE) based on alignment to the Texas Essential Knowledge and Skills (TEKS). This approval is requested to last until TEA sunsets its list of approved products and completes a new adoption, which typically happens when the SBOE updates TEKS in a content area.

#### **1. Pearson (Savvas) Kindergarten-Grade 12 (K-12) Social Studies**

- Additional option for K-12 social studies. Aligned with TEKS and English language proficiency standards (ELPS), SBOE-approved during the 2015 Social Studies adoption.

#### **2. HMH Into Literature, English I, English II**

- Additional option for English I and English II. TEKS- and ELPS-aligned, SBOE-approved during the 2019 RLA adoption.

#### **3. StemScopes Math K-8, Algebra I**

- Additional option for grades 6-8 math and Algebra I. TEKS- and ELPS-aligned, TEA-approved during 2014 Math adoption.

#### **4. Amplify Reading for Grades K-5, Carnegie Math for Grades 6-12, and Eureka Math for Grades K-5**

- TEA-approved HQIM licensed as Open Education Resources (OER). The definition of OER means TEA created these materials under a license that allows districts to freely access the digital products.
- HISD Board of Education previously approved these products for pilot use.

#### **5. Amplify Reading for Grades 6-8**

- Additional option for grades 6-8 RLA.
- This product was not available in Texas during the SBOE review process for RLA in

2019. In 2020, TEA reviewed and approved this product for district use as a part of its Coronavirus disease (COVID) response supports. TEA also fully funded the curriculum during COVID for a temporary length of time.

- HISD Board of Education previously approved these products for pilot use.

Finally, HISD is seeking approval for the following district-created curriculum resources for an artificial intelligence (AI) student-elective and career and technical education (CTE) Foundational Programs of Study. Each of these courses will cover 100 percent of the TEKS and will leverage TEA-approved instructional materials as the base resource.

**1. District-Created Curriculum for AI Elective Course in 11<sup>th</sup> and 12<sup>th</sup> grade**

- AI curriculum and instructional materials used to teach AI
- Aligned to CTE Touch Data Entry Systems Course
- The Foundation of Artificial Intelligence curriculum is being developed this year by the HISD Academics team in collaboration with leaders in the AI field across industries. In early 2024, the district convened an external advisory committee with senior members from BCG, Oxy, Westlake Chemical, NOV, Intel, HPE, BBVA Compass, and University of Texas (UT) at Austin’s Texas Advanced Computing Center. The experts provided feedback on HISD’s proposed scope and sequence. Additionally, the Academics team is hosting Lesson Focus Groups through the month of July with participation from incoming AI teachers and staff from Houston Community College and UT Austin to provide expert review and feedback to strengthen the curriculum.

**2. District-Created Curriculum for CTE Foundational Programs of Study**

- District created curriculum for the Foundational Programs of Study that is aligned to Industry Base Certifications (IBC). These Programs of Study include Entrepreneurship, Distribution, Logistics and Warehousing, Health Informatics, and Networking Systems
- The Foundational Programs of Study curriculum development process will closely mirror the development of all district-created curriculum. The Program of Study specialists on the curriculum team will create the scope and sequence for the courses to ensure 100 percent alignment to the standards. The curriculum team will obtain feedback from CTE teachers and AI experts to ensure students will be able to master the content required for IBC attainment and develop skills aligned to the future of work. Next, the curriculum designers will write daily lessons, which will be peer-reviewed by the curriculum design and CTE team within the Office of Academics. During the lesson creation process, SBOE-approved instructional materials will be used as the base, supplemented by additional resources to ensure students are prepared for IBC attainment.

COST/FUNDING SOURCE(S): Materials are included in existing budget allocations.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
IMA	4100000000	1090800003	PS11110000000000	6321000000	6000000005832	\$16,850,000
IMA	4100000000	1090800003	PS11110000000000	6321000000	6000000005833	\$16,850,000





6/13/2024

12.

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 renew 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 and are eligible to earn a College, Career, and Military Readiness (CCMR) point for Texas Education Agency (TEA) accountability. The partnership agreement term is from June 1, 2024, through August 31, 2025.

HISD anticipates significant enrollment growth with the UT OnRamps program during the 2024-2025 school year, as the following campuses completed an implementation plan that includes 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
- **East Early College High School**
- **Eastwood Academy**
- 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
- **Liberty High School**
- Madison High School
- Mickey Leland College Preparatory Academy for Young Men
- Middle College High School-Gulfton
- Milby High School
- **Mount Carmel Academy**
- North Forest High School

- North Houston Early College High School
- Northside High School
- 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
- Washington 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:

- Fundamentals of Arts and Entertainment Technologies
- Introductory Biology I with lab (BIOL 1306)
- Principles of Chemistry I with lab (CHEM 1311)
- Principles of Chemistry II with lab (CHEM 1312)
- Introduction to Chemical Practices II with lab (CHEM 1112)
- Computer Science: Thriving in Our Digital World
- Introduction to Economics (ECON 2302)
- Earth, Wind, and Fire: An Introduction to Geoscience
- United States History, 1492-1865 (HIST 1301)
- United States Since 1865 (HIST 1302)
- College Algebra (MATH 1314)
- Discovery Precalculus (MATH 2312)
- Mechanics, Heat, and Sound with lab (PHYS 1301)
- Electromagnetism, Optics, and Nuclear Physics (PHYS 1302)
- Introduction to Rhetoric (ENGL 1301)
- Reading and Writing the Rhetoric of American Identities (ENGL 1302)
- Elementary Statistical Methods (MATH 1324)
- Introduction to Quantum Technologies (PHYS 1307)

Each district is responsible for fees as follows:

- \$850 in professional learning institute expenses for each new OnRamps teacher (virtual or local hybrid)
- \$550 in professional learning institute expenses for each returning OnRamps teacher (virtual or local hybrid)
- \$170.61 tuition and course materials expense per three-hour course for each student. If subsidized funding is available, the cost will be \$149 per three-hour course. Under the Financial Aid for Swift Transfer (FAST) program, students eligible for free/reduced lunch will cost \$0 per course
- \$12,706.61 in required lab materials in each chemistry course

- \$8,128.65 in required lab materials in each physics course
- \$7,320.87 in required lab materials in each biology course

COST/FUNDING SOURCE(S):                      The total cost for this program is not expected to exceed \$600,000 over the 2024-2025 academic year.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
General Funds	1993000000	1060910000	6299000000	6299000000	PS11380000000000	\$600,000

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board approves renewal with UT OnRamps for dual enrollment course offerings, effective June 14, 2024.



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6/13/2024

13.

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Office of the Superintendent of Schools

Office of Academics

Authorization To Negotiate, Execute, And Amend A Cooperation Agreement With The Michael E. DeBakey Veterans Affairs Medical Center To Provide An Educational Experience In A Health Care Setting For Students Enrolled In DeBakey High School For Health Professions Health Science Technology Courses

A cooperation agreement with the Michael E. DeBakey Veterans Affairs (VA) Medical Center will allow for collaboration toward the establishment of an educational experience program to allow students of the DeBakey High School (HS) Health Science Technology program to utilize DeBakey VA Medical Center, providing students with opportunities for observation of health care professionals and exposure to the basic skills required for health care occupations.

### **Partnership Scope of Work**

- The agreement establishes a program in which DeBakey HS and DeBakey VA Medical Center will work together to coordinate work-based training experiences with parallel classroom studies. Students will not provide direct patient care services and will not participate in any research activities.
- DeBakey HS will be responsible for the student's educational program. Its responsibilities include:
  - confer credit to students who successfully attain the goals set for this program as applicable;
  - ensure that students selected for participation in the program have satisfactorily completed all courses and/or training that are prerequisites for participation in the program;
  - provide information regarding students participating in the program, as requested by DeBakey VA Medical Center, unless prohibited by federal or state law;
  - meet or confer with a DeBakey VA Medical Center liaison as often as necessary to provide for adequate communication and planning and/or to evaluate progress of students;
  - ensure that each student maintains the confidentiality of all information in DeBakey VA Medical Center's records, including but not limited to patient records, research designs, and protocols; and
  - as a condition of participation in the program, meet the health status requirements of DeBakey VA Medical Center's Department of Employee Health and Well-being and provide documentation to certify compliance with such guidelines. DeBakey HS will certify that each student has completed a tuberculosis screening within the last 12

months and is free from active tuberculosis disease, and is immune to varicella, measles, mumps, and rubella.

