

THE HOUSTON INDEPENDENT SCHOOL DISTRICT



AGENDA

**School Board
Meeting**

October 10, 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**
- **CONSIDERATION AND APPROVAL OF AGENDA ITEMS**
- **REMARKS AND REPORTS**
- **ANNOUNCEMENT OF REQUIRED BOARD MEMBER CONTINUING EDUCATION**
- **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. Acceptance Of Board Monitoring Update: Presentation Of Goal 3 Progress Measures 3.1 And 3.2
 - October Goal Progress Report
2. Investment Report
 - Investment Report
3. Budget To Actual Report
 - Budget To Actual Report
4. Purchasing Services Quarterly Report
 - Quarterly Purchasing Report
5. Report From The Board Audit Committee Chair
 - Audit Committee Report for October
 - Internal Audit Plan – Fiscal Year 2024–2025

ITEMS PULLED FROM CONSENT AGENDA

6. Approval Of The *Bond Oversight Committee Charter*
 - Bond Oversight Committee Charter
7. Approval Of 2024 Bond Oversight Committee Membership

CONSENT AGENDA

8. Approval Of Vendor Award For Purchases Which Cost \$1,000,000 Or More
 - Purchasing Requests
9. Authorization To Update And Renew The Partnership Agreement With The United States Army For Junior Reserve Officers' Training Corps Units
10. Approval Of Off-Campus Private Or Commercially-Sponsored Physical Activity Programs For Middle And High School Students For The 2024-2025 School Year
 - Off-Campus Physical Activity Programs Approval Request
11. Approval Of Agreement For Houston Community College To Utilize Classroom Space For The Special Education Transition Program (18+)
12. 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
13. Approval Of Certified Appraisers For The Texas Teacher Evaluation And Support System For The School Year 2024-2025
14. Authorization To Negotiate, Execute, And Amend An Agreement With The Texas Higher Education Coordinating Board For Access To ApplyTexas Data
15. Approval Of Proposed Revisions To Board Policy BBD(LOCAL), *Board Members: Training And Orientation*-First Reading
 - BBD(LOCAL), First Reading
16. Approval Of Proposed Revisions To Board Policy CFC(LOCAL), *Accounting: Audits*-First Reading
 - CFC(LOCAL), First Reading
17. Approval Of Proposed Revisions To Board Policy CPC(LOCAL), *Office Management: Records Management*-First Reading
 - CPC(LOCAL), First Reading

18. Approval To Establish New Board Policy FOC(LOCAL), *Student Discipline: Placement In A Disciplinary Alternative Education Setting*-First Reading
 - FOC(LOCAL), First Reading
19. 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, deputy chief officers, executive directors, 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.
- d) Receive legal advice regarding 2024 bond.

District Safety, Emergency Management, And Security Audits

- a) Discussion of district safety concerns, including districtwide intruder detection audit report findings and HB3 compliance.
- b) Approval and ratification of expenditures related to technology security.

ADJOURN



10/10/2024

1.

Office of the Superintendent of Schools

Office of Academics

Acceptance Of Board Monitoring Update: Presentation Of Goal 3 Progress Measures 3.1 And 3.2

The Houston Independent School District (HISD) exists to strengthen the social and economic foundation of Houston by assuring its youth the highest-quality elementary and secondary education available anywhere.

In accordance with the Texas Education Agency (TEA) Lone Star Governance continuous improvement model and the Framework for School Board Development, the HISD School Board monitors progress towards the district's goals and compliance with certain goals and constraints.

Attached to this update is a report regarding goals and goal progress measures (GPMs). The following measures have new data this month:

Goal 3: The percentage of students graduating Texas Success Initiative (TSI)-ready and with an industry-based certification (IBC) will increase from 11 percent for the 2021-2022 graduates to 26 percent for the 2026-2027 graduates.

Goal Progress Measure 3.1: The percentage of grade 11 students meeting TSI criteria on SAT, ACT, or TSI Assessment (TSIA) in both math and reading will increase from 15 percent in May 2023 to 30 percent in May 2028.

Goal Progress Measure 3.2: The percentage of grade 10, 11, and 12 students who are on track to achieve career and technical education (CTE) completer status by graduation will increase from 34 percent in May 2023 to 49 percent in May 2028.

GPM 3.1 & 3.2

October 10, 2024



Goal 3: The percent of students graduating TSI ready and with an industry-based certification (IBC) will increase from 11% for the 2021–2022 graduates to 26% for the 2026-2027 graduates.

The October board report includes the BOY results and the EOY targets for goal progress measures 3.1 and 3.2 in support of Goal 3.

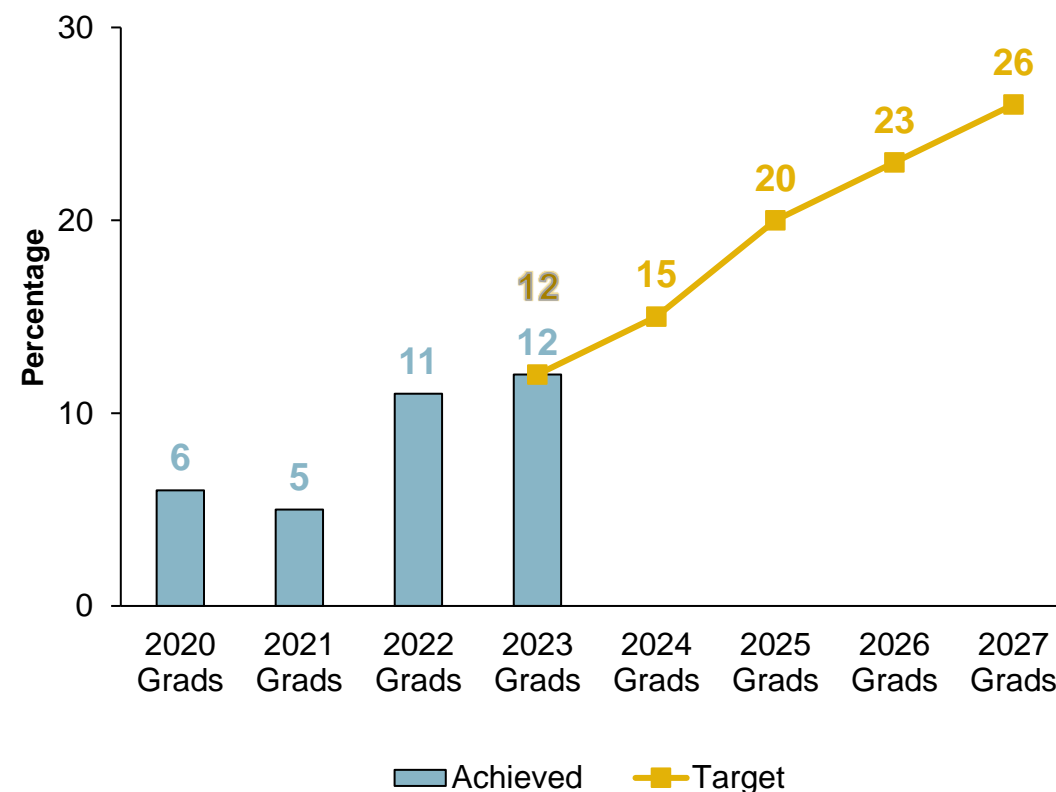
Goal Progress Measure 3.1

The percent of 11th graders meeting TSI criteria on SAT, ACT, or TSIA in both math and reading will increase from 15% in May 2023 to 30% in May 2028.

Goal Progress Measure 3.2

The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Figure 1: Graduates Earning an IBC who are also TSI Ready (Goal 3)



Goal 3 data sourced from CCMR verifier file (TEA) and is lagged one year; therefore, 2023 graduates reflect the most current data.

GPM 3.1: The percent of 11th graders meeting TSI criteria on SAT, ACT, or TSIA in both math and reading will increase from 15% in May 2023 to 30% in May 2028.

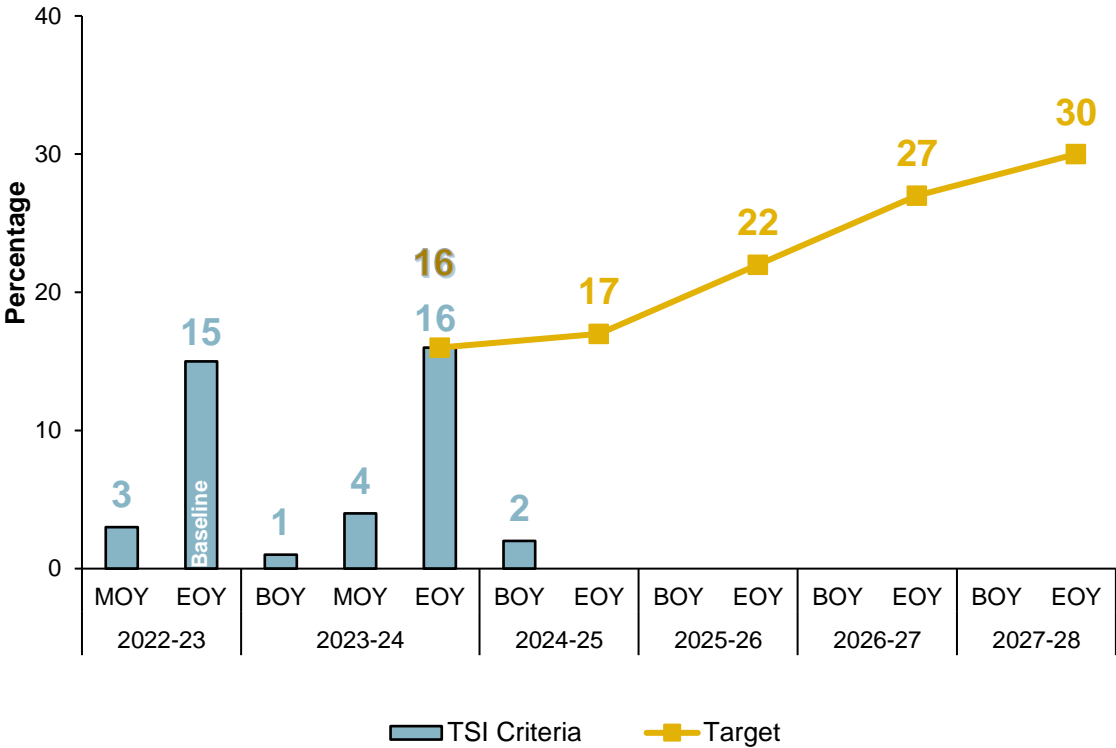
On
Track

Background

The Texas Success Initiative (TSI) is a program set up by the Texas State Legislature to determine college readiness in reading, writing, and math. To be considered ready, students need to reach specific benchmark scores on either the SAT, ACT, or the TSI Assessment (TSIA). To be TSI Ready by the state, students must meet the required scores in both reading and math.

Currently, 2% of 11th grade students are TSI Ready in both subjects at the beginning of this SY24-25. This is an increase compared to the start of school last year. Given the growth that occurred over prior school years from BOY to EOY, the district predicts that 11th grade students meeting the TSI criteria by the end-of-year will increase from 2% at BOY to 17% by EOY. In alignment with Goal 3, the district aims to achieve a minimum growth of 14 percentage points over the next four years.

Figure 2: Percentage of 11th Grade Students, TSI Criteria



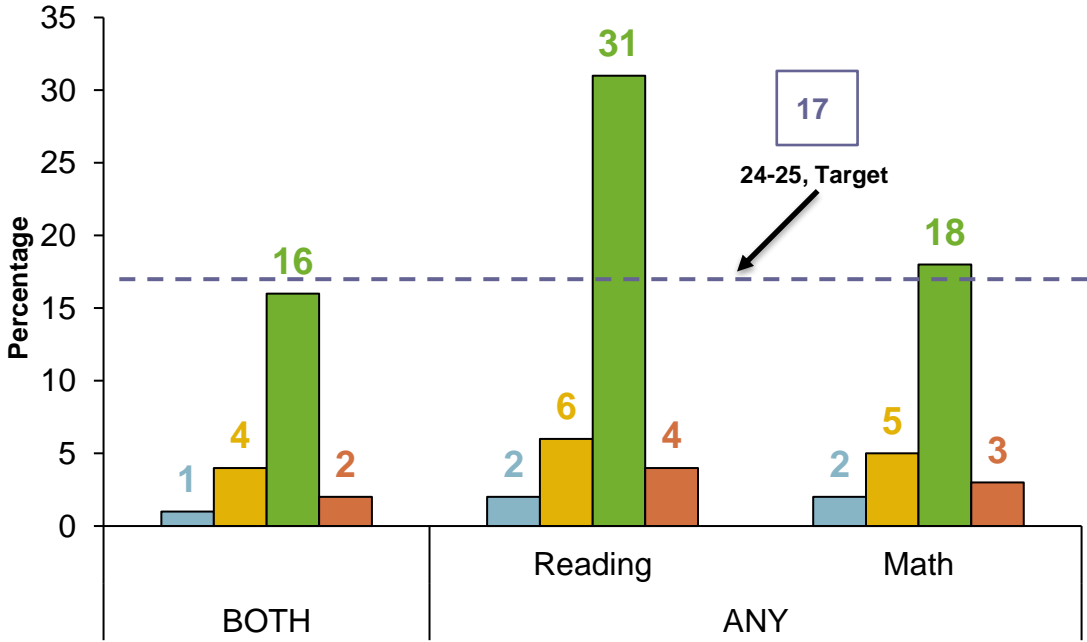
GPM 3.1: The percent of 11th graders meeting TSI criteria on SAT, ACT, or TSIA in both math and reading will increase from 15% in May 2023 to 30% in May 2028.

On
Track

Table 1: Percentage of 11th Grade Students, TSI Criteria

Student Group	23-24 BOY	23-24 EOY	24-25 BOY	24-25 Target EOY	Needed Growth
ALL Students	1	16	2	17	15% pts.
Afr. Amer.	1	9	1	12	11% pts.
Hispanic	1	13	1	13	12% pts.
White	1	30	3	32	29% pts.
Asian	4	46	7	44	37% pts.
Two +	1	33	2	33	31% pts.
Eco Dis	1	9	1	11	10% pts.
EB	0	6	1	13	12% pts.
SWDs	0	3	0	6	6% pts.

Figure 3: Percentage of 11th Grade Students by Assessment, TSI Criteria



*Orange indicates not on-track to meet target; green indicates on-track to meet target.

Note: Due to BOY data timeline, it is currently too early to determine on-track by student group.

23-24, BOY 23-24, MOY 23-24, EOY 24-25, BOY

GPM 3.1: The percent of 11th graders meeting TSI criteria on SAT, ACT, or TSIA in both math and reading will increase from 15% in May 2023 to 30% in May 2028.

**On
Track**

Figure 4: Number of 11th Grade Students Met Criteria, by Assessment

Met Criteria (n-counts)		2023-2024			2024-2025
		BOY	MOY	EOY	BOY
SAT	Reading	26	428	3,487	44
	Math	23	354	1,706	25
ACT	Reading	6	13	304	92
	Math	8	13	254	83
TSIA	Reading	208	279	302	335
	Math	200	344	461	196

Figure 5: TSI Criteria Number of 11th grade Students Participating, by Assessment

Participation (n-counts)		2023-2024			2024-2025
		BOY	MOY	EOY	BOY
SAT	Reading	63	686	8,965	224
	Math	63	686	8,965	224
ACT	Reading	8	14	410	167
	Math	11	14	408	167
TSIA	Reading	484	1,410	1,007	686
	Math	509	1,410	1,697	453

Note: Due to BOY data timeline, it is currently too early to determine on-track by student group. Therefore, disaggregating by campus should be interpreted with caution.

GPM 3.1: The percent of 11th graders meeting TSI criteria on SAT, ACT, or TSIA in both math and reading will increase from 15% in May 2023 to 30% in May 2028.

**On
Track**

Superintendent's Evaluation of Performance:

- **(Table 1, Figure 3)** - At BOY, the Grade 11 students (Class of 2026) who are TSI ready in both reading and math have a 1% increase in TSI readiness as compared to the Class of 2025 at BOY. The current Grade 11 students surpassed the BOY reading by 2% and surpassed the BOY math by 1% points.
- **(Table 1)** - All Grade 11 (Class of 2026) student groups maintained or surpassed the Class of 2025 student groups in meeting the thresholds of TSI readiness in both reading and math at beginning of year.
- **(Figure 3, Figure 4)** - Data indicate that math scores are lower than the reading scores.

GPM 3.1: The percent of 11th graders meeting TSI criteria on SAT, ACT, or TSIA in both math and reading will increase from 15% in May 2023 to 30% in May 2028.

**On
Track**

Root-Cause Analysis:

TSI Assessment Participation: HISD strategically focuses on ensuring all students take the SAT in the Spring of their 11th grade year. This is why SAT participation volumes are higher than the other assessments by the end of the 11th grade year. HISD supports students with ACT if they are taking high school Biology in middle school given the ACT allows them to meet the federal high school science testing requirement, which is a much smaller volume of students. For students who do not meet TSI readiness in 11th grade when they take the SAT, HISD continues to support them in becoming TSI ready through the TSIA assessment in their 12th grade year.

