

*Board of Education  
Regular Meeting  
August 21, 2018*



**Fort Worth**  
INDEPENDENT SCHOOL DISTRICT

# Regular Meeting

---

Notice is hereby given that on August 21, 2018 the Board of Education of the Fort Worth Independent School District will hold a Regular Meeting beginning at 5:30 PM at the Fort Worth Independent School District Board Complex, 2903 Shotts Street, Fort Worth, Texas. The subjects to be discussed or considered or upon which any formal action may be taken are listed on the agenda which is made a part of this notice. Items do not have to be taken in the order shown on this meeting notice.

## FORT WORTH INDEPENDENT SCHOOL DISTRICT

### AGENDA

1. **5:30 P.M. - CALL REGULAR MEETING TO ORDER - BOARD ROOM**
2. **PLEDGES**
3. **PUBLIC HEARING ON PROPOSED 2018-2019 TAX RATES**
4. **PUBLIC COMMENT ON PROPOSED 2018-2019 TAX RATES**
5. **CLOSE PUBLIC HEARING**
6. **RECOGNITIONS**
  - A. Outstanding FWISD Staff Members
  - B. 2018 CUBE Annual Award for Urban School Board Excellence
7. **REPORTS/PRESENTATIONS**
  - A. High School Voter Registration
8. **LONE STAR GOVERNANCE**
  - A. State Accountability Information
9. **PUBLIC COMMENT**
10. **RECESS - RECONVENE IN REGULAR SESSION - BOARD CONFERENCE ROOM**
11. **DISCUSSION OF AGENDA ITEMS**

## 12. CONSENT AGENDA ITEMS

(Action by the Board of Education in adopting the "Consent Agenda" means that all items appearing herein are adopted by one single motion, unless a member of the Board requests that such item be removed from the "Consent Agenda" and voted upon separately.)

- A. Acceptance of Bids/Proposals, Single Source, and Agreement Purchases \$50,000 and More
  - 1. Approve Dancing Classrooms North Texas Ballroom Dancing Program 5
  - 2. Approve Purchase of Student Laptops for Use Within the DIG In 1 to 1 Program 10
  - 3. Approve Ratification of Costs for HVAC Chiller Replacement at Trimble Tech High School 15
  - 4. Approve Annual Renewal to EBSCO Online Subscription Databases 24
  - 5. Approve the Santa Fe Youth Services Contract 28
  - 6. Approve Consultant to Provide Mentoring Services for the FWISD My Brother's Keeper (MBK) Program 34
  - 7. Approve the Contracted Services for Occupational, Physical, Speech, and Music Therapy (Related Services) for Students with Special Needs 37
  - 8. Approve the Selection of the District's Employee Assistance Program 40
- B. Approve Memorandum of Understanding Between BSHARP and Fort Worth Independent School District 43
- C. Approve the Interlocal Agreement Contract Between Carrollton-Farmers Branch Independent School District and the Fort Worth Independent School District for Procurement Card Services 45
- D. Approve Interlocal Agreement Between Fort Worth ISD and the City of Benbrook for School Security Services for the 2018-2019 School Year 50
- E. Approve Memorandum of Understanding with YMCA of Metropolitan Fort Worth and Approve Access to Average Daily Attendance (ADA) by YMCA 60
- F. Approval of Memorandum of Understanding with Early Matters, an Initiative of the Commit Partnership 71
- G. Approve the 2018-2019 Fort Worth ISD Compensation Manual 78
- H. Approve the Proposed Middle and High School Course Changes for the 2019-2020 School Year 81
- I. Approve the Quarterly Investment Report for the Period: April 1, 2018 - June 30, 2018 93
- J. Approve 2019 Internal Audit Plan 111
- K. Approve Budget Amendment Transferring Funds to Program Contingency for the 2013 Capital Improvement Program 121
- L. Approve Budget Amendment and Budget Increase for Bid Package 013 TEA 148 Charles Nash Elementary School and TEA 159 Versia Williams Elementary School (RFCSP 18-010) in the 2013 Capital Improvement Program 128

- M. Approve Budget Amendment and Budget Increase for Bid Package 017 Tanglewood Elementary School (RFP 15-036) in the 2013 Capital Improvement Program 134
- N. Approve Budget Amendment and Budget Increase for Bid Package 043 I.M. Terrell Academy for STEM and VPA (RFQ/RFP #15-035) in the 2013 Capital Improvement Program 140
- O. Approve Budget Amendment to Increase Budget at Bid Package 020 TEA 126 East Handley Elementary School in the 2013 Capital Improvement Program 146
- P. Approve Budget Amendment and Budget Increase for Bid Package 060 Scarborough-Handley Athletic Field (RFCSP #17-008) in the 2013 Capital Improvement Program 151
- Q. Approve Budget Increase for Bid Package 066A Polytechnic High School (RFP 17-066) in the 2013 Capital Improvement Program 157
- R. Approve Increase to the Estimated Total Cost of Moving Services for the 2013 Capital Improvement Program 160
- S. Approve Purchase of Furniture for TEA #010 R.L. Paschal High School Competition Gym/Fieldhouse 163

**13. RECESS - RECONVENE IN BOARD CONFERENCE ROOM FOR EXECUTIVE SESSION**

**14. EXECUTIVE SESSION**

The Board will convene in closed session as authorized by the Texas Government Code Chapter 551.

- A. Seek the Advice of Attorneys (Section 551.071)
- B. Texas Government Code Section 551.074. Deliberation Regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee, Including Action Items Related to the Recommendation to Terminate Certain Continuing Contract Employees for Good Cause, the Recommendation to Terminate Certain Term Contract Employees for Good Cause and the Recommendation to Terminate Certain Probationary Contract Employees for Good Cause
  - 1. District Teaching Permit for Non-Core CTE Courses
  - 2. Discussion of Internal Auditor's Summative Evaluation
- C. Security Implementation (Section 551.076)
- D. Real Property (Section 551.072)

**15. RECONVENE IN REGULAR SESSION - BOARD ROOM**

**16. ACCEPT CONSENT AGENDA**

**17. ACTION ITEMS**

- A. Item/Items Removed from Consent Agenda
- B. Personnel

**18. ACTION AGENDA ITEMS**

- A. Take Action to Approve the Recommendation to Terminate Certain Probationary Contract Employees for Good Cause Pursuant to Chapter 21 of the Texas Education Code
- B. Take Action to Approve the Recommendation to Terminate Certain Continuing Contract Employees for Good Cause Pursuant to Chapter 21 of the Texas Education Code
- C. Take Action to Approve the Recommendation to Terminate Certain Term Contract Employees for Good Cause Pursuant to Chapter 21 of the Texas Education Code
- D. Approval of District Teaching Permit for Non-Core CTE Courses 165
- E. Approve Second Reading - Revision to Board Policy DEC (LOCAL) 167
- F. Approve Lone Star Governance Quarterly Board Progress Tracker 176
- G. Ordinance Adopting the 2018-2019 Tax Rates 179
- H. Approve Selection of a Delegate and an Alternate to the 2018 Texas Association of School Boards (TASB) Delegate Assembly Meeting on September 29, 2018 184

**19. COMMENTS BY BOARD MEMBERS OR SUPERINTENDENT ON CURRENT DISTRICT ACTIVITIES AND ANNOUNCEMENTS**

**20. ADJOURN**

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE DANCING CLASSROOMS NORTH TEXAS BALLROOM  
DANCING PROGRAM**

**BACKGROUND:**

The District is entering the 13<sup>th</sup> year of this program. We began this program with three schools and this year we have the participation of 34 schools. It is a ballroom dancing instruction program which takes place in our 5<sup>th</sup> grade PE classes. The overall focus is developing skills related to ballroom dancing, focusing on Latin dances and their history. The principals of the participating schools have recognized the value in terms of student learning and their social and emotional growth. This program provides for trained dance instructors to work in our classes under a national dance program license purchased by a local foundation. There are a total of 20 lessons including a culminating event for parents, staff and students.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve Dancing Classrooms North Texas Ballroom Dancing Program
2. Decline to Approve Dancing Classrooms North Texas Ballroom Dancing Program
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Dancing Classrooms North Texas Ballroom Dancing Program

**FUNDING SOURCE**

*Additional Details*

General Fund

199-11-6299-024-xxx-11-142-000000

**COST:**

\$173,400.00

**VENDOR:**

Dancing Classrooms North Texas

**PURCHASING MECHANISM**

Bid/RFP/RFQ

Bid/Proposal Statistics

Bid Number: 16-089-J

Number of Bid/Proposals received: 25

HUB Firms: 6

Compliant Bids: 25

The above bid/proposal has been evaluated in accordance with the Texas Education Code section 44.031 (b) regarding specifications, pricing, performance history, etc. All firms responding to this solicitation have been qualified to provide services per specifications of proposal. The vendor listed above has been selected to support this purchase.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Benbrook ES	M.H. Moore
Bonnie Brae	Natha Howell
Burton Hill	North Hi Mount
Cesar Chavez	Nash
Como	Oaklawn
Daggett ES	A.M. Pate
DeZavala	M.L. Phillips
Diamond Hill ES	Sam Rosen
S.S. Dillow	South Hi Mount
East Handley	David K. Sellars
W.M. Green	Springdale
Greenbrier	J.T. Stevens
Dolores Huerta	West Handley
Manuel Jara	Washington Heights
Kirkpatrick ES	Westpark
M.I. Logan	Versia Williams
Rufino Mendoza	Worth Heights

**RATIONALE:**

This program is an efficient and effective way to provide ballroom dance instruction to our students in their PE classes. Many of the Physical Education TEKS are addressed, students are exposed to a wide selection of dances, heart rates are elevated for sustained periods of time, and there are many opportunities for learning, especially in the affective and cognitive domains. The parents, staff and principals all have seen benefits in behavior as well.

**INFORMATION SOURCE:**

Charles Carroll  
Khechara Bradford  
Georgi Roberts





Transforming Lives - One Step at a Time

**2018 BOARD  
OF DIRECTORS**

**Bailey Bauer**  
*Chair*

**Erich Osborn**  
*Treasurer*

**Karen Cox**  
*Secretary*

**Members**

**Dr. Jeanne Gerlach**

**Trent Bauer**

**Rev. Gilbert Marez**

**Lauren Harper**

**Dr. Larry Nelson**  
*Executive Director*

**Dancing Classrooms: Program Overview**

Dancing Classrooms is a 10-week/20-lesson program for 5th and 8th grade children that utilizes ballroom dance as a vehicle to break down social barriers and teach students how to treat others carefully with honor and respect. Our teaching philosophy is one of inside out versus outside in. We take the dance that is inherent in students' bodies and help them bring it out through constructive pathways that improve self-confidence, grace and elegance. As documented in the 2005 award-winning documentary "Mad Hot Ballroom", the program is best known for its ability to improve students' understanding of social-responsibility, self-awareness and teamwork. The program delivers a profound and pleasure-filled sense of achievement for students, teachers and administrators.

Dancing Classrooms uses a curriculum-based teaching approach. Students are taught the vocabulary of contemporary social dances in a classroom setting. Each class introduces new steps, reinforcing what has been previously learned through practice and repetition. Research on Dancing Classrooms shows it to be a wholesome cardiovascular activity with lots of potential to help young ladies and gentlemen find a passion for movement, physical activity and health. Dancing Classrooms instruction is aligned with the Texas Essential Knowledge and Skills (TEKS) and is monitored by independent evaluators and educational liaisons. We follow the highest standards of excellence to ensure the best experience for our students.

Our classes serve a diverse population of children and languages. Classes are conducted in English. All students are welcome; there are no pre-requisites and experience is never required. The Dancing Classrooms program culminates in social activities geared toward family members, such as an evening dance for students with their parents, an assembly performance complete with literacy components, or a "Ballroom Breakfast".

1506 W. Pioneer Parkway Suite 114 Arlington, Texas 76013

Phone: 817-496-6099 • E-mail: [info@dancingclassroomnt.org](mailto:info@dancingclassroomnt.org) • [www.dancingclassroomsnt.org](http://www.dancingclassroomsnt.org)



Transforming Lives - One Step at a Time

**2018 BOARD  
OF DIRECTORS**

**Bailey Bauer**  
*Chair*

**Erich Osborn**  
*Treasurer*

**Karen Cox**  
*Secretary*

**Members**

**Dr. Jeanne Gerlach**  
**Trent Bauer**  
**Rev. Gilbert Marez**  
**Lauren Harper**

**Dr. Larry Nelson**  
*Executive Director*

**Proposal Pricing:**

Dancing Classrooms North Texas (DCNT) looks forward to continuing our longstanding partnership with FWISD in providing this internationally respected social development program. Dancing classrooms provides a 10-week (20 classes; classes held twice a week) for both the fall and spring semester for participating schools. Cost of the program is \$1,700 per section (no more than 35 students per section - some schools will have multiple sections). For the 2018-2019 school year, DCNT is proposing 102 sections for a total of \$173,400.

**2018-2019 Schools (# of Sections):**

Sam Rosen (3)	A.M. Pate (2)
De Zavala (2)	Versia Williams (2)
Dolores Huerta (3)	Leadership Academy Como (2)
Diamond Hill (3)	Greenbriar (4)
Washington Heights (2)	Natha Howell (3)
J.T. Stevens (2)	Manuel Jara (4)
Bonnie Brae (3)	Worth Heights (4)
Rufino Mendoza (3)	Springdale (3)
Oaklawn (4)	M.L. Phillips (3)
Daggett (4)	Nash (2)
David K. Sellars (4)	West Handley (3)
East Handley (2)	South Hi Mount (3)
M.H. Moore (4)	Maude Logan (2)
Burton Hill (3)	North Hi Mount (2)
Dillow (3)	Westpark (4)
W.M. Green (4)	Benbrook (4)
Kirkpatrick (2)	Cesar Chavez (2)
+2 anticipated expansion sections where needed	

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE PURCHASE OF STUDENT LAPTOPS FOR USE WITHIN THE DIG IN 1 TO 1 PROGRAM**

**BACKGROUND:**

Due to program growth at two of our secondary campuses, additional student laptops are needed to support instruction at two FWISD campuses. TCC South will be adding 12<sup>th</sup> grade students and World Languages Institute will be adding 11<sup>th</sup> grade students. These grade levels will be in addition to the students that are currently attending these campuses. Also included in this purchase will be student laptops to be used as replacements

Administration recommends the usage of a part of the remaining funds from the 2013 CIP Technology Fund (Fund 682). The usage of this Fund to purchase student laptops squarely falls within the guidelines for which this fund was created after the 2013 Bond Election.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve Purchase of Student Laptops for use within the DIG In 1 to 1 Program
2. Decline to Approve Purchase of Student Laptops for use within the DIG In 1 to 1 Program
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Purchase of Student Laptops for use within the DIG In 1 to 1 Program

**FUNDING SOURCE**

*Additional Details*

Budget Enhancement	682-11-6396-10C-086-11-000-000000	\$61,429.95 (TCC)
Budget Enhancement	682-11-6396-10C-084-11-000-000000	\$63,968.15 (WLI)
Special Revenue	771-11-6396-0IR-038-11-423-000000	\$102,473.25 (Service Guarantee Replacements)

**COST:**

\$227,925.35 Not to exceed

**VENDOR:**

Dell, Inc.  
Delcom Group

**PURCHASING MECHANISM**

Interlocal Agreement

This purchase is in accordance with the Texas Education Code section 44.031 (j) regarding school district purchases made through an Interlocal contract. Pricing obtained through the Department of Information Resources Contract No. DIR-TSO-3763. Supporting documentation is attached. The recommended vendors are listed above.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

TCC South, World Languages Institute and other High Schools within the Dig iN 1 to 1 program.

**RATIONALE:**

Approval of this agenda item will allow the District to continue providing technology to campuses that are scheduled for program growth. Approval will also allow the District to purchase replacement laptops.

**INFORMATION SOURCE:**

Charles Carroll  
Art Cavazos  
Becky Navarre



## A quote for your consideration!

**Total: \$96,525.00**

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

<b>Quote number:</b> 3000026843331.1	<b>Quote date:</b> Jul. 12, 2018	<b>Quote expiration:</b> Aug. 11, 2018	<b>Deal ID:</b> 15728702
---	-------------------------------------	---	-----------------------------

<b>Company name:</b> FORT WORTH ISD	<b>Customer number:</b> 145922042	<b>Phone:</b> (817) 871-2156
--	--------------------------------------	---------------------------------

<b>Sales rep information:</b> Kristen Westfall Kristen_Westfall@Dell.com (800) 456-3355 Ext: 5132337	<b>Billing Information:</b> FORT WORTH ISD 100 N UNIVERSITY STE NW 140-E FORT WORTH TX 76107-1360 US (817) 871-2156
--	--

### Pricing Summary

Item	Qty	Unit Price	Subtotal
Dell Latitude 3380	165	\$585.00	\$96,525.00
		<b>Subtotal:</b>	\$96,525.00
		<b>Shipping:</b>	\$0.00
		<b>Environmental Fees:</b>	\$0.00
		<b>Non-Taxable Amount:</b>	\$96,525.00
		<b>Taxable Amount:</b>	\$0.00
		<b>Estimated Tax:</b>	\$0.00
		<b>Total:</b>	<b>\$96,525.00</b>

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

\* Add bag pricing of \$18.05 per bag for total amount of \$2,978.25

\*Delcom Services \$2,970.00

Total amount: \$102,473.25



## A quote for your consideration!

**Total: \$59,701.95**

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

<b>Quote number:</b> 3000027139564.1	<b>Quote date:</b> Jul. 23, 2018	<b>Quote expiration:</b> Aug. 22, 2018	<b>Deal ID:</b> 15728702
---	-------------------------------------	---	-----------------------------

<b>Company name:</b> FORT WORTH ISD	<b>Customer number:</b> 145922042	<b>Phone:</b> (817) 871-2156
--	--------------------------------------	---------------------------------

<b>Sales rep information:</b> Kristen Westfall Kristen_Westfall@Dell.com (800) 456-3355 Ext: 5132337	<b>Billing Information:</b> FORT WORTH ISD 100 N UNIVERSITY STE NW 140-E FORT WORTH TX 76107-1360 US (817) 871-2156
--	--

### Pricing Summary

Item	Qty	Unit Price	Subtotal
Dell Latitude 3380	99	\$585.00	\$57,915.00
CS-FORT WORTH ISD-14IN INTELLE CT TOPLOAD SLIPCASE BLK	99	\$18.05	\$1,786.95
<b>Subtotal:</b>			\$59,701.95
<b>Shipping:</b>			\$0.00
<b>Environmental Fees:</b>			\$0.00
<b>Non-Taxable Amount:</b>			\$59,701.95
<b>Taxable Amount:</b>			\$0.00
<b>Estimated Tax:</b>			\$0.00
<b>Total:</b>			<b>\$59,701.95</b>

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

\*Delcom Services \$1,782.00

Total amount: \$61,483.95



## A quote for your consideration!

**Total: \$62,114.15**

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

<b>Quote number:</b> 3000027139705.1	<b>Quote date:</b> Jul. 23, 2018	<b>Quote expiration:</b> Aug. 22, 2018	<b>Deal ID:</b> 15728702
---	-------------------------------------	---	-----------------------------

<b>Company name:</b> FORT WORTH ISD	<b>Customer number:</b> 145922042	<b>Phone:</b> (817) 871-2156
--	--------------------------------------	---------------------------------

<b>Sales rep information:</b> Kristen Westfall Kristen_Westfall@Dell.com (800) 456-3355 Ext: 5132337	<b>Billing Information:</b> FORT WORTH ISD 100 N UNIVERSITY STE NW 140-E FORT WORTH TX 76107-1360 US (817) 871-2156
--	--

### Pricing Summary

Item	Qty	Unit Price	Subtotal
Dell Latitude 3380	103	\$585.00	\$60,255.00
CS-FORT WORTH ISD-14IN INTELLE CT TOPLOAD SLIPCASE BLK	103	\$18.05	\$1,859.15
		<b>Subtotal:</b>	\$62,114.15
		<b>Shipping:</b>	\$0.00
		<b>Environmental Fees:</b>	\$0.00
		<b>Non-Taxable Amount:</b>	\$62,114.15
		<b>Taxable Amount:</b>	\$0.00
		<b>Estimated Tax:</b>	\$0.00
		<b>Total:</b>	<b>\$62,114.15</b>

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

\*Delcom Services \$1,854.00

Total amount: \$63,968.15

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE RATIFICATION OF COSTS FOR HVAC CHILLER  
REPLACEMENT AT TRIMBLE TECH HIGH SCHOOL**

**BACKGROUND:**

The compressor on the HVAC chiller at Trimble Tech High School went out causing the chiller to become inoperable. It was cost prohibitive to repair the compressor due to the chiller's age of 18 years, and the fact that Freon needed for it would soon be obsolete. It was more cost effective to replace the chiller. An emergency purchase for \$144,950.00 was made from Trane through BuyBoard Contract #552-17 for the chiller, which will take approximately nine to ten weeks for it to arrive and be installed.

**STRATEGIC GOAL:**

**Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Ratification of Costs for HVAC Chiller Replacement at Trimble Tech High School
2. Decline to Approve Ratification of Costs for HVAC Chiller Replacement at Trimble Tech High School
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Ratification of Costs for HVAC Chiller Replacement at Trimble Tech High School

**FUNDING SOURCE**

*Additional Details*

General Fund

199-51-6299-001-011-99-451-000000

**COST:**

\$144,950.00



**VENDOR:**

Trane

**PURCHASING MECHANISM**

Emergency Purchase/Interlocal Agreement

This purchase is in accordance with the Texas Education Code section 44.031 (j) regarding school district purchases made through an Interlocal contract. Pricing obtained through the Buyboard, Contract 552-17. Supporting documentation is attached. The recommended vendor is listed above.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Trimble Tech High School

**RATIONALE:**

In accordance with Board Policy CH (LOCAL), the Board delegates the authority to make emergency purchases where school equipment or facilities are destroyed, severely damaged, or experience a major unforeseen operational or structural failure, to the Superintendent, deputy superintendent, or division chief, any such emergency purchase shall be subsequently reported to the Board [if such a purchase exceeds \$50,000].

A 100% operational chiller is needed at the school to ensure a comfortable environment for teaching and learning.

**INFORMATION SOURCE:**

Art Cavazos  
Gil Griffin



# Trane Turnkey Proposal



## Turnkey Proposal For:

Fort Worth Independent School District  
100 N University Drive  
Fort Worth, TX 76107

**Local Trane Office:**  
Trane U.S. Inc. dba Trane  
4200 N. Sylvania Avenue  
Fort Worth, TX 76137-6803

**Local Trane Representative:**  
David Garcia  
Account Manager  
Cell: (817) 614-1791  
Office: (817) 838-1300

**Proposal ID: 2516743**  
**BuyBoard Contract #: 652-17**  
**BuyBoard Quote #: 10-2516743**

**Date: July 19, 2018**



**Prepared For: Steve McPherson**

**Date:**  
July 19, 2018

**Job Name:**  
FWISD- Trimble Tech Replacement Chiller

**Proposal Number: 2516743**

**Delivery Terms:**  
Freight Allowed and Prepaid – F.O.B Factory

**Payment Terms:**  
Net 30

**State Contractor License Number:**

**Proposal Expiration Date:**  
30 Days

---

## Scope of Work

### Equipment List

#### Product Data- RTWD Chiller

- 460 volt 3 phase
- 150 nominal tons
- 5 year labor warranty
- 5 year parts warranty
- Equipment submittal will be submitted for further details

### Mechanical Installation

- Isolate, drain and remove existing chiller.
- Disconnect electrical from existing chiller
- Remove old Chiller from site.
- Remove associated piping back to tie in points.
- Rig new Chiller into place on existing housekeeping pad.
- Install Chiller to manufacturer specifications.
- Connect condenser water piping to new Pumps.
- Replace any defective piping below existing Condenser Piping and Chill Water Piping Isolation valves to Chiller.
- Pressure gauges and Pete's Plugs and temperature gauges to be installed Chiller piping.
- Insulate new piping and repair existing with 1 ½" ASJ fiberglass, match existing means and methods.
- Piping to be supported accordingly.
- Reconnect existing electrical to new machine.
- Overtime is included to do rigging and tie-in to existing Chill Water and Condenser piping if needed.
- Startup chiller

### Proposal Notes/ Clarifications

- All work to be performed during normal business hours (8am to 5pm, M-F, non-holidays) unless otherwise stated.
- Proposal does not include "Premium Time" or Price Contingency therefor
- Equipment Order Release and Services rendered are dependent on receipt of PO/Subcontract and credit approval
- Permits not included
- Controls is excluded
- There is a 9 WEEK BUILD TIME FOR THIS CHILLER + Ship time



# Pricing and Acceptance

Fort Worth Independent School District  
 100 N University Drive  
 Fort Worth, TX 76107

Site Address:  
 FWISD Trimble Technical High  
 1003 W Cannon Street  
 Fort Worth, TX 76104

**Price**  
 Total Net Price (Excluding Sales Tax).....\$144,950.00

**\*\*PAYMENT AND PERFORMANCE BOND IS INCLUDED**

Respectfully submitted,

David Garcia  
 Account Manager  
 Trane U.S. Inc. dba Trane  
 (817) 838-1300

## ACCEPTANCE

This proposal is subject to Customer's acceptance of the attached Trane Terms and Conditions (Installation).

We value the confidence you have placed in Trane and look forward to working with you.

Submitted By: David Garcia	Cell: (817) 614-1791 Office: (817) 838-1300 Proposal Date: July 19, 2018
<b>CUSTOMER ACCEPTANCE</b> Fort Worth Independent School Dist	<b>TRANE ACCEPTANCE</b> Trane U.S. Inc. dba Trane
Authorized Representative	Authorized Representative
Printed Name	Printed Name
Title	Title
Purchase Order	Signature Date
Acceptance Date:	License Number:

AA  
7/20/18

**TERMS AND CONDITIONS - COMMERCIAL INSTALLATION**

"Company" shall mean Trane U.S. Inc. dba Trane.

1. **Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
2. **Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.
3. **Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.
4. **Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
5. **Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
6. **Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.
7. **Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site' owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
8. **Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.
9. **Permits and Governmental Fees.** Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.
10. **Utilities During Construction.** Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.
11. **Concealed or Unknown Conditions.** In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.
12. **Pre-Existing Conditions.** Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or



fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

13. **Asbestos and Hazardous Materials.** Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB") or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

14. **Force Majeure.** Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections, riots, labor/labour disputes, labor/labour or material shortages, sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

15. **Customer's Breach.** Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead).

16. **Indemnity.** To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

17. **Limitation of Liability.** NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

18. **Patent Indemnity.** Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

19. **Limited Warranty.** Company warrants for a period of 24 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up. Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan, refrigerant not supplied by Trane, and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE WORK, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE WORK OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.**

20. **Insurance.** Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits



If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

21. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statute of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

22. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

23. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741, and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

24. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-38; 52.247-84. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

25. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns, (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not seek itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26 251-10(0315)  
Supersedes 1-26 251-10(0814)

Kent P. Scribner, Ph.D.  
Superintendent of Schools



[Administration](#)

[Reports](#)

[Shopping Cart](#)

Welcome Ft. Worth  
HEAD [ Log Off ]

## Vendor Contract Information

[Back](#)

### Searches:

[Search by Vendor](#)

[Browse Contracts](#)

### Search:

- All
- Vendor Discounts Only
- Catalog Pricing Only

### Refine Your Search:

#### Vendors

Trane[X]

#### Price Range

Show all prices

#### Category

None Selected

#### Contract

HVAC Equipment, Supplies, and  
Installation of HVAC Equipment[X]

**Vendor Name:** Trane

**Address:** 4200 N. Sylvania Ave.  
Fort Worth, TX 76137

**Phone Number:** (469) 758-3109

**Email:** julia.espinoza@irco.com

**Website:** <http://www.trane.com>

**Federal ID:** 25-0900465

**Contact:** Julia Espinoza

**Accepts RFQs:** Yes

**Minority Owned:** No

**Women Owned:** No

**Service-Disabled Veteran Owned:** No

**EDGAR Forms Received:** Yes

**No Israel Boycott Certificate:** No

**No Excluded Foreign Terrorist Orgs:** No

**Contract Name:** HVAC Equipment, Supplies, and Installation of HVAC Equipment

**Contract#:** 552-17

**Effective Date:** 12/01/2017

**Expiration Date:** 11/30/2020

**Payment Terms:** Net 30 days

**Delivery Days:** 25

**Shipping Terms:** Pre-paid and added to invoice

**Freight Terms:** FOB Destination

**Ship Via:** Common Carrier

**Region Served:** Texas Regions 1, 2, 3, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20

**States Served:** Texas

**Additional Info:** EDGAR Vendor Certification Form (relating to 2 CFR Part 200 & Appendix II) Vendor response document, and can be found in the Vendor Proposal File link page.

**Quote Reference Number:** 552-17

**Return Policy:** Contact local sales office or where purchase was made

**Additional Dealers:** See Additional Dealers/Distributors for dealer list.

### Contract Documents

**EDGAR Notice:** [Click to view EDGAR Notice](#)

**Proposal Documents:** [Click to view BuyBoard Proposal Documents](#)

**Regulatory Notice:** [Click to view Bonding Regulatory Notice](#)

**Construction Services Advisory:** [Click to view the Construction Related Goods and Services Advisory](#)

**Proposal Files:** [Click to view Vendor Proposal Files Documents](#)

**Additional Dealers/Distributors:** [Click to view Vendor Additional Dealers/Distributors Documents](#)

Contact us 800.695.2919



**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE ANNUAL RENEWAL TO EBSCO ONLINE SUBSCRIPTION DATABASES**

**BACKGROUND:**

*EBSCO'S* electronic subscription resource collections provide online access to full-text magazine and journal articles, licensed images, and other authoritative full-text multimedia content for student inquiry, curriculum support and enrichment. The resources are available to students, their families, faculty and staff members of the Fort Worth Independent School District. The primary objective of database resources is to assist, enrich, and support the implementation of curriculum standards in FWISD schools.

**STRATEGIC GOAL:**

**Relates to Strategic Goal 1: Increase Student Achievement**

**ALTERNATIVES:**

1. Approve Annual Renewal to EBSCO Online Subscription Databases
2. Decline to Approve Annual Renewal to EBSCO Online Subscription Databases
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Annual Renewal to EBSCO Online Subscription Databases

**FUNDING SOURCE**

*Additional Details*

General Fund

199-12-6329-634-999-99-217-000000

**COST:**

\$141,668.00

**VENDOR:**

EBSCO

**PURCHASING MECHANISM**

Bid/RFP/RFQ

**Bid/Proposal Statistics**

Bid Number: 15-129

Number of Bid/Proposals received: 203

HUB Firms: 29

Compliant Bids: 203

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

District Wide

**RATIONALE:**

Approving EBSCO's electronic subscription resource collection service will provide online tools for student research, curriculum support and enrichment.

**INFORMATION SOURCE:**

Charles Carroll

Becky Navarre

Carter Cook



# Product Order Form

<b>CustID:</b>	ftisd
<b>OrderID:</b>	WSR361208
<b>Date:</b>	07/19/2018

10 Estes Street  
P.O. Box 682  
Ipswich, MA 01938  
USA  
www.ebsco.com

(978) 356-6500  
(800) 653-2726  
**Fax:** (978) 356-5640  
information@epnet.com

**Purchasing Customer**

FORT WORTH ISD  
RESOURCE CENTER  
3150 MCCART ST  
FORT WORTH, TX, 76110  
USA

**Billing Address**

FORT WORTH ISD  
LIBRARY MEDIA SERVICES  
100 N UNIV DR  
FORT WORTH, TX, 76107  
USA

**Contact:**

CARTER COOK  
817-814-3120  
carter.cook@fwisd.org

**Your invoice will be sent to:**

CARTER COOK  
carter.cook@fwisd.org

Product Name	Begin Date	Expire Date	Price
<b>Fort Worth ISD Custom Database Package</b>			\$141,668.00
Literary Reference Center Plus	08/01/2018	07/31/2019	
Vocational Search and Career Collection	08/01/2018	07/31/2019	
Ultra Online Package: K-12 : HOST	08/01/2018	07/31/2019	
Texas Reference Center	08/01/2018	07/31/2019	
Serials Directory : HOST	08/01/2018	07/31/2019	
Science Reference Center	08/01/2018	07/31/2019	
Science & Technology Collection	08/01/2018	07/31/2019	
Salud en Espanol	08/01/2018	07/31/2019	
Religion and Philosophy Collection	08/01/2018	07/31/2019	
Psychology and Behavioral Sciences Collection : HOST	08/01/2018	07/31/2019	
Primary Search : HOST	08/01/2018	07/31/2019	
Points of View Reference Center	08/01/2018	07/31/2019	
NoveList K-8 Plus	08/01/2018	07/31/2019	
NoveList Plus	08/01/2018	07/31/2019	
Natural & Alternative Treatments	08/01/2018	07/31/2019	
Military and Government Collection	08/01/2018	07/31/2019	
Middle Search Plus : HOST	08/01/2018	07/31/2019	
MEDLINE	08/01/2018	07/31/2019	
Medic Latina	08/01/2018	07/31/2019	
MasterFILE Premier : HOST	08/01/2018	07/31/2019	
Literary Reference Center	08/01/2018	07/31/2019	
Legal Collection	08/01/2018	07/31/2019	
Information Science and Technology Abstracts	08/01/2018	07/31/2019	
History Reference Center	08/01/2018	07/31/2019	
Health Source: Nursing/Academic Edition : HOST	08/01/2018	07/31/2019	
Fuente Academica	08/01/2018	07/31/2019	
Education Research Complete	08/01/2018	07/31/2019	
Consumer Health Complete	08/01/2018	07/31/2019	
Computer Source: Consumer Edition : HOST	08/01/2018	07/31/2019	
Business Source Complete	08/01/2018	07/31/2019	
Book Collection: Nonfiction Grades 9-12	08/01/2018	07/31/2019	
Book Collection: Nonfiction Grades 5-8	08/01/2018	07/31/2019	
Book Collection Nonfiction: Elementary School Edition	08/01/2018	07/31/2019	
Biography Reference Center	08/01/2018	07/31/2019	
Bibliography of Native North Americans	08/01/2018	07/31/2019	
Alt HealthWatch: HOST	08/01/2018	07/31/2019	
Academic Search Complete	08/01/2018	07/31/2019	

Total: \$141,668.00

The above excludes all applicable tax

Currency: US Dollar



# Product Order Form

<b>CustID:</b>	ftisd
<b>OrderID:</b>	WSR361208
<b>Date:</b>	07/19/2018

10 Estes Street  
P.O. Box 682  
Ipswich, MA 01938  
USA  
www.ebsco.com

(978) 356-6500  
(800) 653-2726  
**Fax:** (978) 356-5640  
information@epnet.com

Price represented is the cash discounted price for payments received by check or electronic payment. If paying by a method other than check or electronic payment, please inquire for non cash discounted pricing. Payment due upon receipt of invoice. Interest of 1 percent per month charged for payment received later than 30 days after invoice date. eBooks and eAudiobooks ordered are non-returnable and non-refundable.

### Terms and Conditions

Customer agrees to terms and conditions of the appropriate EBSCO License Agreement for usage of purchased access or subscription to electronic databases, econtent and services. If ordering ebooks or audiobooks, customer also agrees to the terms and conditions of the Library eContent Agreement. If ordering EIS Professional Services, customer also agrees to the Professional Services Engagement terms and conditions.

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Please sign, scan and email this form to: LAUREN WEYBURN at lweyburn@ebsco.com**

**Thank you for your business!**

**If unable to scan, please fax to: 978 356-5640**

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE THE SANTA FE YOUTH SERVICES CONTRACT**

**BACKGROUND:**

Seven Challenges is an evidence based program that is recognized nationwide and has been effective in helping adolescents with substance abuse problems and other behavioral issues. With the purchase of this contract, 40 FWISD students identified as experiencing substance abuse issues referred by FWISD personnel, and attending Secondary DAEP schools, will be referred for counseling services. The Seven Challenges staff will be supervised by Santa Fe Youth Services Program Coordinators and will be Licensed Chemical Dependency Counselors with extensive experience with adolescent substance abuse. The Seven Challenges contract includes 10 to 12 individual counseling sessions per student over a 6 to 15 week time period.

Below is a table with the number of students that have been impacted by the Seven Challenges Program in prior years through the grant from the Governor’s Office of Criminal Justice:

School Year (SY)	Number of youth served under the Seven Challenges Program to help adolescents with substance abuse problems	Number of youth successfully completing program requirements
2015-2016 SY	42 students	39 students
2016-2017 SY	44 students	38 students
2017-2018 SY	40 students	35 students

We are in year 3 of this RFP.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve Santa Fe Youth Services Contract
2. Decline to Approve Santa Fe Youth Services Contract
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Santa Fe Youth Services Contract

**FUNDING SOURCE**

***Additional Details***

Special Revenue

211-31-6299-04H-999-24-508-000000-19F50

**COST:**

\$68,000.00

**VENDOR:**

Santa Fe Youth is a division of Youth Advocate Program

**PURCHASING MECHANISM**

Bid/RFP/RFQ

Bid/Proposal Statistics

Bid Number: 15-133

Number of Bid/Proposals received 9

HUB Firms: 0

Compliant Bids: 9

The above bid/proposal has been evaluated in accordance with the Texas Education section 44.031 (b) regarding specifications, pricing, performance, history, etc. All firms responding to this solicitation have been qualified to provide services per specifications of proposal. The vendor listed above has been selected to support this purchase.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Metro Opportunity School and Middle Level Learning Center

**RATIONALE:**

Title I, Part D funds has been secured to assist students that have substance abuse and behavior management issues. Students at Metro Opportunity School and Middle Level Learning Center have a wide range of needs that necessitate additional assistance than what the school can regularly provide. The approval of the contract will enable the District to continue to provide the support to students and families in order to decrease behavior and substance abuse issues; thereby, increasing student achievement.