- DeBakey VA Medical Center will, at all times, have sole authority and control over all aspects of patient care. Its responsibilities include:
  - allow students to gain experience at DeBakey VA Medical Center under the direct supervision and responsibility of DeBakey VA Medical Center;
  - allow students, at their own expense, to utilize DeBakey VA Medical Center dining facilities;
  - provide input to DeBakey HS regarding a student's performance for purposes of evaluation in a mutually agreeable schedule and format;
  - provide an orientation for DeBakey HS students to inform them of DeBakey VA Medical Center facilities, policies, procedures, rules, and regulations;
  - arrange for emergency health care for a student if needed while the student is on-site at DeBakey VA Medical Center, provided, however, that DeBakey VA Medical Center will not be responsible for costs, follow-up care, or hospitalization associated with such emergency care;
  - have the right to immediately remove and/or require DeBakey HS to remove any student from participation in the program if either DeBakey VA Medical Center or DeBakey HS, in each party's sole discretion, determines that (1) the presence of the student has a detrimental effect upon DeBakey VA Medical Center facilities, patients, or personnel; (2) the student is compromising DeBakey VA Medical Center standards of care or performance, policies, or procedures; and/or (3) the proper liability insurance coverage is not in effect.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or designee to negotiate, execute, and amend a cooperation agreement with the Michael E. DeBakey VA Medical Center to provide an educational experience in a health care setting for students enrolled in DeBakey HS For Health Professions Health Science Technology courses, effective June 14, 2024.



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6/13/2024

14.

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Office of the Superintendent of Schools

Office of Academics

Authorization To Negotiate, Execute, And Amend A Cooperation Agreement With CVS Pharmacy, Inc., To Provide Practical Student Experience In A Health Care Setting

A cooperation agreement with CVS Pharmacy, Inc. (CVS Health) will allow for collaboration toward the establishment of an educational experience program to allow students of the Houston Independent School District (HISD) to utilize facilities of CVS Health, providing students with opportunities for tutelage by approved health care practitioners and exposure to clinical facilities, equipment, and services for health care occupations.

**Partnership Scope of Work**

- An agreement establishes a program in which CVS Health and HISD will work together to provide practical educational experiences.
- HISD will be responsible for the students' educational program. Its responsibilities include:
  - Provide information regarding dates for period of instruction, in accordance with the district's calendar and forecasts of students to be assigned to CVS Health;
  - Ensure that all students satisfy state licensure and/or registration requirements and, upon request, provide a copy of the related license and/or registration documentation to CVS Health;
  - Ensure that all students satisfy CVS Health requirements for individuals to access and train in the pharmacy, including but not limited to ensuring that every student, prior to the beginning of their training, completes the Student Statement and Acknowledgement Form, Loss Prevention Policy Form, and Health Insurance Portability and Accountability Act (HIPAA) Policy Form which shall be provided when multiple campuses are hosting students from the parent company;
  - Provide workers' compensation insurance for students, to the extent required by law;
- CVS Health will use commercially reasonable efforts to implement the objectives of the training program. Its responsible include:
  - Instruction in health care support staff skills and knowledge at a CVS Health location in accordance with guidelines and objectives of the training program;
  - Provide information regarding dates for period of instruction, in accordance with the company's calendar and forecasts of participants to be assigned to CVS Health;
  - Ensure that students and employees of HISD shall adhere to the rules, regulations, procedures, and policies of CVS Health while on CVS Health property and during the course of instruction in the training program.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board authorizes the superintendent of schools or designee to negotiate, execute, and amend an agreement with CVS Health to provide practical student experience in a health care setting, effective June 14, 2024.



6/13/2024

15.

Office of the Superintendent of Schools

Office of Academics

Approval To Adopt Texas Education Agency Innovative Courses For Use In Career And Technical Education Programs

The Career and Technical Education (CTE) Department requests approval to adopt innovative courses approved by the Texas Education Agency (TEA) for use in CTE programs of study.

Innovative courses and programs allow districts to offer state-approved innovative courses which enable students to master knowledge, skills, and competencies not included in the essential knowledge and skills of the required curriculum (Texas Administrative Code, [Section 74.27](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=2&ch=74&rl=27) [https://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p\\_dir=&p\\_rloc=&p\\_tloc=&p\\_ploc=&pg=1&p\\_tac=&ti=19&pt=2&ch=74&rl=27](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=19&pt=2&ch=74&rl=27)). The State Board of Education (SBOE) may approve any course that does not fall within any of the subject areas listed in the foundation and enrichment curricula. With the approval of the local school board, school districts and charter schools may offer any state-approved innovative course for state elective credit.

TEA innovative courses requested for approval include:

- Advanced Cloud Computing
- Advanced Floral Design
- Advanced Instrument and Electrical
- Advanced Legal Systems and Professions
- Advanced Shipboard Engineering
- Advanced User Experience Design
- Advanced Video Game Programming
- Aerospace Engineering-Project Lead the Way (PLTW)
- Agricultural Leadership, Research, and Communications
- Allied Health Therapeutic Services
- Applied Nutrition and Dietetics
- Aviation Ground School
- Barbering I
- Barbering II
- Basic Fluid Power
- Beekeeping and Honey Processing
- Biomedical Innovation (PLTW)
- Blueprint Reading for Manufacturing Applications

- Child Development Associate (CDA) Foundations
- Clinical Ethics
- Communication and Technology in Education
- Computer Aided Drafting for Architecture
- Computer Integrated Manufacturing (PLTW)
- Concepts of Distribution and Logistics Technology
- Dental Anatomy and Physiology
- Dental Equipment and Procedures
- Digital Image Processing
- Dimensions of Diplomacy
- Disaster Response
- Emergency Medical Technician-Basic
- Engineering Applications of Computer Science Principles
- Engineering Design and Development (PLTW)
- Engineering Essentials (PLTW)
- Entrepreneurship II
- Environmental Sustainability (PLTW)
- Esthetics
- Fiber Optic Technician
- Forensic Psychology
- Foundations of Court Reporting
- Foundations of Restaurant Management
- Foundations of User Experience (UX)
- Fundamentals of Real Estate
- General Employability Skills
- Geographic Information Systems
- Geographic Information Systems (GIS) for Agriculture
- Human Body Systems (PLTW)
- Imaging Technology I
- Imaging Technology II
- Internetworking Technologies I (Cisco)
- Internetworking Technologies II (Cisco)
- Introduction to Aerospace and Aviation
- Introduction to C# Programming Applications
- Introduction to Computer Aided Design and Drafting
- Introduction to Engineering Design (PLTW)
- Introduction to Event and Meeting Planning
- Introduction to Film Interpretation of Weldments
- Introduction to Industrial Maintenance
- Introduction to Instrumentation and Electrical
- Introduction to Shipboard Engineering
- Introduction to Unmanned Aerial Vehicles (UAV)
- IT Troubleshooting

- Kinesiology II
- Legal Research and Writing
- Logistics Engineering
- Maritime Science I
- Maritime Science II
- Marketing
- Medical Intervention Evaluation and Research
- Medical Interventions (PLTW)
- Microbiology and Safety for Cosmetology Careers
- Nail Care, Enhancements and Spa Services
- Occupational Safety & Environmental Technology III
- Occupational Safety & Environmental Technology I
- Occupational Safety and Environmental Technology II
- Occupational Therapy I
- Occupational Therapy II
- Optical Technician
- Parenting Education I
- Parenting Education II
- Pharmacy I
- Physical Therapy I
- Physical Therapy II
- Pipefitting Technology I
- Pipefitting Technology II
- Pipefitting Technology Lab I
- Pipefitting Technology Lab II
- Practicum in Digital Audio Technology
- Practicum in Energy
- Practicum in Entrepreneurship
- Practicum in Event and Meeting Planning
- Principles of Allied Health
- Principles of Biomedical Science (PLTW)
- Principles of Community Services
- Principles of Diagnostic Healthcare
- Principles of Exercise Science and Wellness
- Principles of Health Informatics
- Principles of Maritime Science
- Principles of Nursing Science
- Principles of Therapeutic HealthCare
- Programmable Logic Controller I
- Programmable Logic Controller II
- Quality Assurance for Biosciences
- Raster Based Geographic Information Systems
- Retail Management

- Science of Nursing
- Sheet Metal Technology
- Social and Community Services
- Spatial Technology and Remote Sensing
- Speech and Communication Disorders
- Speech and Language Development
- Sports and Entertainment Marketing II
- Student to Industry Connection
- Topographical Drafting
- Tourism Marketing Concepts and Applications
- Video Game Programming
- Viticulture

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board approves the adoption of TEA innovative courses for use in CTE programs, effective June 14, 2024.



