

*Board of Education
Regular Meeting
February 14, 2017*



Fort Worth
INDEPENDENT SCHOOL DISTRICT

Regular Meeting

Notice is hereby given that on February 14, 2017 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** - Springdale Elementary School
3. **RECOGNITIONS**
 - A. Recognition of Students Performing and Greeting Prior to the Meeting
 - B. Black History Month
4. **PUBLIC COMMENT**
5. **CALL TO ORDER THE PUBLIC HEARING TO DISCUSS THE ANNUAL REPORT OF THE 2015-2016 TEXAS ACADEMIC PERFORMANCE REPORT (TAPR)**
6. **DISCUSSION ON RESPONSE TO REPORT**
7. **PUBLIC COMMENT - Public Hearing**
8. **CLOSE PUBLIC HEARING**
9. **RECESS - RECONVENE IN REGULAR SESSION - BOARD CONFERENCE ROOM**
10. **DISCUSSION OF AGENDA ITEMS**
11. **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.)

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K. Approval of the License Agreement with Texas Christian University for the 2017 Graduation Ceremonies of Paschal High School, South Hills High School, Trimble Technical High School, North Side High School and Arlington Heights High School	185
L. Approve the Minutes for the October 24, 2016, November 7, 2016, November 14, 2016, November 28, 2016 and December 19, 2016 Racial Equity Committee Meetings	204

12. RECESS - RECONVENE IN BOARD CONFERENCE ROOM FOR EXECUTIVE SESSION

13. EXECUTIVE SESSION

- A. Seek the Advice of its Attorneys Concerning Pending or Contemplated Litigation or Other Matters that are Exempt from Public Disclosure Under Article X, Section 9 of

the Texas State Bar Rules and as Authorized by Section 551.071 of the Texas Government Code.

- B. Personnel Matters (Section 551.074)
 - 1. Director III, Compensation
- C. Security Implementation (Section 551.076)
- D. Real Property (Section 551.072)

14. RECONVENE IN REGULAR SESSION - BOARD ROOM

15. ACCEPT CONSENT AGENDA

16. ACTION ITEMS

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

17. ACTION AGENDA ITEMS

- A. Authorize Superintendent to Negotiate and Execute Required Contracts and Agreements for Fire Station No. 10 Between the City of Fort Worth and Fort Worth Independent School District 220
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- D. Approve District-Wide Racial Equity Training and Program Services 231

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

19. ADJOURN

**CONSENT AGENDA ITEM
BOARD MEETING
February 14, 2017**

TOPIC: BOARD OF EDUCATION MEETING MINUTES

BACKGROUND:

The Open Meetings Act (the “Act”) was adopted in 1967 with the sole intent of making governmental decision-making accessible to the public. (It was codified without substantive change as Government Code Chapter 551.) The “Act” requires meetings of governmental bodies (school district board of trustees) to be open to the public, except for expressly authorized closed sessions, and to be preceded by public notice of the time, place and subject matter of the meeting.

Section 551.021 of the Texas Government Code states that (a) A governmental body shall prepare and keep minutes of each open meeting of the body with the minutes containing the subject of each deliberation and indicating action taken on each vote, order or decision. Section 551.022 provides the minutes are public records and shall be available for public inspection and copying on request to the governmental body’s chief administrative officer or designee.

In order to maintain compliance with Texas Code chapter 551 and the Texas Open Meetings Act, the Board must approve each set of minutes presented. Upon approval, the minutes can then be made available to the public as an official record of a given meeting.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve the Board Of Education Meeting Minutes
2. Decline to Approve the Board Of Education Meeting Minutes
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Approve The Board Of Education Meeting Minutes

FUNDING SOURCE

Additional Details

No Cost

COST:

None

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

RATIONALE:

Approval of the attached Board of Education minutes allows the District to provide the public with an official record of any given meeting.

INFORMATION SOURCE:

Sammy Monge

MINUTES OF THE MEETING
OF
FORT WORTH BOARD OF EDUCATION

The Board of Education of the Fort Worth Independent School District held a meeting on January 17, 2017.

The following is a copy of the Meeting Notice and Return which is submitted and filed as a matter of record.

MEETING NOTICE
FORT WORTH INDEPENDENT SCHOOL DISTRICT

Notice is hereby given on January 12, 2017, the Board of Education of the Fort Worth Independent School District will hold a meeting beginning at 04:30 p.m. at the the Fort Worth Independent School District Board Complex, 2903 Shotts Street, Fort Worth, Texas. The subjects to be discussed are listed on the agenda which is made a part of this notice.

Under the authority of Texas Government Code, Section 551.001, et seq., the Board, during the course of the meeting covered by this notice, may enter into closed or executive session for any of the following reasons:

1. To consult with the Board's attorney with respect to pending or contemplated litigation, or settlement offers, or on matters where the attorney's duty to the Board, pursuant to the Code of Professional Responsibility of the State Bar of Texas, clearly conflicts with the provisions of the Open Meetings Laws. Sec. 551.071
2. To discuss the purchase, exchange, lease, or value of real property. Sec. 551.072
3. To discuss negotiated contracts for prospective gifts or donations. Sec. 551.073
4. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against a public officer or employee, unless such officer or employee requests a public hearing. Sec. 551.074
5. To consider the deployment, or specific occasions for implementation, of security personnel or devices. Sec. 551.076
6. To deliberate a case involving discipline of a public school child or children, unless an open hearing is requested in writing by a parent or guardian of the child; or to deliberate a case in which a complaint or charge is brought against an employee of the District by another employee and the complaint or charge directly results in a need for a hearing, unless the employee complained of or charged requests an open hearing. Sec. 551.082
7. To exclude a witness from a hearing during the examination of another witness in an investigation when the Board is investigating a matter. Sec. 551.084

All final votes, actions, or decisions on any matter discussed in closed or executive session shall be taken or made in open session.

This notice was posted and filed in compliance with the Open Meetings Law on January 12, 2017 at 02:30 p.m.

/s/ Faye Daniels
Executive Secretary
Board of Education

RETURN OF THE MEETING JANUARY 17, 2017

I, Faye Daniels, Executive Secretary of the Board of Education of the Fort Worth Independent School District, do verify that a copy of this notice of meeting was posted on January 12, 2017 in A place convenient to the public at the Administration Building, 100 N. University Drive, Fort Worth, Texas, as required by the Texas Government Code, Section 551.001 et seq.

Given under my hand on January 12, 2017.

/s/ Faye Daniels
Executive Secretary
Board of Education

Board Workshop

Notice is hereby given that on January 17, 2017 the Board of Education of the Fort Worth Independent School District will hold a Board Workshop beginning at 4:30 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

MEETING MINUTES

1. 4:30 P.M. - CALL BOARD WORKSHOP TO ORDER - BOARD CONFERENCE ROOM

Mr. Ramos called the meeting to order at 4:30 p.m.

Following Board Members Were Present:

Jacinto Ramos, President
Matthew Avila
Tobi Jackson
Christene Moss
Judy Needham
Ashley Paz
Norman Robbins

(Judy Needham arrived at 5:00 p.m.)

Following Board Members Were Absent:

Dr. T. A. Sims
Dr. Ann Sutherland

Following Administrators Were Present:

Dr. Kent P. Scribner, Superintendent
Sherry Breed, Chief of Equity & Excellence
Vicki Burris, Chief of Capital Projects/Capital Improvement Program
Charles Carroll, Chief Academic Officer
Elsie Schiro, Chief Financial Officer
Barbara Griffith, Senior Communications Officer
Clint Bond, Director of External & Emergency Communications

2. DISCUSSION AND REVIEW OF TWO-DAY LONE STAR GOVERNANCE BOARD TRAINING

Board Members and the Superintendent shared what they learned at the two-day training January 6-7, 2017 in Austin.

3. COMPLETION OF BOARD SELF-EVALUATION AND BASELINE

There was discussion regarding the following:

Texas Framework:

Vision 1 - 4

Texas Framework:

Accountability 1 - 2

Texas Framework:

Structure

Advocacy

Unity

Baseline

4. DRAFT PRELIMINARY STUDENT OUTCOME GOALS

GOAL TOPICS:

1 - Early through 3rd grade literacy / 3 GPMs

2 - Middle School Math

3 - College & Career Readiness

The upcoming January 24th agenda was briefly discussed. It was recommended to put as much as possible on Consent and to have student outcomes focused on each agenda.

5. ADJOURN

The meeting was adjourned at 5:57 p.m.

MINUTES OF THE MEETING
OF
FORT WORTH BOARD OF EDUCATION

The Board of Education of the Fort Worth Independent School District held a meeting on January 24, 2017.

The following is a copy of the Meeting Notice and Return which is submitted and filed as a matter of record.

MEETING NOTICE
FORT WORTH INDEPENDENT SCHOOL DISTRICT

"Notice is hereby given on January 19, 2017, the Board of Education of the Fort Worth Independent School District will hold a meeting beginning at 05:30 p.m. at the the Fort Worth Independent School District Board Complex, 2903 Shotts Street, Fort Worth, Texas . The subjects to be discussed are listed on the agenda which is made a part of this notice.

"Under the authority of Texas Government Code, Section 551.001, et seq., the Board, during the course of the meeting covered by this notice, may enter into closed or executive session for any of the following reasons:

1. To consult with the Board's attorney with respect to pending or contemplated litigation, or settlement offers, or on matters where the attorney's duty to the Board, pursuant to the Code of Professional Responsibility of the State Bar of Texas, clearly conflicts with the provisions of the Open Meetings Laws. Sec. 551.071
2. To discuss the purchase, exchange, lease, or value of real property. Sec. 551.072
3. To discuss negotiated contracts for prospective gifts or donations. Sec. 551.073
4. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against a public officer or employee, unless such officer or employee requests a public hearing. Sec. 551.074
5. To consider the deployment, or specific occasions for implementation, of security personnel or devices. Sec. 551.076
6. To deliberate a case involving discipline of a public school child or children, unless an open hearing is requested in writing by a parent or guardian of the child; or to deliberate a case in which a complaint or charge is brought against an employee of the District by another employee and the complaint or charge directly results in a need for a hearing, unless the employee complained of or charged requests an open hearing. Sec. 551.082
7. To exclude a witness from a hearing during the examination of another witness in an investigation when the Board is investigating a matter. Sec. 551.084

"All final votes, actions, or decisions on any matter discussed in closed or executive session shall be taken or made in open session.

"This notice was posted and filed in compliance with the Open Meetings Law on January 19, 2017 at 05:30 p.m.

/s/ Faye Daniels
Executive Secretary
Board of Education

RETURN OF THE MEETING JANUARY 24, 2017

I, Faye Daniels, Executive Secretary of the Board of Education of the Fort Worth Independent School District, do verify that a copy of this notice of meeting was posted on January 19, 2017 in a place convenient to the public at the Administration Building, 100 N. University Drive, Fort Worth, Texas, as required by the Texas Government Code, Section 551.001 et seq.

Given under my hand on January 19, 2017.

/s/ Faye Daniels
Executive Secretary
Board of Education

1. 5:30 P.M. - CALL REGULAR MEETING TO ORDER - BOARD ROOM

Mr. Ramos called the meeting to order at 5:30 p.m.

The following Board Members were present:

Jacinto Ramos
Tobi Jackson
Christene Moss
Judy Needham
Norman Robbins
Matthew Avila
Ashley Paz

Absent: T.A Sims
Ann Sutherland

The following administrators were present:

Dr. Kent Scribner, Superintendent
Sherry Breed, Chief of Equity & Excellence
Vicki Burris, Chief of Capital Projects/Capital Improvement Program
Art Cavazos, Chief of District Operations
Karen Molinar, Chief of Elementary Schools
Sammy Monge, Chief of Policy & Planning

Cynthia Rincon, Chief of Human Capital Management
Cherie Washington, Chief of Secondary Schools
Barbara Griffith, Senior Communications Officer
Clint Bond, Director of External & Emergency Communications
Ramona Soto, Attorney

2. PLEDGES - Richard J. Wilson Elementary School

Principal Angeles Gonzalez introduced the student council who lead in the pledges.

3. RECOGNITIONS

A. Recognition of Students Performing and Greeting Prior to the Meeting

The Cesar Chavez Elementary School choir entertained before the meeting. Parents and teachers from the campus were recognized.

The greeters of the evening were Army JROTC cadets from Poly High School. The new senior ROTC instructor at Poly, LTC Thomas Cannariato, was introduced.

B. Parent Recognition - PTA at McLean Middle School

Family Communications Specialist, Latanya Copeland, presented the PTA with a certificate of appreciation for family engagement.

C. Polytechnic High School Cheerleaders

Mrs. Tobi Jackson, District 2 Representative, introduced this student group.

D. Naming of Western Hills High School Field House

Mr. Norman Robbins introduced this recognition regarding Mr. James Wellman, Principal of Western Hills High School.

E. School Board Appreciation Month

Dr. Scribner recognized Board members for their service.

Mr. Ramos called a brief recess for visitors to leave of they so choose.

4. PUBLIC COMMENT

Speakers:
Chris Savage
Cade Lovelace
Jason Stuart
Barbara Clark
Natalie Weimer

Janie Ginn
Alonzo Aguilar

5. RECESS - RECONVENE IN REGULAR SESSION - BOARD CONFERENCE ROOM

The meeting was recessed at 6:18 p.m. and reconvened in the Board Conference Room at 6:25 p.m.

6. DISCUSSION OF AGENDA ITEMS

Dr. Avila had questions regarding items 7.B.5. and 7.G. Mrs. Sherry Breed responded regarding both items.

Mr. Ramos announced item 7.B.3 was being pulled by Administration.

Item 7.G. was pulled for separate vote.

7. 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. Board of Education Meeting Minutes

1. December 6, 2016 - Board Workshop
2. December 13, 2016 - Regular Meeting

B. Acceptance of Bids/Proposals, Single Source, and Agreement Purchases \$50,000 and More

1. Approve Additional Campuses for Annual Maintenance Renewal for Renaissance Learning
2. Approve Pre-K Camp Fire After School Programs
3. Approve Purchase of Pre-K Family Engagement "Empowering Families"

This item was pulled by staff until the February 14th meeting.

4. Approve Purchase of Music Theory/Piano Lab Equipment for VPA Preparatory Academy at Monnig Middle School
5. Approval of Testing/Data Sharing Agreement Between Tarrant County College District and Fort Worth Independent School District College Access and Dual

Credit Programs

Motion was made by Matthew Avila, seconded by Tobi Jackson, to amend the Original Motion to Strike the Reference to the Authorization of the Expenditure of \$75,000, So That We Are Just Approving the Data Sharing Agreement and Bring a Separate Purchase Item at a Future Board Meeting.

The motion was unanimously approved.

- C. Approval of Budget Amendment for the Period Ended December 31, 2016
- D. Approval of Resolution to Consent to the Sale of Multiple Tax Foreclosed Properties Located in and Held in Trust by the City of Fort Worth
- E. Approval of the Tarrant County College District Aircraft and Equipment Loan Memorandum of Understanding (MOU)
- F. Approve Memorandum of Understanding Between Focus on the Teens (FOT) and Fort Worth Independent School District
- G. Approve District-Wide Racial Equity Training and Program Services

Motion was made by Matthew Avila, seconded by Tobi Jackson, to table District-Wide Racial Equity Training and Program Services Until the Next Board Meeting to Allow an Opportunity to Receive More Information Regarding the Proposal Before the Board is Asked to Vote On It.

The motion was unanimously approved.

- H. Approve Second Reading (TASB Update) - Revision to Board Policy DFE (LOCAL) and DFE (Exhibit)
- I. Approve Change Order for the 2013 Capital Improvement Program CMAR Package 006 (RFP #15-036)
- J. Approve Change Order for the 2013 Capital Improvement Program Bid Package 009B (RFCSP #16-009)
- K. Approve Change Order for the 2013 Capital Improvement Program Bid Package 012A (RFCSP #15-041)
- L. Approve Ratification of Oncor Electric Delivery Company Easement for the 2013 Capital Improvement Program - Bid Package 017
- M. Approve Reclassification of Expenditures for Van Zandt-Guinn Elementary School for the 2013 Capital Improvement Program

- N. Approve Budget Amendment for Bid Package 012, 023 and 027 to Restore Unused Program Contingency in the 2013 Capital Improvement Program
 - O. Approve Budget Amendment to Create FF&E Contingency and Ratification for FF&E Purchase at Western Hills High School for the 2013 Capital Improvement Program
 - P. Approve Final Plat at the Visual Performing Arts/STEM Academy for the 2013 Capital Improvement Program
 - Q. Approve Music Instrument Purchases from the 2013 Capital Improvement Program (CIP) Bond Program
8. RECESS - RECONVENE IN BOARD CONFERENCE ROOM FOR EXECUTIVE SESSION
9. EXECUTIVE SESSION
- A. Seek the Advice of its Attorneys Concerning Pending or Contemplated Litigation or Other Matters that are Exempt from Public Disclosure Under Article X, Section 9 of the Texas State Bar Rules and as Authorized by Section 551.071 of the Texas Government Code.
 - B. Personnel Matters (Section 551.074)
 - C. Security Implementation (Section 551.076)
 - D. Real Property (Section 551.072)
10. RECONVENE IN REGULAR SESSION - BOARD ROOM
11. ACCEPT CONSENT AGENDA

Motion was made by Christene Moss, seconded by Matthew Avila, to approve CONSENT AGENDA WITH THE EXCEPTION OF 7.3., WHICH WAS PULLED, AND ITEMS 7.B.5. and 7.G. WERE PULLED FOR SEPARATE VOTE.

The motion was unanimously approved.

12. ACTION AGENDA ITEMS
- A. Item/Items Removed from Consent Agenda

Item 7.B.3. was pulled, Items 7.B.5. and 7.G. were pulled for separate vote.

B. Approve Adoption of Resolution and Order of Election

Motion was made by Norman Robbins, seconded by Tobi Jackson, to approve Adoption of Resolution and Order of Election.

The motion was unanimously approved.

C. Approve Resolution and Order for Election Services for the May 6, 2017 Fort Worth ISD Board of Education Election

Motion was made by Tobi Jackson, seconded by Matthew Avila, to approve Resolution and Order for Election Services for the May 6, 2017 Fort Worth ISD Board of Education Election.

The motion was unanimously approved.

D. Approve Resolution of the Fort Worth ISD Board of Trustees Concerning the A-F Accountability Rating System for Texas Public Schools

Motion was made by Norman Robbins, seconded by Ashley Paz, to approve Resolution of the Fort Worth ISD Board of Trustees Concerning the A-F Accountability Rating System for Texas Public Schools.

The motion was unanimously approved.

E. Approve Naming the Field House at Western Hills High School after James Lee Wellman

Motion was made by Norman Robbins, seconded by Tobi Jackson, to approve Naming the Field House at Western Hills High School after James Lee Wellman.

The motion was unanimously approved.

F. Approval of Resolution to Recognize David Mack Henderson

Motion was made by Ashley Paz, seconded by Christene Moss, to approve Resolution to Recognize David Mack Henderson.

The motion was unanimously approved.

G. Approve Authorization to Negotiate and Award a Contract for a Comprehensive Technology Assessment

Motion was made by Christene Moss, seconded by Matthew Avila, to approve to Negotiate and Award a Contract for a Comprehensive Technology Assessment.

The motion was unanimously approved.

H. Approve First Reading: Daggett & Alice Contreras Elementary School Boundary

Adjustment

Motion was made by Matthew Avila, seconded by Christene Moss, to approve First Reading: Daggett & Alice Contreras Elementary School Boundary Adjustment.

The motion was unanimously approved.

I. Approve First Reading: South Hills & Southwest High Schools Boundary Adjustment

Motion was made by Christene Moss, seconded by Matthew Avila, to approve First Reading: South Hills & Southwest High Schools Boundary Adjustment.

The motion was unanimously approved.

J. Approve First Reading: I.M. Terrell and Van Zandt Guinn Elementary School Boundary Adjustment

Motion was made by Judy Needham, seconded by Ashley Paz, to approve First Reading: I.M. Terrell and Van Zandt Guinn Elementary School Boundary Adjustment.

The motion was unanimously approved.

K. Approve Purchase of 2710 Avenue C from the City of Fort Worth for Possible Use by Polytechnic High School

Motion was made by Ashley Paz, seconded by Matthew Avila, to approve Purchase of 2710 Avenue C from the City of Fort Worth for Possible Use by Polytechnic High School.

The motion was unanimously approved.

L. Approve Budget Amendment and Authorization to Negotiate and Enter into Contract with a Construction Manager at Risk (CMAR) for Construction Services for the 2013 Capital Improvement Program - CMAR Package #006 (RFP #15-036)

Motion was made by Matthew Avila, seconded by Tobi Jackson, to approve Budget Amendment and Authorization to Negotiate and Enter into Contract with a Construction Manager at Risk (CMAR) for Construction Services for the 2013 Capital Improvement Program - CMAR Package #006 (RFP #15-036).

The motion was unanimously approved.

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

14. ADJOURN

The meeting was adjourned at 7:58 p.m.

/s/ Faye Daniels
Board of Education

Video of the meeting is available on the Board of Education website at <http://www.fwisd.org>

**CONSENT AGENDA ITEM
BOARD MEETING
January 24, 2017**

TOPIC: APPROVE PURCHASE AND INSTALLATION OF BATTING CAGES, SHOT PUT RINK, AND DISCUS RINK AT BENBROOK MIDDLE/HIGH SCHOOL AND REIMBURSE EXPENDITURES WITH THE PROCEEDS OF FUTURE DEBT

BACKGROUND:

Benbrook Middle/High School used to be a middle school and never had batting cages, a shot put rink, or discus rink. The school has now been converted to include a high school and needs these amenities for baseball practice and expanding the athletic program. We will add batting cages to the practice field and also add a shot put rink and discus rink. We have selected Paragon Sports Constructors, LLC to provide the athletic amenities in the amount of \$178,329.00. They are a member of BuyBoard, Contract number 476-15.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve Purchase and Installation of Batting Cages, Shot Put Rink, and Discus Rink at Benbrook Middle/High School and Reimburse Expenditures with the Proceeds of Future Debt
2. Decline to Approve Purchase and Installation of Batting Cages, Shot Put Rink, and Discus Rink at Benbrook Middle/High School and Reimburse Expenditures with the Proceeds of Future Debt
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve Purchase and Installation of Batting Cages, Shot Put Rink, and Discus Rink at Benbrook Middle/High School and Reimburse Expenditures with the Proceeds of Future Debt

FUNDING SOURCE

Additional Details

General Fund

199-51-6299-001-071-99-455-000000

COST:

\$178,329.00

VENDOR:

Paragon Sports Constructors, LLC

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 Buyboard, Contract 476-15. 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

Benbrook Middle/High School

RATIONALE:

It will provide batting practice for the baseball athletic program and other amenities.

INFORMATION SOURCE:

Art Cavazos
Gil Griffin

**STATEMENT EXPRESSING
OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH THE PROCEEDS OF FUTURE DEBT**

Whereas, the Fort Worth Independent School District (the “District”), a political subdivision of the State of Texas, expects to pay expenditures in connection with expanding the athletic program at Benbrook Middle/High School by adding batting cages to the practice field, shot put rink and a discus rink prior to the issuance of obligations by the District in connection with the financing of the Project from available funds, particularly funds of the District’s general fund;

Whereas, the District finds, considers, and declares that the reimbursement of the District for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the District, and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the Treasury Regulations, to reimburse itself for such payments at such time as it issues obligations to finance the Project;

THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FORT WORTH INDEPENDENT SCHOOL DISTRICT THAT:

Section 1. The District reasonably expects it will incur debt, as one or more series of obligations, with an aggregate maximum principal amount not to exceed \$178,329.00 for the purpose of paying the aggregate costs of the Project.

Section 2. All costs to be reimbursed pursuant hereto will be capital expenditures. No tax-exempt obligations will be issued by the District in furtherance of this Statement after a date which is later than 18 months after the later of (a) the date the expenditures are paid or (b) the date on which the property, with respect to which such expenditures were made, is placed in service.

Section 3. The foregoing notwithstanding, no tax-exempt obligation will be issued pursuant to this Statement more than three years after the date any expenditure which is to be reimbursed is paid.

Date: _____, 2017

Jacinto Ramos, Jr.
President
Fort Worth Independent School District

SEAL

ATTEST:

Norman Robbins
Secretary of the Board of Education
Fort Worth Independent School District



Date: 1/9/2017
To: FWISD
Project: Benbrook MS/HS Batting Cages
Plans and Specs: Teague, Nall, and Perkins dated 10/27/2016

SCOPE OF WORK

1. PSC will excavate and grade area as necessary for new Batting Cage slab and dispose off site.
2. PSC will furnish all materials, labor, and equipment necessary to install 6" concrete slab
3. PSC will provide and install 8' fence per plans
4. PSC will furnish and install Beacon Athletics modular Batting Cage
4. PSC will provide and install Shaw Victory Turf 48 synthetic turf on concrete slab.

Base Bid: **\$139,486.00**
Contingency -Add \$13,950.00

Alternate
1 PSC will provide and install Discus Pad and Cage as per plans
Add to \$16,820.00

Base Bid:
Contingency - Add \$1,682.00

2. PSC will provide and install Shot Put Pad as per plans.
Add to \$5,810.00

Base Bid:
Contingency - Add \$581.00

TOTAL \$178,329.00

Paragon Sports Constructors, LLC. 5001 Saunders Rd. Fort Worth, TX 761109 Telephone: 817-916-5000 Facsimile: 817-916-5100



EXCLUSIONS:

1. Sales Taxes
2. Permits or fees
3. Liquidated Damages
4. New or existing utilities, irrigation or water lines
5. Any Chain link fencing, unless noted in above scope
6. Rock Excavation (none expected)
7. Bleachers
8. Lighting
9. Additional rock



CONDITIONS & QUALIFICATIONS

1. This proposal assumes PSC shall have clear and reasonable access to the work for equipment and materials
2. This proposal assumes PSC shall have uninterrupted access to the work area and will not be required to mobilize and re-mobilize
3. This proposal assumes PSC standard wage rate for labor (Davis-Bacon or their Governmental wage scales are not included in the pricing above)
4. Due to continuing fluctuations in the cost of materials beyond our control, PSC reserves the right to verify material pricing prior to execution of a contract, if a contract is not awarded within 60 days of the date of this proposal
5. Unless specifically stated otherwise, this proposal assumes that all construction testing and third party inspection will be contracted and paid for by the owner or general contractor. PSC will coordinate inspections and make all work available for testing, PSC can provide a separate proposal for this work if desired

INSURANCE POLICY COVERAGE'S

Workers Comp.-bodily injury:	\$ 1,000,000 ea. accident
Workers Comp.-disease :	\$ 1,000,000 policy limit
General liability-general aggregate:	\$ 2,000,000 policy limit
General liability-pers./advert. Injury:	\$ 1,000,000 policy limit
General liability-each occurrence:	\$ 1,000,000 policy limit
Additional excess umbrella	\$ 5,000,000 policy limit

Signed:



 Rex Shelley, VP Operations



Phone: 800-695-2919
Fax: 800-211-5454
Email: info@buyboard.com

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Administration Reports

Vendor Contract Information

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Additional Resources

Vendor Name: Paragon Sports Constructors

Address: 5001 Saunders Road

Fort Worth, TX 76119

Phone Number: (817) 916-5000

Email: kmarkovich@paragon-sports.com

Website: <http://www.paragon-fort-worth.com>

Federal ID: 27-0838912

Contact: Kase Markovich

Accepts RFQs: Yes

Minority Owned: No

Women Owned: No

Service-Disabled Veteran Owned: No

EDGAR: No

Contract Name: Flooring - Indoor/Outdoor and Sports Surfaces

Contract Description: Complete line of indoor/outdoor carpet products, tile, cove base, stair tread, synthetic indoor/outdoor sports surfaces for track, turf, tennis, gym; wooden gym & stage surfaces; w/ refinishing; natural grass; service/repair & installation, site work

Contract#: 476-15

Effective Date: 04/01/2015

Expiration Date: 03/31/2018

Payment Terms: Net 30 days

Delivery Days: 10

Shipping Terms: Pre-paid and added to invoice

Freight Terms: FOB Destination

Ship Via: Common Carrier

Region Served: All Texas Regions

States Served: All States

Contract Exceptions: All purchase orders must be subject to a mutually acceptable agreement between member & vendor.

Quote Reference Number: 476-15

Return Policy: Warranty

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](#)

Contact us 800-695-2919

**CONSENT AGENDA ITEM
BOARD MEETING
February 14, 2017**

TOPIC: APPROVE LOCKER ROOM RENOVATIONS AND A BUILDING TO HOUSE RESTROOMS, CONCESSION STAND AND STORAGE AT BENBROOK MIDDLE/HIGH SCHOOL AND THE REIMBURSEMENT RESOLUTION TO REIMBURSE EXPENDITURES WITH THE PROCEEDS OF FUTURE DEBT

BACKGROUND:

Improvements need to be made to Benbrook Middle/High School to further facilitate its conversion and growth from having been a middle school to its current use as a middle/high school. The locker rooms for both males and females need to be renovated in order to accommodate all of the students. Additionally, the school is in need of a building to house restrooms, concession stand and storage so athletic events at the school can be supported. There will be seven (7) restroom stalls for females and three (3) restroom stalls and two (2) urinals for males. Ed A. Wilson, Inc. has been selected to do both projects - the locker room renovation in the amount of \$289,284.35, and the building to house restrooms, concession stand and storage in the amount of \$482,650.47, for a total cost of \$771,934.82. The vendor is a member of BuyBoard, Contract Number 520-16 and has been used in the past with satisfactory results.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve Locker Room Renovations and A Building to House Restrooms, Concession Stand and Storage at Benbrook Middle/High School and Reimburse Expenditures with the Proceeds of Future Debt
2. Decline to Approve Locker Room Renovations and A Building to House Restrooms, Concession Stand and Storage at Benbrook Middle/High School and Reimburse Expenditures with the Proceeds of Future Debt
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve Locker Room Renovations and A Building to House Restrooms, Concession Stand and Storage at Benbrook Middle/High School and Reimburse Expenditures with the Proceeds of Future Debt

FUNDING SOURCE

Additional Details

General Fund	199-81-6629-001-071-99-455-000000	\$289,284.35
	199-81-6629-001-071-99-455-000000	\$482,650.47

COST:

\$771,934.82

VENDOR:

Ed A. Wilson, Inc.

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 Buyboard, Contract 520-16.. 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

Benbrook Middle/High School

RATIONALE:

Locker room renovations will provide necessary accommodations for students and constructing a building to house restrooms, concessions and storage will support athletic events at the school.

INFORMATION SOURCE:

Art Cavazos
Gil Griffin

**STATEMENT EXPRESSING
OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH THE PROCEEDS OF FUTURE DEBT**

Whereas, the Fort Worth Independent School District (the “District”), a political subdivision of the State of Texas, expects to pay expenditures in connection with the renovation of the male and female locker rooms and the construction of a building to house restrooms, concession stand and storage to support the athletic program at Benbrook Middle/High School prior to the issuance of obligations by the District in connection with the financing of the Project from available funds, particularly funds of the District’s general fund;

Whereas, the District finds, considers, and declares that the reimbursement of the District for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the District, and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the Treasury Regulations, to reimburse itself for such payments at such time as it issues obligations to finance the Project;

THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE FORT WORTH INDEPENDENT SCHOOL DISTRICT THAT:

Section 1. The District reasonably expects it will incur debt, as one or more series of obligations, with an aggregate maximum principal amount not to exceed \$771,934.82 for the purpose of paying the aggregate costs of the Project.

Section 2. All costs to be reimbursed pursuant hereto will be capital expenditures. No tax-exempt obligations will be issued by the District in furtherance of this Statement after a date which is later than 18 months after the later of (a) the date the expenditures are paid or (b) the date on which the property, with respect to which such expenditures were made, is placed in service.

Section 3. The foregoing notwithstanding, no tax-exempt obligation will be issued pursuant to this Statement more than three years after the date any expenditure which is to be reimbursed is paid.

Date: _____, 2017

Jacinto Ramos, Jr.
President
Fort Worth Independent School District

SEAL

ATTEST:

Norman Robbins
Secretary of the Board of Education
Fort Worth Independent School District



Work Order Signature Document

ezIQc Buy Board Contract No.: 2012 Area F - EAW; 520-16

New Work Order **Modify an Existing Work Order**

Work Order Number.: 045241.00 **Work Order Date:** 01/25/2017

Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Owner Name: Fort Worth Independent School District **Contractor Name:** Ed A. Wilson, Inc.

Contact: Louis Alonzo **Contact:** Robert Whalley

Phone: 817-343-5985 **Phone:** (817) 928-0231 X22

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of ezIQc Buy Board Contract No 2012 Area F - EAW; 392-12.

Brief Work Order Description:

Benbrook Middle-High School - Locker Room Remodel

Time of Performance **Estimated Start Date:**
Estimated Completion Date:

Liquidated Damages **Will apply:** **Will not apply:**

Work Order Firm Fixed Price: \$289,284.35

Owner Purchase Order Number:

Approvals

Owner **Date**

Contractor **Date**



Detailed Scope of Work

To: Robert Whatley
Ed A. Wilson, Inc.
PO Box 11423
Fort Worth, TX 78110-0423
(817) 926-0231 X22

From: Louis Alonzo
Fort Worth Independent School District
2720 Cullen Street
Fort Worth, TX 76107
817-343-5985

Date Printed: January 25, 2017

Work Order Number: 045241.00

Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Brief Scope: Benbrook Middle-High School - Locker Room Remodel

Preliminary

Revised

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Locker room renovations per plans and specifications by Hahnfeld Hoffer Stanford Architects dated 10/3/16. Owner controlled 10% Contingency added. For use when unforeseen conditions are found. Returned to Owner if not used.

Subject to the terms and conditions of JOC Contract 2012 Area F - EAW; 392-12.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date: January 25, 2017

Re: IQC Master Contract #: 2012 Area F - EAW: 392-12
Work Order #: 045241.00
Owner PO #:
Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel
Contractor: Ed A. Wilson, Inc.
Proposal Value: \$289,284.35

Section - 01	\$106,993.32
Section - 02	\$6,900.03
Section - 03	\$7,683.87
Section - 04	\$30,355.09
Section - 05	\$180.93
Section - 08	\$13,785.52
Section - 09	\$25,019.22
Section - 10	\$7,114.67
Section - 22	\$32,202.19
Section - 23	\$25,626.58
Section - 26	\$33,422.93
Proposal Total	\$289,284.35

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: 9.09%

Contractor's Price Proposal - Detail

Date: January 25, 2017

Re: IQC Master Contract #: 2012 Area F - EAW; 392-12
 Work Order #: 045241.00
 Owner PO #:
 Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel
 Contractor: Ed A. Wilson, Inc.
 Proposal Value: \$289,284.35

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
Section - 01					
1	01 00 00 00 0002		EA	Contingency, Owner controlled. For use when unforeseen conditions are found. Returned to Owner if not used.	\$26,298.58
		NPP	Installation	Quantity 26,298.58 x Unit Price 1.00 x Factor 1.0000 = Total 26,298.58	
2	01 22 20 00 0006		HR	CarpenterTasks in the CTC include appropriate costs to cover labor. These tasks will be requested specifically by the owner for miscellaneous work not covered in the CTC.	\$12,277.40
			Installation	Quantity 240.00 x Unit Price 40.22 x Factor 1.2719 = Total 12,277.40	
3	01 22 20 00 0010		HR	ElectricianTasks in the CTC include appropriate costs to cover labor. These tasks will be requested specifically by the owner for miscellaneous work not covered in the CTC.	\$11,508.15
			Installation	Quantity 240.00 x Unit Price 37.70 x Factor 1.2719 = Total 11,508.15	
4	01 22 20 00 0015		HR	LaborerTasks in the CTC include appropriate costs to cover labor. These tasks will be requested specifically by the owner for miscellaneous work not covered in the CTC.	\$5,046.90
			Installation	Quantity 160.00 x Unit Price 24.80 x Factor 1.2719 = Total 5,046.90	
5	01 22 20 00 0024		HR	PlumberTasks in the CTC include appropriate costs to cover labor. These tasks will be requested specifically by the owner for miscellaneous work not covered in the CTC.	\$17,708.88
			Installation	Quantity 312.00 x Unit Price 44.82 x Factor 1.2719 = Total 17,708.88	
6	01 22 20 00 0055		HR	Maintenance Electrician, With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$6,974.08
			Installation	Quantity 80.00 x Unit Price 68.54 x Factor 1.2719 = Total 6,974.08	
7	01 22 20 00 0056		HR	Maintenance Carpenter Worker With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$6,880.12
			Installation	Quantity 80.00 x Unit Price 67.42 x Factor 1.2719 = Total 6,880.12	
8	01 22 20 00 0058		HR	Maintenance Plumber With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$8,084.20
			Installation	Quantity 80.00 x Unit Price 79.45 x Factor 1.2719 = Total 8,084.20	
9	01 22 20 00 0059		HR	Maintenance HVAC/Refrigeration Worker With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$11,349.42
			Installation	Quantity 80.00 x Unit Price 111.54 x Factor 1.2719 = Total 11,349.42	
10	01 74 19 00 0013		EA	20 CY Dumpster (3 Ton) "Construction Debris"Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$887.79
			Installation	Quantity 2.00 x Unit Price 349.00 x Factor 1.2719 = Total 887.79	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Subtotal for Section - 01 **\$106,993.32**

Section - 02

11	02 41 19 13 0225	SF	Up To 6" Thick Concrete Cutouts, > 8 SF With Bar Reinforced, Slab On Grade						\$2,827.43
		Installation	Quantity	Unit Price	Factor	=	Total		
			190.00	11.70	1.2719		2,827.43		
12	02 41 19 13 0252	SF	8" Thick Concrete Block Wall Cutouts, > 4 SF Opening						\$3,352.12
		Installation	Quantity	Unit Price	Factor	=	Total		
			232.00	11.36	1.2719		3,352.12		
13	02 41 19 13 0254	SF	12" Thick Concrete Block Wall Cutouts, > 4 SF Opening						\$125.05
		Installation	Quantity	Unit Price	Factor	=	Total		
			8.00	12.29	1.2719		125.05		
14	02 41 19 13 0266	VLF	Toothing Masonry Cutouts, Block, Hard Mortar						\$399.68
		Installation	Quantity	Unit Price	Factor	=	Total		
			64.00	4.91	1.2719		399.68		
15	02 41 19 16 0006	SF	Remove Wood Strip Flooring And Salvage						\$127.75
		Installation	Quantity	Unit Price	Factor	=	Total		
			162.00	0.62	1.2719		127.75		
16	02 41 19 16 0016	SF	Demo Drywall Ceiling						\$68.00
		Installation	Quantity	Unit Price	Factor	=	Total		
			198.00	0.27	1.2719		68.00		

Subtotal for Section - 02 **\$6,900.03**

Section - 03

17	03 01 30 71 0014	SF	Patch Floors, 1/8" To 1/4", Cementitious Patching Mortar						\$553.40
		Installation	Quantity	Unit Price	Factor	=	Total		
			190.00	2.29	1.2719		553.40		
18	03 01 30 71 0057	SF	Patch > 16 SF Decks Or Floors, Portland Cement Based Repair Material						\$7,130.47
		Installation	Quantity	Unit Price	Factor	=	Total		
			168.00	33.37	1.2719		7,130.47		

Subtotal for Section - 03 **\$7,683.87**

Section - 04

19	04 05 16 26 0002	LF	Grout Beams And Lintels - 8" Block Concrete Fill Only, 0.1125 CF/LF, 8" Deep						\$296.30
		Installation	Quantity	Unit Price	Factor	=	Total		
			128.00	1.82	1.2719		296.30		
20	04 05 16 26 0003	LF	Grout Beams And Lintels - 8" Block Concrete Fill Only, 0.20 CF/LF, 8" Deep						\$66.14
		Installation	Quantity	Unit Price	Factor	=	Total		
			28.00	2.00	1.2719		66.14		
21	04 05 16 26 0005	LF	Grout Beams And Lintels, 12" Block Concrete Fill Only, 0.30 CF/LF, 8" Deep						\$32.43
		Installation	Quantity	Unit Price	Factor	=	Total		
			10.00	2.55	1.2719		32.43		
22	04 05 16 26 0008	SF	Grout Concrete Block Cores- 8" Block Concrete Fill Block Solid (0.175 CF/SF)						\$941.87
		Installation	Quantity	Unit Price	Factor	=	Total		
			383.00	2.04	1.2719		941.87		
23	04 05 16 26 0009	SF	Grout Concrete Block Cores- 8" Block Concrete Fill Block Solid (0.258 CF/SF)						\$237.69
		Installation	Quantity	Unit Price	Factor	=	Total		
			64.00	2.92	1.2719		237.69		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 04

24	04 05 18 26 0011	SF	Grout Concrete Block Cores- 12" Block Concrete Fill Block Solid (0.422 CF/SF)						\$87.30
		Installation	Quantity	Unit Price	Factor	=	Total		
			18.00	4.28	1.2719		87.30		
25	04 22 23 13 0040	SF	8" x 16" x 6" Solid Normal Weight Concrete Masonry Unit Partition Block (Sand Aggregate)						\$14,573.53
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,752.00	8.54	1.2719		14,573.53		
26	04 22 23 13 0060	LF	8" x 16" x 6" Regular Weight Bond Beam Or Lintel Block (Block Only)						\$1,097.29
		Installation	Quantity	Unit Price	Factor	=	Total		
			128.00	6.74	1.2719		1,097.29		
27	04 22 23 13 0061	LF	8" x 16" x 8" Regular Weight Bond Beam Or Lintel Block (Block Only)						\$251.89
		Installation	Quantity	Unit Price	Factor	=	Total		
			26.00	7.62	1.2719		251.89		
28	04 22 23 13 0062	LF	8" x 16" x 12" Regular Weight Bond Beam Or Lintel Block (Block Only)						\$116.12
		Installation	Quantity	Unit Price	Factor	=	Total		
			10.00	9.13	1.2719		116.12		
29	04 22 23 31 0005	SF	8" Thick One Glazed Face Concrete Masonry Unit						\$4,086.87
		Installation	Quantity	Unit Price	Factor	=	Total		
			145.00	22.16	1.2719		4,086.87		
30	04 22 23 31 0007	SF	12" Thick One Glazed Face Concrete Masonry Unit						\$1,561.89
		Installation	Quantity	Unit Price	Factor	=	Total		
			48.00	25.58	1.2719		1,561.89		
31	04 22 23 31 0016	LF	6" Thick Glazed Cove Base Concrete Masonry Unit						\$272.82
		Installation	Quantity	Unit Price	Factor	=	Total		
			10.00	21.45	1.2719		272.82		
32	04 22 23 31 0017	LF	8" Thick Glazed Cove Base Concrete Masonry Unit						\$461.95
		Installation	Quantity	Unit Price	Factor	=	Total		
			16.00	22.70	1.2719		461.95		
33	04 22 23 31 0022	EA	8" Thick Glazed Corner, Bullnose Or Square Concrete Masonry Unit						\$3,867.21
		Installation	Quantity	Unit Price	Factor	=	Total		
			75.00	40.54	1.2719		3,867.21		
34	04 22 23 31 0024	EA	12" Thick Glazed Corner, Bullnose Or Square Concrete Masonry Unit						\$2,403.89
		Installation	Quantity	Unit Price	Factor	=	Total		
			25.00	75.60	1.2719		2,403.89		

Subtotal for Section - 04

\$30,355.09

Section - 05

35	05 05 23 00 0137	EA	3/8" Diameter x 3" Long Wedge Anchor Expansion Bolt						\$180.93
		Installation	Quantity	Unit Price	Factor	=	Total		
			25.00	5.89	1.2719		180.93		

Subtotal for Section - 05

\$180.93

Section - 08

36	08 05 13 00 0010	EA	For > 1 To 2 SF, Site Installed 20 Gauge Metal Frame For Vision Glass In Door, Add						\$305.10
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	119.94	1.2719		305.10		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
 Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 08