**INFORMATION SOURCE:**

Cherie Washington  
Michael Steinert

<b>Seven Challenges Program 2018-2019 FORT WORTH ISD</b>	
<b>Salaries:</b> Licensed Drug Counselor – 80% of FTE \$32,000 Allocation of program and clinical supervision--\$4,551	<b>\$36,551</b>
<b>Fringe Benefits:</b> The total benefit package includes FICA, unemployment insurance, worker's compensation, health insurance, short and long-term disability and life insurance, retirement plan.	<b>\$14,127</b>
<b>Travel &amp; Training:</b> Local mileage to location to provide services and training in the Evidenced-based 7 Challenges Model	<b>\$3,000</b>
<b>Supplies:</b> Student program materials required by curriculum or materials used to enhance the Seven Challenges Evidence Based model such as assessment tools, journals, workbooks. Consumable office supply items, including but not limited to, folders, paper, pens, copy paper, printer ink, paper clips, postage, business cards will be purchased support Seven Challenges services \$167 X 12 months = \$2,000	<b>\$2,000</b>
<b>Other Cost:</b> Occupancy, utilities, telecommunications, copier rental, insurance, mobile phone service for project staff, allocation of Seven Challenges Program annual license and fidelity fee, etc.	<b>\$3,334</b>
<b>Administrative Overhead:</b> Administrative overhead including executive oversight, outcome data collection and reporting, fiscal services, human resources, information technology, quality improvement, legal services and a pro rata share of the agency's financial single audit.	<b>\$8,988</b>
<b>Total</b>	<b>\$68,000</b>



## **Proposal for FWISD/Metro Opportunity School (FY 2018-19)**

### **7 CHALLENGES PROGRAM**

---

Santa Fe Youth Services, A Division of YAP, is requesting \$68,000 to provide the Seven Challenges Program for up to 40 FWISD students annually attending Metro Opportunity School and Mid Level Learning Academy and any other students identified as experiencing substance abuse issues referred by FWISD personnel.

**Program Description:** The Seven Challenges Program is an evidence based program for adolescents with substance abuse problems and other behavioral issues. It is well suited and widely used with youth experiencing substance abuse issues in both communities and in secure settings, all across the country. This program was developed with a culturally diverse group of youth and has been used effectively with young people in diverse settings and from diverse backgrounds. The program has been shown to be particularly effective in working on mental health issues and trauma, as measured by the GAIN inventory in research studies. Program goals are incremental and attainable so youth feel as though they can be successful as they move through the stages of change.

Rather than using pre-structured sessions, counselors and youth identify the most important issues at the moment and discuss those while the counselor seamlessly integrates a set of concepts called the Seven Challenges into the session. The challenges include (1) talking honestly about themselves and about alcohol and other drugs; (2) looking at what they like about alcohol and other drugs and why they are using them; (3) looking at the impact of drugs and alcohol on their lives; (4) looking at their responsibility and the responsibility of others for their problems; (5) thinking about where they are headed, where they want to go, and what they want to accomplish; (6) making thoughtful decisions about their lives and their use of alcohol and other drugs; and (7) following through on those decisions. These concepts are woven into counseling to help youth make decisions and follow through on them. Skills training, problem solving, and family participation are integrated into sessions that address drug problems, co-occurring problems, and life skills deficits. In addition to drug problems, many youths abusing substances often have other challenges that include academic and school issues, situation problems as well as an assortment of life skill deficits. The Seven Challenges Program is holistic. Counselors serve as problem solving partners with youth – helping them deal with their underlying problems -- and teaching them life skills so they can take on day to day challenges without the need for alcohol and other drugs. Once prepared in this way, most youth are in a position to make informed decisions to choose a drug free lifestyle.

**Program Staff:** The Seven Challenges Program will be provided by 80% of a FTE (32 hours a week). Staff will be a Licensed Chemical Dependency Counselor (LCDC) or other licensed counselor or counselor intern (LPC, LPCi, LMSW, ...) with extensive experience or training with adolescent substance abuse. In addition, the staff will be specially trained in the Seven Challenges Program model. The Seven Challenges staff will be supervised by Santa Fe Youth Services Director of Counseling Programs.

**Number of sessions:** Referred students will receive 10 to 12 sessions of the Seven Challenges Program over a 6 to 15-week period of time. Sessions will include individual sessions with youth, individual sessions with caregiver, and sessions with both youth and caregiver depending on the needs of the youth. In addition, the counselor will help facilitate the transition from the alternative school setting back to the home campus. The

counselor will carry a case load of up to 15 youth at a time in order to provide the level of time and attention necessary to implement the Seven Challenges Program with fidelity

**Outcomes:**

<b>Output/Outcome Measures</b>	<b>Target Level</b>
1. Number of program youth served	40
2. Number of program youth completing program requirements.	35 (88%)
3. Number of program youth exhibiting a decrease in substance use.	28 (80% of those completing program)
4. Number of program youth exhibiting an improvement in social competencies.	32 (90% of those completing program)
5. Number of program youth exhibiting an improvement in school attendance.	30 (88% of those completing program)
6. Number of program youth suspended from school.	3 (8% of those completing program)
7. Number of program youth who offend/reoffend (return to Metro for drug offense)	3 (8% of those completing program)

Outcomes 1-4 will be tracked by Santa Fe Youth Services staff and reported to FWISD. Data for outcomes 5,6, and 7 will be collected by FWISD.

As always, we appreciate the opportunity to partner with FWISD in providing quality services to improve the social and emotional health of our community's young people which is crucial for ensuring academic success.

Submitted,

Virginia Hoft  
 Vice President, Southwest Region

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE CONSULTANT TO PROVIDE MENTORING SERVICES FOR THE FWISD MY BROTHER'S KEEPER (MBK) PROGRAM.**

**BACKGROUND:**

In February 2014 the My Brother's Keeper (MBK) initiative was launched to ensure that all boys and young men of color have opportunities to improve their life outcomes and overcome barriers to success. Shortly thereafter, the FWISD Board of Education approved the Pledge by America's Great City Schools to serve FWISD males of color and accepted the My Brother's Keeper Community Challenge. FWISD currently has MBK Chapters in 17 high schools, with nearly 300 participants throughout the district. Period of performance is through June 30, 2024 with five option years, this contract will end on June 30, 2029.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve Consultant to provide mentoring services for the FWISD My Brother's Keeper (MBK) Program
2. Decline to Approve Consultant to provide mentoring services for the FWISD My Brother's Keeper (MBK) Program
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Consultant to provide mentoring services for the FWISD My Brother's Keeper (MBK) Program

**FUNDING SOURCE**

*Additional Details*

General Fund

199-31-6299-001-999-24-336-000000

**COST:**

Not to Exceed \$225,000

**VENDOR:**

Strategies To Elevate People (STEP)

**PURCHASING MECHANISM**

Bid/RFP/RFQ

Bid/Proposal Statistics

Bid Number: 19-006

Number of Bid/Proposals received: 1

HUB Firms: 1

Compliant Bids: 1

The above bid/proposal has been evaluated in accordance with the Texas Education Code section 44.031 (b) regarding specifications, pricing, performance history, etc. The firm responding to this solicitation have been qualified to provide services per specifications of proposal. The vendor listed above has been selected to support this purchase.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Arlington Heights HS	Southwest HS
Carter-Riverside HS	Success HS
Diamond Hill-Jarvis HS	TCC-South Collegiate
Dunbar HS	Trimble Tech HS
Eastern Hills HS	YMLA
North Side HS	WLI
RL Paschal HS	Western Hills HS
Polytechnic HS	OD Wyatt HS
South Hills HS	

**RATIONALE:**

The MBK program provides weekly mentoring sessions with each high school Chapter. As part of these meetings, participants learn about college preparation, career choices, community involvement, cultural consciousness, personal growth, and leadership development. In addition to Chapter meetings, MBK members visit area college campuses, leadership camps and conferences, and are introduced to community leaders and positive role models. These experiences, and the brotherhood of the Chapter, encourage both personal and academic success.

**INFORMATION SOURCE:**

Sherry Breed

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE THE CONTRACTED SERVICES FOR OCCUPATIONAL, PHYSICAL, SPEECH, AND MUSIC THERAPY (RELATED SERVICES) FOR STUDENTS WITH SPECIAL NEEDS**

**BACKGROUND:**

The Board approved Contracted Services for Occupational, Physical, Speech, and Music Therapy (Related Services) for students with special needs in 2017, with the option to renew annually for 5 years. There is a need to add additional vendors that have been approved through the appropriate selection process (RFP #17-079A). This multiple vendor bid is to provide services district-wide for students with special needs. Services are provided in accordance with each student's Individualized Education Plan (IEP) as deliberated through the Admission, Review, and Dismissal committee. Contracting for these services ensures continuity of services for students with disabilities, as required by their IEPs. This proposal is for the school year 2018-2019 and is renewable annually for 5 years. The Board previously approved vendors on RFP 17-079 on June 25, 2017 for \$2,000,000.00.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve the Contracted Services for Occupational, Physical, Speech, and Music Therapy (Related Services) for students with special needs.
2. Decline to Approve the Contracted Services for Occupational, Physical, Speech, and Music Therapy (Related Services) for students with special needs.
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve the Contracted Services for Occupational, Physical, Speech, and Music Therapy (Related Services) for students with special needs.

**FUNDING SOURCE**

***Additional Details***

Special Revenue

224-11-6299-001-309-23-513-000000-18F13

**COST:**

Not to Exceed \$2,000,000.00

**VENDOR:**

360 Degree Customer, Inc.  
Advanced School Staffing\*  
Accountable Healthcare Staffing  
Ardor Health Solutions - All Source Recruiting Group  
Assessment Intervention Management (AIM)\*\*  
Austing Texas Learning Group, LLC\*  
Career Staff Unlimited  
Cobb Pediatric Therapy Services  
Cross Country Staffing, Inc.\*  
Cumberland Therapy Services  
Educational Based Services (EBS)  
EDU Healthcare\*\*  
Epic Pediatric Therapy, LP  
Invo Healthcare  
Light Street Special Education Solutions  
Maximum Healthcare Services  
Oxford Consulting Services, Inc.\*  
Prime Healthcare Staffing, Inc.  
Soliant Health, Inc.  
Speech Rehab Services\*  
Staffing Option and Solutions, Inc. (SOS)  
Sunbelt Staffing, LLC  
Supplemental Health Care (SHC)  
Texas Christian University (TCU) - Miller Speech and Hearing Clinic\*  
The Execu/Search Group\*  
Therapia Staffing, LLC

## **PURCHASING MECHANISM**

Bid/RFP/RFQ

### **Bid/Proposal Statistics**

RFP Number: 17-079 and 17-079A

Number of Bid/Proposals received: 26

HUB Firms: 2

Compliant Bids: 26

*\*These vendors are being added to the list of vendors that can be used for these services.*

**\*\*HUB Vendors**

The above bid/proposal has been evaluated in accordance with the Texas Education Code section 44.031 (b) regarding specifications, pricing, performance history, etc. All vendors responding to this solicitation have been qualified to provide services per specifications of proposal.

### ***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

## **PARTICIPATING SCHOOL/DEPARTMENTS**

District-wide

### **RATIONALE:**

Approving this item will ensure compliance with students' Individualized Education Plans (IEPs), and will ensure provision of Occupational, Physical, Speech, and Music Therapy (Related Services) as required by the Admission, Review, and Dismissal (ARD) committee meeting for eligible students with disabilities.

### **INFORMATION SOURCE:**

Charles Carroll

Mariagrazia Sheffield



**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE THE SELECTION OF THE DISTRICT'S EMPLOYEE ASSISTANCE PROGRAM**

**BACKGROUND:**

Fort Worth Independent School District established the Employee Assistance Program (EAP) in 1978 in order to support provision of a drug-free workplace. Initially, the service was designed to help employees with substance abuse related challenges that may influence their work. The program has expanded through the years. The current program provides free, confidential assistance with personal life problems, including, but not limited to for employees and their families:

- Marital/Relationship issues
- Psychological/Emotional issues
- Family problems
- Legal or financial concerns
- Stress from any source
- Job-performance issues
- Drug/Alcohol related problems
- Consultation regarding EAP options

On June 27, 2018, FWISD publicly released the Employee Assistance Program Request for Proposal (RFP) 19-011 with a submission due date of July 17, 2018. A team evaluated the four proposals received from the following respondents:

1. Alliance Work Partners
2. Deer Oaks EAP Services
3. ComPsych Corporation
4. Lena Pope

Based upon the vendor's reputation, service options, and the cost, the evaluation committee scored Alliance Work Partners as the vendor who could assist the employees of the District with varying personal matters or concerns. The Alliance Work Partners plan includes intake, assessment, referral services, as well as, short-term conflict resolution counseling services (maximum of 3 sessions per employee per contract year). The plan also includes LawAccess (phone and online services for legal and financial issues), HelpNet (a menu of online options), and SafeRide (reimbursement of cab fare when an employee or family member finds themselves impaired and unable to drive safely and responsibly) services.

The cost of the Employee Assistance Program is:

1. Intake, assessment, and referral services  
Rate = per employee / month \$0.17  
**Estimated FWISD cost = 14,300 employees \* \$0.17 \* 12 months = \$29,172 annually**
2. Short-term conflict resolution counseling services (maximum of 3 sessions per employee per contract year)

Rate = per employee / month \$0.50

**Estimated FWISD cost = 14,300 employees \* \$0.50 \* 12 months = \$85,800 annually**

3. Provide administrative and supervisor training (up to 40 hours annually)

Rate = per session \$150 / hour plus travel cost (unless the session is a webinar)

**Estimated FWISD cost = 40 hours \* \$150 + \$5,000 travel = \$11,000 annually**

4. Provide critical incidence de-briefing support on an as needed basis

Rate = per session \$200 / hour plus travel at cost

**Estimated FWISD cost = 50 sessions \* \$200 + \$10,000 travel = \$20,000 annually**

The recommended vendor provides the best overall costs for all four service options. The initial period of performance for this agreement is September 1, 2018 through August 31, 2023. This agreement also includes the option to extend this agreement for two (2) additional years in one (1) year increments.

Approval will also allow FWISD to negotiate the “Best and Final” offer not to exceed the estimated annual cost of \$146,000 (rounded) as outlined above.

### **STRATEGIC GOAL:**

#### **2-Improve Operational Effectiveness and Efficiency**

### **ALTERNATIVES:**

1. Approve the Selection of the District’s Employee Assistance Program
2. Decline to Approve the Selection of the District’s Employee Assistance Program
3. Remand to staff for further study

### **SUPERINTENDENT’S RECOMMENDATION:**

Approve the Selection of the District’s Employee Assistance Program

### **FUNDING SOURCE**

753-41-6299-001-750-99-436-000000

### **COST:**

\$146,000 (Annual Not to Exceed Amount)

### **VENDOR:**

Alliance Work Partners\*

**PURCHASING MECHANISM**

Bid/RFP/RFQ

**Bid/Proposal Statistics**

Bid Number: 19-011

Number of Bid/Proposals received: 4

HUB Firms: 2\* (HUB Subcontractors)

Compliant Bids: 4

The above bid/proposal has been evaluated in accordance with the Texas Education Code section 44.031 (b) regarding specifications, pricing, performance history, etc. The vendor listed above has been selected to support this purchase.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

District wide

**RATIONALE:**

Approval of this program will provide the District with the tools to more efficiently care for the employees and their families.

**INFORMATION SOURCE:**

Elsie Schiro

Max Ates

Felicia Mouton

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN BSHARP  
AND FORT WORTH INDEPENDENT SCHOOL DISTRICT**

**BACKGROUND:**

BSharp and its external evaluator, CORE at SMU, will use the data provided by FWISD for Como Elementary and Monnig Middle School to evaluate and produce reports on the performance and progress of students in the BSharp Program.

The data points provided to BSharp are only for the purposes of analyzing and preparing reports relating to:

- a) understanding factors contributing to student success as a part of the BSharp Program; and,
- b) correlating to improvement or success in attendance, behavior, and academics for students enrolled in the BSharp Program.

**STRATEGIC GOAL:**

1 – Increase Student Achievement

**ALTERNATIVES:**

- 1. Approve Memorandum of Understanding Between BSharp and Fort Worth Independent School District
- 2. Decline to Approve Memorandum of Understanding Between BSharp and Fort Worth Independent School District
- 3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Memorandum of Understanding Between BSharp and Fort Worth Independent School District

**FUNDING SOURCE**

*Additional Details*

Not Applicable

**COST:**

Not Applicable

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not Applicable

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Como Elementary and Monnig Middle School

**RATIONALE:**

It is anticipated that the analyses and resulting reports provided to BSharp by CORE at SMU may identify best practices occurring with student participating in the BSharp Program which can be scaled to the entire school and/or other comparable campuses.

**INFORMATION SOURCE:**

Karen Molinar  
Charles Carroll  
Sara Arispe

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC:           APPROVE THE INTERLOCAL AGREEMENT CONTRACT  
BETWEEN CARROLLTON-FARMERS BRANCH INDEPENDENT  
SCHOOL DISTRICT AND THE FORT WORTH INDEPENDENT  
SCHOOL DISTRICT FOR PROCUREMENT CARD SERVICES**

**BACKGROUND:**

On November 14, 2006, the Board approved Bank of America, N.A. as the Financial Institution to provide Fort Worth ISD with Procurement Card services. As part of its agreement with Bank of America, Fort Worth ISD is the lead in a Texas consortium. This consortium designation allows other Local Government agencies to use the Procurement Card services of Bank of America, N.A. through an Interlocal Agreement with Fort Worth ISD. Carrollton-Farmers Branch ISD is desirous of joining the District's Procurement Card Services Program.

**STRATEGIC GOAL:**

Improve Operational Effectiveness and Efficiency

**ALTERNATIVES:**

1. Approve the interlocal agreement contract between Carrollton-Farmers Branch Independent School District and the Fort Worth Independent School District for procurement card service
3. Decline to approve the interlocal agreement contract between Carrollton-Farmers Branch Independent School District and the Fort Worth Independent School District for procurement card service
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve the interlocal agreement contract between Carrollton-Farmers Branch Independent School District and the Fort Worth Independent School District for procurement card service

**FUNDING SOURCE**

*Additional Details*

Not Applicable

**COST**

Not Applicable

**VENDOR:**

Carrollton-Farmers Branch ISD

**PURCHASING MECHANISM**

Interlocal Agreement

This purchase is in accordance with the Texas Education Code section 44.031 (j) regarding school district purchases made through an interlocal contract. Supporting documentation is attached.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Purchasing Department

**RATIONALE:**

Carrollton-Farmers Branch ISD as a receiving agency will utilize the services of Bank of America N.A. provided by the Fort Worth ISD Proposal 06-028 – Purchase Card Services Card Services. Accordingly, Fort Worth ISD will receive greater rebates based upon the cooperative annual aggregate volume/average transaction amount of all consortium participants

**INFORMATION SOURCE:**

Elsie Schiro  
David Johnson  
Jonathan Bey

THE STATE OF TEXAS

COUNTY OF DALLAS

INTERLOCAL AGREEMENT CONTRACT

THIS CONTRACT AND AGREEMENT is entered into by and between the Local Government agencies shown below as Contracting Parties, pursuant to the authority granted and in compliance with the provisions of the following:

- *Interlocal Cooperation Contract, Chapter 791, Texas Government Code*
- *Purchasing and Contracting Authority of Municipalities, Counties, and Certain Other Local Governments, Chapter 271, Texas Local Government Code*
- *Fiscal Management, Chapter 44, Subchapter B, Section 031 a(4), Texas Education Code*
- *Bank of America Corporate Purchasing Card Agreement*

I. CONTRACTING PARTIES:

The Receiving Agency (Hereinafter referred to as "AGENCY"):

Name: Carrollton-Farmers Branch Independent School District  
Address: 1445 North Perry Road  
City, State, Zip: Carrollton, Texas 75006  
Phone Number: (972) 968-6116

The Performing Agency (Hereinafter referred to as "FWISD"):

Fort Worth Independent School District  
100 N. University Drive,  
Suite NW 140F  
Fort Worth, Texas 76107  
(817) 814-2217

II. STATEMENT OF SERVICES TO BE PERFORMED:

Bank of America will provide Purchasing Card Services to FWISD, the lead in the Texas consortium, and other agencies that join the consortium through an Interlocal Agreement with FWISD.

III. BASIS FOR CALCULATING AND PAYMENT OF REBATES:

Rebates from Bank of America will be paid directly to AGENCY annually based upon Schedule C of the *Bank of America Corporate Purchasing Card Agreement*.



#### IV. INTERLOCAL AGREEMENT COSTS:

There are no costs to be paid to FWISD by AGENCY to enter into this Interlocal Agreement. However, AGENCY will bear any and all costs associated with their business relationship with Bank of America. Any payments made hereunder shall be from the current revenues of the paying party.

#### V. TERM OF INTERLOCAL AGREEMENT:

The term of this Interlocal Agreement will begin upon date of execution and will automatically renew so long as the Bank of America Merrill Lynch contract with FWISD is current. FWISD has the right to renew the contract with Bank of America Merrill Lynch for up to three additional one to five year periods as stated in the FWISD Proposal 06-028 Credit Card Services, which is incorporated herein as if fully set forth. A copy of FWISD Proposal 06-028 is attached hereto as Exhibit A. A copy of the Bank of America Merrill Lynch contract, including amendments one through seven is attached hereto as Exhibit B.

#### VI. TERMINATION OF INTERLOCAL AGREEMENT

This Interlocal Agreement may be terminated by either party, in whole or in part, at any time and for any reason, upon written notice to the other party. Such written notice shall specify the effective date of the termination.

#### VII. INDEPENDENT CONTRACTOR

FWISD shall operate hereunder as an independent contractor and not as an officer, agent, servant or employee of AGENCY. FWISD shall have the exclusive control of, and the exclusive right to control the work designated to the FWISD to be performed hereunder, and all persons performing the same, and shall be solely responsible for the acts and omission of its officers, members, agents, servants, and employees. Neither AGENCY nor FWISD shall be responsible under the Doctrine of Respondeat Superior for the acts and omissions of its officers, members, agents, servants, employees, or officers of the other.

#### VIII. SEVERABILITY

The provisions of this agreement are severable and if for any reason a clause, sentence, paragraph, or other part of this agreement shall be determined to be invalid by a court or federal or state agency, board or commission having jurisdiction over the subject matter thereof, such invalidity shall not affect other provisions which can be given effect without the invalid provision.

#### IX. JURISDICTION

This Interlocal Agreement shall be enforceable in Tarrant County, Texas, and if legal action is necessary by either party with respect to the enforcement of any and all of its terms and conditions, exclusive venue for same shall lie in Tarrant County, Texas.

X. PARTIES BOUND

This Interlocal Agreement shall be binding upon the successors and assigns of both parties in like manner as upon the original parties.

XI. SIGNATURE AUTHORITY

FWISD and AGENCY certifies that the person signing this Interlocal Agreement has been properly delegated this Authority.

XII. SOLE AGREEMENT

The following constitute the entire agreement by the parties hereto concerning the work and services to be performed and any prior or contemporaneous, oral or written agreement, which purports to vary from the terms hereof, shall be void:

- FWISD Request for Proposal 06-028 - Credit Card Services, attached as Exhibit A.
- Bank of America Response to Proposal 06-028 - Credit Card Services
- Bank of America Corporate Purchasing Card Agreement, attached as Exhibit B.
- Interlocal Agreement

XIII. AMENDMENT

No amendment, modification or alteration of the terms hereof shall be binding unless the same is in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

WITNESS THE DULY AUTHORIZED SIGNATURES of the persons hereinafter set out.

<u>RECEIVING AGENCY</u>	<u>PERFORMING AGENCY</u>
Carrollton-Farmers Branch Independent School District	Fort Worth Independent School District
Name of Agency	Name of Agency
By: <u>Nancy S. Cline</u>	By: _____
Authorized Signature	Authorized Signature
Nancy Cline – President, Board of Trustees	
Title	Title
Date: <u>July 26, 2018</u>	Date: _____
By: <u>Elisabeth Nelson</u>	By: _____
Elisabeth Nelson, Walsh Gallegos Treviño Russo & Kyle PC	
Attorney for Agency	Attorney for FWISD
Date: <u>July 30, 2018</u>	Date: _____

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE INTERLOCAL AGREEMENT BETWEEN FORT WORTH ISD AND THE CITY OF BENBROOK FOR SCHOOL SECURITY SERVICES FOR THE 2018-2019 SCHOOL YEAR**

**BACKGROUND:**

Fort Worth Independent School District and the City of Benbrook are entering into an Interlocal agreement for the services of three (3) police officers to respond to all calls for assistance at Western Hills High School, Benbrook Middle-High School, Benbrook Elementary School and Westpark Elementary School from September 1, 2018 through August 31, 2019.

The initiative is a multi-faceted cooperative program between Fort Worth ISD and the Benbrook Police Department to provide a safe and secure environment for education. Personnel costs will be funded on a 50/50 basis, including base pay, salary increases, longevity pay, incentive pay, acting officer pay, bilingual pay, FLSA, court attendance costs, Medicare, worker's compensation insurance, group health insurance and retirement for a cost not to exceed \$172,376. There was no increase to the cost for the prior year.

**STRATEGIC GOAL:**

**Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Interlocal Agreement between Fort Worth ISD and the City of Benbrook for School Security Services for the 2018-2019 School Year
2. Decline to Approve Interlocal Agreement between Fort Worth ISD and the City of Benbrook for School Security Services for the 2018-2019 School Year
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Interlocal Agreement between Fort Worth ISD and the City of Benbrook for School Security Services for the 2018-2019 School Year

**FUNDING SOURCE**

*Additional Details*

General Fund

199-52-6299-001-999-99-390-000000

**COST:**

\$172,376

**VENDOR:**

City of Benbrook

**PURCHASING MECHANISM**

Interlocal Agreement

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Safety & Security

**RATIONALE:**

Fort Worth ISD has partnered with the City of Benbrook to provide school security. This collaborative agreement provides police services to the schools that are in the jurisdiction of the City of Benbrook and together, with District staff, assists in creating a safe and secure environment for teaching and learning.

**INFORMATION SOURCE:**

Art Cavazos  
Daniel Garcia

STATE OF TEXAS §

COUNTY OF TARRANT

In consideration of the mutual covenants, promises and agreements contained herein, this agreement is made and entered into between the City of Benbrook, a home rule municipal corporation of the State of Texas, located within Tarrant County, Texas (hereinafter referred to as "City,") acting by and through Andy Wayman, its duly authorized City Manager, and the Fort Worth Independent School District, a political subdivision of the State of Texas located in Tarrant County and a legally constituted Independent School District (hereinafter referred to as "District,") acting by and through Dr. Kent P. Scribner, its duly authorized Superintendent.

#### RECITALS

This Agreement is made under the authority granted to the City and the District pursuant to the Texas Government Code, Chapter 791, known as the INTERLOCAL COOPERATION ACT.

WHEREAS, the citizens of Fort Worth and the City Council of Benbrook have determined that the security of students is paramount; and

WHEREAS, the Fort Worth Independent School District proposes to provide a School Security Initiative in conjunction with the Benbrook Police Department;

NOW, THEREFORE, in consideration of the mutual covenants herein expressed, the parties agree as follows:

#### AGREEMENT

1.

District covenants and agrees to fully cooperate with the City of Benbrook in the implementation of this project and both parties agree that during the term of this contract there shall be three police officers participating in the School Security Initiative assigned to Western Hills High School and Benbrook Middle-High School, and who also serve at Benbrook Elementary School and Westpark Elementary School. District agrees to share 50% of all personnel costs incurred by the City in this project, including Base Pay, Salary Increases, Overtime, Longevity Pay, Incentive Pay, Acting Officer Pay, Bilingual Pay, FLSA, Court Attendance Costs, Medicare, Workers Compensation Insurance, Group Health Insurance, and Retirement.

2.

It is understood and agreed that District shall remit funds to the City in a timely manner following receipt of an official invoice. Invoices shall be provided on a quarterly basis. It is anticipated that reimbursement under this contract shall not exceed \$172,376 for the 2018-19 fiscal year, and shall be based upon actual expenditures made for the officers assigned to the School Security Initiative program.

3.

The term of this agreement is for a period beginning on September 1, 2018 and ending on August 31, 2019.

4.

This agreement may be terminated by either party hereto, in whole or in part, at any time and for any reason, upon written notice to the other party. Such written notice shall specify to what extent the work under the agreement is being terminated and the effective date of the termination. Within thirty (30) days after the effective date of such termination, City shall forward to District a final invoice for reimbursement to the City for personnel expenditures and District shall remit payment in full within sixty (60) days after the date of such invoice.

5.

District and City covenant and agree that in the event either party fails to comply with, or breaches, any of the terms and provisions of this agreement, each party shall provide written notice to the other as soon as reasonably possible after the non-breaching party becomes aware of the failure to comply or breach of contract. In the event that the breaching party fails to cure or correct such breaches within a reasonable time following the receipt of notice, such reasonable time not to exceed 15 days, the non-breaching party shall have the right to declare this agreement immediately terminated, and neither party shall have further responsibility or liability hereunder.

6.

District covenants and agrees to fully cooperate with City in monitoring the effectiveness of the services and work to be performed with the District under this agreement, and City shall have access at all reasonable hours to offices and records of the District, its officers, members, agents, employees, and subcontractors for the purpose of such monitoring, such access being subject to the limitations and requirements under the Texas Public Information Act and the Family Educational Rights and Privacy Act (FERPA).

7.

City shall operate hereunder as an independent contractor and not as an officer, agent, servant or employee of District. City shall be solely responsible for the acts and omissions of its officers, members, agents, servants, and employees. Neither City nor District shall be responsible under the Doctrine of Respondent Superior for the acts and omissions of its officers, members, agents, servants, employees, or officers of the other.

8.

City agrees that the police officers shall be assigned by and responsible to the Benbrook Police Department, but shall work directly with the school principals of the District to which they are assigned. Officers shall be assigned to the school district and assignments to a particular school shall be made by the City in conjunction with District personnel. Such officers shall have the school security initiative as their primary duty, and will not regularly be assigned additional police duties. The City reserves the right; however, to reassign the officers temporarily in the event of an emergency or when other circumstances require an enhanced police presence elsewhere in the city and school is not in session. City shall provide all law enforcement training and certification, vehicles and police equipment, benefits, and insurance (including liability coverage) provided to all police officers employed by City. City shall coordinate assignment and duty hours with District. If necessary to handle unplanned absences at schools, an officer from units other than the School Security Initiative may be temporarily assigned to provide coverage.

The Benbrook Police Department shall maintain emergency response plans for every school within their jurisdiction. These plans shall be kept confidential within the Department for security purposes but meetings shall be held with authorized representatives of the school district to provide relevant information and excerpts from the plan necessary for implementation. The Chief of Police shall designate a commander to be responsible for maintenance and dissemination of these plans.

9.

City shall in no way nor under any circumstances be responsible for any property belonging to District, its officers, members, agents, employees, subcontractors, program participants, licensees or invitees, which may be lost, stolen, destroyed or in any way damaged. City agrees to waive, release, indemnify, and hold harmless the District from any and all claims, damages, injuries, causes of action, or lawsuits arising out of the acts or omissions of the assigned officers.

10.

City and District covenants that neither it nor any of its officers, members, agents, employees, program participants, or subcontractors, while engaged in performing this contract shall in connection with the employment, advancement, or discharge of employees, or in connection with the terms, conditions or privileges of their employment, discriminate against persons because of their age, except on the basis of a bona fide occupational qualification, retirement plan, or statutory requirement.

11.

City and District, in the execution, performance or attempted performance of this contract and agreement, will not discriminate against any person or persons because of sex, race, religion, color or national origin, nor will Contractor permit its agents, employees, subcontractors or program participants to engage in such discrimination.

12.

The provisions of this agreement are severable and if for any reason a clause, sentence, paragraph or other part of this agreement shall be determined to be invalid by a court or federal or state agency, board or commission having jurisdiction over the subject matter thereof, such invalidity shall not affect other provisions which can be given effect without the invalid provision.

13.

The failure of City or District to insist upon the performance of any term or provision of this agreement or to exercise any right herein conferred shall not be construed as a waiver or relinquishment to any extent of City's or District's right to assert or rely upon any such term or right on any future occasion.

14.

Should any action, whether real or asserted, at law or in equity, arise out of the execution, performance, attempted performance or non-performance of this contract and agreement, venue for said action shall lie in Tarrant County, Texas.

15.

The governing bodies of City and District have approved the execution of this agreement, and the persons signing the agreement have been duly authorized by the governing bodies of the City and District to sign this agreement on behalf of the governing bodies.



16.

This written instrument constitutes the entire agreement by the parties hereto concerning the work and services to be performed hereunder, and any prior or contemporaneous, oral or written agreement which purports to vary from the terms hereof shall be void.

17.

Notices to District shall be deemed given when delivered in person to the Chief of District Operations, or the next business day after the mailing of said notice addressed to said District by United States mail, certified or registered mail, return receipt requested, and postage paid at 100 N. University, Fort Worth, Texas 76107.

Notices to City shall be deemed given when delivered in person to the City Manager for Public Safety of the City, or the next business day after the mailing of said notice addressed to said City by United States mail, certified or registered mail, return receipt requested, and postage paid at 911 Winscott Rd., Benbrook, Texas 76126.

IN WITNESS WHEREOF, the parties hereto have executed this agreement in multiples in Benbrook, Tarrant County, Texas, this \_\_\_\_ day of \_\_\_\_\_, A.D. 2018.

ATTEST

CITY OF BENBROOK

\_\_\_\_\_  
City Secretary

By: \_\_\_\_\_  
Andy Wayman  
City Manager

APPROVED AS TO FORM AND LEGALITY:

By: \_\_\_\_\_  
City Attorney

\_\_\_\_\_  
FWISD Attorney

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

FORT WORTH INDEPENDENT  
SCHOOL DISTRICT

\_\_\_\_\_

By: \_\_\_\_\_  
Dr. Kent P. Scribner  
Superintendent

STATE OF TEXAS §

COUNTY OF TARRANT §

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Andy Wayman, known to me to be the same person whose name is subscribed to the foregoing instrument, and acknowledged to me that the same was the act of the City of Benbrook and that he executed the same as the act of said City of Benbrook for the purposes and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Notary Public in and for the State of Texas

STATE OF TEXAS §

COUNTY OF TARRANT §

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Dr. Kent P. Scribner, Superintendent, known to me to be the same person whose name is subscribed to the foregoing instrument, and acknowledged to me that the same was for the purposes and consideration therein expressed, as the act and deed of the Fort Worth Independent School District, and in the therein stated as its duly authorized officer or representative.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Notary Public in and for the State of Texas

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE MEMORANDUM OF UNDERSTANDING WITH YMCA OF METROPOLITAN FORT WORTH AND APPROVE ACCESS TO AVERAGE DAILY ATTENDANCE (ADA) BY YMCA**

**BACKGROUND:**

Through the 2017-2018 Pre-Kindergarten Partnership Planning Grant, the Fort Worth Independent School District (FWISD) partnered with two YMCA of Metropolitan Fort Worth's child care centers, Amaka YMCA and Ella McFadden YMCA. The partnership proved successful as each program provided attendance documentation and implementation of the program based on the coaching and professional learning courses provided by FWISD. The ADA pass-through agreement is intended to create sustainable child care partnerships between Fort Worth ISD and the child care community. The child care partner will hire a certified pre-kindergarten teacher for each participating classroom and use the same curriculum and supporting materials as those in the schools. The children will be enrolled in the school district's virtual early learning campus to access ADA, which will be passed to the child care to cover a portion of the cost related to high quality pre-kindergarten. This innovative design will begin with the YMCA, as an opportunity to sustain the partnership which began with the Pre-Kindergarten Partnership grant.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve Memorandum of Understanding with YMCA of Metropolitan Fort Worth and approve Access to Average Daily Attendance (ADA) by YMCA.
2. Decline to Approve Memorandum of Understanding with YMCA of Metropolitan Fort Worth and approve Access to Average Daily Attendance (ADA) by YMCA.
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Memorandum of Understanding with YMCA of Metropolitan Fort Worth and approve Access to Average Daily Attendance (ADA) by YMCA.

**FUNDING SOURCE**

***Additional Details***

General Fund

A percentage of the ADA received will be returned to the child care provider upon receipt of an invoice based on attendance, as reported in the attendance documentation.

**COST:**

Will be dependent on the number of eligible children enrolled in the classroom. The ADA formula will be based on the children's eligibility, such as bilingual, economically disadvantaged, and other factors that impact ADA.

**VENDOR:**

YMCA of Metropolitan Fort Worth

**PURCHASING MECHANISM**

Interlocal Agreement

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Early Learning Department

**RATIONALE:**

The Memorandum of Understanding is intended to create sustainable child care partnerships between Fort Worth ISD and the child care community. FWISD, in partnership with Amaka Child Development Center (YMCA) and Ella McFadden Child Development Center (YMCA), will ensure all children receive high quality early learning classroom experiences delivered by certified pre-kindergarten teachers in the participating classrooms. By partnering with the YMCA pre-kindergarten program FWISD will positively impact the kindergarten readiness of future FWISD students.

**INFORMATION SOURCE:**

Charles Carroll  
Cheryl Mixon

## MEMORANDUM OF UNDERSTANDING

### YMCA OF METROPOLITAN OF FORT WORTH AND FORT WORTH INDEPENDENT SCHOOL DISTRICT

This memorandum of understanding (MOU) is made and entered into by and between the YMCA of Metropolitan Fort Worth (hereinafter referred to as YMCA), and Fort Worth Independent School District (hereinafter referred to as FWISD). The parties hereto have collectively agreed to and by the execution hereof are bound to the responsibilities and obligations and to the performances and accomplishment of the tasks hereinafter described. The period for performance of this agreement shall be effective commencing **September 3, 2018** and terminating **May 31, 2019**.

#### **PURPOSE:**

Whereas the YMCA and FWISD desire to enter into an agreement in which all parties will work together to ensure all children receive high quality early learning classroom experiences delivered by certified pre-kindergarten teachers in the participating classrooms.

The YMCA agrees to supply the following documentation no later than **August 27, 2018**:

- Documentation that the YMCA has hired one certified teacher for each of the participating classrooms, including any documentation necessary to demonstrate compliance with Chapter 21 of the Texas Education Code.
- Written confirmation that the YMCA agrees to submit daily attendance records to the District's Early Learning Department by 9:30am.
- Documentation showing that the YMCA is in good standing as a child care program with Texas Rising Star as a 4-Star program and the Texas licensing at DFPS.

*Failure to provide the required documentation by the deadline will make this agreement voidable.*

#### **SECTION 1- RESPONSIBILITIES**

##### **1.1 FWISD agrees to the following:**

###### **1.1.1. Enrollment**

- A. Enroll eligible pre-kindergarten children (3 to 4 years of age by September 1, 2018) in the district's virtual early learning campus.
- B. Provide enrollment packets and other documentation required for families to complete enrollment for each child in a participating classroom.
- C. Provide ongoing attendance documentation to obtain average daily attendance (ADA) throughout the school year for participating pre-kindergarten children.



### **1.1.2 Professional Learning**

- A. Provide an early learning specialist to conduct in-classroom coaching of 4 hours per month for the YMCA certified pre-kindergarten teachers in the participating classrooms.
- B. Allow YMCA pre-kindergarten teaching staff in participating classrooms to attend district professional learning sessions throughout the school year.