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6/13/2024

16.

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Office of the Superintendent of Schools

Office of Finance and Operations

Approval Of Vendor Awards for Purchases Which Cost \$1,000,000 Or More

The purpose of this item is to authorize vendor awards for purchases which cost \$1,000,000 or more. Pursuant to School Board policy, contracts for purchases which cost \$1,000,000 or more are submitted to the Houston Independent School District (HISD) School Board for approval before purchase orders and/or agreement letters are issued. The Purchasing Services Department, authorized by board policy, enters into purchase agreements for bid projects less than \$1,000,000, subject to ratification by the School Board, and contracts associated with a board-approved cooperative or intergovernmental interlocal agreement.

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 comply 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 and a description of the items to be purchased.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board approves vendor awards for purchases which cost \$1,000,000 or more, effective June 14, 2024.

**Approval of Purchase \$1,000,000 or More  
Recommended for 6/13/2024 Board Agenda**

<b>Project Information</b>	23-03-01 – RFP / End User Computing Devices, Accessories, and Services – (Teer) – (CIO)
<b>Project Description</b>	The purpose of this project is to obtain districtwide laptops, desktops, tablet computing devices, Chromebooks, monitors, docking stations, components and peripherals, and deployment and installation services for students, teachers, principals, and administrative staff. Based on annual appropriations, the projected expenditure is not to exceed \$250,000,000 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).
<b>Project Term</b>	The project term is from June 14, 2024, through June 13, 2027, with two annual renewals, not to extend beyond June 13, 2029.
<b>Amount not to Exceed (Project Term)</b>	\$250,000,000

<b>Recommended Vendor(s) for Approval</b>	<b>M/WBE Commitment</b>
Netsync Network Solutions, Inc.	A-100%

**Approval of Purchase \$1,000,000 or More  
Recommended for 6/13/2024 Board Agenda**

<b>Project Information</b>	24-02-07 – RFP / Fully Processed and Cataloged Library Books – (Guerrero Martinez) – (CAO)
<b>Project Description</b>	The purpose of this project is to obtain fully processed and cataloged library books. 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) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
<b>Project Term</b>	The project term is from June 14, 2024, through June 13, 2025, with two automatic annual renewals, not to extend beyond June 13, 2027.
<b>Amount not to Exceed (Project Term)</b>	\$3,000,000

<b>Recommended Vendor(s) for Approval</b>	<b>M/WBE Commitment</b>
Bound to Stay Bound Books, Inc.	C-D
Children's Plus, Inc.	B-20%
Delaney Educational Enterprises, Inc.	B-20%
FSS Content Topco, LP, dba Follet Content Solutions, LLC	C-D
Hertzberg-New Method, Inc., dba Perma-Bound Books	C-D
Mackin Book Company, Inc., dba Mackin Educational Resources	A-100%
Rainbow Books, Inc., dba Rainbow Book Company of Illinois	B-20%

**Approval of Purchase \$1,000,000 or More  
Recommended for 6/13/2024 Board Agenda**

<b>Project Information</b>	24-08-03 – RFP / Nutrition Services Commercial Kitchen and Equipment Repairs – (Ly) – (CFOO)
<b>Project Description</b>	The purpose of this project is to obtain general kitchen repair and equipment maintenance services for the Nutrition Services Department. Based on annual appropriations, the projected expenditure is not to exceed \$6,000,000 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(LLEGAL).
<b>Project Term</b>	The project term is from June 14, 2024, through June 13, 2025, with four annual renewals, not to extend beyond June 13, 2029.
<b>Amount not to Exceed (Project Term)</b>	\$6,000,000

<b>Recommended Vendor(s) for Approval</b>	<b>M/WBE Commitment</b>
Brandt Constructors, and Facility Services, LLC	C-3%
Coolers, Inc.	C-D
Greenwich LLC dba Commercial Kitchen Parts and Service	C-D

**Approval of Purchase \$1,000,000 or More  
Recommended for 6/13/2024 Board Agenda**

<b>Project Information</b>	24-10-02 – RFP / Medical Administrator, Ancillary and Pharmacy Benefits Manager – (Wright) – (CFOO)
<b>Project Description</b>	The purpose of this project is to obtain a medical provider integrated with an ancillary and pharmacy benefits manager. Based on annual appropriations, the projected expenditure is not to exceed \$80,000,000 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(LLEGAL).
<b>Project Term</b>	The project term is from January 1, 2025, through December 31, 2025, with four annual renewals, not to extend beyond December 31, 2029.
<b>Amount not to Exceed (Project Term)</b>	\$80,000,000

<b>Recommended Vendor(s) for Approval</b>	<b>M/WBE Commitment</b>
United HealthCare Services, Inc.	B-35%

**Approval of Purchase Under \$1,000,000  
Recommended for 6/13/2024 Board Agenda**

<b>Project Information</b>	24-01-11-50 – Sole Source / District Copyright Compliance – (Gabino) – (CFOO)
<b>Project Description</b>	The purpose of this project is to obtain copyright compliance licenses. Based on annual appropriations, the projected expenditure is not to exceed \$543,500 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).
<b>Project Term</b>	The project term is from July 1, 2024, through June 30, 2029.
<b>Amount not to Exceed (Project Term)</b>	\$543,500

<b>Recommended Vendor(s) for Approval</b>	<b>M/WBE Commitment</b>
Swank Motion Pictures, Inc., dba Swank Movie Licensing USA & K12 Streaming	N/A

**Amendment to Item Approved on a Prior Agenda  
Recommended for 6/13/2024 Board Agenda**

<b>Project Information</b>	21-06-03 – RFP / Students Services, Enrichment Tutorials, Mentoring Services, and Alcohol and Drug Counseling – (Contreras) – (CAO) – Vendor Name Change
<b>Project Description</b>	This project was originally approved by the Board of Education on May 12, 2022. The purpose of this project amendment is to change the name of an awarded vendor through a contract reassignment beginning May 1, 2024, with no additional increase in funding, to obtain contracted services in the following areas: enrichment, mentoring, and student tutorial instruction in reading, math, English/language arts, social studies, and science that is designed to increase the progress and academic achievement of students, including English Language Learners (ELL) and Special Education students. Art-ucation, LLC, dba Abrakadoodle - Greater Metro Houston has changed its business name to C & D Divine Designs, LLC, dba Abrakadoodle - Greater Metro Houston. 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).
<b>Project Term</b>	The project term is from July 1, 2022, through June 30, 2023, with four automatic annual renewals, not to extend beyond June 30, 2027.
<b>Amount not to Exceed (Project Term)</b>	N/A

<b>Recommended Vendor(s) for Approval</b>	<b>M/WBE Commitment</b>
C & D Divine Designs, LLC, dba Abrakadoodle - Greater Metro Houston	A-100%

**Amendment to Item Approved on a Prior Agenda  
Recommended for 6/13/2024 Board Agenda**

<b>Project Information</b>	21-06-03 – RFP / Students Services, Enrichment Tutorials, Mentoring Services, and Alcohol and Drug Counseling – (Contreras) – (CAO) – Vendor Name Change
<b>Project Description</b>	This project was originally approved by the Board of Education on May 12, 2022. The purpose of this project amendment is to change the name of an awarded vendor through a contract reassignment beginning May 4, 2024, with no additional increase in funding, to obtain contracted services in the following areas: enrichment, mentoring, and student tutorial instruction in reading, math, English/language arts, social studies, and science that is designed to increase the progress and academic achievement of students, including English Language Learners (ELL) and Special Education students. Culture of Health - Advancing Together has changed its business name to Mid-America Arts Alliance. 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).
<b>Project Term</b>	The project term is from July 1, 2022, through June 30, 2023, with four automatic annual renewals, not to extend beyond June 30, 2027.
<b>Amount not to Exceed (Project Term)</b>	N/A

<b>Recommended Vendor(s) for Approval</b>	<b>M/WBE Commitment</b>
Mid-America Arts Alliance	NP-0%

## 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



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6/13/2024

17.

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Office of the Superintendent of Schools

Office of Finance and Operations

Approval Of The June Budget Amendment

A report on the status of the 2023-2024 budget has been completed. This report reflects budget amendments that require approval by the Houston Independent School District (HISD) School 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 ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the School Board approves the June Budget Amendment reflecting fiscal adjustments to estimated appropriations for fiscal year 2023-2024, effective June 14, 2024.