37	08 34 63 13 0039	EA	3' x 7' x 6-3/4" Deep Metal Door Frame 7 Gauge Frame For 1-3/4" Door						\$2,345.31
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00	263.42	x		2,345.31		
38	08 34 63 13 0041	EA	6' x 7' x 6-3/4" Deep Metal Door Frame 7 Gauge Frame For 1-3/4" Door						\$432.70
		Installation	Quantity	Unit Price	Factor	=	Total		
			0.00	373.25	x		0.00		
		Demolition	Quantity	Unit Price	Factor	=	Total		
			3.00	113.40	x		432.70		
39	08 34 63 13 0062	EA	3' x 7' x 1-3/4" 10 Gauge Metal Door						\$4,293.44
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00	482.23	x		4,293.44		
40	08 34 63 13 0064	EA	Pair 3' x 7' x 1-3/4" 10 Gauge Metal Door						\$155.87
		Installation	Quantity	Unit Price	Factor	=	Total		
			0.00	761.84	x		0.00		
		Demolition	Quantity	Unit Price	Factor	=	Total		
			3.00	40.85	x		155.87		
41	08 71 16 00 0027	PR	4-1/2" x 4-1/2" Heavy Duty, Full Mortise, Plain Bearing, Brass/Bronze, Satin Chrome Finish Hinge						\$978.65
		Installation	Quantity	Unit Price	Factor	=	Total		
			10.50	73.28	x		978.65		
42	08 71 16 00 0774	EA	8" x 36", 0.050" Thick, Satin Aluminum Finish, Aluminum Kick Plate						\$112.49
		Installation	Quantity	Unit Price	Factor	=	Total		
			3.00	29.48	x		112.49		
43	08 71 16 00 2068	EA	6" x 16" Aluminum Pull Plate Door Hardware						\$145.72
		Installation	Quantity	Unit Price	Factor	=	Total		
			3.00	38.19	x		145.72		
44	08 71 16 00 2076	EA	6" x 16" Aluminum Push Plate Door Hardware						\$70.74
		Installation	Quantity	Unit Price	Factor	=	Total		
			3.00	18.54	x		70.74		
45	08 71 16 00 2158	EA	Surface Mounted Heavy Duty Door Closer - LCN 4010/4020/4110 Series						\$1,477.95
		Installation	Quantity	Unit Price	Factor	=	Total		
			4.00	290.50	x		1,477.95		
46	08 71 16 00 2171	EA	Rekey Existing Cylinder To Match Existing Cylinders Or Master Key						\$436.62
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00	49.04	x		436.62		
47	08 71 16 00 2179	EA	Entrance/Office F04 Mortise LocksetLocked with key outside and thumb knob inside.						\$783.74
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	308.10	x		783.74		
48	08 71 16 00 2181	EA	Storeroom/Closet F07 Mortise LocksetLocked with key outside. Inside always unlocked. Fixed outside handle.						\$1,099.30
		Installation	Quantity	Unit Price	Factor	=	Total		
			3.00	288.10	x		1,099.30		
49	08 71 16 00 2252	EA	Mortised Deadbolt, Key Both SidesANSI Grade 1, interchangeable cores, all finishes. Case size 4-1/2" x 6" (nominal). Also used for Classroom version.						\$477.85
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	187.85	x		477.85		
50	08 71 16 00 2536	LF	6" Width, 1/4" Height, Aluminum Saddle Threshold (Pemko 272A)						\$670.04
		Installation	Quantity	Unit Price	Factor	=	Total		
			24.00	21.95	x		670.04		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
 Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Subtotal for Section - 08 \$13,785.52

Section - 09

51	09 22 16 00 0015	SF	3-5/8" Metal Stud Channel, 16" On Center, 18 Gauge, With Tracks And Runners						\$541.83
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	2.13	1.2719		541.83		
52	09 22 16 00 0015 0004	MOD	For Horizontal Installation Up To 10' High, Add						\$81.40
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.32	1.2719		81.40		
53	09 22 16 00 0015 0010	MOD	For > 200 To 500, Add						\$73.77
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.29	1.2719		73.77		
54	09 29 00 00 0013	SF	5/8" Type X Fire Rated Gypsum Board						\$208.59
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.82	1.2719		208.59		
55	09 29 00 00 0013 0045	MOD	For Horizontal Installation Up To 10' High, Add						\$45.79
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.18	1.2719		45.79		
56	09 29 00 00 0013 0049	MOD	For > 128 To 320, Add						\$40.70
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.16	1.2719		40.70		
57	09 29 00 00 0053	SF	Tape, Spackle And Finish Gypsum Board Ceilings Up To 10' High						\$99.21
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.39	1.2719		99.21		
58	09 29 00 00 0053 0040	MOD	For > 128 To 320, Add						\$22.89
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.09	1.2719		22.89		
59	09 30 13 00 0001	SF	Less Than 8" x 8" Mounted Floor TileIncludes glazed porcelain, unglazed porcelain and glazed ceramic tiles. Tiles mounted from back, side or front in 12" x 12", 12" x 24", or similar sized sheets.						\$1,505.93
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	5.92	1.2719		1,505.93		
60	09 30 13 00 0001 0059	MOD	For > 50 To 250, Add						\$91.58
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00	0.36	1.2719		91.58		
61	09 30 13 00 0004	SF	Less than 8" x 8" Mounted Wall TileIncludes glazed porcelain, unglazed porcelain and glazed ceramic tiles. Tiles mounted from back, side or front in 12" x 12", 12" x 24", or similar sized sheets.						\$5,913.57
		Installation	Quantity	Unit Price	Factor	=	Total		
			738.00	6.30	1.2719		5,913.57		
62	09 30 13 00 0009	LF	Glazed Porcelain, Unglazed Porcelain And Glazed Ceramic Cove Base Or Trim						\$1,034.21
		Installation	Quantity	Unit Price	Factor	=	Total		
			112.00	7.26	1.2719		1,034.21		
63	09 31 00 00 0001	SF	Thin-Set - Latex Portland Cement Mortar						\$751.62
		Installation	Quantity	Unit Price	Factor	=	Total		
			938.00	0.63	1.2719		751.62		
64	09 51 13 00 0017	SF	2' x 2' x 5/8" Mineral Fiber Acoustical Ceiling Panels						\$1,009.63
		Installation	Quantity	Unit Price	Factor	=	Total		
			810.00	0.98	1.2719		1,009.63		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 09

65	09 53 23 00 0003	SF	T Bar Ceilings Suspension System 2' x 2', Standard 15/16"						\$2,101.69
		Installation	Quantity	Unit Price	Factor	=	Total		
			810.00 x	2.04 x	1.2719	=	2,101.69		
66	09 65 13 33 0002	SF	Latex Self Leveling Underlay, 1/8" Thick						\$249.29
		Installation	Quantity	Unit Price	Factor	=	Total		
			400.00 x	0.49 x	1.2719	=	249.29		
67	09 85 19 00 0008	SF	Marbleized Pattern Resilient Tile Floor Solid Vinyl Tile 1/8" Thick						\$4,131.26
		Installation	Quantity	Unit Price	Factor	=	Total		
			810.00 x	4.01 x	1.2719	=	4,131.26		
68	09 91 23 00 0033	SF	Paint Interior Concrete Masonry Units, 1 Coat Filler, Brush/Roller Work						\$4,291.90
		Installation	Quantity	Unit Price	Factor	=	Total		
			9,120.00 x	0.37 x	1.2719	=	4,291.90		
69	09 91 23 00 0156	SF	Paint Interior Drywall/Plaster Ceiling, 1 Coat Primer, Brush Work						\$86.49
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00 x	0.34 x	1.2719	=	86.49		
70	09 91 23 00 0158 0294	MOD	For > 100 To 250, Add						\$25.44
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00 x	0.10 x	1.2719	=	25.44		
71	09 91 23 00 0161	SF	Paint Interior Drywall/Plaster Ceiling, 2 Coats Paint, Brush/Roller Work						\$137.37
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00 x	0.54 x	1.2719	=	137.37		
72	09 91 23 00 0161 0294	MOD	For > 100 To 250, Add						\$38.16
		Installation	Quantity	Unit Price	Factor	=	Total		
			200.00 x	0.15 x	1.2719	=	38.16		
73	09 91 23 00 0170	SF	Paint Interior Galvanized Ceiling, One Coat Primer, Brush/Roller Work						\$495.74
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,218.00 x	0.32 x	1.2719	=	495.74		
74	09 91 23 00 0172	SF	Paint Interior Galvanized Ceiling, Two Coats Paint, Brush/Roller Work						\$1,022.46
		Installation	Quantity	Unit Price	Factor	=	Total		
			1,218.00 x	0.66 x	1.2719	=	1,022.45		
75	09 91 23 00 0247	LF	Paint Interior Metal Frame And Trim, 1 Coat Primer, Brush/Roller Work						\$56.00
		Installation	Quantity	Unit Price	Factor	=	Total		
			119.00 x	0.37 x	1.2719	=	56.00		
76	09 91 23 00 0249	LF	Paint Interior Metal Frame And Trim, 2 Coats Paint, Brush/Roller Work						\$121.08
		Installation	Quantity	Unit Price	Factor	=	Total		
			119.00 x	0.80 x	1.2719	=	121.08		
77	09 91 23 00 0254	EA	Paint Interior Door, Both Faces, 1 Coat Primer, Brush/Roller Work						\$297.99
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00 x	33.47 x	1.2719	=	297.99		
78	09 91 23 00 0256	EA	Paint Interior Door, Both Faces, 2 Coats Paint, Brush/Roller Work						\$543.64
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00 x	61.06 x	1.2719	=	543.64		

Subtotal for Section - 09 **\$25,019.22**

Section - 10

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 10

79	10 21 13 19 0004	EA	36" x 60", Overhead Braced, Recycled Solid Plastic (HDPE), One Compartment Corner Unit, Complete Toilet Partition						\$1,274.14
		Installation	Quantity	Unit Price	Factor	Total			
			1.00	1,001.76	1.2719	1,274.14	x	=	
80	10 21 13 19 0005	EA	60" x 60", Overhead Braced, Recycled Solid Plastic (HDPE), One Compartment Corner Unit, Complete ADA Compliant Toilet Partition						\$3,164.92
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	1,244.17	1.2719	3,164.92	x	=	
81	10 28 13 13 0039	EA	Two Roll, Surface Mounted, Stainless Steel Toilet Tissue Dispenser (Bobrick Classic B-2886)						\$253.86
		Installation	Quantity	Unit Price	Factor	Total			
			3.00	66.53	1.2719	253.86	x	=	
82	10 28 13 13 0055	EA	40 Fluid Ounce, Surface Mounted, Stainless Steel Soap Dispenser (Bobrick Contura B-4112)						\$165.07
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	64.89	1.2719	165.07	x	=	
83	10 28 13 13 0102	EA	Surface Mounted, Stainless Steel Sanitary Napkin/Tampon Disposal (Bobrick Contura B-270)						\$108.75
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	42.75	1.2719	108.75	x	=	
84	10 28 13 13 0118	EA	36" x 54", Two Wall, 1-1/4" Diameter, Stainless Steel Grab Bar (Bobrick B-5837)						\$294.44
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	115.75	1.2719	294.44	x	=	
85	10 28 13 13 0118 0209	MOD	For Peened Grip, Add						\$22.77
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	8.95	1.2719	22.77	x	=	
86	10 28 13 13 0191	EA	Surface Mounted, Automatic Sensor, Cast-Iron Cover Hand Dryer (World Dryer Model A)						\$1,483.06
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	583.01	1.2719	1,483.06	x	=	
87	10 28 13 13 0240	EA	24" x 36", Surface Mounted, Stainless Steel Channel Frame Glass Mirror (Bobrick B-165 2436)						\$232.30
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	91.32	1.2719	232.30	x	=	
88	10 28 13 13 0240 0233	MOD	For Tempered Glass (B-1658), Add						\$115.36
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	45.35	1.2719	115.36	x	=	

Subtotal for Section - 10

\$7,114.67

Section - 22

89	22 07 16 00 0002	EA	Neoprene Insulation Kit For Under Lavatories						\$359.64
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	141.38	1.2719	359.64	x	=	
90	22 07 19 00 0034	LF	3-1/2" ID, .02" PVC Insulation Jacketing						\$0.00
		Installation	Quantity	Unit Price	Factor	Total			
			0.00	2.83	1.2719	0.00	x	=	
91	22 07 19 00 0258	LF	1/2" Diameter Pipe, 1" Thick Foamglas Insulation						\$190.28
		Installation	Quantity	Unit Price	Factor	Total			
			20.00	7.48	1.2719	190.28	x	=	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
 Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 22

92	22 07 19 00 0257	LF	3/4" Diameter Pipe, 1" Thick Foamglas Insulation							\$310.60
		Installation	Quantity	Unit Price	Factor	=	Total			
			30.00	8.14	x	1.2719	310.60			
93	22 07 19 00 0258	LF	1" Diameter Pipe, 1" Thick Foamglas Insulation							\$169.42
		Installation	Quantity	Unit Price	Factor	=	Total			
			15.00	8.88	x	1.2719	169.42			
94	22 07 19 00 0260	LF	1-1/2" Diameter Pipe, 1" Thick Foamglas Insulation							\$76.42
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	9.68	x	1.2719	12.31			
		Demolition	Quantity	Unit Price	Factor	=	Total			
			30.00	1.68	x	1.2719	64.10			
95	22 11 16 00 0184	LF	1/2" Inside Diameter Copper Pipe/Tubing Type L							\$91.32
		Installation	Quantity	Unit Price	Factor	=	Total			
			20.00	3.59	x	1.2719	91.32			
96	22 11 16 00 0185	LF	3/4" Inside Diameter Copper Pipe/Tubing Type L							\$180.48
		Installation	Quantity	Unit Price	Factor	=	Total			
			30.00	4.73	x	1.2719	180.48			
97	22 11 16 00 0186	LF	1" Inside Diameter Copper Pipe/Tubing Type L							\$118.86
		Installation	Quantity	Unit Price	Factor	=	Total			
			15.00	6.23	x	1.2719	118.86			
98	22 11 16 00 0188	LF	1-1/2" Inside Diameter Copper Pipe/Tubing Type L							\$446.06
		Installation	Quantity	Unit Price	Factor	=	Total			
			30.00	11.69	x	1.2719	446.06			
99	22 11 16 00 0352	EA	Cut And Prepare 1" Copper Pipe							\$7.00
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	5.50	x	1.2719	7.00			
100	22 11 16 00 0356	EA	Cut And Prepare 2-1/2" Copper Pipe							\$9.22
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	7.25	x	1.2719	9.22			
101	22 11 16 00 0447	EA	3/4" Crimped 90 Degree Elbow, Copper							\$39.87
		Installation	Quantity	Unit Price	Factor	=	Total			
			3.00	10.45	x	1.2719	39.87			
102	22 11 16 00 0448	EA	1" Crimped 90 Degree Elbow, Copper							\$17.08
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	13.43	x	1.2719	17.08			
103	22 11 16 00 0450	EA	1-1/2" Crimped 90 Degree Elbow, Copper							\$85.93
		Installation	Quantity	Unit Price	Factor	=	Total			
			3.00	22.52	x	1.2719	85.93			
104	22 11 16 00 0466	EA	1/2" Crimped Straight Tee, Copper							\$67.51
		Installation	Quantity	Unit Price	Factor	=	Total			
			4.00	13.27	x	1.2719	67.51			
105	22 11 16 00 0467	EA	3/4" Crimped Straight Tee, Copper							\$91.22
		Installation	Quantity	Unit Price	Factor	=	Total			
			4.00	17.93	x	1.2719	91.22			
106	22 11 16 00 0470	EA	1-1/2" Crimped Straight Tee, Copper							\$80.94
		Installation	Quantity	Unit Price	Factor	=	Total			
			2.00	31.82	x	1.2719	80.94			

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 22

107	22 11 16 00 0476	EA	3/4" Crimped Reducing Tee, Copper							\$36.86
		Installation	Quantity	Unit Price	Factor	=	Total			
			2.00	14.49	x		36.86			
108	22 11 16 00 0477	EA	1" Crimped Reducing Tee, Copper							\$25.87
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	20.34	x		25.87			
109	22 11 16 00 0479	EA	1-1/2" Crimped Reducing Tee, Copper							\$34.58
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	27.19	x		34.58			
110	22 11 16 00 0482	EA	3" Crimped Reducing Tee, Copper							\$116.09
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	91.27	x		116.09			
111	22 11 16 00 0485	EA	1/2" Crimped Coupling, Copper							\$44.62
		Installation	Quantity	Unit Price	Factor	=	Total			
			4.00	8.77	x		44.62			
112	22 11 16 00 0486	EA	3/4" Crimped Coupling, Copper							\$52.00
		Installation	Quantity	Unit Price	Factor	=	Total			
			4.00	10.22	x		52.00			
113	22 11 19 00 0123	EA	3/4" Bellows Type (NPTF) Shock Absorber, For 11 Fixture Units							\$66.57
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	52.34	x		66.57			
114	22 11 19 00 0162	EA	1/2" IPS Stainless Steel Shallow Escutcheon							\$41.31
		Installation	Quantity	Unit Price	Factor	=	Total			
			4.00	8.12	x		41.31			
115	22 13 13 00 0003	EA	Rough-in Water Closet, Floor Mounted, Single FixtureIncludes cast iron waste and vent pipe and copper domestic supply. Excludes fixture and flush valve.							\$1,834.55
		Installation	Quantity	Unit Price	Factor	=	Total			
			3.00	480.79	x		1,834.55			
116	22 13 13 00 0006	EA	Rough-In Urinal, Wall Mounted, Single FixtureIncludes cast iron waste and vent pipe and copper domestic supply. Excludes fixture, carrier and flush valve.							\$363.98
		Installation	Quantity	Unit Price	Factor	=	Total			
			1.00	286.17	x		363.98			
117	22 13 13 00 0007	EA	Rough-in Lavatory, Wall Mounted, Single FixtureIncludes cast iron waste and vent pipe and copper domestic supply. Excludes fixture, carrier and faucet.							\$859.45
		Installation	Quantity	Unit Price	Factor	=	Total			
			2.00	337.86	x		859.45			
118	22 13 16 00 0271	LF	2" Cast Iron Soil Pipe, No Hub							\$767.46
		Installation	Quantity	Unit Price	Factor	=	Total			
			70.00	8.62	x		767.46			
119	22 13 16 00 0271 0015	MOD	For Work In Restricted Working Space, Add							\$76.95
		Installation	Quantity	Unit Price	Factor	=	Total			
			50.00	1.21	x		76.95			
120	22 13 16 00 0272	LF	3" Cast Iron Soil Pipe, No Hub							\$310.09
		Installation	Quantity	Unit Price	Factor	=	Total			
			20.00	12.19	x		310.09			

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 22

121	22	13	16	00	0272	0015	MOD	For Work In Restricted Working Space, Add							\$445.17
							Installation	Quantity	Unit Price	Factor	=	Total			
								200.00	1.75	x			445.17		
122	22	13	16	00	0273		LF	4" Cast Iron Soil Pipe, No Hub							\$1,809.79
							Installation	Quantity	Unit Price	Factor	=	Total			
								90.00	15.81	x			1,809.79		
123	22	13	16	00	0273	0015	MOD	For Work In Restricted Working Space, Add							\$173.23
							Installation	Quantity	Unit Price	Factor	=	Total			
								60.00	2.27	x			173.23		
124	22	13	16	00	0280		EA	2" 90 Degree Cast Iron Bend, No Hub							\$65.43
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	25.72	x			65.43		
125	22	13	16	00	0282		EA	4" 90 Degree Cast Iron Bend, No Hub							\$228.18
							Installation	Quantity	Unit Price	Factor	=	Total			
								4.00	44.85	x			228.18		
126	22	13	16	00	0325		EA	2" Cast Iron Wye, Straight, No Hub							\$343.34
							Installation	Quantity	Unit Price	Factor	=	Total			
								6.00	44.99	x			343.34		
127	22	13	16	00	0327		EA	4" Cast Iron Wye, Straight, No Hub							\$454.77
							Installation	Quantity	Unit Price	Factor	=	Total			
								5.00	71.51	x			454.77		
128	22	13	16	00	0401		EA	4" Cast Iron Cleanout Tee, No Hub							\$61.53
							Installation	Quantity	Unit Price	Factor	=	Total			
								1.00	48.38	x			61.53		
129	22	13	16	00	0405		EA	4" Cast Iron Cleanout Plug, No Hub							\$46.48
							Installation	Quantity	Unit Price	Factor	=	Total			
								1.00	36.54	x			46.48		
130	22	13	16	00	0442		EA	2" Cast Iron Wye, Double, No Hub							\$145.66
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	57.26	x			145.66		
131	22	13	16	00	0443		EA	3" Cast Iron Wye, Double, No Hub							\$98.38
							Installation	Quantity	Unit Price	Factor	=	Total			
								1.00	77.35	x			98.38		
132	22	13	16	00	0443		EA	3" Cast Iron Wye, Double, No Hub							\$98.38
							Installation	Quantity	Unit Price	Factor	=	Total			
								1.00	77.35	x			98.38		
133	22	13	16	00	0461		EA	2" Cast Iron 90 Degree Bend, Long Sweep							\$70.77
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	27.82	x			70.77		
134	22	13	16	00	0463		EA	4" Cast Iron 90 Degree Bend, Long Sweep							\$116.30
							Installation	Quantity	Unit Price	Factor	=	Total			
								2.00	45.72	x			116.30		
135	22	13	16	00	0497		EA	Cut And Prepare 2" Cast Iron Pipe, No Hub							\$6.33
							Installation	Quantity	Unit Price	Factor	=	Total			
								1.00	4.98	x			6.33		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
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Section - 22

136	22	13	16	00	0497	0015	MOD	For Work In Restricted Working Space, Add										\$1.90	
							Installation		Quantity		Unit Price		Factor		Total				
									1.00	x	1.49	x	1.2719	=	1.90				
137	22	13	16	00	0499		EA	Cut And Prepare 4" Cast Iron Pipe, No Hub											\$8.64
							Installation		Quantity		Unit Price		Factor		Total				
									1.00	x	6.79	x	1.2719	=	8.64				
138	22	13	16	00	0499	0015	MOD	For Work In Restricted Working Space, Add											\$2.59
							Installation		Quantity		Unit Price		Factor		Total				
									1.00	x	2.04	x	1.2719	=	2.59				
139	22	13	16	00	0803		EA	3" Floor Drain With Stainless Steel Strainer, High Silicon Cast Iron Fitting, No Hub											\$2,352.00
							Installation		Quantity		Unit Price		Factor		Total				
									2.00	x	924.60	x	1.2719	=	2,352.00				
140	22	42	13	00	0026		EA	Exposed Infrared Water Closet Flush Valve (Sloan Royal 115-1.6 ES-S)											\$1,822.03
							Installation		Quantity		Unit Price		Factor		Total				
									3.00	x	477.51	x	1.2719	=	1,822.03				
141	22	42	13	00	0087		EA	Floor Mounted Water Closet, Stainless Steel With Hinged Seat, Siphon Jet (Acom 2120-T-3-HS)											\$8,624.59
							Installation		Quantity		Unit Price		Factor		Total				
									3.00	x	2,260.29	x	1.2719	=	8,624.59				
142	22	42	13	00	0089		EA	Wall Hung Urinal, Stainless Steel, Blowout Jet (Acom 2160-T-1)											\$2,807.55
							Installation		Quantity		Unit Price		Factor		Total				
									1.00	x	2,207.37	x	1.2719	=	2,807.55				
143	22	42	13	00	0098		EA	Single Urinal Carrier, Floor Mounted With Support Plate											\$315.75
							Installation		Quantity		Unit Price		Factor		Total				
									1.00	x	248.25	x	1.2719	=	315.75				
144	22	42	16	00	0056		EA	18" x 15" Wall Mounted Lavatory, Stainless Steel (Acom 1950-1)											\$2,734.08
							Installation		Quantity		Unit Price		Factor		Total				
									2.00	x	1,074.80	x	1.2719	=	2,734.08				
145	22	42	16	00	0113		EA	Single Lavatory Carrier, Floor Mounted, Concealed Arms With Tubular Uprights And Block Bases											\$794.66
							Installation		Quantity		Unit Price		Factor		Total				
									2.00	x	312.39	x	1.2719	=	794.66				
146	22	42	39	00	0056		EA	1/2" Thermostatic Mixing Valve (Watts 1170-US/UT)											\$418.86
							Installation		Quantity		Unit Price		Factor		Total				
									2.00	x	164.86	x	1.2719	=	418.86				
147	22	42	39	00	0090		EA	Electronic Lavatory Faucet (Chicago Faucet 116.112.AB.1)											\$1,183.58
							Installation		Quantity		Unit Price		Factor		Total				
									2.00	x	485.26	x	1.2719	=	1,183.58				

Subtotal for Section - 22 **\$32,202.19**

Section - 23

148	23	05	23	00	0095		EA	3/4" Ball Valve, Brass Body, Threaded Or Sweated, 125#, Regular Port											\$34.81
							Installation		Quantity		Unit Price		Factor		Total				
									1.00	x	27.37	x	1.2719	=	34.81				
149	23	05	23	00	0095	0121	MOD	For Extension Stems And Sleeves On Insulated Pipe, Add											\$3.35
							Installation		Quantity		Unit Price		Factor		Total				
									1.00	x	2.63	x	1.2719	=	3.35				

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
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Section - 23

150	23 05 23 00 0095	0125	MOD	For Work In Restricted Working Space, Add						\$7.50
			Installation		Quantity	Unit Price	Factor	=	Total	
					1.00	5.90	1.2719	x	7.50	
151	23 05 23 00 0098		EA	1-1/2" Ball Valve, Brass Body, Threaded Or Sweated, 125#, Regular Port						\$72.59
			Installation		Quantity	Unit Price	Factor	=	Total	
					1.00	57.07	1.2719	x	72.59	
152	23 05 23 00 0098	0121	MOD	For Extension Stems And Sleeves On Insulated Pipe, Add						\$3.35
			Installation		Quantity	Unit Price	Factor	=	Total	
					1.00	2.63	1.2719	x	3.35	
153	23 05 23 00 0098	0125	MOD	For Work In Restricted Working Space, Add						\$13.29
			Installation		Quantity	Unit Price	Factor	=	Total	
					1.00	10.45	1.2719	x	13.29	
154	23 31 13 13 0003		LB	Sheet Metal Ductwork, Low Pressure, Field Fabricated, Galvanized, Field Assemble And Install						\$20,879.51
			Installation		Quantity	Unit Price	Factor	=	Total	
					3,600.00	4.56	1.2719	x	20,879.51	
155	23 31 13 13 0003	0403	MOD	For Work In Restricted Working Space, Add						\$4,006.49
			Installation		Quantity	Unit Price	Factor	=	Total	
					3,000.00	1.05	1.2719	x	4,006.49	
156	23 34 23 00 0028		EA	675 CFM Direct Drive Power Wall Ventilator, 12" x 12" Damper, Centrifugal, Aluminum, 1/4" Static Pressure						\$605.69
			Installation		Quantity	Unit Price	Factor	=	Total	
					1.00	476.21	1.2719	x	605.69	

Subtotal for Section - 23 **\$25,626.58**

Section - 26

157	26 05 19 16 0120		MLF	#10 AWG Cable - Type THHN-THWN, Underground Feeder And Branch Circuit						\$730.29
			Installation		Quantity	Unit Price	Factor	=	Total	
					1.26	455.69	1.2719	x	730.29	
158	26 05 19 16 0121		MLF	#8 AWG Cable - Type THHN-THWN, Underground Feeder And Branch Circuit						\$364.65
			Installation		Quantity	Unit Price	Factor	=	Total	
					0.42	682.61	1.2719	x	364.65	
159	26 05 19 16 0199		MLF	#12 AWG Cable - Type MC, 4 Conductors, Solid Or Stranded, Galvanized Steel Armor						\$1,208.33
			Installation		Quantity	Unit Price	Factor	=	Total	
					0.40	2,375.05	1.2719	x	1,208.33	
160	26 05 33 13 0004		CLF	1/2" EMT With 4 #12 THHN/THWN Assembly Includes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.						\$3,137.08
			Installation		Quantity	Unit Price	Factor	=	Total	
					7.00	352.35	1.2719	x	3,137.08	
161	26 05 33 13 0293		LF	1-1/4" EMT Conduit, Mounted Exposed On Flat Wall						\$864.89
			Installation		Quantity	Unit Price	Factor	=	Total	
					200.00	3.40	1.2719	x	864.89	
162	26 05 33 13 0294		LF	1-1/2" EMT Conduit, Mounted Exposed On Flat Wall						\$1,108.08
			Installation		Quantity	Unit Price	Factor	=	Total	
					220.00	3.96	1.2719	x	1,108.08	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.00
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel

Section - 26

163	26 05 33 16 0008	EA	4" Steel Octagon Box, 2-1/8" Deep With Cover						\$266.03
		Installation	Quantity	Unit Price	Factor	=	Total		
			14.00	14.94	1.2719		266.03		
164	26 09 23 00 0142	EA	500 SF 360 Degree Coverage, 25 KHZ Ultrasonic, Ceiling Mounted Occupancy Sensor (Watt Stopper W-500A)						\$790.54
		Installation	Quantity	Unit Price	Factor	=	Total		
			6.00	103.59	1.2719		790.54		
165	26 24 16 00 0044	EA	100 A With 12 - 20 A Breakers, 120/208 V, 4 Wire, 3 Phase Panelboard, Main Lugs, Assembled, 20 Circuit Capacity						\$1,385.09
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,085.99	1.2719		1,385.09		
166	26 27 28 00 0069	EA	20 Amp GFI, Duplex Receptacle						\$280.68
		Installation	Quantity	Unit Price	Factor	=	Total		
			12.00	18.39	1.2719		280.68		
167	26 27 28 00 0121	EA	1 Gang, 20 A, 120/277 V, SPST, Switch Assembly/Includes box, switch and cover plate.						\$424.81
		Installation	Quantity	Unit Price	Factor	=	Total		
			8.00	41.75	1.2719		424.81		
168	26 28 16 00 0299	EA	60 A, Fused Disconnect Switch, NEMA 4, 4X Or 5, Heavy Duty, With Fuses, 600 V, 1 Phase, 2 Pole						\$1,535.27
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,207.07	1.2719		1,535.27		
169	26 28 16 00 0300	EA	100 A, Fused Disconnect Switch, NEMA 4, 4X Or 5, Heavy Duty, With Fuses, 600 V, 1 Phase, 2 Pole						\$2,940.19
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	2,311.65	1.2719		2,940.19		
170	26 51 13 00 0268	EA	1 37 Watt LED, 4' Length, Striplight LED Fixture						\$3,230.30
		Installation	Quantity	Unit Price	Factor	=	Total		
			6.00	423.29	1.2719		3,230.30		
171	26 51 13 00 0278	EA	60 Watt, 2' x 4', Prismatic Lensed, Lay-In/Troffer LED Fixture						\$13,808.13
		Installation	Quantity	Unit Price	Factor	=	Total		
			14.00	775.45	1.2719		13,808.13		
172	26 52 00 00 0014	EA	12 Watt, 12 Volt, Aluminum Housing, Halogen Lamp, Emergency Light Remote Head (Lithonia ELA MT H1212)						\$567.24
		Installation	Quantity	Unit Price	Factor	=	Total		
			6.00	74.33	1.2719		567.24		
173	26 53 00 00 0006	EA	Single Face, Die-Cast Aluminum Housing, LED Exit Sign						\$708.86
		Installation	Quantity	Unit Price	Factor	=	Total		
			4.00	139.33	1.2719		708.86		
174	26 53 00 00 0033	EA	Removal And Reinstall Of Exit Light Fixtures/Includes storage and cleaning.						\$72.47
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	28.49	1.2719		72.47		

Subtotal for Section - 26

\$33,422.93

Proposal Total

\$289,284.35

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: 9.09%



Subcontractor Listing

Date: January 25, 2017

Re: IQC Master Contract #: 2012 Area F - EAW; 392-12
Work Order #: 045241.00
Owner PO #:
Title: Ft Worth ISD - Benbrook Middle-High School - Locker Room Remodel
Contractor: Ed A. Wilson, Inc.
Proposal Value: \$269,284.35

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00



Work Order Signature Document

ezIQc Buy Board Contract No.: 2012 Area F - EAW; 520-16

New Work Order **Modify an Existing Work Order**

Work Order Number.: 045241.01	Work Order Date: <u>01/25/2017</u>
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand	
Owner Name: <u>Fort Worth Independent School District</u>	Contractor Name: <u>Ed A. Wilson, Inc.</u>
Contact: <u>Louis Alonzo</u>	Contact: <u>Robert Whatley</u>
Phone: <u>817-343-5985</u>	Phone: <u>(817) 926-0231 X22</u>

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of ezIQc Buy Board Contract No 2012 Area F - EAW; 392-12.

Brief Work Order Description:

Benbrook Middle-High School - Concession Stand.

Time of Performance	Estimated Start Date:
	Estimated Completion Date:

Liquidated Damages Will apply: Will not apply:

Work Order Firm Fixed Price: \$482,650.47

Owner Purchase Order Number:

Approvals

_____	_____	_____	_____
Owner	Date	Contractor	Date



Detailed Scope of Work

To: Robert Whitley
Ed A. Wilson, Inc.
PO Box 11423
Fort Worth, TX 78110-0423
(817) 926-0231 X22

From: Louis Alonzo
Fort Worth Independent School District
2720 Cullen Street
Fort Worth, TX 76107
817-343-5985

Date Printed: January 25, 2017

Work Order Number: 045241.01

Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Brief Scope: Benbrook Middle-High School - Concession Stand.

Preliminary

Revised

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Construct concession stand only per plans and specifications by Hahnfeld Hoffer Stanford Architects dated 10/3/16. Owner controlled 10% Contingency added. For use when unforeseen conditions are found. Returned to Owner if not used.

Subject to the terms and conditions of JOC Contract 2012 Area F - EAW; 392-12.

Contractor

Date

Owner

Date

Contractor's Price Proposal - Summary

Date: January 25, 2017
Re: IQC Master Contract #: 2012 Area F - EAW: 392-12
 Work Order #: 045241.01
 Owner PO #:
 Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand
 Contractor: Ed A. Wilson, Inc.
 Proposal Value: \$482,650.47

Section - 01	\$101,407.63
Section - 03	\$4,382.75
Section - 04	\$78,319.09
Section - 05	\$180.93
Section - 06	\$45,872.07
Section - 07	\$8,489.01
Section - 08	\$18,177.69
Section - 09	\$14,186.40
Section - 10	\$16,730.24
Section - 11	\$4,415.00
Section - 22	\$90,796.55
Section - 23	\$36,586.69
Section - 26	\$38,516.14
Section - 32	\$15,810.99
Section - 33	\$8,779.29
Proposal Total	\$482,650.47

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: 9.09%

Contractor's Price Proposal - Detail

Date: January 25, 2017

Re: IQC Master Contract #: 2012 Area F - EAW; 392-12
 Work Order #: 045241.01
 Owner PO #:
 Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand
 Contractor: Ed A. Wilson, Inc.
 Proposal Value: \$482,650.47

Sect.	Item	Mod.	UOM	Description	Line Total	
Labor	Equip.	Material	(Excludes)			
Section - 01						
1	01 00 00 00 0002		EA	Contingency, Owner controlled. For use when unforeseen conditions are found. Returned to Owner if not used.	\$43,877.32	
	NPP	Installation	Quantity	Unit Price	Factor	Total
			43,877.32 x	1.00 x	1.0000 =	43,877.32
2	01 22 20 00 0006		HR	CarpenterTasks in the CTC include appropriate costs to cover labor. These tasks will be requested specifically by the owner for miscellaneous work not covered in the CTC.	\$2,046.23	
		Installation	Quantity	Unit Price	Factor	Total
			40.00 x	40.22 x	1.2719 =	2,046.23
3	01 22 20 00 0010		HR	ElectricianTasks in the CTC include appropriate costs to cover labor. These tasks will be requested specifically by the owner for miscellaneous work not covered in the CTC.	\$1,918.03	
		Installation	Quantity	Unit Price	Factor	Total
			40.00 x	37.70 x	1.2719 =	1,918.03
4	01 22 20 00 0024		HR	PlumberTasks in the CTC include appropriate costs to cover labor. These tasks will be requested specifically by the owner for miscellaneous work not covered in the CTC.	\$4,540.17	
		Installation	Quantity	Unit Price	Factor	Total
			80.00 x	44.62 x	1.2719 =	4,540.17
5	01 22 20 00 0055		HR	Maintenance Electrician, With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$3,487.04	
		Installation	Quantity	Unit Price	Factor	Total
			40.00 x	68.54 x	1.2719 =	3,487.04
6	01 22 20 00 0056		HR	Maintenance Carpenter Worker With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$3,430.06	
		Installation	Quantity	Unit Price	Factor	Total
			40.00 x	67.42 x	1.2719 =	3,430.06
7	01 22 20 00 0058		HR	Maintenance Plumber With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$4,042.10	
		Installation	Quantity	Unit Price	Factor	Total
			40.00 x	79.45 x	1.2719 =	4,042.10
8	01 22 20 00 0059		HR	Maintenance HVAC/Refrigeration Worker With Truck And ToolsThis task will be used specifically for maintenance service calls.	\$11,349.42	
		Installation	Quantity	Unit Price	Factor	Total
			80.00 x	111.54 x	1.2719 =	11,349.42
9	01 22 23 00 0162		WK	5 Ton, 2 Drum Articulated Roller With Full-Time Operator	\$6,573.00	
		Installation	Quantity	Unit Price	Factor	Total
			2.00 x	2,583.93 x	1.2719 =	6,573.00
10	01 22 23 00 0234		MO	1,500 LB Capacity, 60" Wide, Skid-Steer Loader (Bobcat) With Full-Time Operator	\$8,844.79	
		Installation	Quantity	Unit Price	Factor	Total
			1.00 x	6,954.00 x	1.2719 =	8,844.79

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 01

11	01 22 23 00 0364	MO	1/2 To 5/8 CY, 65 HP, Loader-Backhoe With Standard Bucket And Full-Time Operator					\$10,030.11
		Installation	Quantity	Unit Price	Factor		Total	
			1.00	7,885.93	1.2719	x	=	10,030.11
12	01 71 13 00 0002	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed Truck For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom manlifts with up to 40' boom lengths, etc.					\$381.57
		Installation	Quantity	Unit Price	Factor		Total	
			2.00	150.00	1.2719	x	=	381.57
13	01 74 19 00 0013	EA	20 CY Dumpster (3 Ton) "Construction Debris" Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.					\$887.79
		Installation	Quantity	Unit Price	Factor		Total	
			2.00	349.00	1.2719	x	=	887.79

Subtotal for Section - 01 **\$101,407.63**

Section - 03

14	03 15 16 00 0012	LF	1/2" x 4" Premolded Felt Asphalt Expansion Joint, In Slabs Or Walls					\$153.58
		Installation	Quantity	Unit Price	Factor		Total	
			105.00	1.15	1.2719	x	=	153.58
15	03 21 11 00 0006	TON	Grade 60 Reinforcing Steel, Footings And Slabs, #3-#6					\$4,124.67
		Installation	Quantity	Unit Price	Factor		Total	
			2.00	1,621.46	1.2719	x	=	4,124.67
16	03 21 11 00 0026	EA	Straight Dowels, 1/2" Diameter x 24" Long, Deformed					\$104.50
		Installation	Quantity	Unit Price	Factor		Total	
			52.00	1.58	1.2719	x	=	104.50
17	03 31 13 00 0021	CY	Direct Chute, Place 3000 PSI Concrete Grade Beams					\$0.00
		Installation	Quantity	Unit Price	Factor		Total	
			0.00	104.14	1.2719	x	=	0.00

Subtotal for Section - 03 **\$4,382.75**

Section - 04

18	04 05 16 26 0002	LF	Grout Beams And Lintels - 6" Block Concrete Fill Only, 0.1125 CF/LF, 8" Deep					\$597.23
		Installation	Quantity	Unit Price	Factor		Total	
			258.00	1.82	1.2719	x	=	597.23
19	04 05 16 26 0003	LF	Grout Beams And Lintels - 8" Block Concrete Fill Only, 0.20 CF/LF, 8" Deep					\$246.75
		Installation	Quantity	Unit Price	Factor		Total	
			97.00	2.00	1.2719	x	=	246.75
20	04 05 16 26 0008	SF	Grout Concrete Block Cores- 6" Block Concrete Fill Block Solid (0.175 CF/SF)					\$1,673.57
		Installation	Quantity	Unit Price	Factor		Total	
			645.00	2.04	1.2719	x	=	1,673.57
21	04 05 16 26 0009	SF	Grout Concrete Block Cores- 8" Block Concrete Fill Block Solid (0.258 CF/SF)					\$237.69
		Installation	Quantity	Unit Price	Factor		Total	
			64.00	2.92	1.2719	x	=	237.69
22	04 05 16 26 0011	SF	Grout Concrete Block Cores- 12" Block Concrete Fill Block Solid (0.422 CF/SF)					\$87.30
		Installation	Quantity	Unit Price	Factor		Total	
			16.00	4.29	1.2719	x	=	87.30

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 04

23	04 21 13 00 0016	SF	Buff (Gray) Face Brick - Veneer (6.4/SF)						\$29,258.79
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,130.00	10.80	1.2719		29,258.79		
24	04 21 13 00 0016 0023	MOD	For Columns Where The Shortest Distance From Corner to Corner Is < 3', Add						\$1,493.72
		Installation	Quantity	Unit Price	Factor	=	Total		
			160.00	7.34	1.2719		1,493.72		
25	04 22 23 13 0023	SF	8" x 16" x 6" Lightweight Regular Concrete Masonry Unit Partition Block (Sand Aggregate)						\$19,045.30
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,130.00	7.03	1.2719		19,045.30		
26	04 22 23 13 0040	SF	8" x 16" x 6" Solid Normal Weight Concrete Masonry Unit Partition Block (Sand Aggregate)						\$21,461.02
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,560.00	6.54	1.2719		21,461.02		
27	04 22 23 13 0060	LF	8" x 16" x 6" Regular Weight Bond Beam Or Lintel Block (Block Only)						\$4,217.72
		Installation	Quantity	Unit Price	Factor	=	Total		
			492.00	6.74	1.2719		4,217.72		

Subtotal for Section - 04 **\$78,319.09**

Section - 05

28	05 05 23 00 0137	EA	3/8" Diameter x 3" Long Wedge Anchor Expansion Bolt						\$180.93
		Installation	Quantity	Unit Price	Factor	=	Total		
			25.00	5.69	1.2719		180.93		

Subtotal for Section - 05 **\$180.93**

Section - 06

29	06 05 23 00 0021	EA	Galvanized Rigid Rafter Connector, For 2" x 6"						\$561.75
		Installation	Quantity	Unit Price	Factor	=	Total		
			102.00	4.33	1.2719		561.75		
30	06 16 33 00 0006	SF	3/4" Thick CDX Plywood Roof Decking Applied to wood rafters.						\$3,598.21
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,300.00	1.23	1.2719		3,598.21		
31	06 16 33 00 0006 0006	MOD	For Exterior CC Grade Plywood, Add						\$263.28
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,300.00	0.09	1.2719		263.28		
32	06 16 33 00 0006 0012	MOD	For Fire Retardant Treatment, Add						\$1,404.18
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,300.00	0.48	1.2719		1,404.18		
33	06 17 53 00 0013	EA	32' Pre-Assembled Wood Roof Truss, 4 In 12 Slope						\$11,065.68
		Installation	Quantity	Unit Price	Factor	=	Total		
			36.00	241.67	1.2719		11,065.68		
34	06 42 13 00 0008	SF	8" Random Plank Tongue And Groove, 7/16"						\$28,978.97
		Installation	Quantity	Unit Price	Factor	=	Total		
			3,200.00	7.12	1.2719		28,978.97		

Subtotal for Section - 06 **\$45,872.07**

Section - 07

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 07

35	07 31 13 00 0004	SQ	230 LB/SQ, 5" Exposure, Three Tab Fiberglass Reinforced, Asphalt Composition Shingle (CertainTeed XT 30)						\$6,830.82
		Installation	Quantity	Unit Price	Factor	=	Total		
			32.00	167.83	1.2719		6,830.82		
36	07 31 13 00 0020	LF	Hip And Ridge Roll VentExcludes shingles.						\$172.47
		Installation	Quantity	Unit Price	Factor	=	Total		
			40.00	3.39	1.2719		172.47		
37	07 34 00 00 0003	SQ	30# Asphalt Felt Underlayment, Single Layer, Standard Slope						\$655.69
		Installation	Quantity	Unit Price	Factor	=	Total		
			32.00	16.11	1.2719		655.69		
38	07 62 00 00 0055	LF	5" Girth, 26 Gauge, Galvanized Steel Drip Edge						\$510.16
		Installation	Quantity	Unit Price	Factor	=	Total		
			210.00	1.91	1.2719		510.16		
39	07 92 00 00 0054	CLF	1/2" x 1/2" Joint, Polyurethane Sealant And Caulking						\$319.87
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	251.49	1.2719		319.87		

Subtotal for Section - 07 **\$8,489.01**

Section - 08

40	08 34 63 13 0039	EA	3' x 7' x 6-3/4" Deep Metal Door Frame 7 Gauge Frame For 1-3/4" Door						\$2,345.31
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00	263.42	1.2719		2,345.31		
41	08 34 63 13 0041	EA	6' x 7' x 6-3/4" Deep Metal Door Frame 7 Gauge Frame For 1-3/4" Door						\$474.74
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	373.25	1.2719		474.74		
42	08 34 63 13 0062	EA	3' x 7' x 1-3/4" 10 Gauge Metal Door						\$4,293.44
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00	482.23	1.2719		4,293.44		
43	08 34 63 13 0064	EA	Pair 3' x 7' x 1-3/4" 10 Gauge Metal Door						\$968.98
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	761.84	1.2719		968.98		
44	08 71 16 00 0027	PR	4-1/2" x 4-1/2" Heavy Duty, Full Mortise, Plain Bearing, Brass/Bronze, Satin Chrome Finish Hinge						\$1,677.69
		Installation	Quantity	Unit Price	Factor	=	Total		
			18.00	73.26	1.2719		1,677.69		
45	08 71 16 00 0774	EA	8" x 36", 0.050" Thick, Satin Aluminum Finish, Aluminum Kick Plate						\$337.46
		Installation	Quantity	Unit Price	Factor	=	Total		
			9.00	29.48	1.2719		337.46		
46	08 71 16 00 2066	EA	6" x 16" Aluminum Pull Plate Door Hardware						\$97.15
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	38.19	1.2719		97.15		
47	08 71 16 00 2076	EA	6" x 16" Aluminum Push Plate Door Hardware						\$47.16
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00	18.54	1.2719		47.16		
48	08 71 16 00 2158	EA	Surface Mounted Heavy Duty Door Closer - LCN 4010/4020/4110 Series						\$3,325.38
		Installation	Quantity	Unit Price	Factor	=	Total		
			9.00	290.50	1.2719		3,325.38		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 08