### **1.1.3 Payment**

FWISD will pay the YMCA 80% of the allotted ADA for each eligible pre-kindergarten child in the participating classrooms to the YMCA based on invoice and documentation of attendance. The payment to the YMCA is made to offset costs of the certified teacher salary.

## **1.2 YMCA agrees to the following:**

### **1.2.1 Enrollment**

- A. Enroll at least 15 but no more than 22 eligible pre-kindergarten children (3 to 4 years of age by September 1, 2018) in each participating classroom, as described in Appendix A.
- B. Collect all required documentation in the FWISD enrollment packets for each child in a participating classroom.
- C. Provide at least 3 hours of cognitive instruction for the 177 instructional school days, per FWISD school calendar.
- D. Submit daily attendance reports to FWISD's Early Learning Department by 9:30 am for each instructional day.
- E. In the event a child drops out of the YMCA participating classroom, FWISD will be notified immediately.

### **1.2.2 Staffing**

- A. Employ one degreed and certified pre-kindergarten teacher for each participating classroom.
- B. Ensure any certified pre-kindergarten teacher vacancy is filled within 30 days.
- C. Permit certified pre-kindergarten teacher to participate in professional learning opportunities provided by FWISD.
- D. Comply with all criminal history background checks as required by law for its employees.

### **1.2.3 Instructional Practices**

- A. Complete the student assessment, CLI Engage Progress Monitoring tool, on all children enrolled in the participating classrooms three times per year.
- B. Implement a research-based curriculum that addresses the Texas Pre-Kindergarten Guidelines, such as Frog Street Press to maximize student outcomes. Additional acceptable curricula are listed in Appendix C.
- C. Establish a developmentally appropriate classroom environment as described in the Texas Pre-Kindergarten Guidelines with space and materials (include learning centers and whole group area).
- D. Conduct at least two (2) parent-teacher conferences during the school year with the parents of each enrolled student in the participating classroom.
- E. Provide a report to parents each six week reporting period, based on the FWISD calendar for reporting.
- F. Permit FWISD staff to observe and evaluate the delivery of instructional practices and services in the classroom. This may include documents and records that are directly related to this contract, such as

student assessment data and lesson plans, to ensure adherence to Texas Education Agency (TEA) standards are met.

#### **1.2.4 Reporting Incidents**

- A. Current Law (Texas Family Code, Chapter 261, 261.101) requires that professionals such as teachers, doctors, nurses or childcare workers must make a verbal report within 48 hours of suspected child abuse or neglect. Failure to report suspected child abuse or neglect is a misdemeanor punishable by imprisonment of up to 180 days and/or a fine of up to \$2,000 (Texas Family Code, Chapter 261).

#### **1.2.5 Data Records/Recordkeeping**

- A. FWISD is subject to the TPIA as set forth in Texas Government Code Chapter 552. As a school district Agreement, the YMCA acknowledges and agrees that some records of the YMCA related to this Agreement, and the services under this Agreement, may be subject to disclosure. The YMCA acknowledges and agrees to comply with the requirements of the TPIA, should a public information request be made of it, and understands the FWISD shall only be responsible for the public information requests directed or submitted to the FWISD.
- B. The YMCA agrees to collect and provide to FWISD all data and supporting documentation required by the Public Education Information Management System (PIEMS) and other provisions of Texas Education Code. These shall include but not be limited to daily attendance, enrollment, demographic, discipline, special program, student performance, assessments and staff data.
- C. The YMCA acknowledges and agrees that FWISD shall have a right of access to any and all employment records of the YMCA's staff who have contact with the eligible children enrolled in the participating classrooms. The YMCA further agrees to make immediately available to the FWISD such employment records upon request.
- D. As to documents related to this Agreement, and the YMCA's services under this Agreement, the YMCA agrees to be subject to the Texas Record Retention laws as set forth in the Texas Government Code and Texas Local Government Code and related schedules for retention. The YMCA agrees to comply with the requirements of the Texas Record Retention Laws and understands the FWISD shall only be responsible for maintaining and retaining records within its possession.

#### **1.2.6 Payments**

- A. YMCA shall submit an invoice for payment between the 1<sup>ST</sup> and 5<sup>th</sup> business day of each month for the previous month's ADA to the Early Learning Department. Formula for total will be disseminated after documentation of eligibility criteria collected, which will be the basis for the ADA (i.e. bilingual, income, foster and military may receive additional funds).
- B. The YMCA will provide half-day (3 hours) pre-kindergarten education services to identified eligible children on a **tuition-free basis** and may not charge parents during the three (3) hours of the school day paid by FWISD as agreed upon in this agreement.

**SECTION 2- LIABILITY AND INDEMNIFICATION:**

- 2.1 Notwithstanding any other provisions of this Agreement, it is understood and agreed by the parties hereto that the YMCA obligations under this Agreement are contingent upon actual receipt of required documentation to meet the obligations hereunder.
- 2.2 It is expressly agreed and stipulated that the YMCA is entering into this Agreement with FWISD and that YMCA agrees to indemnify and hold FWISD harmless from any and all costs, damages, losses, or other claims, including disallowed costs and attorney’s fees, arising out of or resulting from performances or lack of performances by said entities under this Agreement caused, in whole or in part, by any negligent or willful act, or omission of these entities, their employees, officers, agents, servants, or representatives of anyone acting on the entity’s behalf in connection with this Agreement to the extent permitted by State and Federal laws.

**SECTION 3- TERMINATION:**

- 3.1 Either party may terminate this agreement upon sixty (60) day written notice to the other party.
- 3.2 This agreement may also be terminated at any time upon mutual agreement of the parties, at which time students would no longer be enrolled in the FWISD system.

**SECTION 4- NON-ASSIGNMENT AND SUBCONTRACTING:**

This Agreement is not assignable. Neither party shall sub-contract, assign or transfer any of the rights, responsibilities, obligations, tasks, or performances under this agreement without the written consent of the other party.

**SECTION 5- ORAL AND WRITTEN AGREEMENTS:**

- 5.1 All oral written agreements between the parties hereto relating to the subject matter of this Agreement that were made prior to the execution of this Agreement have been reduced to writing and are contained herein.
- 5.2 Any alterations, additions or deletions in the terms of this agreement shall not be binding unless made by written amendment executed by both parties.

\_\_\_\_\_  
By: Mr. Rich Michelli, Chief Operating Officer  
YMCA of Metropolitan Fort Worth

\_\_\_\_\_  
Date

\_\_\_\_\_  
By: Dr. Kent Scribner  
Superintendent  
Fort Worth Independent School District

\_\_\_\_\_  
Date

## APPENDIX A: Criteria for Eligibility

### Eligibility for Prekindergarten

Pre-kindergarten children are either 3 or 4 years of age as of September 1, 2018 of the current school year (for the purposes of establishing eligibility). Eligible children must meet at least one of the criteria listed below.

- Be unable to speak and comprehend the English language
- Be educationally disadvantaged, which means a student eligible to participate in the national free or reduced-price lunch program (see below)

<i>Effective July 1, 2018 – June 30, 2019</i>					
No. of Household Members	Total Income				
	Annual	Monthly	Twice/Month	Every Two Weeks	Weekly
1	\$22,459	\$1,872	\$936	\$864	\$432
2	\$30,451	\$2,538	\$1,269	\$1,172	\$586
3	\$38,443	\$3,204	\$1,602	\$1,479	\$740
4	\$46,435	\$3,870	\$1,935	\$1,786	\$893
5	\$54,427	\$4,536	\$2,268	\$2,094	\$1,047
6	\$62,419	\$5,202	\$2,601	\$2,401	\$1,201
7	\$70,411	\$5,868	\$2,934	\$2,709	\$1,355
8	\$78,403	\$6,534	\$3,267	\$3,016	\$1,508
For each additional family member, add	+\$7,992	+\$666	+\$333	+\$308	+\$154

These guidelines are based on 130% (free) and 185% (reduced) of the federal poverty guidelines and are effective July 1, 2018 – June 30, 2019.

- Be homeless, as defined by 42 United States Code (U.S.C.) Section 1143a, regardless of the residence of the child, of either parent of the child, or of the child's guardian or other person having lawful control of the child

- Be the child of an active duty member of the armed forces of the United States, including the state military forces or a reserve component of the armed forces, who is ordered to active duty by proper authority;
- Be the child of a member of the armed forces of the United States, including the state military forces or a reserve component of the armed forces, who was injured or killed while serving on active duty;
- Be in, or have been in, the conservatorship of the Department of Family and Protective Services (DFPS) following an adversary hearing held as provided by Section 262.201, Family Code; or
- Be the child of a person eligible for the Star of Texas Award as a peace officer (3106.002), firefighter (3106.003), or emergency medical first responder (3106.004).

<https://tea.texas.gov/ece/eligibility.aspx>

## **APPENDIX B: Documentation Requirements for Enrollment**

The YMCA must collect the following from all families that have a child in the participating classroom:

- Birth Certificate or any of the following: Proof of Birth, Hospital Birth Facts, Baptismal Certificate, Passport
- Proof of Address in parent/guardian's name or Affidavit of Residency Form (Utility Bill or Apartment Lease)
- Shot Records
- Proof of Income (pay stub dated during most recent month, Notarized letter from employer on company letterhead, Medicaid Award Letter, Food Stamp Award Letter, SSI Award Letter, TANF Award Letter)
- Parent/Guardian Photo ID (Parent ID must match parent name on birth certificate OR guardian must provide guardianship paperwork)
- Home language survey (included in enrollment packet)

## Appendix C: Approved Curriculum

### TEA Approved Pre-Kindergarten Curriculum List

- ✓ Frog Street Pre-K: Texas System
- ✓ Texas DLM Early Childhood Express
- ✓ Opening the World of Learning: Texas Comprehensive Pre-K
- ✓ Big Day for Pre-K: Texas Program
- ✓ HighScope Preschool Curriculum & Assessment
- ✓ Teaching Strategies System for Pre-K, Texas edition

TEA web pages:

<https://tea.texas.gov/WorkArea/DownloadAsset.aspx?id=51539621161>

<https://tea.texas.gov/curriculum/teks/> (see TEKS-Related Documents: Pre-Kindergarten Guidelines)

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH EARLY MATTERS, AN INITIATIVE OF THE COMMIT PARTNERSHIP**

**BACKGROUND:**

Although Fort Worth ISD achieved significant improvement in accountability ratings, there is much more work to do for the education of our students. The District has placed a priority on school readiness and early childhood education. Research shows that a child who attends a Pre-K program has increased attendance, does better on standardized tests, and is more likely to graduate.

At least 10 districts will participate in a regional media buy to increase the campaign's reach, and all participating districts will align on a common Pre-K Registration Week (April 1st-5th, 2019) to leverage marketing and communication around the event.

The purpose of this partnership is for Early Matters (EM) and Fort Worth ISD to jointly communicate with parents about Pre-K registration through multiple platforms.

**STRATEGIC GOAL:**

**3-Enhance Family and Community Engagement**

**ALTERNATIVES:**

1. Approve Memorandum of Understanding with Early Matters, an Initiative of the Commit Partnership
2. Decline to Approve Memorandum of Understanding with Early Matters, an Initiative of the Commit Partnership
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Memorandum of Understanding with Early Matters, an Initiative of the Commit Partnership



**FUNDING SOURCE**

*Additional Details*

General Fund	199-41-6499-001-750-99-104-000000	\$ 23,863.38
	199-41-6399-001-750-99-104-000000	\$ 3,567.87

**COST:**

\$27,431.25

**VENDOR:**

Early Matters  
BrandEra  
SignalVine

**PURCHASING MECHANISM**

Interlocal Agreement

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Regional campaign targeting parents of Pre-K age kids.

**RATIONALE:**

Approval of the memorandum of understanding would increase the effectiveness and efficiency of creating awareness of importance of Pre-K enrollment among DFW parents and would increase the amount of children enrolled in Pre-K in the Fort Worth ISD.

**INFORMATION SOURCE:**

Barbara Griffith  
Cheryl Mixon  
Jennifer Perez

## MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING ("MOU") is effective as of October 01, 2018, by and between the FORT WORTH Independent School District, herein called "District" or "FORT WORTH ISD," and Early Matters, an initiative of Commit!2Dallas, DBA, The Commit Partnership, a Texas non-profit corporation, herein called "EM" or "Commit".

The parties hereto agree as follows:

### BACKGROUND

- A. Over the past six years, Fort Worth ISD has made progress on 3<sup>rd</sup> Grade Reading (+5%pts). A key driver of this progress has been an increase in Pre-K enrollment, which has increased by 11%pts since the 2011-12 school year. Since 2014, EM has aligned regional districts within the DFW area to a common Pre-K registration week, partnering with over 150 entities to help activate a regional strategic plan for increasing early childhood enrollment in quality Pre-K.
- B. The objectives for the 2019 Pre-K regional media campaign are to increase the effectiveness and efficiency of creating awareness of importance of Pre-K enrollment among DFW Pre-K eligible families and to increase the amount of eligible children enrolled in Pre-K across DFW.
- C. At least 10 districts have verbally committed to participate in a collaborative regional media buy to increase the Pre-K registration campaign's reach and align on a common Pre-K Registration Week (April 1st-5th, 2019) to leverage marketing and communication around the event. Each district is being asked to sign a Memorandum of Understanding with EM committing to participate in the pilot.
- D. Additionally, in order to help families navigate the process of Pre-K and child care center registration, EM and participating districts have also agreed to market a text messaging platform and regional website to families interested in early learning opportunities for their children.
- E. EM and FORT WORTH ISD have chosen to use the online texting platform SignalVine as the vehicle for this communication.
- F. EM and FORT WORTH ISD have chosen to use BrandEra as the media buy company.

### PURPOSE AND SCOPE

- A. The purpose of this partnership is for EM and FORT WORTH ISD to jointly communicate with parents about Pre-K registration through a regional school locator website, radio and TV ads, a text messaging platform, and via digital social channels (Facebook, Instagram, Pandora, etc.).
- B. The scope of this partnership is October 01, 2018 to September 30, 2019.

### EM'S RESPONSIBILITIES UNDER THIS MOU

- A. EM will oversee the creation of content and collateral for the regional awareness campaign including:

- a. The production of a regional website with a school locator that will enable parents to search for quality early learning centers near them
  - b. The production of radio and TV ads that will promote the importance of early learning, Pre-K registration week, “back to school”, the joint text messaging platform, and regional website.
  - c. The negotiation and management of rates with SignalVine, the chosen text messaging platform that will be leveraged by participating districts
  - d. The negotiation and management of rates with BrandEra, the chosen media buy company, to buy TV and radio spots leading up to Pre-K registration week and the start of the school year.
  - e. The production and placement of social media ads to promote awareness the importance of early learning, Pre-K registration week, “back to school”, the joint text messaging platform, and regional website.
  - f. The production of videos and social media ads that can be edited and branded by the District for its own marketing purposes.
- B. Using Signal Vine as the online texting platform, EM will send regional text messages to DFW-area families about the importance of a high quality early childhood education, home brain-building tips, Pre-K and child care center registration information, and reminders to register for Pre-K/enroll their child in high quality early learning environments.
  - C. EM will print FORT WORTH ISD Pre-K flyers, door hangers, and/or yard signs to provide to community partners.
  - D. EM will appoint a staff person to attend district enrollment training and respond to general, DFW regional messages (with a goal of responding within 24 hours of receipt, not including Saturday or Sunday).
  - E. EM will send scheduled, district-specific registration messages (received from the district).
  - F. EM will receive no income or expense reimbursements from Fort Worth ISD, other ISD’s, BrandEra, or SignalVine throughout this campaign.
  - G. Commit appoints Chelsea Jeffery as the main contact for EM.

**ISD’s RESPONSIBILITIES UNDER THIS MOU**

- A. The parties agree to a joint regional media buy of at least \$200,000, assuming the participation of 21 districts across DFW [districts representing approximately 38,100 students]. District agrees to pay 13.93% of the total costs of the media buy, which is based on the 2017-18 Pre-K student count for participating districts and the District’s percentage of that total enrollment. See **Exhibit A** for enrollment breakdown by district. In the event additional districts join the regional campaign, either the total amount of the media buy may be increased or the District’s costs will be decreased according to the same formula, but in such case, the District’s costs will not increase beyond \$27,431.25 without District’s consent. In the event districts on Exhibit A do not participate, the media buy will be decreased unless the District consents to pay a larger amount towards the media buy.
- B. District will join in overall campaign, by:

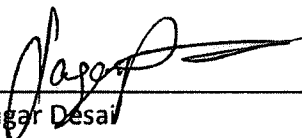
- a. Facilitation of any vendor or procurement processes for SignalVine and BrandEra through appropriate ISD channels.
  - b. Payment of the above contribution to the regional campaign directly to SignalVine and BrandEra by dates noted on the invoices from the vendors.
  - c. Integrating regional marketing tools including video and social media into District marketing plans
  - d. Promoting regional tools including the regional website and text messaging platform.
  - e. Dedicate a marketing and Pre-K staff resource to:
    - i. Attend a maximum of four two-hour meetings to approve and give input into regional marketing materials
    - ii. Send District logos to be included in all materials in December and January
    - iii. Assist in connecting to parents for interviews and other various requests that could take up to 2 hours per week during December and January
    - iv. Send District GIS files and 2019 Pre-K school site information to ensure school locator tool accuracy
- C. Based on the assumption that the total costs of the Signal Vine contract will be \$25,000, the District agrees to pay 13.93% of the total costs, which is based on the 2017-18 Pre-K student count for participating districts and the District's percentage of that total enrollment. This amount will be paid directly to Signal Vine by the District. (Such amount to be similarly adjusted if additional districts join or existing districts do not participate, as outlined in paragraph A above). *\*Note: This amount is included in the total \$27,431.25 contribution to the campaign.*
- D. District will provide EM with Pre-K registration information and Frequently Asked Questions (FAQs) to enable EM to respond to parent inquires via the text messaging platform.
- E. District will devote partial time of at least 1 early childhood specialized staff member to respond to text messages from March 1 – September 1, 2019.
- F. District will provide District staff members with appropriate technology (computer, internet access) to be able to respond to messages pursuant to E above.
- G. District will use reasonable efforts to respond to parent messages within 24 hours after receipt (not including Saturday or Sunday).
- H. District will create personalized messages with District-specific registration information and send to EM to include in outreach upon request.
- I. As part of the District's Pre-K registration process, the District will include a parent survey question that captures parent participation in texting campaign. At the conclusion of early registration, the District will share survey results with EM.
- J. FORT WORTH ISD appoints Jennifer Perez as the main contact.

**JOINT RESPONSIBILITIES FOR EM AND ISD**

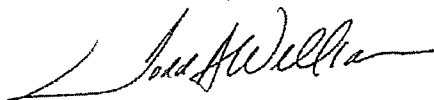
- A. EM, FORT WORTH ISD, and other participating districts will mutually agree on development and design of shared messages and scheduling for regional campaign materials and text messages.

**EFFECTIVE DATE AND SIGNATURE**

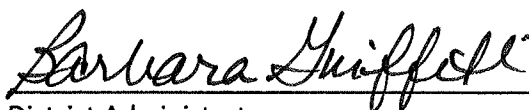
This MOU shall be effective upon the signature of Commit and the FORT WORTH ISD authorized officials. It shall be enforced from October 1, 2018 to September 30, 2019. EM and FORT WORTH ISD indicate agreement with this MOU by their signatures.



\_\_\_\_\_  
Sagar Desai  
Chief Operating Officer  
The Commit Partnership



\_\_\_\_\_  
Todd Williams  
President and CEO  
The Commit Partnership



\_\_\_\_\_  
District Administrator  
Title *Senior Communications Officer*  
FORT WORTH Independent School District

NA  
8/13/18

**Exhibit A**

**Estimated Share of Total Cost Based on 2017-18 Pre-K Enrollment**

<b>Potential Participating Districts</b>	<b># of Students</b>	<b>% of Total</b>
<b>ARLINGTON ISD</b>	3,594	9%
<b>CROWLEY ISD</b>	454	1%
<b>DALLAS ISD</b>	12,184	32%
<b>DESOTO ISD</b>	392	1%
<b>FORT WORTH ISD</b>	5,310	14%
<b>GARLAND ISD</b>	1,925	5%
<b>GRAND PRAIRIE ISD</b>	1,333	3%
<b>RICHARDSON ISD</b>	1,100	3%
<b>BIRDVILLE ISD</b>	796	2%
<b>CARROLLTON-FARMERS BRANCH ISD</b>	928	2%
<b>DENTON ISD</b>	1,048	3%
<b>EAGLE MT-SAGINAW ISD</b>	431	1%
<b>HURST-EULESS-BEDFORD ISD</b>	645	2%
<b>IRVING ISD</b>	1,606	4%
<b>KELLER ISD</b>	464	1%
<b>LANCASTER ISD</b>	717	2%
<b>LEWISVILLE ISD</b>	1,612	4%
<b>MANSFIELD ISD</b>	770	2%
<b>MCKINNEY ISD</b>	379	1%
<b>MESQUITE ISD</b>	1,216	3%
<b>PLANO ISD</b>	1,226	3%
<b>Total</b>	<b>38,130</b>	<b>100%</b>

**Exhibit B**

**Potential Cost Breakdown for FORT WORTH ISD**

SignalVine (Texting)\*: \$3,567.87

BrandEra\*: \$23,863.38

Total Cost: \$27,431.25

\*Please note: the actual cost breakdown between SignalVine and BrandEra may change, but the total amount invoiced to FORT WORTH ISD will not exceed \$27,431.25 without prior consent.

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE THE 2018-2019 FORT WORTH ISD COMPENSATION  
MANUAL**

**BACKGROUND:**

The Fort Worth ISD Compensation Manual serves as a guide to administer salaries and other compensation in an equitable manner and to assist the District in the recruitment and retention of its employees. The Compensation Manual is a working document that is normally updated throughout a school year as changes become necessary due to deletion, modification and additions of job types and/or for other compensation-related reasons. After Board approval, the 2018-2019 Compensation Manual will be available for review on the Fort Worth ISD website. An executive summary outlining the changes in the Compensation Manual is attached. To view the compensation manual please click on the link below.

<https://www.fwisd.org/Page/15450>

**STRATEGIC GOAL:**

**4-Dev. a Student and Customer-Centered Workforce**

**ALTERNATIVES:**

1. Approve the 2018-2019 Fort Worth ISD Compensation Manual
2. Decline to Approve the 2018-2019 Fort Worth ISD Compensation Manual
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve the 2018-2019 Fort Worth ISD Compensation Manual

**FUNDING SOURCE**

*Additional Details*

No Cost

Not Applicable

**COST:**

Not Applicable

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Compensation & Employee Records Department

**RATIONALE:**

A Compensation Manual is required for the effective and efficient administration of salaries, extra-duty pay, and stipends. It also serves as a valuable resource for employees to better understand how compensation is calculated and/or determined.

The 2018-2019 Fort Worth ISD Compensation Manual will be available for review in its entirety on the Compensation & Employee Records' website.

**INFORMATION SOURCE:**

Elsie Schiro  
Brenda DeLeon



## **Compensation Manual Update Summary**

Pages 1-6: All dates, names and titles were updated.

Page 16: Updated Teacher salary schedule to include the 2% Board approve increase and increase the starting salary by \$1000.

Pages 18-22: Updated salary schedules for Counselors, Nurses and Librarians to include the 2% Board approve increase and increase the starting salary by \$1000.

Pages 24-45: Add /delete/update titles, contract days, and pay grade and pay ranges.

Pages 49: Add/delete stipend pay codes; updated stipend titles that were not previously listed.

Page 50: Add the Language Proficiency Assessment Committee (LPAC) stipend. This has been paid annually but was never incorporated into the compensation manual.

Page 59: Updated/added the substitute's hourly/daily rates.

**\*All updates/changes are annotated in red.**

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE THE PROPOSED MIDDLE AND HIGH SCHOOL COURSE CHANGES FOR THE 2019 – 2020 SCHOOL YEAR**

**BACKGROUND:**

Each year, proposals for course additions and deletions are submitted to the Board of Education for consideration. Attached are new course proposals with related costs for the 2019 – 2020 school year.

All course proposals have been prepared in collaboration with schools, directors, and central office staff.

**STRATEGIC GOAL:**

**2 – Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve the Proposed Middle and High School Course Changes for the 2019 – 2020 School Year.
2. Decline to Approve the Proposed Middle and High School Course Changes for the 2019 – 2020 School Year.
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve the Proposed Middle and High School Course Changes for the 2019 – 2020 School Year.

**FUNDING SOURCE**

*Additional Details*

General Fund  
Perkins Fund

All new course requests and associated costs are funded through individual program budgets.

**COST:**

\$184,241.60

See attached listing for a breakdown of costs.

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a Purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Some courses are offered district-wide, while others are at specific campuses. Please see the attached listing.

**RATIONALE:**

Adjustments in course offerings are necessary to accommodate changing needs of students and programs.

**INFORMATION SOURCE:**

Charles Carroll  
Maria Phillips

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Dance I – IV; Dance Wellness I - IV	1 high school credit – Fine Arts	9 - 12	Chris Walk, Rachel Wade, Jacqueline Millan	Provides an opportunity for students to develop a comprehensive understanding of dancer wellness. Topics will include, but are not limited to, the mental components (imagery, rest, fatigue, and burnout) as well as the physical aspects (dancer nutrition, body composition, injury prevention, and first aid) of dancer wellness. Ultimately, students will design their own personal wellness plan that will help them get the most out of their dance practice.  Available only to I.M. Terrell and Arlington Heights High School	Sound Equipment, if not already available - \$74  Instructional Materials - \$1,020 (30 eBooks @ \$34/each)  <u>Total Costs Per Campus - \$1,094</u>  Fine Arts will pay for all costs
Dance I – IV; Dance Production I - IV	1 high school credit – Fine Arts	9 - 12	Chris Walk, Rachel Wade, Jacqueline Millan	This course provides an opportunity for students with an interest in Dance Production to be immersed in state management, lighting, and sound design. Students will participate in a production class each day, focusing on stage management, lighting, sound, and various other production elements.  Available only to I.M. Terrell and Arlington Heights High School	Instructional Materials - \$1,267.80 (30 eBooks @ \$42.26/each)  <u>Total Costs Per Campus- \$1,267.80</u>  Fine Arts will pay for all costs
Dance I – IV, Dance History I - II	1 high school credit – Fine Arts	9 - 12	Chris Walk, Rachel Wade, Jacqueline Millan	This course provides students with an interest in dance to expand their understanding of dance as both an art form and as a social and cultural artifact. It focuses on the dancers and choreographers, dances, and significant dance works from each time period. Students will analyze dance works from a variety of time periods.  Available only to I.M. Terrell and Arlington Heights High School	Instructional Materials - \$1290 (30 eBooks with web resources @ \$43/each)  <u>Total Costs Per Campus - \$1,290</u>  Fine Arts will pay for all costs

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Dance I – IV; Dance Composition/ Improvisation I, Dance Performance and Ensemble II – IV	1 high school credit – Fine Arts	9 – 12	Chris Walk, Rachel Wade, Jacqueline Millan	This dance course provides an opportunity for students with an interest in choreography and performance to experience what it is like to work and perform at a professional level. Students will participate in technique class each day; focusing on technique, artistry, alignment, and movement quality. Students in Performance/Ensemble will focus on learning repertory, performance, and rehearsal skills.  Available only to I.M. Terrell and Arlington Heights High School	Sound Equipment, if not already available - \$74 Instructional Materials - \$1,230 (30 books @ \$41/each)  <u>Total Cost Per Campus - \$1,304</u>  Fine Arts will pay for all costs
Dance I – IV; Ballet I – IV	1 high school credit – Fine Arts	9 – 12	Chris Walk, Rachel Wade, Jacqueline Millan	This course provides an opportunity for students with an interest in ballet to be immersed in this codified dance technique. Students will participate in a traditional ballet class each day, focusing on technique, artistry, alignment, and movement quality.  Available only to I.M. Terrell and Arlington Heights High School	Sound Equipment, if not already available - \$74 Ballet Barres - \$750 Instructional Materials - \$180 (30 books @ \$6/each)  <u>Total Cost Per Campus - \$1,004</u>  Fine Arts will pay for all costs
Dance I – IV; World Dance Forms I – IV	1 high school credit – Fine Arts	9 - 12	Chris Walk, Rachel Wade, Jacqueline Millan	This dance course provides an opportunity for students with an interest in world dance to be exposed to dances that are part of cultures, traditions, customs, and rituals from around the world. Students will participate in a movement-based class each day, focusing on technique, artistry, alignment, and movement quality.  Available only to I.M. Terrell and Arlington Heights High School	Sound Equipment, if not already available - \$74  <u>Total Cost Per Campus - \$74</u>  Fine Arts will pay for all costs
Dance I- IV; Tap I – IV	1 high school credit	9 – 12	Chris Walk, Rachel Wade, Jacqueline Millan	This dance course provides an opportunity for students with an interest in Tap Dance to be immersed in this codified dance technique. Students will participate in a Tap technique class each day, focusing on technique, artistry, alignment, and movement quality.	Sound Equipment, if not already available - \$74  <u>Total Costs Per Campus - \$74</u>  Fine Arts will pay for all costs

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
				Available only to I.M. Terrell and Arlington Heights High School	
Dance I – IV; Modern/ Contemporary I - IV	1 high school credit – Fine Arts	9 - 12	Chris Walk, Rachel Wade, Jacqueline Millan	This dance course provides an opportunity for students with an interest in modern dance to be immersed in this codified dance technique. Students will participate in a modern technique class each day, focusing on technique, artistry, alignment, and movement quality. Along with focusing on technique, students will work on choreographic skills and phrase work.  Available only to I.M. Terrell and Arlington Heights High School	Sound Equipment, if not currently available - \$74  <u>Total Costs Per Campus - \$74</u>  Fine Arts will pay for all costs
Dance I – IV; Jazz I – IV	1 high school credit – Fine Arts	9 – 12	Chris Walk, Rachel Wade, Jacqueline Millan	This dance course provides an opportunity for students with an interest in Jazz Dance to be immersed in this codified dance technique. Students will participate in a Jazz technique class each day, focusing on technique, artistry, alignment, and movement quality.  Available only to I.M. Terrell and Arlington Heights High School	Sound Equipment, if not currently available - \$74  <u>Total Costs Per Campus - \$74</u>  Fine Arts will pay for all costs
Scientific Research and Design DAP: Electrical Circuit Theory AB	0.5 to 1.0 – State Elective Credit	10 – 12	Shannon Hernandez Betsy Norris	The Electrical Circuit Theory course will supplement the basic knowledge of the function of electrical circuits provided by an introductory physics course. This course is modeled after the initial analog circuits course in a university electrical engineering program. Students will engage in theoretical analysis of circuit response via mathematical methods and computer simulation as well as hands-on design, construction, and testing of electrical circuits in a laboratory environment.	Instructional Materials - \$280/student  LabVIEW for Education simulation software - \$190/student  Lab supplies - \$150/4 student lab station  <u>Total Costs - \$3,120</u>  Math Department will pay for all costs

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
College & Career Readiness Capstone	No Credit	8	David Saenz Lori Reyes	Students learn information and media literacy skills and critical-thinking skills through the research of real-world local community problems. Students practice interpersonal skills.	No additional costs required
Graphic Design for Yearbook I  Honors Graphic Design for Yearbook I	1	10 – 11	David Saenz Lori Reyes	<p>Students will be expected to develop an understanding of the industry with a focus on fundamental elements and principles of visual art, design, and written/visual communications. Students will communicate in a variety of forms such as print, digital, or online media for a variety of audiences and purposes. High school students are expected to plan, draft, and complete written and/or visual communications for the campus yearbook and carefully examine their copy for clarity, engaging language, and the correct use of the conventions and mechanics. Students are expected to become analytical consumers of media and technology to enhance their skills. Students will also apply publishing ethics and standards to the yearbook. Published works are used as tools for learning as students create, clarify, critique, write, and produce effective work. Students will refine and enhance their skills, research, and plan, and organize in order to successfully complete yearbook projects.</p> <p>Students will have the opportunity to earn the Adobe Certified Associate Industry certification.</p>	<p>Instructional Materials - \$1,680 Equipment - \$15,000 Supplies - \$2,000</p> <p><u>Total Costs - \$18,680</u></p> <p>CTE will pay for all costs</p>

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Graphic Design for Yearbook IIAB  Honors Graphic Design for Yearbook II AB  87	1	11 – 12	David Saenz Lori Reyes	Students will be expected to develop an advanced understanding of the industry with a focus on mastery of content knowledge and skills. Students will communicate in a variety of forms such as print, digital, or online media for a variety of audiences and purposes. High school students are expected to plan, draft, and complete written and/or visual communications for the campus yearbook and carefully examine their copy for clarity, engaging language, and the correct use of the conventions and mechanics. Students are expected to become analytical consumers of media and technology to enhance their skills. Students will also apply publishing ethics and standards to the yearbook. Published works are used as tools for learning as students create, clarify, critique, write, and produce effective work. Students will refine and enhance their skills, research, and plan, and organize in order to successfully complete yearbook projects.  Students will have the opportunity to earn the Adobe Certified Associate Industry certification.	Instructional Materials - \$1,680 Supplies - \$2,000  <u>Total Costs - \$3,680</u>  CTE will pay for all costs
Dual Credit Landscape Design and Management A DC	0.5	11	David Saenz Lori Reyes	Students will develop an understanding of landscape design and management techniques and practices. To prepare for careers in horticultural systems, students must attain academic skills and knowledge, acquire technical knowledge and skills related to horticultural systems and the workplace, and develop knowledge and skills regarding career opportunities, entry requirements, and industry expectations. In addition, this course gives students an overview of the horticulture industry, plant science, terminology, classification, propagation, environmental responses, and careers and opportunities in the field of horticulture.  Students will have the opportunity to earn an industry certification at the end of the course sequence.	Instructional Materials - \$1,800 Landscaping Equipment - \$2,000 Supplies - \$2,000 Tuition - \$75/credit hour x 3 hours x 40 students - \$9,000  <u>Total Costs - \$14,800</u>  CTE will pay for all costs



**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Dual Credit Turf Grass Management B DC	0.5	11	David Saenz Lori Reyes	<p>Students will develop an understanding of turf grass management techniques and practices. In addition, this course introduces the physical, chemical, and biological properties of soils. Topics include the relationship between crops and soils, conservation of soil and water resources, and the economic use of fertilizer.</p> <p>Students will have the opportunity to earn an industry certification at the end of the course sequence.</p>	<p>Instructional Materials - \$1,800 Landscaping Equipment - \$2,000 Supplies - \$2,000 Tuition - \$9,000 (\$75/credit hour x 3 hours x 40 students)</p> <p><u>Total Costs - \$14,800</u></p> <p>CTE will pay for all costs</p>
Diesel Equipment Technology I  Honor Diesel Equipment Technology I	2	11 – 12	David Saenz Lori Reyes	<p>Students will gain knowledge of the function and maintenance of diesel systems. Rapid advances in diesel technology have created new career opportunities and demands in the transportation industry. This course provides the knowledge, skills, and technologies required for employment in transportation systems.</p> <p>Students will have the opportunity to earn an industry certification at the end of the course sequence.</p>	<p>Instructional Materials - \$2,640 Equipment - \$6,000 Supplies - \$2,000</p> <p><u>Total Costs - \$10,640</u></p> <p>CTE will pay for all costs</p>
Dual Credit Diesel Equipment Technology 1A  Dual Credit Diesel Equipment Technology IB	2	11 - 12	David Saenz Lori Reyes	<p>Students will gain knowledge of the function and maintenance of diesel systems. Rapid advances in diesel technology have created new career opportunities and demands in the transportation industry. These courses provide the knowledge, skills, and technologies required for employment in transportation systems.</p> <p>Students will have the opportunity to earn an industry certification at the end of the course sequence.</p>	<p>Instructional Materials - \$2,640 Equipment - \$6,000 Supplies - \$2,000</p> <p><u>Total Costs - \$10,640</u></p> <p>CTE will pay for all costs</p>

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Dual Credit Automotive Technology: Maintenance and Light Repair IA DC  Dual Credit Automotive Technology: Maintenance and Light Repair IB DC  ∞	2	11	David Saenz Lori Reyes	Students will gain knowledge of the major automotive systems and the principles of diagnosing and servicing these systems. This course includes applicable safety and environmental rules and regulations. Students will gain knowledge and skills in the repair, maintenance, and diagnosis of vehicle systems. This study will allow students to reinforce, apply, and transfer academic knowledge and skills to a variety of interesting and relevant activities, problems, and settings. The focus of this course is to teach safety, tool identification, proper tool use, and employability. Students will receive an overview of automotive electrical systems, including topics in operational theory, testing, diagnosis, and repair of, charging and starting systems, and electrical accessories. This course will emphasize electrical principles, schematic diagrams, and service publications.  Students will have the opportunity to earn the Automotive Service Excellence industry certification.	Instructional Materials - \$3,060 Supplies - \$2,000 Tuition - \$24,000 (\$75/credit hour x 8 hours x 40 students)  <u>Total Costs - \$29,060</u>  CTE will pay for all costs
Dual Credit Construction Management IA	2	10 – 12	David Saenz Lori Reyes	An introductory course to construction technology. Emphasis on basic job site construction safety in residential, commercial, and industrial construction. Introductory blueprint reading for residential and light commercial construction. Introduction to site preparation foundations, form work, safety, tools, and equipment.	Instructional Materials - \$8,220 Supplies - \$1,000  <u>Total Costs - \$9,220</u>  CTE will pay for all costs
Dual Credit Construction Management IB	2	10 – 12	David Saenz Lori Reyes	Students will gain knowledge in framing in residential and light commercial construction. Includes safety, tools, and equipment used in floor, wall, ceiling, and roof framing methods and systems. Fundamentals of estimating materials and labor costs in construction.  Upon finishing both Dual Credit IA and IB, students will earn an Occupational Skills Award: Residential/Commercial Site Layout & Framing Assistant.	Instructional Materials - \$3,570 Supplies - \$1,000  <u>Total Costs - 4,570</u>  CTE will pay for all costs

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Dual Credit Advanced Culinary Arts A	2	12	David Saenz Lori Reyes	Course will extend content and enhance skills introduced in Dual Credit Culinary Arts by in-depth instruction of industry-driven standards to prepare students for success in higher education, certifications, and/or immediate employment. Students will also be introduced to principles, concepts, and systems of professional table service. Topics include dining room organization, scheduling, and management of food service personnel.	Instructional Materials - \$800 Supplies - \$2,000 Tuition - \$9,000 (\$75/credit hour x 3 hours x 40 students)
Dual Credit Advanced Culinary Arts B				Students will have the opportunity to earn an industry certification.	<u>Total Costs - \$11,800</u> CTE will pay for all costs
Agricultural Mechanics and Metal Technologies/ Laboratory and Field Experience AB	2	11 – 12	David Saenz Lori Reyes	Students will be provided with a laboratory and/or field experience opportunity and may be paired with the Agricultural Mechanics and Metal Technologies course. To prepare for careers in agriculture, food, and natural resources, students must acquire knowledge and skills that meet entry requirements and industry expectations. To prepare for success, students need opportunities to learn, reinforce, apply, and transfer academic knowledge and technical skills in a variety of settings. This course must be taken concurrently with the corequisite course, Agriculture Mechanics and Metal Technologies. It is not a stand-alone course.	Instructional Materials - \$970 Equipment - \$5,400 Supplies - \$2,500
Honors Agricultural Mechanics and Metal Technologies/ Laboratory Field Experience AB				Students will have the opportunity to earn an industry certification at the end of the course sequence.	<u>Total Costs - \$8,870</u> CTE will pay for all costs
Engineering Mathematics	1	10 – 12	David Saenz Lori Reyes	Students will solve and model design problems. Students will use a variety of mathematical methods and models to represent and analyze problems that represent a range of real-world engineering applications, such as robotics, data acquisition, spatial applications, electrical measurement, manufacturing processes, materials engineering, mechanical drives, pneumatics, process control systems, quality control, and computer programming	Supplies - \$3,750
Honors Engineering Mathematics					<u>Total Costs - \$3,750</u> CTE will pay for all costs

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Engineering Science  Honors Engineering Science	1	9 – 12	David Saenz Lori Reyes	Students will be exposed to major concepts and technologies that they will encounter in a postsecondary program of study in any engineering domain. Students will have an opportunity to investigate engineering and high-tech careers. In Engineering Science, students will employ science, technology, engineering, and mathematical concepts in the solution of real-world challenge situations. Students will develop problem-solving skills and apply their knowledge of research and design to create solutions to various challenges. Students will also learn how to document their work and communicate their solutions to their peers and members of their professional community.	Supplies - \$3,750  <u>Total Costs - \$3,750</u>  CTE will pay for all costs
Dual Credit Health Science Practicum: Central Sterile Processing 161	2	12	David Saenz Lori Reyes	This practicum is designed to give students practical application of previously studied knowledge and skills. In this double-period course, students will gain knowledge and skills to pursue a certification as a Central Sterile Processing Technician. Practicum experiences can occur in a variety of locations appropriate to the nature and level of experience. Sterile processing technicians are trained healthcare workers who use their specialized skills and knowledge to clean and sterilize medical instruments, equipment, and supplies. In this course, students will document technical knowledge and skills in an updated professional portfolio that includes technical skill competencies; licensures or certifications, awards, and scholarships and extended learning experiences, such as community service and active participation in career and technical student organizations and professional organizations.	Instructional Materials - \$6,000 Certification Costs - \$3,000  <u>Total Costs - \$9,000</u>  CTE will pay for all costs

**NEW COURSE REQUESTS FOR THE 2019 – 2020 SCHOOL YEAR**

PROPOSED COURSE	CREDIT	GRADE PLACEMENT	CONTACT PERSON(S)	DISCUSSION	COST/FUNDING SOURCE
Foundations of Energy	1	9 - 10	David Saenz Lori Reyes	This is an Innovative Course and will require TEA approval after FWISD Board approval. There is not currently a TEA course that addresses the necessary content and skills required for an Electrical Technology pathway. FWISD is starting a PTECH Academy in 2019-20 partnered with Oncor and this course will meet the necessary requirements for the introductory course.	Instructional Materials – \$13,350 Supplies - \$2,000
Honors Foundations of Energy				This course provides an overview of renewable and nonrenewable energy resources reflecting how energy impacts the environment and the economy from regional, state, national, and global perspectives. Students will explore careers in electrical technology, lineman repair, and renewable energy. Extensive hands-on laboratory activities will be performed in this course.	<u>Total Costs - \$15,350</u> CTE will pay for all costs

26

Fine Arts	\$ 12,511.60
Mathematics	\$ 3,120.00
CTE	<u>\$168,610.00</u>
<u>Total</u>	<u>\$184,241.60</u>

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE THE QUARTERLY INVESTMENT REPORT FOR THE PERIOD: APRIL 1, 2018 - JUNE 30, 2018**

**BACKGROUND:**

A written investment report must be presented to the Fort Worth ISD Board of Education and the Superintendent not less than quarterly reflecting the investment transactions of the District in accordance with CDA (LEGAL). The report for the period April 1, 2018 – June 30, 2018, contains all of the reporting requirements as outlined in Section 2256.023 of the Texas Government Code. Interest earnings for the period April 1, 2018 – June 30, 2018, totaled \$2,825,391.72. All investments met the District's investment strategies and policies, with the District's primary goal being safety of investments and then liquidity of the investments.