**HOUSTON INDEPENDENT SCHOOL DISTRICT**  
**GENERAL FUND**  
**BUDGET AMENDMENT FISCAL YEAR 2023-2024 (as adjusted)**  
**June 30, 2024**

	Adopted Budget July 1, 2023		March Budget Amendment		Proposed Budget as of June 30, 2024		Change
<b>ESTIMATED REVENUES</b>							
Local sources	\$ 1,935,628,316	88.2%	1,671,840,298	86.2%	1,593,663,242	82%	(78,177,056)
State sources	196,658,385	9.0%	205,590,595	10.6%	286,263,599	15%	80,673,004
Federal sources	62,538,142	2.8%	62,538,142	3.2%	62,538,142	3%	-
<b>Total estimated revenues</b>	<b>\$ 2,194,824,843</b>	<b>100.0%</b>	<b>1,939,969,035</b>	<b>100.0%</b>	<b>1,942,464,983</b>	<b>100%</b>	<b>2,495,948</b>
<b>APPROPRIATIONS</b>							
11 Instruction	\$ 1,137,458,757	47.8%	1,190,707,130	53.9%	1,199,024,696	54%	8,317,566
12 Instructional resources and media services	20,575,943	0.9%	15,024,946	0.7%	13,964,580	1%	(1,060,366)
13 Curriculum and Instructional Staff Development	27,569,001	1.2%	22,156,669	1.0%	25,967,376	1%	3,810,707
21 Instructional leadership	30,977,071	1.3%	50,548,230	2.3%	62,966,364	3%	12,418,134
23 School leadership	174,941,609	7.4%	180,395,029	8.2%	212,399,124	10%	32,004,095
31 Guidance, counseling and evaluation services	79,520,172	3.3%	69,059,904	3.1%	65,124,641	3%	(3,935,263)
32 Social work services	8,382,235	0.4%	6,315,087	0.3%	5,437,770	0%	(877,317)
33 Health services	25,650,688	1.1%	26,996,641	1.2%	25,542,942	1%	(1,453,699)
34 Student transportation	53,505,616	2.3%	60,799,302	2.8%	66,468,695	3%	5,669,393
35 Food services	136,117	0.0%	178,161	0.0%	89,059	0%	(89,102)
36 Co-Curricular/extracurricular activities	19,521,086	0.8%	29,111,361	1.3%	26,511,529	1%	(2,599,832)
41 General administration	50,002,399	2.1%	56,230,177	2.5%	55,681,422	3%	(548,755)
51 Plant maintenance and operations	233,833,447	9.8%	234,876,095	10.6%	248,793,169	11%	13,917,074
52 Security and monitoring services	30,601,520	1.3%	32,509,651	1.5%	32,840,069	1%	330,418
53 Data processing services	61,307,083	2.6%	72,867,909	3.3%	61,684,520	3%	(11,183,389)
61 Community services	2,030,863	0.1%	11,318,040	0.5%	8,779,155	0%	(2,538,885)
71 Debt Service	-	0.0%	5,220,350	0.2%	15,054,927	1%	9,834,577
81 Facilities acquisition and construction	-	0.0%	9,851,276	0.4%	7,911,999	0%	(1,939,277)
91 Contracted Instructional Services Between Public Schools	326,539,245	13.7%	41,868,578	1.9%	0	0%	(41,868,578)
95 Juvenile justice alternative education programs	792,000	0.0%	792,000	0.0%	792,000	0%	-
97 Tax reinvestment zone payments	77,304,451	3.3%	77,304,451	3.5%	75,720,089	3%	(1,584,362)
99 Tax appraisal and collection	16,501,316	0.7%	16,501,457	0.7%	16,501,316	1%	(141)
<b>Total estimated appropriations</b>	<b>\$ 2,377,150,619</b>	<b>100.0%</b>	<b>2,210,632,443</b>	<b>100.0%</b>	<b>2,227,255,443</b>	<b>100%</b>	<b>16,623,000</b>
<b>OTHER FINANCING SOURCES (USES)</b>							
Transfers-in	\$ 30,000,000		30,000,000		90,000,000		60,000,000
Insurance Proceeds <sup>(1)</sup>	-		-		16,000,000		16,000,000
Issuance of leases and SBITAs	-		-		805,000		805,000
Transfers-out	(16,213,650)		(16,213,650)		(16,395,650)		(182,000)
<b>Total other financing sources (uses)</b>	<b>\$ 13,786,350</b>		<b>13,786,350</b>		<b>90,409,350</b>		<b>76,623,000</b>
<b>Excess (deficiency) of estimated revenues over (under) appropriations</b>	<b>\$ (168,539,426)</b>		<b>(256,877,058)</b>		<b>(194,381,110)</b>		<b>62,495,948</b>
Estimated fund balances—beginning July 1, 2023 or 2024 <sup>(2)</sup>	\$ 1,120,551,047		1,127,068,919		1,127,068,919		
Estimated Fund balances—ending June 30, 2024 or 2025 <sup>(2)</sup>	\$ 1,022,011,621		870,191,861		932,687,809		

(1) Insurance proceeds from 2023-2024 is from Hurricane Harvey.

(2) Fund balances will be updated once the 2023-2024 Annual Comprehensive Financial Report (ACFR) is complete.

This amendment for expenditures adjusts functions based on projected spend for 2023-2024. The overall budget is increasing by \$16,805,000 due to TRS on-behalf and GASB 96 leases for Subscription Based Information Technology Agreements (SBITA's). On-behalf payments is the State of Texas contribution for retirement benefits. This is a balanced entry meaning we have a revenue entry which is the same as the expense entry into the books. This is the same for SBITA's payment which is offset meaning the revenue and the expense entries are the same. They are off setting entries not effecting the bottom line. However, due to an increase in transfers in from TIRZ and Hurricane Harvey insurance proceeds, the district expects fund balance to increase from a projected \$870 million to \$932 million as of June 30, 2024.

**HOUSTON INDEPENDENT SCHOOL DISTRICT**  
**STATEMENT OF OPERATIONS BY FUNCTION**  
**NUTRITION SERVICES**  
**BUDGET AMENDMENT FISCAL YEAR 2023-2024 (as adjusted)**  
**For June 30, 2024**

	<b>2023-2024 Adopted Budget July 1, 2023</b>		<b>Proposed Budget as of June 30, 2024</b>		<b>Change</b>
<b>ESTIMATED REVENUES</b>					
Local sources	\$ 7,821,040	5.8%	8,823,232	6%	\$ 1,002,192
State sources	537,594	0.4%	458,239	0%	\$ (79,355)
Federal sources	126,413,769	93.8%	141,934,423	94%	\$ 15,520,653
<b>Total estimated revenues</b>	<b>\$ 134,772,403</b>	<b>100.0%</b>	<b>151,215,894</b>	<b>100%</b>	<b>16,443,490</b>
<b>APPROPRIATIONS</b>					
35 Food services	146,311,228	97.9%	157,523,928	98%	11,212,699
41 General administration	-		5,138	0%	5,138
51 Plant maintenance and operations	3,082,526	2.1%	3,108,531	2%	26,005
<b>Total estimated appropriations</b>	<b>\$ 149,393,754</b>	<b>100.0%</b>	<b>160,637,597</b>	<b>100%</b>	<b>11,243,842</b>
<b>Excess (deficiency) of estimated revenues over (under) appropriations</b>	<b>\$ (14,621,351)</b>		<b>(9,421,703)</b>		<b>5,199,648</b>
<b>Estimated fund balances—beginning July 1, 2023 or 2024 <sup>(1)</sup></b>	<b>\$ 72,110,725</b>		<b>72,110,725</b>		
<b>Estimated Fund balances—ending June 30, 2024 or 2025 <sup>(1)</sup></b>	<b>\$ 57,489,374</b>		<b>62,689,022</b>		

(1) Fund balances will be updated once the 2023-2024 Annual Comprehensive Financial Report (ACFR) is complete.