49	08 71 16 00 2171	EA	Rekey Existing Cylinder To Match Existing Cylinders Or Master Key						\$623.74
		Installation	Quantity	Unit Price	Factor	=	Total		
			10.00 x	49.04 x	1.2719	=	623.74		
50	08 71 16 00 2179	EA	Entrance/Office F04 Mortise Lockset Locked with key outside and thumb knob inside.						\$783.74
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00 x	308.10 x	1.2719	=	783.74		
51	08 71 16 00 2181	EA	Storeroom/Closet F07 Mortise Lockset Locked with key outside. Inside always unlocked. Fixed outside handle.						\$1,099.30
		Installation	Quantity	Unit Price	Factor	=	Total		
			3.00 x	288.10 x	1.2719	=	1,099.30		
52	08 71 16 00 2252	EA	Mortised Deadbolt, Key Both Sides ANSI Grade 1, interchangeable cores, all finishes. Case size 4-1/2" x 6" (nominal). Also used for Classroom version.						\$1,433.56
		Installation	Quantity	Unit Price	Factor	=	Total		
			8.00 x	187.85 x	1.2719	=	1,433.56		
53	08 71 16 00 2536	LF	6" Width, 1/4" Height, Aluminum Saddle Threshold (Pemko 272A)						\$670.04
		Installation	Quantity	Unit Price	Factor	=	Total		
			24.00 x	21.95 x	1.2719	=	670.04		

Subtotal for Section - 08 **\$18,177.69**

Section - 09

54	09 91 23 00 0033	SF	Paint Interior Concrete Masonry Units, 1 Coat Filler, Brush/Roller Work						\$4,291.90
		Installation	Quantity	Unit Price	Factor	=	Total		
			9,120.00 x	0.37 x	1.2719	=	4,291.90		
55	09 91 23 00 0035	SF	Paint Interior Concrete Masonry Units, 2 Coats Epoxy Paint, Brush/Roller Work						\$8,931.79
		Installation	Quantity	Unit Price	Factor	=	Total		
			9,120.00 x	0.77 x	1.2719	=	8,931.79		
56	09 91 23 00 0248	LF	Paint Interior Metal Frame And Trim, 2 Coats Paint, Brush/Roller Work						\$121.08
		Installation	Quantity	Unit Price	Factor	=	Total		
			119.00 x	0.80 x	1.2719	=	121.08		
57	09 91 23 00 0254	EA	Paint Interior Door, Both Faces, 1 Coat Primer, Brush/Roller Work						\$297.99
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00 x	33.47 x	1.2719	=	297.99		
58	09 91 23 00 0256	EA	Paint Interior Door, Both Faces, 2 Coats Paint, Brush/Roller Work						\$543.64
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00 x	61.06 x	1.2719	=	543.64		

Subtotal for Section - 09 **\$14,186.40**

Section - 10

59	10 21 13 19 0004	EA	36" x 60", Overhead Braced, Recycled Solid Plastic (HDPE), One Compartment Corner Unit, Complete Toilet Partition						\$8,918.97
		Installation	Quantity	Unit Price	Factor	=	Total		
			7.00 x	1,001.76 x	1.2719	=	8,918.97		
60	10 21 13 19 0005	EA	60" x 60", Overhead Braced, Recycled Solid Plastic (HDPE), One Compartment Corner Unit, Complete ADA Compliant Toilet Partition						\$3,164.92
		Installation	Quantity	Unit Price	Factor	=	Total		
			2.00 x	1,244.17 x	1.2719	=	3,164.92		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 10

61	10 28 13 13 0039	EA	Two Roll, Surface Mounted, Stainless Steel Toilet Tissue Dispenser (Bobrick Classic B-2888)						\$846.20
		Installation	Quantity	Unit Price	Factor	Total			
			10.00	66.53	1.2719	846.20	x	=	
62	10 28 13 13 0055	EA	40 Fluid Ounce, Surface Mounted, Stainless Steel Soap Dispenser (Bobrick Contura B-4112)						\$412.67
		Installation	Quantity	Unit Price	Factor	Total			
			5.00	64.89	1.2719	412.67	x	=	
63	10 28 13 13 0102	EA	Surface Mounted, Stainless Steel Sanitary Napkin/Tampon Disposal (Bobrick Contura B-270)						\$163.12
		Installation	Quantity	Unit Price	Factor	Total			
			3.00	42.75	1.2719	163.12	x	=	
64	10 28 13 13 0116	EA	36" x 54", Two Wall, 1-1/4" Diameter, Stainless Steel Grab Bar (Bobrick B-5837)						\$441.67
		Installation	Quantity	Unit Price	Factor	Total			
			3.00	115.75	1.2719	441.67	x	=	
65	10 28 13 13 0118 0209	MOD	For Peened Grip, Add						\$22.77
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	8.95	1.2719	22.77	x	=	
66	10 28 13 13 0191	EA	Surface Mounted, Automatic Sensor, Cast-Iron Cover Hand Dryer (World Dryer Model A)						\$1,483.06
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	583.01	1.2719	1,483.06	x	=	
67	10 28 13 13 0240	EA	24" x 36", Surface Mounted, Stainless Steel Channel Frame Glass Mirror (Bobrick B-165 2436)						\$580.75
		Installation	Quantity	Unit Price	Factor	Total			
			5.00	91.32	1.2719	580.75	x	=	
68	10 28 13 13 0240	EA	24" x 36", Surface Mounted, Stainless Steel Channel Frame Glass Mirror (Bobrick B-165 2436)						\$580.75
		Installation	Quantity	Unit Price	Factor	Total			
			5.00	91.32	1.2719	580.75	x	=	
69	10 28 13 13 0240 0233	MOD	For Tempered Glass (B-1658), Add						\$115.36
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	45.35	1.2719	115.36	x	=	

Subtotal for Section - 10 **\$16,730.24**

Section - 11

70	11 42 16 00 0010	EA	30" X 72" Square Edge Stainless Steel Preparation Table With Undershef						\$1,737.52
		Installation	Quantity	Unit Price	Factor	Total			
			2.00	683.04	1.2719	1,737.52	x	=	
71	11 42 16 00 0033	LF	Table With Sink						\$2,677.48
		Installation	Quantity	Unit Price	Factor	Total			
			7.50	280.68	1.2719	2,677.48	x	=	

Subtotal for Section - 11 **\$4,415.00**

Section - 22

72	22 07 16 00 0002	EA	Neoprene Insulation Kit For Under Lavatories						\$539.46
		Installation	Quantity	Unit Price	Factor	Total			
			3.00	141.38	1.2719	539.46	x	=	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
 Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 22

73	22 07 19 00 0256	LF	1/2" Diameter Pipe, 1" Thick Foamglas Insulation						\$570.83
		Installation	Quantity	Unit Price	Factor	=	Total		
			60.00	7.48	x	1.2719	=	570.83	
74	22 07 19 00 0257	LF	3/4" Diameter Pipe, 1" Thick Foamglas Insulation						\$724.73
		Installation	Quantity	Unit Price	Factor	=	Total		
			70.00	8.14	x	1.2719	=	724.73	
75	22 07 19 00 0258	LF	1" Diameter Pipe, 1" Thick Foamglas Insulation						\$903.56
		Installation	Quantity	Unit Price	Factor	=	Total		
			80.00	8.88	x	1.2719	=	903.56	
76	22 07 19 00 0260	LF	1-1/2" Diameter Pipe, 1" Thick Foamglas Insulation						\$2,772.74
		Installation	Quantity	Unit Price	Factor	=	Total		
			220.00	9.68	x	1.2719	=	2,708.64	
		Demolition	Quantity	Unit Price	Factor	=	Total		
			30.00	1.88	x	1.2719	=	64.10	
77	22 11 16 00 0184	LF	1/2" Inside Diameter Copper Pipe/Tubing Type L						\$273.97
		Installation	Quantity	Unit Price	Factor	=	Total		
			60.00	3.59	x	1.2719	=	273.97	
78	22 11 16 00 0185	LF	3/4" Inside Diameter Copper Pipe/Tubing Type L						\$421.13
		Installation	Quantity	Unit Price	Factor	=	Total		
			70.00	4.73	x	1.2719	=	421.13	
79	22 11 16 00 0186	LF	1" Inside Diameter Copper Pipe/Tubing Type L						\$633.92
		Installation	Quantity	Unit Price	Factor	=	Total		
			80.00	6.23	x	1.2719	=	633.91	
80	22 11 16 00 0188	LF	1-1/2" Inside Diameter Copper Pipe/Tubing Type L						\$3,271.07
		Installation	Quantity	Unit Price	Factor	=	Total		
			220.00	11.69	x	1.2719	=	3,271.07	
81	22 11 16 00 0447	EA	3/4" Crimped 90 Degree Elbow, Copper						\$239.24
		Installation	Quantity	Unit Price	Factor	=	Total		
			18.00	10.45	x	1.2719	=	239.24	
82	22 11 16 00 0448	EA	1" Crimped 90 Degree Elbow, Copper						\$375.80
		Installation	Quantity	Unit Price	Factor	=	Total		
			22.00	13.43	x	1.2719	=	375.80	
83	22 11 16 00 0450	EA	1-1/2" Crimped 90 Degree Elbow, Copper						\$343.72
		Installation	Quantity	Unit Price	Factor	=	Total		
			12.00	22.52	x	1.2719	=	343.72	
84	22 11 16 00 0466	EA	1/2" Crimped Straight Tee, Copper						\$270.05
		Installation	Quantity	Unit Price	Factor	=	Total		
			16.00	13.27	x	1.2719	=	270.05	
85	22 11 16 00 0467	EA	3/4" Crimped Straight Tee, Copper						\$319.27
		Installation	Quantity	Unit Price	Factor	=	Total		
			14.00	17.93	x	1.2719	=	319.27	
86	22 11 16 00 0470	EA	1-1/2" Crimped Straight Tee, Copper						\$566.61
		Installation	Quantity	Unit Price	Factor	=	Total		
			14.00	31.82	x	1.2719	=	566.61	
87	22 11 16 00 0476	EA	3/4" Crimped Reducing Tee, Copper						\$184.30
		Installation	Quantity	Unit Price	Factor	=	Total		
			10.00	14.49	x	1.2719	=	184.30	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
 Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 22

88	22 11 16 00 0477	EA	1" Crimped Reducing Tee, Copper							\$258.70
		Installation	Quantity	Unit Price	Factor	=	Total			
			10.00	20.34	x		258.70			
89	22 11 16 00 0479	EA	1-1/2" Crimped Reducing Tee, Copper							\$276.66
		Installation	Quantity	Unit Price	Factor	=	Total			
			8.00	27.19	x		276.66			
90	22 11 16 00 0482	EA	3" Crimped Reducing Tee, Copper							\$1,160.86
		Installation	Quantity	Unit Price	Factor	=	Total			
			10.00	91.27	x		1,160.86			
91	22 11 16 00 0485	EA	1/2" Crimped Coupling, Copper							\$111.55
		Installation	Quantity	Unit Price	Factor	=	Total			
			10.00	8.77	x		111.55			
92	22 11 16 00 0486	EA	3/4" Crimped Coupling, Copper							\$181.98
		Installation	Quantity	Unit Price	Factor	=	Total			
			14.00	10.22	x		181.98			
93	22 11 19 00 0123	EA	3/4" Bellows Type (NPTF) Shock Absorber, For 11 Fixture Units							\$199.71
		Installation	Quantity	Unit Price	Factor	=	Total			
			3.00	52.34	x		199.71			
94	22 11 19 00 0162	EA	1/2" IPS Stainless Steel Shallow Escutcheon							\$123.93
		Installation	Quantity	Unit Price	Factor	=	Total			
			12.00	8.12	x		123.93			
95	22 13 13 00 0003	EA	Rough-in Water Closet, Floor Mounted, Single FixtureIncludes cast iron waste and vent pipe and copper domestic supply. Excludes fixture and flush valve.							\$6,115.17
		Installation	Quantity	Unit Price	Factor	=	Total			
			10.00	480.79	x		6,115.17			
96	22 13 13 00 0006	EA	Rough-in Urinal, Wall Mounted, Single FixtureIncludes cast iron waste and vent pipe and copper domestic supply. Excludes fixture, carrier and flush valve.							\$727.96
		Installation	Quantity	Unit Price	Factor	=	Total			
			2.00	286.17	x		727.96			
97	22 13 13 00 0007	EA	Rough-in Lavatory, Wall Mounted, Single FixtureIncludes cast iron waste and vent pipe and copper domestic supply. Excludes fixture, carrier and faucet.							\$2,578.34
		Installation	Quantity	Unit Price	Factor	=	Total			
			6.00	337.88	x		2,578.34			
98	22 13 16 00 0271	LF	2" Cast Iron Soil Pipe, No Hub							\$1,754.20
		Installation	Quantity	Unit Price	Factor	=	Total			
			180.00	8.62	x		1,754.20			
99	22 13 16 00 0271 0015	MOD	For Work In Restricted Working Space, Add							\$76.95
		Installation	Quantity	Unit Price	Factor	=	Total			
			50.00	1.21	x		76.95			
100	22 13 16 00 0272	LF	3" Cast Iron Soil Pipe, No Hub							\$930.27
		Installation	Quantity	Unit Price	Factor	=	Total			
			80.00	12.19	x		930.27			
101	22 13 16 00 0272 0015	MOD	For Work In Restricted Working Space, Add							\$445.17
		Installation	Quantity	Unit Price	Factor	=	Total			
			200.00	1.75	x		445.17			

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 22

102	22	13	16	00	0273	LF	4" Cast Iron Soil Pipe, No Hub									\$3,819.57
						Installation	Quantity	Unit Price	Factor				Total			
							180.00	15.81	1.2719	x	=		3,819.57			
103	22	13	16	00	0273	0015	MOD	For Work In Restricted Working Space, Add								\$173.23
							Installation	Quantity	Unit Price	Factor			Total			
							60.00	2.27	1.2719	x	=		173.23			
104	22	13	16	00	0280	EA	2" 90 Degree Cast Iron Bend, No Hub									\$196.28
							Installation	Quantity	Unit Price	Factor			Total			
							6.00	25.72	1.2719	x	=		196.28			
105	22	13	16	00	0282	EA	4" 90 Degree Cast Iron Bend, No Hub									\$684.54
							Installation	Quantity	Unit Price	Factor			Total			
							12.00	44.85	1.2719	x	=		684.54			
106	22	13	16	00	0325	EA	2" Cast Iron Wye, Straight, No Hub									\$1,030.01
							Installation	Quantity	Unit Price	Factor			Total			
							18.00	44.99	1.2719	x	=		1,030.01			
107	22	13	16	00	0327	EA	4" Cast Iron Wye, Straight, No Hub									\$1,364.30
							Installation	Quantity	Unit Price	Factor			Total			
							15.00	71.51	1.2719	x	=		1,364.30			
108	22	13	16	00	0401	EA	4" Cast Iron Cleanout Tee, No Hub									\$184.60
							Installation	Quantity	Unit Price	Factor			Total			
							3.00	48.38	1.2719	x	=		184.60			
109	22	13	16	00	0405	EA	4" Cast Iron Cleanout Plug, No Hub									\$92.95
							Installation	Quantity	Unit Price	Factor			Total			
							2.00	36.54	1.2719	x	=		92.95			
110	22	13	16	00	0442	EA	2" Cast Iron Wye, Double, No Hub									\$436.97
							Installation	Quantity	Unit Price	Factor			Total			
							8.00	57.26	1.2719	x	=		436.97			
111	22	13	16	00	0443	EA	3" Cast Iron Wye, Double, No Hub									\$295.14
							Installation	Quantity	Unit Price	Factor			Total			
							3.00	77.35	1.2719	x	=		295.14			
112	22	13	16	00	0443	EA	3" Cast Iron Wye, Double, No Hub									\$295.14
							Installation	Quantity	Unit Price	Factor			Total			
							3.00	77.35	1.2719	x	=		295.14			
113	22	13	16	00	0461	EA	2" Cast Iron 90 Degree Bend, Long Sweep									\$212.31
							Installation	Quantity	Unit Price	Factor			Total			
							6.00	27.82	1.2719	x	=		212.31			
114	22	13	16	00	0463	EA	4" Cast Iron 90 Degree Bend, Long Sweep									\$348.91
							Installation	Quantity	Unit Price	Factor			Total			
							6.00	45.72	1.2719	x	=		348.91			
115	22	13	16	00	0499	EA	Cut And Prepare 4" Cast Iron Pipe, No Hub									\$8.64
							Installation	Quantity	Unit Price	Factor			Total			
							1.00	6.79	1.2719	x	=		8.64			
116	22	13	16	00	0499	0015	MOD	For Work In Restricted Working Space, Add								\$2.59
							Installation	Quantity	Unit Price	Factor			Total			
							1.00	2.04	1.2719	x	=		2.59			

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 22

117	22	13	16	00	0803	EA	3" Floor Drain With Stainless Steel Strainer, High Silicon Cast Iron Fitting, No Hub					\$4,704.00
						Installation	Quantity	Unit Price	Factor		Total	
							4.00	924.60	1.2719	x	4,703.99	
118	22	42	13	00	0026	EA	Exposed Infrared Water Closet Flush Valve (Sloan Royal 115-1.6 ES-S)					\$8,073.45
						Installation	Quantity	Unit Price	Factor		Total	
							10.00	477.51	1.2719	x	6,073.45	
119	22	42	13	00	0087	EA	Floor Mounted Water Closet, Stainless Steel With Hinged Seat, Siphon Jet (Acorn 2120-T-3-HS)					\$28,748.63
						Installation	Quantity	Unit Price	Factor		Total	
							10.00	2,260.29	1.2719	x	28,748.63	
120	22	42	13	00	0089	EA	Wall Hung Urinal, Stainless Steel, Blowout Jet (Acorn 2160-T-1)					\$5,615.11
						Installation	Quantity	Unit Price	Factor		Total	
							2.00	2,207.37	1.2719	x	5,615.11	
121	22	42	13	00	0096	EA	Single Urinal Carrier, Floor Mounted With Support Plate					\$631.50
						Installation	Quantity	Unit Price	Factor		Total	
							2.00	246.25	1.2719	x	631.50	
122	22	42	16	00	0056	EA	18" x 15" Wall Mounted Lavatory, Stainless Steel (Acorn 1950-1)					\$2,734.08
						Installation	Quantity	Unit Price	Factor		Total	
							2.00	1,074.80	1.2719	x	2,734.08	
123	22	42	16	00	0113	EA	Single Lavatory Carrier, Floor Mounted, Concealed Arms With Tubular Uprights And Block Bases					\$1,986.64
						Installation	Quantity	Unit Price	Factor		Total	
							5.00	312.39	1.2719	x	1,986.64	
124	22	42	39	00	0056	EA	1/2" Thermostatic Mixing Valve (Watts 1170-US/UT)					\$1,047.16
						Installation	Quantity	Unit Price	Factor		Total	
							5.00	164.86	1.2719	x	1,047.16	
125	22	42	39	00	0090	EA	Electronic Lavatory Faucet (Chicago Faucet 116.112.AB.1)					\$2,958.95
						Installation	Quantity	Unit Price	Factor		Total	
							5.00	485.28	1.2719	x	2,958.95	
Subtotal for Section - 22											\$90,796.55	

Section - 23

126	23	05	23	00	0095	EA	3/4" Ball Valve, Brass Body, Threaded Or Sweated, 125#, Regular Port					\$34.81
						Installation	Quantity	Unit Price	Factor		Total	
							1.00	27.37	1.2719	x	34.81	
127	23	05	23	00	0095	0121	MOD	For Extension Stems And Sleeves On Insulated Pipe, Add				\$3.35
						Installation	Quantity	Unit Price	Factor		Total	
							1.00	2.63	1.2719	x	3.35	
128	23	05	23	00	0095	0125	MOD	For Work In Restricted Working Space, Add				\$7.50
						Installation	Quantity	Unit Price	Factor		Total	
							1.00	5.90	1.2719	x	7.50	
129	23	05	23	00	0098	EA	1-1/2" Ball Valve, Brass Body, Threaded Or Sweated, 125#, Regular Port					\$72.59
						Installation	Quantity	Unit Price	Factor		Total	
							1.00	57.07	1.2719	x	72.59	
130	23	05	23	00	0098	0121	MOD	For Extension Stems And Sleeves On Insulated Pipe, Add				\$3.35
						Installation	Quantity	Unit Price	Factor		Total	
							1.00	2.63	1.2719	x	3.35	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 23

131	23 05 23 00 0098	0125	MOD	For Work In Restricted Working Space, Add						\$13.29
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	10.45	1.2719	x	13.29		
132	23 31 13 13 0003		LB	Sheet Metal Ductwork, Low Pressure, Field Fabricated, Galvanized, Field Assemble And Install						\$14,499.66
			Installation	Quantity	Unit Price	Factor	=	Total		
				2,500.00	4.56	1.2719	x	14,499.66		
133	23 31 13 13 0003	0403	MOD	For Work In Restricted Working Space, Add						\$4,006.49
			Installation	Quantity	Unit Price	Factor	=	Total		
				3,000.00	1.05	1.2719	x	4,006.49		
134	23 34 23 00 0028		EA	675 CFM Direct Drive Power Wall Ventilator, 12" x 12" Damper, Centrifugal, Aluminum, 1/4" Static Pressure						\$605.69
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	476.21	1.2719	x	605.69		
135	23 81 28 00 0022		EA	31,200 BTU Ceiling Suspended Ductless Split System Air Conditioners, 15.1 SEERIncludes indoor unit, outdoor unit, wireless thermostat and refrigerant charge.						\$5,406.17
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.00	4,250.47	1.2719	x	5,406.17		
136	23 82 39 13 0005		EA	4 KW, 250 CFM, 35" Electric Cabinet Unit HeaterWall or floor mounted.						\$11,933.79
			Installation	Quantity	Unit Price	Factor	=	Total		
				5.00	1,876.53	1.2719	x	11,933.79		
Subtotal for Section - 23										\$36,586.69

Section - 26

137	26 05 19 16 0120		MLF	#10 AWG Cable - Type THHN-THWN, Underground Feeder And Branch Circuit						\$730.29
			Installation	Quantity	Unit Price	Factor	=	Total		
				1.26	455.69	1.2719	x	730.29		
138	26 05 19 16 0121		MLF	#8 AWG Cable - Type THHN-THWN, Underground Feeder And Branch Circuit						\$364.65
			Installation	Quantity	Unit Price	Factor	=	Total		
				0.42	682.61	1.2719	x	364.65		
139	26 05 19 16 0199		MLF	#12 AWG Cable - Type MC, 4 Conductors, Solid Or Stranded, Galvanized Steel Armor						\$6,041.65
			Installation	Quantity	Unit Price	Factor	=	Total		
				2.00	2,375.05	1.2719	x	6,041.65		
140	26 05 33 13 0004		CLF	1/2" EMT With 4 #12 THHN/THWN AssemblyIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.						\$3,137.08
			Installation	Quantity	Unit Price	Factor	=	Total		
				7.00	352.35	1.2719	x	3,137.08		
141	26 05 33 13 0293		LF	1-1/4" EMT Conduit, Mounted Exposed On Flat Wall						\$1,729.78
			Installation	Quantity	Unit Price	Factor	=	Total		
				400.00	3.40	1.2719	x	1,729.78		
142	26 05 33 13 0294		LF	1-1/2" EMT Conduit, Mounted Exposed On Flat Wall						\$1,108.08
			Installation	Quantity	Unit Price	Factor	=	Total		
				220.00	3.96	1.2719	x	1,108.08		
143	26 05 33 16 0008		EA	4" Steel Octagon Box, 2-1/8" Deep With Cover						\$266.03
			Installation	Quantity	Unit Price	Factor	=	Total		
				14.00	14.94	1.2719	x	266.03		

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Section - 26

144	26 09 23 00 0142	EA	500 SF 360 Degree Coverage, 25 KHZ Ultrasonic, Ceiling Mounted Occupancy Sensor (Watt Stopper W-500A)						\$790.54
		Installation	Quantity	Unit Price	Factor	=	Total		
			8.00	103.59	x	1.2719	=	790.54	
145	26 24 16 00 0044	EA	100 A With 12 - 20 A Breakers, 120/208 V, 4 Wire, 3 Phase Panelboard, Main Lugs, Assembled, 20 Circuit Capacity						\$1,385.09
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,088.99	x	1.2719	=	1,385.09	
146	26 27 26 00 0069	EA	20 Amp GFI, Duplex Receptacle						\$280.88
		Installation	Quantity	Unit Price	Factor	=	Total		
			12.00	18.39	x	1.2719	=	280.88	
147	26 27 26 00 0121	EA	1 Gang, 20 A, 120/277 V, SPST, Switch Assembly/Includes box, switch and cover plate.						\$424.81
		Installation	Quantity	Unit Price	Factor	=	Total		
			8.00	41.75	x	1.2719	=	424.81	
148	26 28 16 00 0299	EA	60 A, Fused Disconnect Switch, NEMA 4, 4X Or 5, Heavy Duty, With Fuses, 600 V, 1 Phase, 2 Pole						\$1,535.27
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	1,207.07	x	1.2719	=	1,535.27	
149	26 28 16 00 0300	EA	100 A, Fused Disconnect Switch, NEMA 4, 4X Or 5, Heavy Duty, With Fuses, 600 V, 1 Phase, 2 Pole						\$2,940.19
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	2,311.85	x	1.2719	=	2,940.19	
150	26 51 13 00 0268	EA	1 37 Watt LED, 4' Length, Striplight LED Fixture						\$16,151.48
		Installation	Quantity	Unit Price	Factor	=	Total		
			30.00	423.29	x	1.2719	=	16,151.48	
151	26 52 00 00 0014	EA	12 Watt, 12 Volt, Aluminum Housing, Halogen Lamp, Emergency Light Remote Head (Lithonia ELA MT H1212)						\$587.24
		Installation	Quantity	Unit Price	Factor	=	Total		
			8.00	74.33	x	1.2719	=	587.24	
152	26 53 00 00 0008	EA	Single Face, Die-Cast Aluminum Housing, LED Exit Sign						\$1,063.28
		Installation	Quantity	Unit Price	Factor	=	Total		
			6.00	139.33	x	1.2719	=	1,063.28	

Subtotal for Section - 26 **\$38,516.14**

Section - 32

153	32 13 13 00 0015	SF	6" Thick Slab On Grade, 3000 PSI Assembly						\$12,374.32
		Installation	Quantity	Unit Price	Factor	=	Total		
			2,300.00	4.23	x	1.2719	=	12,374.32	
154	32 16 23 00 0002	SF	4" Cast In Place Concrete Sidewalk With Wire Mesh						\$3,436.67
		Installation	Quantity	Unit Price	Factor	=	Total		
			700.00	3.86	x	1.2719	=	3,436.67	

Subtotal for Section - 32 **\$15,810.99**

Section - 33

155	33 32 16 13 0008	EA	Grinder Pump, 120 Gallon Sewage Basin, 1 HP, 120 V Environment One Model 2012-74						\$8,779.29
		Installation	Quantity	Unit Price	Factor	=	Total		
			1.00	8,902.50	x	1.2719	=	8,779.29	

Contractor's Price Proposal - Detail Continues..

Work Order Number: 045241.01
Work Order Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand

Subtotal for Section - 33 **\$8,779.29**

Proposal Total **\$482,650.47**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: **9.09%**



Subcontractor Listing

Date: January 25, 2017

Re: IQC Master Contract #: 2012 Area F - EAW; 392-12
Work Order #: 045241 01
Owner PO #:
Title: Ft Worth ISD - Benbrook Middle-High School - Concession Stand
Contractor: Ed A. Wilson, Inc.
Proposal Value: \$482,650.47

Name of Contractor	Duties	Amount	%
No Subcontractors have been selected for this Work Order		\$0.00	0.00



Phone: 800-695-2919
Fax: 800-211-5454
Email: info@buyboard.com

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Shopping Cart Help

Administration Reports

Vendor Contract Information

[Back](#)

Search:

- All
- Vendor Discounts Only
- Catalog Pricing Only

Refine Your Search:

- Vendors**
Ed A. Wilson, Inc.[X]
- Price Range**
Show all prices
- Category**
None Selected
- Contract**
None selected

Additional Searches:

- [Search by Vendor](#)
- [Browse Contracts](#)

Additional Resources

Vendor Name: Ed A. Wilson, Inc.
Address: P.O. Box 11423
 Fort Worth, TX 78110
Phone Number: (817) 926-0231
Extension: 24
Email: rwhatley@edawilson.com
Website: <http://www.exicic.com>
Federal ID: 75-1092671
Contact: Robert Whatley
Accepts RFQs: No
Minority Owned: No
Women Owned: No
Service-Disabled Veteran Owned: No
EDGAR: Yes

Contract Name: Job Order Contracting - Regional ezJOC®
Contract Description: Contracting services for the maintenance, repair, alteration, renovation, remediation, or minor construction when the work is of a recurring nature, but delivery times and quantities are indefinite. Gordian Construction Task Catalog and JOC Core pricing

Contract#: 520-16
Effective Date: 12/01/2016
Expiration Date: 11/30/2021
Payment Terms: Net 30 days
Delivery Days: 10
Shipping Terms: Pre-paid and added to invoice
Freight Terms: FOB Destination
Ship Via: Common Carrier
Region Served: All Texas Regions
States Served: Texas
Additional Info: EDGAR Compliance documents (2 CFR Part 200 & Appendix II) are included in the Vendor response document, and can be found in the Vendor Proposal File link near the bottom of the page.

Quote Reference Number: 520-16
Additional Dealers: Ed A Wilson locations in: Austin TX, Houston TX

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](#)

Contact us 800-695-2919

JOC PROPOSAL

CUSTOMER:	<u>FWISD Maintenance and Operations</u>	BID DATE:	<u>1/20/2017</u>
ADDRESS:	<u>2808 Tillar Street</u>	PROPOSAL NO.:	<u>16-64-0089</u>
	<u>Fort Worth, Texas 76107</u>	PROPOSAL TYPE.:	<u>TIPS</u>
JOB DESC.:	<u>Benbrook Mid/HS Locker Room Renovations</u>		
CONTACT:	<u>Gil Griffin</u>		

We are pleased to propose the following pricing thru TIPS contract #10012413. Pricing includes all labor, materials, and equipment.

Scope Of Work

SEE ATTACHMENT "A"

Locker Room Renovations Base Proposal Cost	\$	260,339.55
<i>P&P Bonds</i>		<i>\$6,443.40</i>
TOTAL BASE PROPOSAL COST	\$	266,782.95
<i>Owner Contingency (ADD 10%)</i>	<i>\$</i>	<i>26,678.30</i>
TOTAL	\$	293,461.25

CLARIFICATIONS

- 1) Dumpster location in close proximity to work performed, shall be coordinated with district project manager.
- 2) FWISD to notify SDB of salvage items prior to construction start.
- 3) Elevator access if required, to occur after-hours.
- 4) Material transport on campus to occur after-hours, as much as possible.
- 5) Coordination will occur with custodial staff and area facilities manager.

EXCLUSIONS

- 1) Permits and Plan Submission costs are the responsibility of owner.
- 2) Excludes testing and engineering fees.
- 3) Excludes premium time unless otherwise indicated.
- 4) Pricing based on normal working hours.
- 5) Additional Clarifications & Exclusions provided on Attachment "A".

Thank you,

SDB, Inc.

Miles Wilson

Prepared by

Delbert Bittinger

Reviewed by

Accepted by:

FWISD Maintenance and Operations

SDB

CONTRACTING SERVICES

SDB, inc.
Belt Line Rd., Suite 110
Addison, Texas 75001
(469) 619-3753

JOC PROPOSAL ATTACHMENT "A"

CUSTOMER:	<u>FWISD Maintenance and Operations</u>	BID DATE:	<u>1/20/2017</u>
ADDRESS:	<u>2808 Tillar Street</u>	PROPOSAL NO.:	<u>16-64-0089</u>
	<u>Fort Worth, Texas 76107</u>	PROPOSAL TYPE.:	<u>TIPS</u>
JOB DESC.:	<u>Benbrook Mid/HS Locker Room Renovations</u>		
CONTACT:	<u>Gil Griffin</u>		

Scope of Work:

- 1 Per plans dated 10-03-2016, by Hahnfeld Hoffer Stanford Architects, for the Locker Room Renovations.
- 2 Supervision and project management as required.
- 3 Dumpster and waste disposal.
- 4 Selective demolition included.
- 5 Furnish & install framing, drywall, and ceilings.
- 6 Furnish & install paint.
- 7 Furnish & install masonry openings, patches and infill as required.
- 8 Furnish & install flooring and tile.
- 9 Furnish & install doors, frames, and hardware.
- 10 Furnish & install aluminum transition for change in flooring at corridor terrazzo.
- 11 Furnish & install restroom partitions and accessories.
- 12 Furnish & install roof penetration for exhaust. Owner to provide contact for existing roof warranty, if any.
- 13 Install owner supplied benches in locker rooms.
- 14 Furnish & install plumbing systems per plans.
- 15 Furnish & install mechanical HVAC systems per plans.
- 16 Furnish & install electrical power and lighting systems per plans.
- 17 Perform continuous and final clean of all construction debris.

Additional Clarifications and Exclusions:

- 1 Temporary water and power provided by owner.
- 2 Excludes gas service.
- 3 Excludes PA public address system and speakers.
- 4 Excludes security/access control systems.
- 5 Excludes IT/data comm systems.
- 6 Excludes lockers. Furnished & installed by others.
- 7 Excludes modifications and repairs of existing terrazzo flooring.
- 8 Excludes fireproofing of existing materials.
- 9 Excludes installation and modifications to fire suppression.

Owner Contingency (ADD 10%) \$26,678.30

JOC PROPOSAL

CUSTOMER:	<u>FWISD Maintenance and Operations</u>	BID DATE:	<u>1/20//2017</u>
ADDRESS:	<u>2808 Tillar Street</u>	PROPOSAL NO.:	<u>16-64-0090</u>
	<u>Fort Worth, Texas 76107</u>	PROPOSAL TYPE:	<u>TIPS</u>
JOB DESC.:	<u>Benbrook Mid-HS Concessions Building</u>		
CONTACT:	<u>Gil Griffin</u>		

We are pleased to propose the following pricing thru TIPS contract #10012413. Pricing includes all labor, materials, and equipment.

Scope Of Work

See Attachment "A"

Concession Stand Base Proposal Cost	\$	610,266.52
<i>P&P Bonds</i>		<i>\$11,479.12</i>
TOTAL BASE PROPOSAL COST	\$	621,745.64
<i>Owner Contingency (ADD 10%)</i>	<i>\$</i>	<i>62,175.00</i>
TOTAL	\$	683,920.64

CLARIFICATIONS

- 1) Irrigation tie-in provided by SDB. Landscaping by owner.
- 2) Temporary water and power provided by owner.
- 3) _____
- 4) _____
- 5) _____

EXCLUSIONS

- 1) Permits and Plan Submission costs are the responsibility of owner.
- 2) Excludes testing and engineering fees.
- 3) Premium time unless otherwise indicated.
- 4) Pricing based on normal working hours.
- 5) Additional Clarifications & Exclusions provided on Attachment "A".

Thank you,

SDB, Inc.

Miles Wilson

Prepared by

Delbert Bittinger

Reviewed by

Accepted by:

FWISD Maintenance and Operations

JOC PROPOSAL
 ATTACHMENT "A"

CUSTOMER:	FWISD Maintenance and Operations	BID DATE:	1/20/2017
ADDRESS:	2808 Tillar Street	PROPOSAL NO.:	16-64-0090
	Fort Worth, Texas 76107	PROPOSAL TYPE:	TIPS
JOB DESC:	Benbrook Mid-HS Concessions Building		
CONTACT:	Gil Griffin		

Scope of Work:

- 1 Per plans dated 10-03-2016, by Hahnfeld Hoffer Stanford Architects, for the New Concession and Restroom Facility
- 2 Supervision and project management as required.
- 3 Dumpster and temporary construction fencing.
- 4 Earthwork, retaining wall, and irrigation modifications for new layout.
- 5 Site utilities including storm drainage, water, and sewer.
- 6 Saw cut, remove, and replace parking pavement for site utilities.
- 7 Furnish & install lift station per drawings.
- 8 Furnish & install concrete flatwork.
- 9 Furnish & install masonry walls and columns.
- 10 Furnish & install 30 year roof, deck, and wood framing. Color to be determined by owner.
 Furnish & install plywood underside deck at ceiling
- 11 Furnish & install doors, frames and hardware.
- 12 Furnish & install thermal insulation.
- 13 Furnish & install ceiling doors, fire extinguishers, and restroom partitions.
- 14 Furnish & install stainless steel clad at ceiling door.
- 15 Furnish & install paint and seal on exposed surfaces per drawings and specifications.
- 16 Furnish & install unit heaters as shown.
- 17 Furnish & install plumbing systems per plans.
- 18 Furnish & install mechanical HVAC systems per plans.
- 19 Furnish & install electrical power and lighting systems per plans.

Additional Clarifications and Exclusions:

- 1 Excludes gas service.
- 2 Excludes appliances, shelving, and work surfaces.
- 3 Excludes PA public address system and speakers.
- 4 Excludes fire alarm and security/access control systems.
- 5 Excludes IT/data comm systems.
- 6 Excludes signage.

Owner Contingency (ADD 10%) \$ 62,175.00

**CONSENT AGENDA ITEM
BOARD MEETING
February 14, 2017**

**TOPIC: APPROVE THE AMENDED FUNDS TRANSFER AGREEMENT
BETWEEN CHILD CARE ASSOCIATES AND FORT WORTH
INDEPENDENT SCHOOL DISTRICT FOR CHILDCARE SERVICES FOR
THE 2016-2017 SCHOOL YEAR**

BACKGROUND:

For a number of years, the District has transferred funds to Child Care Associates for the provision of childcare services for identified teen parents who are enrolled in Fort Worth ISD.

Child Care Associates (CCA) administers the Child Care Management Services (CCMS) under contract with the local Workforce Solutions Board. The CCMS manages multiple funding sources which are used to subsidize childcare costs for eligible populations, including teen parents. Childcare providers become vendors with the CCMS and are paid by the CCMS. By referring teen parents who need care to the CCMS, the District is able to maximize and expand our funding for childcare services.

On August 02, 2016, the Commission issued a state-wide freeze of child care assistance to everyone in the state which includes our teen parents. As of January 11, 2017, Tarrant County CCMS is not anticipating they will be able to provide child care assistance for the remainder of this school year. As a result of the freeze, Fort Worth ISD will need to pick up the cost of care that CCMS would have otherwise assisted with so that our teen parents can remain in school. The average monthly rate of child care assistance is approximately \$600 a month per child in care. Our current budget of approximately \$23,000 for child care assistance is now projected to increase to \$50,000; an additional \$27,000.

STRATEGIC GOAL:

1-Increase Student Achievement

ALTERNATIVES:

1. Approve The Amended Funds Transfer Agreement Between Child Care Associates And Fort Worth Independent School District For Childcare Services For The 2016-2017 School Year
2. Decline to Approve The Amended Funds Transfer Agreement Between Child Care Associates And Fort Worth Independent School District For Childcare Services For The 2016-2017 School Year
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Approve The Amended Funds Transfer Agreement Between Child Care Associates And Fort Worth Independent School District For Childcare Services For The 2016-2017 School Year

FUNDING SOURCE

Additional Details

Special Revenue	481-32-6299-001-999-24-548-000000-17L87 \$10,000.00
General Fund	199-32-6299-001-999-24-460-000000 \$17,000.00

COST:

\$23,000 + additional \$27,000 = \$50,000

VENDOR:

Child Care Associates

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

The participating department is Adolescent Pregnancy Services which provides district-wide services to pregnant and parenting students who are enrolled in their home schools and in Project Reach.

RATIONALE:

Child Care Associates administers the Child Care Management Services (CCMS) which has multiple funding sources to subsidize childcare costs for various populations including teen parents. The District funds are being used to pay childcare costs for teen parents who are not eligible for subsidized childcare assistance. The District is paying these childcare costs so that these teen parents can continue their education to graduation.

The lack of available, accessible, quality childcare services is the major reason why parenting students drop out of the educational setting. By referring teen parents to Child Care Associates, the District is providing childcare services so these students can remain in school to graduation. Their children also receive infant stimulation while their readiness for school is greatly enhanced.

INFORMATION SOURCE:

Charles Carroll
Michael Steinert
Leticia M. Guerrero



**AMENDMENT #1
FUNDS TRANSFER AGREEMENT
BETWEEN
CHILD CARE ASSOCIATES
AND
FORT WORTH INDEPENDENT SCHOOL DISTRICT**

Child Care Associates is the local agency in Tarrant County contracted by Workforce Solutions for Tarrant County to disburse federal, state, and local dollars for child care services through its Child Care Management Services (CCMS) system. Tarrant County Child Care Management Services determines the eligibility of clients for state and federal funds.

The Fort Worth Independent School District located in Fort Worth, Texas seeks to expand the availability of child care to children of teen students enrolled in the Fort Worth Independent School District.

1. The Fort Worth Independent School District agrees as follows:

- 1.1 To transfer monies, additional \$27,000.00, not to exceed a total of \$50,000.00 to Child Care Associates to be used for child care and related operations expenses. An additional 12.05% administration fee will also be added to all payments.
- 1.2 The Fort Worth Independent School District will make its transfer of funds in weekly payments for the amount necessary to provide these services. Such payments will occur within 15 days of receipt of invoice.
- 1.3 The Pregnancy, Education, and Parenting Program staff will identify students in need of child care services and refer them to the CCMS in advance of services being provided.
- 1.4 The Pregnancy, Education, and Parenting Program staff will assist students in providing needed eligibility documents and following required policies.

2. Child Care Associates agrees as follows:

- 2.1 To use the funds transferred by the Fort Worth Independent School District for child care services for students identified and referred by the Pregnancy, Education, and Parenting Program staff, and for related operations expenses.
- 2.2 To assume administrative control and be responsible for paying child care providers in the amounts to be determined by CCMS for qualifying child care services for children placed by CCMS under this agreement.

- 2.3 To establish a separate funding code for the transferred funds.
- 2.4 To place eligible students, not receiving funds, on the waiting list for child care funds in accordance with CCMS policies and procedures.
- 2.5 To determine eligibility for federal and state matching funds and to use said funds in accordance within established board policies and procedures.
- 2.6 To maintain records and provide a monthly summary of child care reimbursements itemized to include student name, number of child care days, rate, total disbursement, and balance of funds.

3. Child Care Associates and the Fort Worth Independent School District mutually agree as follows:

- 3.1 This agreement may be terminated by either party, for any reason, upon written notification to the other party of at least 30 days in advance of such termination.
- 3.2 Child Care associates' is under no obligation to continue funding child care under this agreement in the event that the transfer of the funds is not received for reimbursement.
- 3.3 Fort Worth Independent School District is under no obligation to continue its transfer of funds in the event that these funds are not used consistent with the terms of this agreement.
- 3.4 The CCMS shall be responsible for the provision of eligibility determination and referred services, but not the provision of providing child care services.
- 3.5 Both parties agree to abide not only by the notices from each other, but also to notices from Workforce Solutions for Tarrant County, and Texas Workforce Commission (TWC).
- 3.6 This agreement may be amended by mutual agreement among the parties.
- 3.7 To comply with all applicable federal laws and regulations in carrying out this agreement.

The signatures below certify that they are authorized to bind their respective organizations in the manner described above effective the **1st day of July 2016, through the 30th day of June, 2017.**

Fort Worth Independent School District

Child Care Associates

By: _____
 Charles Carroll
 Chief Academic Officer

by: _____
 Kara Waddell
 President & CEO

Date: _____


Date: _____

MEMORANDUM

Leticia M. Guerrero, Director Adolescent Pregnancy Services
3150 McCart Avenue, Suite 247, Fort Worth, Texas 76110
OFFICE: 817-814-3320 FAX: 817-814-3325
Leticia.guerrero@fwisd.org



January 18, 2017

To: Michael Steinert 

From: Leticia M. Guerrero

Subject: Amended Funds Transfer Agreement with Child Care Associates for Childcare Services

This memo is to obtain your approval for the attached Amended Funds Transfer Agreement with Child Care Associates. The Texas Workforce Commission has adopted various new changes to the Child Care Management Services (CCMS) program and there have been some negative effects. On August 02, 2016, the Commission issued a state-wide freeze of child care assistance to everyone in the state which includes our teen parents. As of January 11, 2017, Tarrant County CCMS is not anticipating they will be able to provide child care assistance for the remainder of this school year. As a result of the freeze, Fort Worth ISD will need to pick up the cost of care that CCMS would have otherwise assisted with so that our teen parents can remain in school. The average monthly rate of child care assistance is approximately \$600 a month per child in care. Our current budget of approximately \$23,000 for child care assistance is now projected to increase to \$50,000; an additional \$27,000.

Grant funds of \$10,000 and local maintenance funds of \$17,000 already in the Adolescent Pregnancy budget will be used to cover the additional costs this year.

Please let me know if more information is needed.

Thank you.