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve The Quarterly Investment Report For The Period: April 1, 2018 – June 30, 2018
2. Decline to Approve The Quarterly Investment Report For The Period: April 1, 2018 – June 30, 2018
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve The Quarterly Investment Report For The Period: April 1, 2018 – June 30, 2018

**FUNDING SOURCE**

*Additional Details*

No Cost

Not Applicable

**COST:**

No Cost

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

None

**RATIONALE:**

Review and approval of the District's Quarterly Investment Report is required pursuant to Policy CDA (LEGAL).

**INFORMATION SOURCE:**

Elsie Schiro  
Tonya Wright

# Fort Worth Independent School District

## Quarterly Investment Report

April 1, 2018 – June 30, 2018



Dunbar High School Pyramid

Published July 30, 2018

**Ms. Elsie I. Schiro**

Chief Financial Officer

**Ms. Gloria Bey, CPA**  
Controller

**Ms. Tonya D. Wright**  
Treasurer



**Fort Worth**  
INDEPENDENT SCHOOL DISTRICT





**FORT WORTH INDEPENDENT SCHOOL DISTRICT**  
**Quarterly Investment Report**  
**04/01/2018 - 06/30/2018**

**Investment Officer's Certification**

This report is prepared for the Fort Worth Independent School District (the "District") in accordance with Chapter 2256 of the Public Funds Investment Act (PFIA). Section 2256.023(a) of the PFIA states that "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the District's Investment Officers and includes the disclosures required in the PFIA. Market prices were obtained from the Custodial Bank, JP Morgan Chase.

The investment portfolio complied with the PFIA and the District's approved Investment Policy and Strategy throughout the period. All investment transactions made in the following portfolio during the period were made on behalf of the District and were in full compliance with PFIA and the District's approved Investment Policy.

Total Rate of Return: 2.11%  
 Interest Earned During the Period: \$2,825,391.72  
 Interest Earned Fiscal Year to Date: \$7,789,333.61

Portfolio Name	Face Amount/Shares	Market Value	Book Value	% of Portfolio	YTM @ Cost	Days To Maturity
CIP-2007 Bond Fund	997,171.51	997,171.51	997,171.51	0.17	2.22	1
CIP-2013 BOND	179,696,821.37	179,648,290.37	179,674,927.61	31.38	2.13	20
CIP-2017 BOND FUND	186,818,613.69	186,839,879.94	186,841,815.20	32.62	2.17	7
Food Service Fund	1,449,525.40	1,449,525.40	1,449,525.40	0.25	1.60	58
General Operating Fund	144,131,259.58	144,051,924.38	144,097,697.25	25.17	2.07	67
Interest & Sinking / Debt Service Fund	48,945,228.26	48,847,753.81	48,856,553.33	8.55	1.89	141
Internal Finance Fund	3,517,933.11	3,517,933.11	3,517,933.25	0.61	2.02	93
Scholarships	887,829.43	908,510.57	909,063.54	0.16	2.21	348
TRE FUND	6,268,718.32	6,268,718.32	6,268,718.32	1.09	2.11	1
<b>Total / Average</b>	<b>572,713,100.67</b>	<b>572,529,707.41</b>	<b>572,613,405.41</b>	<b>100.00</b>	<b>2.10</b>	<b>39</b>

06

Elsie I. Schiro  
 Ms. Elsie I. Schiro, Chief Financial Officer

8/1/18  
 Date

Gloria Bey  
 Ms. Gloria Bey, Controller

1/30/18  
 Date

Tonya D. Wright  
 Ms. Tonya D. Wright, Treasurer

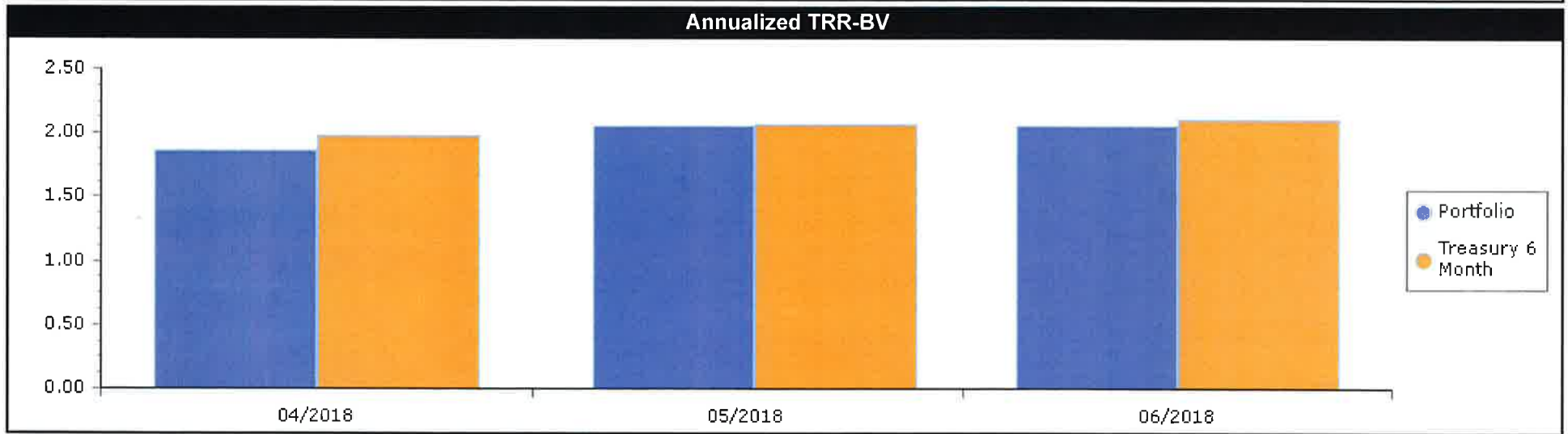
7/30/18  
 Date



## Fort Worth Independent School District Total Rate of Return - Book Value by Month All Portfolios

Begin Date: 4/30/2018, End Date: 6/30/2018

Month	Beginning BV + Accrued Interest	Interest Earned During Period-BV	Realized Gain/Loss-BV	Investment Income-BV	Average Capital Base-BV	TRR-BV	Annualized TRR-BV	Treasury 6 Month
4/30/2018	508,552,551.64	754,565.37	0.00	754,565.37	490,707,765.92	0.15	1.86	1.98
5/31/2018	470,330,739.10	1,058,964.13	0.00	1,058,964.13	626,921,525.69	0.17	2.05	2.07
6/30/2018	608,162,896.11	1,011,862.22	0.00	1,011,862.22	597,989,922.34	0.17	2.05	2.11



Interest Earned During Period-BV/Quarterly Total: \$2,825,391

Total Rate of Return: US Treasury 1 Year: 2.33

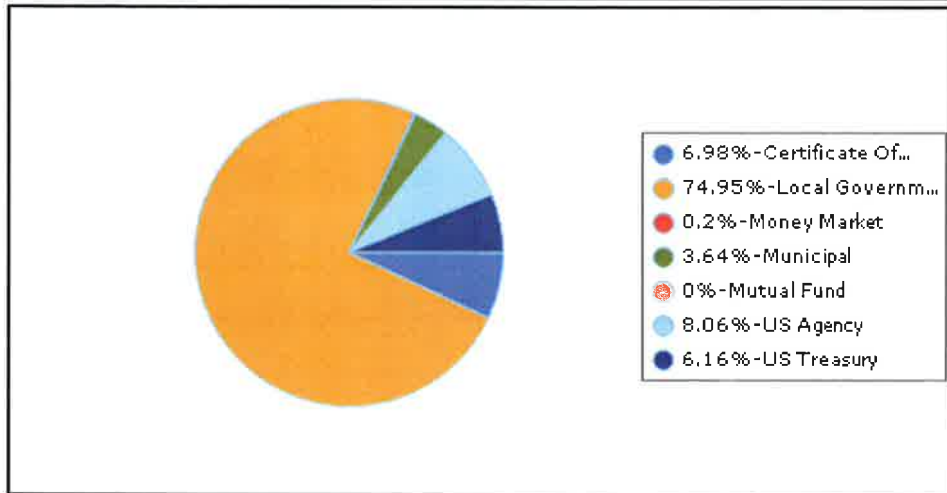


## Fort Worth Independent School District Distribution by Security Sector - Book Value All Portfolios

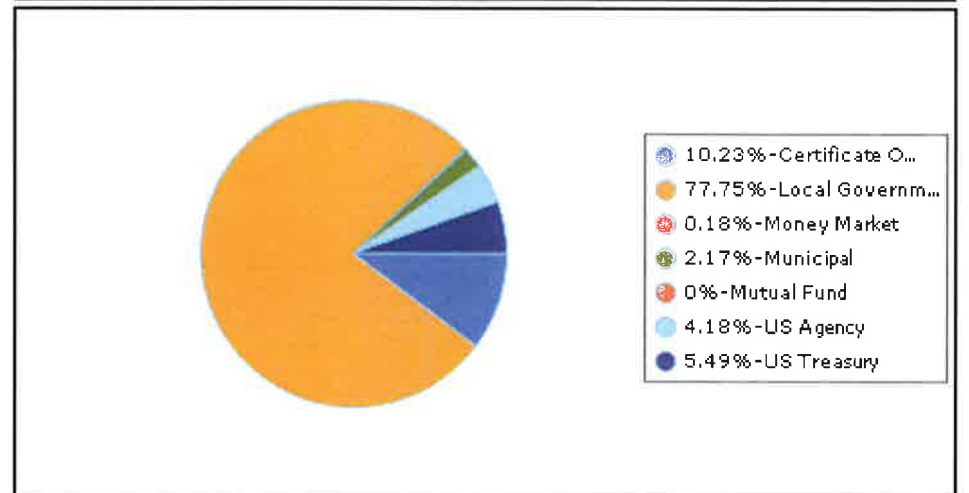
Begin Date: 3/31/2018, End Date: 6/30/2018

Security Sector Allocation				
Security Sector	Book Value 3/31/2018	% of Portfolio 3/31/2018	Book Value 6/30/2018	% of Portfolio 6/30/2018
Certificate Of Deposit	35,463,988.14	6.98	58,556,891.21	10.23
Local Government Investment Pool	380,929,884.91	74.95	445,235,048.69	77.75
Money Market	1,019,737.94	0.20	1,023,949.02	0.18
Municipal	18,525,765.34	3.64	12,429,234.66	2.17
Mutual Fund	23,446.00	0.00	23,446.00	0.00
US Agency	40,968,398.34	8.06	23,922,087.95	4.18
US Treasury	31,326,408.04	6.16	31,422,747.88	5.49
Total / Average	508,257,628.71	100.00	572,613,405.41	100.00

**Portfolio Holdings as of 3/31/2018**



**Portfolio Holdings as of 6/30/2018**



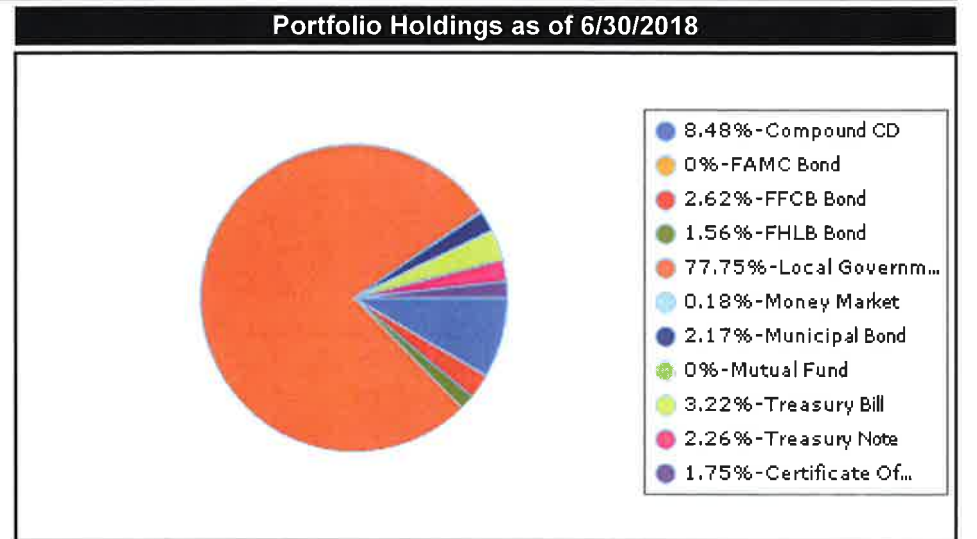
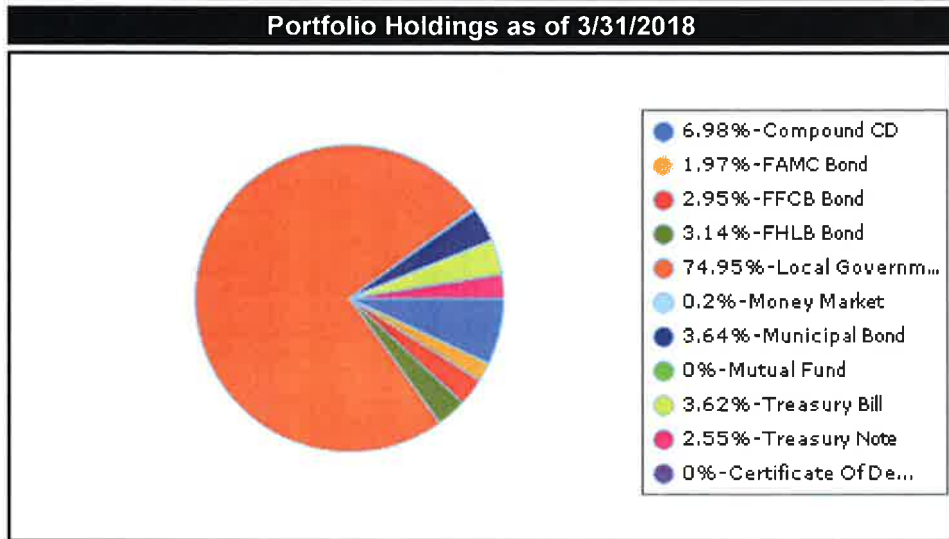


## Fort Worth Independent School District Distribution by Security Type - Book Value All Portfolios

Begin Date: 3/31/2018, End Date: 6/30/2018

Security Type Allocation				
Security Type	Book Value 3/31/2018	% of Portfolio 3/31/2018	Book Value 6/30/2018	% of Portfolio 6/30/2018
Compound CD	35,463,988.14	6.98	48,556,891.21	8.48
FAMC Bond	10,000,000.00	1.97	0.00	0.00
FFCB Bond	14,997,336.45	2.95	14,998,062.15	2.62
FHLB Bond	15,971,061.89	3.14	8,924,025.80	1.56
Local Government Investment Pool	380,929,884.91	74.95	445,235,048.69	77.75
Money Market	1,019,737.94	0.20	1,023,949.02	0.18
Municipal Bond	18,525,765.34	3.64	12,429,234.66	2.17
Mutual Fund	23,446.00	0.00	23,446.00	0.00
Treasury Bill	18,387,913.12	3.62	18,465,775.00	3.22
Treasury Note	12,938,494.92	2.55	12,956,972.88	2.26
Certificate Of Deposit	0.00	0.00	10,000,000.00	1.75
<b>Total / Average</b>	<b>508,257,628.71</b>	<b>100.00</b>	<b>572,613,405.41</b>	<b>100.00</b>

66



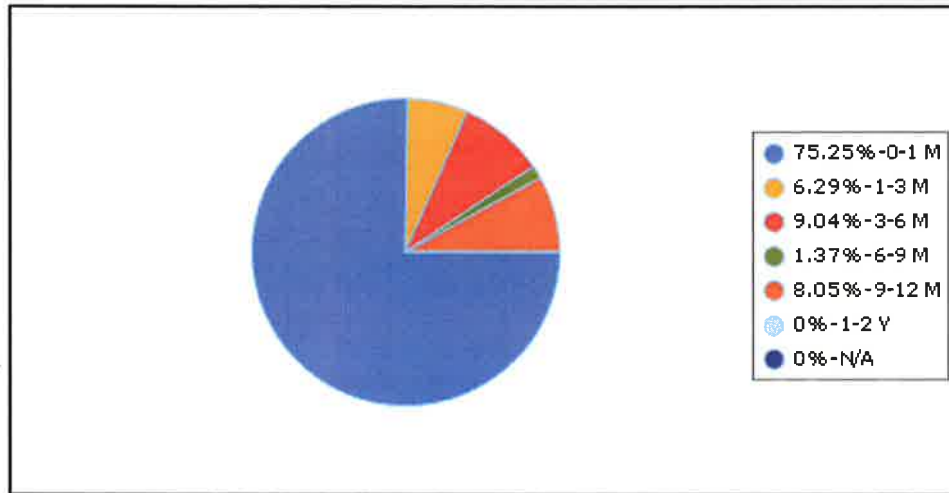


## Fort Worth Independent School District Distribution by Maturity Range - Market Value All Portfolios

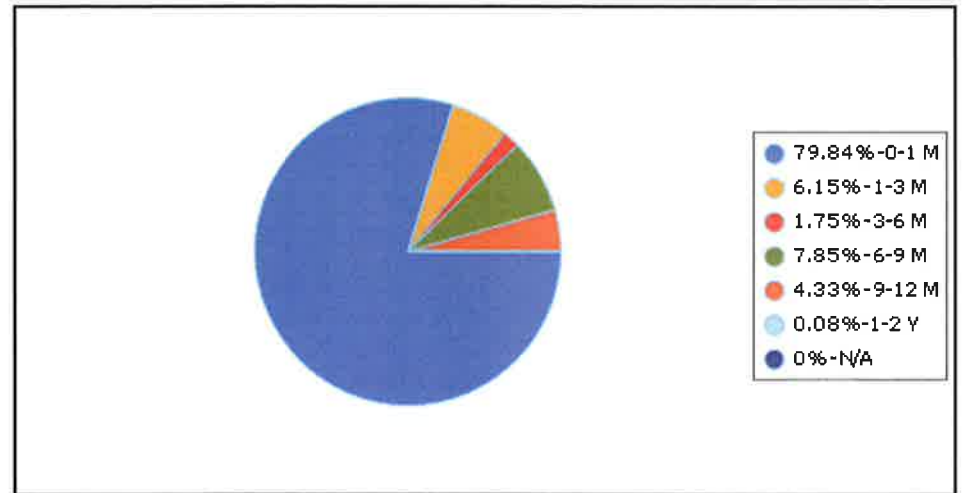
Begin Date: 3/31/2018, End Date: 6/30/2018

Maturity Range Allocation				
Maturity Range	Market Value 3/31/2018	% of Portfolio 3/31/2018	Market Value 6/30/2018	% of Portfolio 6/30/2018
0-1 Month	382,361,646.32	75.25	457,102,644.22	79.84
1-3 Months	31,954,570.30	6.29	35,238,539.09	6.15
3-6 Months	45,921,159.28	9.04	9,993,708.87	1.75
6-9 Months	6,973,945.30	1.37	44,924,887.50	7.85
9-12 Months	40,896,755.10	8.05	24,795,057.22	4.33
1-2 Years	0.00	0.00	451,977.48	0.08
N/A	23,136.34	0.00	22,893.03	0.00
<b>Total / Average</b>	<b>508,131,212.64</b>	<b>100.00</b>	<b>572,529,707.41</b>	<b>100.00</b>

**Portfolio Holdings as of 3/31/2018**



**Portfolio Holdings as of 6/30/2018**





## Fort Worth Independent School District Distribution by Issuer - Market Value

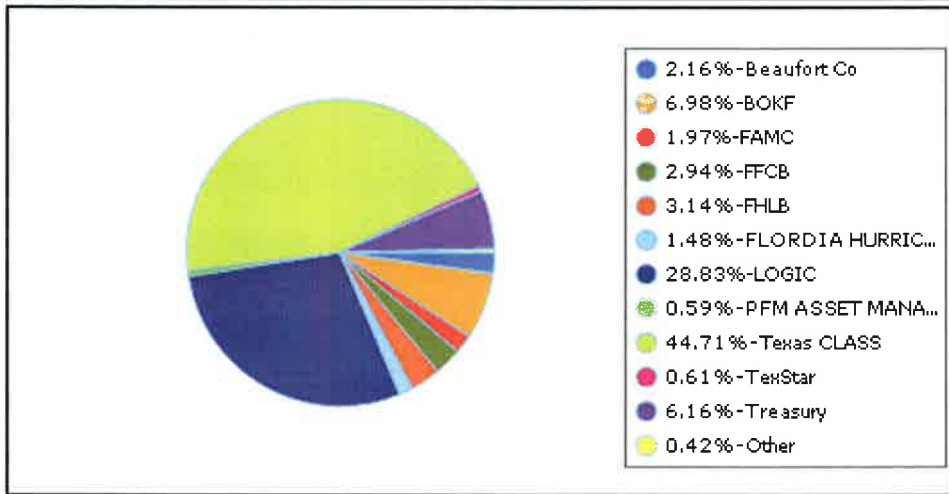
All Portfolios

Begin Date: 3/31/2018, End Date: 6/30/2018

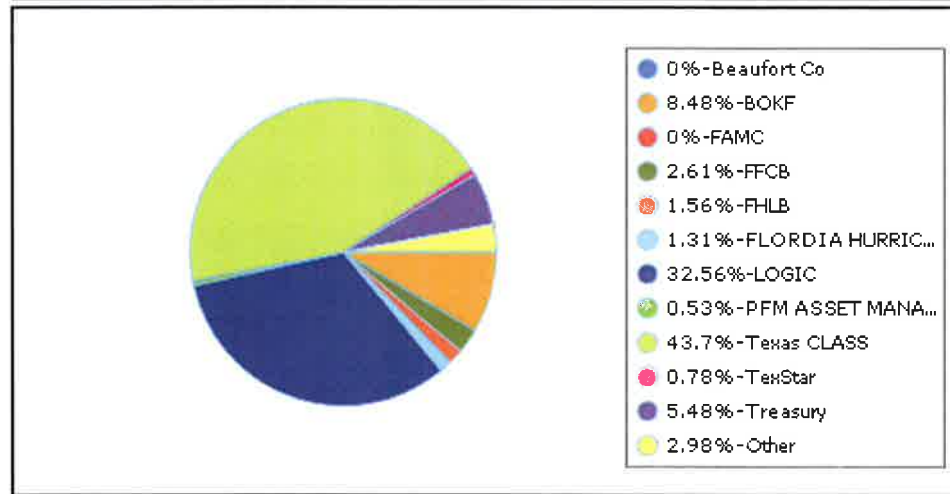
Issuer Allocation				
Issuer	Market Value 3/31/2018	% of Portfolio 3/31/2018	Market Value 6/30/2018	% of Portfolio 6/30/2018
Beaufort Co	10,978,990.00	2.16	0.00	0.00
BOKF	35,463,988.14	6.98	48,556,891.07	8.48
FAMC	9,984,784.00	1.97	0.00	0.00
FFCB	14,952,004.01	2.94	14,952,693.00	2.61
FHLB	15,952,860.30	3.14	8,908,478.00	1.56
FLORDIA HURRICANE	7,524,361.60	1.48	7,520,000.00	1.31
LOGIC	146,515,823.49	28.83	186,442,428.63	32.56
PFM ASSET MANAGEMENT	3,021,343.98	0.59	3,034,551.25	0.53
Texas CLASS	227,207,207.00	44.71	250,205,488.80	43.70
TexStar	3,107,057.74	0.61	4,469,463.03	0.78
Treasury	31,301,465.40	6.16	31,403,243.35	5.48
Other	2,121,326.98	0.42	17,036,470.28	2.98
<b>Total / Average</b>	<b>508,131,212.64</b>	<b>100.00</b>	<b>572,529,707.41</b>	<b>100.00</b>

101

**Portfolio Holdings as of 3/31/2018**



**Portfolio Holdings as of 6/30/2018**



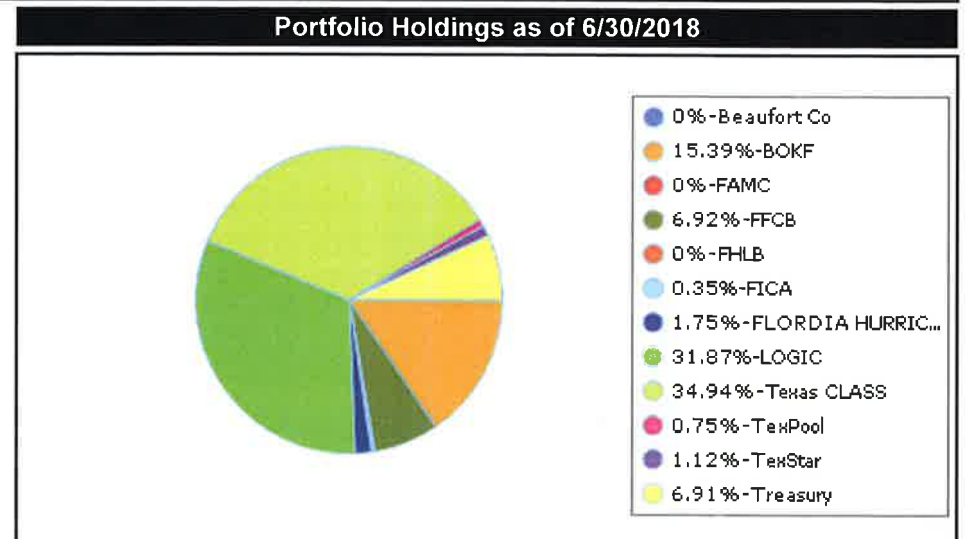
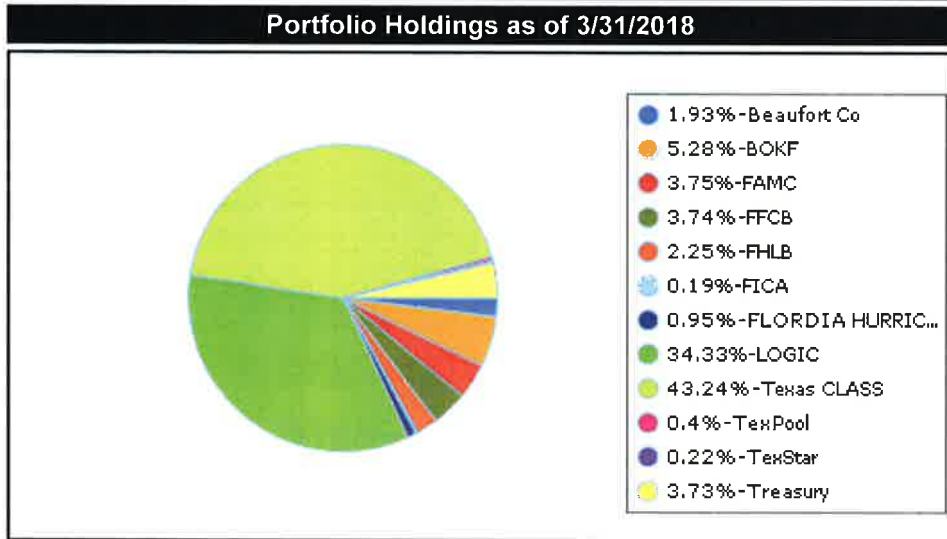


## Fort Worth Independent School District Distribution by Issuer - Market Value General Operating Fund

Begin Date: 3/31/2018, End Date: 6/30/2018

Issuer Allocation				
Issuer	Market Value 3/31/2018	% of Portfolio 3/31/2018	Market Value 6/30/2018	% of Portfolio 6/30/2018
Beaufort Co	5,140,163.50	1.93	0.00	0.00
BOKF	14,070,004.55	5.28	22,163,976.53	15.39
FAMC	9,984,784.00	3.75	0.00	0.00
FFCB	9,968,002.67	3.74	9,968,462.00	6.92
FHLB	5,994,979.80	2.25	0.00	0.00
FICA	508,230.43	0.19	510,329.21	0.35
FLORDIA HURRICANE	2,521,461.60	0.95	2,520,000.00	1.75
LOGIC	91,507,448.48	34.33	45,909,353.34	31.87
Texas CLASS	115,249,645.49	43.24	50,337,349.16	34.94
TexPool	1,078,452.70	0.40	1,083,116.98	0.75
TexStar	583,508.98	0.22	1,607,134.36	1.12
Treasury	9,941,836.00	3.73	9,952,202.80	6.91
Total / Average	266,548,518.20	100.00	144,051,924.38	100.00

102



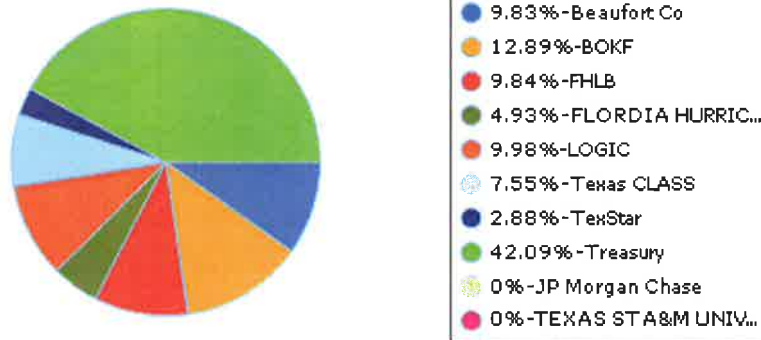


## Fort Worth Independent School District Distribution by Issuer - Market Value Interest & Sinking / Debt Service Fund

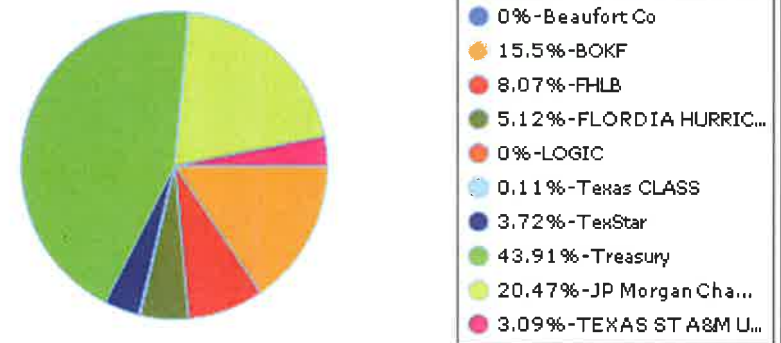
Begin Date: 3/31/2018, End Date: 6/30/2018

Issuer Allocation				
Issuer	Market Value 3/31/2018	% of Portfolio 3/31/2018	Market Value 6/30/2018	% of Portfolio 6/30/2018
Beaufort Co	4,990,450.00	9.83	0.00	0.00
BOKF	6,541,481.50	12.89	7,573,841.97	15.50
FHLB	4,995,816.50	9.84	3,941,240.00	8.07
FLORDIA HURRICANE	2,501,450.00	4.93	2,500,000.00	5.12
LOGIC	5,063,850.01	9.98	727.60	0.00
Texas CLASS	3,833,240.94	7.55	51,823.51	0.11
TexStar	1,460,873.82	2.88	1,818,835.18	3.72
Treasury	21,359,629.40	42.09	21,451,040.55	43.91
JP Morgan Chase	0.00	0.00	10,000,000.00	20.47
TEXAS ST A&M UNIVERSITY	0.00	0.00	1,510,245.00	3.09
<b>Total / Average</b>	<b>50,746,792.17</b>	<b>100.00</b>	<b>48,847,753.81</b>	<b>100.00</b>

**Portfolio Holdings as of 3/31/2018**



**Portfolio Holdings as of 6/30/2018**





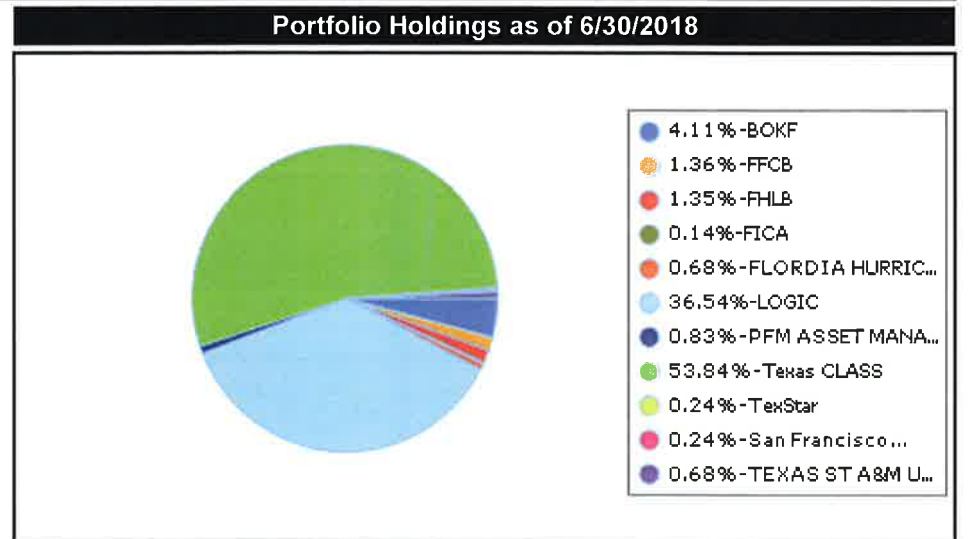
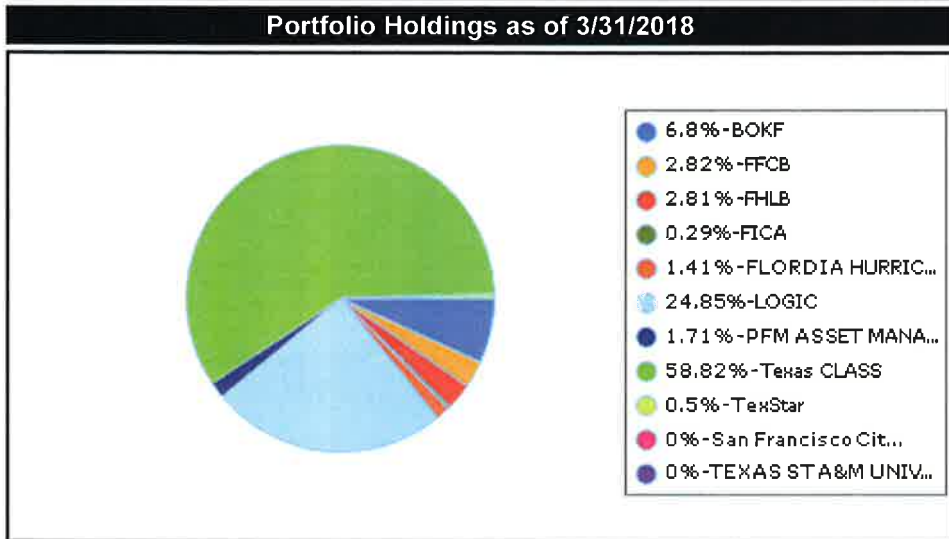