Early TSI Readiness on the ACT: The increase in Grade 10 ACT participants can be attributed to accelerated testers, particularly students who took Biology and Algebra 1 in middle school. These students are often enrolled in Algebra 2 by Grade 10 and took all ACT assessments, not just the ACT Science, as part of accelerated pathways.

Early TSI Readiness on the SAT: The majority of current Grade 11 students were not enrolled in Algebra 2 until the start of SY 23-24, meaning they have only recently begun the coursework needed for TSI readiness. Additionally, this data would include retained 11th graders which would skew the overall results for this group. Finally, the impact of math gaps from elementary and middle school, particularly for students who were in Grades 7-8 during the pandemic, has affected math scores.

GPM 3.1: The percent of 11th graders meeting TSI criteria on SAT, ACT, or TSIA in both math and reading will increase from 15% in May 2023 to 30% in May 2028.

**On
Track**

Key Actions:

- **Focus on High Quality Instruction.** Students across the district – and especially at NES schools – have already achieved significant increases in math and ELA STAAR outcomes largely due to the focus on high quality instruction. This leads to students entering 11th grade on level and prepared for postsecondary readiness. HISD will continue to focus on high quality instruction in all classrooms this year.
- **Provide High Quality, Grade level Curriculum.** The HISD Curriculum team is aligning Algebra II and English III content, level of rigor, and assessment design with the SAT and TSIA 2.0 to ensure all students are getting ample preparation for these exams. This helps ensure TSI readiness skills are embedded into these courses. Additionally, the focus on high quality curriculum in earlier grades will ensure students have the foundational skills necessary for TSI readiness.
- **Provide Strategic Assessment Preparation Supports.** Khan Academy Official SAT Practice is available to all students in HISD. Research shows that students who complete 20 hours of practice using this resource will, on average, increase their SAT Math or English score by 50 points or more. Students are expected to complete 20 hours of practice in a structured environment between the October PSAT and the April School Day SAT, and data reporting systems are being utilized to actively monitoring of Khan Academy usage. Additionally, HISD Curriculum Design is incorporating SAT testing strategies into the curriculum for English III and Algebra II.

GPM 3.2: The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Met

Background

Students who participate in Career and Technical Education (CTE) courses are encouraged to complete a program of study (POS). A POS is defined as a coherent sequence of courses focused on building knowledge and skills in a defined career program or pathway. The courses in a program of study often increase in rigor from year to year and lead to a certification in that area.

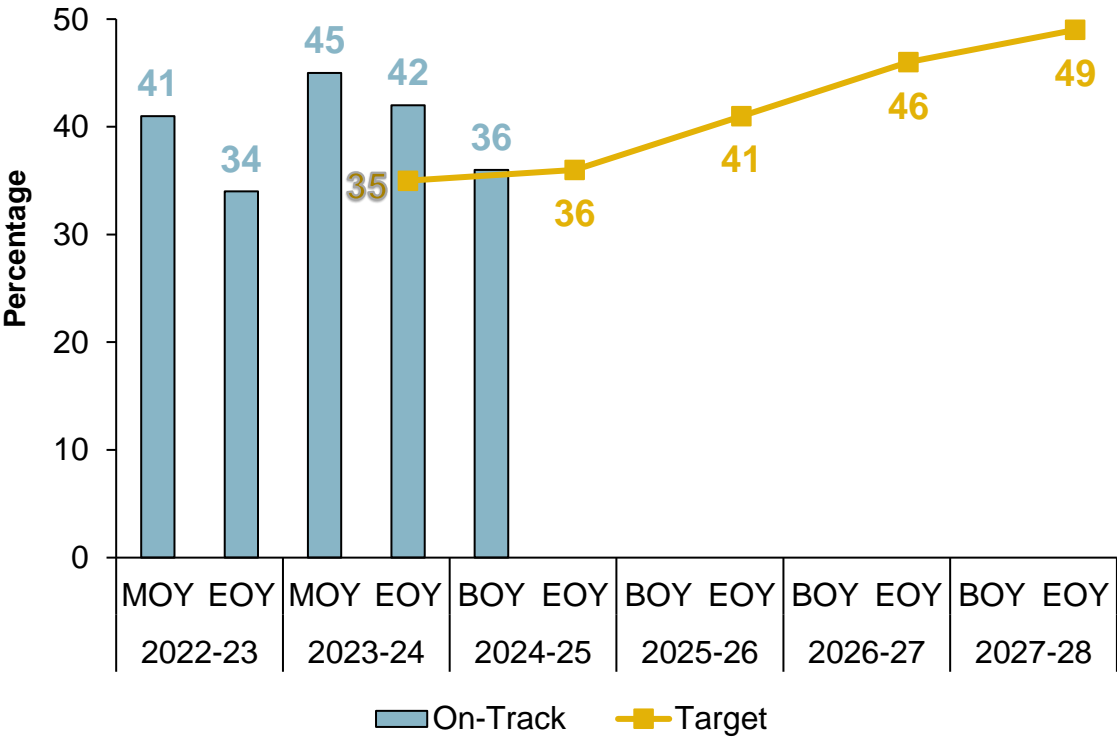
A student’s final CTE status is captured during the Summer PEIMS submission and includes end of year course completion . The following terms describe student status:

- **CTE Concentrator** - completes 2 aligned courses in the same program
- **CTE Completer** - completes 3 aligned courses in the same program

Students who are completers AND earn an aligned certification can earn a CCMR point in the 2026- 2027 accountability cycle. This completer status plus earning an aligned certification will apply to seniors graduating in the 2025-2026 school year. Therefore, for the GPM 3.2 calculation, students are “on track” if, as a 10th or 11th grader, they meet concentrator (2 courses) or completer (3 courses) status. A 12th grade student is on-track if they earn completer status (3 courses) by end of that year.

By the end of 23-24 school year, 42% of 10th – 12th graders were on-track for CTE coursework, which exceeded the SY2023-24 EOY target of 35% by 7 percentage points. For the upcoming 24-25 school year, the district aims to achieve at least 36% of 10th, 11th, and 12th graders on-track by the end of the year. Currently, this group of students is already at 36% who are on track to achieve CTE completer status at the beginning of year, leading to an expectation that the district will meet or exceed the end of year target.

Figure 6: Percentage of 10th - 12th Grade Students On-Track, CTE Completer Status



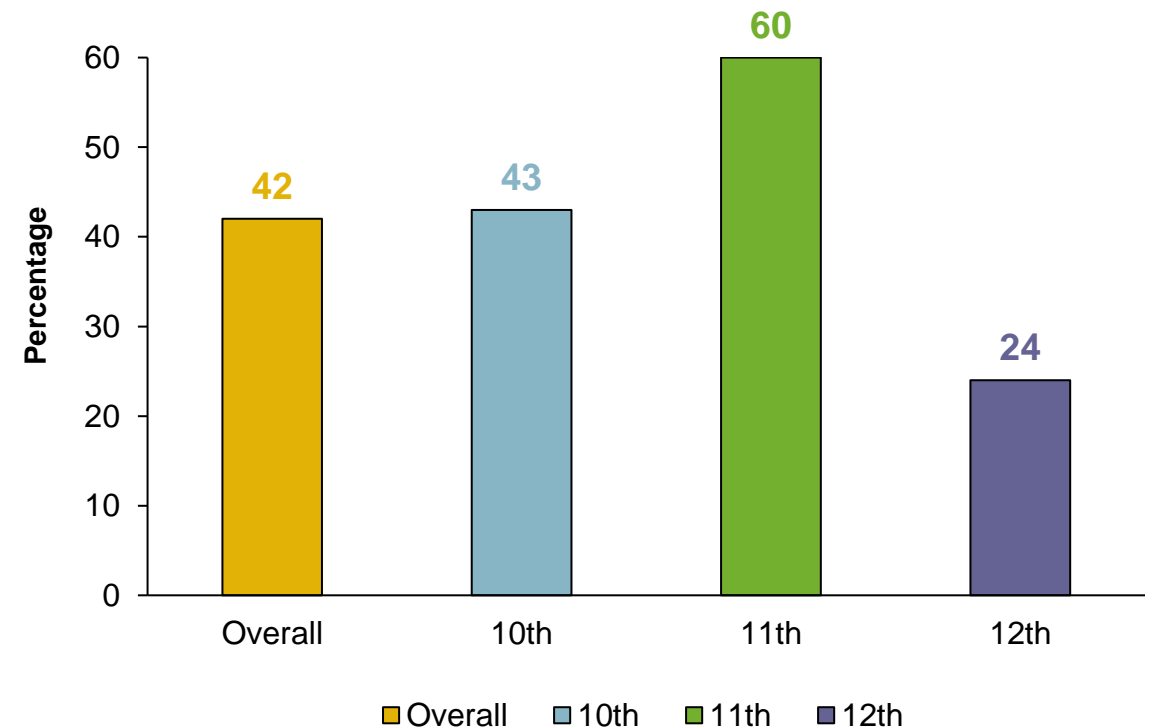
GPM 3.2: The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Met

Table 2: Percentage of 10th-12th Grade Students On-Track, CTE Completer Status

Student Group	22-23 Baseline	23-24 EOY	23-24 Target	24-25 BOY	24-25 Target
ALL Students	34	42	35	36	36
Afr. Amer.	32	40	33	34	34
Hispanic	36	45	37	38	38
White	27	33	28	29	29
Asian	37	43	38	35	39
Two +	27	36	28	28	29
Eco Dis	34	43	35	36	36
EB	36	41	37	34	38
SWDs	25	33	26	28	27

Figure 7: EOY, Percentage of HISD Students On-Track, CTE Completer Status by Grade



* Orange indicates not on-track to meet target; green indicates on-track to meet target.

GPM 3.2: The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Met

Figure 8: SY23-24 EOY Percentage of 10th-12th Grade Students On-Track, CTE Completer Status, NES/A Only

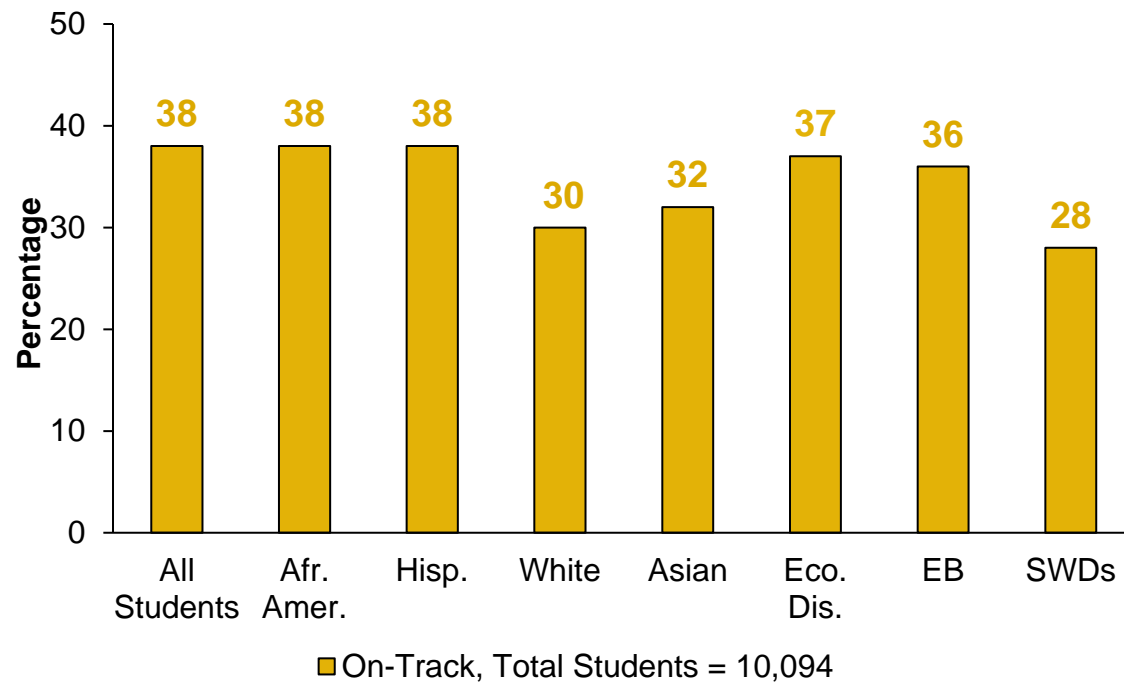
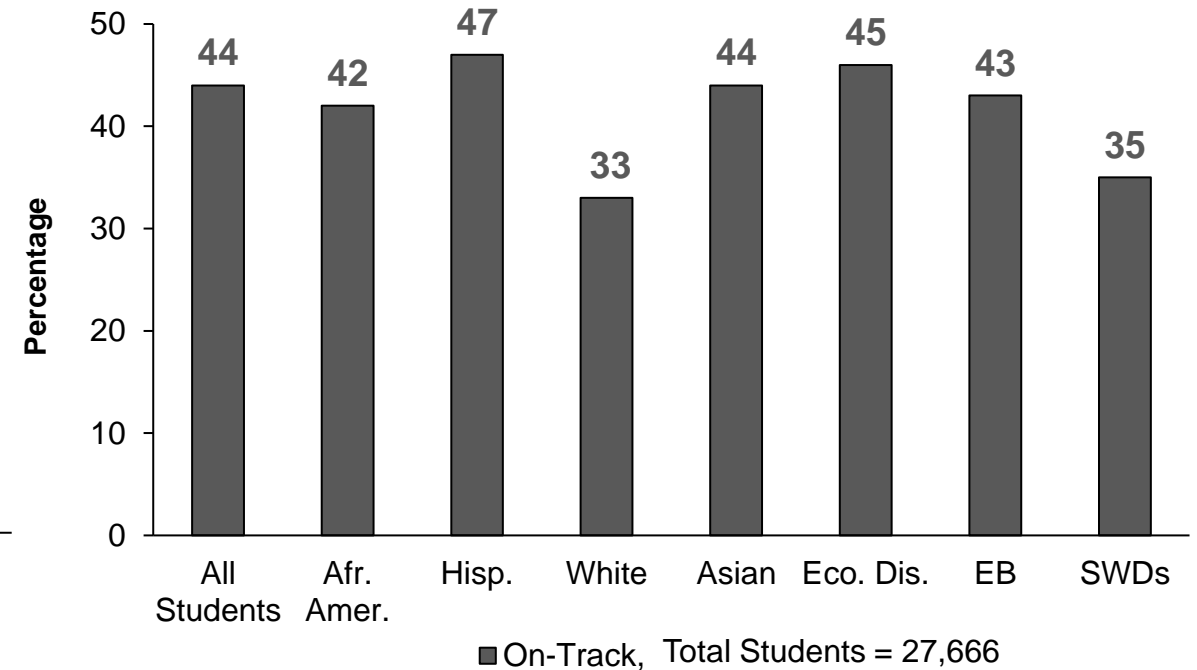


Figure 9: SY23-24 EOY Percentage of 10th-12th Grade Students On-Track, CTE Completer Status, Non-NES/A Only

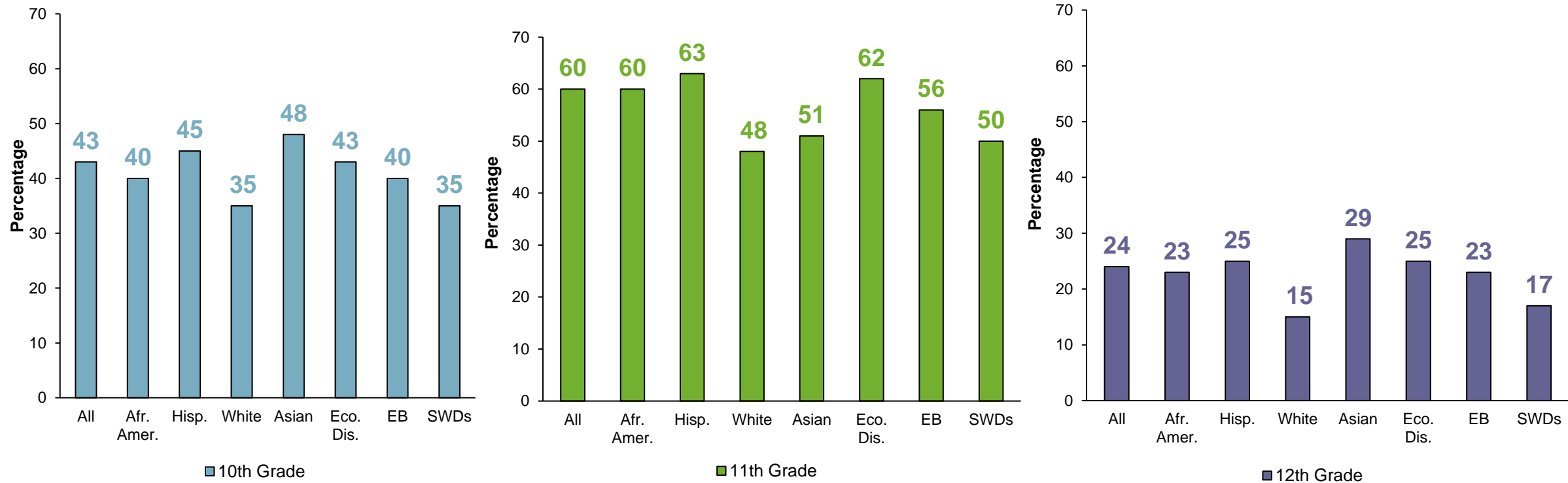


Note: NES/A Status reported using 23-24 NES/A campuses.