**HOUSTON INDEPENDENT SCHOOL DISTRICT**  
**STATEMENT OF OPERATIONS BY FUNCTION**  
**DEBT SERVICE FUND**  
**BUDGET AMENDMENT FISCAL YEAR 2023-2024 (as adjusted)**  
**For June 30, 2024**

	<b>2023-2024 Adopted Budget July 1, 2023</b>	<b>Approved Budget as of May 31, 2024</b>	<b>Proposed Budget as of June 30, 2024</b>		<b>Change</b>
<b>ESTIMATED REVENUES</b>					
Local sources	\$ 386,709,784 99.5%	386,709,784	368,667,130	95%	(18,042,654)
State sources	1,910,080 0.5%	1,910,080	18,384,423	5%	16,474,343
<b>Total estimated revenues</b>	<b>\$ 388,619,864 100.0%</b>	<b>388,619,864</b>	<b>387,051,553</b>	<b>100%</b>	<b>(1,568,311)</b>
<b>APPROPRIATIONS</b>					
71 Debt Service	410,694,639 100.0%	410,694,640	409,308,329	100%	(1,386,311)
<b>Total estimated appropriations</b>	<b>\$ 410,694,639 100.0%</b>	<b>410,694,640</b>	<b>409,308,329</b>	<b>100%</b>	<b>(1,386,311)</b>
<b>Excess (deficiency) of estimated revenues over (under) appropriations</b>	<b>\$ (22,074,775)</b>	<b>(22,074,776)</b>	<b>(22,256,776)</b>		<b>(182,000)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers-in	22,074,775	22,074,775	22,256,775		182,000
<b>Total other financing sources (uses)</b>	<b>\$ 22,074,775</b>	<b>22,074,775</b>	<b>22,256,775</b>		<b>182,000</b>
<b>Estimated fund balances—beginning July 1, 2023 or 2024 <sup>(1)</sup></b>	<b>\$ 126,657,122</b>	<b>126,657,122</b>	<b>126,657,122</b>		
<b>Estimated Fund balances—ending June 30, 2024 or 2025 <sup>(1)</sup></b>	<b>\$ 126,657,122</b>	<b>126,657,121</b>	<b>126,657,121</b>		

(1) Fund balances will be updated once the 2023-2024 Annual Comprehensive Financial Report (ACFR) is complete.



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6/13/2024

18.

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Office of the Superintendent of Schools

Office of Finance and Operations

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 managed in a prudent manner.

There are no recommended changes to the attached *Debt Management Policy*.

The attached *Debt Management Policy* has been reviewed by the district's chief financial officer, deputy chief financial officer, 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 ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the School Board adopts the resolution approving the *Debt Management Policy*, effective June 14, 2024.

**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 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 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, Deputy Chief Financial Officer, Treasurer and Assistant Treasurer. The Treasurer will provide a report to the Board at least annually detailing debt management activities and adherence to the policy.

## **ETHICS DISCLOSURES**

All financing team members (which includes but is not limited to the Financial Advisor, Bond Counsel, Disclosure Counsel,) 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.

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. 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 has been amended, and effective February 27, 2019, any continuing disclosure agreements after such date must include 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 (ii); 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, 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 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 ("SLGS") 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 attend 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 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 for the issuance of new money bonds. The District will obtain a credit rating from at least one nationally recognized bond rating agency for the issuance of refunding bonds. The District is not required to obtain credit ratings on private placements.

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 *CDA Local 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 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 Treasurer will prepare at least annually a report to the 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 School Board has implemented a formal debt management policy, and

WHEREAS, the debt management policy stipulates that the debt policy will be approved annually by the School 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 School Board of the Houston Independent School District has reviewed and approved the Houston Independent School District's *Debt Management Policy*, as presented June 13, 2024.

PASSED, APPROVED, AND ADOPTED  
THIS 13<sup>th</sup> day of June, 2024.

HOUSTON INDEPENDENT SCHOOL DISTRICT

By: \_\_\_\_\_  
Audrey Momanaee, President  
School Board

Attest: \_\_\_\_\_  
Angela Lemond Flowers, Secretary  
School Board



6/13/2024

19.

Office of the Superintendent of Schools

Office of Finance and Operations

Approval Of Resolution And Ordinance Adopting Residence Homestead Exemptions  
For Tax Year 2024

Each year the School 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 School Board has traditionally granted certain optional homestead exemptions to its residents. Those exemptions currently in effect for the 2023 tax year are:

State Mandated (all homesteads)	\$100,000
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 2023 tax year, qualified property owners under 65 years of age who are not disabled receive exemptions of \$100,000 plus 20 percent of the appraised value. Property owners who are 65 or older, or disabled, receive exemptions of \$115,000 plus 20 percent of the appraised value. This item provides for those same homestead exemptions for tax year 2024.

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. Senate Bill 2 as passed by the 88th Texas Legislature during the 2nd Called Session in 2023, in conjunction with House Joint Resolution No. 2, as passed by the 88th Legislature during the 2nd Called Session and voters on November 7, 2023, does not allow a governing body of a school district that adopted a percentage homestead exemption for tax year 2022 to reduce the amount of the percentage exemption or repeal the exemption until December 31, 2027. The Houston Independent School District (HISD) granted the 20 percent exemption for tax years 2022 and 2023 and will need to grant it again for tax year 2024.

This exemption provides a significant tax break to all homeowners in 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 ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the School Board approves approve the Resolution and Ordinance adopting residence homestead exemptions for individuals residing in the Houston Independent School District for tax year 2024, effective June 14, 2024.

**RESOLUTION AND ORDINANCE  
RELATING TO CONTINUATION OF  
RESIDENCE HOMESTEAD EXEMPTIONS FOR  
INDIVIDUALS RESIDING IN  
THE HOUSTON INDEPENDENT SCHOOL DISTRICT  
FOR TAX YEAR 2024**

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 \$100,000 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 Board of Education 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 School Board of the Houston Independent School District that the Board adopts for tax year 2024 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 \$100,000 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 School 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 2024, making a total exemption of twenty percent (20%) of the appraised value of the individual residence plus \$115,000 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 \$100,000 for other qualified homeowners.

PASSED, APPROVED, AND ADOPTED this 13th day of June 2024.

HOUSTON INDEPENDENT SCHOOL DISTRICT

By \_\_\_\_\_  
President  
School Board

ATTEST:

\_\_\_\_\_  
Secretary  
School Board



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6/13/2024

20.

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Office of the Superintendent of Schools

Office of Finance and Operations

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 School 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 ESTABLISH, MODIFY, OR DELETE BOARD POLICY.

RECOMMENDED: That the School Board approves the resolution committing funds from the General Fund unassigned fund balance, effective June 14, 2024.

STATE OF TEXAS  
COUNTY OF HARRIS  
HOUSTON INDEPENDENT SCHOOL DISTRICT

**RESOLUTION**

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

1. The School Board of the district convened in regular meeting on June 13, 2024, at the regular designated meeting place, and the roll was called of the duly constituted officers and members of said board, to-wit:

Audrey Momanaee, President  
Ric Campo, Vice President  
Angela Lemond Flowers, Secretary  
Cassandra Auzenne Bandy, Member  
Michelle Cruz Arnold, Member

Janette Garza Lindner, Member  
Rolando Martinez, Member  
Paula Mendoza, Member  
Adam Rivon, 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, 2024, General Fund unassigned fund balance.

**BE IT RESOLVED** that \$99,874,040 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 14, 2024.

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Office of Board Services  
Houston Independent School District

(SEAL)



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6/13/2024

21.

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Office of the Superintendent of Schools

Office of Strategic Initiatives

Authority To Negotiate And Execute Interlocal Agreements With Texas Public Institutions Of Higher Education To Offer Field Instruction To Their Students

This agenda item requests approval from the Houston Independent School District (HISD) School Board to authorize the superintendent of schools or a designee to negotiate and execute interlocal agreements with Texas public institutions of higher education to offer field instruction to their college and/or university students in HISD schools. Field instruction is to be provided but not limited to the disciplines of speech therapy, school psychology, educational diagnostics, interpreting services for the deaf or hard of hearing (DHH), and teacher education.

Colleges and/or universities that participate may include but are not limited to:

- Stephen F. Austin University
- University of Houston
- Lamar University
- Lone Star College
- Houston Community College
- Texas Tech University
- Sam Houston State University
- Prairie View A&M University
- Texas Southern University
- Texas A&M University System
- University of Texas System

The district will assign a qualified special education staff member to supervise and monitor the college and/or university students' field instruction and the delivery of services to district students with disabilities. The college and/or university will be responsible for the educational requirements of the respective discipline. The district will approve the number of hours for the field instruction. The college and/or university will ensure that insurance coverage is maintained for students who participate in field instruction in the district.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board authorizes the superintendent of schools or a designee to negotiate and execute interlocal agreements with Texas public institutions of higher education to offer field instruction to their students in HISD schools, effective June 14, 2024.