## Fort Worth Independent School District Distribution by Issuer - Market Value REPORT GROUP: BOND FUND

Begin Date: 3/31/2018, End Date: 6/30/2018

Issuer Allocation				
Issuer	Market Value 3/31/2018	% of Portfolio 3/31/2018	Market Value 6/30/2018	% of Portfolio 6/30/2018
BOKF	12,022,787.12	6.80	15,086,620.67	4.11
FFCB	4,984,001.34	2.82	4,984,231.00	1.36
FHLB	4,962,064.00	2.81	4,967,238.00	1.35
FICA	511,507.51	0.29	513,619.81	0.14
FLORDIA HURRICANE	2,501,450.00	1.41	2,500,000.00	0.68
LOGIC	43,934,681.75	24.85	134,287,421.26	36.54
PFM ASSET MANAGEMENT	3,021,343.98	1.71	3,034,551.25	0.83
Texas CLASS	103,990,601.84	58.82	197,836,378.37	53.84
TexStar	875,237.50	0.50	879,015.21	0.24
San Francisco City	0.00	0.00	879,191.25	0.24
TEXAS ST A&M UNIVERSITY	0.00	0.00	2,517,075.00	0.68
Total / Average	176,803,675.04	100.00	367,485,341.82	100.00

104





## Fort Worth Independent School District Portfolio Holdings by Portfolio Name All Portfolios

Date: 6/30/2018

Description	Face Amount / Shares	Settlement Date	Cost Value	Market Price	Market Value	% Portfolio	Credit Rating	Days To Call/Maturity
CUSIP		YTM @ Cost	Book Value	YTM @ Market	Accrued Interest	Unre. Gain/Loss	Credit Rating	Duration To Maturity
<b>CIP-2007 Bond Fund</b>								
Texas CLASS LGIP		5/31/2010	997,171.51	100.00	997,171.51	0.17%	S&P-AA+	1
TXCLASS0004	997,171.51	2.22	997,171.51	2.22		0.00	NR	0
			<b>997,171.51</b>		<b>997,171.51</b>	<b>0.17%</b>		<b>1</b>
<b>Sub Total CIP-2007 Bond Fund</b>	<b>997,171.51</b>	<b>2.22</b>	<b>997,171.51</b>	<b>2.22</b>		<b>0.00</b>		<b>0</b>
<b>CIP-2013 BOND</b>								
BOKF 1.66 7/26/2018		1/25/2018	3,021,496.82	100.00	3,021,496.82	0.53%	NR	26
CDARS1076	3,021,496.82	1.66	3,021,496.82	1.66	0.00	0.00	NR	0.07
BOKF 1.8 8/30/2018		3/1/2018	9,054,309.58	100.00	9,054,309.58	1.58%	NR	61
CDARS4003	9,054,309.58	1.80	9,054,309.58	1.80	0.00	0.00	NR	0.16
BOKF 1.99 10/25/2018		4/26/2018	3,010,814.27	100.00	3,010,814.27	0.53%	NR	117
CDARS8562	3,010,814.27	1.99	3,010,814.27	1.99	0.00	0.00	NR	0.32
FFCB 1.88 2/28/2019		1/29/2018	4,998,950.00	99.68	4,984,231.00	0.87%	Moodys-Aaa	243
3133EJAS8	5,000,000.00	1.89	4,999,354.05	2.36	31,333.33	-15,123.05	S&P-AA+	0.66
FHLB 1.375 3/18/2019		2/1/2018	4,966,589.50	99.34	4,967,238.00	0.87%	S&P-AA+	261
3130AAXX1	5,000,000.00	1.98	4,978,731.36	2.30	19,479.17	-11,493.36	Moodys-Aaa	0.71
FICA MM		9/10/2015	513,619.81	100.00	513,619.81	0.09%	NR	1
MM9057-CIP2013	513,619.81	1.74	513,619.81	1.74		0.00	NR	0
FLORDIA HURRICANE 2.107 7/1/2018		2/7/2018	2,503,000.00	100.00	2,500,000.00	0.44%	S&P-AA	1
34074GDG6	2,500,000.00	1.80	2,500,020.83	2.09	26,191.18	-20.83	Moodys-Aa3	0
LOGIC LGIP		9/18/2014	44,156,477.28	100.00	44,156,477.28	7.71%	NR	1
LOGIC13002	44,156,477.28	2.11	44,156,477.28	2.11		0.00	NR	0
PFM ASSET MANAGEMENT LGIP		10/20/2016	3,034,551.25	100.00	3,034,551.25	0.53%	NR	1
1265-01	3,034,551.25	1.85	3,034,551.25	1.85		0.00	NR	0
Texas CLASS LGIP		12/1/2016	1,020,468.20	100.00	1,020,468.20	0.18%	NR	1
TXCLASS4001	1,020,468.20	2.01	1,020,468.20	2.01		0.00	NR	0



## Fort Worth Independent School District Portfolio Holdings by Portfolio Name All Portfolios

Date: 6/30/2018

Description CUSIP	Face Amount / Shares	Settlement Date YTM @ Cost	Cost Value Book Value	Market Price YTM @ Market	Market Value Accrued Interest	% Portfolio Unre. Gain/Loss	Credit Rating Credit Rating	Days To Call/Maturity Duration To Maturity
Texas CLASS LGIP TXCLASS0007	102,506,068.95	4/14/2014 2.22	102,506,068.95	100.00 2.22	102,506,068.95	17.9% 0.00	S&P-AA+ NR	1 0
TexStar LGIP TEXSTAR20130	879,015.21	2/20/2014 1.83	879,015.21	100.00 1.83	879,015.21	0.15% 0.00	S&P-AA+ NR	1 0
<b>Sub Total CIP-2013 BOND</b>	<b>179,696,821.37</b>	<b>2.13</b>	<b>179,674,927.61</b>	<b>2.15</b>	<b>179,648,290.37</b> <b>77,003.68</b>	<b>31.38%</b> <b>-26,637.24</b>		<b>20</b> <b>0.05</b>
<b>CIP-2017 BOND FUND</b>								
LOGIC LGIP LOGIC13006	90,130,943.98	5/2/2018 2.11	90,130,943.98	100.00 2.11	90,130,943.98	15.74% 0.00	NR NR	1 0
San Francisco City 3 6/15/2019 7976462R6	875,000.00	5/23/2018 2.40	880,451.25 879,917.36	100.48 2.49	879,191.25 2,697.92	0.15% -726.11	S&P-AA+ Moody's-Aaa	350 0.95
Texas CLASS LGIP TXCLASS0009	93,312,669.71	5/4/2018 2.22	93,312,669.71	100.00 2.22	93,312,669.71	16.3% 0.00	NR NR	1 0
TEXAS ST A&M UNIVERSITY 3.253 5/15/2019 88213AJV8	2,500,000.00	5/11/2018 2.40	2,521,150.00 2,518,284.15	100.68 2.46	2,517,075.00 10,165.62	0.44% -1,209.15	S&P-AAA Moody's-Aaa	319 0.87
<b>Sub Total CIP-2017 BOND FUND</b>	<b>186,818,613.69</b>	<b>2.17</b>	<b>186,841,815.20</b>	<b>2.17</b>	<b>186,839,879.94</b> <b>12,863.54</b>	<b>32.63%</b> <b>-1,935.26</b>		<b>7</b> <b>0.02</b>
<b>Food Service Fund</b>								
BOKF 1.33 9/20/2018 CDARS7935	1,017,239.93	9/21/2017 1.33	1,017,239.93	100.00 1.33	1,017,239.93 0.00	0.18% 0.00	NR NR	82 0.22
Texas CLASS LGIP TXCLASS0002	431,294.62	2/14/2012 2.22	431,294.62	100.00 2.22	431,294.62	0.08% 0.00	S&P-AA+ NR	1 0
TexStar LGIP TEXSTAR15580	990.85	5/31/2010 1.83	990.85	100.00 1.83	990.85	0% 0.00	S&P-AA+ NR	1 0
<b>Sub Total Food Service Fund</b>	<b>1,449,525.40</b>	<b>1.60</b>	<b>1,449,525.40</b>	<b>1.60</b>	<b>1,449,525.40</b> <b>0.00</b>	<b>0.26%</b> <b>0.00</b>		<b>58</b> <b>0.15</b>
<b>General Operating Fund</b>								

106



## Fort Worth Independent School District Portfolio Holdings by Portfolio Name All Portfolios

Date: 6/30/2018

Description	Face Amount / Shares	Settlement Date	Cost Value	Market Price	Market Value	% Portfolio	Credit Rating	Days To Call/Maturity
CUSIP		YTM @ Cost	Book Value	YTM @ Market	Accrued Interest	Unre. Gain/Loss	Credit Rating	Duration To Maturity
BOKF 1.33 9/20/2018 CDARS7919	3,051,719.78	9/21/2017 1.33	3,051,719.78	100.00 1.33	3,051,719.78 0.00	0.53% 0.00	NR NR	82 0.22
BOKF 1.83 1/24/2019 CDARS1467	6,047,414.29	1/25/2018 1.83	6,047,414.29	100.00 1.83	6,047,414.29 0.00	1.06% 0.00	NR NR	208 0.56
BOKF 2 2/28/2019 CDARS4046	5,033,536.16	3/1/2018 2.00	5,033,536.16	100.00 2.00	5,033,536.16 0.00	0.88% 0.00	NR NR	243 0.66
BOKF 2.16 4/25/2019 CDARS8538	8,031,306.30	4/26/2018 2.16	8,031,306.30	100.00 2.16	8,031,306.30 0.00	1.4% 0.00	NR NR	299 0.81
FFCB 1.88 2/28/2019 3133EJAS8	10,000,000.00	1/29/2018 1.89	9,997,900.00 9,998,708.10	99.68 2.36	9,968,462.00 62,666.67	1.75% -30,246.10	Moody's-Aaa S&P-AA+	243 0.66
FICA MM MM9057-GO	510,329.21	2/8/2016 1.74	510,329.21	100.00 1.74	510,329.21	0.09% 0.00	NR NR	1 0
FLORDIA HURRICANE 2.107 7/1/2018 34074GDG6	2,520,000.00	2/7/2018 1.80	2,523,024.00 2,520,021.00	100.00 2.09	2,520,000.00 26,400.71	0.44% -21.00	S&P-AA Moody's-Aa3	1 0
LOGIC LGIP LOGIC13001	45,909,353.34	9/25/2014 2.11	45,909,353.34	100.00 2.11	45,909,353.34	8.02% 0.00	NR NR	1 0
Texas CLASS LGIP TXCLASS0001	50,337,349.16	5/31/2010 2.22	50,337,349.16	100.00 2.22	50,337,349.16	8.79% 0.00	S&P-AA+ NR	1 0
TexPool LGIP TEXPOOL00001	1,083,116.98	6/30/2010 1.81	1,083,116.98	100.00 1.81	1,083,116.98	0.19% 0.00	S&P-AA+ NR	1 0
TexStar LGIP TEXSTAR11110	1,607,134.36	5/31/2010 1.83	1,607,134.36	100.00 1.83	1,607,134.36	0.28% 0.00	S&P-AA+ NR	1 0
T-Note 1.125 2/28/2019 912828W30	6,000,000.00	2/1/2018 1.95	5,947,908.47 5,967,708.57	99.27 2.24	5,955,937.20 22,377.72	1.04% -11,771.37	S&P-AAA Moody's-Aaa	243 0.67
T-Note 1.75 10/31/2018 912828RP7	4,000,000.00	2/1/2018 1.75	4,000,000.00	99.91 2.03	3,996,265.60 11,603.26	0.7% -3,734.40	Moody's-Aaa None	123 0.33

107



## Fort Worth Independent School District Portfolio Holdings by Portfolio Name All Portfolios

Date: 6/30/2018

Description CUSIP	Face Amount / Shares	Settlement Date YTM @ Cost	Cost Value Book Value	Market Price YTM @ Market	Market Value Accrued Interest	% Portfolio Unre. Gain/Loss	Credit Rating Credit Rating	Days To Call/Maturity Duration To Maturity
			144,080,092.05		144,051,924.38	25.17%		67
<b>Sub Total General Operating Fund</b>	<b>144,131,259.58</b>	<b>2.07</b>	<b>144,097,697.25</b>	<b>2.13</b>	<b>123,048.36</b>	<b>-45,772.87</b>		<b>0.18</b>
<b>Interest &amp; Sinking / Debt Service Fund</b>								
BOKF 1.33 9/20/2018		9/21/2017	2,543,099.84	100.00	2,543,099.84	0.44%	NR	82
CDARS8036	2,543,099.84	1.33	2,543,099.84	1.33	0.00	0.00	NR	0.22
BOKF 2 2/28/2019		3/1/2018	4,026,828.85	100.00	4,026,828.85	0.7%	NR	243
CDARS4011	4,026,828.85	2.00	4,026,828.85	2.00	0.00	0.00	NR	0.66
BOKF 2.16 4/25/2019		4/26/2018	1,003,913.28	100.00	1,003,913.28	0.18%	NR	299
CDARS8546	1,003,913.28	2.16	1,003,913.28	2.16	0.00	0.00	NR	0.81
FHLB 0 2/14/2019		5/9/2018	3,932,872.22	98.53	3,941,240.00	0.69%	NR	229
313384BW8	4,000,000.00	2.19	3,945,294.44	2.34	0.00	-4,054.44	NR	0.63
FLORDIA HURRICANE 2.107 7/1/2018		2/7/2018	2,503,000.00	100.00	2,500,000.00	0.44%	S&P-AA	1
34074GDG6	2,500,000.00	1.80	2,500,020.83	2.09	26,191.18	-20.83	Moody's-Aa3	0
JP Morgan Chase 2.13 4/9/2019		4/9/2018	10,000,000.00	100.00	10,000,000.00	1.75%	NR	283
CD549902	10,000,000.00	2.13	10,000,000.00	2.13	47,852.06	0.00	NR	0.78
LOGIC LGIP		12/2/2014	727.60	100.00	727.60	0%	NR	1
LOGIC13003	727.60	2.11	727.60	2.11	0.00	0.00	NR	0
T-Bill 0 8/9/2018		2/6/2018	18,344,276.25	99.81	18,464,411.55	3.22%	S&P-AAA	40
912796PU7	18,500,000.00	1.70	18,465,775.00	1.76	0.00	-1,363.45	Moody's-Aaa	0.11
Texas CLASS LGIP		5/31/2010	51,823.51	100.00	51,823.51	0.01%	S&P-AA+	1
TXCLASS0003	51,823.51	2.22	51,823.51	2.22	0.00	0.00	NR	0
TEXAS ST A&M UNIVERSITY 3.253 5/15/2019		5/11/2018	1,512,690.00	100.68	1,510,245.00	0.26%	S&P-AAA	319
88213AJV8	1,500,000.00	2.40	1,510,970.49	2.46	6,099.38	-725.49	Moody's-Aaa	0.87
TexStar LGIP		5/31/2010	1,818,835.18	100.00	1,818,835.18	0.32%	S&P-AA+	1
TEXSTAR33330	1,818,835.18	1.83	1,818,835.18	1.83	0.00	0.00	NR	0



## Fort Worth Independent School District Portfolio Holdings by Portfolio Name All Portfolios

Date: 6/30/2018

Description CUSIP	Face Amount / Shares	Settlement Date YTM @ Cost	Cost Value Book Value	Market Price YTM @ Market	Market Value Accrued Interest	% Portfolio Unre. Gain/Loss	Credit Rating Credit Rating	Days To Call/Maturity Duration To Maturity
T-Note 1 11/30/2018 912828U40	3,000,000.00	2/8/2018 1.86	2,979,300.47 2,989,264.31	99.55 2.07	2,986,629.00 2,459.02	0.52% -2,635.31	S&P-AAA Moody's-Aaa	153 0.42
<b>Sub Total Interest &amp; Sinking / Debt Service Fund</b>	<b>48,945,228.26</b>	<b>1.89</b>	<b>48,717,367.20</b> <b>48,856,553.33</b>	<b>1.95</b>	<b>48,847,753.81</b> <b>82,601.64</b>	<b>8.53%</b> <b>-8,799.52</b>		<b>141</b> <b>0.39</b>
<b>Internal Finance Fund</b>								
BOKF 1.66 7/26/2018 CDARS1033	302,149.69	1/25/2018 1.66	302,149.99 302,149.83	100.00 1.66	302,149.69 0.00	0.05% -0.14	NR NR	26 0.07
BOKF 1.8 8/30/2018 CDARS4062	1,006,034.41	3/1/2018 1.80	1,006,034.41 1,006,034.41	100.00 1.80	1,006,034.41 0.00	0.18% 0.00	NR NR	61 0.16
BOKF 2.16 4/25/2019 CDARS8597	853,326.39	4/26/2018 2.16	853,326.39 853,326.39	100.00 2.16	853,326.39 0.00	0.15% 0.00	NR None	299 0.81
Texas CLASS LGIP TXCLASS0005	1,239,392.94	5/31/2010 2.22	1,239,392.94 1,239,392.94	100.00 2.22	1,239,392.94 0.00	0.22% 0.00	S&P-AA+ NR	1 0
TexStar LGIP TEXSTAR15640	117,029.68	5/31/2010 1.83	117,029.68 117,029.68	100.00 1.83	117,029.68 0.00	0.02% 0.00	S&P-AA+ NR	1 0
<b>Sub Total Internal Finance Fund</b>	<b>3,517,933.11</b>	<b>2.02</b>	<b>3,517,933.41</b> <b>3,517,933.25</b>	<b>2.02</b>	<b>3,517,933.11</b> <b>0.00</b>	<b>0.62%</b> <b>-0.14</b>		<b>93</b> <b>0.25</b>
<b>Scholarships</b>								
BOKF 1.33 9/20/2018 CDARS7978	101,724.00	9/21/2017 1.33	101,724.00 101,724.00	100.00 1.33	101,724.00 0.00	0.02% 0.00	NR NR	82 0.22
BOKF 2.425 4/23/2020 CDARS9135	451,977.48	4/26/2018 2.43	451,977.48 451,977.48	100.00 2.43	451,977.48 0.00	0.08% 0.00	NR NR	663 1.78
Nationwide-Highmark Bond HIGHMARK857	2,211.89	4/19/2002	23,446.00 23,446.00	10.35	22,893.03	0% -552.97	NR NR	
Texas CLASS LGIP TXCLASS0008	309,250.20	4/24/2014 2.22	309,250.20 309,250.20	100.00 2.22	309,250.20	0.05% 0.00	S&P-AA+ NR	1 0

109



**Fort Worth Independent School District  
Portfolio Holdings by Portfolio Name  
All Portfolios**

Date: 6/30/2018

Description	Face Amount / Shares	Settlement Date	Cost Value	Market Price	Market Value	% Portfolio	Credit Rating	Days To Call/Maturity
CUSIP		YTM @ Cost	Book Value	YTM @ Market	Accrued Interest	Unre. Gain/Loss	Credit Rating	Duration To Maturity
TexStar LGIP		5/31/2010	22,665.86	100.00	22,665.86	0%	S&P-AA+	1
TEXSTAR44440	22,665.86	1.83	22,665.86	1.83		0.00	NR	0
<b>Sub Total Scholarships</b>	<b>887,829.43</b>	<b>2.21</b>	<b>909,063.54</b>	<b>2.21</b>	<b>908,510.57</b>	<b>0.15%</b>		<b>348</b>
<b>TRE FUND</b>								
LOGIC LGIP		3/8/2018	6,244,926.43	100.00	6,244,926.43	1.09%	NR	1
LOGIC13005	6,244,926.43	2.11	6,244,926.43	2.11		0.00	NR	0
TexStar LGIP		3/8/2018	23,791.89	100.00	23,791.89	0%	None	1
TEXSTAR15650	23,791.89	1.83	23,791.89	1.83		0.00	None	0
<b>Sub Total TRE FUND</b>	<b>6,268,718.32</b>	<b>2.11</b>	<b>6,268,718.32</b>	<b>2.11</b>	<b>6,268,718.32</b>	<b>1.09%</b>		<b>1</b>
<b>TOTAL PORTFOLIO</b>	<b>572,713,100.67</b>	<b>2.10</b>	<b>572,450,447.24</b>	<b>2.13</b>	<b>572,529,707.41</b>	<b>100.00%</b>		<b>39</b>
			<b>572,613,405.41</b>		<b>295,517.22</b>	<b>-83,698.00</b>		<b>0.1</b>

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC:     APPROVE 2019 INTERNAL AUDIT PLAN**

**BACKGROUND:**

The Audit Committee has reviewed the proposed 2019 Internal Audit Plan and recommends approval of the Internal Audit Plan. The Internal Audit Plan is based upon available human and budgetary resources. The total number of hours expected to be available for audit projects was determined, then audits were selected for inclusion in the proposed plan based on input from various sources. Finally, detailed objectives for each audit were developed. The available hours, the proposed Internal Audit Plan including the budgeted hours by project, and the detailed objectives for each audit are presented in the attached support. Audits requested through the Internal Audit Committee of the Board of Education and approved by the Board will always be included in the plan.

**ALTERNATIVES:**

1. Approve the 2019 Internal Audit Plan.
2. Decline to approve 2019 Internal Audit Plan.
3. Remand to the Internal Audit Committee for further study.

**AUDIT COMMITTEE’S RECOMMENDATION:**

The Audit Committee recommends approval of the 2019 Internal Audit Plan.

**FUNDING SOURCE:**

Not applicable.

**COST:**

None.

**INFORMATION SOURCE:**

Steve Shepherd



# **FORT WORTH INDEPENDENT SCHOOL DISTRICT**

## **INTERNAL AUDIT DEPARTMENT**

### **ANNUAL INTERNAL AUDIT PLAN FOR FISCAL YEAR 2019**

#### **THE ROLE OF INTERNAL AUDITING**

Fort Worth Independent School District faces many difficult challenges. Because of the current economic conditions, one of our greatest challenges is to obtain the best possible value for the public funds that are spent. Another challenge is to educate the public of the District's accountability and its use of good management practices.

In addressing this double challenge, the role of Internal Auditing becomes more significant. Through comprehensive auditing the District can receive an objective and constructive assessment of the extent to which:

- financial, human, and physical resources are managed with due regard to economy, efficiency and effectiveness; and
- accountability relationships are reasonably served.

The concept of "accountability relationships" is based on the assumption that those who confer responsibility should expect and receive an appropriate accounting for the discharge of responsibilities conferred.

The Internal Audit Department typically performs financial, compliance and operational audits as well as special studies and investigations. However, the basis for the existence of the Internal Audit function is to serve and assist the School Board and District management in discharging their duties. As such, Internal Audit's role must be flexible to address those needs without compromising its integrity.

## **AUDIT PLAN DETAILS**

The total number of hours which we expect to be available for audit projects was determined. Audits were then selected for inclusion in the proposed plan based on input from various sources, including Board and management requests and the preliminary risk assessment which identifies about 90 auditable units in the District.

In addition to the proposed audits for which time allows, 10 additional audits were included as “contingency audits.” In the event that all audits are completed under budget and/or the event that management requests are less than the budgeted hours, the “contingency audits” are proposed to be completed.

Audits approved by the Audit Committee and the Board of Education will always be included in the plan.

## **2018 ACCOMPLISHMENTS**

Fieldwork should be completed on all completed audits by early October, and all reports should be finalized by mid-November, which allows for the 6-week time period allocated for management responses. To leverage our human resources, we used three student interns, all of which were in a Master’s degree program. We also hired 2 student interns, both of which are in a Master’s degree program.

In addition to the other operational and compliance audits, we conducted 40 campus audits through which we identified numerous improvements, including ensuring that:

- All vendor balances are properly recorded in the District’s financial system
- Accountability for student funds is accurate
- Cash is properly safeguarded and chain of custody is properly documented
- Revenues and expenditures are properly documented
- Deficit spending does not occur
- Negative balances are corrected
- Vendors are paid in full and timely
- Monthly management review occurs

We will also complete key audits of IT Warehouse and Support Contracts to complete the 2018 work plan.

## **FOR THE FUTURE**

As we have done with the campus audits, we will develop a standardized approach to each area that we audit throughout the District. We interview staff to gain an understanding of the processes involved in each operation we audit, we document the transaction flow of those processes to ensure that our understanding is correct, we analyze the processes for control points, and we test transactions to ensure that they flow as designed and that they are in compliance with all federal, state and local laws and regulations. We propose a continual presence in the three key control areas of accounts payable, purchasing and payroll which will allow us to establish reliance upon those controls and produce economies of scale for the other organizational units we audit. In addition, we will begin to progress into continuous monitoring and trend analysis in order to identify areas for future audits. We will always consider Board and management requests for audits, and we will bring them forward for approval as they develop.

We look forward to assisting the Board and District management in the future in our efforts to develop a system of internal controls which will help safeguard the District's assets.

# FORT WORTH INDEPENDENT SCHOOL DISTRICT

## 2019 INTERNAL AUDIT PLAN

NUMBER	AUDIT DESCRIPTION	HOURS
1901	CAMPUS AUDITS	2620
1902	CIP AUDITS	1190
1903	IT APPLICATION CONTROLS	400
1904	PAYROLL	500
1905	ACCOUNTS PAYABLE	300
1906	FRAUD HOTLINE	300
1907	FOLLOW-UPS	500
	BOARD AND MANAGEMENT REQUESTS	500
	TOTAL HOURS FOR AUDIT PLAN	6310

### CONTINGENCY AUDITS

STUDENT DATA INTEGRITY	CUSTODIAL SERVICES
FLEET WORK ORDER PROCESS	<del>X</del> FIXED ASSETS
TRAVEL AUTHORIZATION PROCESS	TEXTBOOK WAREHOUSE
<del>X</del> CAFETERIA COST OF SERVICE	PURCHASING
TRANSPORTATION	MAINTENANCE OVERTIME

# **FISCAL YEAR 2019**

## **ANNUAL INTERNAL AUDIT PLAN**

### **OBJECTIVES FOR INDIVIDUAL AUDITS**

#### **CAMPUS AUDITS**

- Determine compliance with Board policy, TEA guidelines and state law for student activity fund expenditures
- Ensure that funds collected by student groups are used for authorized purposes
- Reconcile campus fund balances with activity

#### **CIP AUDITS**

- Document transaction flow from invoicing to payment
- Determine the adequacy of the District's controls over costs and contract compliance for specific construction contracts
- Substantiate the accuracy of accounting for and reporting project costs
- Determine whether expenditures which exceed the base contract requirement are properly documented and approved prior to payment

#### **IT APPLICATION CONTROLS**

- Evaluate internal control effectiveness over key IT application
  - ✓ Accurate Financial Information
  - ✓ Compliance with Policies and Procedures
  - ✓ Safeguarding Assets
  - ✓ Efficient Use of Resources
  - ✓ Accomplishment of Business Objectives and Goals
- Determine that input data is accurate, complete, authorized, and correct
- Determine that data is processed as intended in an acceptable time period
- Determine that data stored is accurate and complete
- Determine that outputs are accurate and complete
- Ensure that a record is maintained that tracks the process of data input, storage and output

## **PAYROLL/OVERTIME**

- Determine that prior audit recommendations and consultant recommendations have been implemented
- Evaluate the adequacy of internal controls over establishing payroll records
- Evaluate the adequacy of internal controls over the preparation and distribution of payroll checks
- Ensure that management review of actual expenses occurs
- Evaluate the adequacy of departmental control of overtime usage for selected departments

## **ACCOUNTS PAYABLE**

- Determine that prior audit recommendations and consultant recommendations have been implemented
- Evaluate the adequacy of internal controls over the preparation and distribution of checks and electronic payments
- Ensure that management review of actual expenses occurs
- Evaluate the adequacy of departmental control over payment of vendors and payment within the confines of purchase orders

## **2019 CONTINGENCY AUDITS**

### **STUDENT DATA INTEGRITY**

- Determine that attendance data is supportable
- Ensure that attendance is taken properly
- Verify the accuracy of attendance data
- Compare enrollment to attendance

### **FLEET WORK ORDER PROCESS**

- Determine that policies, procedures and internal controls regarding the Fleet Work Orders process exist and are adequate
- Evaluate the process of assigning work to contractors versus employees
- Determine that work orders roll into the fixed asset system if appropriate
- Verify that contractor activity and service requests are adequately controlled
- Review operational practices of the Repair operation for efficiency and effectiveness, including overtime controls

### **TRAVEL AUTHORIZATION PROCESS**

- Verify that comprehensive policies and procedures governing both employee and student travel have been developed
- Ensure that transactions are accurately and promptly processed and are in compliance with established policies and procedures
- Determine whether appropriate documentation is in place to support transactions
- Evaluate whether controls are sufficient to prevent abuse of travel privileges

### **CAFETERIA COST OF SERVICE**

- Determine that school cafeterias operate efficiently
- Ensure that food and food services are properly procured at the best available prices
- Ensure that there is accountability of collections for food services
- Evaluate compliance with internal disbursement policies and procedures and federal and state regulations

## **TRANSPORTATION**

- Ensure that comprehensive policies and procedures have been established for transportation services
- Determine that the District is in compliance with all applicable regulations
- Verify that Transportation staff have the proper credentials required to perform their duties
- Determine that vehicles are accounted for and safeguarded
- Ensure that vehicles are adequately maintained and replaced according to District guidelines
- Determine that equipment and supply inventory is monitored and accurately recorded
- Verify that gasoline usage is effectively controlled and only authorized users access the facility
- Determine that bus routes and extracurricular trips are scheduled to achieve efficiency
- Ensure that transportation measures are accurately reported to the state so the District can receive all revenue due

## **CUSTODIAL SERVICES**

- Evaluate the adequacy of internal controls over custodial services
- Determine that inventory controls are adequate
- Review operational practices of the Custodial operation for efficiency and effectiveness, including overtime controls

## **FIXED ASSETS**

- Determine that comprehensive policies and procedures addressing fixed assets activities have been developed and documented
- Ensure that the District is in compliance with the established policies and TEA regulatory requirements
- Ensure that adequate internal controls have been implemented to limit exposure to unauthorized or inappropriate transactions
- Verify that transactions are processed in accordance with fixed assets guidelines and District policies and procedures



## **TEXTBOOK WAREHOUSE**

- Document the textbook inventory process internal controls
- Ensure that textbook procedures adequately protect textbook assets
- Determine the adequacy of chain of custody records for textbooks

## **PURCHASING**

- Determine the adequacy of internal controls over purchasing and contracting procedures
- Evaluate effectiveness of the Purchasing function in obtaining goods and services at the least available cost
- Evaluate the adequacy of controls over the use of purchase orders and the new purchasing card. Determine the degree of all District Departments' compliance with purchasing procedures

## **MAINTENANCE OVERTIME**

- Evaluate the adequacy of internal controls for overtime
- Ensure that management review of actual expenses occurs
- Evaluate the adequacy of departmental control of overtime usage for selected departments
- Evaluate scheduled overtime for inefficiencies

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE BUDGET AMENDMENT TRANSFERRING FUNDS TO PROGRAM CONTINGENCY FOR THE 2013 CAPITAL IMPROVEMENT PROGRAM**

**BACKGROUND:**

As projects are completed, remaining funds within the project budgets are transferred to program contingency to be used as necessary on remaining projects. The total amount to be transferred to program contingency is \$1,641,336.94.

Campus	Transfer Amount
005 – Dunbar High School	\$30,000
015 – Western Hills High School	\$100,000
016 – O.D. Wyatt High School	\$10,000
018 – Middle Level Learning Center	\$8,826
019 – Metro Opportunity High School	\$2,438
026 – Jo Kelly School	\$2,245
045 – Forest Oak Middle School	\$75,000
047 – Handley Middle School	\$8,010
049 – Kirkpatrick Middle School	\$10,019.40
051 – Meacham Middle School	\$30,000
052 – Meadowbrook Middle School	\$200,000
053 – Monnig Middle School	\$7,449
058 – W.C. Stripling Middle School	\$10,000
060 – Wedgwood Middle School	\$6,598.77
061 – Leonard Middle School	\$5,348.23
064 – Glencrest 6 <sup>th</sup> Grade	\$4,241.55
069 – McLean 6 <sup>th</sup> Grade	\$1,689.85
070 – Jean McClung Middle School	\$7,615
071 – Benbrook Middle School	61,616.43
081 – Young Women’s Leadership Academy	\$1,385.83

082 – Texas Academy of Biomedical Sciences	\$10,000
083 – Young Men’s Leadership Academy	\$27,767.67
084 – World Languages Academy	\$2,261
101 – Alice Carlson Applied Learning Center	\$2,060.90
103 – Benbrook Elementary School	\$19,000
107 – Burton Hill Elementary School	\$2,946.23
110 – Carroll Peak Elementary School	\$5,061
114 – Manuel Jara Elementary School	\$2,263
116 – Lily B. Clayton Elementary School	\$5,192.30
117 – Como Elementary School	\$54,726.66
118 – Hazel Harvey Peace Elementary School	\$2,454
120 – Rufino Mendoza Elementary School	\$40,000
122 – Diamond Hill Elementary School	\$2,405.36
124 – Maude Logan Elementary School	\$4,392
137 – Hubbard Heights Elementary School	\$3,416.10
139 – Kirkpatrick Elementary School	\$8,267.72
141 – Meadowbrook Elementary School	\$6,347.66
149 – North Hi Mount Elementary School	\$4,604.60
150 – Oakhurst Elementary School	\$46,467.70
151 – Natha Howell Elementary School	\$8,714.80
153 – A.M. Pate Elementary School	\$3,057.83
154 – M.L. Phillips Elementary School	\$350
156 – Ridglea Hills Elementary School	\$100,000
157 – Luella Merrett Elementary School	\$100,000
160 – Maudrie Walton Elementary School	\$2,218.09
161 – Sam Rosen Elementary School	\$4,272.11
166 – South Hi Mount Elementary School	\$10,000
167 – South Hills Elementary School	\$3,609
168 – Springdale Elementary School	\$3,460.86
172 – W.J. Turner Elementary School	\$3,012.46
175 – Washington Heights Elementary School	\$1,777.55
176 – Waverly Park Elementary School	\$2,008

180 – Western Hills Elementary School	\$200,000
187 – J.T. Stevens Elementary School	\$91,478.56
206 – Bill Elliott Elementary School	\$16,823
209 – Edward Briscoe Elementary School	\$24,234
221 – Western Hills Primary	\$65,357.70
222 – Clifford Davis Elementary School	\$100,000
227 – Dolores Huerta Elementary School	\$3,058
241 – New Westpark Elementary School	\$65,788.02
<b>Total</b>	<b>\$1,641,336.94</b>

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Budget Amendment Transferring Funds to Program Contingency For The 2013 Capital Improvement Program
2. Decline to Approve Budget Amendment Transferring Funds to Program Contingency For The 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Budget Amendment Transferring Funds to Program Contingency For The 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP

681-81-6629-BXX-XXX-99-000-000000

**COST:**

The adjustment of budget between school locations and program contingency will be made as indicated on the attached spreadsheet.

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program

**RATIONALE:**

The intent of this board agenda item is to present to the Board of Education the transfer of unused project funds to Program Contingency.