GPM 3.2: The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Met

Figures 10-12: SY23-24 EOY, Percentage of HISD Students On-Track, CTE Completer Status by Grade Level



GPM 3.2: The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Met

Superintendent's Evaluation of Performance:

- **Figure 6** - All students are meeting the annual targets for participation in an aligned program of study.
- **Table 2** – At the end of SY23-24, each student group exceeded the current year target to be on track as a CTE completer or concentrator.
- **Figure 8 & Figure 9** – NES/A shows a lower percent of students on track. Prior to this administration, there was a decentralization of the implementation of programs of study. This resulted in not all schools aligning courses sequences to a program of study. This data indicates this was more prevalent in schools classified as NES/A in 23-24 school year. Some campuses also focused more on ensuring students met the minimum requirements to graduate at the expense of participating in a coherent sequence of CTE courses.
- **Figure 10 – Figure 12** - 12th grade EOY data is lower than 10th and 11th grade due to only completer status being considered. See root cause analysis for additional details.

GPM 3.2: The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Met

Root-Cause Analysis:

- **Limited retention in CTE programs due to unmet graduation requirements or advance course options:** Students often exit CTE programs to remediate core academic course failures, particularly in mathematics and English Language Arts (ELA), which are essential for graduation. Additionally, students may need to leave CTE to focus on passing required state End-of-Course assessments. Some students pursue other advance post-secondary course options outside of CTE. These items contribute to a lower completer status as shown in figure 10-12.
- **Streamlining of CTE course sequences:** In previous years, many students participated in multiple CTE pathways and although they may have earned multiple CTE course credits, those credits may not result in an aligned program of study by year 4. Additionally, the standard for earning a CCMR point for 2023-2024 required students to complete one level 2 course, but it did not require students to be a concentrator or completer, so there was less of a focus on retention in a program in the accountability system. In the 2023-2024 school year, CTE departments worked with high schools to align course sequences within programs of study. Additional standardized courses were added to programs of study to provide alternative options so students can become completers in the programs of study, and standalone CTE courses were limited to dual credit, OnRamps, or core academic alignment to ensure better alignment with graduation requirements. This ensures more students would be able to complete their programs of study if they moved between campuses, and CTE participation would be more synergetic with Advance Coursework.
- **More Active Monitoring of student's participation in CTE:** In 2023-2024 school year, the district implemented a monitoring system to measure student engagement and completion within CTE programs of study and advance coursework. In addition, campuses have received support with scheduling to ensure more students are on track to be completers.

GPM 3.2: The percent of 10th, 11th, and 12th grade students who are on-track to achieve CTE Completer status by graduation will increase from 34% in May 2023 to 49% in May 2028.

Met

Key Actions:

- **High Quality Curriculum:** CTE is collaborating with Curriculum Design department to develop and curate curriculum for the Foundational Programs of Study: Entrepreneurship, Networking Systems, Health Informatics, and Transportation, Distribution, and Warehousing. This collaboration ensures consistent, high-quality curriculum is available that ensures students develop the knowledge and skills needed to be successful in industry.
- **High Quality Instruction:** HISD will continue to focus on high quality instruction for CTE teachers through ongoing professional development and support. Additionally, HISD will support teachers in becoming certified in the program they are teaching to ensure they have a clear understanding of what students should be able to know and do.
- **CTE Strategic Scheduling:** During programming meetings, campuses receive tailored programming documents and scheduling tools to align course sequences and ensure correct student placement. Middle schools now receive updated guidance for adequate instructional time for supporting smooth transitions into high school CTE programs.
- **CTE Monitoring and Compliance:** A new CTE dashboard and regular audits are being implemented to support campus leaders tracking program completers and CCMR progress, ensuring resource availability and regulatory compliance. Campus CTE administrators meet monthly to review program goals.
- **Earlier Career Exposure:** HISD is implementing middle school college and career curriculum to ensure students have more exposure to career pathways earlier in their journey. This will provide them with critical information to select programs of study when they enter high school that align with their interests and skills.

General Terms

Abbreviation	Term
BOY	Beginning of Year
MOY	Middle of Year
EOY	End of Year
SWDs	Students with Disabilities
EB	Emergent Bilingual
Econ Dis	Economically Disadvantaged
Two+	Two or More Ethnicities
NES/A	New Education System and New Education System Aligned

GPM 3.1 & 3.2:Glossary

Abbreviation	Term	Definition
CCMR	College, Career, and Military Readiness	State-wide term used to describe a set of indicators that demonstrate post-secondary readiness
IBC	Industry-Based Certification	Certificate earned in various industries, such as welding
TSIA	Texas Success Initiative Assessment	Texas college readiness assessment, similar to SAT
TSI	Texas Success Initiative	Sets criteria/benchmarks for success on ACT, SAT, and TSIA assessments
ACT	American College Test	College entrance exam
SAT	Scholastic Aptitude Test	College entrance Exam
AP	Advanced Placement	Represents a critical element in HISD's efforts to inject rigor into the high school classrooms
ESOL	English for Speakers of Other Languages	Provides specialized instruction in a content area that is designed to meet the needs of new English speakers
TCB	Texas College Bridge	College Prep course offered to students in English and Math to prepare for TSI readiness
ESOL	English for Speakers of Other Languages	Provides specialized instruction in a content area that is designed to meet the needs of new English speakers
IB	International Baccalaureate	Offers students a strong curriculum monitored by an international consortium of educators
CTE	Career and Technical Education	Programs that offer students a sequence of rigorous courses to prepare for future education and careers



10/10/2024

2.

Office of the Superintendent of Schools

Office of Finance and Operations

Investment Report

The Public Funds Investment Act (PFIA), Government Code Chapter 2256, requires the board-designated investment officers prepare and submit to the School Board, not less than quarterly, a written report of investment transactions for all funds covered by the PFIA for the preceding reporting period.

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

The attached investment report for the quarter ended September 30, 2024, meets the reporting requirements of the PFIA, Section 2256.023 - Internal Management Reports. The report has been reviewed and signed by the chief financial officer, deputy chief financial officer, treasurer, and assistant treasurer, who are responsible for the day-to-day management of HISD's cash and investment position.

Annual Investment Report

FY 2024 - 2025

**July 01, 2024 – September 30,
2024**



October 10, 2025

FOREWORD



Under the Public Funds Investment Act (PFIA), governmental units are required to have Board approved investment policies, investment portfolios limited to only those investments specifically authorized by law, and quarterly reports submitted to the governing body which disclose both the book and market values of investments held.



The Houston Independent School District is in compliance with the PFIA. All investments purchased adhere to PFIA guidelines. This includes maintaining sufficient liquidity to provide adequate and timely working funds, attaining the highest possible rate of return while providing necessary protection of the principal, matching the maturity of investment instruments to the daily cash flow requirements, and diversifying investments as to maturity, instruments, and financial institutions where permitted under state law, while also actively pursuing portfolio management techniques and avoiding investment for speculation.



The day-to-day management of the District's cash and investment position is the responsibility of the Chief Financial Officer, the Deputy CFO, the Treasurer, and the Assistant Treasurer who have all been designated by the Board as the District's investment officers.

COMPLIANCE CERTIFICATION

We hereby certify that the Quarterly Investment Report represents the investment position of the District as of September 30, 2024, and that all investments were purchased in compliance with the Board approved Cash Management and Investment Policy.



James Terry, Ph.D.
Chief of Finance and Business Services



Glenn Reed
Deputy CFO

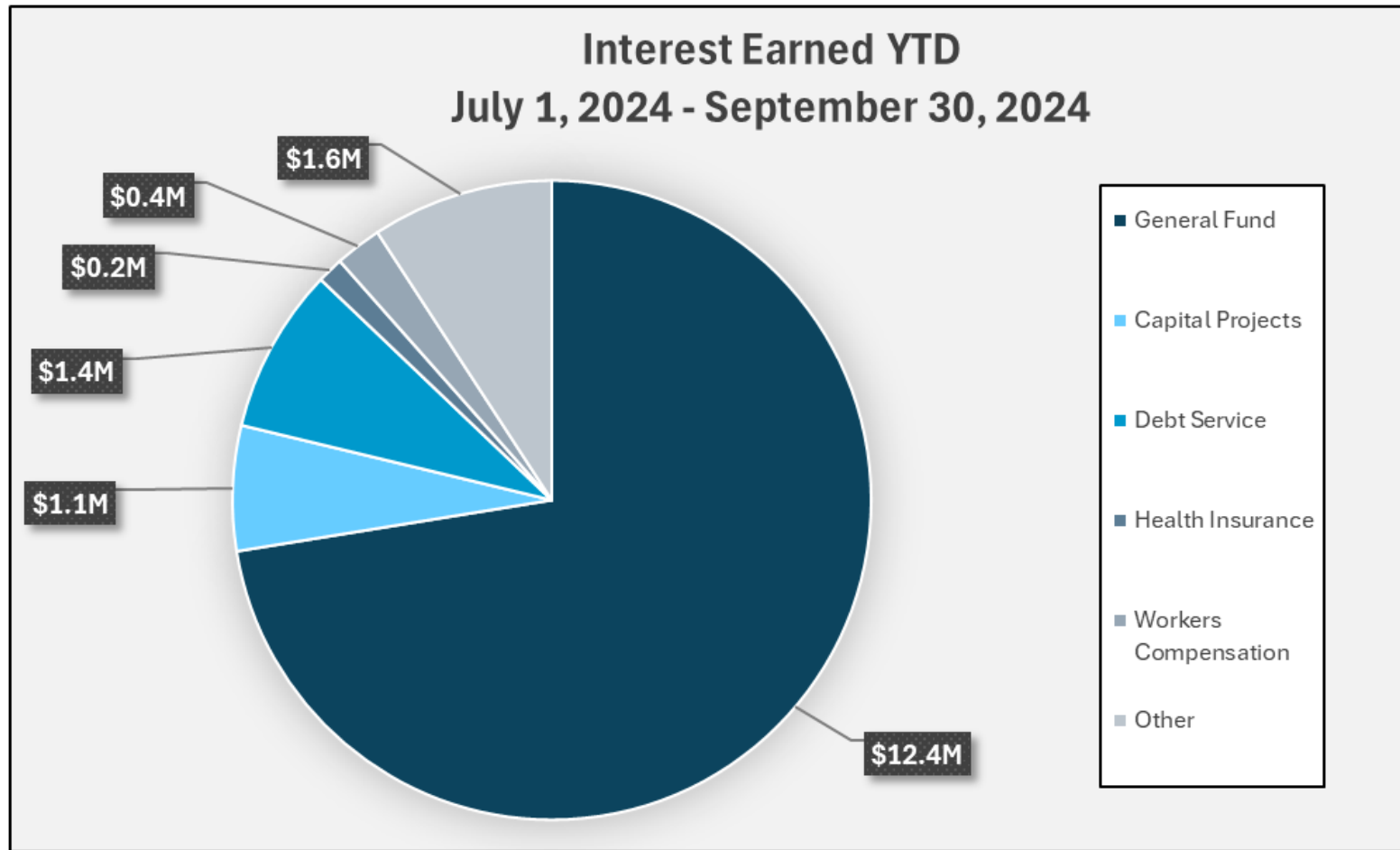


Margie Grimes
Treasurer

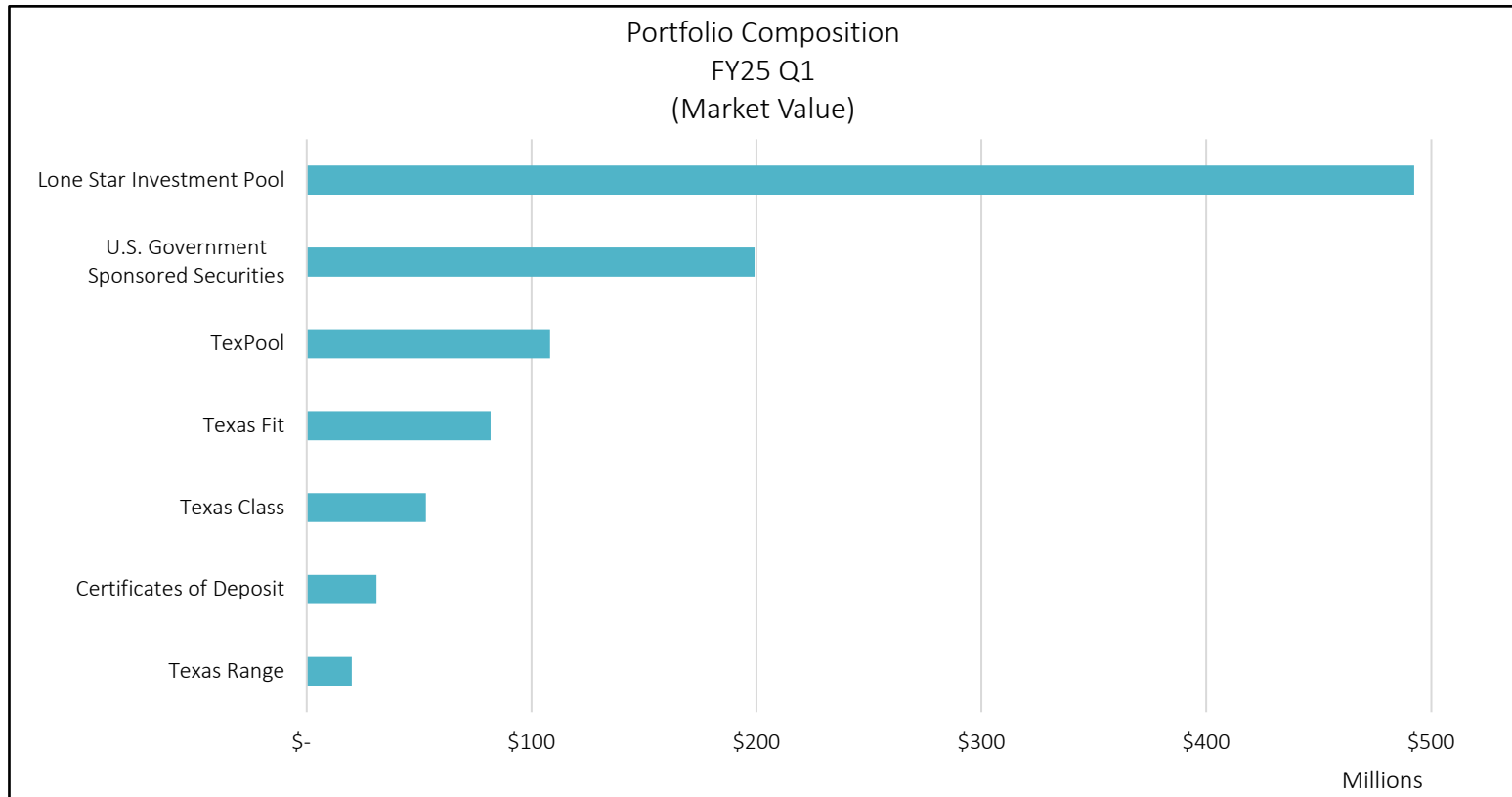
INTEREST RATE COMPARISON

Average Yield FY25 Q1	
HISD (WAM 256 days)	5.43%
Federal Funds	5.26%
Treasury Bill - 30 day	5.21%
Treasury Bill - 1 year	4.48%
Treasury Note - 2 year	4.06%

INTEREST EARNED



PORTFOLIO COMPOSITION BY TYPE



PORTFOLIO REPORTS

Summary Report: This summary report shows the change in book value and market value from the beginning of the quarter, July 1, 2024, to the end of the quarter, September 30, 2024. The report also shows accrued interest receivable by fund groups for those funds which have investments paying interest on a non-monthly basis.