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6/13/2024

22.

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Office of the Superintendent of Schools

Office of Strategic Initiatives

Authority To Negotiate And Execute Agreements And/Or Interlocal Memorandums Of Understanding With Community Agencies, Residential Facilities, And Educational Service Providers For Appraisal, Related, Instructional, And/Or Consultant Services For Students With Disabilities For School Year 2024-2025

This is an annual request to enter into contract negotiations for services for students with disabilities. These contracts are in compliance with Texas Education Agency (TEA) policies and guidelines. This agenda item requests that the School Board authorizes the superintendent of schools or a designee to approve other individual contracts after they have been negotiated by appropriate financial, legal, and Special Education staff members.

For school year 2024-2025, students with disabilities may require educational and related services beyond the scope of those offered on school campuses. These services are identified in each student's Individualized Education Program (IEP).

Contracts with residential and day-program facilities may include but are not limited to such facilities as River Oaks Academy, Shiloh Treatment Center, Texas School for the Deaf, Texas School for the Blind, Heartsprings, The Monarch School and Institute, Harris County Department of Education, and Providence Treatment Center. Each residential and nonpublic day-school facility has been approved by the TEA. The Office of Special Education Services makes an annual site visit to each residential and nonpublic day-school facility to review and evaluate student performance and program effectiveness in the implementation of the student's IEP. The TEA reference guide for nonpublic schools is used for the evaluation. Also, this includes services provided to students with disabilities in a residential facility (RF) within Houston Independent School District (HISD) boundaries which may include but are not limited to Harris County Jails, Odyssey House, The University of Texas M.D. Anderson Cancer Center, Harris County Psychiatric Center, Texas Children's Hospital, and Houston Area Women's Center. Each RF has been approved by a Texas Department of Licensing and Regulatory agency.

In addition, agreements with vendors for Independent Educational Evaluations per parental requests in accordance with the Individuals with Disabilities Education Act (IDEA) regulations are included in this agenda item. Additionally, vendors for instructional and related student supports as mandated by TEA hearing officers' decisions, confidential settlement agreements, and settlement agreements executed by the district are also included.

Also specified in this agenda item are agreements with parents for transporting their children to and from school. Parents are reimbursed for transportation costs in cases where a student's physical or

emotional condition prohibits them from being transported on an HISD bus. A private transportation agreement will be offered when specifically recommended and approved by the Admission, Review, and Dismissal/Individualized Education Program (ARD/IEP) committee.

The contracts will be on-file in the Office of Special Education Services and Community Services.

**COST/FUNDING SOURCE(S):** The total cost of this program is determined by instructional and related services for students with disabilities as per their IEP. The program’s cost will be funded by IDEA-Part-B (IDEA-B) Formula grant funds, IDEA-B Preschool grant funds, and the General Revenue Department Budget.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
Special Revenue	2240000000	1060924000	PS11230000000000	6219000000	N/A	
Special Revenue	2240000000	1060924000	PS11230000000000	6223000000	N/A	
General Revenue	1993000000	1060924000	PS11230000000000	6223000000	N/A	
General Revenue	1993000000	1060924000	PS31230000000000	6299000000	N/A	

**STAFFING IMPLICATIONS:** None

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or a designee to negotiate and execute agreements and/or interlocal memorandums of understanding with community agencies, residential facilities, and educational service providers for appraisal, related, instructional, and/or consultant services as needed by staff members and students with disabilities, effective June 14, 2024.



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6/13/2024

23.

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Office of the Superintendent of Schools

Office of Leadership and Professional Development

Authorization To Negotiate And Execute An Interlocal Agreement With The University Of Houston For The University Of Houston Partnership To Develop Equity-Minded Educators

This agenda item is to request that the Houston Independent School District (HISD) School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract for the University of Houston Partnership to Develop Equity-Minded Educators (UH PDEE), a partnership between UH and HISD. This partnership is part of the district's efforts to build teacher pipelines through the creation of paid, year-long teacher residencies. This project will establish sustainably paid, year-long teacher residencies through the implementation of staffing that includes reallocation of existing budgets to meet the quality staffing needs of the district. These teacher candidates will be employed as teacher apprentices during their clinical experience. Upon graduation from UH's College of Education, these students will return to teach in HISD's high-needs areas for a minimum of one year as certified, highly-qualified teachers.

**COST/FUNDING SOURCE(S):** The total cost for this program is not expected to exceed \$1,020,000 per year from campus funds.

**STAFFING IMPLICATIONS:** Teacher candidates will be employed as teacher apprentices on New Education System (NES) campuses.

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract with UH to continue UH PDEE, effective June 14, 2024.



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6/13/2024

24.

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Office of the Superintendent of Schools

Office of Leadership and Professional Development

Authorization To Negotiate And Execute An Interlocal Agreement With The University Of Houston For The University Of Houston Teacher-Preparation Program

This agenda item is to request that the Houston Independent School District (HISD) School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract for the University of Houston (UH) Teacher-Preparation Program, a partnership between UH and HISD. This partnership is part of the district's efforts to build teacher pipelines through the creation of paid, year-long teacher residencies. This project will establish sustainably paid, year-long teacher residencies through the implementation of staffing that includes reallocation of existing budgets to meet the quality staffing needs of the district. These teacher candidates will be employed as teacher residents or teaching assistants during their clinical experience. Upon graduation from UH's College of Education, these students will return to teach in HISD's high-needs areas for a minimum of one year as certified, highly-qualified teachers.

**COST/FUNDING SOURCE(S):** The total cost for this program is not expected to exceed \$500,000 per year from campus funds.

**STAFFING IMPLICATIONS:** Teacher candidates will be employed as teacher residents or teaching assistants.

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract with UH to continue the UH Teacher-Preparation Program, effective June 14, 2024.



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6/13/2024

25.

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Office of the Superintendent of Schools

Office of Leadership and Professional Development

Authorization To Negotiate And Execute An Interlocal Agreement With Texas Southern University For The Texas Southern University Teacher-Preparation Program

This agenda item is to request that the Houston Independent School District (HISD) School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract for the Texas Southern University (TSU) Teacher-Preparation Program, a partnership between TSU and HISD. This partnership is part of the district's efforts to build teacher pipelines through the creation of paid, year-long teacher residencies. This project will establish sustainably paid, year-long teacher residencies through the implementation of staffing that includes reallocation of existing budgets to meet the quality staffing needs of the district. These teacher candidates will be employed as teacher apprentices during their clinical experience. Upon graduation from TSU's College of Education, these students will return to teach in HISD's high-needs areas for a minimum of one year as certified, highly-qualified teachers.

**COST/FUNDING SOURCE(S):** The total cost for this program is not expected to exceed \$800,000 per year from campus funds.

**STAFFING IMPLICATIONS:** Teacher candidates will be employed as teacher apprentices on New Education System (NES) campuses.

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract with TSU to continue the TSU Teacher-Preparation Program, effective June 14, 2024.



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6/13/2024

26.

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Office of the Superintendent of Schools

Office of Leadership and Professional Development

Authorization To Negotiate And Execute An Interlocal Agreement With The University Of Houston Downtown For The University Of Houston Downtown Teacher-Residency Program

This agenda item is to request that the Houston Independent School District (HISD) School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract for the University of Houston Downtown (UHD) Teacher-Residency Program, a partnership between UHD and HISD. This partnership is part of the district's efforts to build teacher pathways through the creation of paid, year-long teacher residencies. This project will establish sustainably paid, year-long teacher residencies through the implementation of staffing that includes reallocation of existing budgets to meet the quality staffing needs of the district. These teacher candidates will be employed as teacher residents, teaching assistants, or teacher apprentices during their clinical experience. Upon graduation from UHD's College of Public Service, these students will return to teach in HISD's high-needs areas for a minimum of one year as certified, highly-qualified teachers.

**COST/FUNDING SOURCE(S):** The total cost for this program is not expected to exceed \$1,020,000 per year from campus funds.

**STAFFING IMPLICATIONS:** Teacher candidates will be employed as teacher residents, teaching assistants, or teacher apprentices.

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract with UHD to continue the UHD Teacher-Residency Program, effective June 14, 2024.



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6/13/2024

27.