**INFORMATION SOURCE:**

Vicki D. Burris  
Elsie Schiro  
Danielle Aery

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/07/18	Transfer to Contingency	Revised 08/21/18
001	Amon Carter - Riverside High School	\$ 11,381,062		\$ 11,381,062
002	Arlington Heights High School	\$ 9,087,306		\$ 9,087,306
003	South Hills High School	\$ 7,942,718		\$ 7,942,718
004	Diamond Hill-Jarvis High School	\$ 7,267,723		\$ 7,267,723
005	Dunbar High School	\$ 3,971,155	(\$30,000)	\$ 3,941,155
006	Eastern Hills High School	\$ 1,750,813		\$ 1,750,813
008	North Side High School	\$ 1,476,946		\$ 1,476,946
009	Polytechnic High School	\$ 6,902,915		\$ 6,902,915
010	Paschal High School	\$ 12,697,654		\$ 12,697,654
011	Trimble Technical High School	\$ 2,485,111		\$ 2,485,111
014	Southwest High School	\$ 2,082,991		\$ 2,082,991
015	Western Hills High School	\$ 6,251,656	(\$100,000)	\$ 6,151,656
016	O.D. Wyatt High School	\$ 2,552,657	(\$10,000)	\$ 2,542,657
018	Middle Level Learning Center	\$ 84,577	(\$8,826)	\$ 75,751
019	Metro Opportunity High School	\$ 104,386	(\$2,438)	\$ 101,948
026	Jo Kelly School	\$ 98,191	(\$2,245)	\$ 95,946
042	Daggett Middle School	\$ 201,461		\$ 201,461
043	Wedgwood Sixth Grade School	\$ 3,151,821		\$ 3,151,821
044	Elder Middle School	\$ 3,594,287		\$ 3,594,287
045	Forest Oak Middle School	\$ 658,633	(\$75,000)	\$ 583,633
047	Handley Middle School	\$ 175,419	(\$8,010)	\$ 167,409
048	William James Middle School	\$ 977,827		\$ 977,827
049	Kirkpatrick Middle School	\$ 2,761,286	(\$10,019)	\$ 2,751,266
050	McLean Middle School	\$ 4,935,663		\$ 4,935,663
051	Meacham Middle School	\$ 321,596	(\$30,000)	\$ 291,596
052	Meadowbrook Middle School	\$ 1,005,246	(\$200,000)	\$ 805,246
053	Monnig Middle School	\$ 230,783	(\$7,449)	\$ 223,334
054	Morningside Middle School	\$ 2,234,747		\$ 2,234,747
056	Riverside Middle School	\$ 193,511		\$ 193,511
057	Rosemont Middle School	\$ 471,521		\$ 471,521
058	W.C. Stripling Middle School	\$ 370,880	(\$10,000)	\$ 360,880
059	J. Martin Jacquet MS	\$ 391,817		\$ 391,817
060	Wedgwood Middle School	\$ 246,477	(\$6,599)	\$ 239,878
061	Leonard Middle School	\$ 330,050	(\$5,348)	\$ 324,701
062	International Newcomer Acad / Applied Learning Academy	\$ 303,092		\$ 303,092
063	Como Montessori School	\$ 2,495,445		\$ 2,495,445
064	Glencrest 6th Grade	\$ 2,626,119	(\$4,242)	\$ 2,621,877
067	Rosemont 6th Grade	\$ 2,195,607		\$ 2,195,607
069	McLean 6th Grade	\$ 4,564,516	(\$1,690)	\$ 4,562,826
070	Jean McClung Middle School	\$ 133,464	(\$7,615)	\$ 125,849
071	Benbrook Middle School / Westpark ES (Conversion)	\$ 8,865,625	(\$61,616)	\$ 8,804,009
081	Young Women's Leadership Academy	\$ 3,284,205	(\$1,386)	\$ 3,282,820
082	Texas Academy of Biomedical Sciences	\$ 204,101	(\$10,000)	\$ 194,101
083	Young Men's Leadership Academy	\$ 5,591,999	(\$27,768)	\$ 5,564,231
084	World Language Academy	\$ 6,156	(\$2,261)	\$ 3,895
087	VPA/STEM	\$ 52,987,571		\$ 52,987,571
101	Alice Carlson Applied Learning Center	\$ 124,581	(\$2,061)	\$ 122,520
103	Benbrook Elementary School	\$ 2,647,356	(\$19,000)	\$ 2,628,356
104	Boulevard Heights Elementary School	\$ 462,801		\$ 462,801
105	West Handley Elementary School	\$ 6,204,038		\$ 6,204,038
107	Burton Hill Elementary School	\$ 123,702	(\$2,946)	\$ 120,755
110	Carroll Peak Elementary School	\$ 76,371	(\$5,061)	\$ 71,310
111	Carter Park Elementary School	\$ 2,197,638		\$ 2,197,638
114	Manuel Jara Elementary School	\$ 113,327	(\$2,263)	\$ 111,064
115	George C. Clarke Elementary School	\$ 1,714,841		\$ 1,714,841

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/07/18	Transfer to Contingency	Revised 08/21/18
116	Lily B. Clayton Elementary School	\$ 158,103	(\$5,192)	\$ 152,911
117	Como Elementary School	\$ 233,393	(\$54,727)	\$ 178,666
118	Hazel Harvey Peace Elementary School	\$ 82,514	(\$2,454)	\$ 80,060
119	E.M. Daggett Elementary School	\$ 3,070,209		\$ 3,070,209
120	Rufino Mendoza Elementary School	\$ 2,422,193	(\$40,000)	\$ 2,382,193
121	DeZavala Elementary School	\$ 3,833,265		\$ 3,833,265
122	Diamond Hill Elementary School	\$ 1,763,629	(\$2,405)	\$ 1,761,223
123	S.S. Dillow Elementary School	\$ 208,715		\$ 208,715
124	Maude I. Logan Elementary School	\$ 261,290	(\$4,392)	\$ 256,898
125	Eastern Hills Elementary School	\$ 191,230		\$ 191,230
126	East Handley Elementary School	\$ 2,345,315		\$ 2,345,315
127	Christene C. Moss Elementary School	\$ 1,876,709		\$ 1,876,709
129	John T. White Elementary School	\$ 84,752		\$ 84,752
130	Harlean Beal Elementary School	\$ 203,876		\$ 203,876
131	Rosemont Elementary School	\$ 87,811		\$ 87,811
132	Glen Park Elementary School	\$ 1,660,478		\$ 1,660,478
133	W. M. Green Elementary School	\$ 4,668,103		\$ 4,668,103
134	Greenbriar Elementary School	\$ 1,868,256		\$ 1,868,256
135	Van Zandt-Guinn Elementary School	\$ 104,439		\$ 104,439
137	Hubbard Heights Elementary School	\$ 127,052	(\$3,416)	\$ 123,636
138	H.V. Helbing Elementary	\$ 392,315		\$ 392,315
139	Milton L. Kirkpatrick Elementary School	\$ 1,919,857	(\$8,268)	\$ 1,911,589
141	Meadowbrook Elementary	\$ 115,699	(\$6,348)	\$ 109,351
143	D. McRae Elementary School	\$ 137,571		\$ 137,571
144	Mitchell Boulevard Elementary School	\$ 2,573,360		\$ 2,573,360
146	M.H. Moore Elementary School	\$ 188,193		\$ 188,193
147	Morningside Elementary School	\$ 185,734		\$ 185,734
148	Charles E. Nash Elementary School	\$ 2,309,982		\$ 2,309,982
149	North Hi Mount Elementary School	\$ 118,238	(\$4,605)	\$ 113,634
150	Oakhurst Elementary School	\$ 213,586	(\$46,468)	\$ 167,118
151	Natha Howell Elementary School	\$ 142,516	(\$8,715)	\$ 133,801
152	Oaklawn Elementary School	\$ 221,420		\$ 221,420
153	A.M. Pate Elementary School	\$ 154,566	(\$3,058)	\$ 151,508
154	M.L. Phillips Elementary School	\$ 159,573	(\$350)	\$ 159,223
156	Ridglea Hills Elementary School	\$ 2,333,018	(\$100,000)	\$ 2,233,018
157	Luella Merrett Elementary School	\$ 3,240,550	(\$100,000)	\$ 3,140,550
159	Versia L. Williams Elementary School	\$ 2,801,931		\$ 2,801,931
160	Maudrie M. Walton Elementary School	\$ 142,839	(\$2,218)	\$ 140,621
161	Sam Rosen Elementary School	\$ 1,907,868	(\$4,272)	\$ 1,903,596
162	Sagamore Hill Elementary School	\$ 206,625		\$ 206,625
163	Bruce Shulkey Elementary School	\$ 560,493		\$ 560,493
165	R.J. Wilson Elementary School	\$ 1,405,234		\$ 1,405,234
166	South Hi Mount Elementary School	\$ 227,889	(\$10,000)	\$ 217,889
167	South Hills Elementary School	\$ 136,932	(\$3,609)	\$ 133,323
168	Springdale Elementary School	\$ 3,430,289	(\$3,461)	\$ 3,426,828
169	Sunrise-McMillan Elementary School	\$ 2,431,493		\$ 2,431,493
171	Tanglewood Elementary School	\$ 7,118,771		\$ 7,118,771
172	W.J. Turner Elementary School	\$ 209,058	(\$3,012)	\$ 206,046
175	Washington Heights Elementary School (New)	\$ 13,610,142	(\$1,778)	\$ 13,608,364
176	Waverly Park Elementary School	\$ 298,687	(\$2,008)	\$ 296,679
177	Westcliff Elementary School	\$ 128,595		\$ 128,595
178	Westcreek Elementary School	\$ 529,748		\$ 529,748
180	Western Hills Elementary School	\$ 4,779,743	(\$200,000)	\$ 4,579,743
184	Worth Heights Elementary School	\$ 176,275		\$ 176,275
186	David K. Sellars Elementary School	\$ 4,494,411		\$ 4,494,411
187	J.T. Stevens Elementary School	\$ 273,078	(\$91,479)	\$ 181,599

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/07/18	Transfer to Contingency	Revised 08/21/18
188	Atwood McDonald Elementary School	\$ 2,292,271		\$ 2,292,271
190	Riverside Applied Learning Center	\$ 115,415		\$ 115,415
194	Daggett Montessori	\$ 301,897		\$ 301,897
206	Bill Elliott Elementary School	\$ 129,237	(\$16,823)	\$ 112,414
208	T.A. Sims Elementary School	\$ 140,477		\$ 140,477
209	Edward J. Briscoe Elementary	\$ 106,018	(\$24,234)	\$ 81,784
216	Woodway Elementary School	\$ 1,543,184		\$ 1,543,184
217	I.M. Terrell Elementary School	\$ 137,810		\$ 137,810
219	Lowery Road Elementary School	\$ 6,001,478		\$ 6,001,478
220	Alice Contreras Elementary School	\$ 1,583,669		\$ 1,583,669
221	Western Hills Primary	\$ 442,005	(\$65,358)	\$ 376,647
222	L. Clifford Davis Elementary School	\$ 406,763	(\$100,000)	\$ 306,763
223	Cesar Chavez Primary	\$ 131,996		\$ 131,996
224	M. G. Ellis Primary	\$ 267,096		\$ 267,096
225	Bonnie Brae Elementary School	\$ 124,486		\$ 124,486
226	Seminary Hills Park Elementary School	\$ 181,382		\$ 181,382
227	Dolores Huerta Elementary School	\$ 179,203	(\$3,058)	\$ 176,145
241	Westpark Elementary School (New)	\$ 19,057,020	(\$65,788)	\$ 18,991,232
259	Van Zandt-Guinn Elementary School	\$ 12,277,573		\$ 12,277,573
350	Adult Education Center	\$ 16,043		\$ 16,043
834	Wilkerson-Greines Athletic Fields	\$ 164,282		\$ 164,282
835	Farrington Athletic Field	\$ 155,855		\$ 155,855
836	Scarborough-Handley Athletic Field	\$ 1,623,826		\$ 1,623,826
BP 028	Final amounts per school to be finalized upon contract execution	\$ 2,180,560		\$ 2,180,560
000	Reimbursement to General Fund for Purchase of YWLA	\$ 4,453,537		\$ 4,453,537
B44	Other Program Costs	\$ 300,000		\$ 300,000
999	Indirect Cost Redistribution - Prop 1	\$ 21,708,509		\$ 21,708,509
999	Indirect Cost Redistribution - Prop 2	\$ 2,531,256		\$ 2,531,256
B45	Construction Escalation Allowance - Prop 1	\$ -		\$ -
B45	Construction Escalation Allowance - Prop 2	\$ 785,000		\$ 785,000
B47	Owner's Program Contingency - Prop 1	\$ 1,349,281	\$1,641,337	\$ 2,990,618
B47	Owner's Program Contingency - Prop 2	\$ 523,992		\$ 523,992
OCP	Contingency from Scope Adjustments	\$ -		\$ -
OFC	Funds Associated with Additions to be Built at Other Campuses	\$ -		\$ -
CSA	Contingency Set Aside for Additional Indirect Costs	\$ -		\$ -
ADA	ADA Compliance Contingency	\$ 11,259		\$ 11,259
FFE	FF&E Contingency	\$ 154,724		\$ 154,724
TEC	Contingency Transfer from Technology	\$ 397,292		\$ 397,292
SSC	Safety & Security Contingency	\$ 602,337		\$ 602,337
		<b>\$ 362,217,788</b>	<b>\$ -</b>	<b>\$ 362,217,788</b>
	Technology Assessment	\$ 99,990,835		\$ 99,990,835
	Proposition 3	\$ 30,000,000		\$ 30,000,000
	<b>2013 CIP Grand Total</b>	<b>\$ 492,208,623</b>		<b>\$ 492,208,623</b>



**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE BUDGET AMENDMENT AND BUDGET INCREASE FOR BID PACKAGE 013 TEA 148 CHARLES NASH ELEMENTARY SCHOOL AND TEA 159 VERSIA WILLIAMS ELEMENTARY SCHOOL (RFCSP 18-010) IN THE 2013 CAPITAL IMPROVEMENT PROGRAM**

**BACKGROUND:**

On August 22, 2017, the Board of Education (BOE) approved the authorization to negotiate and enter into a contract with RJM Contractors, Inc. for the 2013 Capital Improvement Program Bid Package 013 (RFCSP 18-010). Negotiations with RJM Contractors, Inc. were completed and a contract was issued and executed between the District and RJM Contractors, Inc.

Additional costs have been identified at TEA 148 Charles Nash Elementary School including modifications to the following building components: restroom renovation and mechanical, electrical, and plumbing. CIP is requesting a budget increase for this GC contract in an amount not-to-exceed \$90,000 and the transfer of \$90,000 from Program Contingency to fund change order(s) for the items noted above.

Additional costs have been identified at TEA 159 Versia Williams Elementary School including modifications to the following building components: the fire riser room in the addition. CIP is requesting a budget increase for this GC contract in an amount not-to-exceed \$45,000 and the transfer of \$45,000 from Program Contingency to fund change order(s) for the items noted above.

Description	BOE Date	Current Budget	Changes	Revised Budget
Original Contract	08/22/17	\$3,131,000	-	\$3,131,000
Budget Increase	02/13/18	\$3,131,000	\$100,000	\$3,231,000
Budget Amendment & Increase	05/08/18	\$3,231,000	\$100,000	\$3,331,000
Budget Amendment & Increase	08/21/18	\$3,331,000	\$135,000	3,466,000
Total			\$335,000	

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Budget Amendment and Budget Increase for Bid Package 013 TEA 148 Charles Nash Elementary School and TEA 159 Versia Williams Elementary School (RFCSP 18-010) in the 2013 Capital Improvement Program
2. Decline to Approve Budget Amendment and Budget Increase for Bid Package 013 TEA 148 Charles Nash Elementary School and TEA 159 Versia Williams Elementary School (RFCSP 18-010) in the 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Budget Amendment and Budget Increase for Bid Package 013 TEA 148 Charles Nash Elementary School and TEA 159 Versia Williams Elementary School (RFCSP 18-010) in the 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP	681-81-6629-B47-999-99-000-000000- \$ 135,000
-----	---

**COST:**

\$135,000

**VENDOR:**

RJM Contractors, Inc.

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program  
TEA 148 Charles Nash Elementary School  
TEA 159 Versia Williams Elementary School

**RATIONALE:**

A budget amendment and budget increase is needed to fund change orders in an amount not-to-exceed \$135,000 which cannot be covered with the available funds within the General Contractor's Agreement.

**INFORMATION SOURCE:**

Vicki D. Burris  
Elsie Schiro  
Randy Cofer  
Danielle Aery

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 013	Revised 08/21/18
001	Amon Carter - Riverside High School	\$ 11,381,062		\$ 11,381,062
002	Arlington Heights High School	\$ 9,087,306		\$ 9,087,306
003	South Hills High School	\$ 7,942,718		\$ 7,942,718
004	Diamond Hill-Jarvis High School	\$ 7,267,723		\$ 7,267,723
005	Dunbar High School	\$ 3,941,155		\$ 3,941,155
006	Eastern Hills High School	\$ 1,750,813		\$ 1,750,813
008	North Side High School	\$ 1,476,946		\$ 1,476,946
009	Polytechnic High School	\$ 6,902,915		\$ 6,902,915
010	Paschal High School	\$ 12,697,654		\$ 12,697,654
011	Trimble Technical High School	\$ 2,485,111		\$ 2,485,111
014	Southwest High School	\$ 2,082,991		\$ 2,082,991
015	Western Hills High School	\$ 6,151,656		\$ 6,151,656
016	O.D. Wyatt High School	\$ 2,542,657		\$ 2,542,657
018	Middle Level Learning Center	\$ 75,751		\$ 75,751
019	Metro Opportunity High School	\$ 101,948		\$ 101,948
026	Jo Kelly School	\$ 95,946		\$ 95,946
042	Daggett Middle School	\$ 201,461		\$ 201,461
043	Wedgwood Sixth Grade School	\$ 3,151,821		\$ 3,151,821
044	Elder Middle School	\$ 3,594,287		\$ 3,594,287
045	Forest Oak Middle School	\$ 583,633		\$ 583,633
047	Handley Middle School	\$ 167,409		\$ 167,409
048	William James Middle School	\$ 977,827		\$ 977,827
049	Kirkpatrick Middle School	\$ 2,751,266		\$ 2,751,266
050	McLean Middle School	\$ 4,935,663		\$ 4,935,663
051	Meacham Middle School	\$ 291,596		\$ 291,596
052	Meadowbrook Middle School	\$ 805,246		\$ 805,246
053	Monnig Middle School	\$ 223,334		\$ 223,334
054	Morningside Middle School	\$ 2,234,747		\$ 2,234,747
056	Riverside Middle School	\$ 193,511		\$ 193,511
057	Rosemont Middle School	\$ 471,521		\$ 471,521
058	W.C. Stripling Middle School	\$ 360,880		\$ 360,880
059	J. Martin Jacquet MS	\$ 391,817		\$ 391,817
060	Wedgwood Middle School	\$ 239,878		\$ 239,878
061	Leonard Middle School	\$ 324,701		\$ 324,701
062	International Newcomer Acad / Applied Learning Academy	\$ 303,092		\$ 303,092
063	Como Montessori School	\$ 2,495,445		\$ 2,495,445
064	Glencrest 6th Grade	\$ 2,621,877		\$ 2,621,877
067	Rosemont 6th Grade	\$ 2,195,607		\$ 2,195,607
069	McLean 6th Grade	\$ 4,562,826		\$ 4,562,826
070	Jean McClung Middle School	\$ 125,849		\$ 125,849
071	Benbrook Middle School / Westpark ES (Conversion)	\$ 8,804,009		\$ 8,804,009
081	Young Women's Leadership Academy	\$ 3,282,820		\$ 3,282,820
082	Texas Academy of Biomedical Sciences	\$ 194,101		\$ 194,101
083	Young Men's Leadership Academy	\$ 5,564,231		\$ 5,564,231
084	World Language Academy	\$ 3,895		\$ 3,895
087	VPA/STEM	\$ 52,987,571		\$ 52,987,571
101	Alice Carlson Applied Learning Center	\$ 122,520		\$ 122,520
103	Benbrook Elementary School	\$ 2,628,356		\$ 2,628,356
104	Boulevard Heights Elementary School	\$ 462,801		\$ 462,801
105	West Handley Elementary School	\$ 6,204,038		\$ 6,204,038
107	Burton Hill Elementary School	\$ 120,755		\$ 120,755
110	Carroll Peak Elementary School	\$ 71,310		\$ 71,310
111	Carter Park Elementary School	\$ 2,197,638		\$ 2,197,638
114	Manuel Jara Elementary School	\$ 111,064		\$ 111,064
115	George C. Clarke Elementary School	\$ 1,714,841		\$ 1,714,841

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



CAPITAL IMPROVEMENT  
PROGRAM

Org	Project	Revised 08/21/18	Bid Package 013	Revised 08/21/18
116	Lily B. Clayton Elementary School	\$ 152,911		\$ 152,911
117	Como Elementary School	\$ 178,666		\$ 178,666
118	Hazel Harvey Peace Elementary School	\$ 80,060		\$ 80,060
119	E.M. Daggett Elementary School	\$ 3,070,209		\$ 3,070,209
120	Rufino Mendoza Elementary School	\$ 2,382,193		\$ 2,382,193
121	DeZavala Elementary School	\$ 3,833,265		\$ 3,833,265
122	Diamond Hill Elementary School	\$ 1,761,223		\$ 1,761,223
123	S.S. Dillow Elementary School	\$ 208,715		\$ 208,715
124	Maude I. Logan Elementary School	\$ 256,898		\$ 256,898
125	Eastern Hills Elementary School	\$ 191,230		\$ 191,230
126	East Handley Elementary School	\$ 2,345,315		\$ 2,345,315
127	Christene C. Moss Elementary School	\$ 1,876,709		\$ 1,876,709
129	John T. White Elementary School	\$ 84,752		\$ 84,752
130	Harlean Beal Elementary School	\$ 203,876		\$ 203,876
131	Rosemont Elementary School	\$ 87,811		\$ 87,811
132	Glen Park Elementary School	\$ 1,660,478		\$ 1,660,478
133	W. M. Green Elementary School	\$ 4,668,103		\$ 4,668,103
134	Greenbriar Elementary School	\$ 1,868,256		\$ 1,868,256
135	Van Zandt-Guinn Elementary School	\$ 104,439		\$ 104,439
137	Hubbard Heights Elementary School	\$ 123,636		\$ 123,636
138	H.V. Helbing Elementary	\$ 392,315		\$ 392,315
139	Milton L. Kirkpatrick Elementary School	\$ 1,911,589		\$ 1,911,589
141	Meadowbrook Elementary	\$ 109,351		\$ 109,351
143	D. McRae Elementary School	\$ 137,571		\$ 137,571
144	Mitchell Boulevard Elementary School	\$ 2,573,360		\$ 2,573,360
146	M.H. Moore Elementary School	\$ 188,193		\$ 188,193
147	Morningside Elementary School	\$ 185,734		\$ 185,734
148	Charles E. Nash Elementary School	\$ 2,309,982	\$90,000	\$ 2,399,982
149	North Hi Mount Elementary School	\$ 113,634		\$ 113,634
150	Oakhurst Elementary School	\$ 167,118		\$ 167,118
151	Natha Howell Elementary School	\$ 133,801		\$ 133,801
152	Oaklawn Elementary School	\$ 221,420		\$ 221,420
153	A.M. Pate Elementary School	\$ 151,508		\$ 151,508
154	M.L. Phillips Elementary School	\$ 159,223		\$ 159,223
156	Ridglea Hills Elementary School	\$ 2,233,018		\$ 2,233,018
157	Luella Merrett Elementary School	\$ 3,140,550		\$ 3,140,550
159	Versia L. Williams Elementary School	\$ 2,801,931	\$45,000	\$ 2,846,931
160	Maudrie M. Walton Elementary School	\$ 140,621		\$ 140,621
161	Sam Rosen Elementary School	\$ 1,903,596		\$ 1,903,596
162	Sagamore Hill Elementary School	\$ 206,625		\$ 206,625
163	Bruce Shulkey Elementary School	\$ 560,493		\$ 560,493
165	R.J. Wilson Elementary School	\$ 1,405,234		\$ 1,405,234
166	South Hi Mount Elementary School	\$ 217,889		\$ 217,889
167	South Hills Elementary School	\$ 133,323		\$ 133,323
168	Springdale Elementary School	\$ 3,426,828		\$ 3,426,828
169	Sunrise-McMillan Elementary School	\$ 2,431,493		\$ 2,431,493
171	Tanglewood Elementary School	\$ 7,118,771		\$ 7,118,771
172	W.J. Turner Elementary School	\$ 206,046		\$ 206,046
175	Washington Heights Elementary School (New)	\$ 13,608,364		\$ 13,608,364
176	Waverly Park Elementary School	\$ 296,679		\$ 296,679
177	Westcliff Elementary School	\$ 128,595		\$ 128,595
178	Westcreek Elementary School	\$ 529,748		\$ 529,748
180	Western Hills Elementary School	\$ 4,579,743		\$ 4,579,743
184	Worth Heights Elementary School	\$ 176,275		\$ 176,275
186	David K. Sellars Elementary School	\$ 4,494,411		\$ 4,494,411
187	J.T. Stevens Elementary School	\$ 181,599		\$ 181,599

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 013	Revised 08/21/18
188	Atwood McDonald Elementary School	\$ 2,292,271		\$ 2,292,271
190	Riverside Applied Learning Center	\$ 115,415		\$ 115,415
194	Daggett Montessori	\$ 301,897		\$ 301,897
206	Bill Elliott Elementary School	\$ 112,414		\$ 112,414
208	T.A. Sims Elementary School	\$ 140,477		\$ 140,477
209	Edward J. Briscoe Elementary	\$ 81,784		\$ 81,784
216	Woodway Elementary School	\$ 1,543,184		\$ 1,543,184
217	I.M. Terrell Elementary School	\$ 137,810		\$ 137,810
219	Lowery Road Elementary School	\$ 6,001,478		\$ 6,001,478
220	Alice Contreras Elementary School	\$ 1,583,669		\$ 1,583,669
221	Western Hills Primary	\$ 376,647		\$ 376,647
222	L. Clifford Davis Elementary School	\$ 306,763		\$ 306,763
223	Cesar Chavez Primary	\$ 131,996		\$ 131,996
224	M. G. Ellis Primary	\$ 267,096		\$ 267,096
225	Bonnie Brae Elementary School	\$ 124,486		\$ 124,486
226	Seminary Hills Park Elementary School	\$ 181,382		\$ 181,382
227	Dolores Huerta Elementary School	\$ 176,145		\$ 176,145
241	Westpark Elementary School (New)	\$ 18,991,232		\$ 18,991,232
259	Van Zandt-Guinn Elementary School	\$ 12,277,573		\$ 12,277,573
350	Adult Education Center	\$ 16,043		\$ 16,043
834	Wilkerson-Greines Athletic Fields	\$ 164,282		\$ 164,282
835	Farrington Athletic Field	\$ 155,855		\$ 155,855
836	Scarborough-Handley Athletic Field	\$ 1,623,826		\$ 1,623,826
BP 028	Final amounts per school to be finalized upon contract execution	\$ 2,180,560		\$ 2,180,560
000	Reimbursement to General Fund for Purchase of YWLA	\$ 4,453,537		\$ 4,453,537
B44	Other Program Costs	\$ 300,000		\$ 300,000
999	Indirect Cost Redistribution - Prop 1	\$ 21,708,509		\$ 21,708,509
999	Indirect Cost Redistribution - Prop 2	\$ 2,531,256		\$ 2,531,256
B45	Construction Escalation Allowance - Prop 1	\$ -		\$ -
B45	Construction Escalation Allowance - Prop 2	\$ 785,000		\$ 785,000
B47	Owner's Program Contingency - Prop 1	\$ 2,990,618	(\$135,000)	\$ 2,855,618
B47	Owner's Program Contingency - Prop 2	\$ 523,992		\$ 523,992
OCP	Contingency from Scope Adjustments	\$ -		\$ -
OFC	Funds Associated with Additions to be Built at Other Campuses	\$ -		\$ -
CSA	Contingency Set Aside for Additional Indirect Costs	\$ -		\$ -
ADA	ADA Compliance Contingency	\$ 11,259		\$ 11,259
FFE	FF&E Contingency	\$ 154,724		\$ 154,724
TEC	Contingency Transfer from Technology	\$ 397,292		\$ 397,292
SSC	Safety & Security Contingency	\$ 602,337		\$ 602,337
		<b>\$ 362,217,788</b>	<b>\$ -</b>	<b>\$ 362,217,788</b>
	Technology Assessment	\$ 99,990,835		\$ 99,990,835
	Proposition 3	\$ 30,000,000		\$ 30,000,000
	<b>2013 CIP Grand Total</b>	<b>\$ 492,208,623</b>		<b>\$ 492,208,623</b>

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE BUDGET AMENDMENT AND BUDGET INCREASE FOR BID PACKAGE 017 TANGLEWOOD ELEMENTARY SCHOOL (RFP 15-036) IN THE 2013 CAPITAL IMPROVEMENT PROGRAM**

**BACKGROUND:**

On December 13, 2016, the Board of Education (BOE) approved the authorization to negotiate and enter into a contract with a Construction Manager At-Risk (CMAR) for the 2013 Capital Improvement Program CMAR Package #003 (RFP 15-036) Bid Package 017 Phase III. Negotiations with Bartlett Cocke General Contractors, LLC were completed and a contract was issued and executed between the District and Bartlett Cocke General Contractors, LLC.

Additional costs have been identified at TEA 171 Tanglewood Elementary School including modifications to the following building components: structural roof repairs, mechanical, electrical, plumbing, furring of columns, the fire line, finishes, and floor access. CIP is requesting a budget increase for this GC contract in an amount not-to-exceed \$40,000 and the transfer of \$40,000 from Program Contingency to fund a change order for the items noted above.

Description	BOE Date	Current Budget	Changes	Revised Budget
Original Contract	12/13/16	\$2,469,356	-	\$2,469,356
Budget Increase	08/15/17	\$2,469,356	\$30,000	\$2,499,356
Budget Increase	09/26/17	\$2,499,356	\$115,770	\$2,615,126
Budget Increase	01/23/18	\$2,615,126	\$75,000	\$2,690,126
Budget Increase	02/27/18	\$2,690,126	\$80,000	\$2,770,126
Budget Increase	05/08/18	\$2,770,126	\$200,000	\$2,970,126
Budget Amendment & Increase	06/26/18	\$2,970,126	\$365,000	\$3,335,126
Budget Amendment & Increase	08/21/18	\$3,335,126	\$40,000	\$3,375,126
Total:			\$905,770	

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Budget Amendment and Budget Increase for Bid Package 017 Tanglewood Elementary School (RFP 15-036) in the 2013 Capital Improvement Program
2. Decline to Approve Budget Amendment and Budget Increase for Bid Package 017 Tanglewood Elementary School (RFP 15-036) in the 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Budget Amendment and Budget Increase for Bid Package 017 Tanglewood Elementary School (RFP 15-036) in the 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP

681-81-6629-B47-999-99-000-000000- \$ 40,000

**COST:**

Not-To-Exceed \$40,000

**VENDOR:**

Bartlett Cocke General Contractors, LLC

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit



**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program  
TEA 171 Tanglewood Elementary School

**RATIONALE:**

A budget amendment and budget increase is needed to a fund change orders in a not-to-exceed amount of \$40,000 which cannot be covered with the available funds within the General Contractor's Agreement.

**INFORMATION SOURCE:**

Vicki D. Burris  
Elsie Schiro  
Randy Cofer  
Danielle Aery

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 017	Revised 08/21/18
001	Amon Carter - Riverside High School	\$ 11,381,062		\$ 11,381,062
002	Arlington Heights High School	\$ 9,087,306		\$ 9,087,306
003	South Hills High School	\$ 7,942,718		\$ 7,942,718
004	Diamond Hill-Jarvis High School	\$ 7,267,723		\$ 7,267,723
005	Dunbar High School	\$ 3,941,155		\$ 3,941,155
006	Eastern Hills High School	\$ 1,750,813		\$ 1,750,813
008	North Side High School	\$ 1,476,946		\$ 1,476,946
009	Polytechnic High School	\$ 6,902,915		\$ 6,902,915
010	Paschal High School	\$ 12,697,654		\$ 12,697,654
011	Trimble Technical High School	\$ 2,485,111		\$ 2,485,111
014	Southwest High School	\$ 2,082,991		\$ 2,082,991
015	Western Hills High School	\$ 6,151,656		\$ 6,151,656
016	O.D. Wyatt High School	\$ 2,542,657		\$ 2,542,657
018	Middle Level Learning Center	\$ 75,751		\$ 75,751
019	Metro Opportunity High School	\$ 101,948		\$ 101,948
026	Jo Kelly School	\$ 95,946		\$ 95,946
042	Daggett Middle School	\$ 201,461		\$ 201,461
043	Wedgwood Sixth Grade School	\$ 3,151,821		\$ 3,151,821
044	Elder Middle School	\$ 3,594,287		\$ 3,594,287
045	Forest Oak Middle School	\$ 583,633		\$ 583,633
047	Handley Middle School	\$ 167,409		\$ 167,409
048	William James Middle School	\$ 977,827		\$ 977,827
049	Kirkpatrick Middle School	\$ 2,751,266		\$ 2,751,266
050	McLean Middle School	\$ 4,935,663		\$ 4,935,663
051	Meacham Middle School	\$ 291,596		\$ 291,596
052	Meadowbrook Middle School	\$ 805,246		\$ 805,246
053	Monnig Middle School	\$ 223,334		\$ 223,334
054	Morningside Middle School	\$ 2,234,747		\$ 2,234,747
056	Riverside Middle School	\$ 193,511		\$ 193,511
057	Rosemont Middle School	\$ 471,521		\$ 471,521
058	W.C. Stripling Middle School	\$ 360,880		\$ 360,880
059	J. Martin Jacquet MS	\$ 391,817		\$ 391,817
060	Wedgwood Middle School	\$ 239,878		\$ 239,878
061	Leonard Middle School	\$ 324,701		\$ 324,701
062	International Newcomer Acad / Applied Learning Academy	\$ 303,092		\$ 303,092
063	Como Montessori School	\$ 2,495,445		\$ 2,495,445
064	Glencrest 6th Grade	\$ 2,621,877		\$ 2,621,877
067	Rosemont 6th Grade	\$ 2,195,607		\$ 2,195,607
069	McLean 6th Grade	\$ 4,562,826		\$ 4,562,826
070	Jean McClung Middle School	\$ 125,849		\$ 125,849
071	Benbrook Middle School / Westpark ES (Conversion)	\$ 8,804,009		\$ 8,804,009
081	Young Women's Leadership Academy	\$ 3,282,820		\$ 3,282,820
082	Texas Academy of Biomedical Sciences	\$ 194,101		\$ 194,101
083	Young Men's Leadership Academy	\$ 5,564,231		\$ 5,564,231
084	World Language Academy	\$ 3,895		\$ 3,895
087	VPA/STEM	\$ 52,987,571		\$ 52,987,571
101	Alice Carlson Applied Learning Center	\$ 122,520		\$ 122,520
103	Benbrook Elementary School	\$ 2,628,356		\$ 2,628,356
104	Boulevard Heights Elementary School	\$ 462,801		\$ 462,801
105	West Handley Elementary School	\$ 6,204,038		\$ 6,204,038
107	Burton Hill Elementary School	\$ 120,755		\$ 120,755
110	Carroll Peak Elementary School	\$ 71,310		\$ 71,310
111	Carter Park Elementary School	\$ 2,197,638		\$ 2,197,638
114	Manuel Jara Elementary School	\$ 111,064		\$ 111,064
115	George C. Clarke Elementary School	\$ 1,714,841		\$ 1,714,841

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 017	Revised 08/21/18
116	Lily B. Clayton Elementary School	\$ 152,911		\$ 152,911
117	Como Elementary School	\$ 178,666		\$ 178,666
118	Hazel Harvey Peace Elementary School	\$ 80,060		\$ 80,060
119	E.M. Daggett Elementary School	\$ 3,070,209		\$ 3,070,209
120	Rufino Mendoza Elementary School	\$ 2,382,193		\$ 2,382,193
121	DeZavala Elementary School	\$ 3,833,265		\$ 3,833,265
122	Diamond Hill Elementary School	\$ 1,761,223		\$ 1,761,223
123	S.S. Dillow Elementary School	\$ 208,715		\$ 208,715
124	Maude I. Logan Elementary School	\$ 256,898		\$ 256,898
125	Eastern Hills Elementary School	\$ 191,230		\$ 191,230
126	East Handley Elementary School	\$ 2,345,315		\$ 2,345,315
127	Christene C. Moss Elementary School	\$ 1,876,709		\$ 1,876,709
129	John T. White Elementary School	\$ 84,752		\$ 84,752
130	Harlean Beal Elementary School	\$ 203,876		\$ 203,876
131	Rosemont Elementary School	\$ 87,811		\$ 87,811
132	Glen Park Elementary School	\$ 1,660,478		\$ 1,660,478
133	W. M. Green Elementary School	\$ 4,668,103		\$ 4,668,103
134	Greenbriar Elementary School	\$ 1,868,256		\$ 1,868,256
135	Van Zandt-Guinn Elementary School	\$ 104,439		\$ 104,439
137	Hubbard Heights Elementary School	\$ 123,636		\$ 123,636
138	H.V. Helbing Elementary	\$ 392,315		\$ 392,315
139	Milton L. Kirkpatrick Elementary School	\$ 1,911,589		\$ 1,911,589
141	Meadowbrook Elementary	\$ 109,351		\$ 109,351
143	D. McRae Elementary School	\$ 137,571		\$ 137,571
144	Mitchell Boulevard Elementary School	\$ 2,573,360		\$ 2,573,360
146	M.H. Moore Elementary School	\$ 188,193		\$ 188,193
147	Morningside Elementary School	\$ 185,734		\$ 185,734
148	Charles E. Nash Elementary School	\$ 2,399,982		\$ 2,399,982
149	North Hi Mount Elementary School	\$ 113,634		\$ 113,634
150	Oakhurst Elementary School	\$ 167,118		\$ 167,118
151	Natha Howell Elementary School	\$ 133,801		\$ 133,801
152	Oaklawn Elementary School	\$ 221,420		\$ 221,420
153	A.M. Pate Elementary School	\$ 151,508		\$ 151,508
154	M.L. Phillips Elementary School	\$ 159,223		\$ 159,223
156	Ridglea Hills Elementary School	\$ 2,233,018		\$ 2,233,018
157	Luella Merrett Elementary School	\$ 3,140,550		\$ 3,140,550
159	Versia L. Williams Elementary School	\$ 2,846,931		\$ 2,846,931
160	Maudrie M. Walton Elementary School	\$ 140,621		\$ 140,621
161	Sam Rosen Elementary School	\$ 1,903,596		\$ 1,903,596
162	Sagamore Hill Elementary School	\$ 206,625		\$ 206,625
163	Bruce Shulkey Elementary School	\$ 560,493		\$ 560,493
165	R.J. Wilson Elementary School	\$ 1,405,234		\$ 1,405,234
166	South Hi Mount Elementary School	\$ 217,889		\$ 217,889
167	South Hills Elementary School	\$ 133,323		\$ 133,323
168	Springdale Elementary School	\$ 3,426,828		\$ 3,426,828
169	Sunrise-McMillan Elementary School	\$ 2,431,493		\$ 2,431,493
171	Tanglewood Elementary School	\$ 7,118,771	\$40,000	\$ 7,158,771
172	W.J. Turner Elementary School	\$ 206,046		\$ 206,046
175	Washington Heights Elementary School (New)	\$ 13,608,364		\$ 13,608,364
176	Waverly Park Elementary School	\$ 296,679		\$ 296,679
177	Westcliff Elementary School	\$ 128,595		\$ 128,595
178	Westcreek Elementary School	\$ 529,748		\$ 529,748
180	Western Hills Elementary School	\$ 4,579,743		\$ 4,579,743
184	Worth Heights Elementary School	\$ 176,275		\$ 176,275
186	David K. Sellars Elementary School	\$ 4,494,411		\$ 4,494,411
187	J.T. Stevens Elementary School	\$ 181,599		\$ 181,599

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 017	Revised 08/21/18
188	Atwood McDonald Elementary School	\$ 2,292,271		\$ 2,292,271
190	Riverside Applied Learning Center	\$ 115,415		\$ 115,415
194	Daggett Montessori	\$ 301,897		\$ 301,897
206	Bill Elliott Elementary School	\$ 112,414		\$ 112,414
208	T.A. Sims Elementary School	\$ 140,477		\$ 140,477
209	Edward J. Briscoe Elementary	\$ 81,784		\$ 81,784
216	Woodway Elementary School	\$ 1,543,184		\$ 1,543,184
217	I.M. Terrell Elementary School	\$ 137,810		\$ 137,810
219	Lowery Road Elementary School	\$ 6,001,478		\$ 6,001,478
220	Alice Contreras Elementary School	\$ 1,583,669		\$ 1,583,669
221	Western Hills Primary	\$ 376,647		\$ 376,647
222	L. Clifford Davis Elementary School	\$ 306,763		\$ 306,763
223	Cesar Chavez Primary	\$ 131,996		\$ 131,996
224	M. G. Ellis Primary	\$ 267,096		\$ 267,096
225	Bonnie Brae Elementary School	\$ 124,486		\$ 124,486
226	Seminary Hills Park Elementary School	\$ 181,382		\$ 181,382
227	Dolores Huerta Elementary School	\$ 176,145		\$ 176,145
241	Westpark Elementary School (New)	\$ 18,991,232		\$ 18,991,232
259	Van Zandt-Guinn Elementary School	\$ 12,277,573		\$ 12,277,573
350	Adult Education Center	\$ 16,043		\$ 16,043
834	Wilkerson-Greines Athletic Fields	\$ 164,282		\$ 164,282
835	Farrington Athletic Field	\$ 155,855		\$ 155,855
836	Scarborough-Handley Athletic Field	\$ 1,623,826		\$ 1,623,826
BP 028	Final amounts per school to be finalized upon contract execution	\$ 2,180,560		\$ 2,180,560
000	Reimbursement to General Fund for Purchase of YWLA	\$ 4,453,537		\$ 4,453,537
B44	Other Program Costs	\$ 300,000		\$ 300,000
999	Indirect Cost Redistribution - Prop 1	\$ 21,708,509		\$ 21,708,509
999	Indirect Cost Redistribution - Prop 2	\$ 2,531,256		\$ 2,531,256
B45	Construction Escalation Allowance - Prop 1	\$ -		\$ -
B45	Construction Escalation Allowance - Prop 2	\$ 785,000		\$ 785,000
B47	Owner's Program Contingency - Prop 1	\$ 2,855,618	(\$40,000)	\$ 2,815,618
B47	Owner's Program Contingency - Prop 2	\$ 523,992		\$ 523,992
OCP	Contingency from Scope Adjustments	\$ -		\$ -
OFC	Funds Associated with Additions to be Built at Other Campuses	\$ -		\$ -
CSA	Contingency Set Aside for Additional Indirect Costs	\$ -		\$ -
ADA	ADA Compliance Contingency	\$ 11,259		\$ 11,259
FFE	FF&E Contingency	\$ 154,724		\$ 154,724
TEC	Contingency Transfer from Technology	\$ 397,292		\$ 397,292
SSC	Safety & Security Contingency	\$ 602,337		\$ 602,337
		<b>\$ 362,217,788</b>	<b>\$ -</b>	<b>\$ 362,217,788</b>
	Technology Assessment	\$ 99,990,835		\$ 99,990,835
	Proposition 3	\$ 30,000,000		\$ 30,000,000
	<b>2013 CIP Grand Total</b>	<b>\$ 492,208,623</b>		<b>\$ 492,208,623</b>

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE BUDGET AMENDMENT AND BUDGET INCREASE FOR BID PACKAGE 043 I.M. TERRELL ACADEMY FOR STEM AND VPA (RFQ/RFP #15-035) IN THE 2013 CAPITAL IMPROVEMENT PROGRAM**

**BACKGROUND:**

On July 19, 2016, the Board of Education (BOE) approved the authorization to negotiate and enter into a contract with Con-Real|Turner for Phase 2 in the 2013 Capital Improvement Program Bid Package #043 (RFP#16-007) TEA 087 I.M. Terrell Academy for STEM and VPA.