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

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

**Summary Report
HOUSTON ISD
07/01/24 - 09/30/24**

Fund	7/1/2024 Book Value	9/30/2024 Book Value	7/1/2024 Market Value	9/30/2024 Market Value	Change in Book Value	Change in Market Value	Accrued Interest Receivable
General Fund	\$ 1,100,038,101	\$ 661,295,606	\$ 1,099,908,851	\$ 661,758,116	\$ (438,742,495)	\$ (438,150,735)	\$ 1,673,190
Capital Projects Fund	67,179,313	73,294,575	67,179,313	73,294,575	6,115,262	6,115,262	-
Debt Service Fund	131,343,139	83,035,712	131,343,139	83,035,712	(48,307,428)	(48,307,428)	-
Food Service Fund	66,207,958	74,941,821	66,207,958	74,941,821	8,733,863	8,733,863	-
Health Insurance Fund	33,383,013	9,949,158	33,383,013	9,949,158	(23,433,855)	(23,433,855)	-
Workers Compensation Fund	30,494,246	28,747,874	30,494,246	28,747,874	(1,746,372)	(1,746,372)	-
Internal Service Fund	7,314,958	18,559,968	7,314,958	18,559,968	11,245,010	11,245,010	-
Medicaid Fund	1,702,275	3,491,236	1,702,275	3,491,236	1,788,961	1,788,961	-
Print Shop Fund	7,228,673	6,620,023	7,228,673	6,620,023	(608,650)	(608,650)	-
Special Revenue Fund	667,276	676,382	667,276	676,382	9,106	9,106	-
Activity Fund	16,909,008	18,147,288	16,909,008	18,147,288	1,238,279	1,238,279	-
Trust and Agency Fund	6,075,446	6,352,848	6,075,446	6,352,848	277,401	277,401	-
Total Investments	\$ 1,468,543,406	\$ 985,112,491	\$ 1,468,414,156	\$ 985,575,000	\$ (483,430,916)	\$ (482,839,156)	\$ 1,673,190

Investment Portfolio position

HOUSTON ISD

Portfolio Position

07/01/24 - 09/30/24

<i>Security Description</i>	<i>Book Value On 07/01/24</i>	<i>Book Value On 09/30/24</i>	<i>Market Val On 07/01/24</i>	<i>Market Val On 09/30/24</i>	<i>Purchase Cost</i>	<i>Sales Proceeds</i>	<i>Accrued Interest</i>	<i>Interest Received in the Period</i>	<i>Yield Matur</i>	<i>Yield Earned</i>
GF1 LSC General Fund	\$ -	\$ 188,822	\$ -	\$ 188,822	\$ -	\$ -	\$ -	\$ 125,299	5.1211	5.4179
GF1 LS+ General Fund	475,242,111	252,763,214	475,242,111	252,763,214	-	-	-	1,376,479	5.1375	5.4093
GF1 TPP General Fund	355,304,356	25,730,716	355,304,356	25,730,716	-	-	-	5,760,124	5.0496	5.4518
GF1 Texas Class General Fund	-	52,131,843	-	52,131,843	-	-	-	1,138,843	5.0633	5.3177
GF1 TX FIT General Fund	119,677,766	8,873	119,677,766	8,873	-	-	-	292,361	5.1705	5.4365
TX FIT Choice Pool 5.50	20,186,849	20,464,110	20,186,849	20,464,110	-	-	-	277,260	5.5000	5.4391
TX FIT Choice Pool 4.72	-	20,087,934	-	20,087,934	-	-	-	87,934	4.7200	4.8741
TX FIT Choice Pool 4.9	-	20,091,288	-	20,091,288	-	-	-	91,288	4.9000	5.0598
TX FIT Choice Pool 4.53	-	20,084,395	-	20,084,395	-	-	-	84,395	4.5300	4.6779
GF1 - Texas Range TX TERM	-	20,099,222	-	20,099,222	-	-	-	99,222	5.0300	5.0403
CD Unity 4.51 08/31/24	95,044	-	95,044	-	-	95,044	-	363	4.5100	2.2550
CD Independent Bank 5.25 12/01/24	31,000,000	31,000,000	31,000,000	31,000,000	-	-	422,920	-	5.3547	5.4125
FHLMC 4.00 02/28/29	-	10,768,586	-	10,759,133	10,766,749	-	37,389	-	4.2000	3.2113
FHLMC 5.55 07/01/27	-	30,000,000	-	30,000,000	30,000,000	-	416,250	-	5.5500	5.5500
FHLMC 5.50 02/21/29	34,924,224	34,929,042	34,923,242	35,005,737	-	-	213,889	962,500	5.5527	6.4570
FHLB 5.70 11/21/28	5,000,000	5,000,000	4,996,194	5,003,394	-	-	71,250	-	5.7000	6.2760
FHLB 5.70 05/15/28	25,000,000	25,000,000	24,994,733	25,014,758	-	-	356,250	-	5.7000	6.0204
FNMA 3.10 06/01/29	-	28,974,554	-	29,170,966	28,936,028	-	78,712	81,335	4.2608	9.3915
FHLB 4.00 09/18/28	-	30,000,000	-	29,975,388	30,000,000	-	14,035	-	4.0000	-3.1731
Treasury Note 1.75 03/15/25	24,433,064	24,636,130	24,396,278	24,708,313	-	-	19,337	218,750	5.0234	5.7820
Florida St Brd of Admin Fin 1.705 07/01/27	9,269,730	9,336,879	9,187,324	9,470,014	-	-	43,158	86,316	4.7598	14.0607
General Fund	\$ 1,100,133,145	\$ 661,295,606	\$ 1,100,003,895	\$ 661,758,116	\$ 99,702,777	\$ 95,044	\$ 1,673,190	\$ 10,682,469		
CP1 LSC Capital Projects	\$ -	\$ 18,332,263	\$ -	\$ 18,332,263	\$ -	\$ -	\$ -	\$ 92,702	5.1211	5.3305
CP1 LS+ Capital Projects	8,991,040	2,436,755	8,991,040	2,436,755	-	-	-	243,211	5.1375	5.4346
CP1 LSC+ 698 SAP BP	2,470,054	2,241,681	2,470,054	2,241,681	-	-	-	32,163	5.1375	5.4066
CP1 TPP Series 2018	55,718,219	50,283,876	55,718,219	50,283,876	-	-	-	710,826	5.0496	5.4125
Capital Projects Total	\$ 67,179,313	\$ 73,294,575	\$ 67,179,313	\$ 73,294,575	\$ -	\$ -	\$ -	\$ 1,078,902		

HOUSTON ISD

Portfolio Position

07/01/24 - 09/30/24

<i>Security Description</i>	<i>Book Value On 07/01/24</i>	<i>Book Value On 09/30/24</i>	<i>Market Val On 07/01/24</i>	<i>Market Val On 09/30/24</i>	<i>Purchase Cost</i>	<i>Sales Proceeds</i>	<i>Accrued Interest</i>	<i>Interest Received in the Period</i>	<i>Yield Matur</i>	<i>Yield Earned</i>
DS1 LSC Debt Service	\$ -	\$ 290,652	\$ -	\$ 290,652	\$ -	\$ -	\$ -	\$ 154,631	5.1211	5.4211
DS1 LS+ Debt Service	131,343,139	82,745,060	131,343,139	82,745,060	-	-	-	1,270,494	5.1375	5.4106
Debt Service Total	\$ 131,343,139	\$ 83,035,712	\$ 131,343,139	\$ 83,035,712	\$ -	\$ -	\$ -	\$ 1,425,125		
FD2 LS+ CAVE	\$ 218,267	\$ 169,672	\$ 218,267	\$ 169,672	\$ -	\$ -	\$ -	\$ 2,733	5.1375	5.4100
FD1 LSC Food Service	-	5,510,961	-	5,510,961	-	-	-	113,304	5.1211	5.3959
FD1 LS+ Food Service	64,890,396	66,737,429	64,890,396	66,737,429	-	-	-	783,893	5.1375	5.4020
FD1 TPP Food Service Fund	97,044	1,507,874	97,044	1,507,874	-	-	-	12,124	5.0496	5.3713
FD1 TX FIT Food Service	1,002,251	1,015,886	1,002,251	1,015,886	-	-	-	13,635	5.1705	5.3874
Food Service Total	\$ 66,207,958	\$ 74,941,821	\$ 66,207,958	\$ 74,941,821	\$ -	\$ -	\$ -	\$ 925,689		
IS1 LS+ Health Insurance	\$ 33,383,013	\$ 9,949,158	\$ 33,383,013	\$ 9,949,158	\$ -	\$ -	\$ -	\$ 226,041	5.1375	5.4152
Health Insurance Total	\$ 33,383,013	\$ 9,949,158	\$ 33,383,013	\$ 9,949,158	\$ -	\$ -	\$ -	\$ 226,041		
IS2 LSC Workers Comp.	\$ -	\$ 2,460,981	\$ -	\$ 2,460,981	\$ -	\$ -	\$ -	\$ 49,712	5.1211	5.3950
IS2 LS+ Workers Comp	30,494,246	26,286,893	30,494,246	26,286,893	-	-	-	352,315	5.1375	5.4050
Workers Compensation Total	\$ 30,494,246	\$ 28,747,874	\$ 30,494,246	\$ 28,747,874	\$ -	\$ -	\$ -	\$ 402,027		
IS3 TPP Internal Service	\$ 7,314,958	\$ 18,559,968	\$ 7,314,958	\$ 18,559,968	\$ -	\$ -	\$ -	\$ 195,577	5.0496	5.3921
Internal Service Total	\$ 7,314,958	\$ 18,559,968	\$ 7,314,958	\$ 18,559,968	\$ -	\$ -	\$ -	\$ 195,577		
MD1 LC+ Medicaid	\$ 1,164,828	\$ 2,508,779	\$ 1,164,828	\$ 2,508,779	\$ -	\$ -	\$ -	\$ 15,075	5.1375	5.3690
MD1 LSC Medicaid	537,446	120,901	537,446	120,901	-	-	-	11,822	5.1211	5.4236
MD1 Texas Class Enterprise Fund	-	861,555	-	861,555	-	-	-	5,555	5.0633	5.3463
Medicaid Total	\$ 1,702,275	\$ 3,491,236	\$ 1,702,275	\$ 3,491,236	\$ -	\$ -	\$ -	\$ 32,453		

HOUSTON ISD

Portfolio Position

07/01/24 - 09/30/24

<i>Security Description</i>	<i>Book Value On 07/01/24</i>	<i>Book Value On 09/30/24</i>	<i>Market Val On 07/01/24</i>	<i>Market Val On 09/30/24</i>	<i>Purchase Cost</i>	<i>Sales Proceeds</i>	<i>Accrued Interest</i>	<i>Interest Received in the Period</i>	<i>Yield Matur</i>	<i>Yield Earned</i>
PS1 TPP Print Shop	\$ 7,228,673	\$ 6,620,023	\$ 7,228,673	\$ 6,620,023	\$ -	\$ -	\$ -	\$ 88,314	5.0496	5.4105
Print Shop Total	\$ 7,228,673	\$ 6,620,023	\$ 7,228,673	\$ 6,620,023	\$ -	\$ -	\$ -	\$ 88,314		
SR1 LS+ Special Revenue	\$ 667,276	\$ 676,382	\$ 667,276	\$ 676,382	\$ -	\$ -	\$ -	\$ 9,106	5.1375	5.4045
Special Revenue Total	\$ 667,276	\$ 676,382	\$ 667,276	\$ 676,382	\$ -	\$ -	\$ -	\$ 9,106		
TA2 LS+ Cent Student Activity	\$ 16,275,259	\$ 17,390,884	\$ 16,275,259	\$ 17,390,884	\$ -	\$ -	\$ -	\$ 225,555	5.1375	5.4033
TA3 LS+ Admin Activity	447,118	453,219	447,118	453,219	-	-	-	6,102	5.1375	5.4045
TA2 LSC Cent Student Activity	186,632	303,184	186,632	303,184	-	-	-	2,364	5.1211	5.3702
Activity Fund Total	\$ 16,909,008	\$ 18,147,288	\$ 16,909,008	\$ 18,147,288	\$ -	\$ -	\$ -	\$ 234,021		
TO3 LSC+ Fund 956	\$ 53,981	\$ 54,718	\$ 53,981	\$ 54,718	\$ -	\$ -	\$ -	\$ 737	5.1375	5.4045
TO4 LS+ Scholarship 960	518,140	719,623	518,140	719,623	-	-	-	7,574	5.1375	5.3953
T04 LSC+ Janis Jackson	28,061	28,444	28,061	28,444	-	-	-	383	5.1375	5.4045
TO5 TPP Gear Up Trust	5,475,264	5,550,062	5,475,264	5,550,062	-	-	-	74,798	5.0496	5.4099
Trust and Agency Total	\$ 6,075,446	\$ 6,352,848	\$ 6,075,446	\$ 6,352,848	\$ -	\$ -	\$ -	\$ 83,492		
Combined Port Total	\$ 1,468,638,450	\$ 985,112,491	\$ 1,468,509,200	\$ 985,575,000	\$ 99,702,777	\$ 95,044	\$ 1,673,190	\$ 15,383,217		



10/10/2024

3.

Office of the Superintendent of Schools

Office of Finance and Operations

Budget To Actual Report

Board Policy CE(LOCAL) requires that the budget officer or designee prepares and submits to the board a quarterly budget to actual report for the General Fund, the Child Nutrition Fund, and the Debt Service Fund.

The quarterly budget to actual report for the quarter ending September 30, 2024, for fiscal year 2024-2025 contains comparisons of budget to current financial data for the General Fund, Child Nutrition Fund, and Debt Service Fund.

This is an informational report for the School Board reporting the progress of actual revenues and expenditures for the current year as of September 30, 2024, vs. the same period in 2023. It also contains the percentage of revenues and expenditures recognized in the same period. There is no board action or vote required for this report.

General Fund | Financial Report

For the Period Ending September 30

	Fiscal Year 2024-2025			Fiscal Year 2023-2024		
	Adopted Budget as of July 1, 2024	Actual as of September 30, 2024	YTD % of Budget	Final Budget as of June 30, 2024	Actual as of September 30, 2023	YTD % of PY Actual
REVENUES						
Local sources	\$1,643,181,985	\$13,995,183	0.85%	\$1,593,663,242	\$21,528,609	1.35%
State sources	224,295,456	\$18,247,047	8.14%	286,263,599	32,031,106	11.19%
Federal sources	21,100,370	\$2,220,309	10.52%	62,538,142	2,224,986	3.56%
TOTAL REVENUE	\$1,888,577,811	\$34,462,539	1.82%	\$1,942,464,983	\$55,784,701	2.87%
EXPENDITURES FUNCTIONS						
11 Instruction	1,210,229,232	238,430,137	19.70%	\$1,199,024,696	243,839,646	20.34%
12 Instructional Media	8,631,004	1,551,881	17.98%	13,964,580	2,684,821	19.23%
13 Curriculum & Personnel Development	19,835,299	4,224,834	21.30%	25,967,376	3,851,453	14.83%
21 Instructional Leadership	74,022,287	15,697,986	21.21%	62,966,364	13,525,461	21.48%
23 School Leadership	215,100,035	52,798,878	24.55%	212,399,124	47,152,642	22.20%
31 Guidance & Counseling	67,792,313	21,767,495	32.11%	65,124,641	19,697,908	30.25%
32 Social Work Services	6,869,543	1,661,004	24.18%	5,437,770	1,259,993	23.17%
33 Health Services	25,338,108	5,128,625	20.24%	25,542,942	5,429,699	21.26%
34 Pupil Transportation	43,811,360	10,796,232	24.64%	66,468,695	12,064,190	18.15%
35 Food Services	65,183	18,931	29.04%	89,059	17,927	20.13%
36 Extracurricular Activities	23,339,723	9,059,256	38.81%	26,511,529	10,054,579	37.93%
41 General Administration	54,348,154	10,840,457	19.95%	55,681,422	22,036,604	39.58%
51 Plant Maintenance & Operations	179,934,816	41,201,279	22.90%	248,793,169	59,959,044	24.10%
52 Security & Monitoring Services	30,054,915	6,030,456	20.06%	32,840,069	7,130,647	21.71%
53 Data Processing Services	49,417,461	14,926,785	30.21%	61,684,520	19,256,480	31.22%
61 Community Service	9,812,291	302,944	3.09%	8,779,155	569,059	6.48%
71 Debt Service	5,130,350	20,000	0.39%	15,054,927	5,130,349	34.08%
81 Facilities Acq. & Construction	0	0		7,911,999	1,638,044	20.70%
91 Contracted Instructional Services Between Public Schor	0	0		0	0	
95 Payments to JJAEP Programs	792,000	0	0.00%	792,000	0	0.00%
97 Payments to Tax Increment Fund	57,155,963	0	0.00%	75,720,089	0	0.00%
99 Other Intergovernmental Charges	18,610,882	3,911,092	21.02%	16,501,316	4,115,324	24.94%
TOTAL EXPENDITURES	\$2,100,290,919	\$438,368,273	20.87%	\$2,227,255,443	\$479,413,870	21.52%
SURPLUS / (DEFICIT)	(\$211,713,108)	(\$403,905,734)		(\$284,790,460)	(\$423,629,169)	
OTHER FINANCING SOURCES / (USES)						
Transfers-in	\$97,000,000			\$90,000,000		
Insurance Proceeds	\$0			\$16,000,000		
Issuance of leases and SBITAs	\$0			\$805,000		
Transfers-out	(16,405,274)			(16,395,650)		
TOTAL OTHER FINANCING SOURCES / (USES)	\$80,594,726			\$90,409,350		
Net change in Fund Balances	(\$131,118,382)			(\$194,381,110)		
Beginning Fund Balance *	\$932,687,809			\$1,127,068,919		
Projected Ending Fund Balance	\$801,569,427			\$932,687,809		

*Beginning fund balances will be updated once the 2023-2024 ACFR is completed.