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Office of the Superintendent of Schools

Office of Leadership and Professional Development

Authorization To Negotiate And Execute An Interlocal Agreement With Texas Woman's University For The Texas Woman's University Teacher-Preparation Program

This agenda item is to request that the Houston Independent School District (HISD) School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract for the Texas Woman's University (TWU) Teacher-Preparation Program, a partnership between TWU and HISD. This partnership is part of the district's efforts to build teacher pathways through the creation of paid, year-long teacher residencies. This project will establish sustainably paid, year-long teacher residencies through the implementation of staffing that includes reallocation of existing budgets to meet the quality staffing needs of the district. These teacher candidates will be employed as teacher residents, teaching assistants, or teacher apprentices during their clinical experience. Upon graduation from TWU's College of Education, these students will return to teach in HISD's high-needs areas for a minimum of one year as certified, highly-qualified teachers.

**COST/FUNDING SOURCE(S):** The total cost for this program is not expected to exceed \$1,020,000 per year from campus funds.

**STAFFING IMPLICATIONS:** Teacher candidates will be employed as teacher residents, teaching assistants, or teacher apprentices.

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract with TWU to continue the TWU Teacher-Preparation Program, effective June 14, 2024.



# Consent Agenda

4400 WEST 18TH STREET  
HOUSTON, TEXAS 77092

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6/13/2024

28.

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Office of the Superintendent of Schools

Office of Leadership and Professional Development

## Authorization To Negotiate And Execute An Interlocal Agreement With Texas Tech University For The Texas Tech University 2+1 Teacher-Preparation Program

This agenda item is to request that the Houston Independent School District (HISD) School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract for the Texas Tech University (TTU) 2+1 Teacher-Preparation Program, a partnership between TTU and HISD. This partnership is part of the district's efforts to build teacher pathways through the creation of paid, year-long teacher residencies. This project will establish sustainably paid, year-long teacher residencies through the implementation of staffing that includes reallocation of existing budgets to meet the quality staffing needs of the district. These teacher candidates will be employed as teacher residents during their clinical experience. Upon graduation from TTU's College of Education, these students will return to teach in HISD's high-needs areas for a minimum of one year as certified, highly-qualified teachers.

**COST/FUNDING SOURCE(S):** The total cost for this program is not expected to exceed \$300,000 per year from campus funds.

**STAFFING IMPLICATIONS:** Teacher candidates will be employed as teacher residents.

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

**RECOMMENDED:** That the School Board authorizes the superintendent of schools or a designee to negotiate and execute a contract with TTU to continue the TTU 2+1 Teacher-Preparation Program, effective June 14, 2024.



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6/13/2024

29.

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Office of the Superintendent of Schools

Office of Academics

**Approval To Utilize State And Industry Certifying Agencies For Students Enrolled In Career And Technical Education Programming For The 2024-2025 And 2025-2026 School Years**

This agenda item seeks approval from the Houston Independent School District (HISD) School Board for students enrolled in career and technical education (CTE) programming to utilize state and industry certifying agencies to gain industry- and state-recognized certifications and licensures. Students enrolled in CTE programming in HISD are eligible to take nationally and internationally recognized end-of-program certifications and licensures upon completion of course sequences. Students who earn a nationally or internationally recognized end-of-program certification will also earn a Performance Acknowledgement upon graduation and a designation of such on their high-school transcript.

The Texas Education Agency (TEA) encourages districts to offer students the opportunity to earn any certification or licensure that adds benefit and value to a student's postsecondary career or college readiness. The Career Readiness department in HISD has programs of study that result in opportunities for students to take nationally or internationally recognized end-of-program certifications and licensures that correspond with high-growth and high-wage careers. Licensures and certifying agencies or industries which support approved CTE programming are provided in the attachment.

**Partnership Scope of Work**

Adopting the list of certifying agencies allows the CTE Department to continue to fully fund the industry-based certification exams for students across the district. Students engaged in CTE coursework are prepared and eligible to sit for industry-based certifications aligned to their program of study. The TEA has recently released the updated list of industry-based certifications to be used for public school accountability for the 2024-2025 school year and it will apply to school accountability ratings in 2024:

**Certifying Entity Name**

- (ISC) squared
- 360 Training
- Adobe (110)
- AdvanceOnline
- Agrilife Learn (1390)
- Air Conditioning Contractors of America

- American Allied Health
- American Council of Exercise
- American Culinary Federation
- American Dental Association Joint Commission of National Dental Examinations
- American Health Information Management Association
- American Hotel & Lodging Educational Institute
- American Meat Science Association
- American Medical Certification Association
- American Medical Technologists
- American National Standards Institute
- American Registry of Diagnostic Medical Sonography
- American Registry of Radiologic Technologies
- American Safety Council
- American Society of Clinical Pathology
- American Society of Phlebotomy Technicians
- American Welding Society
- American Allied Health (140)
- American Association of Family and Consumer Sciences (670)
- American Council on Exercise (150)
- American Culinary Federation (680)
- American Health Information Management Association (660)
- American Hotel and Lodging Association Educational Institute (160)
- American Meat Science Association (690)
- American Medical Certification Association (170)
- American Medical Technologists (180)
- American National Standards Institute (700)
- American Society for Clinical Pathology (710)
- American Society of Phlebotomy Technicians (190)
- American Welding Society (200)
- Apple Authorized Training Provider (220)
- Apple, Inc.
- Assessment Technologies Institute
- Associated Builders and Contractors Greater Houston
- Autodesk (720)
- Automotive Service Excellence (240)
- BASF (730)
- Benz School of Floral Design (740)
- Biotility Applied (750)
- Board of Vocational Nursing and Psychiatric Technicians
- C++ Institute (760)
- Cardiovascular Credentialing International (770)
- CareerSafe
- Certified Wireless Network Professionals

- Certification Board for Sterile Processing and Distribution
- Certiport
- CEV Multimedia
- ChildCare Education Institute
- Cisco (780)
- ClickSafety
- Coastal Skies & Total Aircraft Services
- CodeHS (1340)
- Commission on Dietetic Registration
- CompTIA (790)
- Construction Career Collaborative (1350)
- Council for Professional Recognition (800)
- Coursera
- Dassault Systems (1360)
- Dental Assistant National Board (280)
- Ducks Unlimited (1370)
- ECCO
- Elanco (810)
- Environmental Protection Agency Certification by Mainstream Engineering
- Environmental Systems Research Institute
- EPA (1330)
- Equipment & Engine Training Council (820)
- ESCO Group (290)
- ESRI (1250)
- Facebook (Meta)(830)
- FANUC America (840)
- Federal Aviation Administration (850)
- Google (860)
- Green Business Certification, Inc. (870)
- Guerrero and Associates Investigation
- Health and Safety Institute
- HealthCarePathway.com
- Home Builders Institute (880)
- HVAC Excellence
- I-CAR
- iCEV
- IEC of Texas (300)
- Independent Electrical Contractors
- Information Systems Audit and Control Association (ISACA) (900)
- Institute for Law Enforcement and Protective Services Excellence
- Internal Revenue Service (930)
- International Information System Security Certification Consortium
- International Society of Certified Electronics Technicians

- International Society of Automation
- International Sports Science Association
- International Academy of Emergency Dispatch (310)
- International Association For Six Sigma Certification (890)
- International Code Council (910)
- Intuit (920)
- ISA Brand Family
- Joint Commission on Allied Health Personnel in Ophthalmology
- Kaduceus
- Lab Resources
- Manage First
- Manufacturing Skill Standards Council (MSSC) (940)
- Mastercam
- Meta Technologies
- Microsoft (950)
- National Academy for Sports Medicine
- National Association for Health Professionals
- National Association of Orthopedic Technologists
- National Board for Certification in Occupational Therapy
- National Board for Certifications of Orthopedic Technologists
- National Board for Respiratory Care
- National Board of Surgical Technology and Surgical Assisting
- National Center for Competency Testing
- National Coalition of Certification Centers
- National Exercise Trainers Association
- National Healthcareer Association
- National Horse Judging Team Coaches' Association
- National Institute for Automotive Service Excellence
- National Institute for Certification in Engineering Technologies
- National Institute of Metalworking Skills
- National Registry of Emergency Medical Technicians
- National Restaurant Association
- National Retail Foundation Federation (1380)
- National Science Foundation's Center for Aerospace Technical Education
- National Academy of Sports Medicine (350)
- National Alliance for Insurance Education & Research (360)
- National Association for Health Professionals (370)
- National Board for Certification in Occupational Therapy (960)
- National Board for Respiratory Care (970)
- National Center for Competency Testing (390)
- National Coalition of Certification Centers (NC3) (980)
- National Exercise Trainers Association (990)
- National Healthcareer Association (400)