Attachment

RECEIVED

JAN 19 2017

CHIEF ACADEMIC
OFFICER

**CONSENT AGENDA ITEM
BOARD MEETING
February 14, 2017**

TOPIC: APPROVE FIRST READING (TASB UPDATE) - REVISION TO BOARD POLICY BQB (LOCAL), CAA (LOCAL), CH (LOCAL), CKE (LOCAL), DBA (LOCAL), DEA (LOCAL), DEAA (LOCAL), DEAB (LOCAL), EB (LOCAL), EEH (LOCAL), FD (LOCAL), FEA (LOCAL), FNC (LOCAL), AND FO (LOCAL)

BACKGROUND:

The Texas Association of School Boards (TASB) assists school districts by ensuring proper standards are met in regards to state and federal guidelines by supporting and navigating through policy and regulation updates and changes. School districts with localized policy manuals receive several major policy updates per year called numbered updates. They are called “numbered updates” because they are numbered sequentially. These updates respond to changes in state and federal law, court cases, and decisions by the Attorney General and by the Commissioner of Education. In numbered updates TASB only makes recommendations where the district’s local policies are concerned. The Board of Trustees always has the final say regarding which policies go in the manual.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve first reading (TASB Update) – revision to Board Policy BQB (LOCAL), CAA (LOCAL), CH (LOCAL), CKE (LOCAL), DBA (LOCAL), DEA (LOCAL), DEAA (LOCAL), DEAB (LOCAL), EB (LOCAL), EEH (LOCAL), FD (LOCAL), FEA (LOCAL), FNC (LOCAL), AND FO (LOCAL).
2. Decline to Approve first reading (TASB Update) – revision to Board Policy BQB (LOCAL), CAA (LOCAL), CH (LOCAL), CKE (LOCAL), DBA (LOCAL), DEA (LOCAL), DEAA (LOCAL), DEAB (LOCAL), EB (LOCAL), EEH (LOCAL), FD (LOCAL), FEA (LOCAL), FNC (LOCAL), AND FO (LOCAL).
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Approve first reading (TASB Update) – revision to Board Policy BQB (LOCAL), CAA (LOCAL), CH (LOCAL), CKE (LOCAL), DBA (LOCAL), DEA (LOCAL), DEAA (LOCAL), DEAB

(LOCAL), EB (LOCAL), EEH (LOCAL), FD (LOCAL), FEA (LOCAL), FNC (LOCAL), AND FO (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 these policies will update the language as recommended by TASB.

INFORMATION SOURCE:

Sammy Monge
Mia Hall

Board Policy Proposal

- BQB(LOCAL): PLANNING AND DECISION MAKING PROCESS – CAMPUS LEVEL

RATIONALE:

Historically, campus administration has found it challenging to host eight meetings annually due to the limitations of the school calendar and the manner in which members are acquired. The policy has been amended to reflect two less required meetings per year. Additionally, a provision has been included mandating the principal or his/her designee to provide documentation in accordance with the reporting guidelines and procedures established by the District department responsible for monitoring SBDM compliance.

MIA HALL, DIRECTOR

PLANNING AND DECISION-MAKING PROCESS
CAMPUS-LEVEL

BQB
(LOCAL)

CAMPUS-LEVEL
COMMITTEE

A site-based decision-making team (SBDM) shall be established on each campus to assist the principal. The team shall meet as is mandated by statute for the purpose of implementing planning processes and site-based decision making in accordance with Board policy and administrative procedures and shall be co-chaired by the principal.

The team shall serve exclusively in an advisory role except that each campus team shall approve the portions of the campus educational improvement plan that address staff development needs.

CAMPUS
PERFORMANCE
OBJECTIVES

Each principal shall be responsible for the development of campus performance objectives. These objectives shall be formulated annually in accordance with a time line established by the District, shall support the District's educational goals and objectives, and shall be specific to the academic achievement of students served at the campus, including, but not limited to students in special populations, such as special education, bilingual, gifted and talented, at risk, and Title I. The Board shall review and approve campus performance objectives.

WAIVERS

The principal/teacher-director shall be responsible for ensuring that no campus-initiated decision violates rule, law, or policy, unless the campus has obtained a waiver.

Except as prohibited by law, a campus may apply to the Board for a waiver of a local policy. An application for a waiver must state the achievement objectives of the campus and the reasons for requesting the waiver. The application must include written comments from the site-based decision-making team.

COMMUNICATIONS

The principal or designee shall ensure that the site-based decision-making team obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Communications shall include, but not be limited to, the following:

1. Periodic meetings to gather input and provide information on the work of the team. Meetings shall be advertised in the District or campus publications;
2. Articles in District or campus publications regarding the work of the team;
3. Periodic reports on the work of the team that may be posted on campus bulletin boards; and
4. Agendas and minutes of team meetings.

PLANNING AND DECISION-MAKING PROCESS
CAMPUS-LEVEL

BQB
(LOCAL)

COMPOSITION	The site-based decision-making team shall be composed of the principal/teacher-director and 13 other members who represent campus-based professional staff, parents, businesses, and the community. Two-thirds of the District and campus staff shall be classroom teachers. The remaining one-third shall be District- and campus-level professional staff. For the purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including but not limited to central office staff.
PARENTS	The site-based decision-making team shall include at least three parents of students currently enrolled within the District, elected by parents (with the election to be supervised by the predominant parent group). They shall be representative of the community's diversity. The principal shall, through a variety of channels, inform all parents of campus students about the team's duties and composition and solicit the names of volunteers to be placed on the ballot.
COMMUNITY MEMBERS	The site-based decision-making team shall include at least two community members selected by the principal/teacher-director and the elected representatives of the team. They shall be representative of the community's diversity. The principal shall use several methods of communication to ensure that community representatives are informed of the team and are provided the opportunity to participate. Community member representatives must reside in the District.
BUSINESS REPRESENTATIVES	The site-based decision-making team shall include at least two business representatives selected by the principal/teacher-director and the elected representatives of the team. They shall be representative of the community's diversity. The principal shall use several methods of communication to ensure that business representatives are informed of the team and are provided the opportunity to participate. Business representatives need not reside in nor operate businesses in the District.
CLASSROOM TEACHERS	Four classroom teachers shall be nominated and elected by classroom teachers with the election to be supervised by the principal and members of the SBDM team. A classroom teacher is one who is involved in direct instructional responsibilities at least four hours per day.
CAMPUS-BASED NONTEACHING PROFESSIONALS	One campus-based nonteaching professional shall be nominated and elected by nonteaching professionals assigned to that campus with the election to be supervised by the principal and members of the SBDM team.

PLANNING AND DECISION-MAKING PROCESS
CAMPUS-LEVEL

BQB
(LOCAL)

DISTRICT-LEVEL PROFESSIONAL STAFF	One District-level professional staff member shall be nominated and elected by all professional staff assigned to that campus with the election to be supervised by the principal and members of the SBDM team. A District-level professional staff member is one who serves multiple campuses.
ELECTIONS	An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of representatives on the site-based decision-making team. Nominated employees shall give their consent to serve on the team before they are eligible for election. Nominations and elections shall be supervised by the principal and members of the SBDM team.
ADDITIONS	Additional members to the site-based decision-making team may be added by the 14 members of the core team in order to reflect the diversity of the community and the needs of the school.
TERM	Schools may choose to specify in their bylaws staggered terms for site-based decision-making team members. Those schools choosing to implement staggered terms must provide for the election of at least one teacher and one parent each year.
VACANCY	A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.
MEETINGS	The site-based decision-making team shall meet at the call of the principal with a minimum of eight <u>six</u> meetings per year. The principal shall set the agenda for each meeting. All meetings shall be held outside the regular school day.
<u>REPORTING</u>	<u>Agendas, sign-in sheets, meeting minutes and all documents disseminated during the meeting shall be reported in accordance with the guidelines established by the supervising District department.</u>
ORGANIZATION	Each site-based decision-making team shall develop and agree on an organizational structure, including bylaws and procedures, for addressing decisions in the areas of planning, budgeting, curriculum, staffing patterns, campus curriculum, and school organization, which include: <ol style="list-style-type: none">1. Establishing processes (such as quality circles, ad hoc committees, task forces, and/or subcommittees) to examine issues in depth, develop recommendations, and make decisions;2. Establishing decision-making procedures and/or processes for reaching agreement; and

3. Establishing processes for submission of issues to the team for consideration and for communication with all members of the school community about the team's activities.

PLANNING AND DECISION-MAKING PROCESS
CAMPUS-LEVEL

BQB
(LOCAL)

CAMPUS-LEVEL
COMMITTEE

A site-based decision-making team (SBDM) shall be established on each campus to assist the principal. The team shall meet as is mandated by statute for the purpose of implementing planning processes and site-based decision making in accordance with Board policy and administrative procedures and shall be co-chaired by the principal.

CAMPUS
PERFORMANCE
OBJECTIVES

The team shall serve exclusively in an advisory role except that each campus team shall approve the portions of the campus educational improvement plan that address staff development needs.

Each principal shall be responsible for the development of campus performance objectives. These objectives shall be formulated annually in accordance with a time line established by the District, shall support the District's educational goals and objectives, and shall be specific to the academic achievement of students served at the campus, including, but not limited to students in special populations, such as special education, bilingual, gifted and talented, at risk, and Title I. The Board shall review and approve campus performance objectives.

WAIVERS

The principal/teacher-director shall be responsible for ensuring that no campus-initiated decision violates rule, law, or policy, unless the campus has obtained a waiver.

Except as prohibited by law, a campus may apply to the Board for a waiver of a local policy. An application for a waiver must state the achievement objectives of the campus and the reasons for requesting the waiver. The application must include written comments from the site-based decision-making team.

COMMUNICATIONS

The principal or designee shall ensure that the site-based decision-making team obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Communications shall include, but not be limited to, the following:

1. Periodic meetings to gather input and provide information on the work of the team. Meetings shall be advertised in the District or campus publications;
2. Articles in District or campus publications regarding the work of the team;
3. Periodic reports on the work of the team that may be posted on campus bulletin boards; and
4. Agendas and minutes of team meetings.

PLANNING AND DECISION-MAKING PROCESS
CAMPUS-LEVEL

BQB
(LOCAL)

COMPOSITION	The site-based decision-making team shall be composed of the principal/teacher-director and 13 other members who represent campus-based professional staff, parents, businesses, and the community. Two-thirds of the District and campus staff shall be classroom teachers. The remaining one-third shall be District- and campus-level professional staff. For the purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including but not limited to central office staff.
PARENTS	The site-based decision-making team shall include at least three parents of students currently enrolled within the District, elected by parents (with the election to be supervised by the predominant parent group). They shall be representative of the community's diversity. The principal shall, through a variety of channels, inform all parents of campus students about the team's duties and composition and solicit the names of volunteers to be placed on the ballot.
COMMUNITY MEMBERS	The site-based decision-making team shall include at least two community members selected by the principal/teacher-director and the elected representatives of the team. They shall be representative of the community's diversity. The principal shall use several methods of communication to ensure that community representatives are informed of the team and are provided the opportunity to participate. Community member representatives must reside in the District.
BUSINESS REPRESENTATIVES	The site-based decision-making team shall include at least two business representatives selected by the principal/teacher-director and the elected representatives of the team. They shall be representative of the community's diversity. The principal shall use several methods of communication to ensure that business representatives are informed of the team and are provided the opportunity to participate. Business representatives need not reside in nor operate businesses in the District.
CLASSROOM TEACHERS	Four classroom teachers shall be nominated and elected by classroom teachers with the election to be supervised by the principal and members of the SBDM team. A classroom teacher is one who is involved in direct instructional responsibilities at least four hours per day.
CAMPUS-BASED NONTEACHING PROFESSIONALS	One campus-based nonteaching professional shall be nominated and elected by nonteaching professionals assigned to that campus with the election to be supervised by the principal and members of the SBDM team.

PLANNING AND DECISION-MAKING PROCESS
CAMPUS-LEVEL

BQB
(LOCAL)

DISTRICT-LEVEL
PROFESSIONAL STAFF

One District-level professional staff member shall be nominated and elected by all professional staff assigned to that campus with the election to be supervised by the principal and members of the SBDM team. A District-level professional staff member is one who serves multiple campuses.

ELECTIONS

An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of representatives on the site-based decision-making team. Nominated employees shall give their consent to serve on the team before they are eligible for election. Nominations and elections shall be supervised by the principal and members of the SBDM team.

ADDITIONS

Additional members to the site-based decision-making team may be added by the 14 members of the core team in order to reflect the diversity of the community and the needs of the school.

TERM

Schools may choose to specify in their bylaws staggered terms for site-based decision-making team members. Those schools choosing to implement staggered terms must provide for the election of at least one teacher and one parent each year.

VACANCY

A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.

MEETINGS

The site-based decision-making team shall meet at the call of the principal with a minimum of ~~eight~~ meetings per year. The principal shall set the agenda for each meeting. All meetings shall be held outside the regular school day.

REPORTING

Agendas, sign-in sheets, meeting minutes and all documents disseminated during the meeting shall be reported in accordance with the guidelines established by the supervising District department.

ORGANIZATION

Each site-based decision-making team shall develop and agree on an organizational structure, including bylaws and procedures, for addressing decisions in the areas of planning, budgeting, curriculum, staffing patterns, campus curriculum, and school organization, which include:

1. Establishing processes (such as quality circles, ad hoc committees, task forces, and/or subcommittees) to examine issues in depth, develop recommendations, and make decisions;
2. Establishing decision-making procedures and/or processes for reaching agreement; and

3. Establishing processes for submission of issues to the team for consideration and for communication with all members of the school community about the team's activities.

Board Policy Update #103

- CAA(LOCAL): FISCAL MANAGEMENT GOALS AND OBJECTIVES - FINANCIAL ETHICS

RATIONALE:

Revisions to this local policy on financial ethics are recommended as a result of revised federal regulations governing all federal grants and awards, known as the new Education Department General Administrative Regulations (EDGAR).

The standards of conduct in CAA(LOCAL), which require individuals involved in district financial transactions to act with integrity and diligence and prohibit those individuals from engaging in fraud or financial impropriety, have been broadened to include "agents," as referred to in EDGAR conflict of interest provisions.

For further clarification, new text affirmatively states that FRAUD AND FINANCIAL IMPROPRIETY includes the failure to comply with requirements for state and federal awards (item 14) and the failure to provide financial records as required by federal entities (item 10). At FEDERAL AWARDS DISCLOSURE, text reiterates the legal requirement for a district to disclose in writing to the federal awarding agency or pass-through entity (TEA) any violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting a federal grant award.

Please note that we have retained, unchanged, your locally developed provisions that direct to your chief internal auditor or the fraud hotline any REPORTS related to FRAUD PREVENTION and that assign responsibility to your chief internal auditor for FRAUD INVESTIGATIONS and, at RESPONSE, for informing the superintendent and board and for referring applicable fraud matters to law enforcement. The required provisions addressing the FALSE CLAIMS ACT also remain unchanged.

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
for Board members—BBF
for employees—DH
- Financial conflicts of interest:
for public officials—BBFA
for all employees—DBD
for vendors—CHE
- Compliance with state and federal grant and award requirements: CB, CBB
- Financial conflicts and gifts and gratuities regard-
in g involving federal funds: CB, CBB
- Systems for monitoring the District's investment program: CDA
- Budget planning and evaluation: CE
- Compliance with accounting regulations: CFC
- Activity fund management: CFD
- Criminal history record information for employees: DBAA, DC
- Disciplinary action for fraud by employees: DCD, DCE, and DF series

FRAUD AND
FINANCIAL
IMPROPRIETY

The District prohibits fraud and financial impropriety, as defined below, in the actions of its Trustees, employees, vendors, contractors, agents, consultants, volunteers, and others seeking or maintaining a business relationship with the District.

DEFINITION

Fraud and financial impropriety shall include but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.

3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, except as otherwise permitted by law or District policy. [See [CB](#), DBD]
9. Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment.
10. Failure to provide financial records required by [federal](#), state, or local entities.
11. Failure to disclose conflicts of interest as required by law or District policy.
12. Knowingly submitting a false or fraudulent claim to obtain payment from the United States government.
13. Any other dishonest act regarding the finances of the District.
14. [Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.](#)

FINANCIAL CONTROLS
AND OVERSIGHT

Each employee who supervises or prepares District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

FRAUD PREVENTION

The Superintendent or designee shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District.

REPORTS

Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to the Superintendent or chief internal auditor. The Internal Audit's Fraud Hotline shall also be available for reporting fraud.

	<p>Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.</p>
PROTECTION FROM RETALIATION	<p>Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]</p>
FRAUD INVESTIGATIONS	<p>The chief internal auditor shall promptly investigate reports of potential fraud or financial impropriety.</p>
RESPONSE	<p>If an investigation substantiates a report of fraud or financial impropriety, the chief internal auditor shall promptly inform the Superintendent and the Board of the report, the investigation, and any responsive action taken or recommended by the administration.</p> <p>If an employee is found to have committed fraud or financial impropriety, the Superintendent or designee shall take or recommend appropriate disciplinary action, which may include termination of employment. If a contractor or vendor is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with the contractor or vendor.</p> <p>When circumstances warrant, the chief internal auditor shall refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds.</p> <p>The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with the chief legal counsel and the Superintendent.</p>
<u>FEDERAL AWARDS DISCLOSURE</u>	<p><u>The District shall disclose, in a timely manner in writing to the federal awarding agency or pass-through entity, all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting a federal grant award. [See CBB]</u></p>
FALSE CLAIMS ACT	<p>The Superintendent or designee shall ensure that employees, vendors, and contractors with any responsibilities for services to be reimbursed through Medicaid are informed of the False Claims Act and the District's prohibition on knowingly submitting a false or fraudulent claim for payment, federal administrative remedies for false claims and statements, and state laws on false claims and statements.</p>

The District's procedures shall include information regarding reporting suspected violations as provided at REPORTS, above, as well as reports to the State Office of Inspector General at 1-800-436-6184 or <https://oig.hhs.state.tx.us/>.

ANALYSIS OF FRAUD

After any investigation substantiates a report of fraud or financial impropriety, the Superintendent or designee shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent or designee shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

DRAFT

All Trustees, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the District's financial transactions shall act with integrity and diligence in duties involving the District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
for Board members—BBF
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for public officials—BBFA
for all employees—DBD
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 - Compliance with state and federal grant and award requirements: CB, CBB
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 - Compliance with accounting regulations: CFC
 - Activity fund management: CFD
 - Criminal history record information for employees: DBAA, DC
 - Disciplinary action for fraud by employees: DCD, DCE, and DF series
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FRAUD AND
FINANCIAL
IMPROPRIETY

The District prohibits fraud and financial impropriety, as defined below, in the actions of its Trustees, employees, vendors, contractors, agents, consultants, volunteers, and others seeking or maintaining a business relationship with the District.

DEFINITION

Fraud and financial impropriety shall include but not be limited to:

1. Forgery or unauthorized alteration of any document or account belonging to the District.
2. Forgery or unauthorized alteration of a check, bank draft, or any other financial document.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

3. Misappropriation of funds, securities, supplies, or other District assets, including employee time.
4. Impropriety in the handling of money or reporting of District financial transactions.
5. Profiteering as a result of insider knowledge of District information or activities.
6. Unauthorized disclosure of confidential or proprietary information to outside parties.
7. Unauthorized disclosure of investment activities engaged in or contemplated by the District.
8. Accepting or seeking anything of material value from contractors, vendors, or other persons providing services or materials to the District, except as otherwise permitted by law or District policy. [See CB, DBD]
9. Inappropriately destroying, removing, or using records, furniture, fixtures, or equipment.
10. Failure to provide financial records required by federal, state, or local entities.
11. Failure to disclose conflicts of interest as required by law or District policy.
12. Knowingly submitting a false or fraudulent claim to obtain payment from the United States government.
13. Any other dishonest act regarding the finances of the District.
14. Failure to comply with requirements imposed by law, the awarding agency, or a pass-through entity for state and federal awards.

FINANCIAL CONTROLS
AND OVERSIGHT

Each employee who supervises or prepares District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

FRAUD PREVENTION

The Superintendent or designee shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the District.

REPORTS

Any person who suspects fraud or financial impropriety in the District shall report the suspicions immediately to the Superintendent or chief internal auditor. The Internal Audit's Fraud Hotline shall also be available for reporting fraud.

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

	<p>Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.</p>
PROTECTION FROM RETALIATION	<p>Neither the Board nor any District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]</p>
FRAUD INVESTIGATIONS	<p>The chief internal auditor shall promptly investigate reports of potential fraud or financial impropriety.</p>
RESPONSE	<p>If an investigation substantiates a report of fraud or financial impropriety, the chief internal auditor shall promptly inform the Superintendent and the Board of the report, the investigation, and any responsive action taken or recommended by the administration.</p> <p>If an employee is found to have committed fraud or financial impropriety, the Superintendent or designee shall take or recommend appropriate disciplinary action, which may include termination of employment. If a contractor or vendor is found to have committed fraud or financial impropriety, the District shall take appropriate action, which may include cancellation of the District's relationship with the contractor or vendor.</p> <p>When circumstances warrant, the chief internal auditor shall refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the District, the District may seek to recover lost or misappropriated funds.</p> <p>The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with the chief legal counsel and the Superintendent.</p>
FEDERAL AWARDS DISCLOSURE	<p>The District shall disclose, in a timely manner in writing to the federal awarding agency or pass-through entity, all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting a federal grant award. [See CBB]</p>
FALSE CLAIMS ACT	<p>The Superintendent or designee shall ensure that employees, vendors, and contractors with any responsibilities for services to be reimbursed through Medicaid are informed of the False Claims Act and the District's prohibition on knowingly submitting a false or fraudulent claim for payment, federal administrative remedies for false claims and statements, and state laws on false claims and statements.</p>

FISCAL MANAGEMENT GOALS AND OBJECTIVES
FINANCIAL ETHICS

CAA
(LOCAL)

The District's procedures shall include information regarding reporting suspected violations as provided at REPORTS, above, as well as reports to the State Office of Inspector General at 1-800-436-6184 or <https://oig.hhsc.state.tx.us/>.

ANALYSIS OF FRAUD

After any investigation substantiates a report of fraud or financial impropriety, the Superintendent or designee shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Superintendent or designee shall ensure that appropriate administrative procedures are developed and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

DRAFT

Board Policy Update #101

➤ CH(LOCAL): PURCHASING AND AQUISION

RATIONALE:

Under Texas law, a board may accept bids or proposals submitted electronically but only if the board adopts rules to ensure the identification, security, and confidentiality of the electronic bids or proposals and that the electronic bids or proposals remain effectively unopened until the proper time. The recommended text at ELECTRONIC BIDS OR PROPOSALS ensures that districts have appropriate policy provisions in place for any bids or proposals that the district chooses to accept electronically. The text does not obligate the district to accept bids or proposals electronically but does require that any such submission be administered in accordance with board-adopted rules that address the legal requirements.

A recommended revision at RESPONSIBILITY FOR DEBTS clarifies that debts made in the name of the district must be consistent with the adopted budget, law, board policy, and the district's purchasing procedures. This text mirrors provisions at CE(LOCAL), not included in this update, regarding authorized expenditures.

To increase flexibility, at PURCHASE COMMITMENTS, the specific reference to purchase orders was replaced with a reference to the district's administrative procedures including any district purchasing procedures, where the district should outline the circumstances for when purchase orders are required.

At PERSONAL PURCHASES, the prohibition on employees making purchases for personal use was broadened to apply to all purchases, not just purchases of supplies or equipment. We have retained the cross-reference to your unique policy at CMB.

With minor revisions for consistency with policy style and rearranging for a more logical sequence of provisions, the remainder of this locally developed policy has not been changed.

MIA HALL, DIRECTOR

PURCHASING AND ACQUISITION

CH
(LOCAL)

PURCHASING AUTHORITY	The Board delegates to the Superintendent or designee the authority to determine the method of purchasing, in accordance with CH (LEGAL), and to make budgeted purchases.
BOARD APPROVAL	However, any purchase order or contract not supported by a purchase order that exceeds costs of \$50,000 shall require Board approval <u>and the issuance of a purchase order</u> before a transaction may take place.
PROCUREMENT RESTRICTION	No District employee with purchasing authority may authorize the purchase of anything from any person or from any firm that is controlled, owned, or operated by that employee or from a relative within the second degree by blood or marriage of the employee. [See BBFA and BBFB for Board members]
PERSONAL PURCHASES	District employees shall not be permitted to make purchases for personal use through the District's business office. [See also CMB]
PROCUREMENT FUNCTION	The procurement function is assigned to the senior financial officer <u>chief financial officer</u> . The purchasing department shall supervise the purchase of all materials, supplies, equipment, and services for the District.
PURCHASE COMMITMENTS	All purchase commitments shall be made by the Superintendent or designee <u>by purchase order</u> in accordance with administrative procedures, including the District's purchasing procedures.
GENERAL PROCUREMENT REQUIREMENTS	District procurements shall be made according to: <ol style="list-style-type: none">1. Applicable law, and2. District administrative regulations, <u>purchasing procedures</u> and grant requirements when more restrictive than law.
ELECTRONIC BIDS OR PROPOSALS	Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.
AUTHORITY TO SIGN CONTRACTS	Any contract for greater than \$25,000 shall require the signatures of the Superintendent or the designee <u>appropriate deputy superintendent</u> .
ENCOURAGEMENT OF SMALL AND LOCAL FIRMS	The District seeks to increase the pool of qualified firms competing for contracts by providing small and local firms, and historically underutilized businesses (HUB) owned or operated by minorities or women with information and access to compete for construction,

architecture, engineering and professional services contracts; and referral services to technical assistance, financial, bonding and insurance, and certification services that promote the long-term competitive capacity of such firm.

The District will develop and maintain procedures to ensure that small and local firms, and firms owned or operated by minorities or women are afforded an equitable opportunity to compete on all District contracts. Such procedures may include, but not be limited to, attending pre-bid and pre-proposal conferences and conducting seminars and training workshops to assist HUB-designated vendors become an active participant in District contracting opportunities.

IMPLEMENTATION

Nothing herein shall be construed to authorize or require expenditure of funds for goods and services apart from normal statutory purchasing processes.

HISTORICALLY
UNDERUTILIZED
BUSINESS
ENTERPRISES

~~The District requires all departments to make a good faith effort to ensure that HUBs receive a portion of its contract dollars.~~ A HUB is defined as a business formed for the purpose of making a profit in which at least 51 percent of the business is owned, operated, and controlled by one or more of the following:

1. "Minority-Owned Business Enterprise (MBE)" is defined for the purposes of this policy to mean a business enterprise that is at least 51 percent owned by a minority individual or group; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more minority groups and whose management and daily operations are controlled and operated by one or more of these individuals.
2. "Minority individual" is defined for purposes of this policy to include Black Americans, Hispanic Americans, Asian Americans, Asian-Pacific Americans, Native Americans or persons with a disability.
3. "Woman-Owned Business Enterprise (WBE)" is defined for purposes of this policy as a business enterprise that is at least 51 percent owned by a woman or women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women and whose management and daily business operations are controlled and operated by one or more women.
4. "Small Business Enterprise" is defined for purposes of this policy as one that, at the time of contract award meets the following requirements:

PURCHASING AND ACQUISITION

CH
(LOCAL)

- Is independently owned and operated, is not dominant in the field of operation in which it is proposing, has its principal place of business located in the United States and is organized for profit;
- Is at least 51 percent owned, or in the case of a publicly owned business, at least 51 percent of its voting stock is owned by United States citizens or lawfully fully admitted permanent resident aliens; and
- Has, including its affiliates, a number of employees or annual receipts not exceeding the regulatory requirements found in 13 C.F.R. Part 121. Size standards have been established for types of economic activity, or industry, generally under the North American Industrial Classification System (NAICS).

The Board's expectation is that a minimum of 25 percent of all District work advertised for competitive procurement for capital improvement program construction projects ~~bid or competitive sealed proposals~~ will be performed by historically underutilized business enterprises as prime contractors or as subcontractors. However, nothing in this policy shall operate in violation of law, including the provisions of the revised civil statutes of Texas, Texas Education Code Section 44.031, or any other provision of state or federal law.

CERTIFICATION AS
MINORITY / WOMEN
BUSINESS
ENTERPRISES

Any business wishing to be identified by the District as a small, women-owned, or minority business shall be certified as such by the City of Fort Worth, Tarrant County, the state of Texas, the North Central Texas Regional Certification Agency, the U.S. Small Business Administration (SBA) or any other recognized certification agency.

PROFESSIONAL AND
CONSULTING
SERVICES

When a contract or purchase order for professional and consulting services exceeds \$25,000, these services shall be formally, competitively acquired using the Professional Services Procurement Act, Texas Government Code Chapter 2254, or except for those sole source items as described in Texas Education Code 44.031 as applicable.

EMERGENCY
PURCHASES

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 over \$50,000 shall be ratified by the Board at its next regular scheduled meeting. ~~shall be subsequently reported to the Board.~~

PURCHASE CARDS

PURCHASING AND ACQUISITION

CH
(LOCAL)

The Board reserves the right to allow the purchasing department to issue purchasing cards to District personnel in lieu of a purchase order in accordance with District administrative regulations and purchasing procedures.

SMALL PURCHASES

In the event that a small, infrequent purchase in an amount of \$150 or less is required on short notice in order to conduct a group meeting or similar District-related activity, such a purchase may be made by a District employee using his or her personal funds. Such a purchase, properly receipted and authorized, shall be reimbursed by the accounting department. Under no circumstances may these exceptional procedures be used to circumvent normal purchasing procedures and practice.

RESPONSIBILITY FOR DEBTS

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's administrative or purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full personal responsibility for all such debts.

RESERVATION OF RIGHTS

Notwithstanding anything in this policy to the contrary, the Board reserves the right to reject any and all bids and proposals, to award contracts that appear to be advantageous to the District, and to waive all formalities in bidding.

RIGHT TO PROTEST

Any party who believes they are aggrieved in connection with a procurement action may protest to the chief financial officer ~~or designee~~. The protest shall be submitted in writing within ten five business days after the award by the Board or issuance of a purchase order if Board approval is not required. ~~facts or occurrence giving rise to the complaint.~~

PROCUREMENTS AFTER PROTEST

In the event of a timely protest, the responsible office shall not proceed further with the procurement unless the chief financial officer ~~or designee~~ makes a determination that the purchase award of the contract is necessary to protect substantial interests of the District.

AUTHORITY TO RESOLVE PROTESTS

The chief financial officer ~~or designee~~ shall convene a hearing committee of at least three administrators to review the protest. Members of the committee shall not be from the end user campus/department requesting the purchase or the purchasing department. The protest hearing shall follow the District's administrative procedures as established by the chief financial officer and these procedures shall be provided to the protesting vendor.

PURCHASING AND ACQUISITION

CH
(LOCAL)

PROTEST
DETERMINATION

~~Following the hearing, the chief financial officer or designee shall promptly issue a determination relating to the protest within the timeframe outlined in administrative procedures.~~ The determination shall:

1. State the reasons for the action taken, if any; and
2. Inform the protesting party of the right to appeal the determination to the Board in accordance with Board policy GF(LOCAL).

REJECTED BIDS

~~The purchasing department shall maintain an administrative process for complaints regarding rejected bids.~~

PURCHASING AND ACQUISITION

CH
(LOCAL)

PURCHASING AUTHORITY	The Board delegates to the Superintendent or designee the authority to determine the method of purchasing, in accordance with CH (LEGAL), and to make budgeted purchases.
BOARD APPROVAL	However, any purchase or contract that exceeds \$50,000 shall require Board approval and the issuance of a purchase order before a transaction may take place.
PROCUREMENT RESTRICTION	No District employee with purchasing authority may authorize the purchase of anything from any person or from any firm that is controlled, owned, or operated by that employee or from a relative within the second degree by blood or marriage of the employee. [See BBFA and BBFB for Board members]
PERSONAL PURCHASES	District employees shall not be permitted to make purchases for personal use through the District's business office. [See also CMB]
PROCUREMENT FUNCTION	The procurement function is assigned to the chief financial officer. The purchasing department shall supervise the purchase of all materials, supplies, equipment, and services for the District.
PURCHASE COMMITMENTS	All purchase commitments shall be made by the Superintendent or designee by purchase order in accordance with administrative procedures, including the District's purchasing procedures.
GENERAL PROCUREMENT REQUIREMENTS	District procurements shall be made according to: <ol style="list-style-type: none">1. Applicable law, and2. District administrative regulations, purchasing procedures and grant requirements when more restrictive than law.
ELECTRONIC BIDS OR PROPOSALS	Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.
AUTHORITY TO SIGN CONTRACTS	Any contract for greater than \$25,000 shall require the signature of the Superintendent or designee.
ENCOURAGEMENT OF SMALL AND LOCAL FIRMS	The District seeks to increase the pool of qualified firms competing for contracts by providing small and local firms, and historically underutilized businesses (HUB) owned or operated by minorities or women with information and access to compete for construction, architecture, engineering and professional services contracts; and

PURCHASING AND ACQUISITION

CH
(LOCAL)

referral services to technical assistance, financial, bonding and insurance, and certification services that promote the long-term competitive capacity of such firm.

The District will develop and maintain procedures to ensure that small and local firms, and firms owned or operated by minorities or women are afforded an equitable opportunity to compete on all District contracts. Such procedures may include, but not be limited to, attending pre-bid and pre-proposal conferences and conducting seminars and training workshops to assist HUB-designated vendors become an active participant in District contracting opportunities.

IMPLEMENTATION

Nothing herein shall be construed to authorize or require expenditure of funds for goods and services apart from normal statutory purchasing processes.

HISTORICALLY
UNDERUTILIZED
BUSINESS
ENTERPRISES

A HUB is defined as a business formed for the purpose of making a profit in which at least 51 percent of the business is owned, operated, and controlled by one or more of the following:

1. "Minority-Owned Business Enterprise (MBE)" is defined for the purposes of this policy to mean a business enterprise that is at least 51 percent owned by a minority individual or group; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more minority groups and whose management and daily operations are controlled and operated by one or more of these individuals.
2. "Minority individual" is defined for purposes of this policy to include Black Americans, Hispanic Americans, Asian Americans, Asian-Pacific Americans, Native Americans or persons with a disability.
3. "Woman-Owned Business Enterprise (WBE)" is defined for purposes of this policy as a business enterprise that is at least 51 percent owned by a woman or women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women and whose management and daily business operations are controlled and operated by one or more women.
4. "Small Business Enterprise" is defined for purposes of this policy as one that, at the time of contract award meets the following requirements:
 - Is independently owned and operated, is not dominant in the field of operation in which it is proposing, has its principal place of business located in the United States and is organized for profit;

PURCHASING AND ACQUISITION

CH
(LOCAL)

- Is at least 51 percent owned, or in the case of a publicly owned business, at least 51 percent of its voting stock is owned by United States citizens or lawfully fully admitted permanent resident aliens; and
- Has, including its affiliates, a number of employees or annual receipts not exceeding the regulatory requirements found in 13 C.F.R. Part 121. Size standards have been established for types of economic activity, or industry, generally under the North American Industrial Classification System (NAICS).

The Board's expectation is that a minimum of 25 percent of all District work advertised for competitive procurement for capital improvement program construction projects will be performed by historically underutilized business enterprises as prime contractors or as subcontractors. However, nothing in this policy shall operate in violation of law, including the provisions of the revised civil statutes of Texas, Texas Education Code Section 44.031, or any other provision of state or federal law.

CERTIFICATION AS
MINORITY / WOMEN
BUSINESS
ENTERPRISES

Any business wishing to be identified by the District as a small, women-owned, or minority business shall be certified as such by the City of Fort Worth, Tarrant County, the state of Texas, the North Central Texas Regional Certification Agency, the U.S. Small Business Administration (SBA) or any other recognized certification agency.

PROFESSIONAL AND
CONSULTING
SERVICES

When a contract or purchase order for professional and consulting services exceeds \$25,000, these services shall be formally, competitively acquired using the Professional Services Procurement Act, Texas Government Code Chapter 2254, or Texas Education Code 44.031 as applicable.

EMERGENCY
PURCHASES

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 or division chief. Any such emergency purchase over \$50,000 shall be ratified by the Board at its next regular scheduled meeting.

PURCHASE CARDS

The Board reserves the right to allow the purchasing department to issue purchasing cards to District personnel in lieu of a purchase order in accordance with District administrative regulations and purchasing procedures.

SMALL PURCHASES

In the event that a small, infrequent purchase in an amount of \$150 or less is required on short notice in order to conduct a group

PURCHASING AND ACQUISITION

CH
(LOCAL)

meeting or similar District-related activity, such a purchase may be made by a District employee using his or her personal funds. Such a purchase, properly receipted and authorized, shall be reimbursed by the accounting department. Under no circumstances may these exceptional procedures be used to circumvent normal purchasing procedures and practice.

RESPONSIBILITY FOR DEBTS

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's administrative or purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full personal responsibility for all such debts.

RESERVATION OF RIGHTS

Notwithstanding anything in this policy to the contrary, the Board reserves the right to reject any and all bids and proposals, to award contracts that appear to be advantageous to the District, and to waive all formalities in bidding.

RIGHT TO PROTEST

Any party who believes they are aggrieved in connection with a procurement action may protest to the chief financial officer. The protest shall be submitted in writing within ten business days after the award by the Board or issuance of a purchase order if Board approval is not required.

PROCUREMENTS AFTER PROTEST

In the event of a timely protest, the responsible office shall not proceed further with the procurement unless the chief financial officer makes a determination that the purchase is necessary to protect substantial interests of the District.

AUTHORITY TO RESOLVE PROTESTS

The chief financial officer shall convene a hearing committee of at least three administrators to review the protest. Members of the committee shall not be from the campus/department requesting the purchase nor the purchasing department. The protest hearing shall follow the District's administrative procedures as established by the chief financial officer and these procedures shall be provided to the protesting vendor.

PROTEST DETERMINATION

Following the hearing, the chief financial officer shall issue a determination relating to the protest within the timeframe outlined in administrative procedures. The determination shall:

1. State the reasons for the action taken, if any; and
2. Inform the protesting party of the right to appeal the determination to the Board in accordance with Board policy GF(LOCAL).

Fort Worth ISD
220905

PURCHASING AND ACQUISITION

CH
(LOCAL)

DATE ISSUED: 12/22/2014
UPDATE 101
CH(LOCAL)-X

ADOPTED:

5 of 5

Board Policy Update #103

- CKE(LOCAL): SAFETY PROGRAM/RISK MANAGEMENT – SECURITY PERSONNEL

RATIONALE

As explained at CKE(LEGAL), HB 2684 requires districts of a certain size at which a school resource officer (SRO) provides law enforcement to adopt a policy requiring the SRO to complete the model training curriculum for SROs developed by the Texas Commission on Law Enforcement (TCOLE).

The new text at TRAINING now requires SROs to receive at least the minimum amount of education and training required by law. This text was broadly drafted to meet the new policy requirement and any other current or future training requirements and is suitable for districts of any size that use SROs.

MIA HALL, DIRECTOR

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

SCHOOL RESOURCE
OFFICERS

To implement the District's comprehensive safety programs, the District has entered into an agreement with a local law enforcement agency for school resource officers. School resource officers shall provide services consistent with the terms of the agreement, the comprehensive safety programs, and Board policy.

TRAINING

All school resource officers shall receive at least the minimum amount of education and training required by law.

DRAFT

SAFETY PROGRAM/RISK MANAGEMENT
SECURITY PERSONNEL

CKE
(LOCAL)

SCHOOL RESOURCE
OFFICERS

To implement the District's comprehensive safety programs, the District has entered into an agreement with a local law enforcement agency for school resource officers. School resource officers shall provide services consistent with the terms of the agreement, the comprehensive safety programs, and Board policy.

TRAINING

All school resource officers shall receive at least the minimum amount of education and training required by law.

DRAFT

Board Policy Update #105

- DBA(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIAL AND RECORDS

RATIONALE:

DBA (LEGAL): ESSA deleted the federal requirement for teachers and paraprofessionals to be "highly qualified," prompting Policy Service to remove those provisions and make other conforming adjustments to this legally referenced policy on credentials and records. ESSA requires a school that receives Title I funds to provide a parent notice when the parent's child has been assigned or taught for four or more consecutive weeks by a teacher who does not meet state certification or licensure requirements for the grade level and subject area in which the teacher has been assigned.

New provisions from ESSA at FEDERAL REQUIREMENTS FOR TEACHERS AND PARAPROFESSIONALS, on page 4, include the requirement for teachers and paraprofessionals working in Title I, Part A programs to meet applicable state certification and licensure requirements. The FEDERAL REQUIREMENTS FOR SPECIAL EDUCATION TEACHERS under ESSA require state certification as a special education teacher, with no waiver of requirements, and a bachelor's degree.

At FORMER EMPLOYEES, on page 7, a revision from amended Administrative Code rules effective January 7, 2016, allows a scanned version of an original service record to be considered official if one employing district sends it directly to another employing district.

(continued on next page)

MIA HALL, DIRECTOR

(continued)

DBA (LOCAL): As mentioned above at DBA(LEGAL), ESSA deleted the federal requirement for teachers and paraprofessionals to be "highly qualified." As a result, we recommend deletion of the text on parent notification where a regular teacher is not "highly qualified." Provisions excepting notification when a highly qualified home campus teacher of a secondary student assigned to DAEP was the teacher of record have also been deleted from the policy, as these provisions were based on TEA's interpretation of the former federal "highly qualified" requirements.

Please note: State law requires a district to notify a parent if his or her child is in a classroom for which the district has assigned an inappropriately certified or uncertified teacher for more than 30 consecutive instructional days during the school year. See DBA(LEGAL) for this and federally required notice provisions.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIALS AND RECORDS

DBA
(LOCAL)

PARENT
NOTIFICATION

~~The District shall notify parents of students in classrooms in which the regular teacher is not "highly qualified," as required by law.~~

~~Notification shall not be required, however, when:~~

~~1. The home campus teacher of a secondary school student assigned to a DAEP is considered the teacher of record; and~~

~~2. The home campus teacher:~~

~~a. Is highly qualified,~~

~~b. Assigns and evaluates the student's coursework,~~

~~c. Provides substantially the same coursework and uses the same grading standards as in the regular classroom,~~

~~d. Has final authority on the coursework grades and the final grade for the course, and~~

~~e. Is regularly available for face-to-face consultation with the student and the DAEP teacher; and~~

~~3. The DAEP teacher meets all applicable SBEC certification requirements.~~

UPDATING
CREDENTIALS

All employees who have earned certificates, endorsements, or degrees of higher rank since the previous school year shall file with the District human resources department:

1. An official college transcript showing the highest degree earned and date conferred.

2. Proof of the certificate or endorsement.

FALSIFICATION OF
RECORDS

Any applicant or employee who knowingly revises, changes, or alters any teacher's certificate, diploma, or other instrument having the force of a teacher's certificate shall be subject to disciplinary action by the District and the state. [See DFAA, DFBA, DFBB]

MISREPRESENTATION

Any applicant or employee who knowingly gives false information on an application for employment, transcripts, references, federal I-9 forms, or who represents himself or herself as having a degree from a college or university accredited by an appropriate agency for the purpose of District policies regarding certification, salaries or salary increments/stipends, foundation school programs, or job placement and advancement, and that college or university is not accredited by an appropriate agency, shall be subject to disciplinary action by the District.

CONTRACT
PERSONNEL

The Superintendent or designee shall ensure that contract personnel possess valid credentials before issuing contracts.

Fort Worth ISD
220905

DATE ISSUED:
EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIALS AND RECORDS

1 of 2
DBA
(LOCAL)

7/26/2016~~11/20/2013~~
UPDATE 10598
DBA(LOCAL)-X

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIALS AND RECORDS

DBA
(LOCAL)

SOCIAL SECURITY
NUMBER

The District shall not use an employee's social security number as an employee identifier, except for tax purposes [see DC]. In accordance with law, the District shall keep an employee's social security number confidential.

DRAFT

DATE ISSUED: ~~7/26/2016~~ 11/20/2013
UPDATE 10598
DBA(LOCAL)-X

ADOPTED:

2 of 2

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIALS AND RECORDS

DBA
(LOCAL)

UPDATING
CREDENTIALS

All employees who have earned certificates, endorsements, or degrees of higher rank since the previous school year shall file with the District:

1. An official college transcript showing the highest degree earned and date conferred.
2. Proof of the certificate or endorsement.

FALSIFICATION OF
RECORDS

Any applicant or employee who knowingly revises, changes, or alters any teacher's certificate, diploma, or other instrument having the force of a teacher's certificate shall be subject to disciplinary action by the District and the state. [See DFAA, DFBA, DFBB]

MISREPRESENTATION

Any applicant or employee who knowingly gives false information on an application for employment, transcripts, references, federal I-9 forms, or who represents himself or herself as having a degree from a college or university accredited by an appropriate agency for the purpose of District policies regarding certification, salaries or salary increments/stipends, foundation school programs, or job placement and advancement, and that college or university is not accredited by an appropriate agency, shall be subject to disciplinary action by the District.

CONTRACT
PERSONNEL

The Superintendent or designee shall ensure that contract personnel possess valid credentials before issuing contracts.

social security number. The District shall not use an employee's social security number as an employee identifier, except for tax purposes [see DC]. In accordance with law, the District shall keep an employee's social security number confidential.