Debt Service Fund | Financial Report

For the Period Ending September 30

Fiscal Year 2024-2025

Fiscal Year 2023-2024

	Adopted Budget as of July 1, 2024	Actual as of September 30, 2024	YTD % of Budget		Final Budget as of June 30, 2024	Actual as of September 30, 2023	YTD % of PY Actual
REVENUES							
Local sources	\$371,396,035	\$1,741,952	0.47%		\$368,667,130	\$1,475,188	0.40%
State sources	\$17,168,780	-	0.00%		\$18,384,423	-	0.00%
TOTAL REVENUE	\$388,564,815	\$1,741,952	0.45%		\$387,051,553	\$1,475,188	0.38%
EXPENDITURES FUNCTIONS							
71 Debt Service	374,371,606	40,989,167	10.95%		409,308,329	47,413,956	11.58%
TOTAL EXPENDITURES	\$374,371,606	\$40,989,167	10.95%		\$409,308,329	\$47,413,956	11.58%
SURPLUS / (DEFICIT)	\$14,193,209	(\$39,247,215)			(\$22,256,776)	(\$45,938,768)	
OTHER FINANCING SOURCES / (USES)							
Other Financing Sources	\$21,166,025				\$22,256,776		
TOTAL OTHER FINANCING SOURCES / (USES)	\$21,166,025				\$22,256,776		
Net change in Fund Balances	\$35,359,234				\$0		
Beginning Fund Balance *	\$126,657,122				\$126,657,122		
Projected Ending Fund Balance	\$162,016,356				\$126,657,122		

*Beginning fund balances will be updated once the 2023-2024 ACFR is completed.

Child Nutrition Fund | Financial Report

For the Period Ending September 30

	Fiscal Year 2024-2025			Fiscal Year 2023-2024		
	Adopted Budget as of July 1, 2024	Actual as of September 30, 2024	YTD % of Budget	Final Budget as of June 30, 2024	Actual as of September 30, 2023	YTD % of PY Actual
REVENUES						
Local sources	7,984,095	1,463,863	18.33%	8,823,232	1,692,647	19.18%
State sources	458,329	0	0.00%	458,239	0	0.00%
Federal sources	138,503,473	23,759,823	17.15%	141,934,423	17,547,381	12.36%
TOTAL REVENUE	\$146,945,897	\$25,223,686	17.17%	\$151,215,894	\$19,240,028	12.72%
EXPENDITURES FUNCTIONS						
35 Food Services	143,807,768	28,685,883	19.95%	157,523,928	23,567,920	14.96%
41 General Administration		0		5,138	4,277	83.24%
51 Plant Maintenance & Operations	2,994,067	922,797	30.82%	3,108,531	777,728	25.02%
TOTAL EXPENDITURES	\$146,801,835	\$29,608,680	20.17%	\$160,637,597	\$24,349,925	15.16%
Net change in Fund Balances	\$144,062	(\$4,384,994)		(\$9,421,703)	(\$5,109,897)	
Beginning Fund Balance *	\$62,689,022			\$72,110,725		
Projected Ending Fund Balance	\$62,833,084			\$62,689,022		

*Beginning fund balances will be updated once the 2023-2024 ACFR is completed.

General Fund Major Object

For the Period Ending September 30

	Fiscal Year 2024-2025			Fiscal Year 2023-2024		
	Adopted Budget as of July 1, 2024	Actual as of September 30, 2024	YTD % of Budget	Final Budget as of June 30, 2024	Actual as of September 30, 2023	YTD % of PY Actual
REVENUES						
5700 Local sources	\$1,643,181,985	\$13,995,183	0.85%	\$1,593,663,242	\$21,528,609	1.35%
5800 State sources	224,295,456	\$18,247,047	8.14%	286,263,599	\$32,031,106	11.19%
5900 Federal sources	21,100,370	\$2,220,309	10.52%	62,538,142	\$2,224,986	3.56%
TOTAL REVENUE	\$1,888,577,811	\$34,462,539	1.82%	\$1,942,464,983	\$55,784,701	2.87%
EXPENDITURES FUNCTIONS						
6100 Personnel Costs	1,681,276,681	361,867,488	21.52%	1,663,607,352	346,293,498	20.82%
6200 Professional & Contracted Services	215,211,753	59,869,322	27.82%	266,024,951	66,310,316	24.93%
6300 Supplies & Materials	81,088,801	7,653,150	9.44%	65,453,318	12,805,305	19.56%
6400 Other Operating Costs	109,824,897	6,149,789	5.60%	122,052,443	9,039,275	7.41%
6500 Debt Service	5,130,350	20,000	0.39%	5,843,350	5,130,349	87.80%
6600 Capital Costs	7,758,437	2,808,523	36.20%	104,274,029	39,835,127	38.20%
TOTAL EXPENDITURES	\$2,100,290,919	\$438,368,273	20.87%	\$2,227,255,443	\$479,413,870	21.52%
SURPLUS / (DEFICIT)	(\$211,713,108)	(\$403,905,734)		(\$284,790,460)	(\$423,629,169)	
OTHER FINANCING SOURCES / (USES)						
7900 Other Financing Sources	\$97,000,000			\$106,805,000		
8900 Other Financing Uses	(16,405,274)			(16,395,650)		
TOTAL OTHER FINANCING SOURCES / (USES)	\$80,594,726			\$90,409,350		
Net change in Fund Balances	(\$131,118,382)			(\$194,381,110)		
Beginning Fund Balance *	\$932,687,809			\$1,127,068,919		
Projected Ending Fund Balance	\$801,569,427			\$932,687,809		

*Beginning fund balances will be updated once the 2023-2024 ACFR is completed.

Debt Service Major Object

For the Period Ending September 30

Fiscal Year 2024-2025				Fiscal Year 2023-2024		
	Adopted Budget as of July 1, 2024	Actual as of September 30, 2024	YTD % of Budget	Final Budget as of June 30, 2024	Actual as of September 30, 2023	YTD % of PY Actual
REVENUES						
5700 Local sources	\$371,396,035	\$1,741,952	0.47%	\$368,667,130	\$1,475,188	0.40%
5800 State sources	\$17,168,780	-	0.00%	\$18,384,423	-	0.00%
5900 Federal sources	0	\$0		0	\$0	
TOTAL REVENUE	\$388,564,815	\$1,741,952	0.45%	\$387,051,553	\$1,475,188	0.38%
EXPENDITURES FUNCTIONS						
6500 Debt Service	374,371,606	40,989,167	10.95%	409,308,329	47,413,956	11.58%
TOTAL EXPENDITURES	\$374,371,606	\$40,989,167	10.95%	\$409,308,329	\$47,413,956	11.58%
SURPLUS / (DEFICIT)	\$14,193,209	(\$39,247,215)		(\$22,256,776)	(\$45,938,768)	
OTHER FINANCING SOURCES / (USES)						
7900 Other Financing Sources	\$21,166,025			\$22,256,776		
8900 Other Financing Uses	\$0			\$0		
TOTAL OTHER FINANCING SOURCES / (USES)	\$21,166,025			\$22,256,776		
Net change in Fund Balances	\$35,359,234			\$0		
Beginning Fund Balance *	\$126,657,122			\$126,657,122		
Projected Ending Fund Balance	\$162,016,356			\$126,657,122		

*Beginning fund balances will be updated once the 2023-2024 ACFR is completed.

Child Nutrition Major Object

For the Period Ending September 30

		Fiscal Year 2024-2025			Fiscal Year 2023-2024		
		Adopted Budget as of July 1, 2024	Actual as of September 30, 2024	YTD % of Budget	Final Budget as of June 30, 2024	Actual as of September 30, 2023	YTD % of PY Actual
REVENUES							
5700	Local sources	7,984,095	1,463,863	18.33%	8,823,232	1,692,647	19.18%
5800	State sources	458,329	0	0.00%	458,239	0	0.00%
5900	Federal sources	138,503,473	23,759,823	17.15%	141,934,423	17,547,381	12.36%
	TOTAL REVENUE	\$146,945,897	\$25,223,686	17.17%	\$151,215,894	\$19,240,028	12.72%
EXPENDITURES FUNCTIONS							
6100	Personnel Costs	55,185,209	11,051,494	20.03%	57,825,091	8,928,636	15.44%
6200	Professional & Contracted Services	5,299,640	1,121,006	21.15%	12,412,070	1,920,866	15.48%
6300	Supplies & Materials	75,408,477	14,952,187	19.83%	78,553,646	11,319,707	14.41%
6400	Other Operating Costs	10,092,209	2,426,417	24.04%	8,995,524	2,091,469	23.25%
6600	Capital Costs	816,300	57,576	7.05%	2,851,267	89,246	3.13%
	TOTAL EXPENDITURES	\$146,801,835	\$29,608,680	20.17%	\$160,637,597	\$24,349,925	15.16%
	Net change in Fund Balances	\$144,062	(\$4,384,994)		(\$9,421,703)	(\$5,109,897)	
	Beginning Fund Balance *	\$62,689,022			\$72,110,725		
	Projected Ending Fund Balance	\$62,833,084			\$62,689,022		

*Beginning fund balances will be updated once the 2023-2024 ACFR is completed.



10/10/2024

4.

Office of the Superintendent of Schools

Office of Finance and Operations

Purchasing Services Quarterly Report

Board Policy CH(LOCAL) requires that the superintendent and/or designee furnish a quarterly report to the board of all district solicitation purchase costs or aggregates between \$250,000 and \$1,000,000.

The report for the quarter ending September 30, 2024, for the fiscal year 2024-2025 is attached. There is no board action or vote required on this report.

Aggregated Purchase Order Expenditure Report - \$250,000 to \$1,000,000 (07/01/24 - 09/30/24)						
FY	PROJECT NUMBER	PROJECT NAME	SUPPLIER	Q1 SPEND	Q1 POs	CHIEF
2025	23-05-03	Norm-Referenced Tests	RIVERSIDE ASSESSMENTS, LLC	\$ 999,919.48	5	Chief Academic Officer
2025	24-08-13	Onsite Clinic Services	NEXT LEVEL MEDICAL LLC	\$ 988,632.38	12	Chief Financial Officer
2025	21-10-04	Network Systems Hardware and Related Services (E-Rate Eligible)	NETSYNC NETWORK SOLUTIONS, INC.	\$ 948,123.80	47	Chief Information Officer
2025	00-00-18	Declared Emergency	ARIES BUILDING SYSTEMS LLC	\$ 946,118.00	2	Chief Operations Officer
2025	22-10-03	Fresh Produce and Related Items	DAIRYLAND PRODUCE LLC	\$ 934,070.91	12,094	Chief Operations Officer
2025	21-05-02	Special Education Services - Speech Therapy - Independent Education Evaluations (IEE) & Evaluation Services	AMN ALLIED SERVICES, LLC	\$ 878,060.89	12	Chief Academic Officer
2025	21-11-01	Digital Teaching and Learning Platform	INSTRUCTURE, INC	\$ 870,614.00	1	Chief Academic Officer
2025	24-08-12-01	Vehicle Purchases- Various	DONALSON-HINER AUTOMOTIVE GROUP	\$ 840,016.00	2	Chief Operations Officer
2025	23-03-15-23	Audiovisual Equipment, Supplies, and Related Goods and Services	DATA PROJECTIONS, INC.	\$ 830,792.12	47	Chief Information Officer
2025	21-06-11	Fresh Juice Direct Delivery	LABATT INSTITUTIONAL SUPPLY COMPANY	\$ 811,593.41	4,088	Chief Operations Officer
2025	22-10-10	Instructional Materials, Technology, Professional Development Services for Instructional Technology and Materials, & Teacher and Staff Development	N2Y, LLC	\$ 747,490.49	2	Chief Academic Officer
2025	21-05-02	Special Education Services - Speech Therapy - Independent Education Evaluations (IEE) & Evaluation Services	GARY D. STROMBERG & ASSOCIATES, LLC	\$ 741,194.50	2	Chief Academic Officer
2025	00-00-18	Declared Emergency	TEXAS AIR SYSTEMS LLC	\$ 708,809.00	1	Chief Operations Officer
2025	00-00-18	Declared Emergency	OHMS ELECTRICAL SERVICES	\$ 693,616.23	7	Chief Operations Officer
2025	23-06-04-04	Apple Products and Services	APPLE COMPUTER, INC.	\$ 679,670.38	45	Chief Information Officer
2025	20-06-02-04	Grounds Maintenance, Tree Trimming and Irrigation Services Districtwide	YELLOWSTONE LANDSCAPE	\$ 633,643.32	21	Chief Operations Officer
2025	22-03-06	Choice Lottery and Online Application System	ACUMEN SOLUTIONS, INC	\$ 610,647.30	1	Chief Academic Officer
2025	21-06-02	Instructional Curriculum Materials, Supplies, and Digital Resources	IXL LEARNING INC	\$ 594,079.50	53	Chief Academic Officer
2025	23-11-08	Internal Audit Management Services	RSM US LLP	\$ 572,000.00	2	Chief Financial Officer
2025	24-10-11	Database Tracking System for Student Non-Instructional Needs	PROUNITAS, INC	\$ 563,113.84	2	Chief Academic Officer
2025	24-03-05-01	Plumbing Services	AMS OF HOUSTON LLC	\$ 553,951.24	85	Chief Operations Officer
2025	23-04-09	Fuel: Unleaded, Biodiesel, Ultra-Low Sulfur Diesel (ULSD), and Related Products & Services	COLONIAL OIL INDUSTRIES, INC	\$ 539,071.90	2	Chief Operations Officer
2025	23-01-08-23	Data Analytics Tool and Related Software, Hardware, and Services	LightSpeed Solutions, LLC.	\$ 532,680.00	1	Chief Information Officer
2025	24-08-15	Family and Community Empowerment Services	ST. JAMES EVANGELICAL LUTHERAN CHUR	\$ 527,082.00	3	Chief of Staff
2025	21-06-02	Instructional Curriculum Materials, Supplies, and Digital Resources	LAKESHORE PARENT, LLC	\$ 523,887.48	295	Chief Academic Officer
2025	24-01-04-01	Health and Medical Supplies and Equipment	SCHOOL HEALTH CORPORATION	\$ 512,453.27	37	Chief Financial Officer
2025	23-04-09	Fuel: Unleaded, Biodiesel, Ultra-Low Sulfur Diesel (ULSD), and Related Products & Services	SOUTHERN COUNTIES OIL CO., A CA L.P	\$ 500,000.00	2	Chief Operations Officer
2025	46-89-00-99	Services Contract - Leadership Development (Aspiring Educators)	TEXAS WOMAN'S UNIVERSITY	\$ 500,000.00	1	Chief Academic Officer
2025	24-10-01	Safety and Security	JET SECURITY, LLC	\$ 486,720.00	9	Chief of Police
2025	22-10-02	Bakery Products and Related Items	LABATT INSTITUTIONAL SUPPLY COMPANY	\$ 467,229.58	5,847	Chief Operations Officer
2025	20-10-14-02	Printing Equipment, Software, Supplies and Related Services	CANON SOLUTIONS AMERICA	\$ 464,880.09	9	Chief Information Officer
2025	23-02-16-04	Nutrition Services Branding & Design Concepts	THE EDU-SOURCE CORPORATION	\$ 464,779.14	6	Chief Operations Officer
2025	21-06-04	Leadership, Teacher, and Staff Development	RICE UNIVERSITY SCHOOL MATH PROJECT	\$ 458,417.00	4	Chief Academic Officer
2025	23-01-06-22	Application Portfolio Management Software Products and Services	SHI GOVERNMENT SOLUTIONS	\$ 457,673.47	13	Chief Information Officer
2025	00-00-18	Declared Emergency	QUADRA MIND ENTERPRISE, INC.	\$ 449,514.25	4	Chief Operations Officer
2025	00-00-18	Declared Emergency	DM ELECTRICAL AND CONSTRUCTION, LLC	\$ 440,650.17	1	Chief Operations Officer
2025	52-01-00-99	Services Contract - Houston Community College	HOUSTON COMMUNITY COLLEGE SYSTEM	\$ 426,000.00	1	Chief Academic Officer
2025	22-07-19	Benefits Administration	EMPYREAN BENEFIT SOLUTIONS, INC	\$ 424,712.89	3	Chief Human Resources Officer
2025	19-02-29	IT Contractors	ISPHERE INNOVATION PARTNERS LLC	\$ 418,324.00	10	Chief Information Officer
2025	22-01-11	Private Nonprofit Schools	CATAPULT LEARNING WEST, LLC	\$ 415,535.52	12	Chief Financial Officer
2025	23-06-16	Rental of Heating, Ventilation, and Air Conditioning (HVAC) and Boiler Equipment	CARRIER RENTAL SYSTEMS	\$ 411,674.90	77	Chief Operations Officer
2025	21-06-05	College and Career Readiness Materials and Services	SCHOOLINKS, INC	\$ 407,587.20	1	Chief Academic Officer
2025	22-07-09-04	Toner and Ink Cartridges	ENHANCED LASER PRODUCTS	\$ 407,536.74	192	Chief Information Officer
2025	24-08-15	Family and Community Empowerment Services	INNOVATIVE CONSULTING, LLC	\$ 404,828.42	3	Chief of Staff