Negotiations with Con-Real|Turner were completed and an agreement was issued and executed between the District and Con-Real|Turner for \$34,924,586. The current Not-To-Exceed (NTE) amount for this contract is \$41,009,586. This project is within the scope of Proposition 2 of the 2013 Capital Improvement Program.

Additional costs have been identified including modifications to the following building components: refresh of the interiors of Building 1 common spaces, exterior additional bike racks per code, Building 1 classroom space exhausting to exterior, Building 1 existing flush valve repairs, Building 3 exposed stair finish, Building 3 exposed structure and mechanical enclosures, additional structural steel for required rigging, Building 1 and Building 2 existing fire alarm repairs and re-work, AT&T vault change within new road, and rooftop mechanical barricades required per City of Fort Worth. CIP is requesting a budget increase for this GC contract in an amount not-to-exceed \$275,000 and the transfer of \$275,000 from Proposition II Program Contingency to fund change order(s) for the items noted above.

The information shown below outlines the history of this contract, to date.

Description	BOE Date	Current NTE Budget	Changes	Revised NTE Budget
Original Contract	07/19/16	\$34,924,586	-	\$34,924,586
Budget Increase	06/13/17	\$34,924,586	\$1,000,000	\$35,924,586
Budget Increase	09/12/17	\$35,924,586	\$250,000	\$36,174,586
Budget Increase	10/24/17	\$36,174,586	\$380,000	\$36,554,586
Budget Increase	01/23/18	\$36,554,586	\$1,025,000	\$37,579,586
Budget Increase	01/23/18	\$37,579,586	\$1,350,000 (Use of other resources)	\$38,929,586
Budget Increase	04/10/18	\$38,929,586	\$165,000	\$39,094,586
Budget Amendment & Increase	05/22/18	\$39,094,586	\$1,650,000	\$40,744,586
Budget Amendment & Increase	06/12/18	\$40,744,586	\$265,000	\$41,009,586

Budget Amendment & Increase	08/21/18	\$41,009,586	\$275,000	\$41,284,586
Total:			\$6,360,000	

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Budget Amendment and Budget Increase for Bid Package 043 I.M. Terrell Academy for STEM and VPA (RFQ/RFP #15-035) in the 2013 Capital Improvement Program
2. Decline to Approve Budget Amendment and Budget Increase for Bid Package 043 I.M. Terrell Academy for STEM and VPA (RFQ/RFP #15-035) in the 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Budget Amendment and Budget Increase for Bid Package 043 I.M. Terrell Academy for STEM and VPA (RFQ/RFP #15-035) in the 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP

681-81-6629-B45-999-99-000-000000 - \$275,000

**COST:**

Not to Exceed \$275,000

**VENDOR:**

Con-Real|Turner

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program  
TEA 087 I.M. Terrell Academy for STEM & VPA

**RATIONALE:**

A budget amendment and budget increase is needed to fund change orders in an amount not-to-exceed \$275,000 which cannot be covered with the available funds within the General Contractor's Agreement.

**INFORMATION SOURCE:**

Vicki D. Burris  
Gary Griffith  
Elsie Schiro  
Randy Cofer  
Danielle Aery

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 043	Revised 08/21/18
001	Amon Carter - Riverside High School	\$ 11,381,062		\$ 11,381,062
002	Arlington Heights High School	\$ 9,087,306		\$ 9,087,306
003	South Hills High School	\$ 7,942,718		\$ 7,942,718
004	Diamond Hill-Jarvis High School	\$ 7,267,723		\$ 7,267,723
005	Dunbar High School	\$ 3,941,155		\$ 3,941,155
006	Eastern Hills High School	\$ 1,750,813		\$ 1,750,813
008	North Side High School	\$ 1,476,946		\$ 1,476,946
009	Polytechnic High School	\$ 6,902,915		\$ 6,902,915
010	Paschal High School	\$ 12,697,654		\$ 12,697,654
011	Trimble Technical High School	\$ 2,485,111		\$ 2,485,111
014	Southwest High School	\$ 2,082,991		\$ 2,082,991
015	Western Hills High School	\$ 6,151,656		\$ 6,151,656
016	O.D. Wyatt High School	\$ 2,542,657		\$ 2,542,657
018	Middle Level Learning Center	\$ 75,751		\$ 75,751
019	Metro Opportunity High School	\$ 101,948		\$ 101,948
026	Jo Kelly School	\$ 95,946		\$ 95,946
042	Daggett Middle School	\$ 201,461		\$ 201,461
043	Wedgwood Sixth Grade School	\$ 3,151,821		\$ 3,151,821
044	Elder Middle School	\$ 3,594,287		\$ 3,594,287
045	Forest Oak Middle School	\$ 583,633		\$ 583,633
047	Handley Middle School	\$ 167,409		\$ 167,409
048	William James Middle School	\$ 977,827		\$ 977,827
049	Kirkpatrick Middle School	\$ 2,751,266		\$ 2,751,266
050	McLean Middle School	\$ 4,935,663		\$ 4,935,663
051	Meacham Middle School	\$ 291,596		\$ 291,596
052	Meadowbrook Middle School	\$ 805,246		\$ 805,246
053	Monnig Middle School	\$ 223,334		\$ 223,334
054	Morningside Middle School	\$ 2,234,747		\$ 2,234,747
056	Riverside Middle School	\$ 193,511		\$ 193,511
057	Rosemont Middle School	\$ 471,521		\$ 471,521
058	W.C. Stripling Middle School	\$ 360,880		\$ 360,880
059	J. Martin Jacquet MS	\$ 391,817		\$ 391,817
060	Wedgwood Middle School	\$ 239,878		\$ 239,878
061	Leonard Middle School	\$ 324,701		\$ 324,701
062	International Newcomer Acad / Applied Learning Academy	\$ 303,092		\$ 303,092
063	Como Montessori School	\$ 2,495,445		\$ 2,495,445
064	Glencrest 6th Grade	\$ 2,621,877		\$ 2,621,877
067	Rosemont 6th Grade	\$ 2,195,607		\$ 2,195,607
069	McLean 6th Grade	\$ 4,562,826		\$ 4,562,826
070	Jean McClung Middle School	\$ 125,849		\$ 125,849
071	Benbrook Middle School / Westpark ES (Conversion)	\$ 8,804,009		\$ 8,804,009
081	Young Women's Leadership Academy	\$ 3,282,820		\$ 3,282,820
082	Texas Academy of Biomedical Sciences	\$ 194,101		\$ 194,101
083	Young Men's Leadership Academy	\$ 5,564,231		\$ 5,564,231
084	World Language Academy	\$ 3,895		\$ 3,895
087	VPA/STEM	\$ 52,987,571	\$275,000	\$ 53,262,571
101	Alice Carlson Applied Learning Center	\$ 122,520		\$ 122,520
103	Benbrook Elementary School	\$ 2,628,356		\$ 2,628,356
104	Boulevard Heights Elementary School	\$ 462,801		\$ 462,801
105	West Handley Elementary School	\$ 6,204,038		\$ 6,204,038
107	Burton Hill Elementary School	\$ 120,755		\$ 120,755
110	Carroll Peak Elementary School	\$ 71,310		\$ 71,310
111	Carter Park Elementary School	\$ 2,197,638		\$ 2,197,638
114	Manuel Jara Elementary School	\$ 111,064		\$ 111,064
115	George C. Clarke Elementary School	\$ 1,714,841		\$ 1,714,841



# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 043	Revised 08/21/18
116	Lily B. Clayton Elementary School	\$ 152,911		\$ 152,911
117	Como Elementary School	\$ 178,666		\$ 178,666
118	Hazel Harvey Peace Elementary School	\$ 80,060		\$ 80,060
119	E.M. Daggett Elementary School	\$ 3,070,209		\$ 3,070,209
120	Rufino Mendoza Elementary School	\$ 2,382,193		\$ 2,382,193
121	DeZavala Elementary School	\$ 3,833,265		\$ 3,833,265
122	Diamond Hill Elementary School	\$ 1,761,223		\$ 1,761,223
123	S.S. Dillow Elementary School	\$ 208,715		\$ 208,715
124	Maude I. Logan Elementary School	\$ 256,898		\$ 256,898
125	Eastern Hills Elementary School	\$ 191,230		\$ 191,230
126	East Handley Elementary School	\$ 2,345,315		\$ 2,345,315
127	Christene C. Moss Elementary School	\$ 1,876,709		\$ 1,876,709
129	John T. White Elementary School	\$ 84,752		\$ 84,752
130	Harlean Beal Elementary School	\$ 203,876		\$ 203,876
131	Rosemont Elementary School	\$ 87,811		\$ 87,811
132	Glen Park Elementary School	\$ 1,660,478		\$ 1,660,478
133	W. M. Green Elementary School	\$ 4,668,103		\$ 4,668,103
134	Greenbriar Elementary School	\$ 1,868,256		\$ 1,868,256
135	Van Zandt-Guinn Elementary School	\$ 104,439		\$ 104,439
137	Hubbard Heights Elementary School	\$ 123,636		\$ 123,636
138	H.V. Helbing Elementary	\$ 392,315		\$ 392,315
139	Milton L. Kirkpatrick Elementary School	\$ 1,911,589		\$ 1,911,589
141	Meadowbrook Elementary	\$ 109,351		\$ 109,351
143	D. McRae Elementary School	\$ 137,571		\$ 137,571
144	Mitchell Boulevard Elementary School	\$ 2,573,360		\$ 2,573,360
146	M.H. Moore Elementary School	\$ 188,193		\$ 188,193
147	Morningside Elementary School	\$ 185,734		\$ 185,734
148	Charles E. Nash Elementary School	\$ 2,399,982		\$ 2,399,982
149	North Hi Mount Elementary School	\$ 113,634		\$ 113,634
150	Oakhurst Elementary School	\$ 167,118		\$ 167,118
151	Natha Howell Elementary School	\$ 133,801		\$ 133,801
152	Oaklawn Elementary School	\$ 221,420		\$ 221,420
153	A.M. Pate Elementary School	\$ 151,508		\$ 151,508
154	M.L. Phillips Elementary School	\$ 159,223		\$ 159,223
156	Ridglea Hills Elementary School	\$ 2,233,018		\$ 2,233,018
157	Luella Merrett Elementary School	\$ 3,140,550		\$ 3,140,550
159	Versia L. Williams Elementary School	\$ 2,846,931		\$ 2,846,931
160	Maudrie M. Walton Elementary School	\$ 140,621		\$ 140,621
161	Sam Rosen Elementary School	\$ 1,903,596		\$ 1,903,596
162	Sagamore Hill Elementary School	\$ 206,625		\$ 206,625
163	Bruce Shulkey Elementary School	\$ 560,493		\$ 560,493
165	R.J. Wilson Elementary School	\$ 1,405,234		\$ 1,405,234
166	South Hi Mount Elementary School	\$ 217,889		\$ 217,889
167	South Hills Elementary School	\$ 133,323		\$ 133,323
168	Springdale Elementary School	\$ 3,426,828		\$ 3,426,828
169	Sunrise-McMillan Elementary School	\$ 2,431,493		\$ 2,431,493
171	Tanglewood Elementary School	\$ 7,158,771		\$ 7,158,771
172	W.J. Turner Elementary School	\$ 206,046		\$ 206,046
175	Washington Heights Elementary School (New)	\$ 13,608,364		\$ 13,608,364
176	Waverly Park Elementary School	\$ 296,679		\$ 296,679
177	Westcliff Elementary School	\$ 128,595		\$ 128,595
178	Westcreek Elementary School	\$ 529,748		\$ 529,748
180	Western Hills Elementary School	\$ 4,579,743		\$ 4,579,743
184	Worth Heights Elementary School	\$ 176,275		\$ 176,275
186	David K. Sellars Elementary School	\$ 4,494,411		\$ 4,494,411
187	J.T. Stevens Elementary School	\$ 181,599		\$ 181,599

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 043	Revised 08/21/18
188	Atwood McDonald Elementary School	\$ 2,292,271		\$ 2,292,271
190	Riverside Applied Learning Center	\$ 115,415		\$ 115,415
194	Daggett Montessori	\$ 301,897		\$ 301,897
206	Bill Elliott Elementary School	\$ 112,414		\$ 112,414
208	T.A. Sims Elementary School	\$ 140,477		\$ 140,477
209	Edward J. Briscoe Elementary	\$ 81,784		\$ 81,784
216	Woodway Elementary School	\$ 1,543,184		\$ 1,543,184
217	I.M. Terrell Elementary School	\$ 137,810		\$ 137,810
219	Lowery Road Elementary School	\$ 6,001,478		\$ 6,001,478
220	Alice Contreras Elementary School	\$ 1,583,669		\$ 1,583,669
221	Western Hills Primary	\$ 376,647		\$ 376,647
222	L. Clifford Davis Elementary School	\$ 306,763		\$ 306,763
223	Cesar Chavez Primary	\$ 131,996		\$ 131,996
224	M. G. Ellis Primary	\$ 267,096		\$ 267,096
225	Bonnie Brae Elementary School	\$ 124,486		\$ 124,486
226	Seminary Hills Park Elementary School	\$ 181,382		\$ 181,382
227	Dolores Huerta Elementary School	\$ 176,145		\$ 176,145
241	Westpark Elementary School (New)	\$ 18,991,232		\$ 18,991,232
259	Van Zandt-Guinn Elementary School	\$ 12,277,573		\$ 12,277,573
350	Adult Education Center	\$ 16,043		\$ 16,043
834	Wilkerson-Greines Athletic Fields	\$ 164,282		\$ 164,282
835	Farrington Athletic Field	\$ 155,855		\$ 155,855
836	Scarborough-Handley Athletic Field	\$ 1,623,826		\$ 1,623,826
BP 028	Final amounts per school to be finalized upon contract execution	\$ 2,180,560		\$ 2,180,560
000	Reimbursement to General Fund for Purchase of YWLA	\$ 4,453,537		\$ 4,453,537
B44	Other Program Costs	\$ 300,000		\$ 300,000
999	Indirect Cost Redistribution - Prop 1	\$ 21,708,509		\$ 21,708,509
999	Indirect Cost Redistribution - Prop 2	\$ 2,531,256		\$ 2,531,256
B45	Construction Escalation Allowance - Prop 1	\$ -		\$ -
B45	Construction Escalation Allowance - Prop 2	\$ 785,000	(\$275,000)	\$ 510,000
B47	Owner's Program Contingency - Prop 1	\$ 2,815,618		\$ 2,815,618
B47	Owner's Program Contingency - Prop 2	\$ 523,992		\$ 523,992
OCP	Contingency from Scope Adjustments	\$ -		\$ -
OFC	Funds Associated with Additions to be Built at Other Campuses	\$ -		\$ -
CSA	Contingency Set Aside for Additional Indirect Costs	\$ -		\$ -
ADA	ADA Compliance Contingency	\$ 11,259		\$ 11,259
FFE	FF&E Contingency	\$ 154,724		\$ 154,724
TEC	Contingency Transfer from Technology	\$ 397,292		\$ 397,292
SSC	Safety & Security Contingency	\$ 602,337		\$ 602,337
		\$ 362,217,788	\$ -	\$ 362,217,788
	Technology Assessment	\$ 99,990,835		\$ 99,990,835
	Proposition 3	\$ 30,000,000		\$ 30,000,000
	<b>2013 CIP Grand Total</b>	<b>\$ 492,208,623</b>		<b>\$ 492,208,623</b>

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE BUDGET AMENDMENT TO INCREASE BUDGET AT BID PACKAGE 020 TEA 126 EAST HANDLEY ELEMENTARY SCHOOL IN THE 2013 CAPITAL IMPROVEMENT PROGRAM**

**BACKGROUND:**

On January 14, 2014, the Board of Education (BOE) approved the budget for the 2013 Capital Improvement Program, including the budget for TEA 126 East Handley Elementary School in Bid Package 020. Executed and projected costs at this campus have exceeded its original budget. Additional funding from program contingency in the amount of \$30,000 is being requested to supplement this campus and allow procurement of forthcoming contracts.

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Budget Amendment to Increase Budget at Bid Package 020 TEA 126 East Handley Elementary School in the 2013 Capital Improvement Program
2. Decline to Approve Budget Amendment to Increase Budget at Bid Package 020 TEA 126 East Handley Elementary School in the 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Budget Amendment to Increase Budget at Bid Package 020 TEA 126 East Handley Elementary School in the 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP

681-81-6629-B47-999-99-000-000000- \$ 30,000

**COST:**

\$30,000

**VENDOR:**

TBD

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program  
TEA 126 East Handley Elementary School

**RATIONALE:**

Additional funding is being requested to supplement this campus and allow procurement of forthcoming contracts.

**INFORMATION SOURCE:**

Vicki D. Burris  
Elsie Schiro  
Randy Cofer  
Danielle Aery

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 020	Revised 08/21/18
001	Amon Carter - Riverside High School	\$ 11,381,062		\$ 11,381,062
002	Arlington Heights High School	\$ 9,087,306		\$ 9,087,306
003	South Hills High School	\$ 7,942,718		\$ 7,942,718
004	Diamond Hill-Jarvis High School	\$ 7,267,723		\$ 7,267,723
005	Dunbar High School	\$ 3,941,155		\$ 3,941,155
006	Eastern Hills High School	\$ 1,750,813		\$ 1,750,813
008	North Side High School	\$ 1,476,946		\$ 1,476,946
009	Polytechnic High School	\$ 6,902,915		\$ 6,902,915
010	Paschal High School	\$ 12,697,654		\$ 12,697,654
011	Trimble Technical High School	\$ 2,485,111		\$ 2,485,111
014	Southwest High School	\$ 2,082,991		\$ 2,082,991
015	Western Hills High School	\$ 6,151,656		\$ 6,151,656
016	O.D. Wyatt High School	\$ 2,542,657		\$ 2,542,657
018	Middle Level Learning Center	\$ 75,751		\$ 75,751
019	Metro Opportunity High School	\$ 101,948		\$ 101,948
026	Jo Kelly School	\$ 95,946		\$ 95,946
042	Daggett Middle School	\$ 201,461		\$ 201,461
043	Wedgwood Sixth Grade School	\$ 3,151,821		\$ 3,151,821
044	Elder Middle School	\$ 3,594,287		\$ 3,594,287
045	Forest Oak Middle School	\$ 583,633		\$ 583,633
047	Handley Middle School	\$ 167,409		\$ 167,409
048	William James Middle School	\$ 977,827		\$ 977,827
049	Kirkpatrick Middle School	\$ 2,751,266		\$ 2,751,266
050	McLean Middle School	\$ 4,935,663		\$ 4,935,663
051	Meacham Middle School	\$ 291,596		\$ 291,596
052	Meadowbrook Middle School	\$ 805,246		\$ 805,246
053	Monnig Middle School	\$ 223,334		\$ 223,334
054	Morningside Middle School	\$ 2,234,747		\$ 2,234,747
056	Riverside Middle School	\$ 193,511		\$ 193,511
057	Rosemont Middle School	\$ 471,521		\$ 471,521
058	W.C. Stripling Middle School	\$ 360,880		\$ 360,880
059	J. Martin Jacquet MS	\$ 391,817		\$ 391,817
060	Wedgwood Middle School	\$ 239,878		\$ 239,878
061	Leonard Middle School	\$ 324,701		\$ 324,701
062	International Newcomer Acad / Applied Learning Academy	\$ 303,092		\$ 303,092
063	Como Montessori School	\$ 2,495,445		\$ 2,495,445
064	Glencrest 6th Grade	\$ 2,621,877		\$ 2,621,877
067	Rosemont 6th Grade	\$ 2,195,607		\$ 2,195,607
069	McLean 6th Grade	\$ 4,562,826		\$ 4,562,826
070	Jean McClung Middle School	\$ 125,849		\$ 125,849
071	Benbrook Middle School / Westpark ES (Conversion)	\$ 8,804,009		\$ 8,804,009
081	Young Women's Leadership Academy	\$ 3,282,820		\$ 3,282,820
082	Texas Academy of Biomedical Sciences	\$ 194,101		\$ 194,101
083	Young Men's Leadership Academy	\$ 5,564,231		\$ 5,564,231
084	World Language Academy	\$ 3,895		\$ 3,895
087	VPA/STEM	\$ 53,262,571		\$ 53,262,571
101	Alice Carlson Applied Learning Center	\$ 122,520		\$ 122,520
103	Benbrook Elementary School	\$ 2,628,356		\$ 2,628,356
104	Boulevard Heights Elementary School	\$ 462,801		\$ 462,801
105	West Handley Elementary School	\$ 6,204,038		\$ 6,204,038
107	Burton Hill Elementary School	\$ 120,755		\$ 120,755
110	Carroll Peak Elementary School	\$ 71,310		\$ 71,310
111	Carter Park Elementary School	\$ 2,197,638		\$ 2,197,638
114	Manuel Jara Elementary School	\$ 111,064		\$ 111,064
115	George C. Clarke Elementary School	\$ 1,714,841		\$ 1,714,841

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 020	Revised 08/21/18
116	Lily B. Clayton Elementary School	\$ 152,911		\$ 152,911
117	Como Elementary School	\$ 178,666		\$ 178,666
118	Hazel Harvey Peace Elementary School	\$ 80,060		\$ 80,060
119	E.M. Daggett Elementary School	\$ 3,070,209		\$ 3,070,209
120	Rufino Mendoza Elementary School	\$ 2,382,193		\$ 2,382,193
121	DeZavala Elementary School	\$ 3,833,265		\$ 3,833,265
122	Diamond Hill Elementary School	\$ 1,761,223		\$ 1,761,223
123	S.S. Dillow Elementary School	\$ 208,715		\$ 208,715
124	Maude I. Logan Elementary School	\$ 256,898		\$ 256,898
125	Eastern Hills Elementary School	\$ 191,230		\$ 191,230
126	East Handley Elementary School	\$ 2,345,315	\$30,000	\$ 2,375,315
127	Christene C. Moss Elementary School	\$ 1,876,709		\$ 1,876,709
129	John T. White Elementary School	\$ 84,752		\$ 84,752
130	Harlean Beal Elementary School	\$ 203,876		\$ 203,876
131	Rosemont Elementary School	\$ 87,811		\$ 87,811
132	Glen Park Elementary School	\$ 1,660,478		\$ 1,660,478
133	W. M. Green Elementary School	\$ 4,668,103		\$ 4,668,103
134	Greenbriar Elementary School	\$ 1,868,256		\$ 1,868,256
135	Van Zandt-Guinn Elementary School	\$ 104,439		\$ 104,439
137	Hubbard Heights Elementary School	\$ 123,636		\$ 123,636
138	H.V. Helbing Elementary	\$ 392,315		\$ 392,315
139	Milton L. Kirkpatrick Elementary School	\$ 1,911,589		\$ 1,911,589
141	Meadowbrook Elementary	\$ 109,351		\$ 109,351
143	D. McRae Elementary School	\$ 137,571		\$ 137,571
144	Mitchell Boulevard Elementary School	\$ 2,573,360		\$ 2,573,360
146	M.H. Moore Elementary School	\$ 188,193		\$ 188,193
147	Morningside Elementary School	\$ 185,734		\$ 185,734
148	Charles E. Nash Elementary School	\$ 2,399,982		\$ 2,399,982
149	North Hi Mount Elementary School	\$ 113,634		\$ 113,634
150	Oakhurst Elementary School	\$ 167,118		\$ 167,118
151	Natha Howell Elementary School	\$ 133,801		\$ 133,801
152	Oaklawn Elementary School	\$ 221,420		\$ 221,420
153	A.M. Pate Elementary School	\$ 151,508		\$ 151,508
154	M.L. Phillips Elementary School	\$ 159,223		\$ 159,223
156	Ridglea Hills Elementary School	\$ 2,233,018		\$ 2,233,018
157	Luella Merrett Elementary School	\$ 3,140,550		\$ 3,140,550
159	Versia L. Williams Elementary School	\$ 2,846,931		\$ 2,846,931
160	Maudrie M. Walton Elementary School	\$ 140,621		\$ 140,621
161	Sam Rosen Elementary School	\$ 1,903,596		\$ 1,903,596
162	Sagamore Hill Elementary School	\$ 206,625		\$ 206,625
163	Bruce Shulkey Elementary School	\$ 560,493		\$ 560,493
165	R.J. Wilson Elementary School	\$ 1,405,234		\$ 1,405,234
166	South Hi Mount Elementary School	\$ 217,889		\$ 217,889
167	South Hills Elementary School	\$ 133,323		\$ 133,323
168	Springdale Elementary School	\$ 3,426,828		\$ 3,426,828
169	Sunrise-McMillan Elementary School	\$ 2,431,493		\$ 2,431,493
171	Tanglewood Elementary School	\$ 7,158,771		\$ 7,158,771
172	W.J. Turner Elementary School	\$ 206,046		\$ 206,046
175	Washington Heights Elementary School (New)	\$ 13,608,364		\$ 13,608,364
176	Waverly Park Elementary School	\$ 296,679		\$ 296,679
177	Westcliff Elementary School	\$ 128,595		\$ 128,595
178	Westcreek Elementary School	\$ 529,748		\$ 529,748
180	Western Hills Elementary School	\$ 4,579,743		\$ 4,579,743
184	Worth Heights Elementary School	\$ 176,275		\$ 176,275
186	David K. Sellars Elementary School	\$ 4,494,411		\$ 4,494,411
187	J.T. Stevens Elementary School	\$ 181,599		\$ 181,599

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 020	Revised 08/21/18
188	Atwood McDonald Elementary School	\$ 2,292,271		\$ 2,292,271
190	Riverside Applied Learning Center	\$ 115,415		\$ 115,415
194	Daggett Montessori	\$ 301,897		\$ 301,897
206	Bill Elliott Elementary School	\$ 112,414		\$ 112,414
208	T.A. Sims Elementary School	\$ 140,477		\$ 140,477
209	Edward J. Briscoe Elementary	\$ 81,784		\$ 81,784
216	Woodway Elementary School	\$ 1,543,184		\$ 1,543,184
217	I.M. Terrell Elementary School	\$ 137,810		\$ 137,810
219	Lowery Road Elementary School	\$ 6,001,478		\$ 6,001,478
220	Alice Contreras Elementary School	\$ 1,583,669		\$ 1,583,669
221	Western Hills Primary	\$ 376,647		\$ 376,647
222	L. Clifford Davis Elementary School	\$ 306,763		\$ 306,763
223	Cesar Chavez Primary	\$ 131,996		\$ 131,996
224	M. G. Ellis Primary	\$ 267,096		\$ 267,096
225	Bonnie Brae Elementary School	\$ 124,486		\$ 124,486
226	Seminary Hills Park Elementary School	\$ 181,382		\$ 181,382
227	Dolores Huerta Elementary School	\$ 176,145		\$ 176,145
241	Westpark Elementary School (New)	\$ 18,991,232		\$ 18,991,232
259	Van Zandt-Guinn Elementary School	\$ 12,277,573		\$ 12,277,573
350	Adult Education Center	\$ 16,043		\$ 16,043
834	Wilkerson-Greines Athletic Fields	\$ 164,282		\$ 164,282
835	Farrington Athletic Field	\$ 155,855		\$ 155,855
836	Scarborough-Handley Athletic Field	\$ 1,623,826		\$ 1,623,826
BP 028	Final amounts per school to be finalized upon contract execution	\$ 2,180,560		\$ 2,180,560
000	Reimbursement to General Fund for Purchase of YWLA	\$ 4,453,537		\$ 4,453,537
B44	Other Program Costs	\$ 300,000		\$ 300,000
999	Indirect Cost Redistribution - Prop 1	\$ 21,708,509		\$ 21,708,509
999	Indirect Cost Redistribution - Prop 2	\$ 2,531,256		\$ 2,531,256
B45	Construction Escalation Allowance - Prop 1	\$ -		\$ -
B45	Construction Escalation Allowance - Prop 2	\$ 510,000		\$ 510,000
B47	Owner's Program Contingency - Prop 1	\$ 2,815,618	(\$30,000)	\$ 2,785,618
B47	Owner's Program Contingency - Prop 2	\$ 523,992		\$ 523,992
OCP	Contingency from Scope Adjustments	\$ -		\$ -
OFC	Funds Associated with Additions to be Built at Other Campuses	\$ -		\$ -
CSA	Contingency Set Aside for Additional Indirect Costs	\$ -		\$ -
ADA	ADA Compliance Contingency	\$ 11,259		\$ 11,259
FFE	FF&E Contingency	\$ 154,724		\$ 154,724
TEC	Contingency Transfer from Technology	\$ 397,292		\$ 397,292
SSC	Safety & Security Contingency	\$ 602,337		\$ 602,337
		<b>\$ 362,217,788</b>	<b>\$ -</b>	<b>\$ 362,217,788</b>
	Technology Assessment	\$ 99,990,835		\$ 99,990,835
	Proposition 3	\$ 30,000,000		\$ 30,000,000
	<b>2013 CIP Grand Total</b>	<b>\$ 492,208,623</b>		<b>\$ 492,208,623</b>

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE BUDGET AMENDMENT AND BUDGET INCREASE FOR BID PACKAGE 060 SCARBOROUGH-HANDLEY ATHLETIC FIELD (RFCSP #17-008) IN THE 2013 CAPITAL IMPROVEMENT PROGRAM**

**BACKGROUND:**

On November 15, 2016, the Board of Education (BOE) approved the authorization to negotiate and enter into a contract with Tegrity Contractors, Inc. for the 2013 Capital Improvement Program Bid Package 060 (RFCSP #17-008). Negotiations with Tegrity Contractors, Inc. were completed and a contract was issued and executed between the District and Tegrity Contractors, Inc.

Additional costs have been identified including modifications to the following building components: additional landscaping for the Community Facilities Agreement required by the City of Fort Worth. CIP is requesting a budget increase for this GC contract in an amount not-to-exceed \$50,000 and the transfer of \$50,000 from Program Contingency to fund change order(s) for the items noted above.

The information shown below outlines the history of this contract, to date.

<b>Description</b>	<b>BOE Date</b>	<b>Current NTE Budget</b>	<b>Changes</b>	<b>Revised NTE Budget</b>
Original Contract	11/15/16	\$2,177,026	-	\$2,177,026
Budget Increase	04/11/17	\$2,177,026	\$189,000	\$2,366,026
Budget Decrease	11/14/17	\$2,366,026	(\$75,000)	\$2,291,026
Budget Increase	02/13/18	\$2,291,026	\$60,000	\$2,351,026
Budget Amendment & Increase	04/10/18	\$2,351,026	\$165,000	\$2,516,026
Budget Amendment & Increase	08/21/18	\$2,516,026	\$50,000	\$2,566,026
Total:			\$389,000	

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**



**ALTERNATIVES:**

1. Approve Budget Amendment and Budget Increase for Bid Package 060 Scarborough-Handley Athletic Field (RFCSP #17-008) in the 2013 Capital Improvement Program
2. Decline to Approve Budget Amendment and Budget Increase for Bid Package 060 Scarborough-Handley Athletic Field (RFCSP #17-008) in the 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Budget Amendment and Budget Increase for Bid Package 060 Scarborough-Handley Athletic Field (RFCSP #17-008) in the 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP

681-81-6629-B47-999-99-000-000000 - \$50,000

**COST:**

Not to Exceed \$50,000

**VENDOR:**

Tegrity Contractors, Inc.

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program  
TEA 836 Scarborough-Handley Athletic Field

**RATIONALE:**

A budget amendment and budget increase is needed to fund change orders in an amount not-to-exceed \$50,000 which cannot be covered with the available funds within the General Contractor's Agreement.