Board Policy Update #102

➤ **DEA(LOCAL): COMPENSATION AND BENEFITS – COMPENSATION PLAN**

RATIONALE:

Provisions on the Fair Labor Standards Act (FLSA) have been moved to DEAB, Wage and Hour Laws, except for a provision on assigning supplemental duties, which has been moved to DEAA, Incentives and Stipends.

Because this local policy focuses on the board’s and the administration’s roles regarding compensation, we have moved text regarding wages and hours to DEAB. Recommended changes to the first paragraph clarify that the board reviews and approves the annual compensation plan, which should support the district’s goals for hiring and retaining highly qualified employees. In addition, the policy makes the board responsible for determining the superintendent’s compensation.

PAY ADMINISTRATION outlines the superintendent’s role, which includes implementing the annual compensation plan and establishing procedures for plan administration. In classifying jobs within the plan, a recommended revision requires the superintendent to consider the market value of the position in addition to the employee qualifications and duties, as required by the existing language. Due to the superintendent’s overall authority to administer the plan, a sentence referring to the superintendent’s responsibility to determine pay for new employees and employees reassigned to different positions is recommended for deletion as it is unnecessary.

Text at ANNUALIZED SALARY has been streamlined. Detailed provisions explaining proration of pay for part-time employees would be more appropriately addressed in administrative regulations. Provisions regarding final financial settlements with employees when they separate from service without working for 12 full months—whether through resignation or leave of absence—were once required by IRS rules but are no longer required and are also recommended for deletion from board policy.

Please note that we have retained your unique requirement for satisfactory evaluations before employees will be entitled to annual PAY INCREASES. In light of state rules addressing employee service records, however, we recommend deletion of the district’s locally developed provisions regarding the manner in which your district would interpret an employee’s service record when determining pay increases.

The first sentence at MID-YEAR PAY INCREASES addresses the circumstances when a contract employee's pay may be increased in light of the constitutional prohibition against increasing an employee's compensation after performance on the contract has begun. To prevent a gift of public funds, the text permits increases if authorized by the compensation plan or if the employee's assignment or duties have changed. Any changes in pay that do not conform with the compensation plan require board approval.

We have retained, unchanged, your unique provisions allowing the board to approve RECRUITMENT INCENTIVES for teachers in certain programs or subjects.

To avoid an improper use of public funds, recommended text at PAY DURING CLOSING explains that if the board chooses to pay employees during an emergency closure, the board must authorize the action by resolution or other board action that reflects the public purpose served by the expenditure. TASB Policy Service has developed a sample resolution to assist the board in addressing the public purpose for these payments and other relevant details, such as which employees will be eligible for payment and the duration of payments. After the board has adopted the resolution, it may remain in effect on an ongoing basis and serve as authorization during future closings for employee payments that fall within the parameters of the resolution.

In the event of a federally declared disaster, districts can submit reimbursement requests to the Federal Emergency Management Administration (FEMA) for certain labor costs for employees who are required to report for duty during a closure in order to perform disaster-related emergency work. FEMA requires that a district adopt specific policy language prior to making payments and submitting a request for reimbursement.

DEA(LLEGAL) COMPENSATION AND BENEFITS – COMPENSATION PLAN

As part of the reorganization of the DEA series, the subtitle of this policy has been changed to Compensation Plan. The legally referenced text addressing various salary and compensation issues, previously at DEAB, has been moved unaltered to this code.

MIA HALL, DIRECTOR

COMPENSATION AND BENEFITS
COMPENSATION/PLAN/WAGE AND HOUR LAWS

DEA
(LOCAL)

	<p>The Superintendent shall recommend an annualto the Board for approval compensation planplans for all District employees. <u>The compensation plan</u> Compensation plans may include wage and salary structures, stipends, benefits, and incentives. [See also DEAA] The recommended plan shall support District goals for hiring and retaining highly qualified employees. The Board shall review and approve the compensation plan to be used by the District. The Board shall also determine the total compensation package for the Superintendent. [See BJ series]</p>
PAY ADMINISTRATION	<p>The Superintendent shall implementadminister the compensation plan and establish procedures for plan administrationplans consistent with the budget approved by the Board. The Superintendent or designee shall classify each job title within the compensation planplans based on the qualifications, and duties, and market value of the position.</p>
<u>ANNUALIZED SALARY</u>	<p><u>The District shall pay all salaried employees over 12 months in equal monthly or bimonthly installments, regardless of the number of months employed during the school year</u> Salaried employees hired at the beginning of the school year who work all days allocated for their position, shall be paid over 12 months in equal, monthly or bimonthly installments regardless of the number of months employed during the school year. Salaried employees hired during the school year shall be paid in accordance with administrative regulations.</p>
<u>PAY INCREASES</u>	<p><u>The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The</u> Within these classifications, the Superintendent or designee shall determine appropriate pay adjustments for individualnew employees, within the approved budget following established procedures. and employees reassigned to different positions.</p> <p><u>To be eligible for a pay increase, an employee must have a satisfactory evaluation from the prior school year and must have worked and been paid for at least four and one-half months, a full semester or more than four calendar months, or 90 actual working days in the current year. An employee may combine days worked in another school district, or other accredited entity recognized by the Texas Education Agency (TEA) in the current year with days worked in the District in the current year to satisfy this requirement, provided the service rendered previously is evaluated as creditable according to state and local regulations regarding service credit.</u></p>

COMPENSATION AND BENEFITS
COMPENSATION|PLAN|WAGE AND HOUR LAWS

DEA
(LOCAL)

<p><u>MID-YEAR PAY INCREASES</u> <u>CONTRACT EMPLOYEES</u></p>	<p><u>A contract employee's pay may be increased after performance on the contract has begun only if authorized by the compensation plan of the District or there is a change in the employee's job assignment or duties during the term of the contract that warrants additional compensation. Any such changes in pay that do not conform with the compensation plan shall require Board approval. [See DEA(LEGAL) for provisions on pay increases and public hearing requirements]</u></p>
<p><u>NON-CONTRACT EMPLOYEES</u></p>	<p><u>The Superintendent may grant a pay increase to a noncontract employee after duties have begun because of a change in the employee's job assignment or to address pay equity.</u> Professional personnel employed for less than full-time or less than a full-year shall be paid in accordance with the current salary schedule prorated on the number of days contracted in the employment agreement.</p> <p>The compensation of all current professional and paraprofessional employees of the District returning for the school year shall be paid over 12 months. Employees who are new to the District and assigned to a ten-month or 11-month work schedule can be compensated over a 13-month period during the first year of employment if their employment begins on the first day of the school year. Any new employee on such a work schedule who begins employment at a later date can be paid in equal installments for the remainder of the fiscal year.</p> <p><u>The Superintendent shall report any such pay increases to the Board at the next regular meeting.</u></p>
<p>RECRUITMENT INCENTIVES</p>	<p>The Board may authorize programs to pay a signing incentive to teachers upon such terms and conditions as the Superintendent may recommend, to encourage early employment commitments, and to meet critical subject area and other critical needs of the District. Fulfillment of a minimum of one year of service under such contracts where incentives are paid is a requirement to fully earn such an incentive. The District shall seek restitution <u>or</u> reimbursement for incentives paid but not earned, unless such reimbursement is waived by the Superintendent for good cause.</p>
<p><u>PAY DURING CLOSING</u></p>	<p><u>If the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure. [See EB for the authority to close schools]</u></p>
<p>ANNUAL PAY INCREASES</p>	<p>The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine annual increases for individual employees, within budgeted amounts.</p>

COMPENSATION AND BENEFITS
COMPENSATION | PLAN WAGE AND HOUR LAWS

DEA
(LOCAL)

	<p>To be eligible for a pay increase, an employee must have a satisfactory evaluation from the prior school year.</p>
<p>MID-YEAR PAY INCREASES</p>	<p>A contract employee's pay shall not be increased after performance on the contract has begun unless there is a change in the employee's job assignment or duties that warrants additional compensation. Any such changes in pay during the term of the contract shall require Board approval. [See DEAB for public hearing requirements]</p>
<p>CONTRACT EMPLOYEES</p>	
<p>NONCONTRACT EMPLOYEES</p>	<p>The Superintendent may grant a pay increase to a noncontract employee after duties have begun only when there is a change in the employee's job assignment or duties, or when an adjustment in the market value of the job warrants additional compensation. The Superintendent shall report any such pay increases to the Board at the next regular meeting.</p>
<p>CLASSIFICATION OF POSITIONS</p>	<p>The Superintendent or designee shall determine the classification of positions or employees as "exempt" or "nonexempt" for purposes of payment of overtime in compliance with the Fair Labor Standards Act (FLSA).</p>
<p>EXEMPT</p>	<p>The District shall pay employees who are exempt from the overtime pay requirements of the FLSA on a salary basis. The salaries of these employees are intended to cover all hours worked, and the District shall not make deductions that are prohibited under the FLSA.</p> <p>An employee who believes deductions have been made from his or her salary in violation of this policy should bring the matter to the District's attention, through the District's complaint policy. [See DGBA] If improper deductions are confirmed, the District will reimburse the employee and take steps to ensure future compliance with the FLSA.</p> <p>The Superintendent or designee may assign noncontractual supplemental duties to personnel exempt under the FLSA, as needed. [See DK(LOCAL)] The employee shall be compensated for these assignments according to the District's compensation plans.</p>
<p>NONEXEMPT</p>	<p>Nonexempt employees may be compensated on an hourly basis or on a salary basis. Employees who are paid on an hourly basis shall be compensated for all hours worked. Employees who are paid on a salary basis are paid for a 40-hour workweek and do not earn additional pay unless the employee works more than 40 hours.</p> <p>A nonexempt employee shall have the approval of his or her supervisor before working overtime. An employee who works overtime</p>

COMPENSATION AND BENEFITS
COMPENSATION/PLAN/WAGE AND HOUR LAWS

DEA
(LOCAL)

	<p>without prior approval is subject to discipline but shall be compensated in accordance with the FLSA.</p>
WORKWEEK DEFINED	<p>For purposes of FLSA compliance, the workweek for District employees shall be 12:00 a.m. Saturday until 11:59 p.m. Friday.</p>
COMPENSATORY TIME ACCRUAL	<p>At the District's option, nonexempt employees may receive compensatory time off, rather than overtime pay, for overtime work. The employee shall be informed in advance if overtime hours will accrue compensatory time rather than pay.</p> <p>Compensatory time earned by nonexempt employees may not accrue beyond a maximum of 60 hours. If an employee has a balance of more than 60 hours of overtime, the employee will be required to use compensatory time or, at the District's option, will receive overtime pay.</p>
USE	<p>An employee shall use compensatory time within the duty year in which it is earned. If an employee has any unused compensatory time remaining at the end of a fiscal year, the employee shall receive overtime pay.</p> <p>Compensatory time may be used at either the employee's or the District's option. An employee may use compensatory time in accordance with the District's leave policies and if such use does not unduly disrupt the operations of the District. [See DEC(LOCAL)] The District may require an employee to use compensatory time when in the best interest of the District.</p>
BOARD ADOPTED REGULATIONS YEAR OF EXPERIENCE SALARY INCREASE	<p>In order to qualify for a year of experience or an approved salary increase in a subsequent year, an employee must have worked and been paid for at least four and one-half months, a full semester of more than four calendar months, or 90 actual working days in the current year. An employee may combine days worked in another school district, or other accredited entity recognized by the Texas Education Agency (TEA), in the current year with days worked in the District in the current year to satisfy this requirement, provided the service rendered in the other district is evaluated as creditable according to state and local regulations regarding service credit.</p>
FINAL FINANCIAL SETTLEMENT	<p>When an employee of the District is granted a leave of absence or resigns, a financial settlement shall be made with the employee at the next regular pay period.</p>

COMPENSATION AND BENEFITS
COMPENSATION PLAN

DEA
(LOCAL)

The Superintendent shall recommend an annual compensation plan for all District employees. The compensation plan may include wage and salary structures, stipends, benefits, and incentives. [See also DEAA] The recommended plan shall support District goals for hiring and retaining highly qualified employees. The Board shall review and approve the compensation plan to be used by the District. The Board shall also determine the total compensation package for the Superintendent. [See BJ series]

PAY ADMINISTRATION

The Superintendent shall implement the compensation plan and establish procedures for plan administration consistent with the budget. The Superintendent or designee shall classify each job title within the compensation plan based on the qualifications, duties, and market value of the position.

ANNUALIZED
SALARY

Salaried employees hired at the beginning of the school year who work all days allocated for their position, shall be paid over 12 months in equal, monthly or bimonthly installments regardless of the number of months employed during the school year. Salaried employees hired during the school year shall be paid in accordance with administrative regulations.

PAY INCREASES

The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine pay adjustments for individual employees, within the approved budget following established procedures.

To be eligible for a pay increase, an employee must have a satisfactory evaluation from the prior school year and must have worked and been paid for at least four and one-half months, a full semester or more than four calendar months, or 90 actual working days in the current year. An employee may combine days worked in another school district, or other accredited entity recognized by the Texas Education Agency (TEA) in the current year with days worked in the District in the current year to satisfy this requirement, provided the service rendered previously is evaluated as creditable according to state and local regulations regarding service credit.

MID-YEAR PAY
INCREASES

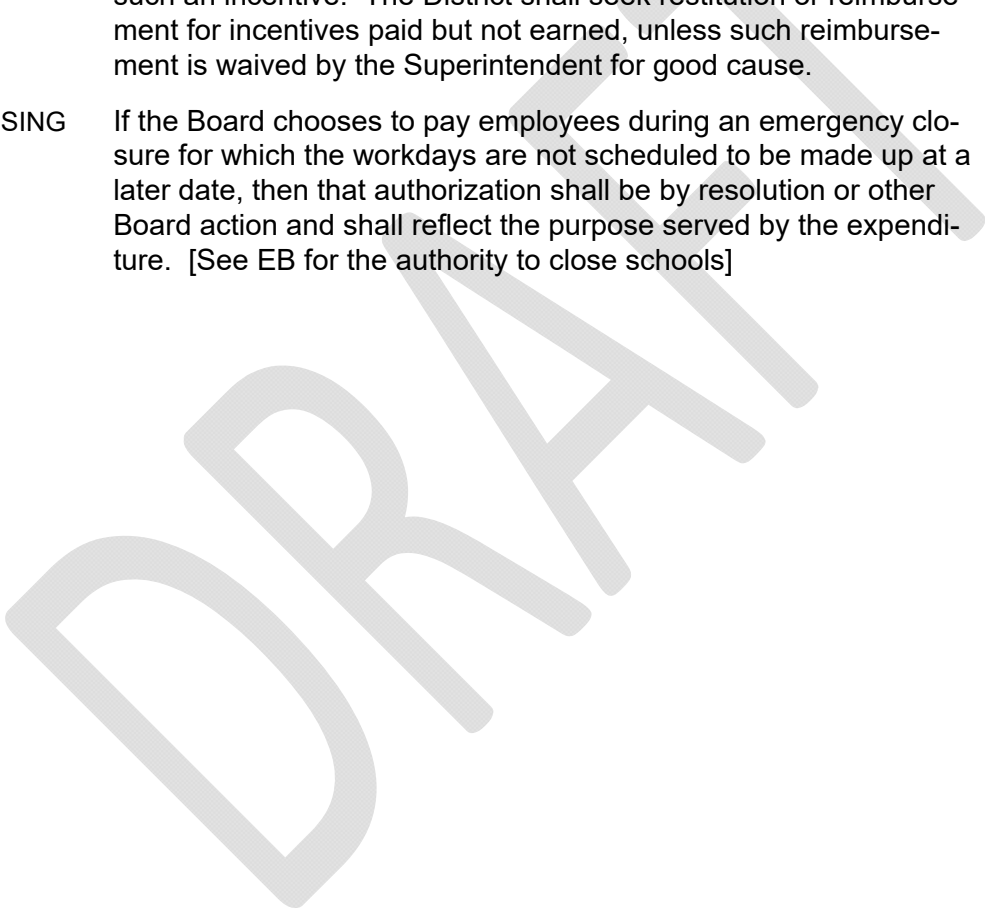
CONTRACT
EMPLOYEES

A contract employee's pay may be increased after performance on the contract has begun only if authorized by the compensation plan of the District or there is a change in the employee's job assignment or duties during the term of the contract that warrants additional compensation. Any such changes in pay that do not conform with the compensation plan shall require Board approval. [See DEA(LEGAL) for provisions on pay increases and public hearing requirements]

COMPENSATION AND BENEFITS
COMPENSATION PLAN

DEA
(LOCAL)

NON- CONTRACT EMPLOYEES	The Superintendent may grant a pay increase to a noncontract employee after duties have begun because of a change in the employee's job assignment or to address pay equity. The Superintendent shall report any such pay increases to the Board at the next regular meeting.
RECRUITMENT INCENTIVES	The Board may authorize programs to pay a signing incentive to teachers upon such terms and conditions as the Superintendent may recommend, to encourage early employment commitments, and to meet critical subject area and other critical needs of the District. Fulfillment of a minimum of one year of service under such contracts where incentives are paid is a requirement to fully earn such an incentive. The District shall seek restitution or reimbursement for incentives paid but not earned, unless such reimbursement is waived by the Superintendent for good cause.
PAY DURING CLOSING	If the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure. [See EB for the authority to close schools]



Board Policy Update #102

➤ **DEAA(LOCAL): COMPENSATION PLAN – INCENTIVES AND STIPENDS**

RATIONALE:

As part of the reexamination of the DEA series, we have recommended several changes to this local policy on incentives and stipends:

- Due to lack of funding for a master teacher program, provisions on master teacher stipends are recommended for deletion.
- We have recommended a new sentence to require the superintendent to include a STIPEND pay schedule as part of the compensation plan described at DEA.
- Moved from DEA is the provision authorizing the superintendent to assign noncontractual supplemental duties to exempt employees.
- In response to changes in state incentive programs, specifically the Educator Excellence Innovation Program, we have revised the relevant policy text giving the superintendent the authority to submit plans and grant applications for incentive and “innovation” programs and submit those documents to TEA “or other granting organizations.”
- Any locally developed incentive programs must be addressed in the district’s compensation plan.

DEAA (LEGAL) COMPENSATION PLAN INCENTIVES AND STIPENDS

As part of the reorganization of the DEA series, the title of this policy has been changed to Compensation Plan, with the subtitle remaining Incentives and Stipends.

MIA HALL, DIRECTOR

COMPENSATION | PL A N A N D B E N E F I T S
INCENTIVES AND ST I P E N D S

DEAA
(LOCAL)

ST I P E N D

The Superintendent shall recommend a stipend pay schedule as

MASTER TEACHER
ST I P E N D S

part of the annual compensation plan of the District. [See DE A]

S U P P L E M E N T A L
D U T I E S

The Superintendent or designee may assign non contractual sup -

plemental duties not related to the primary job assign ment to per -

sonnel exempt under the Fair Labor Standards Act (FLSA), as

needed. [See DK (LOCAL)] The employee school year, a master

teacher shall be compensated paid the stipend for these assign -

ments according to any month in which the compensation plan of

LOCAL CRITERIA

teacher performed the District prescribed duties for more than ten

days. [See DBA]

EDUCATOR
INCENTIVE AND
INNOVATION
PROGRAMS

If the number of master teachers exceeds the grants allocated, the District shall first fund the stipends for master teachers in their second or third year in the master program, as required by law. The District shall distribute the remaining funds among newly assigned master teachers based on:

1.Length of time teaching in the subject area.

2.Seniority in the District, as measured from the employee's most recent date of hire.

The Superintendent shall have authority to submit incentive plans and grant applications for incentive and innovation programs to TEA or other granting organizations, on behalf of the Board. In cen

itive The incentive plans shall address teacher eligibility, including any exclusions.

Locally developed incentive programs, if any, shall be addressed in the compensation plan of the District.[See also DEA regarding stipends for noncontractual supplemental duties.]

DATE ISSUED: ~~5/29/2015-6/14/2007~~
UPDATE 10 280
DEAA(LOCAL)-A

ADOPTED:

1 of 1

COMPENSATION PLAN
INCENTIVES AND STIPENDS

DEAA
(LOCAL)

STIPEND	The Superintendent shall recommend a stipend pay schedule as part of the annual compensation plan of the District. [See DEA]
SUPPLEMENTAL DUTIES	The Superintendent or designee may assign noncontractual supplemental duties not related to the primary job assignment to personnel exempt under the Fair Labor Standards Act (FLSA), as needed. [See DK(LOCAL)] The employee shall be compensated for these assignments according to the compensation plan of the District.
INCENTIVE AND INNOVATION PROGRAMS	<p>The Superintendent shall have authority to submit plans and grant applications for incentive and innovation programs to TEA or other granting organizations on behalf of the Board. Incentive plans shall address teacher eligibility, including any exclusions.</p> <p>Locally developed incentive programs, if any, shall be addressed in the compensation plan of the District.</p>

DRAFT

Board Policy Update #102

➤ DEAB(LOCAL): COMPENSATION PLAN – WAGE AND HOUR LAWS

RATIONALE:

Provisions on the Fair Labor Standards Act (FLSA), except for a provision on assigning supplemental duties, have been moved from DEA to this new local policy on wage and hour laws with the following revisions.

Some NONEXEMPT employees paid on a salary basis are scheduled to work less than a 40-hour work week. For example, it is common for some salaried employees to work 37.5 hours per week. However, as the revised policy text clarifies, the salary is intended to cover any time worked “up to and including” 40 hours in a week without obligating the district to pay the employee additional compensation if the employee works 40 hours or less that week. If an employee works more than 40 hours in a week, FLSA overtime provisions will apply.

At COMPENSATORY TIME, ACCRUAL, the current policy text states that nonexempt employees may not accrue compensatory time over the number of hours stated in policy. If an employee exceeds that number of hours, the district will require the employee to use the compensatory time, or the district can decide to pay the employee for the compensatory time. For consistency in this paragraph and at USE, we have revised the text to refer to “compensatory time” rather than “overtime.”

At USE, we have changed a reference from “fiscal” year to “duty” year for consistency within the paragraph. The policy requires an employee to use any compensatory time within the duty year in which it is earned. The district must pay the employee for any unused compensatory time remaining at the end of the “duty” year, previously “fiscal” year.

DEAB(LEGAL) COMPENSATION PLAN WAGE AND HOUR LAWS

As part of the reorganization of the DEA series, the title of this policy has been changed to Compensation Plan, and the subtitle has been changed to Wage and Hour Laws. The legally referenced text on wage and hour laws, previously at DEA, has been moved unaltered to this code.

MIA HALL, DIRECTOR

COMPENSATION PLAN
WAGE AND HOUR LAWS

DEAB
(LOCAL)

CLASSIFICATION OF POSITIONS	The Superintendent or designee shall determine the classification of positions or employees as “exempt” or “nonexempt” for purposes of payment of overtime in compliance with the Fair Labor Standards Act (FLSA).
EXEMPT	<p>The District shall pay employees who are exempt from the overtime pay requirements of the FLSA on a salary basis. The salaries of these employees are intended to cover all hours worked, and the District shall not make deductions that are prohibited under the FLSA.</p> <p>An employee who believes deductions have been made from his or her salary in violation of this policy should bring the matter to the District’s attention, through the District’s complaint policy. [See DGBA] If improper deductions are confirmed, the District will reimburse the employee and take steps to ensure future compliance with the FLSA.</p>
NONEXEMPT	<p>Nonexempt employees may be compensated on an hourly basis or on a salary basis. Employees who are paid on an hourly basis shall be compensated for all hours worked. Employees who are paid on a salary basis are paid for up to and including a 40-hour workweek.</p> <p>A nonexempt employee shall have the approval of his or her supervisor before working overtime. An employee who works overtime without prior approval is subject to discipline but shall be compensated in accordance with the FLSA.</p>
WORKWEEK DEFINED	For purposes of FLSA compliance, the workweek for District employees shall begin at 12:00 a.m. Saturday and end at 11:59 p.m. Friday.
COMPENSATORY TIME	At the District’s option, nonexempt employees may receive compensatory time off, rather than overtime pay, for overtime work. The employee shall be informed in advance if overtime hours will accrue compensatory time rather than pay.
ACCRUAL	Compensatory time earned by nonexempt employees may not accrue beyond a maximum of 60 hours. If an employee has a balance of more than 60 hours of compensatory time, the District shall require the employee to use the compensatory time, or at the District’s option, the District shall pay the employee for the compensatory time.
USE	An employee shall use compensatory time within the duty year in which it is earned. If an employee has any unused compensatory time remaining at the end of a duty year, the District shall pay the employee for the compensatory time.

Compensatory time may be used at either the employee's or the District's option. An employee may use compensatory time in accordance with the District's leave policies and if such use does not unduly disrupt the operations of the District. [See DEC(LOCAL)] The District may require an employee to use compensatory time when in the best interest of the District.

DRAFT

COMPENSATION PLAN
WAGE AND HOUR LAWS

DEAB
(LOCAL)

CLASSIFICATION OF POSITIONS	The Superintendent or designee shall determine the classification of positions or employees as “exempt” or “nonexempt” for purposes of payment of overtime in compliance with the Fair Labor Standards Act (FLSA).
EXEMPT	<p>The District shall pay employees who are exempt from the overtime pay requirements of the FLSA on a salary basis. The salaries of these employees are intended to cover all hours worked, and the District shall not make deductions that are prohibited under the FLSA.</p> <p>An employee who believes deductions have been made from his or her salary in violation of this policy should bring the matter to the District’s attention, through the District’s complaint policy. [See DGBA] If improper deductions are confirmed, the District will reimburse the employee and take steps to ensure future compliance with the FLSA.</p>
NONEXEMPT	<p>Nonexempt employees may be compensated on an hourly basis or on a salary basis. Employees who are paid on an hourly basis shall be compensated for all hours worked. Employees who are paid on a salary basis are paid for up to and including a 40-hour workweek.</p> <p>A nonexempt employee shall have the approval of his or her supervisor before working overtime. An employee who works overtime without prior approval is subject to discipline but shall be compensated in accordance with the FLSA.</p>
WORKWEEK DEFINED	For purposes of FLSA compliance, the workweek for District employees shall begin at 12:00 a.m. Saturday and end at 11:59 p.m. Friday.
COMPENSATORY TIME	At the District’s option, nonexempt employees may receive compensatory time off, rather than overtime pay, for overtime work. The employee shall be informed in advance if overtime hours will accrue compensatory time rather than pay.
ACCRUAL	Compensatory time earned by nonexempt employees may not accrue beyond a maximum of 60 hours. If an employee has a balance of more than 60 hours of compensatory time, the District shall require the employee to use the compensatory time, or at the District’s option, the District shall pay the employee for the compensatory time.
USE	An employee shall use compensatory time within the duty year in which it is earned. If an employee has any unused compensatory time remaining at the end of a duty year, the District shall pay the employee for the compensatory time.

Compensatory time may be used at either the employee's or the District's option. An employee may use compensatory time in accordance with the District's leave policies and if such use does not unduly disrupt the operations of the District. [See DEC(LOCAL)] The District may require an employee to use compensatory time when in the best interest of the District.

DRAFT

Board Policy Update #101

- EB(LOCAL): SCHOOL YEAR

RATIONALE:

Revisions are recommended to this local policy addressing the school year. The policy has been reorganized to address the superintendent's authority to act in two critical situations: approving variations from the board-adopted school calendar, when necessary, and closing schools for reasons of public health and safety. These provisions ensure that the superintendent has the authority to act when an immediate need arises.

MIA HALL, DIRECTOR

SCHOOL CALENDAR

~~The Superintendent annually shall recommend a school calendar that complies with legal requirements for approval by the Board by the second February Board meeting. Once approved, the school calendar shall be made available to students, staff, and parents.~~

~~A District master calendar shall be established and shall be the responsibility of the associate superintendent for human resources and instructional support so that major events will not conflict. Once approved, the master calendar shall be made available to students, staff, parents, and the community.~~

~~The calendar shall contain dates for the following items:~~

- ~~1. Teacher preparation days~~
- ~~2. Teachers' report for duty~~
- ~~3. Opening and closing of school~~
- ~~4. Grade reporting periods/exam days~~
- ~~5. Semester beginnings and endings~~
- ~~6. Scheduled holidays~~
- ~~7. PTA Council dates~~
- ~~8. Scheduled staff development activities~~

EMERGENCIES

~~The Superintendent is authorized to approve make decisions regarding variations from the Board-adopted school calendar, as necessary.~~

SCHOOL CLOSURE

The Board delegates in case of emergencies, subject to the Superintendent the authority to close schools for reasons of public health and safety. Board ratification of such changes.

SCHOOL YEAR

EB
(LOCAL)

SCHOOL CALENDAR. The Superintendent shall be authorized to approve variations from the Board-adopted school calendar, as necessary.

SCHOOL CLOSURE

The Board delegates to the Superintendent the authority to close schools for reasons of public health and safety.

DRAFT

Board Policy Update #104

- EEH(LOCAL): INSTRUCTIONAL ARRANGEMENTS – HOMEBOUND INSTRUCTION

RATIONALE:

The 2015–16 TEA Student Attendance Accounting Handbook (SAAH) explains that a student who receives special education services is eligible to be placed in a special education homebound instructional setting if the student is expected to be confined for a minimum of four weeks to a hospital or homebound setting. However, the four weeks need not be consecutive if the student is chronically ill and if permitted by local district policy. To address the local policy requirement, recommended text at SPECIAL EDUCATION designates the ARD committee of a chronically ill student to determine whether the weeks of confinement need to be consecutive, since this decision would typically be made on a case-by-case basis. Other recommendations include clarification that in determining the type and amount of instruction, the ARD committee should do so in accordance with law and, if applicable, will determine the length of the transition period to the school-based setting based on current medical information.

Eligibility for GENERAL EDUCATION homebound services also requires confinement for a minimum of four weeks, which do not need to be consecutive, as clarified in the new sentence recommended for inclusion in the policy. Other recommended revisions at this margin note are to improve sentence structure and flow.

A recommended change at DOCUMENTATION OF SERVICES requires that documentation of homebound services be maintained in accordance with the SAAH and a student's IEP, if applicable, in addition to any other administrative procedures the district may have.

INSTRUCTIONAL ARRANGEMENTS
HOMEBOUND INSTRUCTION

EEH
(LOCAL)

GENERAL
EDUCATION

Consistent with TEA's Student Attendance Accounting Handbook (SAAH), a student may be eligible for general education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical reasons specifically documented by a physician licensed to practice in the United States. The weeks of confinement need not ~~may be consecutive eligible for general education homebound services.~~ The parent's request for services shall be submitted to ~~made through~~ the principal in accordance with TEA's SAAH and administrative procedures.

The principal or designee shall convene a placement committee composed of at least a campus administrator, a teacher of the student, and the parent or guardian of the student to consider the necessity of providing general education homebound instruction to the student. If the committee determines that such instruction is appropriate, the committee shall determine the type and amount of instruction to be provided and, if applicable when the student is able to return to the regular educational setting, the length of the transition period to the school-based setting based on current medical information.

SPECIAL EDUCATION

Consistent with state rule and the SAAH, a student receiving special education services may be eligible for special education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical reasons specifically documented by a physician licensed to practice in the United States. If a student is chronically ill, the student's ~~may be eligible for special education homebound services, or may be eligible under circumstances as determined by TEA's SAAH and~~ the admission, review, and dismissal (ARD) committee. ~~The parent's request for services~~ shall determine whether ~~be made through the~~ weeks of confinement need to be ~~consecutive~~ principal in accordance with TEA's SAAH and administrative procedures.

If the ARD committee determines that homebound instruction is appropriate, the committee shall determine the type and amount of instruction to be provided in accordance with law, and, if applicable, the length of the transition period to the school-based setting based on current medical information.

DOCUMENTATION OF
SERVICES

The District shall maintain in accordance with administrative procedures, full documentation about students receiving homebound services, in accordance with administrative procedures, the SAAH, and a student's individualized education program (IEP), as applicable.

INSTRUCTIONAL ARRANGEMENTS
HOMEBOUND INSTRUCTION

EEH
(LOCAL)

GENERAL
EDUCATION

Consistent with TEA's Student Attendance Accounting Handbook (SAAH), a student may be eligible for general education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical reasons specifically documented by a physician licensed to practice in the United States. The weeks of confinement need not be consecutive. The parent's request for services shall be submitted to the principal in accordance with TEA's SAAH and administrative procedures.

The principal or designee shall convene a placement committee composed of at least a campus administrator, a teacher of the student, and the parent or guardian of the student to consider the necessity of providing general education homebound instruction to the student. If the committee determines that such instruction is appropriate, the committee shall determine the type and amount of instruction to be provided and, if applicable, the length of the transition period to the school-based setting based on current medical information.

SPECIAL EDUCATION

Consistent with state rule and the SAAH, a student receiving special education services may be eligible for special education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical reasons specifically documented by a physician licensed to practice in the United States. If a student is chronically ill, the student's admission, review, and dismissal (ARD) committee shall determine whether the weeks of confinement need to be consecutive.

If the ARD committee determines that homebound instruction is appropriate, the committee shall determine the type and amount of instruction to be provided in accordance with law, and, if applicable, the length of the transition period to the school-based setting based on current medical information.

DOCUMENTATION OF
SERVICES

The District shall maintain full documentation about students receiving homebound services, in accordance with administrative procedures, the SAAH, and a student's individualized education program (IEP), as applicable.

Board Policy Update #104

➤ FD(LOCAL): ADMISSIONS

RATIONALE:

The 2015–16 TEA Student Attendance Accounting Handbook (SAAH) requires districts to maintain written local board-adopted policies that provide detailed information on the district's attendance accounting system and that include the district's written policy for documentation to establish student residency. Informal guidance from TEA would allow districts to continue the common practice of the superintendent maintaining in administrative regulations a list of documents that may be used to verify residency. However, districts will need to provide auditors with the district's list of documents that may be used to establish residency. Recommended local policy text aligns with this practice and requires the parent to present proof of residency in accordance with administrative regulations. The text also allows the district to investigate stated residency as necessary.

To better accommodate the completion of REGISTRATION FORMS electronically, the reference to a signature is recommended for deletion. The requirement to complete registration forms can incorporate either a written signature on paper forms or an electronic acknowledgment or affirmation on an electronic form.

(continued on next page)

New provisions are also recommended to clarify TRANSFER OF CREDIT from accredited and nonaccredited schools and are broad enough to replace the current local policy provisions, which are limited to transfer of credit from nonaccredited schools. In accordance with state rule and as reflected in the recommended text, the district must accept credits for state graduation requirements earned in an accredited public school district in Texas. However, before recognizing credits earned in any other school, including an accredited nonpublic school, an accredited school outside of Texas, or a nonaccredited school, a district must evaluate the records or transcripts and may use a variety of methods to verify course content. The recommended local policy text also clarifies that the district may require the student to demonstrate mastery of the course content.

The definition of "accredited" that was already included in the policy has been moved to the beginning of the section addressing transfer students, since this definition is relevant to placement decisions as well as transfer of credit.

Revisions at WITHDRAWAL reflect that a parent wishing to withdraw a student presents a statement of withdrawal rather than a request.

FD(LEGAL):

To assist districts in determining residency of students seeking admission to district schools, a definition of "residence" has been added from a U.S. Supreme Court case at PROOF OF ELIGIBILITY. The definition provides that residence requires living in the district and having the present intention to remain there.

MIA HALL, DIRECTOR

PERSONS
AGE PERSONS AGE 21
AND OVER AND OVER
REGISTRATION
FORMS

The District shall not admit into its public schools any person age 21 or over unless otherwise required by law.

The student's parent, legal guardian, or other person having lawful control shall annually complete ~~and sign~~ registration forms. A student who has reached age 18 shall be permitted to complete ~~and sign~~ these forms.

PROOF OF
RESIDENCY

At the time of initial registration and on an annual basis thereafter, the parent, guardian, or other person having lawful control of the student under order of a court shall present proof of residency in accordance with administrative regulations developed by the Superintendent. The District may investigate stated residency as necessary.

RESIDENCY

For purposes of this policy, a person is considered to reside in the District if the true, primary, physical place where the person lives with the intent to remain for a considerable period of time is within the boundaries of the District. A person's residence is the fixed, permanent, and principal place of habitation that is the center of the person's domestic, social, and civic life. A person can reside in only one place at a time.

RESIDENCES ON
DISTRICT BOUNDARY
LINES

A school-aged child residing on property bisected by the District's boundary ~~lines~~ shall be eligible to attend school within the District if the following conditions exist:

1. Any portion of the property is taxed by the District;
2. The student's parent, guardian, or other person having sworn educational authority resides on the property;
3. The property is a single-family residence; and
4. The student's parent, guardian, or other person having sworn educational authority enrolls the student in the District.

MINOR LIVING APART
PERSON STANDING
IN PARENTAL
RELATION

A minor student residing in the District but whose parent, guardian, or other person having lawful control under a court order does not reside in the District shall present a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code assigning responsibility for the student in all school-related matters to an adult resident of the District.

MISCONDUCT

A minor student living apart who has engaged in misconduct that results in any of the consequences found in Education Code 25.001(d) shall not be permitted to attend a District school.

EXCEPTIONS

Based on an individual student's circumstance, the Superintendent shall have authority to grant exceptions to the requirement for a power of attorney or authorization agreement and to the exclusion for misconduct.

ADMISSIONS

FD
(LOCAL)

EXTRACURRICULAR ACTIVITIES	The Superintendent shall determine whether a minor student living apart is present in the District for the primary purpose of participating in extracurricular activities.
NONRESIDENT STUDENT IN GRANDPARENT'S AFTER-SCHOOL CARE	The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide to the Superintendent the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent. The Superintendent shall have authority to approve or deny such admissions requests in accordance with criteria approved by the Board.
<u>"ACCREDITED" DEFINED</u>	<u>For the purposes of this policy, "accredited" shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the commissioner of education.</u>
<u>GRADE-LEVEL PLACEMENT</u>	The parent, guardian, or other person having lawful control of a student enrolling in a District school from an accredited public, private, or parochial school shall provide evidence of the prior schooling outside the District. The student shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.
ACCREDITED SCHOOLS	
	For the purposes of this policy, "accredited" shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the Commissioner.
NONACCREDITED SCHOOLS	A student enrolling in a District school from a nonaccredited public, private, or parochial school, including a homeschool, shall be placed initially at the discretion of the principal, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include: <ol style="list-style-type: none">1. Scores on achievement tests, which may be administered by appropriate District personnel.2. Recommendation of the sending school.3. Prior academic record.4. Chronological age and social and emotional development of the student.5. Other criteria deemed appropriate by the principal.
TRANSFER OF CREDIT	<u>Credit toward state graduation requirements earned in an accredited public school district in Texas shall be transferable and recognized by the District.</u>

OTHER
ACCREDITED OR
NONACCREDITED
SCHOOLS

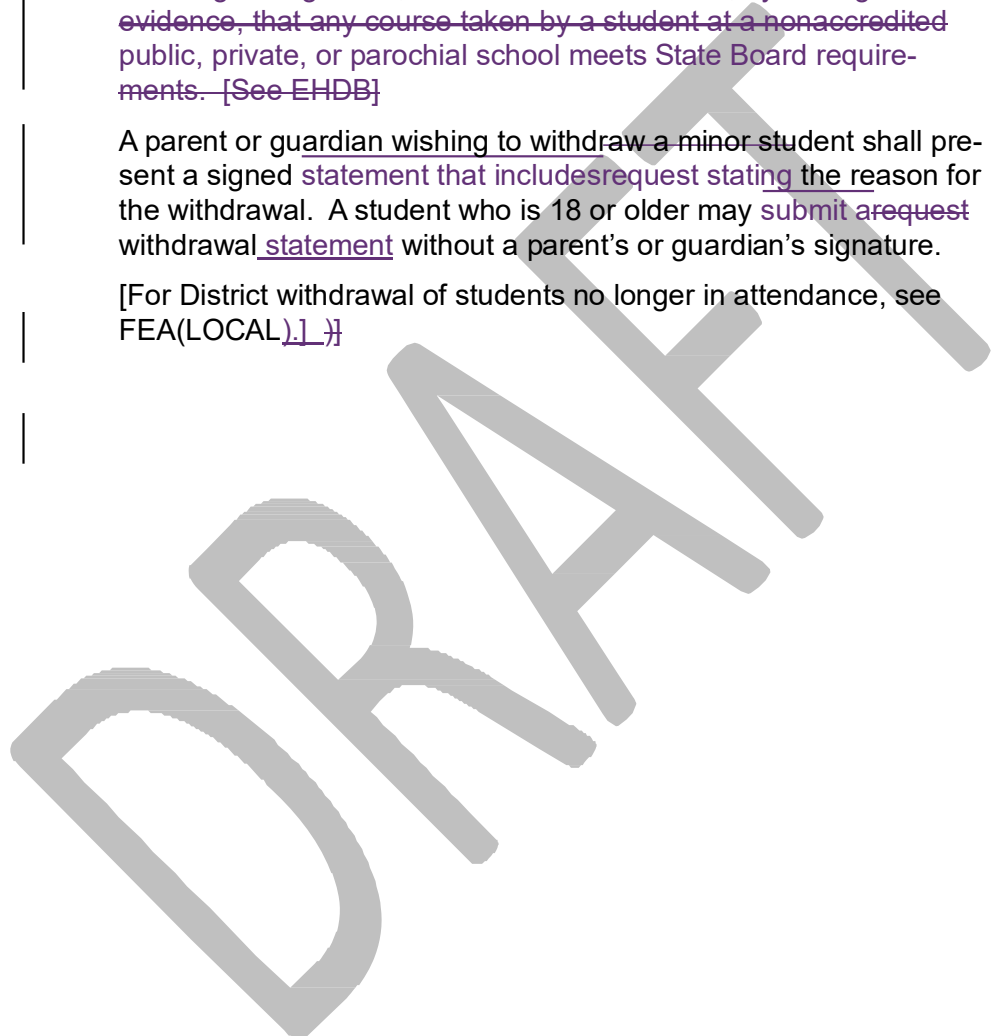
Before recognizing credit in a course earned in an accredited non-public school, an accredited school outside of Texas, or a nonaccredited school, a proprietary person shall evaluate a student's records and transcript. The District may require the student to demonstrate mastery of the content or use alternative methods to verify course content for the award of credit. [See EI]

WITHDRAWAL

~~Before granting credit, the District shall validate, by testing or other evidence, that any course taken by a student at a nonaccredited public, private, or parochial school meets State Board requirements. [See EHDB]~~

~~A parent or guardian wishing to withdraw a minor student shall present a signed statement that includes request stating the reason for the withdrawal. A student who is 18 or older may submit a request withdrawal statement without a parent's or guardian's signature.~~

~~[For District withdrawal of students no longer in attendance, see FEA(LOCAL).]~~



ADMISSIONS

FD
(LOCAL)

PERSONS AGE 21
AND OVER

The District shall not admit into its public schools any person age 21 or over unless otherwise required by law.

REGISTRATION
FORMS

The student's parent, legal guardian, or other person having lawful control shall annually complete registration forms. A student who has reached age 18 shall be permitted to complete these forms.

PROOF OF
RESIDENCY

At the time of initial registration and on an annual basis thereafter, the parent, guardian, or other person having lawful control of the student under order of a court shall present proof of residency in accordance with administrative regulations developed by the Superintendent. The District may investigate stated residency as necessary.

RESIDENCY For purposes of this policy, a person is considered to reside in the District if the true, primary, physical place where the person lives with the intent to remain for a considerable period of time is within the boundaries of the District. A person's residence is the fixed, permanent, and principal place of habitation that is the center of the person's domestic, social, and civic life. A person can reside in only one place at a time.

RESIDENCES ON
DISTRICT BOUNDARY
LINES

A school-aged child residing on property bisected by the District's boundary line shall be eligible to attend school within the District if the following conditions exist:

1. Any portion of the property is taxed by the District;
2. The student's parent, guardian, or other person having sworn educational authority resides on the property;
3. The property is a single-family residence; and
4. The student's parent, guardian, or other person having sworn educational authority enrolls the student in the District.

MINOR LIVING APART
PERSON STANDING
IN PARENTAL
RELATION

A minor student residing in the District but whose parent, guardian, or other person having lawful control under a court order does not reside in the District shall present a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code assigning responsibility for the student in all school-related matters to an adult resident of the District.

MISCONDUCT

A minor student living apart who has engaged in misconduct that results in any of the consequences found in Education Code 25.001(d) shall not be permitted to attend a District school.

EXCEPTIONS

Based on an individual student's circumstance, the Superintendent shall have authority to grant exceptions to the requirement for a power of attorney or authorization agreement and to the exclusion for misconduct.

ADMISSIONS

FD
(LOCAL)

EXTRACURRICULAR ACTIVITIES	The Superintendent shall determine whether a minor student living apart is present in the District for the primary purpose of participating in extracurricular activities.
NONRESIDENT STUDENT IN GRANDPARENT'S AFTER-SCHOOL CARE	<p>The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide to the Superintendent the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent.</p> <p>The Superintendent shall have authority to approve or deny such admissions requests in accordance with criteria approved by the Board.</p>
"ACCREDITED" DEFINED	For the purposes of this policy, "accredited" shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the commissioner of education.
GRADE-LEVEL PLACEMENT ACCREDITED SCHOOLS	The parent, guardian, or other person having lawful control of a student enrolling in a District school from an accredited public, private, or parochial school shall provide evidence of the prior schooling outside the District. The student shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.
NONACCREDITED SCHOOLS	<p>A student enrolling in a District school from a nonaccredited public, private, or parochial school, including a homeschool, shall be placed initially at the discretion of the principal, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include:</p> <ol style="list-style-type: none">1. Scores on achievement tests, which may be administered by appropriate District personnel.2. Recommendation of the sending school.3. Prior academic record.4. Chronological age and social and emotional development of the student.5. Other criteria deemed appropriate by the principal.
TRANSFER OF CREDIT	Credit toward state graduation requirements earned in an accredited public school district in Texas shall be transferable and recognized by the District.