Aggregated Purchase Order Expenditure Report - \$250,000 to \$1,000,000 (07/01/24 - 09/30/24)						
FY	PROJECT NUMBER	PROJECT NAME	SUPPLIER	Q1 SPEND	Q1 POs	CHIEF
2025	00-00-18	Declared Emergency	YELLOWSTONE LANDSCAPE	\$ 396,106.75	11	Chief Operations Officer
2025	22-08-10	Kitchen Repairs & Equipment Maintenance	BRANDT CONSTRUCTORS & FACILITY SERV	\$ 394,098.79	10	Chief Operations Officer
2025	24-03-04-09	Educational Supplies, Equipment and Related Items	SCHOOL SPECIALTY, LLC	\$ 389,653.93	212	Chief Academic Officer
2025	23-10-10-01	Light-Emitting Diode (LED) Marquee Signs and Scoreboards	WATCHFIRE ENTERPRISES, INC	\$ 389,482.76	2	Chief Operations Officer
2025	00-00-18	Declared Emergency	JR THOMAS GROUP	\$ 386,969.73	3	Chief Operations Officer
2025	19-03-02	WC TPA, Support Services, and 504 Network	CANNON COCHRAN MANAGEMENT	\$ 377,019.34	2	Chief Financial Officer
2025	22-01-10	Private Nonprofit Schools	CATAPULT LEARNING WEST, LLC	\$ 360,321.12	7	Chief Financial Officer
2025	23-04-04	Fencing Services Districtwide	WESTCO VENTURES LLC	\$ 355,009.25	6	Chief Operations Officer
2025	24-08-09-04	JOC Construction (JOC IDIQ)	JR THOMAS GROUP	\$ 337,780.16	5	Chief Operations Officer
2025	21-06-02	Instructional Curriculum Materials, Supplies, and Digital Resources	AMPLIFY EDUCATION INC.	\$ 336,915.04	6	Chief Academic Officer
2025	22-05-08	Maintenance, Supplies, and Services for Printing Services	ABSOLUTE COLOR	\$ 329,865.88	17	Chief Information Officer
2025	22-07-03-04	Data Center Preventive Maintenance	EVOLVE HOLDINGS, INC.	\$ 326,848.55	8	Chief Information Officer
2025	00-00-18	Declared Emergency	POST OAK CONSTRUCTION LLC	\$ 324,166.35	13	Chief Operations Officer
2025	24-11-12-01	Comprehensive HVAC Services, Equipment, and Supplies	HTI LTD	\$ 321,225.04	4	Chief Operations Officer
2025	21-06-05	College and Career Readiness Materials and Services	KHAN ACADEMY, INC	\$ 320,000.00	1	Chief Academic Officer
2025	24-08-02-54	Office Supplies and Related Items	STAPLES CONTRACT & COMMERCIAL, LLC.	\$ 314,051.72	212	Chief Financial Officer
2025	21-06-03	Student Services, Enrichment Tutorials, Mentoring Services, and Alcohol and Drug Counseling	KICK DRUG OUT OF AMERICA FOUNDATION	\$ 312,000.00	4	Chief Academic Officer
2025	22-08-12-01	Instructional Materials and Classroom Teaching Supplies and Equipment	BROOKS DUPLICATOR COMPANY, INC.	\$ 308,801.54	186	Chief Academic Officer
2025	63-89-00-99	Services Contract - Houston Community College	HOUSTON COMMUNITY COLLEGE SYSTEMS	\$ 304,065.06	1	Chief Academic Officer
2025	22-05-04-50	School Nutrition Software	CYBERSOFT TECHNOLOGIES INC	\$ 296,883.62	2	Chief Operations Officer
2025	22-07-15-04	Technology Hardware, Software, and Related Services	NETSYNC NETWORK SOLUTIONS, INC.	\$ 277,245.90	13	Chief Information Officer
2025	24-08-09-04	JOC Construction (JOC IDIQ)	DURA PIER FACILITIES SERVICES, LTD.	\$ 271,538.94	21	Chief Operations Officer
2025	23-07-07	Heating, Ventilation, and Air Conditioning (HVAC) Parts and Supplies	JOHNSTONE SUPPLY OF HOUSTON	\$ 269,875.84	4	Chief Operations Officer
Total				\$ 34,487,320.12	23,814	



10/10/2024

5.

Office of the School Board

Report From The Board Audit Committee Chair

Pursuant to Board Policy BDB(LOCAL), *Board Internal Organization: Board Committees*, the Houston Independent School District (HISD) Board Audit Committee chair presents to the board a report on the work and progress of the committee as well as the *Internal Audit Plan - Fiscal Year 2024-2025* which was developed and presented to the Board Audit Committee by RSM US, LLP.

Copies of the report and plan are attached.

Audit Committee Report

October 2024



At the September 13, 2024, Audit Committee meeting, all three committee members were present: Janette Garza Lindner (chairperson), Ric Campo, and Adam Rivon. A member of the public and a reporter from the Houston Chronicle were also in attendance.

- The committee met from 1:04 p.m.–2:03 p.m.
- Representatives of the external internal auditing firm, RSM, provided a status update on the fiscal year (FY) 2024 *Internal Audit Plan* and the upcoming FY 2025 *Internal Audit Plan*. RSM also reviewed Audit Committee/board reporting procedures and explained the definitions of observation risk ratings low, moderate, and high.
- RSM stated there is one remaining project for the FY 2024 *Internal Audit Plan*, Records Management Process, which should be ready for presentation at the November 5, 2024, Audit Committee meeting.
- The report on Activities Funds Review was expected to also be presented in November, but RSM finished early and presented it at the September Audit Committee meeting. RSM evaluated Lamar High School and T.H. Rogers School. They made no observations at T.H. Rogers and two at Lamar. One observation was identified as low risk and the other identified as a moderate risk rating. The observations at Lamar were compliance-focused, including incomplete documentation and review of deposit slips and cash receipts. As recommended, management planned to address these issues with training, with a target date of September 27, 2024, for completion.
- The first internal audit projects for FY 2025 will be Extra Duty Pay, District Timekeeping/Overtime, and Districtwide Activity Funds Review. These are expected to be presented at the Audit Committee meeting currently planned for January 28, 2025.
- Committee Chair Garza Lindner noted that the annual audit report for 2023–2024 is now based on the fiscal year. It had been based on the calendar year, which was confusing as it was out of alignment with other audit reporting.

- The committee held a confidential discussion for the purpose of seeking advice from legal counsel. No action was taken nor decisions made as a result of the discussion.
- The minutes of the September 13 Audit Committee meeting will be reviewed for approval by the committee at its next meeting, scheduled for November 5, 2024. Once approved, the minutes will be posted on the Audit Committee website at <https://www.houstonisd.org/domain/51770>.
- The audit plan and all final internal audit reports are posted on the Internal Audit website at <https://www.houstonisd.org/domain/40609>.



Proposed Internal Audit Plan FY 2024-2025

RSM

Proposed Internal Audit Plan FY 2024-2025 – Continued

Proposed Internal Audits

1. Information Technology – Internal Penetration Testing and Social Engineering

The District conducts annual external penetration testing, but internal penetration testing is limited to every two years, and social engineering testing is not performed. By increasing the frequency of internal penetration testing and introducing periodic social engineering testing, the District can identify vulnerabilities beyond those addressed by external testing, strengthening its preparedness against the dynamic and evolving landscape of cybersecurity threats.

2. Information Technology – Incident Response Tabletop Exercise

An Incident Response Plan (IRP) is a proactive and collaborative strategy designed to improve an organization's preparedness for cybersecurity threats. An IRP should be conducted to validate the efficiency and effectiveness of emergency preparedness. Internal Audit will facilitate Tabletop exercises to assist team members in reviewing their responsibilities during an emergency.

3. Human Resources – Extra Duty Pay

This proposed internal audit will focus on policy compliance, thorough documentation and record-keeping, authorization and approval processes, effective internal controls to prevent fraud, budgetary compliance, and transparent communication to ensure fairness and equal participation in extra duty assignments. The evaluation would further enhance transparency, compliance, and efficiency in allocating and managing extra duty pay within the District.

4. Districtwide – Activity Funds Review

This proposed internal audit aims to assess the effectiveness of controls safeguarding activity funds in accordance with relevant regulations and District policies.

5. Controller's Office – Asset Management

This proposed internal audit will assess the adequacy of internal controls related to recording, monitoring, reporting and safeguarding fixed assets. Scope will include asset additions, transfers, disposals, monitoring and tracking, recurring inventory counts and related reporting.

6. Purchasing Services – ProCard Program

This internal audit will assess the Purchasing Services Department's management of the ProCard program, focusing on compliance with the ProCard Cardholder Contract and the Purchasing Manual. Given the high-risk nature of the ProCard program, as identified in the 2016 operational audit, and the incomplete implementation of recommended actions from the 2019 follow-up, the audit will evaluate the effectiveness of policies and review processes in preventing inappropriate purchases and identify areas needing attention and improvement.

7. Districtwide – Timekeeping / Overtime

The internal audit will focus on timekeeping accuracy within HISD, a critical factor for organizational integrity and fair compensation, given the significant budget allocation for salaries in FY 2023-2024 (\$1.52B). Following the FY 2021 evaluation of Payroll Overtime, which identified five reportable observations, the audit will assess the effectiveness of internal controls and the recently implemented Time Clock Plus system, identifying potential issues.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

6.

Office of the School Board

Approval Of The *Bond Oversight Committee Charter*

The Houston Independent School District (HISD) School Board is asked to approve the *Bond Oversight Committee Charter*. The charter will govern the Bond Oversight Committee, which will monitor HISD's 2024 Bond projects.

A draft copy of the charter is attached to this agenda item.

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 *Bond Oversight Committee Charter*, effective October 11, 2024.



HOUSTON INDEPENDENT SCHOOL DISTRICT
BOND OVERSIGHT COMMITTEE CHARTER
- PENDING BOARD OF MANAGERS APPROVAL -

October 2024

HOUSTON INDEPENDENT SCHOOL DISTRICT 2024 OVERSIGHT COMMITTEE CHARTER

Purpose of Committee

The Bond Oversight Committee Charter (“Charter”) articulates the mission, purpose, structure, membership, duties, responsibilities, and expectations. The goal is to ensure transparency in the Bond projects in the 2024 Bond.

The committee’s charge is to monitor the progress of all applicable Bond-funded projects and provide the Houston Independent School District community with information and updates on the progress of construction and renovation projects in the District.

Committee Structure and Membership:

1. The Committee has up to 13 voting members, including a Chairperson and Vice Chairperson. Interested community leaders will apply via the HISD website. Written applications will be reviewed by members of the District’s Executive Leadership team for each applicant’s experiences and qualifications.
2. A slate of prospective committee members will be recommended by the Superintendent after review of the applications submitted. The Board of Managers will then have the opportunity to deliberate and vote on the proposed slate of committee members as well as the Charter at a public meeting.
3. Appointments will last until the Bond is fully executed and complete. However, if a Committee Member is unable and/or unwilling to continue with the appointment at any point in time, the member must provide the Superintendent written notice of their intent to no longer serve on the committee and their date of resignation.
4. If a member resigns or is no longer available to serve, the Board has the discretion to approve another member.
5. The Committee will approve meeting minutes, review and approve the reports from the District, and provide regular updates to the HISD community on progress tracking relative to the Bond proposal.
6. All meetings of the Committee will be open to the public.
7. Membership on the Committee is open to anyone in the HISD community, and includes but is not limited to:
 - a. Members with expertise or knowledge in public school design/engineering, construction, construction project management, and/or finance.
 - b. Business leaders and employer representatives in the HISD community.
 - c. Parents or guardians of a child enrolled in the District.
 - d. Taxpayers and other Houstonians invested in the success of HISD.
8. The Committee members shall not receive direct or indirect compensation for their services as members of the Committee.
9. The Committee members do not have an active contract or be seeking a contract with the District or with any contractor or sub-contractor associated with the Bond projects. The same standard is held for their family members.
10. The Committee may not include any employee or official of the District or any vendor, contractor or consultant of the District.
11. A Committee member must serve the general interest of the public as opposed to any personal interest or special interest group.

HOUSTON INDEPENDENT SCHOOL DISTRICT 2024 OVERSIGHT COMMITTEE CHARTER

12. If a Committee member moves outside of the District's geographic boundaries, resigns, violates the Ethics Policy contained herein, fails to attend two consecutive Committee meetings without reasonable excuse, or otherwise becomes unable to serve on the Committee, the Superintendent may declare the position on the Committee to be vacant and begin the process to designate a new member.

Committee Duties and Responsibilities:

The Committee shall provide updates to the Superintendent, Board, and general public concerning the District's overall project management of all Bond projects, including but not limited to:

1. Monitor progress of Bond projects authorized by voters and provide regular quarterly updates and annual reports to the Superintendent and Board of Managers.
2. Review periodic financial reports produced by the District to verify effective and efficient use of Bond proceeds and compliance with the purposes set forth in the Bond projects as approved by the Board.
3. Review copies of other Bond reports published by the District.
4. Disclose and sign an annual conflict of interest statement for existing conflicts and re-submit if any conflicts arise during a Committee Member's tenure.
5. Communicate any perceived allegation of wrongdoing; potential waste, fraud, misuse or abuse; or non-compliance with Local, State, or Federal laws/regulations, or District policies that become known to the Committee. This communication share be directed to the Superintendent, who shall refer such matters as required by HISD Board Policy.
6. Provide counsel and input to the administration and the Board. (*Note: This Committee does not have a fiduciary responsibility related to the District, and this charter does not create any personal liability for member of the Committee.) The Committee does NOT have the authority to:
 - a) Approve of construction contracts or change orders;
 - b) Approve of construction funds;
 - c) Approve of construction plans and schedules;
 - d) Approve of the District's maintenance plan;
 - e) Approve of the sale of bonds;
 - f) Establish of priorities and order of construction for the Bond projects;
 - g) Select of architects, engineers, construction managers, project managers, and other professional service firms;
 - h) Approve of the design for each project including exterior materials, paint color, interior finishes, site plan and construction means or methods;
 - i) Select of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the performance of the Bond projects;
 - j) Set or approve schedules of design and construction activities;
 - k) Investigations of allegations of wrongdoing; potential waste, fraud, misuse or

HOUSTON INDEPENDENT SCHOOL DISTRICT 2024 OVERSIGHT COMMITTEE CHARTER

abuse; or non-compliance with Local, State, Federal laws/regulations, or District policies.

- l) Direct the activities of staff or consultants; or
- m) Manage activities, roles or responsibilities that have been delegated to staff or consultants by the Superintendent or his designee.

Committee Meetings:

1. The Committee shall meet at least quarterly to review the District's Bond projects' status and related information, and to perform other duties as provided herein.
2. All Committee meetings shall be held within the District's geographic boundaries.
3. Minutes will be prepared by a representative of the District and will be distributed to the Committee within 15 business days. The minutes will be voted upon for the record at the next scheduled Committee meeting.
4. Formal action from the Committee requires a majority vote of the quorum present. Individual members of the Committee shall not exercise authority for the Committee as a whole and shall not act independently of the Committee.
5. The District shall provide staff support to the Committee, create channels for communication, and provide necessary technical information and administrative assistance in a timely fashion to allow the Committee to do its work.

Ethics Policy:

This Ethics Policy provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Policy. However, this Policy captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Policy were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

Policy:

COMMITMENT TO DISTRICT. A Committee member shall place the interests of the District above any personal or business interest of the member.

CONFLICT OF INTEREST. A Committee member shall not make or influence a District decision related to (1) any contract funded by Bond proceeds or (2) any construction project that will benefit the Committee member's outside employment, or business, or provide a financial benefit to the Committee member or a family member, such as a spouse, child, parent, or sibling.

OUTSIDE EMPLOYMENT. A Committee member shall not use his or her knowledge of a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by Bond proceeds; or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member

HOUSTON INDEPENDENT SCHOOL DISTRICT 2024 OVERSIGHT COMMITTEE CHARTER

has an agreement concerning current or future employment, or remuneration of any kind. For a period of one (1) year after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially.

COMMITMENT TO UPHOLD LAW. A Committee member shall uphold the federal and Texas Constitutions, the laws and regulations of the United States and the State of Texas, and the policies, procedures, rules, and regulations of the Houston Independent School District.

MEMBER CERTIFICATION. A Committee member shall certify his or her understanding of Committee's Ethics Policy and disclose and sign an annual conflict of interest statement for existing conflicts and re-submit if any conflicts arise during their tenure.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

7.

Office of the School Board

Approval Of 2024 Bond Oversight Committee Membership

The Houston Independent School District (HISD) School Board is asked to approve the membership of the Bond Oversight Committee for the HISD 2024 Bond. This approval is in accordance with the *Bond Oversight Committee Charter*. If the 2024 Bond is approved by voters on November 5, 2024, this committee will monitor projects under the bond, as described in the charter.

Names of the proposed Bond Oversight Committee membership have been provided to the board separately.

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 membership of the Bond Oversight Committee, effective October 11, 2024.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

8.

Office of the Superintendent of Schools

Office of Finance and Operations

Approval Of Vendor Award 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 October 11, 2024.