- National Horse Judging Team Coaches' Association (1000)
- National Registry of Emergency Medical Technicians (1010)
- National Restaurant Association (410)
- National Science Foundation's Center for Aerospace Technical Education (1020)
- NCCER (420)
- NIMS (430)
- NOCTI (440)
- Occupational Safety and Health Administration Education Center
- Occupational Therapy Assistant Licensing of Texas
- Oracle University
- Oracle (1030)
- Pearson Education Corporation
- Pearson VUE
- Petro Chem
- Pharmacy Technician Certification Board (1040)
- Population Services International
- Priority Dispatch
- Professional Photographers of America (1050)
- Project Management Institute (470)
- PURE Safety]
- Python Institute (1060)
- Smart Automation Certification Alliance (1070)
- SME Education Foundation
- SME (1080)
- SolidWorks
- Space Tec
- Stukent (1090)
- Success Aviation
- Summit Training Source
- TECH 2000, Inc.
- Test Out Corporation
- Texas A&M AgriLife Extension
- Texas A&M Engineering Extension Service
- Texas A&M Research & Extension Center at Amarillo
- Texas Cattle Feeders Association
- Texas Certified Training Academy
- Texas Commission on Environmental Quality
- Texas Commission on Fire Protection
- Texas Department of Licensing and Regulation
- Texas Department of Public Safety Approved Level III or Level IV Training Center (580)
- Texas State Board of Dental Examiners (590)
- Texas State Board of Pharmacy
- Texas A&M AgriLife Extension Service (1100)

- Texas Board of Nursing (1110)
- Texas Board of Veterinary Medical Examiners (1120)
- Texas Cattle Feeders Association (540)
- Texas Commission on Environmental Quality (550)
- Texas Commission on Fire Protection (570)
- Texas Department of Licensing and Regulation (1140)
- Texas Department of Agriculture (1130)
- Texas Department of State Health Services (1150)
- Texas Education Agency (1160)
- Texas Health and Human Services (1170)
- Texas Medical Board (1180)
- Texas Nursery & Landscape Association (1190)
- Texas Real Estate Commission (1200)
- Texas State Board of Plumbing Examiners (600)
- Texas State Florists' Association (610)
- Texas Veterinary Medical Association (620)
- The National Alliance for Insurance Education & Research
- The National Board for Respiratory Care
- The National Board of Surgical Technology and Surgical Assisting
- Top Gun Security Investigations
- TRIO Education
- U.S. Green Building Council
- UF Biotility
- Unity (1210)
- Universal Robots A/S
- University of South Florida Health
- Web Design Certified
- WebProfessionals.org (1220)

COST/FUNDING SOURCE(S): The total cost for this program is not expected to exceed \$1,500,000.00.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
Special Revenue Funds	2440000000	1060908000	6299000000	6299000000	PS11220000000000	\$1,200,000
Special Revenue Funds	2440000000	1060908000	6399000000	6399000000	PS11220000000000	\$300,000

STAFFING IMPLICATIONS: None

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

RECOMMENDED: That the School Board approves the use of state and industry certifying agencies for students enrolled in CTE programming for the 2024-2025 and 2025-2026 school years, effective June 14, 2024.



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6/13/2024

30.

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Office of the Superintendent of Schools

Office of Academics

Proposed Revisions To Board Policy FFB(LOCAL), *Student Welfare: Crisis Intervention*  
-Second Reading

In compliance with state law, the Houston Independent School District (HISD) Board Policy FFB (LOCAL) states that the superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus.

The purpose of this agenda item is to request that the HISD School Board approves proposed revisions to Board Policy FFB(LOCAL) as recommended by the Texas Association of School Boards and the HISD administration.

The suggested revisions to Board Policy FFB(LOCAL) are as follows:

- **Student Reports** (new section): “Each campus shall establish a clear procedure for a student to report concerning behavior exhibited by another student for assessment by the team or other appropriate District employee.”
- **Employee Confidentiality** (new section): “A District employee who reports a potential threat to the team may request that their identity be kept confidential such that it will not be subject to disclosure under the state’s public information law. While the employee will be required to identify themselves to the team when making the report, the employee’s identity shall only be revealed when necessary for the team, the District, or law enforcement to investigate the reported threat and/or as otherwise required by lawful subpoena, valid court order, or other relevant and applicable law.

“The District shall maintain a record of the identity of a District employee who elects for the employee’s identity to remain confidential.”

- **Threat Assessment Process:** Add “or designee” to 3. “For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent or designee, who shall immediately attempt to contact the student’s parent or guardian. Additionally, the Superintendent or designee shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District’s multihazard emergency operations plan.”

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

THIS ITEM DOES MODIFY BOARD POLICY.

RECOMMENDED: That the School Board approves the proposed revisions to Board Policy FFB (LOCAL), *Student Welfare: Crisis Intervention*, on second reading, effective June 14, 2024.

**Threat Assessment  
and Safe and  
Supportive Team**

In compliance with law, the Superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus. The Superintendent shall appoint team members. The team shall be responsible for developing and implementing a safe and supportive school program at each campus served by the team and shall support the District in implementing its multi-hazard emergency operations plan. This multi-hazard emergency operations plan shall include supports such as mental health intervention and suicide prevention for students, including training for appropriate District staff on early warning signs and the possible need for intervention.

Training

Each team shall complete training provided by an approved provider on evidence-based threat assessment programs.

Student Reports

Each campus shall establish a clear procedure for a student to report concerning behavior exhibited by another student for assessment by the team or other appropriate District employee.

Employee  
Confidentiality

A District employee who reports a potential threat to the team may request that their identity be kept confidential such that it will not be subject to disclosure under the state's public information law. While the employee will be required to identify themselves to the team when making the report, the employee's identity shall only be revealed when necessary for the team, the District, or law enforcement to investigate the reported threat and/or as otherwise required by lawful subpoena, valid court order, or other relevant and applicable law.

The District shall maintain a record of the identity of a District employee who elects for the employee's identity to remain confidential.

Imminent Threats or  
Emergencies

A member of the team or any District employee may act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly.

Threat Assessment  
Process

The District shall develop procedures as recommended by the Texas School Safety Center. In accordance with those procedures, the threat assessment and safe and supportive team shall conduct threat assessments using a process that includes:

1. Identifying individuals, based on referrals, tips, or observations, whose behavior has raised concerns due to threats of violence or exhibition of behavior that is harmful, threatening, or violent.
2. Conducting an individualized assessment based on reasonably available information to determine whether the individual

poses a threat of violence or poses a risk of harm to self or others and the level of risk.

3. Implementing appropriate intervention and monitoring strategies, if the team determines an individual poses a threat of harm to self or others. These strategies may include referral of a student for a mental health assessment and escalation procedures as appropriate.

For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent [or designee](#), who shall immediately attempt to contact the student's parent or guardian. Additionally, the Superintendent [or designee](#) shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District's multihazard emergency operations plan.

For a student the team identifies as at risk of suicide, the team shall follow the District's suicide prevention program.

For a student the team identifies as having a substance abuse issue, the team shall follow the District's substance abuse program.

For a student whose conduct may constitute a violation of the District's Student Code of Conduct, the team shall make a referral to the campus behavior coordinator or other appropriate administrator to consider disciplinary action.

As appropriate, the team may refer a student:

1. To a local mental health authority or health-care provider for evaluation or treatment; or
2. For a full individualized and initial evaluation for special education services.

The team shall not provide any mental health-care services, except as permitted by law.

Guidance to School  
Community

The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting.

Reports

The team shall provide reports to the Texas Education Agency as required by law.



## Consent Agenda

4400 WEST 18TH STREET  
HOUSTON, TEXAS 77092

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6/13/2024

31.

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### Office of the School Board

#### Consideration And Approval Of Minutes From Previous Meetings

The Houston Independent School District School Board is asked to approve the minutes of its meetings on May 9, 16, and 23, 2024.

The minutes will be published after they are approved.

COST/FUNDING SOURCE(S):                      None

STAFFING IMPLICATIONS:                      None

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

RECOMMENDED: That the School Board approves the minutes of its meetings on May 9, 16, and 23, 2024, effective June 14, 2024.