ADMISSIONS

FD
(LOCAL)

OTHER
ACCREDITED OR
NONACCREDITED
SCHOOLS

Before recognizing credit in a course earned in an accredited non-public school, an accredited school outside of Texas, or a nonaccredited school, appropriate personnel shall evaluate a student's records and transcript. The District may require the student to demonstrate mastery of the content or use alternative methods to verify course content for the award of credit. [See EI]

WITHDRAWAL

A parent or guardian wishing to withdraw a minor student shall present a signed statement that includes the reason for the withdrawal. A student who is 18 or older may submit a withdrawal statement without a parent's or guardian's signature.

[For District withdrawal of students no longer in attendance, see FEA(LOCAL).]

DRAFT

Board Policy Update #103

- FEA(LOCAL): ATTENDANCE – COMPULSORY ATTENDANCE

RATIONALE:

As explained in FEA(LEGAL), HB 2398 extends compulsory attendance to students through age 18 and requires a student who voluntarily attends or enrolls after his or her 19th birthday to attend school for the entire period the program of instruction is offered. A district can no longer make a truancy referral against a student age 19 or older who is voluntarily enrolled, but who fails to attend school. Because the law already requires these students to attend school through the end of the school year, we recommended deletion of the local policy provision to the same effect.

Also based on the above change to the age of compulsory attendance, we have revised the district's provisions at WITHDRAWAL FOR NONATTENDANCE to make them applicable to students under the age of 19 and adjusted the reference to FEA(LEGAL) for withdrawal of students age 19 or older.

For better context of the district's local provisions on EXCUSED ABSENCES for HIGHER EDUCATION VISITS and EARLY VOTING OR ELECTION CLERKS, we have added an acknowledgment that these absences are in addition to the excused absences required by law.

MIA HALL, DIRECTOR

Students in violation of the compulsory attendance law shall be reported to the District attendance officer, who may institute court action as provided by law.

EXCUSED ABSENCES

In addition to excused absences required by law, the District shall excuse absences for the following purposes.

HIGHER
EDUCATION VISITS
STUDENTS AGE 18
AND OVER
HIGHER EDUCATION
VISITS

~~A student who voluntarily attends school after the student's 18th birthday shall be required to attend school until the end of the school year.~~

The District shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit an accredited institution of higher education. A student shall be required to submit verification of such visits in accordance with administrative regulations.

EARLY VOTING OR
ELECTION CLERK
EARLY VOTING OR
ELECTION CLERK

The District shall excuse a student for up to two days per school year to serve as an early voting or election clerk. A student shall be required to submit verification of service in accordance with administrative regulations.

[For extracurricular activity absences, see FM.]

WITHDRAWAL FOR
NONATTENDANCE

The District may initiate withdrawal of a student under the age of 1948 for nonattendance under the following conditions:

1. The student has been absent ten consecutive school days; and
2. Repeated efforts by the attendance officer and/or principal to locate the student have been unsuccessful.

[For District-initiated withdrawal of students 1948 or older, see FEA(LEGAL).]

STUDENTS IN
HOMESCHOOLS

When the District becomes aware that a student is being or will be homeschooled, the Superintendent or designee may request in writing a letter of notification from the parents of their intention to homeschool using a curriculum designed to meet basic education goals of reading, spelling, grammar, mathematics, and a study of good citizenship.

If the parents refuse to submit a letter of notification or if the District has evidence that the school-age child is not being homeschooled within legal requirements, the District may investigate further and, if warranted, shall pursue legal action to enforce the compulsory attendance law.

ATTENDANCE
COMPULSORY ATTENDANCE

FEA
(LOCAL)

Students in violation of the compulsory attendance law shall be reported to the District attendance officer, who may institute court action as provided by law.

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[For extracurricular activity absences, see FM.]

WITHDRAWAL FOR
NONATTENDANCE

The District may initiate withdrawal of a student under the age of 19 for nonattendance under the following conditions:

1. The student has been absent ten consecutive school days; and
2. Repeated efforts by the attendance officer and/or principal to locate the student have been unsuccessful.

[For District-initiated withdrawal of students 19 or older, see FEA(LEGAL).]

STUDENTS IN
HOMESCHOOLS

When the District becomes aware that a student is being or will be homeschooled, the Superintendent or designee may request in writing a letter of notification from the parents of their intention to homeschool using a curriculum designed to meet basic education goals of reading, spelling, grammar, mathematics, and a study of good citizenship.

If the parents refuse to submit a letter of notification or if the District has evidence that the school-age child is not being homeschooled within legal requirements, the District may investigate further and, if warranted, shall pursue legal action to enforce the compulsory attendance law.

Board Policy Update #102

- FNC(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES – STUDENT CONDUCT

RATIONALE:

This local policy is recommended for deletion. The provisions on rules of conduct have been moved to FO, Student Discipline, see explanatory note below, where extracurricular standards of behavior are also addressed in more detail. The material on harassment is currently addressed at FFH, Freedom From Harassment, and the Student Code of Conduct.

MIA HALL, DIRECTOR

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT CONDUCT

FNC
(LOCAL)

~~STUDENT HANDBOOK
— STUDENT CODE
OF CONDUCT~~

~~The District's rules of conduct and discipline, maintained in the student handbook and/or the Board-adopted Student Code of Conduct, are established to achieve and maintain order in the schools, and to teach respect toward others and responsible behavior. [See FO-series]~~

EXTRACURRICULAR
ACTIVITIES:
STANDARDS OF
BEHAVIOR

With the approval of the principal and Superintendent, a sponsor or a coach of an extracurricular activity may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. [See FO]

PROHIBITED
HARASSMENT

A student shall not engage in prohibited harassment, including sexual harassment, of:

1. Another student, as defined at FFH.
2. A District employee, as defined at DIA.

While subject to the disciplinary control of the District, a student shall not engage in prohibited harassment, including sexual harassment, of another person, including a Board member, vendor, contractor, volunteer, or parent.

A student who violates this prohibition shall be subject to appropriate discipline in accordance with the Student Code of Conduct.

BEHAVIORAL
STANDARDS

The following specific policies address student conduct in the areas of:

1. Use of District technology resources — CQ
2. Attendance — FEC
3. Bullying — FFI
4. School-sponsored publications — FMA
5. Appropriate attire and grooming — FNCA
6. Damage to school property — FNGB
7. Prohibited organizations and hazing — FNCG
8. Tobacco use — FNCD
9. Use of personal telecommunications devices and other electronic devices — FNCE
10. Drug and alcohol use — FNCF
11. Weapons — FNCG
12. Assault — FNCH
13. Disruptions — FNCI, GKA

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT CONDUCT

FNC
(LOCAL)

~~STUDENT HANDBOOK
—STUDENT CODE OF
CONDUCT~~

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- ~~1.— Another student, as defined at FFH.~~
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- ~~4.— School-sponsored publications — FMA~~
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- ~~6.— Damage to school property — FNGB~~
- ~~7.— Prohibited organizations and hazing — FNCG~~
- ~~8.— Tobacco use — FNCD~~
- ~~9.— Use of personal telecommunications devices and other electronic devices — FNCE~~
- ~~10.— Drug and alcohol use — FNCF~~
- ~~11.— Weapons — FNCG~~
- ~~12.— Assault — FNCH~~
- ~~13.— Disruptions — FNCI, GKA~~

COMMENTS:

- APPROVED: *“Delete” FNC(Local) as “proposed” by TASB.*
- NOT APPROVED: *“Do not delete” FNC(Local).*
(Please provide an explanation in the comments section above.)

Signature: _____
Michael Steinert, Assistant Superintendent

Board Policy Update #102

➤ FO(LOCAL): STUDENT DISCIPLINE

RATIONALE:

An important revision recommended at PHYSICAL RESTRAINT clarifies that a district employee can restrain a student who receives special education services only in accordance with the specific laws that apply to these students. The rules are found at FOF(LEGAL).

Other recommendations reorganize the material so that the general provisions on the Student Code of Conduct that establish the rules of discipline are at the beginning of the policy. To emphasize its importance, we have moved to the beginning of the policy a nondiscrimination provision previously applicable only to standards of behavior for extracurricular activities and broadened the statement to indicate that rules of conduct and discipline shall not have the effect of discriminating against students based on legally protected categories.

We recommend nonsubstantive revisions throughout the policy for consistency with policy style and for clarity. However, we have retained your unique provisions emphasizing the authority of the Student Code of Conduct, requiring principals to give students verbal instruction about the Student Code of Conduct each year, and requiring students and parents to provide a written ACKNOWLEDGMENT of receipt of the Student Code of Conduct. The policy continues to reflect your district's unique provisions giving principals and chiefs of elementary and secondary leadership the authority to approve EXTRACURRICULAR STANDARDS OF BEHAVIOR and reiterating the authority of principals and site-based teams to develop CAMPUS RULES AND REGULATIONS.

MIA HALL, DIRECTOR

~~SUPERVISION~~

~~The schools are not responsible for the supervision of students who arrive at school before the designated time in the morning or who are not involved in a supervised activity and remain after the designated time in the afternoon. The principal shall notify students and parents of the time before and after school when the students are not supervised. This does not affect the authority of a principal or teacher to discipline students for violations of the Student Code of Conduct before and after school.~~

~~GENERAL GUIDELINES
A DISTRICT TEACHER
OR ADMINISTRATOR
SHALL ADHERE TO
THE FOLLOWING
GENERAL GUIDELINES
WHEN IMPOSING
DISCIPLINE: STUDENT
CODE OF CONDUCT~~

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin.

When approved, the District Student Code of Conduct shall constitute an extension of Board policy. Violation of conduct provisions contained in this document shall result in disciplinary action.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website on the District's Website and/or as a hard copy to students, parents, teachers, administrators, and ~~to~~ others on request.

At the beginning of the school year, principals or designees shall give verbal instruction on the District Student Code of Conduct to all students.

REVISIONS

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others. Such revisions shall become effective upon distribution.

ACKNOWLEDGMENT

Each student and parent, upon ~~receipt~~ issue of the District Student Code of Conduct or any revision, shall sign a statement that they have received and read it. A principal shall document any parent's refusal to sign. ~~At the beginning of the school year, principals or designees shall give verbal instruction on the District Student Code of Conduct to all students.~~ REVISIONS

~~Control an irrational stud~~

- ~~3. Protect property from serious damage.~~ EXTRACURRICULAR

STANDARDS OF
BEHAVIOR FOR
EXTRACURRICULAR
ACTIVITIES

With the approval of the principal and the assistant superintendents of school leadership appropriate chief of schools or designee, sponsors and coaches of extracurricular activities, including interscholastic athletics and marching band, may develop and enforce standards of behavior that are higher more stringent than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular activity standards of behavior may take into consideration conduct that occurs at any time, outside the schools' usual jurisdiction. Provisions of extracurricular activity standards of behavior shall not discriminate on the basis of gender, race, disability, religion, ethnicity, or off school property. national origin.

Such standards shall be approved by the principal and the assistant superintendents of school leadership and shall be consistent with all procedures and policies of the District before they are issued or communicated to students.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

Extracurricular activity standards of behavior may include disciplinary measures related to participation in the activity, including removal or suspension from participation. If the conduct for which a student is removed or suspended from the activity is also conduct that violates the District Student Code of Conduct and the conduct occurs while the student is under the school's jurisdiction, the student shall also be subject to appropriate disciplinary action.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricularorganizational standards of behavior foref an activity or for violation of the Student Code of Conduct.

CAMPUS RULES AND
REGULATIONS

Principals and site-based decision-making teams, consistent with District policy, may develop campus rules and regulations as part of a campus student handbook. These rules and regulations shall be approved by the appropriate deputy superintendent chief of schools or designee.

'PARENT' DEFINED

The District Student Code of Conduct and campus rules and regulations shall be binding and enforceable upon all students and parents, whether or not they are acknowledged.

GENERAL DISCIPLINE
GUIDELINES

Throughout the Student Code of Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

A District employee shall adhere to the following general guidelines when imposing discipline:

4.1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.

5.2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:

- a. The seriousness of the offense;
- b. The student's age;
- c. The frequency of misconduct;
- d. The student's attitude;
- e. The potential effect of the misconduct on the school environment;
- f. Requirements of Chapter 37 of the Education Code; and
- g. The Student Code of Conduct adopted by the Board.

6.3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

CORPORAL
PUNISHMENT

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

PHYSICAL RESTRAINT

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

7.1. Protect a person, including the person using physical restraint, from physical injury.

8.2. Obtain possession of a weapon or other dangerous object.

STUDENT DISCIPLINE

FO
(LOCAL)

	<p><u>9-3. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.</u></p> <p><u>10-4. Control an irrational student.</u></p> <p><u>5. Protect property from serious damage.</u></p> <p><u>A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]</u></p>
VIDEO AND AUDIO MONITORING	<p>Video and audio recording equipment shall be used for safety purposes to monitor student behavior on buses and in common areas on District campuses, with the approval of the Superintendent or chief of operations.</p>
NOTICE	<p>The District shall post signs notifying students and parents about the District's use of video and audio recording equipment on school buses and campuses. Students shall not be notified when the equipment is turned on.</p>
USE OF RECORDINGS	<p>District staff and law enforcement officials shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.</p>
ACCESS TO RECORDINGS	<p>Recordings shall remain in the custody of the District and shall be maintained as required by law. A parent of a student who wishes to view a video recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]</p>
<u>SUPERVISION</u>	<p><u>The schools are not responsible for the supervision of students who arrive at school before the designated time in the morning or who are not involved in a supervised activity and remain after the designated time in the afternoon. The principal shall notify students and parents of the time before and after school when the students are not supervised. This shall not affect the authority of a principal or teacher to discipline students for violations of the Student Code of Conduct before and after school.</u></p>
<u>DISCIPLINARY RECORDS</u>	<p><u>Records pertaining to student discipline shall be maintained by teachers and principals in accordance with the requirements of law. Such records shall include date and time of the offense, a descriptive statement of the infraction, and the action taken. These records shall be maintained for at least two years. [See FL]</u></p>

STUDENT DISCIPLINE

FO
(LOCAL)

REVERSAL OF
DECISIONS

Should a decision by a teacher or administrator be reversed by the next administrative level, the individual who alters the decision shall notify in writing all persons affected by the ruling within seven working days.

CRIMINAL OFFENSES

The District shall report to the proper authority for disposition, any suspected violation of any criminal statute as prescribed in the Texas Penal Code or municipal ordinance by any individuals (including students) over whom the District has jurisdiction. Any such reporting by school officials shall be in addition to any disciplinary actions imposed by District or campus officials.

DRAFT

STUDENT DISCIPLINE

FO
(LOCAL)

STUDENT CODE OF
CONDUCT

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin.

When approved, the District Student Code of Conduct shall constitute an extension of Board policy. Violation of conduct provisions contained in this document shall result in disciplinary action.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

At the beginning of the school year, principals or designees shall give verbal instruction on the District Student Code of Conduct to all students.

REVISIONS

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others. Such revisions shall become effective upon distribution.

ACKNOWLEDG-
MENT

EACH STUDENT AND
PARENT, UPON
RECEIPT OF THE
DISTRICT STUDENT
CODE OF CONDUCT
OR ANY REVISION,
SHALL SIGN A
STATEMENT THAT
THEY HAVE RECEIVED
AND READ IT. A
PRINCIPAL SHALL
DOCUMENT ANY
PARENT'S REFUSAL
TO SIGN.
STANDARDS OF
BEHAVIOR

With the approval of the principal and the appropriate chief of schools or designee, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards

of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

CAMPUS RULES AND REGULATIONS

Principals and site-based decision-making teams, consistent with District policy, may develop campus rules and regulations as part of a campus student handbook. These rules and regulations shall be approved by the appropriate chief of schools or designee.

The District Student Code of Conduct and campus rules and regulations shall be binding and enforceable upon all students and parents, whether or not they are acknowledged.

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Throughout the Student Code of Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

GENERAL DISCIPLINE GUIDELINES

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
 - a. The seriousness of the offense;
 - b. The student's age;
 - c. The frequency of misconduct;
 - d. The student's attitude;
 - e. The potential effect of the misconduct on the school environment;
 - f. Requirements of Chapter 37 of the Education Code; and
 - g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

STUDENT DISCIPLINE

FO
(LOCAL)

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The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

PHYSICAL RESTRAINT

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.
4. Control an irrational student.
5. Protect property from serious damage.

A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

VIDEO AND AUDIO
MONITORING

Video and audio recording equipment shall be used for safety purposes to monitor student behavior with the approval of the Superintendent or chief of operations.

NOTICE

The District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

USE OF
RECORDINGS

District staff and law enforcement officials shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

ACCESS TO
RECORDINGS

Recordings shall remain in the custody of the District and shall be maintained as required by law. A parent of a student who wishes to view a video recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

SUPERVISION

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STUDENT DISCIPLINE

FO
(LOCAL)

dents and parents of the time before and after school when the students are not supervised. This shall not affect the authority of a principal or teacher to discipline students for violations of the Student Code of Conduct before and after school.

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RECORDS

Records pertaining to student discipline shall be maintained by teachers and principals in accordance with the requirements of law. Such records shall include date and time of the offense, a descriptive statement of the infraction, and the action taken. These records shall be maintained for at least two years. [See FL]

REVERSAL OF
DECISIONS

Should a decision by a teacher or administrator be reversed by the next administrative level, the individual who alters the decision shall notify in writing all persons affected by the ruling within seven working days.

CRIMINAL OFFENSES

The District shall report to the proper authority for disposition, any suspected violation of any criminal statute as prescribed in the Texas Penal Code or municipal ordinance by any individuals (including students) over whom the District has jurisdiction. Any such reporting by school officials shall be in addition to any disciplinary actions imposed by District or campus officials.

DRAFT

**CONSENT AGENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

**TOPIC: APPROVE PROCLAMATION RECOGNIZING FEBRUARY 2017 AS
BLACK HISTORY MONTH IN FORT WORTH ISD**

BACKGROUND:

Black History Month is an annual observance in the United States to recognize the achievement by African Americans throughout our history.

Black History month had its beginnings in 1926 when the second week of February was observed as Black History week. This week was chosen because it marked the birthday of both Frederick Douglass and Abraham Lincoln.

STRATEGIC GOAL:

3-Enhance Family and Community Engagement

ALTERNATIVES:

1. Approve Proclamation Recognizing February 2017 as Black History Month in Fort Worth ISD
2. Decline to Approve Proclamation Recognizing February 2017 as Black History Month in Fort Worth ISD
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve Proclamation Recognizing February 2017 as Black History Month in Fort Worth ISD

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

District-wide

RATIONALE:

The Board of Education of the Fort Worth Independent School District seeks to declare February 2017 as Black History month within our District.

INFORMATION SOURCE:

Sammy Monge

Proclamation

WHEREAS, Americans began observing Black History Week on February 12, 1926, to coincide with the birthdays of Frederick Douglass and Abraham Lincoln; and

WHEREAS, in 1976, Black History Week was expanded to create Black History Month, an annual recognition of achievements by African Americans throughout our nation's history; and

WHEREAS, African Americans, while struggling for freedom and equality, played a vital role in the development of the city of Fort Worth and the state of Texas; and

WHEREAS, African American graduates of the Fort Worth Independent School District have contributed greatly to education, science, the arts, business, sports, and other endeavors; and

WHEREAS, student diversity continues to enrich our District and community;

THEREFORE, be it resolved by the Board of Education of the Fort Worth Independent School District, that February 2017 will be observed as Black History Month within our District;

Dated this 14th day of February 2017.

Jacinto Ramos Jr., President

Ashley Paz, First Vice President

Ann Sutherland, Second Vice President

Norman Robbins, Secretary

Tobi Jackson

Christene Moss

T. A. Sims Sr.

Judy Needham

Matthew Avila



**CONSENT GENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

**TOPIC: APPROVE SECOND READING: I.M. TERRELL AND VAN ZANDT
GUINN ELEMENTARY SCHOOL BOUNDARY ADJUSTMENT**

BACKGROUND:

Voters approved the VPA/STEM concept during the 2013 Capital Improvement Program campaign. The District broke ground for a new performance hall at the Academy site in December 2015. The plan calls for the students currently attending I M Terrell Elementary School to relocate to the new Van Zandt Guinn Elementary School beginning in August of 2017 to make way for the remodeling of the I M Terrell campus.

In accordance with FWISD Facilities Master Plan Guideline Principle 1.6 “Optimal Asset Utilization”, it is recommended that the attendance zone boundary for Van Zandt Guinn Elementary be extended to include the IM Terrell Elementary attendance boundary. This shift impacts approximately 240 FWISD students in grades PK-5.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve Second Reading: I.M. Terrell And Van Zandt Guinn Elementary School Boundary Adjustment
2. Decline to Second Reading: I.M. Terrell And Van Zandt Guinn Elementary School Boundary Adjustment
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Approve Reading: I.M. Terrell And Van Zandt Guinn Elementary School Boundary Adjustment

FUNDING SOURCE

Additional Details

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

Van Zandt Guinn Elementary and IM Terrell Elementary

RATIONALE:

The building of the VPA/Stem School at the IM Terrell site will result in the elementary students to relocate to the newly built facility for Van Zandt Guinn Elementary.

INFORMATION SOURCE:

Art Cavazos
Karen Molinar
Mike Naughton

**CONSENT AGENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

TOPIC: APPROVE SECOND READING: SOUTH HILLS & SOUTHWEST HIGH SCHOOLS BOUNDARY ADJUSTMENT

BACKGROUND:

The Fort Worth Independent School District Board of Trustees approved the creation of a special committee to help in the development of a Facilities Master Plan. The purpose of the Facility Master Plan is to provide a fact-based planning tool for future facility related decision making that is consistent with and supportive of the academic mission. The Board adopted guiding principles for this committee on January 12th, 2016.

Changes in enrollment trends and neighborhood demographic patterns in the South Hills and Southwest areas of FWISD have resulted in disparities between the number of students residing within each school zone and the capacity of the respective schools to serve those students. Although the schools are similarly sized, Southwest's current boundary zone includes approximately 1,300 students while neighboring South Hills boundary zone includes more than 2,600. Enrollment at South Hills High School has correspondingly grown at a rate that is not sustainable and has led to an over-reliance on classrooms in temporary buildings.

In accordance with FWISD Facilities Master Plan Guiding Principle 1.6 "Optimal Asset Utilization", it is recommended that the existing choice zone between South Hills High School and Southwest High School be modified and that two additional choice zones be created.

The following recommended adjustments (map attached) will impact upcoming 8th grade residents (9th graders in 2017-18). FWISD students currently in grades 9-12 will not be affected. The results of these changes will be monitored and reconsidered for the following years as will district-wide boundary concerns as part of the Facilities Master Planning process.

Area A – Shift the default "home" school in the existing choice zone (established 1998) to Southwest HS and the "choice" school to South Hills HS.

Area B – Create a new choice zone bounded by Altamesa, Mc Cart, South Meadow Dr, and Brookhaven Trail. The default "home" school will be Southwest HS. The "choice" school will be South Hills HS.

Area C – Create a new choice zone represented by the South Hills Elementary School area. The default "home" school will be South Hills HS. The "choice" school will be Southwest HS.

These recommendations improve operational efficiency in the following ways:

1. Provides overcrowding relief to South Hills HS
2. Improves utilization of classroom space at Southwest HS

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve Second Reading: South Hills & Southwest High Schools Boundary Adjustment
2. Decline to Approve Second Reading: South Hills & Southwest High Schools Boundary Adjustment
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Approve Second Reading: South Hills & Southwest High Schools Boundary Adjustment

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

Operations
Facilities Planning
Secondary Leadership

RATIONALE:

The boundary adjustment will provide overcrowding relief to South Hills HS and help improve utilization of classroom space at Southwest HS

INFORMATION SOURCE:

Art Cavazos
Cherie Washington
Mike Naughton

**CONSENT AGENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

**TOPIC: APPROVE SECOND READING: DAGGETT & ALICE CONTRERAS
ELEMENTARY SCHOOL BOUNDARY ADJUSTMENT**

BACKGROUND:

The Fort Worth Independent School District Board of Trustees approved the creation of a special committee to help in the development of a Facilities Master Plan. The purpose of the Facility Master Plan is to provide a fact-based planning tool for future facility related decision making that is consistent with and supportive of the academic mission. The Board adopted guiding principles for this committee on January 12th, 2016.

In accordance with FWISD Facilities Master Plan Guiding Principle 1.6 “Optimal Asset Utilization”, it is recommended that the attendance zone boundary between Daggett Elementary School and Alice Contreras Elementary School be moved two blocks south from W Lowden St to Berry St. This shift impacts approximately 50 FWISD students in grades PK-5.

The recommendation improves operational efficiency in the following ways:

1. Provides overcrowding relief to Alice Contreras ES
2. Establishes Berry St as a natural boundary
3. Reduces transportation requirements

UPDATE: The contiguous middle school attendance boundary line is similarly recommended for adjustment, for the same reasons as described above. If approved, the move would impact approximately 25 students. The home middle school for the neighborhood area north of Berry St would shift from Rosemont 6th/MS to Daggett MS.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve Second Reading: Daggett & Alice Contreras Elementary School Boundary Adjustment
2. Decline to Approve Second Reading: Daggett & Alice Contreras Elementary School Boundary Adjustment
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Approve Second Reading: Daggett & Alice Contreras Elementary School Boundary Adjustment

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

Operations
Facilities Planning
Elementary Leadership

RATIONALE:

The recommendation will help provide overcrowding relief to Alice Contreras ES, establish Berry St as a natural boundary and help reduce transportation requirements.

INFORMATION SOURCE:

Art Cavazos
Karen Molinar
Mike Naughton

**CONSENT AGENDA ITEM
BOARD MEETING
February 14, 2017**

TOPIC: APPROVAL OF CHILD NUTRITION BUDGET AMENDMENT FOR THE PERIOD ENDED JANUARY 31, 2017

BACKGROUND:

The 2016-2017 Child Nutrition Service budget was initially adopted on June 28, 2016 and no budget amendments have occurred during July through December 2016. Child Nutrition agreed to contribute additional funds to the Capital Improvement Program for proposed CIP kitchen projects. The request is to increase expenditures in the CNS funds to support the purchase of kitchen equipment upgrades that are part of the CIP kitchen expansion projects. Child Nutrition funds are adequate to sustain the budget increase for the 2016-2017 school year. Once amendments have Board approval, they will be posted to the CNS funds.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve of Child Nutrition Budget Amendment for The Period Ended January 31, 2017
2. Decline to Approve of Child Nurtition Budget Amendment For The Period Ended January 31, 2017
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Approve of Child Nutrition Budget Amendment for the Period Ended January 31, 2017

FUNDING SOURCE

Additional Details

Food Service Fund	701-35-6398-001-999-99-540-000000-	\$1,000,000
	701-35-6639-001-999-99-540-000000-	\$3,000,000

COST:

Not Applicable

VENDOR:

N/A

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

Charles E. Nash Elementary #148
Versia L. Williams Elementary #159
E.M. Daggett Elementary School #119
Como Montessori School #063
East Handley Elementary School #126
Morningside Middle School #054
Rosemont 6th Grade #067

RATIONALE:

Education Code 44.006(b) and the State Board of Education’s Financial Accounting and Reporting Resource Guide require amendment, if needed, of the annual budget by official Board action. The proposed revision comply with legal requirements. The approval will help support the purchase of new kitchen equipment as part of the CIP kitchen expansion projects for the specified schools.

INFORMATION SOURCE:

Art Cavazos
Glenn Headlee

Food Service Fund 701
2016-2017
Budget at January 31, 2017

		Food Service Fund 701 2016-2017 Budget at 7/31/2016	Adjustments	Food Service Fund 701 2016- 2017 Budget at 01/31/2017
<u>REVENUE & OTHER SOURCES</u>				
	Local Revenue	\$3,578,000		\$3,578,000
	State Revenue	250,000		250,000
	Federal Revenue	48,467,000		48,467,000
	Other Sources	0		0
	Total Revenue & Other Sources	\$52,295,000	\$0	\$52,295,000
<u>EXPENDITURES</u>				
35	Food Services	\$59,598,950	\$4,000,000	\$63,598,950
51	Plant Maintenance and Operations	\$879,630	\$0	\$879,630
52	Security and Monitoring Services	\$4,000	\$0	\$4,000
81	Facilities Acquisition and Construction	\$0	\$0	\$0
	Total Budgeted Expenditures	\$60,482,580	\$4,000,000	\$64,482,580
	Excess Revenue/Appropriations and Change in Fund Balance	(\$8,187,580)	(\$4,000,000)	(\$12,187,580)
	Beginning Fund Balance (Audited))	13,729,511		13,729,511
	Fund Balance-Ending (Unaudited)	\$5,541,931	(\$4,000,000)	\$1,541,931

**CONSENT AGENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

**TOPIC: APPROVAL OF BUDGET AMENDMENT FOR THE PERIOD ENDED
JANUARY 31, 2017**

BACKGROUND:

The 2016-2017 General Fund Budget was initially adopted on June 28, 2016 and last amended through the period ended December 31, 2016. During the month of January 2017, requests were made by campuses and departments to transfer funds between functions, as reflected on the spreadsheet provided, which are necessary in the normal course of District operations.

Once amendments have Board approval, they will be posted to the General Ledger.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Approve Budget Amendment for the period ended January 31, 2017
2. Decline to Approve Budget Amendment for the period ended January 31, 2017
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve Budget Amendment for the period ended January 31, 2017

FUNDING SOURCE

Additional Details

General Fund

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

Campuses and Departments as necessary

RATIONALE:

Education Code 44.006(b) and the State Board of Education's Financial Accounting and Reporting Resource Guide require amendment, if needed, of the annual budget by official Board action. The proposed revision comply with legal requirements.

INFORMATION SOURCE:

Elsie Schiro
Lori Boswell
Patricia Young

FORT WORTH INDEPENDENT SCHOOL DISTRICT

**SUMMARY OF 2016-2017 BUDGET AMENDMENTS
GENERAL FUND**



	ORIGINAL	ADD/ SUBTRACT	REVISED 7/31/16	ADD/ SUBTRACT	REVISED 8/31/16	ADD/ SUBTRACT	REVISED 9/30/16	ADD/ SUBTRACT	REVISED 10/11/16	ADD/ SUBTRACT	REVISED 10/31/16	ADD/ SUBTRACT	REVISED 11/15/16	ADD/ SUBTRACT	REVISED 11/30/16	ADD/ SUBTRACT	REVISED 12/31/16	ADD/ SUBTRACT	REVISED 1/31/17
Resources (inflows):																			
5700 Local and Intermediate Sources	\$334,295,989		\$334,295,989		\$334,295,989		\$334,295,989	(\$6,028,871)	\$328,267,118		\$328,267,118		\$328,267,118		\$328,267,118		\$328,267,118		\$328,267,118
5800 State Program Revenues	\$384,148,332		\$384,148,332		\$384,148,332		\$384,148,332	\$6,516,168	\$390,664,500		\$390,664,500		\$390,664,500		\$390,664,500		\$390,664,500		\$390,664,500
5900 Federal Program Revenues	\$9,800,000		\$9,800,000		\$9,800,000		\$9,800,000	\$2,839,837	\$12,639,837		\$12,639,837		\$12,639,837		\$12,639,837		\$12,639,837		\$12,639,837
7900 Other Financing Sources																			
Amounts Available for Appropriation	728,244,321		728,244,321		728,244,321		728,244,321	3,327,134	731,571,455		731,571,455		731,571,455		731,571,455		731,571,455		731,571,455
Charges to Appropriations (Outflows)																			
11 Instruction	439,217,520		439,217,520	(700,438)	438,517,082	120,199	438,637,281		438,637,281	3,133,418	441,770,698		441,770,698	(28,185)	441,742,514	(27,539)	441,714,975	(15,558)	441,699,417
12 Instructional Resources and Media Services	10,625,412		10,625,412	14,105	10,639,517	(4,148)	10,635,370		10,635,370	23,894	10,659,263		10,659,263	508	10,659,771	5,516	10,665,287	4,140	10,669,427
13 Curriculum Development and Instructional Personnel Development	8,328,372		8,328,372	130,328	8,458,700	(9,349)	8,449,351		8,449,351	(388,343)	8,061,008		8,061,008	(4,357)	8,056,651	(8,983)	8,047,668	40,131	8,087,799
21 Instructional Administration	14,730,387		14,730,387	(493,039)	14,237,348	(70,930)	14,166,418		14,166,418	381,680	14,548,098		14,548,098	5,200	14,553,298	5,000	14,558,298	2,577	14,560,875
23 School Administration	48,457,742		48,457,742	2,979	48,460,721	553	48,461,274		48,461,274	6,738	48,468,012		48,468,012	16,778	48,484,790	(15,473)	48,469,317	4,749	48,474,066
31 Guidance and Counseling Services	38,141,679		38,141,679	551,791	38,693,470	(99,042)	38,594,428		38,594,428	14,526	38,608,954		38,608,954	(1,174)	38,607,780	(500)	38,607,280	(2,183)	38,605,097
32 Attendance and Social Work Services	4,615,378		4,615,378	342,000	4,957,378		4,957,378		4,957,378		4,957,378		4,957,378		4,957,378		4,957,378		4,957,378
33 Health Services	9,481,942		9,481,942		9,481,942		9,481,942		9,481,942	12,590	9,494,532		9,494,532	2,050	9,496,582	(100)	9,496,482	300	9,496,782
34 Student (pupil) Transportation	20,175,333		20,175,333	37,025	20,212,358		20,212,358		20,212,358	(3,270,300)	16,942,058		16,942,058		16,942,058		16,942,058	60,000	17,002,058
35 Food Services	247,583		247,583		247,583	3,000	250,583		250,583	(766)	249,817		249,817	(3,914)	245,903	(1,100)	244,803	(3,791)	241,012
36 Cocurricular/Extracurricular Activities	14,472,275		14,472,275	(600)	14,471,675	42,116	14,513,791		14,513,791	12,472	14,526,263		14,526,263	8,384	14,534,647	1,000	14,535,647	6,859	14,542,506
41 General Administration	18,729,032		18,729,032		18,729,032	(13,320)	18,715,712		18,715,712		18,715,712	450,000	19,165,712	950	19,166,662	100	19,166,762		19,166,762
51 Plant Maintenance and Operations	81,595,350		81,595,350	28,338	81,623,688	29,091	81,652,779		81,652,779	(189,241)	81,463,538		81,463,538	633	81,464,171	1,044	81,465,215	(62,650)	81,402,565
52 Security and Monitoring Services	11,918,642		11,918,642	1,000	11,919,642	(24,200)	11,895,442		11,895,442	84,762	11,980,204		11,980,204	3,125	11,983,329	717	11,984,046	3,766	11,987,812
53 Data Processing Services	12,731,373		12,731,373		12,731,373	9,110	12,740,483		12,740,483	(18,297)	12,722,186		12,722,186		12,722,186	7,668	12,729,854	(38,540)	12,691,314
61 Community Services	5,138,608		5,138,608	86,512	5,225,120	16,920	5,242,040		5,242,040	2,200	5,244,240		5,244,240		5,244,240	32,650	5,276,890	(1,250)	5,275,640
71 Debt Service																			
81 Facilities Acquisition & Construction	7,664,357		7,664,357	(1)	7,664,356		7,664,356	3,200,000	10,864,356	194,668	11,059,024	(450,000)	10,609,024	2	10,609,026		10,609,026	1,450	10,610,476
95 Juvenile Justice Alternative Education	350,000		350,000		350,000		350,000		350,000		350,000		350,000		350,000		350,000		350,000
97 Tax Increment Financing																			
99 Other Intergovernmental Charges	2,600,000		2,600,000		2,600,000		2,600,000		2,600,000		2,600,000		2,600,000		2,600,000		2,600,000		2,600,000
Total Charges to Appropriations	749,220,985		749,220,985		749,220,985		749,220,985	3,200,000	752,420,985		752,420,985		752,420,985		752,420,985		752,420,985		752,420,985
Net Change in Fund Balance	(20,976,664)		(20,976,664)		(20,976,664)		(20,976,664)	127,134	(20,849,530)		(20,849,530)		(20,849,530)		(20,849,530)		(20,849,530)		(20,849,530)
Fund Balance-Beginning (Unaudited)	158,806,960		158,806,960		158,806,960		158,806,960		158,806,960		158,806,960		183,731,006		183,731,006		183,731,006		183,731,006
Fund Balances-Ending (Unaudited)	\$137,830,296		\$137,830,296		\$137,830,296		\$137,830,296	\$127,134	\$137,957,430		\$137,957,430		\$162,881,476		\$162,881,476		\$162,881,476		\$162,881,476

**CONSENT AGENDA ITEM
BOARD MEETING
February 14, 2017**

TOPIC: APPROVAL OF THE LICENSE AGREEMENT WITH TEXAS CHRISTIAN UNIVERSITY FOR THE 2017 GRADUATION CEREMONIES OF PASCHAL HIGH SCHOOL, SOUTH HILLS HIGH SCHOOL, TRIMBLE TECHNICAL HIGH SCHOOL, NORTH SIDE HIGH SCHOOL AND ARLINGTON HEIGHTS HIGH SCHOOL

BACKGROUND:

Texas Christian University will be the location of the 2017 Graduation Ceremonies of Paschal High School on June 2, 2017, South Hills High School and Trimble Technical High School on June 3, 2017, North Side High School and Arlington Heights High School on June 4, 2017.

Arena Rental Fee: \$11,000.00 per graduation

TCU Security Fee: \$625 per graduation

Video Board Usage Fee: \$300 per graduation

STRATEGIC GOAL:

1-Increase Student Achievement

ALTERNATIVES:

1. Approve License Agreement with Texas Christian University for the 2017 Graduation Ceremonies of Paschal High School, South Hills High School, Trimble Technical High School, North Side High School and Arlington Heights High School
2. Decline to Approve License Agreement with Texas Christian University for the 2017 Graduation Ceremonies of Paschal High School, South Hills High School, Trimble Technical High School, North Side High School and Arlington Heights High School
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve License Agreement with Texas Christian University for the 2017 Graduation Ceremonies of Paschal High School, South Hills High School, Trimble Technical High School, North Side High School and Arlington Heights High School

FUNDING SOURCE

Additional Details

General Fund

199-11-6266-001-698-11-349-000000

COST:

\$59,625.00

VENDOR:

Texas Christian University

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

Paschal High School, South Hills High School, Trimble Technical High School, North Side High School and Arlington Heights High School

RATIONALE:

The facility has all accommodations which include, convenient location, space, and parking for our these events.

INFORMATION SOURCE:

Cherie Washington
David Saenz



CONFERENCE SERVICES

January 10, 2017

Mr David Saenz
FWISD
100 North University Drive
Fort Worth TX 76107

RE: FORT WORTH INDEPENDENT DISTRICT REHEARSALS AND GRADUATIONS
MAY 31-JUNE 4, 2017

Dear Mr Saenz:

Enclosed is the General Facilities Agreement necessary for you to conduct your event at Texas Christian University. Please review it carefully, as it reflects our understanding of your needs, as well as the facilities currently scheduled for your use.

Make special note of the following:

- When the deposit is due (Section IV A) **March 1, 2017**
- The due date for certificate of insurance (Section VII A) **March 1, 2017**
- Worker's compensation coverage selection (Section VII D)
- The due date for your agenda (Section IX B) **APRIL 1, 2017**
- When the signed contract is due back in our office (Section IX G) **MARCH 1, 2017**
- Do not make changes to the Agreement without permission from our office
- Return all attachments with the Agreement

We will return a counter-signed copy of the agreement. Meanwhile, if you have any questions, feel free to contact our office.

Sincerely,

Flo Hill
Director of Conference Services

Enclosures:

General Facilities Agreement
Facilities, Equipment and Services Attachments
2017 Graduation Fee and Expense Sheet
TCU Regulations
TCU Insurance Requirements



Conference Services

REGULATIONS

TCU requires conference groups to adhere to all of TCU's regulations, policies, guidelines and all local, state and federal laws concerning health, safety and public order. Failure to comply with these regulations may result in the forfeiture of the privilege of using TCU facilities and services or termination of TCU agreements. TCU regulations include, but are not limited to, the following in TCU buildings and on TCU property:

- Smoking is prohibited in all buildings.
- Minors require direct supervision at all times while on campus.
- Attaching any object to any TCU premise by tape, nail, screw or alteration of the premises in any manner whatsoever without prior written permission from Conference Services is not permitted. No signs are to be attached to the outside walls of any TCU facility without prior written permission.
- All visitors are expected to comply with TCU traffic regulations. Parking is allowed only in the white-lined spaces. There is no parking or driving on ANY non-paved area.
- All facility and residence hall rooms must be left in the condition found. Any damages or excessive clean-up will be billed after the event. No furniture may be moved out of the residence hall rooms or from lounge areas into individual rooms.
- TCU prohibits alcoholic beverages in all areas of the campus without written permission. Residents of legal age twenty-one (21) or over may possess and consume alcoholic beverages in their residence hall rooms only. The consumption of alcoholic beverages is prohibited in all hallways, stairways, elevators, lobbies, lounges, recreation areas, restrooms and all other areas of residence halls. Kegs and any other containers larger than one gallon used for alcoholic beverages are not permitted anywhere on campus. If approved, alcohol cut off times are 30 minutes before end of event time scheduled.
- The illegal possession, manufacture, distribution, use or sale of any quantity of any drug, narcotic or any controlled substance or being illegally under the influence of any drug, narcotic or any controlled substance is prohibited.
- Tampering with the fire system or with fire fighting equipment is a violation of the Fort Worth City Ordinance. EVERYONE MUST evacuate the building when an alarm is sounded. All violators are subject to persecution and fine (\$400) by the University as well as city authorities.
- Possession, ignition or detonation of any explosive device, fireworks liquid or flammable object is prohibited. This includes any hazardous materials.
- TCU is a weapons-free campus and all firearms, whether openly carried or in a concealed manner, are strictly prohibited on the TCU Campus and other TCU property except in the limited exceptions identified in University policy 2.060.
- Candles and open flames may not be used in any building without permission from Conference Services.
- No shoes with cleats are allowed in any facility. Only white-soled court shoes (tennis shoes) are allowed on University Recreation Center gym floors.
- No cut-offs are allowed in the University Recreation Center pool.
- All security arrangements must be made through TCU Conference Services. The number of officers required for each event is at the discretion of the TCU Police.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
7/8/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Higginbotham Insurance Agency, Inc. 500 W. 13th Street Fort Worth TX 76102	CONTACT NAME: Carolyn Howard PHONE (A/C, No, Ext): 817-347-7090 E-MAIL ADDRESS: carolyn.howard@keypiskuran.com	FAX (A/C, No): 817-347-6981
	INSURER(S) AFFORDING COVERAGE	
INSURED Fort Worth ISD Attn: Risk Management Dept 100 N. University Drive, Suite SW 170 Fort Worth TX 76107	INSURER A : Texas Political Subdivisions	99999
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

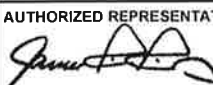
COVERAGES **CERTIFICATE NUMBER:** 1714594431 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			F0632	7/1/2016	7/1/2017	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
							MED EXP (Any one person)	\$Excluded
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

TCU is named as additional insured with a waiver of subrogation applied as required by written contract. Sexual Abuse and Molestation is not excluded and subject to policy limits.

CERTIFICATE HOLDER Texas Christian University 2800 S. University Drive Fort Worth TX 76129	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Conference Services

REQUIREMENTS FOR LIABILITY COVERAGE FOR TCU FACILITIES

All applicants will be expected to provide a certificate of insurance reflecting the following:

- **TEXAS CHRISTIAN UNIVERSITY MUST BE LISTED AS ADDITIONAL INSURED**
- **TEXAS CHRISTIAN UNIVERSITY MUST BE LISTED AS CERTIFICATE HOLDER
(2800 SOUTH UNIVERSITY DRIVE, FORT WORTH TX 76129)**
- **LIMITS SHOULD PROVIDE NOT LESS THAN \$1,000,000 PER OCCURRENCE & IN THE
AGGREGATE**
- **PROOF OF WORKERS COMPENSATION**
- **A WAIVER OF SUBROGATION IN FAVOR OF TEXAS CHRISTIAN UNIVERSITY IS
REQUIRED REGARDING WORKER'S COMPENSATION**
- **CERTIFICATE OF INSURANCE NEEDS TO BE APPROVED BY THE STATE OF TEXAS IN
ACCORDANCE WITH TEXAS SENATE BILL 425**

Please call our office if you have any questions regarding these requirements.