**Approval of Purchase \$1,000,000 or More
Recommended for 10/10/2024 Board Agenda**

Project Information	21-06-02-C – RFP / Instructional Curriculum Materials, Supplies, and Digital Resources – (Svitek) – (CAO)
Project Description	This project was originally approved by the Board of Education on May 12, 2022. The purpose of this supplemental project is to award additional vendors, with no additional increase in funding, to provide supplemental curriculum materials, educational/instructional software, digital resources, and related items districtwide. The district applied the Best Value process in selecting the vendors to be awarded in accordance with Chapter 44 of the Texas Education Code (TEC) and district purchasing and acquisition policies CH(LOCAL) and CH(LEGAL).
Project Term	The project term is from October 11, 2024, through June 30, 2025, with two automatic annual renewals, not to extend beyond June 30, 2027.
Amount not to Exceed (Project Term)	N/A

Recommended Vendor(s) for Approval	M/WBE Commitment
Beable Education, Inc.	C-D
Bluum USA, Inc.	B-35%
Community Products, LLC, dba Rifton Equipment	C-D
Discovery Education, Inc., dba Discovery Education; Mystery Science, Inc.; Mystery Science; Pivot Interactives SBC; Pivot Interactives; Dreambox Learning	C-D
DW Educational Research, Inc., dba DataWORKS Educational Research	A-100%
Dynamic Learning Experiences, LLC, dba Drone Legends	B-35%
Edia Learning, Inc.	C-10%
EDU Solutions, LLC	C-D
Greenwood Publishing Group, LLC, dba Heinemann Publishing	C-D
Houghton Mifflin Harcourt Publishing Company, Inc., dba NWEA	C-D
Imagine Learning, LLC	C-D
Jaquia Abreu dba GullyThoughts, LLC	C-D
Just Right Reader, Inc.	A-100%
Kaplan Early Learning Company, Inc.	C-D
Kenneth Gay dba Kenneth Gay Education, LLC	A-100%
Kiddom, Inc.	C-D
Kodely, LLC	A-100%
Learn by Doing, Inc.	C-D
Lotus Connect, LLC	A-100%
ManageBac, Inc.	C-D
Minds on Education, Inc., dba Nature Watch	C-D
Navigate360, LLC	B-35%
NextWaveSTEM, LLC, dba NextWaveSTEM	B-35%
Parachute RGV, LLC	A-100%
Physical Science Research Associates, Ltd. (Physcira)	C-D

21-06-02-C – RFP / Instructional Curriculum Materials, Supplies, and Digital Resources (continued)	
Recommended Vendor(s) for Approval	M/WBE Commitment
Rethink Autism, Inc.	C-D
Rubicon West, LLC	C-D
SDI Innovations, Inc., dba School Datebooks	C-D
Si Bilingual Books, Inc.	A-100%
Sphero, Inc.	C-10%
Teacher Created Materials, Inc.	A-100%
The Chancellor, Masters, and Scholars of the University of Oxford dba Oxford University Press	NP-0%
The Learning Internet, Inc., dba Learning.com	C-1%
The National Literacy Professional Development Consortium, LLC, dba The National Literacy Institute	A-100%
The Writing Academy, LLC	A-100%
TouchMath Acquisition, LLC, dba TouchMath	C-D
Turnitin Holdings, LLC, dba Turnitin, LLC	C-D
W. W. Norton & Company, Inc.	C-D

**Approval of Purchase \$1,000,000 or More
Recommended for 10/10/2024 Board Agenda**

Project Information	24-02-05 – RFP / IT Contractors – (Teer) – (CFOO)
Project Description	The purpose of this project is to obtain information technology contractor services districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$20,000,000 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).
Project Term	The project term is from October 11, 2024, through October 10, 2025, with two automatic annual renewals, not to extend beyond October 10, 2027.
Amount not to Exceed (Project Term)	\$20,000,000

Recommended Vendor(s) for Approval	M/WBE Commitment
22 nd Century Technologies, Inc.	A-100%
Insight Global, LLC	B-35%
iSphere Innovation Partners, LLC	B-35%
Labyrinth Solutions, LLC, dba InvenioLSI	B-35%
Paradigm Group, Inc.	C-D
Phoenix Business, Inc., dba Phoenix Business Consulting	B-35%
The Peloton Group, LLC, dba The Peloton Alliance	B-35%

**Approval of Purchase \$1,000,000 or More
Recommended for 10/10/2024 Board Agenda**

Project Information	24-04-07 – RFP / Career and Technical Education – (Chevalier) – (CAO)
Project Description	The purpose of this project is to obtain equipment, curriculum, software, industry certifications, and contracted services for the Career and Technical Education Department. Based on annual appropriations, the projected expenditure is not to exceed \$10,000,000 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).
Project Term	The project term is from October 11, 2024, through October 10, 2025, with two automatic annual renewals, not to extend beyond October 10, 2027.
Amount not to Exceed (Project Term)	\$10,000,000

Recommended Vendor(s) for Approval	M/WBE Commitment
Bluum USA, Inc.	B-20%
Cengage Learning, Inc.	C-D
NCS Pearson, Inc., dba Certiport, a business of NCS Pearson, Inc.	C-D
CEV Multimedia, LLC	C-D
College Board	NP-0%
CompuScholar, Inc.	A-100%
Kodely, LLC	A-100%
Lab Resources, Inc.	A-100%
McGraw Hill, LLC	C-D
NextWaveSTEM, LLC, dba NextWaveSTEM	A-100%
Pathful, Inc.	B-20%
Realityworks, Inc.	C-D
Gateway Education Holdings, LLC, dba Savvas Learning Company, LLC	C-D
Snap-on Incorporated dba Snap-on Industrial, a division of IDSC Holdings, LLC	C-D
TPS Publishing, Inc.	C-D

**Approval of Purchase \$1,000,000 or More
Recommended for 10/10/2024 Board Agenda**

Project Information	24-04-09 – RFP / Translation and Interpretation Services – (Contreras) – (CPAC)
Project Description	The purpose of this project is to obtain professional-quality interpretation and translation services to and from English and other languages. 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(LEGAL).
Project Term	The project term is from October 11, 2024, through October 10, 2025, with two automatic annual renewals, not to extend beyond October 10, 2027.
Amount not to Exceed (Project Term)	\$6,000,000

Recommended Vendor(s) for Approval	M/WBE Commitment
806 Technologies, Inc.	B-35%
Ethiopian Community Development Council, Inc.	NP-0%
Fox Medical Case Management, Inc., dba Fox Translation Services	A-100%
GLOBO Holdings I, LLC, dba GLOBO Language Solutions, LLC	A-100%
Idea Language Services, LLC	C-D
LanguageUSA, Inc.	C-10%
Linguanational Translations, Inc.	A-100%
Lionbridge Global Solutions II, Inc.	B-35%
Masterword Services, Inc.	A-100%
PGLS, LLC, dba Piedmont Global Language Services	A-100%
Terra Translations, LLC	A-100%
TransPerfect Holdings, LLC, dba TransPerfect Translations International, Inc.	B-35%
Universe Technical Translation, Inc.	A-100%

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 10/10/2024 Board Agenda**

Project Information	22-04-04 – RFP / Fire and Flood Restoration – (Cortez) – (CFOO) – NTE Increase
Project Description	This project was originally approved by the Board of Education on September 8, 2022. The purpose of this project amendment is to request an increase to the spending limit authorization to obtain districtwide fire and flood restoration services. Based on annual appropriations, the projected expenditure is not to exceed \$5,000,000. 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).
Project Term	The project term is from September 15, 2022, through September 14, 2023, with four annual renewals, not to extend beyond September 14, 2027.
Amount not to Exceed (Project Term)	\$5,000,000

Recommended Vendor(s) for Approval	M/WBE Commitment
BMS Holdings III Corporation dba Blackmon Mooring of Texas, LLC	B-25%
Cotton Commercial USA, Inc.	B-25%

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 10/10/2024 Board Agenda**

Project Information	22-07-14 – RFP / Armored Car Services – (Salazar) – (CFOO) – NTE Increase
Project Description	This project was originally approved by the Board of Education on November 11, 2021. The purpose of this project amendment is to request an increase to the spending limit authorization to obtain armored car services for scheduled pickup of currency from campuses and locations districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$4,500,000. 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).
Project Term	The project term is from November 12, 2021, through November 11, 2022, with four annual renewals, not to extend beyond November 11, 2026.
Amount not to Exceed (Project Term)	\$4,500,000

Recommended Vendor(s) for Approval	M/WBE Commitment
Garda CL Southwest, Inc.	RFP-0%

**Amendment to Item Approved on a Prior Board Agenda
Recommended for 10/10/2024 Board Agenda**

Project Information	23-04-04 – RFP / Fencing Services Districtwide – (March) – (COO) – NTE Increase
Project Description	This project was originally approved by the School Board on September 14, 2023. The purpose of this project amendment is to request an increase to the spending limit authorization to obtain fencing services districtwide. Based on annual appropriations, the projected expenditure is not to exceed \$35,500,000. 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).
Project Term	The project term is from September 15, 2023, through September 14, 2024, with four automatic annual renewals, not to extend beyond September 14, 2028.
Amount not to Exceed (Project Term)	\$35,500,000

Recommended Vendor(s) for Approval	M/WBE Commitment
Foster Fence, LTD	C-D
Houston Kaco	A-100%
Post Oak Construction, LLC	A-100%
Quadra Mind Enterprise, Inc.	A-100%
The Fierro Group LTD Co. dba Fencemaster of Houston dba Advanced Concrete & Construction	A-100%
Westco Ventures, LLC	A-100%

**Amendment to Item Approved on a Prior Agenda
Recommended for 10/10/2024 Board Agenda**

Project Information	21-06-03 – RFP / Student Services, Enrichment Tutorials, Mentoring Services, and Alcohol and Drug Counseling – (Contreras) – (CAO) – Vendor Name Change
Project Description	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 August 21, 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. Kermit Tilford Jr & Wendy Tilford dba Kerwen Group, Inc., has changed its business name to WRT Enterprise Group, LLC, dba Wendy Richard Tilford Education Services. 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).
Project Term	The project term is from July 1, 2022, through June 30, 2023, with four automatic annual renewals, not to extend beyond June 30, 2027.
Amount not to Exceed (Project Term)	N/A

Recommended Vendor(s) for Approval	M/WBE Commitment
WRT Enterprise Group, LLC, dba Wendy Richard Tilford Education Services	A-100%

**Amendment to Item Approved on a Prior Agenda
Recommended for 10/10/2024 Board Agenda**

Project Information	21-06-03-A – RFP / Student Services, Enrichment Tutorials, Mentoring Services, and Alcohol and Drug Counseling – (Contreras) – (CAO) – Vendor Name Change
Project Description	This project was originally approved by the Board of Education on January 12, 2023. The purpose of this project amendment is to change the name of an awarded vendor through a contract reassignment beginning May 28, 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. Baker and Kreis Sports, LLC, dba TGA Premier Gold and Tennis of West Houston, has changed its business name to Hill Youth Sports, LLC, dba TGA of West 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).
Project Term	The project term is from January 13, 2023, through June 30, 2023, with four automatic annual renewals, not to extend beyond June 30, 2027.
Amount not to Exceed (Project Term)	N/A

Recommended Vendor(s) for Approval	M/WBE Commitment
Hill Youth Sports, LLC, dba TGA of West Houston	NP-0%

**Amendment to Item Approved on a Prior Agenda
Recommended for 10/10/2024 Board Agenda**

Project Information	21-06-05-A – RFP / College and Career Readiness Materials and Services – (Chevalier) – (CAO) – Vendor Name Change
Project Description	This project was originally approved by the Board of Education on January 12, 2023. The purpose of this project amendment is to change the name of an awarded vendor through a contract reassignment beginning August 9, 2024, with no additional increase in funding, to provide college and career readiness materials, services, software, and supplies. ACT, Inc., has changed its business name to ACT Education Corp. 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).
Project Term	The project term is from January 13, 2023, through June 30, 2023, with four automatic annual renewals, not to extend beyond June 30, 2027.
Amount not to Exceed (Project Term)	N/A

Recommended Vendor(s) for Approval	M/WBE Commitment
ACT Education Corp.	NP-0%

**Amendment to Item Approved on a Prior Agenda
Recommended for 10/10/2024 Board Agenda**

Project Information	22-06-12 – RFQ / Financial Advisory Services – (Salazar) – (CFOO) – Vendor Name Change
Project Description	This project was originally approved by the Board of Education on October 13, 2022. The purpose of this project amendment is to change the name of an awarded vendor through a contract reassignment beginning July 22, 2024, with no additional increase in funding, to obtain a firm to provide financial advisory services in the planning, maintenance, and issuance of debt on behalf of the district. Estrada, Hinojosa, and Company, Inc., has changed its business name to TRB Capital Markets, LLC, dba Estrada Hinojosa. 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).
Project Term	The project term is from October 14, 2022, through October 13, 2023, with four automatic annual renewals, not to extend beyond October 13, 2027.
Amount not to Exceed (Project Term)	N/A

Recommended Vendor(s) for Approval	M/WBE Commitment
TRB Capital Markets, LLC, dba Estrada Hinojosa	RFQ-100%

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



10/10/2024

9.

Office of the Superintendent of Schools

Office of Academics

Authorization To Update And Renew The Partnership Agreement With The United States Army For Junior Reserve Officers' Training Corps Units

The purpose of this request is to obtain authorization for the superintendent of schools to update and renew the partnership agreement between the Houston Independent School District (HISD) and the United States Army for the operation of Army Junior Reserve Officers' Training Corps (JROTC) units. This agreement includes completing the required documentation for establishing and maintaining Army JROTC programs at participating campuses. This agreement is a renewal of prior agreements previously entered into by HISD and the US Department of Defense. Renewal is required because the US Department of Defense has made updates to DD Form 3202 and included two additional forms, DD 3200 and DD 3203 (described below), which were not a part of prior partnership agreements. It is expected this agreement will be in place until expiration of DD Form 3202, which occurs on February 28, 2027. The update and renewal must be executed before October 31, 2024.

The agreement and the following forms are required as part of the overall Army JROTC agreement to maintain and operate Army JROTC units within HISD. By entering into this agreement, HISD accepts the responsibility of following operational guidelines as established within the forms described below. The United States Army commits to providing resources for the operation of the Army JROTC units. Resources include curriculum and instructional materials, instructor professional development, student uniforms and equipment, and funds required to operate programs.

- **DD Form 3202:** Establishes a formal agreement between the school district and the United States Army for operating an Army JROTC unit.
- **DA Form 3126:** An application and contract for establishing an Army JROTC unit.
- **DD Form 3200:** Acknowledgement form for Army JROTC instructors, outlining prohibited activities and expected behavior.
- **DD Form 3203:** *Student Code of Conduct and Parent/Guardian Consent Form*, outlining expected and prohibited behavior for students.

The partnership agreement will impact the following schools with active Army JROTC programs: Bellaire High School (HS), Chavez HS, Heights HS, Furr HS, HS for Law and Justice, Kashmere HS, Lamar HS, Wisdom HS, Milby HS, Northside HS, Houston MSTC HS, Scarborough HS, Sharpstown HS, Austin HS, Waltrip HS, Westside HS, Wheatley HS, and Yates HS.

This partnership update ensures compliance with military service requirements and maintains clear guidelines for both instructors and students participating in the Army JROTC 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 to update and renew the agreement with the United States Army for Junior Reserve Officers' Training Corps units before the suspense date of October 31, 2024, effective October 11, 2024.



10/10/2024

10.

Office of the Superintendent of Schools

Office of Academics

Approval Of Off-Campus Private Or Commercially-Sponsored Physical Activity Programs For Middle And High School Students For The 2024-2025 School Year

Texas Education Code §28.025(b-10), 19 Texas Administrative Code, Chapter 74, Subchapter B, allow school districts to approve off-campus private or commercially-sponsored physical activity programs as a substitution for high school physical education courses, and board policy EIF(LOCAL) establishes guidelines for such programs in the Houston Independent School District (HISD). These programs provide opportunities for students to fulfill their physical education graduation requirements through structured physical activities offered outside of the traditional school setting. This board approval is an annual occurrence for students to gain access to an outside physical education equivalent program.

HISD recognizes the importance of providing flexible options for students who demonstrate a high level of commitment to physical activities beyond the school environment. The Off-Campus Physical Education Equivalent Program is divided into two categories:

- Category I: Programs that involve a minimum of 15 hours per week of intensive, professional-level training in Olympic-level sports or other specific physical activities. These programs may qualify for physical education credit as a complete substitute for the physical education requirement.
- Category II: Programs that involve a minimum of 5 hours per week of supervised physical activity, providing students with an opportunity to enhance their physical fitness while meeting district and state standards for physical education.

For the 2024-2025 school year, HISD has identified and vetted several off-campus programs that meet the criteria set forth by the state. The HISD Health and Physical Education Department reviews the student application and the vendor documentation checklist (Program Services, Background Check, CPR Certification, Professional Affiliations if applicable), then meets with the agency before approval. With board approval, HISD students will be able to participate in the programs or agencies in the attached list. These programs offer students high-quality physical training and education, while maintaining the rigorous standards of HISD and the Texas Education Agency.

The document identifying the Off Campus Physical Education Equivalent Programs is attached. Upon board approval, the list will be posted to the [HISD Health and Physical Education website < https://www.houstonisd.org/Page/32361 >](https://www.houstonisd.org/Page/32361).

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

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

RECOMMENDED: That the School Board approves of the off-campus private or commercially sponsored physical activity programs for middle and high school students for the 2024-2025 school year, effective October 11, 2024.