**INFORMATION SOURCE:**

Vicki D. Burris  
Gary Griffith  
Elsie Schiro  
Randy Cofer  
Danielle Aery

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 060	Revised 08/21/18
001	Amon Carter - Riverside High School	\$ 11,381,062		\$ 11,381,062
002	Arlington Heights High School	\$ 9,087,306		\$ 9,087,306
003	South Hills High School	\$ 7,942,718		\$ 7,942,718
004	Diamond Hill-Jarvis High School	\$ 7,267,723		\$ 7,267,723
005	Dunbar High School	\$ 3,941,155		\$ 3,941,155
006	Eastern Hills High School	\$ 1,750,813		\$ 1,750,813
008	North Side High School	\$ 1,476,946		\$ 1,476,946
009	Polytechnic High School	\$ 6,902,915		\$ 6,902,915
010	Paschal High School	\$ 12,697,654		\$ 12,697,654
011	Trimble Technical High School	\$ 2,485,111		\$ 2,485,111
014	Southwest High School	\$ 2,082,991		\$ 2,082,991
015	Western Hills High School	\$ 6,151,656		\$ 6,151,656
016	O.D. Wyatt High School	\$ 2,542,657		\$ 2,542,657
018	Middle Level Learning Center	\$ 75,751		\$ 75,751
019	Metro Opportunity High School	\$ 101,948		\$ 101,948
026	Jo Kelly School	\$ 95,946		\$ 95,946
042	Daggett Middle School	\$ 201,461		\$ 201,461
043	Wedgwood Sixth Grade School	\$ 3,151,821		\$ 3,151,821
044	Elder Middle School	\$ 3,594,287		\$ 3,594,287
045	Forest Oak Middle School	\$ 583,633		\$ 583,633
047	Handley Middle School	\$ 167,409		\$ 167,409
048	William James Middle School	\$ 977,827		\$ 977,827
049	Kirkpatrick Middle School	\$ 2,751,266		\$ 2,751,266
050	McLean Middle School	\$ 4,935,663		\$ 4,935,663
051	Meacham Middle School	\$ 291,596		\$ 291,596
052	Meadowbrook Middle School	\$ 805,246		\$ 805,246
053	Monnig Middle School	\$ 223,334		\$ 223,334
054	Morningside Middle School	\$ 2,234,747		\$ 2,234,747
056	Riverside Middle School	\$ 193,511		\$ 193,511
057	Rosemont Middle School	\$ 471,521		\$ 471,521
058	W.C. Stripling Middle School	\$ 360,880		\$ 360,880
059	J. Martin Jacquet MS	\$ 391,817		\$ 391,817
060	Wedgwood Middle School	\$ 239,878		\$ 239,878
061	Leonard Middle School	\$ 324,701		\$ 324,701
062	International Newcomer Acad / Applied Learning Academy	\$ 303,092		\$ 303,092
063	Como Montessori School	\$ 2,495,445		\$ 2,495,445
064	Glencrest 6th Grade	\$ 2,621,877		\$ 2,621,877
067	Rosemont 6th Grade	\$ 2,195,607		\$ 2,195,607
069	McLean 6th Grade	\$ 4,562,826		\$ 4,562,826
070	Jean McClung Middle School	\$ 125,849		\$ 125,849
071	Benbrook Middle School / Westpark ES (Conversion)	\$ 8,804,009		\$ 8,804,009
081	Young Women's Leadership Academy	\$ 3,282,820		\$ 3,282,820
082	Texas Academy of Biomedical Sciences	\$ 194,101		\$ 194,101
083	Young Men's Leadership Academy	\$ 5,564,231		\$ 5,564,231
084	World Language Academy	\$ 3,895		\$ 3,895
087	VPA/STEM	\$ 53,262,571		\$ 53,262,571
101	Alice Carlson Applied Learning Center	\$ 122,520		\$ 122,520
103	Benbrook Elementary School	\$ 2,628,356		\$ 2,628,356
104	Boulevard Heights Elementary School	\$ 462,801		\$ 462,801
105	West Handley Elementary School	\$ 6,204,038		\$ 6,204,038
107	Burton Hill Elementary School	\$ 120,755		\$ 120,755
110	Carroll Peak Elementary School	\$ 71,310		\$ 71,310
111	Carter Park Elementary School	\$ 2,197,638		\$ 2,197,638
114	Manuel Jara Elementary School	\$ 111,064		\$ 111,064
115	George C. Clarke Elementary School	\$ 1,714,841		\$ 1,714,841

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 060	Revised 08/21/18
116	Lily B. Clayton Elementary School	\$ 152,911		\$ 152,911
117	Como Elementary School	\$ 178,666		\$ 178,666
118	Hazel Harvey Peace Elementary School	\$ 80,060		\$ 80,060
119	E.M. Daggett Elementary School	\$ 3,070,209		\$ 3,070,209
120	Rufino Mendoza Elementary School	\$ 2,382,193		\$ 2,382,193
121	DeZavala Elementary School	\$ 3,833,265		\$ 3,833,265
122	Diamond Hill Elementary School	\$ 1,761,223		\$ 1,761,223
123	S.S. Dillow Elementary School	\$ 208,715		\$ 208,715
124	Maude I. Logan Elementary School	\$ 256,898		\$ 256,898
125	Eastern Hills Elementary School	\$ 191,230		\$ 191,230
126	East Handley Elementary School	\$ 2,375,315		\$ 2,375,315
127	Christene C. Moss Elementary School	\$ 1,876,709		\$ 1,876,709
129	John T. White Elementary School	\$ 84,752		\$ 84,752
130	Harlean Beal Elementary School	\$ 203,876		\$ 203,876
131	Rosemont Elementary School	\$ 87,811		\$ 87,811
132	Glen Park Elementary School	\$ 1,660,478		\$ 1,660,478
133	W. M. Green Elementary School	\$ 4,668,103		\$ 4,668,103
134	Greenbriar Elementary School	\$ 1,868,256		\$ 1,868,256
135	Van Zandt-Guinn Elementary School	\$ 104,439		\$ 104,439
137	Hubbard Heights Elementary School	\$ 123,636		\$ 123,636
138	H.V. Helbing Elementary	\$ 392,315		\$ 392,315
139	Milton L. Kirkpatrick Elementary School	\$ 1,911,589		\$ 1,911,589
141	Meadowbrook Elementary	\$ 109,351		\$ 109,351
143	D. McRae Elementary School	\$ 137,571		\$ 137,571
144	Mitchell Boulevard Elementary School	\$ 2,573,360		\$ 2,573,360
146	M.H. Moore Elementary School	\$ 188,193		\$ 188,193
147	Morningside Elementary School	\$ 185,734		\$ 185,734
148	Charles E. Nash Elementary School	\$ 2,399,982		\$ 2,399,982
149	North Hi Mount Elementary School	\$ 113,634		\$ 113,634
150	Oakhurst Elementary School	\$ 167,118		\$ 167,118
151	Natha Howell Elementary School	\$ 133,801		\$ 133,801
152	Oaklawn Elementary School	\$ 221,420		\$ 221,420
153	A.M. Pate Elementary School	\$ 151,508		\$ 151,508
154	M.L. Phillips Elementary School	\$ 159,223		\$ 159,223
156	Ridglea Hills Elementary School	\$ 2,233,018		\$ 2,233,018
157	Luella Merrett Elementary School	\$ 3,140,550		\$ 3,140,550
159	Versia L. Williams Elementary School	\$ 2,846,931		\$ 2,846,931
160	Maudrie M. Walton Elementary School	\$ 140,621		\$ 140,621
161	Sam Rosen Elementary School	\$ 1,903,596		\$ 1,903,596
162	Sagamore Hill Elementary School	\$ 206,625		\$ 206,625
163	Bruce Shulkey Elementary School	\$ 560,493		\$ 560,493
165	R.J. Wilson Elementary School	\$ 1,405,234		\$ 1,405,234
166	South Hi Mount Elementary School	\$ 217,889		\$ 217,889
167	South Hills Elementary School	\$ 133,323		\$ 133,323
168	Springdale Elementary School	\$ 3,426,828		\$ 3,426,828
169	Sunrise-McMillan Elementary School	\$ 2,431,493		\$ 2,431,493
171	Tanglewood Elementary School	\$ 7,158,771		\$ 7,158,771
172	W.J. Turner Elementary School	\$ 206,046		\$ 206,046
175	Washington Heights Elementary School (New)	\$ 13,608,364		\$ 13,608,364
176	Waverly Park Elementary School	\$ 296,679		\$ 296,679
177	Westcliff Elementary School	\$ 128,595		\$ 128,595
178	Westcreek Elementary School	\$ 529,748		\$ 529,748
180	Western Hills Elementary School	\$ 4,579,743		\$ 4,579,743
184	Worth Heights Elementary School	\$ 176,275		\$ 176,275
186	David K. Sellars Elementary School	\$ 4,494,411		\$ 4,494,411
187	J.T. Stevens Elementary School	\$ 181,599		\$ 181,599

# SUMMARY OF 2013 CAPITAL IMPROVEMENT PROGRAM BUDGET AMENDMENTS



Org	Project	Revised 08/21/18	Bid Package 060	Revised 08/21/18
188	Atwood McDonald Elementary School	\$ 2,292,271		\$ 2,292,271
190	Riverside Applied Learning Center	\$ 115,415		\$ 115,415
194	Daggett Montessori	\$ 301,897		\$ 301,897
206	Bill Elliott Elementary School	\$ 112,414		\$ 112,414
208	T.A. Sims Elementary School	\$ 140,477		\$ 140,477
209	Edward J. Briscoe Elementary	\$ 81,784		\$ 81,784
216	Woodway Elementary School	\$ 1,543,184		\$ 1,543,184
217	I.M. Terrell Elementary School	\$ 137,810		\$ 137,810
219	Lowery Road Elementary School	\$ 6,001,478		\$ 6,001,478
220	Alice Contreras Elementary School	\$ 1,583,669		\$ 1,583,669
221	Western Hills Primary	\$ 376,647		\$ 376,647
222	L. Clifford Davis Elementary School	\$ 306,763		\$ 306,763
223	Cesar Chavez Primary	\$ 131,996		\$ 131,996
224	M. G. Ellis Primary	\$ 267,096		\$ 267,096
225	Bonnie Brae Elementary School	\$ 124,486		\$ 124,486
226	Seminary Hills Park Elementary School	\$ 181,382		\$ 181,382
227	Dolores Huerta Elementary School	\$ 176,145		\$ 176,145
241	Westpark Elementary School (New)	\$ 18,991,232		\$ 18,991,232
259	Van Zandt-Guinn Elementary School	\$ 12,277,573		\$ 12,277,573
350	Adult Education Center	\$ 16,043		\$ 16,043
834	Wilkerson-Greines Athletic Fields	\$ 164,282		\$ 164,282
835	Farrington Athletic Field	\$ 155,855		\$ 155,855
836	Scarborough-Handley Athletic Field	\$ 1,623,826	\$50,000	\$ 1,673,826
BP 028	Final amounts per school to be finalized upon contract execution	\$ 2,180,560		\$ 2,180,560
000	Reimbursement to General Fund for Purchase of YWLA	\$ 4,453,537		\$ 4,453,537
B44	Other Program Costs	\$ 300,000		\$ 300,000
999	Indirect Cost Redistribution - Prop 1	\$ 21,708,509		\$ 21,708,509
999	Indirect Cost Redistribution - Prop 2	\$ 2,531,256		\$ 2,531,256
B45	Construction Escalation Allowance - Prop 1	\$ -		\$ -
B45	Construction Escalation Allowance - Prop 2	\$ 510,000		\$ 510,000
B47	Owner's Program Contingency - Prop 1	\$ 2,785,618	(\$50,000)	\$ 2,735,618
B47	Owner's Program Contingency - Prop 2	\$ 523,992		\$ 523,992
OCP	Contingency from Scope Adjustments	\$ -		\$ -
OFC	Funds Associated with Additions to be Built at Other Campuses	\$ -		\$ -
CSA	Contingency Set Aside for Additional Indirect Costs	\$ -		\$ -
ADA	ADA Compliance Contingency	\$ 11,259		\$ 11,259
FFE	FF&E Contingency	\$ 154,724		\$ 154,724
TEC	Contingency Transfer from Technology	\$ 397,292		\$ 397,292
SSC	Safety & Security Contingency	\$ 602,337		\$ 602,337
		\$ 362,217,788	\$ -	\$ 362,217,788
	Technology Assessment	\$ 99,990,835		\$ 99,990,835
	Proposition 3	\$ 30,000,000		\$ 30,000,000
	<b>2013 CIP Grand Total</b>	<b>\$ 492,208,623</b>		<b>\$ 492,208,623</b>

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE BUDGET INCREASE FOR BID PACKAGE 066A  
POLYTECHNIC HIGH SCHOOL (RFP 17-066) IN THE 2013 CAPITAL  
IMPROVEMENT PROGRAM**

**BACKGROUND:**

On April 11, 2017, the Board of Education (BOE) approved the authorization to negotiate and enter into a contract with Ratcliff Construction, LP for the 2013 Capital Improvement Program Bid Package 066A (RFCSP #17-066). Negotiations with Ratcliff Construction, LP were completed and a contract was issued and executed between the District and Ratcliff Construction, LP.

Additional costs have been identified including modifications to the following building components: irrigation service, relocation of door in the training room, additional masonry, canopy supports, flooring finishes, plumbing, and paving. CIP is requesting a budget increase for this GC contract in an amount not-to-exceed \$40,000 to fund change order(s) for the items noted above. The budget increase can be funded from within the project budget, therefore, does not require the use of program contingency.

Description	BOE Date	Current Budget	Changes	Revised Budget
Original Contract	04/11/17	\$4,951,661	-	\$4,951,661
Budget Decrease	11/14/17	\$4,951,661	(\$75,000)	\$4,876,661
Budget Increase	12/12/17	\$4,876,661	\$80,000	\$4,956,661
Budget Amendment & Increase	02/27/18	\$4,956,661	\$85,000	\$5,041,661
Budget Amendment & Increase	05/08/18	\$5,041,661	\$565,000	\$5,606,661
Budget Increase	08/21/18	\$5,606,661	\$40,000	\$5,646,661
Total:			\$695,000	

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Budget Increase for Bid Package 066A Polytechnic High School (RFP 17-066) in the 2013 Capital Improvement Program
2. Decline to Approve Budget Increase for Bid Package 066A Polytechnic High School (RFP 17-066) in the 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Budget Increase for Bid Package 066A Polytechnic High School (RFP 17-066) in the 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP

681-81-6629-B39-009-99-000-000000- \$ 40,000

**COST:**

Not-To-Exceed \$40,000

**VENDOR:**

Ratcliff Constructors, LP

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program  
TEA 009 Polytechnic High School

**RATIONALE:**

A budget increase is needed to fund change orders in a not-to-exceed amount of \$40,000 which cannot be covered with the available funds within the General Contractor's Agreement.

**INFORMATION SOURCE:**

Vicki D. Burris  
Elsie Schiro  
Randy Cofer  
Danielle Aery



**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE INCREASE TO THE ESTIMATED TOTAL COST OF MOVING SERVICES FOR THE 2013 CAPITAL IMPROVEMENT PROGRAM**

**BACKGROUND:**

At the June 24, 2014 BOE meeting, the Board approved the qualification of firms and authorized CIP staff to negotiate and award contracts for moving services at construction sites in the 2013 CIP. In that authorization, the total cost for all moving services was budgeted at \$90,008. Subsequently, at the June 14, 2016 BOE meeting, this budget was increased by \$100,000 for a total of \$190,008. Then on July 18, 2017, the budget was increased by \$60,000, for a total of \$250,008. As the moving services contracts have been negotiated, it has been determined that an increase to the approved amount is required. Therefore, CIP is requesting approval to increase the cost of moving services by \$50,000, for a total amount of \$350,008. Funding for this work is within the BOE approved project budgets; therefore, a formal budget amendment is not required.

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Increase to the Estimated Total Cost of Moving Services for the 2013 Capital Improvement Program
2. Decline to Approve Increase to the Estimated Total Cost of Moving Services for the 2013 Capital Improvement Program
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Increase to the Estimated Total Cost of Moving Services for the 2013 Capital Improvement Program

**FUNDING SOURCE**

*Additional Details*

CIP

681-81-6629-B42-XXX-99-000-000000

**COST:**

Not Applicable

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program

**RATIONALE:**

The current estimated cost for moving services is \$250,008. It is expected that the cost of the moving services will increase. Therefore, CIP is requesting approval to increase the cost of moving services by \$50,000, for a total amount of \$300,008.

**INFORMATION SOURCE:**

Vicki D. Burris

Elsie Schiro

Randy Cofer

Danielle Aery

**CONSENT AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE PURCHASE OF FURNITURE FOR TEA #010 R.L. PASCHAL  
HIGH SCHOOL COMPETITION GYM/FIELDHOUSE**

**BACKGROUND:**

As a result of the 2017 Bond Election, the Board of Education authorized the CIP department to enter into a contract with Northridge Construction Group, LLC for the interior finish-out of TEA #010 R.L. Paschal High School gym/fieldhouse. This project requires furniture for specific areas within the gym/fieldhouse.

The vendor selected for this purchase is School Specialty, BuyBoard Contract No. 502-16. The purchase of this furniture will be made using the Capital Improvement Program funds as part of the 2017 bond authorization. The cost is not to exceed \$65,740.

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve Purchase Of Furniture For TEA #010 R.L. Paschal High School Competition Gym/Fieldhouse
2. Decline to Approve Purchase Of Furniture For TEA #010 R.L. Paschal High School Competition Gym/Fieldhouse
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Purchase Of Furniture For TEA #010 R.L. Paschal High School Competition Gym/Fieldhouse

**FUNDING SOURCE**

*Additional Details*

CIP

671-81-XXXX-B43-010-99-000-010001

**COST:**

Not to Exceed \$65,740

**VENDOR:**

School Specialty

**PURCHASING MECHANISM**

Interlocal Agreement

The purchase is in accordance with the Texas Education Code §44.031 (j) regarding school district purchases made through an Interlocal contract. Pricing obtained through the BuyBoard, Contract 502-16. The recommended vendor is listed above.

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Capital Improvement Program  
TEA #010 R.L. Paschal High School

**RATIONALE:**

Furniture is required for the new space created for TEA #010 R.L. Paschal High School Competition/Gym Fieldhouse.

**INFORMATION SOURCE:**

Vicki D. Burris  
Gary Griffith

**ACTION AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVAL OF DISTRICT TEACHING PERMIT FOR NON-CORE CTE COURSES**

**BACKGROUND:**

The Texas Education Agency provides a provision in the Texas Education Code (§21.055) that allows districts to issue school district teaching permits without approval of the commissioner of education for “noncore academic career and technical education (CTE) courses” beginning September 1, 2015 (TEC §21.055 d-1). Currently, certified Health Science teachers are difficult to find; however, we have an experienced health professional applicant who otherwise qualifies for the position. This request is to exercise our option to issue a District teaching permit to allow us to hire Naomi Powell at Texas Academy of Biomedical Sciences High School and Stefanie Lindstrom at North Side High School into a current vacant teaching position at O D Wyatt High School.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve District Teaching Permit for Non-Core CTE Courses
2. Decline to Approve District Teaching Permit for Non-Core CTE Courses
3. Remand to staff for further study

**SUPERINTENDENT’S RECOMMENDATION:**

Approve of District Teaching Permit for Non-Core CTE Courses

**FUNDING SOURCE**

*Additional Details*

No Cost

Not applicable

**COST:**

No Cost

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

O D Wyatt High School  
North Side High School

**RATIONALE:**

This board item should be approved by the Board in order to hire a qualified teacher for a hard-to-fill teaching vacancy in Health Science, as permitted by the Commissioner of Education.

**INFORMATION SOURCE:**

Cynthia Rincon  
Cliff Mayer

**ACTION AGENDA ITEM  
BOARD MEETING  
AUGUST 21, 2018**

**TOPIC: APPROVE SECOND READING - REVISION TO BOARD POLICY DEC (LOCAL)**

**BACKGROUND:**

Several revisions were made to Board Policy DEC (LOCAL) issued on September 22, 2017. Since that time, there have been some local changes to different employee groups requiring Fort Worth ISD to update DEC (LOCAL).

**STRATEGIC GOAL:**

**2-Improve Operational Effectiveness and Efficiency**

**ALTERNATIVES:**

1. Approve second reading - revision to Board Policy DEC (LOCAL).
2. Decline to Approve second reading - revision to Board Policy DEC (LOCAL).
3. Remand to staff for further study.

**SUPERINTENDENT'S RECOMMENDATION:**

Approve second reading - revision to Board Policy DEC (LOCAL).

**FUNDING SOURCE**

*Additional Details*

No Cost

Not Applicable

**COST:**

Not Applicable

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase



***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

All schools and departments.

**RATIONALE:**

The approval of this policy will ensure the language is aligned with our current status.

**INFORMATION SOURCE:**

Sammy Monge  
Mia Hall

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Definitions**

The term “immediate family” is defined as:

Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a current son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, current parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent, grandchild, and spouse’s grandparent.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term “family emergency” shall be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.

Bereavement Leave

“Bereavement leave” shall be given to all District employees, other than substitute or temporary employees, in the event of the death of a member of the employee’s immediate family.

Leave Day

A “leave day” for purposes of earning, use, or recording of leave shall mean the number of hours per day equivalent to the employee’s usual assignment, whether full time or part time.

Paid Time Off

“Paid Time Off” (PTO) shall be defined as a bank of days in which the District pools state, local, and vacation days and allows employees to use the days as need or desire arises.

**Availability**

The District shall make state personal leave, local leave, and vacation leave for the current year available for use at the beginning of the school year. To be eligible to use vacation leave, an employee must have worked a minimum of six months.

When an employee is on a leave of absence, all leave balances shall be kept current (accrued as earned) until the employee returns to work.

**Earning Local Leave**

An employee shall not earn any local leave when he or she is in unpaid status. An employee using full or proportionate paid leave shall be considered to be in paid status.

**Deductions**

Leave without Pay

The District shall not approve paid leave for more leave days than have been accumulated in prior years plus leave currently availa-

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

ble. Any unapproved scheduled PTO absence for which the employee did not obtain approval from an authorized supervisor, or absences beyond accumulated and available paid leave, shall result in deductions from the employee's pay.

Leave Proration  
*Employed for  
Less Than Full  
Year*

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for:

1. State personal leave the employee used beyond his or her pro rata entitlement for the school year;
2. Local leave the employee used but had not earned as of the date of separation; and
3. Any additional paid leave the employee received under this policy, including pregnancy/parenting/adoption leave.

*Employed for Full  
Year*

If an employee uses more local leave than he or she earned and remains employed with the District through his or her last duty day, the District shall deduct the cost of the excess leave days from the employee's pay.

**Order of Use**

Earned compensatory time shall be used before any available paid PTO. Available PTO shall be used before deducting from an employee's pay. [See DEAB]

Unless an employee requests a different order, available paid state and local leave shall be used in the following order:

1. Local leave.
2. State personal leave.
3. Vacation leave from the previous fiscal year.
4. Vacation leave from the current fiscal year.

**Recording**

Leave shall be recorded as follows:

1. Leave shall be recorded in whole-day or half-day increments for all employees.
2. If the employee is taking intermittent FMLA leave, leave shall be recorded in one-hour increments.
3. If the employee chooses to offset leave against workers' compensation benefits, leave shall be recorded in the amount used.

**Concurrent Use of  
Leave**

When an absent employee is eligible for FMLA leave, the District shall designate the absence as FMLA leave.

The District shall require the employee to use temporary disability leave and paid leave, including compensatory time, concurrently with FMLA leave.

When an employee is absent ten or more consecutive workdays for medical reasons, the District shall require the employee to request a leave of absence.

An employee receiving workers' compensation income benefits may be eligible for paid or unpaid leave. An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

**Medical Certification**

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than three consecutive workdays because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences;
3. The employee requests FMLA leave for the employee's serious health condition or that of a spouse, parent, or child;
4. The employee requests FMLA leave for military caregiver purposes;
5. The employee requests paid pregnancy leave under this policy for a pregnancy-related illness, injury, or medical condition; or
6. The employee requests parenting or adoption leave under this policy to care for a newborn or newly adopted child with a serious health condition.

---

**Note:** For District contribution to employee insurance during leave, see CRD(LOCAL).

---

**Scheduled PTO**

To minimize impact on the educational program and District operations, the Board requires employees to differentiate the manner in which discretionary leave is taken (e.g., scheduled PTO).

State Personal  
Leave

All District employees (other than substitute and temporary employees) shall be entitled to five days of state personal leave earned prorated consistent with their work schedule, with no limit of accumulation and no restrictions on transfer among districts. State leave shall be available for use at the beginning of the school year.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Local Leave

Each employee who contributes to the Teacher Retirement System of Texas (TRS) (other than ~~pyramiding substitutes~~, substitutes, **part-time employees without benefits**, ~~or and~~ temporary employees), and any rehired retiree in a permanent full-time position, shall earn paid local leave days each school year, based on the number of months of service normally required for the employee's position:

Months Normally Required	Local Leave Days Per Year
10	5
11	6
12	7

Local leave shall accumulate without limit and shall be available for use at the beginning of the school year.

**PTO Reasons**

PTO shall include time taken for:

1. An employee's own illness or injury that prevents the employee from fulfilling the employee's assigned duties;
2. Care of the employee's newborn child, adoption of a child by the employee, or placement of a child with the employee for foster care, when the leave is taken in the first year after the birth, adoption, or placement;
3. Illness or death in the employee's immediate family;
4. The reasons allowed for use of state sick leave accumulated before May 30, 1995 [see DEC(LEGAL)]; and
5. An individual employee's discretion, subject to the limitations set out below.

**PTO Designation**

Although PTO may be taken for any and all purposes stated above, state, local, and vacation leave shall remain separate for the purpose of accumulation and the order of use deemed appropriate by each employee.

**Sick Leave Program**

An employee who has exhausted all available PTO, whether from state leave, local leave, or vacation leave, may apply for additional leave days through the District's sick leave program (SLP). Leave days granted from the SLP shall be in accordance with the Board-approved bylaws, which are available in the Health Services office.

**Bereavement Leave**

Purpose

Each District employee (other than a substitute or temporary employee) shall be granted two days of paid bereavement leave upon the death of a member of the employee's immediate family. Such leave shall be taken with no loss of pay or other paid leave. Such leave shall be limited to five occurrences in a two-year period.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Pay Status	If an employee has no available paid leave at the time of a death in the employee's immediate family, the District shall grant the employee a maximum of three additional days of bereavement leave, from which the District shall deduct the daily rate of an appropriate substitute, whether or not a substitute is employed.
Duration	The employee shall be permitted up to five absences for each occurrence, subject to District approval.
<b>Family and Medical Leave</b>	All employees who have been employed by the District for at least 12 months and have worked 1,250 hours during the previous 12-month period shall be eligible for FMLA leave. [See DECA(LEGAL)]
Eligibility	
Combined Leave for Spouses	If both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks. [See DECA(LEGAL)]
Intermittent or Reduced-Schedule Leave	The District shall permit use of intermittent or reduced-schedule FMLA leave under certain circumstances.
Certification of Leave	If an employee requests leave, the employee shall provide certification, as required by FMLA regulations, of the need for leave. [See DECA(LEGAL)]
Fitness-for-Duty Certification	If an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.
End-of-Semester Leave	If a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester. [See DECA(LEGAL), Leave at the End of a Semester]
Failure to Return	If, at the expiration of FMLA leave, the employee is able to return to work but chooses not to do so, the District shall require reimbursement of premiums paid by the District during the leave. [See DECA(LEGAL), Recovery of Benefit Cost]
<b>Local Pregnancy / Parenting / Adoption Leave</b>	The District shall grant a leave of absence to any District employee (other than a substitute or temporary employee) who suffers a disability caused by pregnancy or childbirth or who adopts and cares for a child up to two years of age.
Eligibility	
Application Procedure	The employee shall notify the principal or designee or immediate supervisor or designee and shall contact the employee relations division in the Human Capital Management department for the application procedure.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Duration	Local pregnancy/parenting/adoption leave shall be for a maximum of six consecutive calendar weeks, as measured from the date of childbirth or adoption, or from the first official date of medical leave, whichever occurs earlier.
Limitations on Duration	<p>The District shall require the employee to use any paid leave, including compensatory time, concurrently with an unpaid local pregnancy/parenting/adoption leave of absence.</p> <p>If an employee who has been employed by the District for one year has insufficient available paid leave to cover the entire leave of absence, the District shall grant a maximum of 20 consecutive workdays of paid leave, subject to deduction of the daily rate of a substitute for the employee's position for each day used, whether or not a substitute is employed.</p> <p>The combined total of paid leave days shall not exceed six consecutive calendar weeks.</p> <p>If both spouses are employed by the District, the District shall limit the local pregnancy/parenting/adoption leave to a combined total of six weeks; and the combined total of paid leave, beyond the employee's available paid leave, shall not exceed 20 consecutive workdays.</p> <p>The District shall require the employee to use local pregnancy/parenting/adoption leave concurrently with FMLA leave, as applicable.</p>
<b>Temporary Disability Leave</b>	Any District employee (other than a substitute or temporary employee) shall be eligible for temporary disability leave at any time the employee's condition interferes with the performance of regular duties.
Eligibility	<p>The term "temporary disability" shall include the condition of pregnancy when such a condition interferes with the performance of regular duties. Disabilities caused by or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom shall be treated the same as any other disability.</p>
Duration	The maximum length of temporary disability leave shall be 180 calendar days. The leave shall be inclusive of the 12-week period allowed by the FMLA.
Assignment / Reassignment	<p>If leave extends beyond the period of FMLA leave, an educator shall be assigned or reassigned in accordance with law.</p> <p>[See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]</p>

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Workers'  
Compensation**

---

**Note:** Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance. [See CRD(LOCAL) regarding payment of insurance contribution during employee absences.]

---

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable. [See DEC(REGULATION) for application procedures.]

**Paid Leave Offset**

An employee eligible for workers' compensation income benefits, and not on assault leave, may elect in writing to use available partial-day increments of paid leave to make up the difference between the employee's income benefits and the pre-injury wage. [See CRE]

**Court Appearances**

Absences due to compliance with a valid subpoena or for jury duty (petit jury or grand jury) shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance. Absences for court appearances related to an employee's personal business not related to a valid subpoena shall be deducted from leave balances or deducted from the employee's pay. [See DEC(REGULATION)]

The employee shall be allowed to retain any compensation received for jury service.

The employee shall notify the principal or immediate supervisor or designee upon receipt of the summons and shall submit to the payroll office a copy of the jury summons, the subpoena, or other appropriate documentation.

**Neutral Absence  
Control**

If an employee does not return to work within 180 calendar days of being out on a leave of absence, the District shall provide the employee with written notice that the maximum allotted District leave time has been exhausted and that the District shall pursue termination of an employee, regardless of the reason for the absence [see DF series]. The employee's eligibility for reasonable accommodations, as required by the Americans with Disabilities Act [see DAA(LEGAL)], shall be considered before termination. If paid leave has been exhausted, the employee shall remain on unpaid leave during the ADA consideration period. If terminated, the employee may apply for reemployment with the District.

**Assault Leave**

See DEC(LEGAL) for provisions related to assault leave.

**Military Leave**

See DECB(LEGAL) for provisions related to military leave.



**ACTION AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE LONE STAR GOVERNANCE QUARTERLY BOARD  
PROGRESS TRACKER**

**BACKGROUND:**

The intention of Lone Star Governance is to provide a continuous improvement model for governing teams (School Boards in collaboration with their Superintendents) that choose to intensively focus on one primary objective, improving student outcomes. In addition, Lone Star Governance provides a system for governing legal and fiscal responsibilities of the Board.

**STRATEGIC GOAL:**

**1-Increase Student Achievement**

**ALTERNATIVES:**

1. Approve Lone Star Governance Quarterly Board Progress Tracker.
2. Decline to Approve Lone Star Governance Quarterly Board Progress Tracker.
3. Remand to staff for further study.

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Lone Star Governance Quarterly Board Progress Tracker.

**FUNDING SOURCE**

*Additional Details*

No Cost

Not Applicable

**COST:**

Not Applicable

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

All Fort Worth ISD schools, departments, and communities.

**RATIONALE:**

Approval of the Quarterly Board Progress Tracker will ensure Fort Worth ISD is in compliance with the Lone Star Governance Texas Framework and will ensure governance behaviors are on target to improve student outcomes. The Quarterly Board Progress Tracker supports the underlying belief that leadership matters and leaders' choices have the power to be transformative in the lives of our students.

**INFORMATION SOURCE:**

Dr. Kent Paredes Scribner  
FWISD Board of Trustees  
Sammy Monge

## Quarterly Board Progress Tracker

Section	Baseline	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	5th Quarter	6th & 7th Quarters	Total Points Possible
Vision 1	0	12	12	12	12	12	12	15
Vision 2	0	12	12	12	12	12	12	15
Vision 3	0		3	3	9	9	9	10
Vision 4	0		4	4	4	4	4	5
Accountability 1	0		1	1	1	1	12	15
Accountability 2	0		0.5	0.5	0.5	0.5	5	5
Structure	0	1	4	4	4	4	15	15
Advocacy	0		0	0	0	0	9	10
Unity	0		0	0	0	0	9	10
<b>Total</b>	<b>0</b>	<b>25</b>	<b>36.5</b>	<b>36.5</b>	<b>42.5</b>	<b>42.5</b>	<b>87</b>	<b>100</b>

## Affirmations

By signing below, I affirm as a Trustee that this Lone Star Governance Quarterly Report is complete and accurate.

Trustees	Initial Here to Affirm Adherence To All Board Operating Procedures	Signature
Jacinto Ramos, Jr., District 1		
Tobi Jackson, District 2, Board President		
Christene C. Moss, District 3, Second Vice-President		
Theophlous Aron "T.A." Sims, Sr., District 4		
Judy Needham, District 5		
Ann Sutherland, District 6, First Vice-President		
Norman Robbins, District 7		
Anael Luebanos, District 8, Board Secretary		
Ashley Paz, District 9		

**ACTION AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: ORDINANCE ADOPTING THE 2018-2019 TAX RATES**

**BACKGROUND:**

The Board of Education (BOE) adopted the District's 2018-2019 budgets at the June 26, 2018, BOE meeting. The proposed budgets were developed with a proposed Tax Rate of \$1.06 for Maintenance and Operations and \$.2920 for Interest and Sinking for a Total Tax Rate of \$1.3520. The District is recommending that the Board adopt a Maintenance and Operations Tax Rate of \$1.06 and an Interest and Sinking Tax Rate of \$.2920 for a Total Tax Rate of \$1.3520. The Notice of Public Meeting on the proposed tax rates was advertised as required by law for the August 21, 2018 BOE meeting.

Section 26.05(a) of the Tax Code requires that the governing body adopt an ordinance setting tax rates to fund adopted budgets. Section 26.05(b) states "A taxing unit may not impose property taxes in any year until the governing body has adopted a tax rate for that year, and the annual tax rate must be set by ordinance, resolution, or order, depending on the method prescribed by law for adoption of a law by the governing body. The vote on the ordinance, resolution, or order setting the tax rate must be separate from the vote adopting the budget."

**ALTERNATIVES:**

1. Adopt an Ordinance setting the 2018-2019 Tax Rates of \$1.06 for Maintenance and Operations and \$.2920 for Interest and Sinking.
2. Decline to adopt an Ordinance setting the 2018-2019 Tax Rates of \$1.06 for Maintenance and Operations and \$.2920 for Interest and Sinking.
3. Remand to staff for further study.

**SUPERINTENDENT'S RECOMMENDATION:**

Adopt an Ordinance setting the 2018-2019 Tax Rates of \$1.06 for Maintenance and Operations and \$.2920 for Interest and Sinking.

**COST:**

Not applicable.

**RATIONALE:**

The Tax Code requires the District to adopt tax rates for the current tax year and to notify the assessor of the adopted rates no later than September 30<sup>th</sup> annually. The adoption of tax rates is also required to generate revenue that will fund the 2018-2019 adopted budgets.

**INFORMATION SOURCES:**

Elsie Schiro  
David Johnson

# FORT WORTH INDEPENDENT SCHOOL DISTRICT

AUGUST 21, 2018

## ORDINANCE ADOPTING 2018-2019 TAX RATES

**WHEREAS**, the Board of Education (BOE) adopted the 2018-2019 budgets at the June 26, 2018, BOE meeting. The proposed budgets were developed with a proposed tax rate of \$1.06 for Maintenance and Operations and \$.2920 for Interest and Sinking for a total tax rate of \$1.3520.

**AND WHEREAS**, the District is recommending that the Board adopt a Maintenance and Operations Tax Rate of \$1.06 and an Interest and Sinking Tax Rate of \$.2920 for a Total Tax Rate of \$1.3520.

**AND WHEREAS**, the Notice of Public Meeting on the proposed budgets and tax rates was advertised as required by law for the August 21, 2018, BOE meeting.

**AND WHEREAS**, Section 26.05(a) of the Tax Code requires the governing body to adopt an ordinance setting tax rates to fund the adopted budgets. Section 26.05(b) states “A taxing unit may not impose property taxes in any year until the governing body has adopted a tax rate for that year, and the annual tax rate must be set by ordinance, resolution, or order, depending on the method prescribed by law for adoption of a law by the governing body. The vote on the ordinance, resolution, or order setting the tax rate must be separate from the vote adopting the budget.”

**AND WHEREAS**, upon Motion duly made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve an ad valorem Maintenance and Operations Tax Rate of One Dollar and Six Cents (\$1.0600) per \$100.00 valuation of property and an ad valorem Interest and Sinking Tax Rate of Zero Dollars and Twenty-Nine and Two Hundredths Cents (\$.2920) per \$100.00 valuation of property, with a vote of \_\_\_\_\_ votes “FOR” and \_\_\_\_\_ votes “AGAINST,” representing a majority of votes “FOR” the Motion.

**BE IT, THEREFORE, ORDERED** by the Board of Education of the Fort Worth Independent School District on this 21st day of August, 2018, that there be and is hereby levied for the year 2018 on all real property situated, and all property owned within the limits of Fort Worth Independent School District, except so much thereof as may be exempted by the Constitution and laws of this State or United States, the following tax rates:

**\$1.0600 – Maintenance and Operations**  
**.2920 – Interest and Sinking**  
**\$1.3520 – Total Tax Rate**

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

**BE IT FURTHER ORDERED** that the President of the Board of Education be, and he is hereby, authorized and directed in accordance with the terms of the Act of the Legislature creating the Fort Worth Independent School District, to certify the above and foregoing tax rates to the Assessor and Collector of Taxes for the County of Tarrant.

The voting being recorded as outlined above, the Ordinance is hereby adopted and approved this 21st day of August 2018.

---

Tobi Jackson  
President, Board of Education  
Fort Worth Independent School District

**ATTEST:**

---

Anael Luebanos  
Secretary, Board of Education  
Fort Worth Independent School District

**THE STATE OF TEXAS**

**COUNTY OF TARRANT**

I, Faye Daniels, Executive Secretary to the Board of Education of the Fort Worth Independent School District, do hereby certify that the above and foregoing is a true and correct copy of the Ordinance levying taxes for the 2018 year.

I further certify that said Ordinance was duly passed, adopted and approved by the Board of Education of the Fort Worth Independent School District at a legally called meeting on August 21, 2018, and that said Ordinance is now of record in the Minutes of said Board of Education.

**WITNESS** my hand and seal of Fort Worth Independent School District this 21st day of August 2018.

---

Faye Daniels  
Executive Secretary to the Board of Education  
Fort Worth Independent School District

# MEMORANDUM

Elsie I. Schiro, Chief Financial Officer  
Fort Worth Independent School District  
100 N. University, Suite SW170  
Fort Worth, Texas 76106

---



**Date:** August 21, 2018

**To:** Mr. Ron Wright  
Assessor and Collector of Taxes  
County of Tarrant

**From:** Elsie I. Schiro, Chief Financial Officer

---

Dear Mr. Wright:

This is to certify that the instrument hereto attached is a true copy of the Ordinance duly passed, adopted and approved by the Board of Education of the Fort Worth Independent School District at a legally called meeting of such Board held on the 21st day of August, 2018. Said Board of Education has levied taxes for 2018 as expressed in said Ordinance, as follows: Maintenance and Operations Tax Rate of One Dollar and Six Cents (\$1.0600) per \$100.00 valuation of property and an ad valorem Interest and Sinking Tax Rate of Zero Dollars and Twenty-Nine and Two Hundredths Cents (\$0.2920) per \$100 valuation of property for a Total Tax Rate of \$1.352 per \$100.00 valuation of property.

In accordance with Section 26.05 of the Tax Code, this letter serves as notification to you, as the Assessor, of the rates adopted for 2018 for Fort Worth Independent School District.

**APPROVED:**

---

Tobi Jackson.  
President, Board of Education  
Fort Worth Independent School District

Enclosure



**ACTION AGENDA ITEM  
BOARD MEETING  
August 21, 2018**

**TOPIC: APPROVE SELECTION OF A DELEGATE AND AN ALTERNATE TO THE 2018 TEXAS ASSOCIATION OF SCHOOL BOARDS (TASB) DELEGATE ASSEMBLY MEETING ON SEPTEMBER 29, 2018**

**BACKGROUND:**

The TASB Delegate Assembly, held annually in conjunction with TASA/TASB Convention, is the foundation of the Association's governance structure and provides critical direction as the Association represents members' interest before state and national policy makers. The District's representation at the Delegate Assembly is of utmost importance. It is vital that a representative understand the processes and the issues that come before the Assembly for action.

**STRATEGIC GOAL:**

**Select the Strategic Goal that applies**

**ALTERNATIVES:**

1. Approve Selection Of A Delegate And An Alternate To The 2018 Texas Association Of School Boards (TASB) Delegate Assembly Meeting on September 29, 2018
2. Decline to Approve Selection Of A Delegate And An Alternate To The 2018 Texas Association Of School Boards (TASB) Delegate Assembly Meeting on September 29, 2018
3. Remand to staff for further study

**SUPERINTENDENT'S RECOMMENDATION:**

Approve Selection Of A Delegate And An Alternate To The 2018 Texas Association Of School Boards (TASB) Delegate Assembly Meeting on September 29, 2018

**FUNDING SOURCE**

*Additional Details*

No Cost

Not applicable

**COST:**

-0-

**VENDOR:**

Not Applicable

**PURCHASING MECHANISM**

Not a purchase

***Purchasing Support Documents Needed:***

- Bid – Bid Summary / Evaluation
- Inter-Local (IL) – Price Quote and IL Contract Summary Required
- Sole Source – Price Quote and Notarized FWISD Sole Source Affidavit
- Emergency – Price Quote and Emergency Affidavit

**PARTICIPATING SCHOOL/DEPARTMENTS**

Board of Education and Superintendent

**RATIONALE:**

Delegates and alternates to the TASB Delegate Assembly will set the course for the TASB organization for the coming year. Representatives must understand processes and issues that come before the Assembly for action. Further, the TASB Delegate Assembly provides critical direction as the association represents members' interest before state and national policy makers.

**INFORMATION SOURCE:**

Sammy Monge