**TEXAS CHRISTIAN UNIVERSITY
GENERAL FACILITIES AGREEMENT
NON-RESIDENTIAL CONFERENCES**

This Agreement is made and entered into by and between Texas Christian University ("TCU"), located in Fort Worth, Tarrant County, Texas, and the Sponsor listed below. TCU and Sponsor agree as follows:

I. SPONSOR AND EVENT:

Sponsor: FORT WORTH INDEPENDENT SCHOOL DISTRICT

Sponsor's Address: 100 NORTH UNIVERSITY DRIVE, SUITE 257 NW, FORT WORTH TX 76107, c/o DAVID SAENZ

Event: FORT WORTH INDEPENDENT SCHOOL DISTRICT REHEARSALS AND GRADUATIONS

Dates of Event: MAY 31 - JUNE 4 FOR REHEARSALS AND GRADUATIONS. SEE ATTACHED FACILITY SUMMARY

Sponsor warrants to TCU that the information furnished in the Special Events Application submitted by Sponsor to TCU in connection with the Event is true and correct.

II. FACILITIES, EQUIPMENT AND SERVICES: Subject to and upon the terms and conditions contained in this Agreement, TCU agrees to furnish to Sponsor the facilities and equipment and services as listed on the Facilities, Equipment and Services Attachment(s).

III. CHARGES: Charges for the above Facilities, Equipment and Special Services are as follows:

Itemized Basic Charges for Non-Residential Facilities, Equipment and Special Services:

THE CHARGES FOR USE OF SCHOLLMAIER ARENA ARE \$11,000/GRADUATION PLUS TCU SECURITY AND VIDEO BOARD USAGE. THE TOTAL COSTS FOR 5 GRADUATIONS INCLUDING REHEARSALS ARE \$59,625. ATTACHED IS THE GRADUATION FEE AND EXPENSE SHEET.

All federal and local taxes and charges which may be imposed on or applicable to this Agreement and to the services rendered by TCU are in addition to the price agreed upon and the Sponsor agrees to pay them separately.

IV. PAYMENT:

A. Deposit. A deposit equal to the sum of the Basic Charges (for a total of **\$59,625**) is due and payable by **MARCH 1, 2017**. In the event Sponsor cancels prior to **APRIL 1, 2017** Sponsor shall be entitled to a refund of all deposits paid, less expenses actually incurred by TCU. The deposit shall otherwise be non-refundable.

B. Balance. TCU will submit a statement to Sponsor for the remaining balance owing, and Sponsor shall pay TCU the balance due within ten (10) days after receipt of the statement. All past due amounts shall bear interest at the highest lawful rate until paid.

C. Special payment terms: **NONE**.

V. CONDITIONS:

A. The obligations of TCU under this Agreement are conditioned upon:

1. Timely receipt of the Deposit in good funds;

2. Receipt by TCU, **not less than twenty (20) working days before the beginning of the scheduled Event**, of a certificate or other satisfactory proof of the liability and all other insurance coverage required herein;
 3. Receipt by TCU, **not less than five (5) working days before the beginning of the scheduled Event**, of written certification that all persons, in a position that involves direct contact with a person under the age of eighteen years of age, have completed a Campus Program for Minors Training and Examination Program on Sexual Abuse and Child Molestation approved by the Texas Department of State Health Services;
 4. Compliance by Sponsor with its warranties and obligations herein; and
 5. Availability of the Facilities.
- B. In the event that TCU buildings, property or facilities shall be destroyed or substantially damaged by fire or other casualty, or in the event that other circumstances render the fulfillment of this Agreement by TCU impractical or impossible, or in the event that TCU is closed due to weather, TCU shall be excused from performance hereunder, and Sponsor shall be obligated to pay only for those services, activities and events which shall have occurred prior to said casualty or circumstance. Sponsor waives any claim for damages or compensation resulting from casualty, fire or other circumstance causing curtailment of this Agreement. **SPONSOR'S SOLE REMEDY FOR ANY UNEXCUSED NON-PERFORMANCE BY TCU SHALL BE LIMITED TO THE RETURN OF ALL SUMS PAID TO TCU BY SPONSOR.**

VI. NO WARRANTIES:

TCU makes no warranties or representations, either express or implied, or arising by operation of law, with regard to the condition of the facilities or equipment and Sponsor expressly acknowledges that Sponsor has thoroughly inspected and is accepting the facilities and equipment for its use for the Event on an "AS IS," "WHERE IS," and "WITH ALL FAULTS" basis.

VII. INSURANCE, INDEMNITY, AND LIABILITY

- A. Sponsor agrees to keep and maintain for the entire time covered by this Agreement, at Sponsor's sole cost and expense, general public liability insurance **(which must include sexual abuse and molestation coverage if minor children will be on, in or about the TCU Campus)** and auto liability insurance insuring Sponsor against any and all claims for injury to person or damages to property, or for death or loss of property in connection with the Event, occurring on, in or about the TCU campus, for limits of not less than \$1,000,000.00 per occurrence and in the aggregate. Sponsor shall attach a valid certificate of insurance upon execution of this Agreement. The policies shall be on a form acceptable to TCU and endorsed to include TCU as an additional insured and shall state that the insurance is primary insurance as regards any other insurance carried by TCU. Each such policy shall provide that it shall not be canceled without thirty (30) days prior written notice being furnished to TCU. Sponsor agrees to waive any rights of subrogation against TCU and further agrees that the insurance coverage required herein will include a waiver of subrogation in favor of TCU. The policies shall also include broad form contractual liability coverage in support of the indemnity section of the Agreement. In the event satisfactory proof of such insurance is not furnished with time required, TCU may terminate this Agreement.
- B. **SPONSOR HEREBY FULLY RELEASES AND FOREVER DISCHARGES TCU AND ALL INSTRUCTORS, AGENTS, EMPLOYEES, OFFICERS, TRUSTEES AND AFFILIATES OF TCU (COLLECTIVELY, THE "INDEMNITEES")** of and from any and all liability to Sponsor, its successors and/or assigns, personal representatives, heirs and next of kin, for any and all losses, liabilities, damages, claims, lawsuits and actions of any kind or description for injury to or death of Sponsor or damage to or loss of property of Sponsor (each a "Claim"), directly or indirectly, arising out of, resulting from or relating to (i) this Agreement; (ii) **ANY ACT OR OMISSION ON THE PART OF THE INDEMNITEES, INCLUDING ANY NEGLIGENT CONDUCT OF THE INDEMNITEES** but excluding any gross negligence or willful

misconduct of the Indemnitees; (iii) the condition, use or operation of the facilities or any other part of the TCU campus; (iv) the condition, use or operation of any of the equipment or provision of any services furnished hereunder; (v) conduct of the Event; or (vi) any one or more of the foregoing.

C. **TO THE EXTENT PERMITTED BY LAW, SPONSOR AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE INDEMNITEES** for, from and against any and all liabilities, damages, claims, lawsuits, costs (including court costs, attorneys' fees and costs of investigation), and actions of any kind or description for injury to or death of any person or damage to or loss of property (each a "Claim") directly or indirectly by, arising out of, resulting from or relating to (i) this Agreement, including, but not limited to, any breach, violation or non-performance of any covenant of Sponsor under this Agreement; (ii) any act or omission on the part of any participant in the Event or Sponsor or any invitee, licensee, employee, director, officer, servant, contractor or subcontractor of Sponsor; (iii) **ANY ACT OR OMISSION ON THE PART OF TCU, INCLUDING ANY NEGLIGENT CONDUCT OF THE INDEMNITEES** but excluding any gross negligence or willful misconduct of the Indemnitees; (iv) the condition, use or operation of the facilities or any other part of the TCU campus; (v) the condition, use or operation of any of the equipment or provision of any services furnished hereunder; (vi) participation in or conduct of the Event; or (vii) any one or more of the foregoing.

D. Workers' Compensation.

[CHECK SPACE "1", "2" or "3" BELOW AS APPLICABLE. IF SPACE "1" IS CHECKED, ALSO CHECK SPACE "a.", "b." or "c." AS APPLICABLE.]

1. _____ If this space is marked, Sponsor acknowledges that it will have employees and/or volunteers (whether paid or unpaid) on the property and buildings of the TCU campus during and/or in connection with the Event; and Sponsor represents and warrants to TCU that it affords medical and wage benefit protection for any potential injury to any of its employees through one of the following [check appropriate space]:

a. _____ worker's compensation coverage pursuant to Texas Labor Code Chapter 406, and Sponsor will furnish to TCU proof of such coverage upon execution of this Agreement. This policy shall include a waiver of subrogation in favor of TCU.

A. May Ostar
1/24/2017
an election to be self-insured for worker's compensation coverage pursuant to Texas Labor Code Chapter 407, and Sponsor will furnish to TCU proof of such self-insurance, in the form of a certificate of authority to self-insure as provided for in Texas Labor Code 407 Subpart D upon execution of this Agreement.

c. _____ its own wage and benefits program for the compensation of employee injury if Sponsor has chosen not to obtain worker's compensation insurance coverage pursuant to the Texas Workers' Compensation Act, and Sponsor will furnish to TCU, upon execution of this Agreement (i) a copy of Form TWCC-5 pursuant to which Sponsor elected to become a nonsubscriber, (ii) a copy of Sponsor's wage and benefit plan designed to provide benefits to employees in the course and scope of employment, (iii) copies of certificates of insurance which reimburse Sponsor for the payment of such benefits or, alternatively, provide such benefits to injured employees, and (iv) a copy of Sponsor's certificate of insurance for excess indemnity coverage in an amount not less than \$3,000,000.00 per employee with a retention of no greater than \$100,000.00. The insurance policies shall be on a form acceptable to TCU and endorsed to include TCU as an additional insured and shall state that the insurance is primary insurance as regards any other insurance carried by TCU. The policies shall also include broad form

contractual liability coverage in support of the indemnity sections of this Agreement. Sponsor agrees to waive any rights of subrogation against TCU and further agrees that the insurance coverage required herein will include a waiver of subrogation in favor of TCU. In the event satisfactory proof of such insurance is not furnished within the time required, TCU may terminate this Agreement.

2. _____ If this space is marked, Sponsor represents and warrants to TCU that it will have no staff, employees, and/or volunteers (paid or unpaid) on the TCU campus at any time during or in connection with the Event.
3. _____ **If this space is marked, Sponsor represents and warrants to TCU that it will have no paid staff and/or employees on the TCU campus at any time during or in connection with the Event,** and Sponsor further represents and warrants to TCU that any independent contractors and/or volunteers of Sponsor who may be on the TCU campus at any time during or in connection with the Event **have executed a legally binding release and waiver of any claims** against Sponsor and TCU that such independent contractors and/or volunteers may have for any potential injury sustained by them in connection with the Event. Sponsor shall provide a copy of all such waivers and/or releases to TCU no later than fifteen (15) days prior to the event.

WITHOUT LIMITING IN ANY WAY ANY OTHER INDEMNITY CONTAINED IN THIS AGREEMENT, SPONSOR AGREES TO THE EXTENT PERMITTED BY LAW TO INDEMNIFY, DEFEND AND HOLD HARMLESS the Indemnitees from any and all liability, costs or attorneys' fees incurred in defending any claim for physical or emotional injuries, medical benefits or lost wage benefits made on behalf of any employee, independent contractor or agent of Sponsor in connection with the Event.

- E. Sponsor acknowledges and agrees that all of Sponsor's employees, independent contractors, agents, guests, invitees and participants are under Sponsor's direct and complete supervision and control and are the sole responsibility of Sponsor. Sponsor agrees to reimburse TCU for any damages or loss, beyond reasonable wear and tear, resulting from the use of the facilities and equipment by Sponsor, its employees, independent contractors, guests, invitees and/or participants.
- F. Sponsor acknowledges and agrees that neither Sponsor, nor any of Sponsor's employees, independent contractors, agents, guests, invitees or participants will at any time be considered employees, agents or independent contractors of TCU as a result of Sponsor's use of the Facility for the Event.
- G. TCU assumes no responsibility for damage to or loss or theft of any personal property or equipment of Sponsor or of its employees, independent contractors, agents, guests, invitees or participants before, during or following the Event.
- H. **IT IS THE EXPRESSED INTENT OF THE PARTIES TO THIS AGREEMENT THAT THE RELEASE AND INDEMNITY PROVISIONS CONTAINED HEREIN INCLUDE THE RELEASE AND INDEMNIFICATION, AS APPLICABLE, BY SPONSOR OF TCU AND THE OTHER INDEMNITEES FROM THE CONSEQUENCES OF THE INDEMNITEES' OWN NEGLIGENCE, REGARDLESS OF ANY EXTRAORDINARY SHIFTING OF RISKS, AND EVEN IF THE APPLICABLE CLAIM IS CAUSED BY THE ACTIVE OR PASSIVE NEGLIGENCE OR SOLE, JOINT, CONCURRENT OR COMPARATIVE NEGLIGENCE OF ANY INDEMNITEE AND REGARDLESS OF WHETHER LIABILITY WITHOUT FAULT OR STRICT LIABILITY IS IMPOSED UPON OR ALLEGED AGAINST SUCH INDEMNITEE, BUT NOT TO THE EXTENT THAT A COURT OF COMPETENT JURISDICTION HOLDS IN A FINAL JUDGMENT THAT A CLAIM IS CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF SUCH INDEMNITEE.**

VIII. CONDUCT AND COMPLIANCE WITH LAWS AND REGULATIONS:

- A. Sponsor shall adhere to, and shall cause its employees, independent contractors, agents, guests, invitees and participants to adhere to, all TCU policies, regulations and guidelines applicable to the conduct of the Event and to the use of the facilities and equipment. Sponsor acknowledges receipt of a copy of such policies, regulations and guidelines, and same are incorporated herein by reference. Sponsor shall cooperate and coordinate at all times with TCU's Campus Police in enforcing regulations and in internal security and theft control.
- B. Sponsor shall conduct the Event in an orderly manner and in full compliance with all applicable laws, ordinances and regulations.
- C. Sponsor shall use the facilities and equipment for no purpose other than the Event.
- D. TCU retains control over the facilities, equipment and services provided, and reserves the right: (i) to enter any room or facility for the purpose of inspection, repair or emergency; (ii) to revoke the campus privilege, including utilization of any of its facilities, of any occupant or other person whose conduct, solely in TCU's opinion, becomes injurious or is potentially injurious to the university community or is otherwise objectionable; and (iii) to reassign facilities to ensure a maximum and appropriate utilization of facilities.
- E. The Sponsor shall be fully responsible for compliance with the Americans With Disabilities Act of 1990, as the same may be amended, and all rules and regulations promulgated thereunder (the "ADA") with respect to: (a) the policies, practices, procedures and eligibility criteria employed by (i) the Sponsor or (ii) any person other than TCU providing goods or services in connection with the Event; (b) the provision of auxiliary aids and services (i) in areas designated for the exclusive use or within the control of the Sponsor and (ii) required for the specific activities of the Sponsor; (c) architectural, communications and transportation barriers created by or within the control of the Sponsor; (d) any violation of wheelchair seating requirements, to the extent that the Sponsor exercises control or direction of seating in any assembly area; and (e) any examinations or courses offered by the Sponsor relating to applications, licensing, certification or credentialing for secondary or post-secondary education, professional or trade purposes. In recognition of the limitation on TCU's capacity and obligation to provide auxiliary aids and services, the Sponsor agrees to give TCU reasonable prior notification of the number and type of such aids and services as may be required by attendees of the Event. TCU, in turn, agrees to promptly notify the Sponsor of the extent to which such needs exceed TCU's ADA obligations and capacity. Sponsor shall bear the responsibility to provide any aids or services in excess of TCU's ADA obligation, and losses and expenses incurred by TCU (including attorneys' fees and costs) based upon the failure of the Sponsor to comply with the ADA in accordance with the foregoing.

IX. MISCELLANEOUS:

- A. Sponsor agrees that every minor child shall present upon their arrival a medical release for hospital treatment or treatment by a physician, signed by one or both of the child's parents or legal guardian, to allow for treatment should an accident or an injury occur. Sponsor agrees to maintain said parental releases in Sponsor's possession throughout the Event. The cost of any medical services to participants in Sponsor's event is not the responsibility of TCU.
- B. Sponsor shall provide the TCU Conference Services Office with a schedule of all events including time and place by no later than APRIL 1, 2017. No advance materials shall be shipped to TCU prior to five (5) working days before the scheduled Event begins. Sponsor shall provide TCU's Conference Services Office with advance copies of proposed advertising materials, and TCU's name shall not be used in any advertisement without TCU's prior written approval.
- C. This Agreement contains the entire agreement between TCU and Sponsor and may only be amended by a written instrument signed by both parties. Each provision of this Agreement is severable and if one portion is invalid or illegal, such invalid or illegal portion shall not apply, but the remaining portions shall

nevertheless remain in full force and effect. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns, provided that Sponsor may not assign any interest in this Agreement to a third party without TCU's prior written consent.

- D. This Agreement shall be governed, construed and enforced under the laws of the State of Texas, and venue with respect to any dispute arising between TCU and Sponsor that involves in any way this Agreement shall be exclusively in Tarrant County, Texas.
- E. In the event it becomes necessary for TCU to institute any action at law or in equity to enforce its rights and Sponsor's obligations hereunder, TCU shall be entitled to recover from Sponsor reasonable attorneys' fees and court costs (provided that TCU is the prevailing party in said action), together with all damages allowed by law.
- F. TCU is an equal opportunity institution and subscribes to all requirements of federal law which prohibits discrimination in respect to students, employees, applicants or University programs on the basis of sex, race, color, national origin, age, religion, disability or veteran or other legally protected status.
- G. This Agreement is not binding until it is countersigned by TCU. TCU will honor its terms, rates and availability of facilities and services for fourteen (14) days from the date this Agreement is deposited in the mail addressed to Sponsor or from the date it is otherwise delivered to Sponsor. Thereafter, this Agreement will be subject to change and to availability. Failure of Sponsor to sign and return this Agreement so as to be received by TCU by no later than **MARCH 1, 2017** will render this Agreement void and of no effect.
- H. The failure of TCU to insist upon strict and prompt performance of any of the covenants and conditions of this Agreement shall not constitute or be considered a waiver or relinquishment of TCU's right thereafter to enforce such covenant or condition in the event of a continuous or subsequent default on the part of Sponsor.

X. COMPLIANCE WITH TEXAS EDUCATION CODE SECTION 51.976.

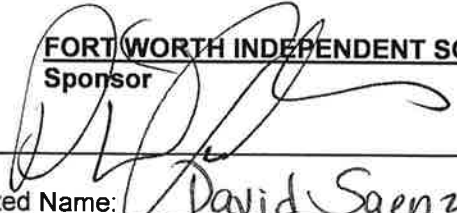
In accordance with Texas Education Code Section 51.976 and Texas Christian University policy, Sponsor shall require any person in a position that involves direct contact with a person under the age of eighteen years of age to successfully complete a Campus Program for Minors Training and Examination Program on Sexual Abuse and Child Molestation approved by the Texas Department of State Health Services. Sponsor's authorized representative shall certify in writing, in the manner required by Section V. A. 3., that all persons in a position that involves direct contact with a person under the age of eighteen years of age have completed a Campus Program for Minors Training and Examination Program on Sexual Abuse and Child Molestation approved by the Texas Department of State Health Services.

We, the undersigned, do hereby enter into this Agreement, as witnessed by our signatures below, effective as of the date inserted by TCU below its signature.

TEXAS CHRISTIAN UNIVERSITY

By: _____
Printed Name: Matthew L. Wallis
Title: Director of Contract Administration
Date: _____

FORT WORTH INDEPENDENT SCHOOL DISTRICT
Sponsor

By: 
Printed Name: David Saenz
Title: Director
Date: 1/20/17

EVENT FACILITY RESERVATION SUMMARY

As of: 1/10/2017

FOR

PASCHAL HIGH SCHOOL GRADUATION 2017

DATE(S): 6/2/2017 - 6/2/2017

BUILDING ROOM START FINISH SET-UP AND EQUIPMENT

Friday, June 02, 2017

SCHOLLMAYER ARENA	ARENA	8:30 AM	10:30 AM	REHEARSAL
	ARENA	7:00 PM	9:30 PM	SET-UP AT 5:00 PM

EVENT#: 7872

EVENT FACILITY RESERVATION SUMMARY

As of: 1/10/2017

FOR

**SOUTH HILLS HIGH SCHOOL GRADUATION
2017**

DATE(S): 6/3/2017 - 6/3/2017

BUILDING ROOM START FINISH SET-UP AND EQUIPMENT

Saturday, June 03, 2017

SCHOLLMAIER ARENA	ARENA	8:00 AM	10:00 PM	REHEARSAL
	ARENA	11:00 AM	1:00 PM	SET-UP AT 9:00 AM

EVENT#: 7873

EVENT FACILITY RESERVATION SUMMARY

As of: 1/10/2017

FOR

**TRIMBLE TECH HIGH SCHOOL GRADUATION
2017**

DATE(S): 6/3/2017 - 6/3/2017

<u>BUILDING</u>	<u>ROOM</u>	<u>START</u>	<u>FINISH</u>	<u>SET-UP AND EQUIPMENT</u>
Wednesday, May 31, 2017				
SCHOLLMAYER ARENA	ARENA	10:00 AM	12:00 PM	REHEARSAL
Saturday, June 03, 2017				
SCHOLLMAYER ARENA	ARENA	6:00 PM	8:00 PM	SET-UP AT 4:00 PM

EVENT#: 7874

EVENT FACILITY RESERVATION SUMMARY

As of: 1/10/2017

FOR

NORTHSIDE HIGH SCHOOL GRADUATION 2017

DATE(S): 6/4/2017 - 6/4/2017

BUILDING	ROOM	START	FINISH	SET-UP AND EQUIPMENT
Friday, June 02, 2017				
SCHOLLMAYER ARENA	ARENA	1:00 PM	3:00 PM	REHEARSAL
Sunday, June 04, 2017				
SCHOLLMAYER ARENA	ARENA	12:00 PM	2:00 PM	SET-UP 10:00 AM

EVENT#: 7875

EVENT FACILITY RESERVATION SUMMARY

As of: 1/10/2017

FOR

**ARLINGTON HEIGHTS HIGH SCHOOL
GRADUATION 2017**

DATE(S): 6/4/2017 - 6/4/2017

<u>BUILDING</u>	<u>ROOM</u>	<u>START</u>	<u>FINISH</u>	<u>SET-UP AND EQUIPMENT</u>
Sunday, June 04, 2017				
SCHOLLMAYER ARENA	ARENA	4:30 PM		REHEARSAL
	ARENA	6:00 PM	8:30 PM	SET-UP AT 4:00 PM AND CLEARING BY 10:00 PM
				SOUND

EVENT#: 7876

2017 GRADUATION FEE AND EXPENSE SHEET

PASCHAL HIGH SCHOOL GRADUATION – FRIDAY, JUNE 2 – 7:00 PM
TRIMBLE TECHNICAL HIGH SCHOOL GRADUATION – SATURDAY, JUNE 3- 6:00 PM
SOUTH HILLS HIGH SCHOOL GRADUATION – SATURDAY, JUNE 3- 11:00 AM
NORTHSIDE HIGH SCHOOL GRADUATION – SUNDAY, JUNE 4 – 12:00 PM
ARLINGTON HEIGHTS HIGH SCHOOL GRADUATION – SUNDAY, JUNE 4 – 6:00 PM

ED AND RAE SCHOLLMAIER ARENA RENTAL FEE (\$11,000/grad) \$55,000.00

Includes the following:

- Use of Schollmaier Arena for graduation day
- Set-up of staging and chairs
- Parking attendants
- Ushers at each portal
- Med-Star on sight
- Four microphones and sound system
- Sound technician for rehearsal and ceremony
- On-sight staff- Facility Services, electrician, plumber, & HVAC
- Rehearsal

SECURITY (TCU security \$625/graduation)	\$3,125.00
VIDEO BOARD USAGE (4 HRS@\$75/HR = \$300X5 GRADUATIONS)	\$1,500.00
FWRD TRAFFIC CONTROL	*\$3,200.00
TOTAL	\$59,625.00

**Traffic control officer arrangements and payments are handled by FWISD.*

ADDITIONAL EXPENSES

(Billed directly by vendor)

Chairs and pianos are rented from an outside supplier (as well as any other equipment or services requested by you but not available at TCU) and billed directly to you by the vendor. TCU's Office of Conference Services will make the necessary arrangements for service or for delivery and pick-up on your behalf. We place orders based on the information you provide regarding set-up requirements.

Necessary Expenses

CHAIRS (For all persons seated on floor)	per chair \$ 1.25
Taylor's Rental Equipment Co.	per table \$ 8.00
	delivery \$45.00

Tent

If tent is needed for graduation because of inclement weather additional fees will apply

Optional Expenses

PIANO (Baby Grand) McBrayer Piano Gallery	\$500
Video Board Usage (\$75/hr with a 3 hour minimum and graphics to be created by end user)	
Courtside Lounge (only can be used for platform party)	\$500
Draping for Courtside Lounge	\$375

MEMO

Secondary School Leadership

David Saenz, Director

100 N. University Dr., Ste. NW 255B Fort Worth, Texas 76107

OFFICE 817.814.2311 FAX 817.814.2307

david.saenz@fwisd.org



Fort Worth
INDEPENDENT SCHOOL DISTRICT

Date: January 18, 2017
To: Cherie Washington
From: David Saenz
Subject: Contract/Agreement Transmittal Form

This memo is to request the approval and obtain signatures on the attached Contract/Agreement Transmittal form for Texas Christian University, Ed & Rae Schollmaier Arena

Texas Christian University, Ed & Rae Schollmaier Arena will be the location for the 2017 graduation ceremonies for the following schools:

FRIDAY, JUNE 02, 2017

Paschal High School

Ed & Rae Schollmaier Arena (TCU) – 7:00 P.M.

SATURDAY, JUNE 03, 2017

South Hills High School

Ed & Rae Schollmaier Arena (TCU) – 11:00 A.M.

Trimble Technical High School

Ed & Rae Schollmaier Arena (TCU) – 6:00 P.M.

SUNDAY, JUNE 04, 2017

North Side High School

Ed & Raie Schollmaier Arena (TCU) – 12:00 P.M.

Arlington Heights High School

Ed & Rae Schollmaier Arena (TCU) – 6:00 P.M.

The total contract amount should not exceed \$59,625.00 for rental of facility.

Thank you for your assistance with this matter.

/lp

Attachment

**CONSENT AGENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

TOPIC: APPROVE THE MINUTES FOR THE OCTOBER 24, 2016, NOVEMBER 7, 2016, NOVEMBER 14, 2016, NOVEMBER 28, 2016, AND DECEMBER 19, 2016 RACIAL EQUITY COMMITTEE MEETINGS

BACKGROUND:

The Fort Worth Independent School District Board of Trustees approved the creation of the special equity committee. The purpose of the Equity Committee is to develop policy, recommend priorities for addressing equity concerns, and review progress toward agreed upon targets. The Equity Committee will also work with the community and businesses in a broader discussion and examination of the impact of issues of race, language, and culture on the local workforce, economy, and community.

STRATEGIC GOAL:

1-Increase Student Achievement

ALTERNATIVES:

1. Approve the Minutes for October 24, 2016, November 7, 2016, November 14, 2016, November 28, 2016, and December 19, 2016 Racial Equity Committee Meetings.
2. Decline to Approve the Minutes for October 24, 2016, November 7, 2016, November 14, 2016, November 28, 2016, and December 19, 2016 Racial Equity Committee Meetings.
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve the Minutes for October 24, 2016, November 7, 2016, November 14, 2016, November 28, 2016, and December 19, 2016 Racial Equity Committee Meetings.

FUNDING SOURCE

Additional Details

No Cost

COST:

None

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 Departments and Campuses in FWISD

RATIONALE:

Approval of the attached Equity Committee minutes allows the District to provide the public with an official record of any given meeting.

INFORMATION SOURCE:

Racial Equity Committee



FORT WORTH ISD MISSION:
PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

**Fort Worth Independent School District
Racial Equity Committee
Meeting Minutes**

Monday, December 19, 2016 at 4:00 p.m.

FWISD Board Conference Room, 2903 Shotts, St., Fort Worth, TX 76107

Committee Members Present:

Alphonse, Jimmy	Hodges, Charles	Rincón, Cynthia
Breed, Sherry	Johnson, Isiah	Robbins, Norman
Griffith, Barbara	Mattingly, Cissy	Walker, Carlos
Grover, Barbara	Phillips, Quinton	

Committee Members Absent:

Brigance, Kevin	Hickman, Dr. Olga	Muñoz, Dr. Robert
Cabello, Dianna	Jones, Trevone	Paz, Ashley
Clark, Rickie	Krochmal, Max	Poullard, Eric
Gonzalez, Pedro	Lindsey, Devon	Ramos, Jr., Jacinto
Gravelle, Elizabeth	Monge, Sammy	Rogers, Andrea
Ibarra, Jesus	Moore, Jerry	Scribner, Dr. Kent P
Johnson, Steven	Morales, Hugo	Young, Patricia
Jones, Cara	Moss, Christene	

Guests/Visitors

Austin, Malik	Hall, Mia	Hollie, Maiya
El, Robert	Harris, Cleveland	Muhammad, Johnny

Sherry Breed called the meeting to order at 4:10 p.m.

CALL TO ORDER

- Introduction and welcome to visitors.
- Approval of minutes from prior meeting.



FORT WORTH ISD MISSION:

PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

DISCUSSION ITEMS:

1. HCM follow-up questions:

Ms. Rincon provided handouts to illustrate the data and respond to the questions that were raised at the last meeting when she presented staffing demographic information.

- How do the teacher demographics in FWISD compare to other large urban districts?
 - Please see the Handout #1 (data from TEA (FWISD, Austin, Houston, Dallas).
- In addition to ethnicity, what is the gender breakdown between Elem & Secondary?
 - Please see the Handout #2.
- What percentage of teacher applicants do we interview and hire?
 - Please see the Handout #2
- Teacher retention, what are the issues/challenges?
 - Please see the Handout #2

Additional discussion:

- What can we do as a district to attract minority teachers?
HCM is in the process of rebranding with plans to more actively share with the community our diversity and our celebrations instead of problems.
- Do we know the ethnicity of our teachers who are leaving so we can look at recruitment?
That information is available and can be shared with the committee in the future.

2. Review and discuss Academic Key Performance Indicators Pilot Report.

Not discussed at this meeting

3. Update on African Studies course development and supplemental resources.

Mrs. Breed received the following updates from Mr. Niedziela:

- Update on books for campus libraries:
 - The social studies department has identified funds and is working with Library Media Services to purchase titles from the booklist provided by the Friends of Cobb Park.
 - Books will go into libraries at secondary campuses early in the spring semester.
- Update on African-American studies consultant:
 - An RFP will be put out in early January 2017 for a consultant to serve as a lead content advisor for the AAF curriculum and program enhancement work.
 - The consultant work should start in early February.



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COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

- Update on state funding for ethnic studies courses:
 - The state board recently announced funding for ethnic studies related elective courses as part of Proclamation 2018. The following FWISD social studies elective courses qualify for the funding:
 - Special Topics in SS: African-American Perspectives & Historical Contributions
 - Special Topics in SS: Latino(a) American Studies

They plan to contact TEA to see if our women's history course will also qualify

Additional questions were raised regarding the current Social Studies textbooks needing to be redacted. The e-books have been edited; however, it was not known if the hardcopy texts had been done. Mrs. Breed will follow-up with Mr. Niedziela about this.

4. Suggestions for future Racial Equity Committee Meeting discussion/topics:

- Updates from each of the six Racial Equity Action Teams
- Native American Heritage and History
- Update regarding the RFP results for Social Studies Curriculum expert
- Update on campus facilities. What has been done and still needs to be done to address inequities?
- Update on progress in hiring for 2017-18
- Report on IR campuses
- Update on RFP results for Racial Equity Training

5. Review of suggested dates for Racial Equity Committee Meetings.

- Future meeting dates:

January 23, 2017	April 17, 2017
February 6 & 20, 2017	May 1 & 15, 2017
March 6 & 27, 2017	June 5 & 19, 2017

6. Next meeting – Monday, January 23, 2017.

ADJOURN

Meeting adjourned at 5:26 p.m.

Signed: Christene Moss Date: 1/23/17
Christene Moss, Chair

/clm; bg



FORT WORTH ISD MISSION:
PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

**Fort Worth Independent School District
Racial Equity Committee**

Meeting Minutes

Monday, November 28, 2016 at 4:00 p.m.

FWISD Board Conference Room, 2903 Shotts, St., Fort Worth, TX 76107

Committee Members Present:

Breed, Sherry	Mattingly, Cissy	Ramos, Jr., Jacinto
Grover, Barbara	Moore, Jerry	Rincón, Cynthia
Hodges, Charles	Morales, Hugo	Robbins, Norman
Johnson, Steven	Moss, Christene	Walker, Carlos
Krochmal, Max	Phillips, Quinton	

Committee Members Absent:

Alphonse, Jimmy	Hickman, Dr. Olga	Muñoz, Dr. Robert
Brigance, Kevin	Ibarra, Jesus	Paz, Ashley
Cabello, Dianna	Johnson, Isiah	Poullard, Eric
Clark, Rickie	Jones, Cara	Rogers, Andrea
Gonzalez, Pedro	Jones, Trevone	Scribner, Dr. Kent P
Gravelle, Elizabeth	Lindsey, Devon	Young, Patricia
Griffith, Barbara	Monge, Sammy	

Guests/Visitors

Ali, Micah	El, Robert
Austin, Malik	Hall, Mia

Christene Moss called the meeting to order at 4:05 p.m.

CALL TO ORDER

- Introduction of new Racial Equity Committee members and/or Visitors.
- Approval of minutes from prior meeting.



FORT WORTH ISD MISSION:

PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

DISCUSSION ITEMS:

1. Feedback from November 15th Board presentation.

- Mrs. Breed provided an update to the Board at the November 15th meeting. The presentation went very well. The student and community representatives were well received.

2. Review data regarding the number of African American males working in our schools – work as teachers and serve as role models, mentors, etc.

- See attached handout.
- Ms. Rincon shared current data regarding the ethnicity breakdown of our teaching staff.
 - % of African American staffing is reflective of the % of AA students currently enrolled (approx. 22%)
 - % of Hispanic staff is much lower (23.1) than the % of Hispanic students (62.5) in the district.
 - Need to compare these numbers with other large urban districts.
 - FWISD is working on their recruitment and retention, as well as communication with campus leadership, and other employees so they know what options are available.
 - FWISD has an agreement with Texas Tech University where there are 28 student teachers in the program. They are also working with other schools of education to recruit new teachers for the district.
 - Several additional questions were raised and Ms. Rincon will respond to these at a future meeting:
 - Teacher Retention – What are the issues/challenges?
 - How do the teacher demographics in FWISD compare to other large urban districts?
 - In addition to ethnicity, what is the gender breakdown between Elementary & Secondary
 - What percentage of teacher applicants do we interview and hire?

3. Discuss the possibility of visiting Oakland, CA and the Office of African American Male Achievement.

- Mr. Ali (guest) stated that Superintendent of the Oakland USD just left for a position in Washington, D.C.; therefore, if we want to see what they have done, we should visit soon. He also shared that funding in California is different than in Texas – education funding is interwoven with equity.
- We want to visit to see how they are implementing best practices, etc.
- We need to ask about their curriculum and the process they went through to acquire their curriculum.



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4. Updates regarding any feedback/suggestions received via the Equity & Excellence web link.
- None to date.
 - We need to find a way to promote this more.
5. Agenda Items for next meeting (Monday, December 19, 2016: 4 p.m., Board Conf. Room).
- HCM Follow-up questions:
 - Teacher Retention – What are the issues/challenges?
 - How do the teacher demographics in FWISD compare to other large urban districts?
 - In addition to ethnicity, what is the gender breakdown between Elementary & Secondary
 - What percentage of teacher applicants do we interview and hire?
 - Curriculum: Social Studies textbooks (supplemental materials)
 - Culturally relevant library books:
 - General List
 - In the AR program
 - Bring topics for future REC Meetings:
 - EX: Native American heritage and history, represented and misrepresented, especially around Thanksgiving, etc.
 - EX: Curriculum writing update from Social Studies

ADJOURN

Meeting adjourned at 5:16 p.m.

Signed: Christene Moss Date: 1/23/17
Christene Moss, Chair

/clm; bg



FORT WORTH ISD MISSION:
PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

**Fort Worth Independent School District
Racial Equity Committee**

Meeting Minutes

Monday, November 14, 2016 at 4:00 p.m.

FWISD Board Conference Room, 2903 Shotts, St., Fort Worth, TX 76107

Committee Members Present:

Breed, Sherry	Hodges, Charles	Phillips, Quinton
Clark, Rickie	Johnson, Steven	Ramos, Jr., Jacinto
Griffith, Barbara	Mattingly, Cissy	Robbins, Norman
Grover, Barbara	Monge, Sammy	Walker, Carlos
Hickman, Dr. Olga	Paz, Ashley	

Committee Members Absent:

Alphonse, Jimmy	Jones, Cara	Moss, Christene
Brigance, Kevin	Jones, Trevone	Muñoz, Dr. Robert
Cabello, Dianna	Krochmal, Max	Poullard, Eric
Gonzalez, Pedro	Lindsey, Devon	Rincón, Cynthia
Gravelle, Elizabeth	Miles, Niegel	Rogers, Andrea
Ibarra, Jesus	Moore, Jerry	Scribner, Dr. Kent P
Johnson, Isiah	Morales, Hugo	Young, Patricia

Sherry Breed called the meeting to order at 4:05 p.m.

CALL TO ORDER

- Approval of minutes from prior meeting – no changes needed

Before starting Discussion Items, two videos were shared with the committee:

- [African American Male Achievement](#). A documentary of young men in the African American Male Achievement movement in Oakland, CA.
- [A Conversation about Equity](#). This video will be part of Mrs. Breed's presentation to the Board on 11.15.16.

DISCUSSION ITEMS:

- 1. Debrief of previous conversation regarding district curriculum.**
 - Because a group of concerned citizens felt strongly that the current Social studies textbook did not accurately portray African history, the decision was made to pursue an African Studies course.
 - The intent was always to develop Latino & Women's studies courses as well.

- 2. Discuss the district policy regarding outside groups coming to campuses to promote more student involvement – particularly faith-based groups.**
 - Policy is often interpreted as either 'yes' or 'no', however, these requests should be viewed differently; e.g. instead of 'Can we?' ask, "How can we?"
 - Fliers – All fliers must be approved by School Leadership before they can be distributed, they are stamped and signed by the appropriate Chief. Fliers are classified as either "for voluntary distribution" or "for parent bulletin board/table" and noted that they are not a FWISD activity or organization.
 - Student engagement groups – if outside groups, including religious groups, want to come to speak to and/or mentor students, they may seek permission like other outside groups. However, the content cannot be religious in nature. Approval should be secured from the Principal.

- 3. Discuss the frequency of meetings for the remainder of the year.**
 - The committee should not meet just for the sake of meeting. Need to ensure there are items/issues to discuss.
 - We will begin asking the Subcommittees to report out on their goals & accomplishments after the start of the new year.

- 4. Agenda items for next meeting: Monday, November 28, 2016, 4 p.m. in Bd. Conf. Room.**
 - Feedback from Board presentation.
 - Updates regarding any feedback/suggestions received via the E&E web-link
 - Discuss goals of the committee and how we're aligning them to the District goals.
 - How can we visit Oakland, CA and the African American Male Achievement?



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ADDITIONAL DISCUSSION NOTES:

- Is there a policy regarding Student Councils?
 - Is it being worked on in this committee and or subcommittee?
 - How do we inform the students on the elections and the process?
 - Procedures-wise, campus leadership can help encourage participation from all students. Also, promotes advocacy from the student perspective.
- Key Performance Indicators from the Council of Great City Schools (handout).
 - Meta-study of all 70 districts with discipline information, graduation rates, students of color participating in AP courses, etc.; we can see where FWISD is compared to other districts.
- Astronaut Juan Hernandez speaking at the Diamond Hill Jarvis HS on November 17th at 9:30 a.m.

ADJOURN - Meeting adjourned at 5:18 p.m.

Signed: Christene Moss Date: 11/28/16
Christene Moss, Chair

/clm; bg



FORT WORTH ISD MISSION:
PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

**Fort Worth Independent School District
Racial Equity Committee
Meeting Minutes
Monday, November 7, 2016 at 4:00 p.m.
FWISD Board Conference Room, 2903 Shotts, St., Fort Worth, TX 76107**

Committee Members Present:

Breed, Sherry	Jones, Trevone	Paz, Ashley
Griffith, Barbara	Krochmal, Max (new)	Rincón, Cynthia
Grover, Barbara	Mattingly, Cissy	Robbins, Norman
Clark, Rickie	Monge, Sammy	Rogers, Andrea
Hodges, Charles	Moore, Jerry	Walker, Carlos
Johnson, Steven	Morales, Hugo	Young, Patricia
Jones, Cara	Moss, Christene	

Committee Members Absent:

Alphonse, Jimmy	Hickman, Dr. Olga	Phillips, Quinton
Brigance, Kevin	Ibarra, Jesus	Poullard, Eric
Cabello, Dianna	Johnson, Isiah	Ramos, Jr., Jacinto
Gonzalez, Pedro	Lindsey, Devon	Scribner, Dr. Kent P
Gravelle, Elizabeth	Muñoz, Dr. Robert	

Guests/Visitors

Bey, Jonathan (presenter)	Bradford, Khechara (presenter)	Niedziela, Joseph (presenter)
Boydston, Lara (visitor)	Miles, Niegel (visitor)	

Christene Moss called the meeting to order at 4:07 p.m.

CALL TO ORDER

- Introduction of new Racial Equity Committee members and/or Visitors
- Approval of minutes from prior meeting

DISCUSSION ITEMS:

1. Update regarding RFP for African studies course and District go-forward plans.
 - Mr. Jonathan Bey (Exec Directory, Purchasing) provided background on the RFP process that began in July and concluded with no vendors/consultants being selected. FWISD has decided to use the resources currently available to develop the African studies curriculum.
 - Mr. Joseph Niedziela (Director, Social Studies) and Khechara Bradford (Asst. Supt of Literacy & Humanities) presented “Designing a Culturally Responsive Educational Program”.
 - We currently offer a few African, Latino, and Women’s History courses and some high school campuses. Currently there are 60-70 students enrolled district-wide.
 - Campuses need to do a better job of promoting these courses so students are aware of these electives.
 - Work has begun in the design of a curriculum that addresses our students’ needs and aligns with the District’s goals. It will also be expanded to year-round offering and dive deeper into the historical and cultural curriculum.
 - In addition to African studies, curriculum will be developed in Latino history & culture and Women’s history.
 - This process will include the input of teachers, students, and administrators.
 - It will be necessary to contract with consultants/experts in these areas.

Additional Comments from Committee members:

- We understand this information is in Bulletin 100; however, students need to be made aware of these offerings in 5th grade as they move forward in their school careers.
- Emphasis needs to be on both African and Latino studies
- Counselors and Principals need to do a better job of promoting and supporting these courses.
- If TEA does not have a textbook that meets the needs of the curriculum, the district can find them elsewhere. Consider using college-level text books.

Requests for Additional Information:

- Which campuses are currently offering these electives?
- Who are the teachers currently teaching these courses? What are their credentials?
- What current books and resources are already available on our campuses?



FORT WORTH ISD MISSION:
PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

2. Discuss instruments for students to provide teachers feedback.
 - Mr. Sammy Monge (Chief of Policy & Planning) explained that we currently use surveys to gather information about teaching and campus climate as a whole; however, these surveys are not specific.
 - Mr. Monge provided examples of 3 different sample tools that teachers might use to ask their students for feedback. These would be non-evaluative and intended only as a tool to improve their teaching and grow as professional educators.
 - Mr. Monge will be reviewing this with Dr. Scribner's Leadership Team and determining how the district should go forward with feedback forms and/or if some of the sample questions might be used in the current survey format. Particularly as they pertain to equity.
3. Review data regarding the number of African American males are working in our schools – work as teachers and serve as role models, mentors, etc. – *not discussed today.*
4. Discuss the District policy regarding outside groups coming to campuses to promote more student involvement – particularly faith-based groups – *not discussed today.*
5. Discuss the frequency of meetings for the remainder of the year – *not discussed today.*
6. Agenda items for next meeting: Monday, November 14, 2016, 4 p.m. in Bd. Conf. Room.
 - Link for video
 - Articles for discussion
 - Items not discussed today (see above)
 - Next Tuesday, November 15, 2016 we will give the Board an update with a presentation

ADJOURN

Meeting adjourned at 5:15 p.m.

Signed:  Date: 11/28/16
Christene Moss, Chair

/clm; bg



FORT WORTH ISD MISSION:
PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

**Fort Worth Independent School District
Racial Equity Committee**

Meeting Minutes

Monday, October 24, 2016 at 4:00 p.m.

FWISD Board Conference Room, 2903 Shotts, St., Fort Worth, TX 76107

Committee Members Present:

Breed, Sherry	Grover, Barbara	Monge, Sammy	Walker, Carlos
Brigance, Kevin	Hodges, Charles	Morales, Hugo (new)	Young, Patricia
Chávez, Stella (visitor)	Johnson, Isiah (new)	Moss, Christene	
Gonzalez, Pedro (new)	Johnson, Steven	Phillips, Quinton	
Griffith, Barbara	Mattingly, Cissy	Rincón, Cynthia	

Committee Members Absent:

Alphonse, Jimmy	Ibarra, Jesus	Muñoz, Dr. Robert	Rogers, Andrea
Cabello, Dianna	Jones, Cara	Paz, Ashley	Scribner, Dr. Kent P
Clark, Rickie	Jones, Trevone	Poullard, Eric	
Gravelle, Elizabeth	Lindsey, Devon	Ramos, Jr., Jacinto	
Hickman, Dr. Olga	Moore, Jerry	Robbins, Norman	

Christene Moss called the meeting to order at 4:04 p.m.