Off-campus Physical Activity Programs Approval Request

Revised June 2018

Part 1:

Date of submission: _____

Name of applying district or charter school: Houston Independent School District

County District Number: 48201

School year approval will become effective: 2024-2025

Contact person: Felicia Ceaser-White

Contact person's email address: fceaserw@houstonisd.org

Contact person's phone number: 713-556-6884

Superintendent: F. Mike Miles

Part 2:

Approval of the physical activity programs may be granted to school districts or charter schools by the commissioner of education under the following conditions.

The board of trustees of the local school district or charter school has approved a policy to use off-campus private or commercially-sponsored physical activity programs in either Category I, Category II, or both as a substitution for high school physical education courses in accordance with Texas Education Code (TEC), §28.025(b-10) and 19 Texas Administrative Code (TAC), Chapter 74, Subchapter B, Graduation Requirements.

Our district or charter school is applying for Category I only ☐ Category II ☐
only Categories I and II ☒

Category I Substitutions	Yes	No
Students are supervised a minimum of 15 hours per week with highly intensive professional training.	x	
The training facility, instructors, and the activities involved in the program are certified by the superintendent to be of exceptional quality.	x	
Program requires students to engage in moderate to vigorous physical activity.	x	
Students qualifying and participating at this level are dismissed from school no more than one class period per day.	x	
Students do not miss any class other than physical education.	x	

Category I: Olympic-level participation and/or competition must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Indicate in the table below the Category I programs approved in your district or charter school. You may add rows as needed.

Entity Providing Service	Off-campus Program	Accountability/Evaluation Procedures
Advantage Indoor Tennis	Tennis	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Alliance Fencing Academy	Fencing	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
AIM Athletics	Gymnastics	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Bayou City Ballet	Ballet	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Bellerive Ice Rink - Skating Club	Figure Skating	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Club Westside/Houston Tennis Club	Tennis	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Cypress Academy	Gymnastics	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Dad's Club Aquatics	Swimming	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Discover Gymnastics	Gymnastics	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
H-Town Elite	Gymnastics	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Houston Ballet	Ballet	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Houston Center for Taekwondo	Taekwondo	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Houston Gymnastics Academy	Gymnastics	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Houston Gymnastics of the ERJCC	Gymnastics	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
King Daddy Sports	Tennis	Application/ Checklist for submitted Documents/Follow-up with Health

		and Physical Education Curriculum Dept.
Master Seong's Ace Taekwondo	Taekwondo	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
McAdoo Tennis	Tennis	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Space City Fencing	Fencing	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Stars Gymnastics Training Center	Gymnastics	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Swing Improvement by Neil Wilkins	Tennis	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.

Category II: Private or commercially-sponsored physical activities that are not Olympic level but are certified by the superintendent to be of high quality must meet all of the criteria below.

Please indicate your district or charter school's compliance with an "x" in the box.

Category II Substitutions	Yes	No
Students are well supervised at least 5 hours per week by appropriately trained instructors.	x	
Programs are certified by the superintendent to be of high quality.	x	
Program requires students to engage in moderate to vigorous physical activity.	x	
Students who participate at this level are not dismissed from any part of the school day.	x	

Indicate in the table below the Category II programs approved in your district or charter school. You may add rows as needed.

Agency Providing Service	Off-campus Program	Accountability/Evaluation Procedures
Bellaire Girl's Lacrosse	Lacrosse	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Lamar Girl's Field Hockey	Field Hockey	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Lamar Girl's Lacrosse	Lacrosse	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.
Texas Pride Field Hockey	Field Hockey	Application/ Checklist for submitted Documents/Follow-up with Health and Physical Education Curriculum Dept.



10/10/2024

11.

Office of the Superintendent of Schools

Office of the Chief of Staff

Approval Of Agreement For Houston Community College To Utilize Classroom Space For The Special Education Transition Program (18+)

This agenda item seeks School Board approval to renew a contract with Houston Community College (HCC) to utilize classroom space for the district's Special Education Transition Program (18+). The program provides:

- Access to HCC for up to 36 Houston Independent School District (HISD) Transition Program (18+) interns to gain employability skills for the workforce.
- Access to HCC for an appropriate learning environment with two classroom spaces and equipment (white board, tables, chairs, secured cabinet, computers, telephone, and copy machine) for interns and instructors based on the HISD academic calendar.
- Access to VAST Academy Eagles Club to gain leadership and enhance social skills.
- Access to information and resources about the array of opportunities available in college, including academics, employment skills training, and social and recreational activities.
- Access to a VAST Academy transition coordinator to work with the HISD transition team to assist HISD high school special education students with successful transition to VAST Academy's programs.
- Access to serve on the VAST Academy Advisory Committee to discuss programming and needs.
- Access to HCC parking decals for HISD Office of Special Education transition staff.
- Opportunity to attend HISD districtwide transition fairs and high school transition events to present and speak to students about the VAST Program and college certificate programs; collaborate with HISD staff (transition manager, team lead, teachers, and transition coach) to seek out new ways to serve students between the ages of 18-21 under Individuals with Disabilities Education Act (IDEA) to include HCC VAST Academy Bridge Freshman Success courses, Summer Bridge Program, and VAST Academy Intro to College Summer Camp.

COST/FUNDING SOURCE(S):

The total cost for this program is not expected to exceed \$29,300.00, to be funded by IDEA-Part-B (IDEA-B) Formula grant funds.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
Special Revenue	2240000000	6269000000	PS2123000000000		N/A	\$29,300.00

STAFFING IMPLICATIONS:

None

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

RECOMMENDED: That the School Board approves the renewal of a contract with HCC to utilize classroom space for HISD's Special Education Transition Program (18+), effective October 11, 2024.



10/10/2024

12.

Office of the Superintendent of Schools

Office of the Chief of Staff

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

This is an update to the annual request to enter into contract negotiations for services for students with disabilities which was approved by the Houston Independent School District (HISD) School Board on June 13, 2024. The update establishes a not to exceed amount of \$7.5 million.

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. 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 General Revenue funds.

Fund Source	Fund	Cost Center	Functional Area	General Ledger	Internal Order/ Work Breakdown Structure	Amount
Special Revenue	2240000000	1060924000	PS112300000000	6219000000	N//A	TBD
Special Revenue	2240000000	1060924000	PS112300000000	6223000000	N//A	TBD
General Revenue	1993000000	1060924000	PS112300000000	6223000000	N//A	TBD
General Revenue	1993000000	1060924000	PS312300000000	6299000000	N//A	TBD

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, for an amount not to exceed \$7.5 million, effective October 11, 2024.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

13.

Office of the Superintendent of Schools

Office of Academics

Approval Of Certified Appraisers For The Texas Teacher Evaluation And Support System For The School Year 2024-2025

Annually, efforts are made to ensure that the district maintains qualified teacher appraisers who meet specific training and certification requirements and who are assigned to an appropriate position as indicated in the *Teacher Evaluation Guidebook*. The purpose of this agenda item is to seek board approval of the positions which include individuals who have met the district's appraiser certification requirements for the school year 2024-2025.

The certified appraiser positions are principals; assistant principals; principal apprentices; teacher specialists; magnet coordinators; instructional specialists; director 2, dean of cadets; director 1, Regional Day School Program for the Deaf; and the director, Special Education Services. Any additional appraiser position goes through an evaluator exception process and is approved by division superintendents.

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 certified appraisers for the Texas Teacher Evaluation and Support System (T-TESS) for the 2024-2025 school year, effective October 11, 2024.



10/10/2024

14.

Office of the Superintendent of Schools

Office of Academics

Authorization To Negotiate, Execute, And Amend An Agreement With The Texas Higher Education Coordinating Board For Access To ApplyTexas Data

The Houston Independent School District (HISD) administration asks the School Board to authorize the superintendent of schools or a designee to negotiate, execute, and amend an agreement with the Texas Higher Education Coordinating Board (THECB). The purpose of this agreement is to establish the conditions under which the THECB will provide HISD with data received or generated by the THECB concerning ApplyTexas applicants, including the Free Application for Federal Student Aid (FAFSA) filing status information. This agreement allows the THECB to disclose limited Institutional Student Information Record (ISIR) data to HISD. The ISIR data may be used to identify student applicants and determine whether graduating secondary students have completed the ApplyTexas application. HISD will use this information to encourage students to complete their applications.

The agreement will provide HISD with access to the ApplyTexas Counselor Suite, a dashboard provided by the THECB that allows authorized personnel to view student-identifiable information about the FAFSA and Texas Application for State Financial Aid (TASFA) filing status, as well as the status of ApplyTexas admissions applications.

Additionally, this agreement permits the THECB, through the ApplyTexas Counselor Suite, to disclose student-level information from the ApplyTexas admission application and the TASFA to HISD.

The partnership agreement will impact approximately 11,500 12th-graders across all HISD high school campuses.

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 an agreement with The Higher Education Coordinating Board, effective October 11, 2024.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

15.

Office of the School Board

Approval Of Proposed Revisions To Board Policy BBD(LOCAL), *Board Members: Training And Orientation*-First Reading

The purpose of this agenda item is to request that the Houston Independent School District (HISD) School Board approves revisions to Board Policy BBD(LOCAL), *Board Members: Training And Orientation*. The changes are recommended by the Texas Association of School Boards to reflect House Bill 3033.

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 BBD (LOCAL), *Board Members: Training And Orientation*, effective October 11, 2024.

BOARD MEMBERS
TRAINING AND ORIENTATION

BBD
(LOCAL)

**Public Information
Coordinator**

[After Election or
Appointment](#)

The Superintendent or designee shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

[After a Violation](#)

[A Board member who receives written notice from the attorney general that the member must complete Public Information Act \(PIA\) training described by GBAA\(LEGAL\) following the District's failure to comply with a PIA requirement shall complete the training within the timelines described in law. The completion of the training in response to such a notice cannot be delegated.](#)

Team Building

The entire Board, including all Board members, must participate with the Superintendent in team-building sessions as follows:

- Annually in January, or no later than the second regular Board meeting of the calendar year;
- Within 30 days of any change in Board membership or hiring a new Superintendent; and
- At any time determined by the Board.

The annual January team-building session must be:

1. Facilitated by a regional education service center or any registered provider; and
2. At least three hours in length, as provided by state law. [See BBD-(LEGAL)]

The Board shall annually assess the need for additional team-building sessions at the first team-building session of the calendar year and prepare a calendar of sessions based on this assessment.

**Reporting
Continuing
Education Credit**

The Board President shall announce the status of each Board member's continuing education credit. The announcement shall be made annually at the last regular Board meeting before the District's uniform election date, whether or not an election is held. The announcement shall be reflected in the meeting minutes and, when necessary, posted on the District's website in accordance with law.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

16.

Office of the Superintendent of Schools

Office of Legal Services

Approval Of Proposed Revisions To Board Policy CFC(LOCAL), *Accounting: Audits*
-First Reading

The purpose of this agenda item is to request that the Houston Independent School District (HISD) School Board approves revisions to Board Policy CFC(LOCAL), *Accounting: Audits* to clarify that the annual audit plan shall be approved by the board.

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 CFC (LOCAL), *Accounting: Audits*, on first reading, effective October 11, 2024.

Internal Audit

The Board shall have the option of appointing an external or internal auditor (or auditors) for the purpose of conducting a broad, comprehensive program of financial compliance and performance auditing within the District. The auditor(s) shall review the adequacy of the systems of internal controls to ascertain whether they provide reasonable assurance that the District's objectives and goals will be met efficiently and economically and that the systems of internal controls are functioning as intended.

Regardless of whether the Board appoints an external auditor or an internal auditor as described above, the auditor shall report directly to the Board. The auditor(s) shall work directly with the Superintendent of Schools and/or the Superintendent's designee.

The auditor(s) shall review the quality of performance of various activities and departments to ascertain whether goals and objectives have been achieved and if the District's resources have been utilized effectively. To this end, audit reports shall furnish management with objective analyses, appraisals, information, counsel, and/or recommendations concerning the activities reviewed.

Duties

The auditors shall:

1. Prepare an annual internal audit plan for submission to the Board Audit Committee [and approval by the Board](#) by May 31 of each year;
2. Prepare an annual internal audit report for presentation to the Board and for publication in compliance with statutes; and
3. Perform other services as may be required by the Board.

E-Rate Matters

In the case of E-Rate matters, refer to governance provided at CAA.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

17.

Office of the Superintendent of Schools

Office of Information Technology

Approval Of Proposed Revisions To Board Policy CPC(LOCAL), *Office Management: Records Management*-First Reading

The purpose of this agenda item is to request that the Houston Independent School District (HISD) School Board approves revisions to Board Policy CPC(LOCAL), *Office Management: Records Management*. The changes are recommended by the Texas State Library and Archives Commission and the HISD administration to improve compliance with state law.

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 CPC (LOCAL), *Office Management: Records Management*, on first reading, effective October 11, 2024.

The Superintendent shall oversee the performance of records management functions prescribed by state and federal law:

- Records administrator, as prescribed by Local Government Code 176.001 and 176.0065. [See BBFA]
- Officer for public information, as prescribed by Government Code 552.201–.205. [See GBAA]
- Public information coordinator, as prescribed by Government Code 552.012. [See BBD]

**Local Government
Records Act**

“Local Government
Record”

Records
Management
Officer

The term “local government record” shall pertain to all items identified as such by Section 201.003 (8) of the Local Government Records Act.

The ~~Board shall designate the position of~~ manager, Records and Information Management, shall serve as and perform the duties of the District’s records management officer as prescribed by Local Government Code ~~203.025~~ 203.023, ~~who and~~ shall administer the District’s records management program pertaining to local government records in compliance with the Local Government Records Act. [See CPC(EXHIBIT)]

Notification

The records management officer shall file their name with the director and librarian of the Texas State Library and Archives Commission (TSLAC) within 30 days after the date of designation.

Electronic Records

The records management officer shall develop procedures for the management of electronic records that comply with the District’s records control schedules and meet the minimum components required by law.

The procedures shall:

1. Specify the objectives of the electronic records management program;
2. Identify the responsibilities of employees who create, receive, or maintain electronic records;
3. Ensure the maintenance of electronic records until the expiration of the applicable retention period and final disposition; and
4. Ensure that electronic records that must be protected from unauthorized use or disclosure are appropriately protected as required by law, regulation, or other applicable requirements.

OFFICE MANAGEMENT
RECORDS MANAGEMENT

CPC
(LOCAL)

Records Control Schedules	The records management officer shall file with the TSLAC a written declaration that the District has adopted records control schedules that comply with records retention schedules issued by the TSLAC as provided by law.
Website Postings	Website postings that are the only copy of the record that exists must be retained according to the District's records retention schedule. If the record copy is kept elsewhere (not on the District's website), then the version posted on the website is a duplicate and does not need to be retained for the full retention period.
Records Destruction Practices	All local government records shall be considered District property and any unauthorized destruction or removal shall be prohibited. The District shall follow its records control schedules, records management program, and all applicable laws regarding records destruction. However, the District shall preserve records, including electronically stored information, and suspend routine record destruction practices where appropriate and in accordance with procedures developed by the records management officer. Such procedures shall describe the circumstances under which local government records scheduled for destruction must be retained. Notification shall be given to appropriate staff when routine record destruction practices must be suspended and when they may be resumed.
Training	The records management officer shall receive appropriate training regarding the Local Government Records Act and shall ensure that custodians of records, as defined by law, and other applicable District staff are trained on the District's records management program, including this policy and corresponding procedures.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

18.

Office of the Superintendent of Schools

Office of the Chief of Staff

Approval To Establish New Board Policy FOC(LOCAL), Student Discipline: Placement In A Disciplinary Alternative Education Setting-First Reading

The purpose of this agenda item is to request that the Houston Independent School District (HISD) School Board approves the establishment of Board Policy FOC(LOCAL), *Student Discipline: Placement in a Disciplinary Alternative Education Setting*. This new local policy is recommended for addition to the district's policy manual to define the appeal process when a student is removed to a disciplinary alternative education program and some consequences for the student.

A copy of the proposed new policy is attached.

COST/FUNDING SOURCE(S): None

STAFFING IMPLICATIONS: None

THIS ITEM DOES ESTABLISH BOARD POLICY.

RECOMMENDED: That the School Board accepts the establishment of FOC(LOCAL), *Student Discipline: Placement in a Disciplinary Alternative Education Setting*, on first reading, effective October 11, 2024.

STUDENT DISCIPLINE
PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING

FOC
(LOCAL)

Removal to DAEP

Removal to the disciplinary alternative education program (DAEP) shall be made pursuant to procedures in the *Student Code of Conduct*.

Appeal

A parent may appeal a student's removal to the DAEP, within five school days of being notified of the assignment to the DAEP, by submitting a DAEP appeal form to the Office of Discipline.

Removal to the DAEP shall not be delayed pending the hearing.

Within five school days of receipt of the DAEP appeal form, the Board's designee shall conduct a hearing to review the removal decision.

The designee's decision on the appeal to remove a student to the DAEP shall be communicated in writing within five school days of the date of the hearing.

The designee's decision shall be final and may not be appealed further.

Consequences

Students placed in the DAEP shall be prohibited from being on any District property other than the DAEP and from attending school-related extracurricular activities during the period of removal.



Consent Agenda

4400 WEST 18TH STREET
HOUSTON, TEXAS 77092

10/10/2024

19.

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 September 12 and 14, 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 September 12 and 14, effective October 11, 2024.