CALL TO ORDER

- Introduction of new Racial Equity Committee members and/or Visitors
- Approval of minutes from prior meeting

DISCUSSION ITEMS:

1. Update regarding Progress of Subcommittees.

- The Racial Equity Committee goals are aligned to the District Improvement Plan and to the District Goals
- Informational meetings were held on September 20th & 30th to share the work of the committee, including a draft of the policy and a list of the 6 Goals.
- Subcommittees will identify 1 or 2 actions steps to accomplish this year.
- The dates of future subcommittee meetings will be shared once they are finalized



FORT WORTH ISD MISSION:
PREPARING ^{all} STUDENTS FOR SUCCESS IN
COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

2. Board Presentation request.

- There has been a request to give a presentation about the Division of Equity and Excellence to the FWISD Board.
- Presentation will include the work of this committee, student voices from MBK, and a member of this committee (Dr. Hickman)
- A web-form will be introduced. Members of the community will be able to share their thoughts and recommendations regarding the established goals.
- Presentation will be at the November 15th Board Meeting

3. Article discussion: “The Dehumanization of Black Children: Tamir Rice, Kalief Browder and Dajerria Becton” by Alexandros Orphanides.

4. Agenda items for next meeting: Monday, November 7, 2016, 4 p.m. in Bd. Conf. Room.

- Instruments for students to give teachers feedback in the classroom
- Data regarding the number of African American males are working in our schools – work as teachers and serve role models, mentors, etc.
- What is the district policy regarding outside groups coming to campuses to promote more student involvement – particularly faith-based groups.

ADJOURN

Meeting adjourned at 5:25 p.m.

Signed:  Date: 11/7/16
Christene Moss, Chair

/clm; bg

**ACTION AGENDA ITEM
BOARD MEETING
February 14, 2017**

**TOPIC: AUTHORIZE SUPERINTENDENT TO NEGOTIATE AND EXECUTE
REQUIRED CONTRACTS AND AGREEMENTS FOR FIRE STATION NO.
10 BETWEEN THE CITY OF FORT WORTH AND FORT WORTH
INDEPENDENT SCHOOL DISTRICT**

BACKGROUND:

Fire Station No. 10 Community Center is a two-story brick building located at 2500 Lipscomb Street that is currently owned by the City of Fort Worth, and occupied by FWISD's Adult Education Department. On May 24, 2016, the Board approved an agreement with the City of Fort Worth whereby the City would provide FWISD with a grant of \$400,000 to make improvements to the City's Fire Station No. 10 for FWISD's Adult Education Department use. The proposal included a 5-year lease to FWISD for \$1.00 per year and at the end of 5 years' ownership, the property would be transferred to FWISD. Due to the Community Development Block Grant program regulations and the City's requirements, the proposed transaction will need to be restructured.

Under the revised structure, the City will presently sell the real estate and improvements as well as two adjacent lots to FWISD for a total consideration of \$2.00, subject to a redevelopment contract and loan from the City. The redevelopment will include the installation of an ADA accessible elevator, renovation of an existing restroom, playground equipment and the conversion of green space for additional parking. The costs of the redevelopment will be funded with \$400,000 of Community Development Block Grant Funds, administered by the City, which funds will be provided to FWISD in the form of a forgivable loan from the City. The loan will be evidenced by a promissory note and secured by a deed of trust. A separate construction contract covering the redevelopment project and requirements will be executed between the City and FWISD. Under the terms of the redevelopment construction contract and loan, the \$400,000 note will be forgiven after five years if the CDBG minimum objectives have been met on annual basis over the five year reporting period. If the objectives are not met, then FWISD would be obligated to return to the City up to the entire loan amount as may be required by HUD. The specific purpose of this project is to provide a long-term public use for the property in support of education of the general public including low and moderate income city residents in southeast Fort Worth.

Under applicable state law, title and right to possession of the property will revert to the City if FWISD ever ceases to use the land in carrying out the public purpose. Because of this limitation, it appears that the property can never be sold by FWISD as surplus property.

The final form of the contract and agreements will be negotiated and executed by the superintendent.

STRATEGIC GOAL:

2-Improve Operational Effectiveness and Efficiency

ALTERNATIVES:

1. Authorize Superintendent to Negotiate and Execute Required Contracts and Agreements for the Fire Station No. 10 Between the City of Fort Worth and Fort Worth Independent School District.
2. Authorize Superintendent to Negotiate and Execute Required Contracts and Agreements for the Fire Station No. 10 Between the City of Fort Worth and Fort Worth Independent School District.
3. Remand to staff for further study

SUPERINTENDENT’S RECOMMENDATION:

Authorize Superintendent to Negotiate and Execute Required Contracts and Agreements for the Fire Station No. 10 Between the City of Fort Worth and Fort Worth Independent School District.

FUNDING SOURCE

Additional Details

General Fund

199-51-6266-001-999-99-456-000000

COST:

Estimated total cost of \$2.00

VENDOR:

City of 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

Adult Education

RATIONALE:

The redevelopment of Fire Station No. 10 Community Center will benefit the low and moderate income city residents in southeast Fort Worth, as well as students participating in the Adult Education Program.

INFORMATION SOURCE:

Art Cavazos
Sherry Breed
Ed Spears

**ACTION AGENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

TOPIC: APPROVAL OF THE DISTRICT OF INNOVATION COMMITTEE

BACKGROUND:

A District of Innovation (DOI) is a concept passed by the 84th Legislative Session in House Bill (HB) 1842 that allows traditional independent school districts to consider most of the flexibilities available to Texas' open enrollment charter schools. There are several steps that must be followed in order for a district to become a DOI. The Fort Worth Independent School District has already taken the following first steps:

- On October 11, 2016 the Board approved a resolution of the Fort Worth ISD Board of Trustees to initiate the process of designation of a District of Innovation under HB 1842
- On October 25, 2016 the Board held a public hearing on considering designation of the District as a District of Innovation under HB 1842
- On November 15, 2016 the Board approved the formation of a District of Innovation committee

The next step in the process is to determine who should serve on the DOI Committee. The DOI Committee will consider a DOI plan dealing solely with the school calendar for the 2017-2018 school year. The Board cannot approve a DOI plan until the plan has been posted online for 30 days, the Commissioner has been notified, the District Advisory Committee (DAC) has held a public meeting to consider the plan, and the DAC has approved the plan by a majority vote. The DOI Committee will consider amending this plan in the future to include other flexibilities that will not take effect until the 2018-2019 school year. The DOI Committee will not consider any exemptions from the Texas Education Code that will negatively impact our students, staff, or parents.

STRATEGIC GOAL:

1-Increase Student Achievement

ALTERNATIVES:

1. Approve the District of Innovation Committee.
2. Decline to Approve the District of Innovation Committee.
3. Remand to staff for further study.

SUPERINTENDENT'S RECOMMENDATION:

Approve the District of Innovation Committee.

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 Board has already participated in the first three steps required to designate the Fort Worth ISD as a District of Innovation under the guidelines set forth in HB 1842. This action item allows the DOI Committee to engage in looking for ways the district can do things more efficiently and more creatively. This process, paired with the work currently underway with Engage2Learn and our Facilities Master Plan activities, should provide both the Board and Administration with a wealth of information from our community to move forward in ways that are flexible and appropriate for our local needs.

INFORMATION SOURCE:

Sammy Monge
Charles Carroll



District of Innovation Committee

The District of Innovation (DOI) Committee will consist of all members of the District Advisory Committee and members of Administration listed below. In addition, each Board Member may appoint one additional member to serve on this committee. Pending Board approval, the DOI Committee will hold their first meeting on Thursday, February 16, 2017 at 4:30 p.m. to consider a DOI plan dealing solely with the school calendar.

Name	Title
Charles Carroll	Chief Academic Officer
Art Cavazos	Chief of District Operations
Karen Molinar	Chief of Elementary Schools
Sammy Monge	Chief of Policy and Planning
Cynthia Rincón	Chief of HCM
Elsie Schiro	Chief Financial Officer
Cherie Washington	Chief of Secondary Schools
Lori Boswell	Senior Officer, Budget and Finance
Kyle Davie	Chief Technology Officer
Ramona Soto	Attorney
Khechara Bradford	Assistant Superintendent, Curriculum and Instruction
Arcelia Leon	Executive Director, Literacy
Lezley Lewis	Executive Director, Professional Learning and Innovation
Jerry Moore	Executive Director, Strategic Planning and Continuous Improvement
David Saenz	Executive Director, CTE
Priscila Dilley	Leadership Director, Elementary Schools
Clint Bond	Director, External and Emergency Communications
Lisa Durbin	Director, Customer Experience, Division of Technology
Pamela Smith	(DAC) Member, elementary school teacher
Sharon Pate	(DAC) Member, elementary school teacher
José Méndez Monge	(DAC) Member, elementary school teacher
Brandi Pace	(DAC) Member, elementary school teacher
Patrick Wentworth	(DAC) Member, middle school teacher
Andrea Robins	(DAC) Member, middle school teacher
Angela Groves	(DAC) Member, middle school teacher
Larry Glenn Boston	(DAC) Member, high school teacher
Jayme M. Rodriguez	(DAC) Member, high school teacher
Berty Magaña	(DAC) Member, at-large, non-teaching position
Ellen Starr	(DAC) Member, elementary school administrator
Ehrica Martin	(DAC) Member, middle school administrator
Precious Poullard	(DAC) Member, high school administrator
Carin "CJ" Evans	(DAC) Member, elementary school parent
Rosalinda Martinez	(DAC) Member, middle school parent
Brent Beasley	(DAC) Member, high school parent



FORT WORTH ISD MISSION:
 PREPARING ^{all} STUDENTS FOR SUCCESS IN
 COLLEGE, CAREER AND COMMUNITY LEADERSHIP.

Name	Title
Lisa Saucedo	(DAC) Member, high school parent
Cristina Ayala	(DAC) Member, special education parent
Cade Lovelace	(DAC) Member, POC/SOC parent
Ricky Riddle	(DAC) Member, POC/SOC parent
Sara Murphy	(DAC) Member, community representative
Steven Poole	(DAC) Member, community representative
Joe Greenslade	(DAC) Member, community representative
Daphne Brookins	(DAC) Member, community representative
Shajine Blake	(DAC) Member, community representative
Patrick Winfield	(DAC) Member, business representative
Casey Tounget	(DAC) Member, business representative
Sue Buratto	(DAC) Member, business representative
	Board appointed member
	Board appointed member
	Board appointed member
	Board appointed member
	Board appointed member
	Board appointed member
	Board appointed member
	Board appointed member
	Board appointed member

**ACTION AGENDA ITEM
BOARD MEETING
FEBRUARY 14, 2017**

TOPIC: APPROVE THE FIRST READING OF THE FORT WORTH ISD RACIAL AND ETHNIC EQUITY POLICY AE (LOCAL)

BACKGROUND:

The Fort Worth Independent School District Board of Trustees approved the creation of the Racial Equity Committee. The purpose of the committee is to recommend priorities for addressing concerns regarding equity, and to review progress toward agreed upon targets. After review of district data, the Racial Equity Committee began work to develop a Racial and Ethnic Equity Policy for district employees to use as a guide as they work to achieve our district's mission of preparing all students for success in college, career and community leadership.

STRATEGIC GOAL:

1-Increase Student Achievement

ALTERNATIVES:

1. Approve the First Reading of the Fort Worth ISD Racial and Ethnic Equity Policy AE (LOCAL)
2. Decline to Approve the First Reading of the Fort Worth ISD Racial and Ethnic Equity Policy AE (LOCAL)
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve the First Reading of the Fort Worth ISD Racial and Ethnic Equity Policy AE (LOCAL)

FUNDING SOURCE

Additional Details

No Cost

COST:

None

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 Departments and Campuses in FWISD

RATIONALE:

The mission of Fort Worth ISD is to prepare all students for success in college, career, and community leadership. To achieve this mission, students deserve a safe and respectful learning environment in which ALL students receive an education that maximizes his/her potential. The Racial Equity committee has developed a racial and ethnic equity policy. The policy is aimed at advancing racial and ethnic equity, and ultimately improving achievement for all students.

INFORMATION SOURCE:

Sherry Breed
Racial Equity Committee

MISSION STATEMENT

Preparing all students for success in college, career, and community leadership.

DISTRICT RACIAL AND
ETHNIC EQUITY POLI-
CY

The District recognizes that our nation has had major historical and societal factors impact the inequity that exists within public schools. Purposeful action can be taken to identify, acknowledge and overcome racial and ethnic disparities between students. The responsibility for addressing these disparities among students rests with the adults, not with the students.

District students deserve a safe and respectful learning environment in which all students shall receive an education that maximizes their potential for success in college, a career, and community leadership. The District shall focus on improving its practices in order to ensure equity in education. Any achievement gap between white students and students of color (historically defined as the racial and ethnic student groups made up of Black or African Americans, Africans, American Indian or Alaska Native, Asians, Latinos, Native Hawaiian or Pacific Islander), is unacceptable.

In order to advance racial and ethnic equity and improve student achievement for all students in District schools, the Board establishes the following goals:

1. The District shall provide every student with equitable access to high quality, culturally and personally relevant instruction, curricula, support, facilities, and other educational resources, even when this means differentiating resources to accomplish this goal.
2. The District shall actively monitor practices, including assessment practices, in special education. The District shall analyze and present annually the data regarding the representation and achievement of all students receiving special education services, regardless of race or ethnicity.
3. The District shall actively monitor and work to eliminate losing instructional time due to disciplinary referrals. The District shall analyze and present annually the data regarding the number of students who lose instructional time due to disciplinary referrals to ensure equitable practices regardless of race or ethnicity.
4. The District shall actively work to encourage advanced academic opportunities. The District shall examine enrollment process and data annually to ensure no inequitable impact on students of color.

5. All employees and all students shall be given the opportunity to develop critical racial, ethnic and cultural competence so that they may understand the contexts in which they teach, work, and learn.
6. The District shall create opportunities for all students and families-including families of students of color, with opportunities being found for those whose first language may not be English-for leadership development and empowerment as partners. in education, planning and decision-making.
7. The District shall create welcoming environments that reflect support for racial and ethnic diversity.
8. The District shall include partners who have demonstrated culturally specific expertise in meeting educational outcomes.
9. The District shall develop employees' personal, professional, and organizational skills and knowledge, in order to empower employees to address race and ethnic disparities.
10. The District shall not tolerate lower academic achievement for any student racial and/or ethnic group compared to peers.
11. The District shall model racial and ethnic equity in business and operational practices.
12. The District shall include cultural responsiveness in reviews of the curriculum, instructional practices, and assessment design.
13. The District shall report annually on the recruiting, employment, placement, and retention of persons from underrepresented racial and ethnic groups at all organizational levels.

The Board shall hold the Superintendent, central staff, campus staff, and Board members accountable for implementation of this policy. The Superintendent shall develop procedures to implement this policy and metrics to measure achievement of the stated goals and shall report on progress at the beginning, middle, and end of each academic year.

**ACTION AGENDA ITEM
BOARD MEETING
February 14, 2017**

TOPIC: APPROVE DISTRICT-WIDE RACIAL EQUITY TRAINING AND PROGRAM SERVICES

BACKGROUND:

In order to support the success of ALL Fort Worth ISD students and to ensure all students are prepared for College, Career, and Community Leadership, the Superintendent has established the Division of Equity and Excellence. The Division will ensure equity in all practices and at all organizational levels in FWISD by providing professional development that will offer staff the opportunity to engage in thoughtful dialogue about race and equity, and its impact on student achievement. These systemic professional development opportunities will provide the knowledge, skills and capacity to achieve district-wide equity transformation.

This work requires comprehensive knowledge and experience in large-scale systemic racial equity advancement, as well as experience working with marginalized communities, including but not limited to Latino, African American, African and other diaspora. Therefore, a Request for Proposals was posted according to FWISD guidelines.

Initial proposals were reviewed by FWISD representatives and two vendors stood out as meeting all criteria and being able to address the needs of our large district. A committee of FWISD campus and central office staff then reviewed the finalists' proposals and recommended Pacific Educational Group.

STRATEGIC GOAL:

1-Increase Student Achievement

ALTERNATIVES:

1. Approve District-wide Racial Equity Training and Program Services
2. Decline to Approve District-wide Racial Equity Training and Program Services
3. Remand to staff for further study

SUPERINTENDENT'S RECOMMENDATION:

Approve District-wide Racial Equity Training and Program Services

FUNDING SOURCE

Additional Details

Special Revenue	255-13-6299-0PD-999-24-528-000000-17F28	\$75,000.00
General Fund	199-13-6299-001-999-99-336-000000	<u>\$69,700.00</u>
		<u>\$144,700.00</u>

(For year one only)

It is anticipated that in years 2 through 5 of this agreement that the costs associated with the funding will be a joint partnership with the General Fund and Federal Special Revenue Funding. However, since federal funding is allocated annually, it is unknown at this time the annual amount that will be contributed to this purchase from the general fund and federally funded special revenue.

COST: -

Year 1/2016-17	\$ 144,700.00
Year 2/2017-18	\$ 333,700.00
Year 3/2018-19	\$ 391,500.00
Year 4/2019-20	\$ 331,500.00
Year 5/2020-21	<u>\$ 177,850.00</u>
Total Cost:	\$1,379,250.00

VENDOR:

Pacific Educational Group (PEG)

PURCHASING MECHANISM

Bid/RFP/RFQ

Proposal Statistics

Number 17-051

Number of Proposals received: 5

HUB Firms: 1

Complaint Proposals: 5

This purchase is in accordance with the Texas Education Code section 44.031 (b) regarding specifications, pricing, performance history, etc. The Request for Proposal asked each vendor for a 3-5 year plan/timeline to develop district-wide systemic racial equity program and include a summary of fees and total projected cost. 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

All FWISD Departments and Campuses.

RATIONALE:

FWISD recognizes that major historical and societal factors have impacted the inequity in student achievement that exists within our schools. Purposeful action must be taken to acknowledge and overcome the disparities that students face throughout their educational career. Specific training for employees at all levels of the organization is required to eliminate these disparities and disproportionalities.

Pacific Educational Group will provide professional development services for the purpose of developing organizational capacity to engage in sustainable systemic equity transformation and eliminate racial educational disparities in FWISD.

While the overall investment is significant, it does not supersede the investment in our students' academic achievement.

INFORMATION SOURCE:

Kent P. Scribner
Sherry Breed



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FORT WORTH INDEPENDENT SCHOOL DISTRICT

Five-Year Proposed Plan And Fee Summary

November 9, 2016

Pacific Educational Group (PEG) will provide the following professional development, coaching, and consulting services to Fort Worth Independent School District during the 2016-2021 school years for the purpose of developing and accelerating the district's capacity to engage in systemic equity transformation and eliminate racial disparities in Fort Worth schools. Note that this plan scaffolds a phased rollout of programming, starting with a selected "Beacon Schools" cohort, then moving to Cohort 2 (1/2 of remaining schools) and finally Cohort 3 (final remaining schools)

Component	Dates	Description	Participants	Fee
1-1: Beyond Diversity Seminar	Two, 2-day seminars, January, 2017	The 2-day Beyond Diversity seminar is designed to help teachers, students, parents, and administrators understand the impact of race on student learning and investigate the role that racism plays in institutionalizing achievement disparities.	New Cabinet members, Instructional leaders and Coaches, Special Education Leaders, Beacon principals	\$22,300
1-2: District Executive Equity Leadership Team (DELT)	Four days, dates TBD, scheduled at 4 - 6 week intervals	DELT training, coaching, and support is focused on building executive capacity and accountability for leading and implementing district equity transformation and creating the district's Systemic Equity Transformation Plan.	Superintendent, Cabinet and other executive leadership	\$24,000
1-3: Leadership for Racial Equity Development (LEADS), Beacon Cohort	Six days, scheduled at 4 - 6 week intervals starting January, 2017	LEADS training, coaching, and support is focused on deepening the will, skill, knowledge and capacity of administrators to lead, oversee and manage the dynamic processes of systemic racial equity transformation	Superintendent, Cabinet and other district Department Directors, Beacon school Principals	\$36,000
1-4: Culturally Relevant Instructional Coaching (CRIC)	Sessions 1 - 3 of 6, starting in Spring of 2017	CRIC is focused on providing teacher leaders, administrators, central office instructional coaches and equity coaches deepened knowledge and capacity in delivering culturally relevant and racially conscious instruction. This series will emphasize systemic alignment and organizational coherence in culturally relevant instructional coaching practices.	Central Office Curriculum & Instruction staff, Instructional Coaches	\$18,000

Component	Dates	Description	Participants	Fee
1-5: Special Education Leadership Racial Equity Leadership Development (SpED)	Two pairs of days, dates to be determined	Participants will be guided to examine and reposition special education roles and responsibilities for greater shared ownership through Equity Walks. In the Equity Walks, together with PEG SpED staff, they will visit and observe special education programs and classrooms to build understanding and skills to assess "what is" vs. "what should be." Information from these initial walks, along with review of student data and strategic planning documents will guide an initial prototype implementation and shape continued equity transformation development.	Special Education Department	\$26,400
1-6: Affiliates: CCAR Practitioners	Web-based and live programming, dates TBD	Training, coaching and support for up to 6 PEG Affiliates at the Practitioner Level	Six selected district or building leaders	\$18,000
Year 1 Subtotal			\$144,700	
2-1: Beyond Diversity Seminars	Four, 2-day seminars, fall of 2017	The 2-day Beyond Diversity seminar is designed to help teachers, students, parents, and administrators understand the impact of race on student learning and investigate the role that racism plays in institutionalizing achievement disparities.	Cohort 2 Principals, ELL Staff, Beacon E-Teams and Care Teams	\$44,600
2-2: District Executive Equity Leadership Team (DELT)	Five dates, TBD, scheduled at 4 - 6 week intervals	DELT training, coaching and support is focused on building executive capacity and accountability for leading and implementing district equity transformation via the district's Equity Transformation Plan. In year 2, Equity Walks will be introduced.	Superintendent, Cabinet and other executive leadership	\$30,000
2-3: Leadership for Racial Equity (LEADS) Cohort 2	Six days, scheduled at 4 - 6 week intervals	LEADS training, coaching, and support is focused on deepening the will, skill, knowledge and capacity of administrators to lead, oversee and manage the dynamic processes of systemic racial equity transformation	Cohort 2 Principals	\$36,000



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Component	Dates	Description	Participants	Fee
2-4: School-based Equity Leadership Team Development (E-Teams)	Six Days, scheduled at 4 - 6 week intervals	Training, coaching and support for principals and staff teams from Beacon Schools, focused on leading school-wide equity transformation. Seminars introduce systemic change, critical race theory, systems thinking and adaptive leadership.	Principals and teacher leaders from Beacon Schools	\$36,000
2-5: Culturally Relevant Instructional Coaching (CRIC)	Sessions 4 - 6 of 6, starting in fall of 2017	CRIC is focused on providing teacher leaders, administrators, central office instructional coaches and equity coaches deepened knowledge and capacity in delivering culturally relevant and racially conscious instruction. This series will emphasize systemic alignment and organizational coherence in culturally relevant instructional coaching practices.	Central Office Curriculum & Instruction staff, Instructional Coaches	\$18,000
2-6: My Brother's Keeper Seminar	One, 2-day seminar	This two-day, co-facilitated seminar is designed to support President Obama's My Brother's Keeper initiative to create the space for, surface and learn from the voices of boys and young men of color to eliminate the racial inequities and institutionalized practices that marginalize, criminalize and ostracize these students. Participants will critically examine their data, school culture and climate. Using Courageous Conversation™ participants will examine ways to transform their systems into environments that nurture high-level engagement and achievement.	My Brother's Keeper team	\$22,300
2-7: Collaborative Action Research for Equity (CARE) Team Development, Beacon	Seminars 1 - 3, each preceded by 2 full coaching days (9 days total)	CARE Team seminars prepare teams of teachers, their coach and Principal to engage in collaborative classroom research to discover, develop, document, deliver, and disseminate culturally relevant learning and teaching practices. Topics include craft knowledge, building racial/cultural proficiency and bridging cultures.	Classroom leaders from Beacon Schools	\$48,900



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Component	Dates	Description	Participants	Fee
2-8: Students Organized Against Racism (SOAR)	Seminars 1 - 3	SOAR is the vehicle for middle school and high school student leadership development. The goal of SOAR is to empower multiracial groups of students to take on the identity of leader in their schools and communities, and to place no limits on what they can become. SOAR addresses issues of race, identity and academic achievement through meaningful and ongoing conversations among students and the adults in their schools. As students are given a voice and opportunities for equity/anti-racism leadership they become a more visible voice for change in their schools.	Beacon Secondary Schools Student Advisors and selected student leaders	\$18,000
2-9: Special Education and ELL Racial Equity Leadership Development (SpELL)	Three pairs of days, dates to be determined	ELL program staff will engage in a thorough systemic examination of the racial equity challenges that persistently challenge both learner groups. Using principles of systems thinking and adaptive leadership, participants will learn to recognize and interrupt damaging practices that result in the marginalization of English Language Learners and their linguistic and cultural home communities. They will be joined by SpEd colleagues for the transformative SpELL process in which they will build toward effective interdepartmental collaboration.	ELL and Special Education Departments	\$39,600
2-10: Affiliates: Beyond Diversity Co-Facilitators	TBD	Training, coaching and certification for 6 Practitioners to move to the Co-Facilitator level; and annual license for FWISD. Note that the license fee will be pro-rated to reflect the number of months used.	Six CCAR Practitioner Affiliates	\$40,300
Year 2 Subtotal			\$333,700	
3-1: Beyond Diversity Seminars	One, 2-day seminar	The 2-day Beyond Diversity seminar is designed to help teachers, students, parents, and administrators understand the impact of race on student learning and investigate the role that racism plays in institutionalizing achievement disparities.	Cohort 3 Principals, New cabinet members	\$11,150



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Component	Dates	Description	Participants	Fee
3-2: District Executive Equity Leadership Team (DELT)	Five dates, TBD, scheduled at 4 - 6 week intervals	DELT training, coaching and support is focused on building executive capacity and accountability for leading and implementing district equity transformation via the district's Equity Transformation Plan. In year 3, Equity Walks continue to inform the implementation process.	Superintendent, Cabinet and other executive leadership	\$30,000
3-3: Leadership for Racial Equity (LEADS) Cohort 3	Six days, scheduled at 4 - 6 week intervals	LEADS training, coaching, and support is focused on deepening the will, skill, knowledge and capacity of administrators to lead, oversee and manage the dynamic processes of systemic racial equity transformation	All remaining Principals	\$36,000
3-4: School-based Equity Leadership Team Development (E- Teams), Cohort 2	Six Days, scheduled at 4 - 6 week intervals	Training, coaching and support for principals and staff teams from Cohort 2 Schools, focused on leading school-wide equity transformation. Seminars introduce systemic change, critical race theory, systems thinking and adaptive leadership.	Principals and teacher leaders from Cohort 2 Schools	\$36,000
3-5: Coaching for Racial Equity (CRE)	Sessions 1 - 4 of Four	The CRE series of four seminars is designed to develop and advance the knowledge, skills, and capacity to take equity to greater scale in schools and districts. Participants will examine their coaching and supervision styles with a focus on racial equity, and learn skills for leading, engaging, supporting, and accelerating organizational change in the challenging racial equity context. Using the PEG Systemic Racial Equity Transformation Framework, participants practice effective supervision, intervention, and coaching techniques, leading to greater organizational independence and capacity to sustain school- and district-wide equity transformation.	Non-Academic Coaches, Department Heads and other Supervisors.	\$24,000



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Component	Dates	Description	Participants	Fee
3-6: Latinx Student Experience Seminar	One, 2-day seminar	In this 2-day seminar, participants will develop individual will, skill, and knowledge to address complex intersections of racial and cultural identity, language, and institutional racism, with a specific focus on Latinx students. Using Courageous Conversation™ this seminar examines and analyzes how school systems too often organize failure for this rapidly growing group of students through a lack of clarity on the historical and contemporary racial dynamics impacting them. Contemporary racial identity development theories and frames of Latinx racial identity are explored, as well as implications for creating academically challenging, racially conscious and healing schooling environments.	My Brother's Keeper team	\$11,150
3-7: Collaborative Action Research for Equity (CARE) Team Development, Beacon	Seminars 4 - 6, each preceded by 2 full coaching days (9 days total)	CARE Team seminars prepare teams of teachers, their coach and Principal to engage in collaborative classroom research to discover, develop, document, deliver, and disseminate culturally relevant learning and teaching practices. Topics include a framework for educating students of color, action research & decision making, and developing a peer coaching model for sharing discoveries.	Classroom leaders from Beacon Schools, Instructional Coaches and Principals	\$48,900
3-8: Collaborative Action Research for Equity (CARE) Team Development, Cohort 2	Seminars 1 - 3, each preceded by 2 full coaching days (9 days total)	CARE Team seminars prepare teams of teachers, their coach and Principal to engage in collaborative classroom research to discover, develop, document, deliver, and disseminate culturally relevant learning and teaching practices. Topics include craft knowledge, building racial/cultural proficiency and bridging cultures.	Classroom leaders from Cohort 2 Schools, Instructional Coaches and Principals	\$48,900



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Component	Dates	Description	Participants	Fee
3-9: Students Organized Against Racism (SOAR), Beacon and Cohort 2	Seminars 1 - 3 for Cohort 2, plus three on-site or virtual coaching days for Beacon Cohort	SOAR is the vehicle for middle school and high school student leadership development. The goal of SOAR is to empower multiracial groups of students to take on the identity of leader in their schools and communities, and to place no limits on what they can become. SOAR addresses issues of race, identity and academic achievement through meaningful and ongoing conversations among students and the adults in their schools. As students are given a voice and opportunities for equity/anti-racism leadership they become a more visible voice for change in their schools.	Beacon and Cohort 2 Secondary Schools Student Advisors and selected student leaders	\$36,000
3-10: Partnership for Academically Successful Students (PASS), Beacon Cohort	Seminars 1 - 5 with evening parent meetings to follow	Led by the school principal, the PASS Team designs and delivers racial equity organizing practices that are explicitly and intentionally planned to maximize parent-of-color engagement and improve the educational experience of students of color, who have historically been marginalized in the educational system. The PASS Team also works to inform parents whose students are well-served by the current system, and to eventually engage them as advocates and allies in efforts to achieve racial equity.	Selected Beacon Schools staff including Parent and Community Outreach staff	\$44,500
3-11: Special Education and ELL Racial Equity Leadership Development (SpELL)	Three pairs of days, dates to be determined	Special Education and ELL Leaders will be led through a process of transformation rooted in adaptive leadership principles that will build toward effective interdepartmental collaboration. The strengths and expertise of both groups will be leveraged to work in deep and meaningful collaboration with general education in order to provide a more rigorous, culturally relevant and empowering mainstream experience for Sp/ELL students, as well as the necessary differentiation based on students needs. Special Education and ELL leaders will continue to examine and reposition special education roles and responsibilities for greater shared ownership through Equity Walks.	ELL and Special Education Departments	\$39,600



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Component	Dates	Description	Participants	Fee
3-12: Affiliates: Co-Facilitator License		Continued coaching and license fee for Beyond Diversity Co-Facilitators.	Six certified BD Co-Facilitator Affiliates	\$25,300
Year 3 Subtotal			\$391,500	
4-1: District Executive Equity Leadership Team (DELTA)	Five dates, TBD, scheduled at 4 - 6 week intervals	DELTA training, coaching and support is focused on building executive capacity and accountability for leading and implementing district equity transformation via the district's Equity Transformation Plan. In year 4, DELTA members will engage in relationships with community leaders of color to begin the process of forming a district-level advisory group, the DELTA.	Superintendent, Cabinet and other executive leadership	\$30,000
4-2: School-based Equity Leadership Team Development (E-Teams), Cohort 3	Six Days, scheduled at 4 - 6 week intervals	Training, coaching and support for principals and staff teams from Cohort 3 Schools, focused on leading school-wide equity transformation. Seminars introduce systemic change, critical race theory, systems thinking and adaptive leadership.	Principals and teacher leaders from Cohort 3 Schools	\$36,000
4-3 Phenomenal (Young) Women	One, 2-day seminar	This 2-day, co-facilitated seminar is a companion to My Brother's Keeper, examining the intersectionality of gender and race that plays out in the education of Black females. Participants will use Courageous Conversation™ to analyze environments that promote the requisite confidence, skills and knowledge for young women of color to thrive in college and beyond.	My Brother's Keeper team	\$22,300
4-2: Collaborative Action Research for Equity (CARE) Team Development, Cohort 2	Seminars 4 - 6, Each preceded by 2 full coaching days (9 days total)	CARE Team seminars prepare teams of teachers, their coach and Principal to engage in collaborative classroom research to discover, develop, document, deliver, and disseminate culturally relevant learning and teaching practices. Topics include a framework for educating students of color, action research & decision making, and developing a peer coaching model for sharing discoveries.	Classroom leaders from Cohort 2 Schools, Instructional Coaches and Principals	\$48,900



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Component	Dates	Description	Participants	Fee
4-3: Collaborative Action Research for Equity (CARE) Team Development, Cohort 3	Seminars 1 - 3, Each preceded by 2 full coaching days (9 days total)	CARE Team seminars prepare teams of teachers, their coach and Principal to engage in collaborative classroom research to discover, develop, document, deliver, and disseminate culturally relevant learning and teaching practices. Topics include craft knowledge, building racial/cultural proficiency and bridging cultures.	Classroom leaders from Cohort 3 Schools, Instructional Coaches and Principals	\$48,900
4-4: Students Organized Against Racism (SOAR), Cohorts 2 and 3	Seminars 1 - 3 for Cohort 3, plus three on-site or virtual coaching days for Cohort 2	SOAR is the vehicle for middle school and high school student leadership development. The goal of SOAR is to empower multiracial groups of students to take on the identity of leader in their schools and communities, and to place no limits on what they can become. SOAR addresses issues of race, identity and academic achievement through meaningful and ongoing conversations among students and the adults in their schools. As students are given a voice and opportunities for equity/anti-racism leadership they become a more visible voice for change in their schools.	Cohorts 2 and 3 Secondary Schools Student Advisors and selected student leaders	\$36,000
4-5: Partnership for Academically Successful Students (PASS), Cohort 2	Seminars 1 - 5 with evening parent meetings to follow	Led by the school principal, the PASS Team designs and delivers racial equity organizing practices that are explicitly and intentionally planned to maximize parent-of-color engagement and improve the educational experience of students of color, who have historically been marginalized in the educational system. The PASS Team also works to inform parents whose students are well-served by the current system, and to eventually engage them as advocates and allies in efforts to achieve racial equity.	Selected Cohort 2 Schools staff including Parent and Community Outreach staff	\$44,500



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Component	Dates	Description	Participants	Fee
4-6: Special Education and ELL Racial Equity Leadership Development and Sustainability Coaching	Three pairs of days, dates to be determined	In the final SpELL year, the focus will be on sustaining the progress made in the previous four years. Topics will include on-boarding new staff of general and special education and ELL programs to ensure continuity; policy-level leadership advocacy for shared ownership; institutionalizing the Equity Walk process for continuous investigation and improvement of processes and outcomes; and sharing successes with qualitative and quantitative data.	ELL and Special Education Departments	\$39,600
4-7: Affiliates: Co-Facilitator License		Continued coaching and license fee for Beyond Diversity Co-Facilitators.	Six certified BD Co-Facilitator Affiliates	\$25,300
Year 4 Subtotal			\$331,500	
5-1: Beyond Diversity Community Seminar	One, 2-day seminar	The 2-day Beyond Diversity seminar is designed to help teachers, students, parents, and administrators understand the impact of race on student learning and investigate the role that racism plays in institutionalizing achievement disparities.	Community DELTA members, Community, Municipal and NGO district partners	\$11,150
5-2: District Executive Equity Team and Advisory Development (DELTA)	Five dates, TBD, scheduled at 4 - 6 week intervals	DELTA training, coaching, and support is focused on building executive capacity and accountability for leading and implementing district equity transformation according to the district's Systemic Equity Transformation Plan. DELTA members will sustain and deepen relationships with community leaders of color to continue the process of forming a district-level advisory group, the DELTA.	Superintendent, Cabinet and other executive leadership plus Community DELTA members	\$30,000
5-3: Collaborative Action Research for Equity (CARE) Team Development, Cohort 3	Seminars 4 - 6, Each preceded by 2 full coaching days (9 days total)	CARE Team seminars prepare teams of teachers, their coach and Principal to engage in collaborative classroom research to discover, develop, document, deliver, and disseminate culturally relevant learning and teaching practices. Topics include a framework for educating students of color, action research & decision making, and developing a peer coaching model for sharing discoveries.	Classroom leaders from Cohort 3 Schools, Instructional Coaches and Principals	\$48,900



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Component	Dates	Description	Participants	Fee
5-4: Students Organized Against Racism (SOAR), Cohort 3	Three on-site or virtual coaching days for Cohort 3	SOAR is the vehicle for middle school and high school student leadership development. The goal of SOAR is to empower multiracial groups of students to take on the identity of leader in their schools and communities, and to place no limits on what they can become. SOAR addresses issues of race, identity and academic achievement through meaningful and ongoing conversations among students and the adults in their schools. As students are given a voice and opportunities for equity/anti-racism leadership they become a more visible voice for change in their schools.	Cohort 3 Secondary Schools Student Advisors and selected student leaders	\$18,000
5-5: Partnership for Academically Successful Students (PASS), Cohort 3	Seminars 1 - 5 with evening parent meetings to follow	Led by the school principal, the PASS Team designs and delivers racial equity organizing practices that are explicitly and intentionally planned to maximize parent-of-color engagement and improve the educational experience of students of color, who have historically been marginalized in the educational system. The PASS Team also works to inform parents whose students are well-served by the current system, and to eventually engage them as advocates and allies in efforts to achieve racial equity.	Selected Cohort 3 Schools staff including Parent and Community Outreach staff	\$44,500
5-6: Affiliates: Co-Facilitator License		Continued coaching and license fee for Beyond Diversity Co-Facilitators.	Six certified BD Co-Facilitator Affiliates	\$25,300
Year 5 Subtotal			\$177,850	
Total Fee for Above Programming (inclusive of travel)				\$1,379,250

We appreciate the opportunity to provide you with this proposal and to explore a racial equity partnership with Fort Worth ISD. Please call or email me or my Assistant, Rie Gillsdorf in the Minneapolis office with questions, or if I can assist in any other way.

Luis Versalles, Director, Pre K-12 District Partnerships
 612-760-5441 (Minneapolis Office) • 612-743-9408 (cell) • luis@pacificeducationalgroup.com

A Framework for Systemic Equity Transformation

Through our Framework for Systemic Equity Transformation, Pacific Educational Group (PEG) is dedicated to helping school districts address racial educational disparities intentionally, explicitly, and comprehensively. We engage in sustained partnerships with educational organizations to transform beliefs, behaviors, and results so that people of ALL races, cultures, and languages can achieve at their highest levels and live their most empowered and powerful lives.

DISTRICT EQUITY LEADERSHIP DEVELOPMENT

Central to achieving educational equity is the development and strong support of school and district leaders. Executive administrators, school board members, principals, and district departmental leadership teams must regularly engage in thoughtful exploration of institutionalized racism and its impact on student learning, and provide professional development opportunities that support school staff to develop the will, skill, knowledge, and capacity to achieve district-wide equity transformation.

Setting the Stage

Setting the Stage serves as an introduction to PEG's Framework for Systemic Racial Equity Transformation and is an opportunity for the district and PEG to prepare for an effective equity partnership. The flexible site visit includes meetings with key leadership and stakeholders, a tour of the district, and a half-day seminar.

Beyond Diversity (Ongoing)

The two-day Beyond Diversity seminar is the foundation (pre-requisite) for all equity leadership development phases described below. Beyond Diversity is designed to help leaders, educators, students, parents, and community understand the impact of race on student achievement and the role that racism plays in institutionalized academic achievement disparities. In addition, we offer a flexible Courageous Conversations About Race Online version that allows staff members to work at their own pace with no out-of-classroom time.

"No matter how capable or dedicated the staff, groups without strong line leaders never achieve the power that is required to achieve results. Efforts that don't have a powerful enough guiding coalition can make apparent progress for a while, but sooner or later, the opposition gathers itself together and stops the change."

John P. Kotter, What Leaders Really Do,
Harvard Business Review, 1990

District Executive Equity Leadership Team (DELT)

District Executive Equity Leadership Team (DELT) programming targets executive-level leaders, led by the superintendent, who engage in significant professional learning, coaching, and support to design and implement the infrastructure for racial equity transformation. DELT examines district policies, practices, programs, structures, climate, and culture to identify barriers to equity and excellence, and leads systemic change efforts that result in high levels of achievement for all students.



DELT is the guiding coalition charged with leading and managing the dynamic process of system-wide transformational change. The group is responsible for developing and aligning the District's Systemic Equity Transformation Plan with existing district strategic priorities and board goals, ensuring that all efforts are streamlined for optimal student achievement results.

Superintendent and School Board Workshops

School Board members are introduced to the Equity Transformation Framework through a presentation that may lead to a series of Board workshops. Workshop agendas are planned in collaboration with the Superintendent and Board Chair and focus around the themes of leading and governing for systemic equity transformation, equity policy development, strategic alignment, and systems accountability for eliminating racial achievement disparities.

District Administrators and Principals (LEADS)

LEADS seminars are focused on deepening understanding of institutionalized racism and its impact on student learning, as well as providing support for leading systemic equity transformation initiatives in the district and schools. District leaders (superintendent, district administrators, school principals, and district department leaders/coordinators) are introduced to the Equity Leadership curriculum and instructional framework through a series of six LEADS seminars. These seminars address system-wide application of critical race theory, systems thinking, adaptive leadership, and culturally relevant practices to transform school culture and climate, empower families and engage communities of color. In the final seminar, leaders select their equity leadership teams and create an individualized framework for accelerating and sustaining racial equity transformation in their spheres of influence.

Special Education and English Language Learner Equity Leadership Development (SpELL)

In the SpELL Equity Leadership Development series, the shared characteristics and challenges commonly faced by both the Special Education (SPED) and English as a Second Language (ELL) Departments of school districts are explored and examined from a racial equity perspective. The dramatic and persistent racial disproportionality in special education is both an indicator and outcome of inequitable practices. Hence, PEG's special education staff works with districts to examine their SPED programs, services, and structures through the lens of equity. These seminars provide a sharp focus on building and accelerating greater coherence and alignment of general and special education services, and shifting the special education culture from compliance to equity and excellence.

Similarly, English Language Learners are persistently one of the most challenged groups in many school systems. Through the ELL Leadership Development series, participants engage in a thorough, systemic examination of the racial inequities that persistently challenge this learner group. ELL leaders learn to recognize and interrupt damaging practices that result in the marginalization of English Language Learners and their linguistic and cultural home communities.

The two groups then come together for the SpELL Equity Leadership Development series. The shared characteristics and challenges commonly faced by both SPED and ELL Departments are explored and examined from a racial equity perspective. Leaders of both groups create plans to collaboratively address the persistent, systemic challenges their students face.

Culturally Relevant Instructional Coaching (CRIC)

The Culturally Relevant Instructional Coaching (CRIC) series is designed to serve as a vehicle to take equity to greater scale in schools and districts through the development and empowerment of central office coaches and instructional leaders in this way. This series consists of six full-day seminars in total, designed to be completed over the course of two years. The emphasis of the seminars is instructional coaching focused on supporting culturally relevant pedagogy with a focus on responding to the needs of racially diverse students and English language learners of color, in particular. This training sequence parallels the Collaborative Action Research for Equity (CARE) series, which engages school leaders and teacher teams in racially conscious and equity-focused action research centered on focal groups of students of color based on the needs of each individual site. Throughout the series participants will develop proficiency in applying the Courageous Conversation protocol as a central tool for effective facilitation, intervention, and coaching for racial equity. The development of Culturally Relevant Instructional Coaches at the central office level provides the long-term sustainability and capacity for sustained school- and district-wide equity transformation.

Coaching for Racial Equity (CRE)

The CRE series of four seminars is designed to develop and advance the knowledge, skills, and capacity to take equity to greater scale in schools and districts. Participants will examine their coaching and facilitation styles with a focus on racial equity, and learn skills for leading, engaging, supporting, and accelerating organizational change in the challenging racial equity context. Using the Courageous Conversation protocol, participants practice effective facilitation, intervention, and coaching techniques, leading to greater organizational independence and capacity to sustain school- and district-wide equity transformation. CRE seminars are appropriate for any non-curricular coaches and leaders.

Site Equity Leadership Development (E-Teams)

Central to achieving educational equity is the development of and strong support for school leaders who serve as the guiding coalition for successful school-wide equity transformation. Led by the principal, the Equity Leadership Team (E-Team) at each school is comprised of 8-10 racial equity leaders (teachers and other staff). This team engages together in significant professional learning focused on deepening their understanding of race and equity, preparing them to develop and then guide the implementation of the school's Equity Transformation Plan. E-Teams then design and deliver professional learning activities with their school colleagues that shift the culture of the school toward embracing school-wide equity transformation. They practice Courageous Conversation; examine their school's policies, practices, programs, structures, climate, and culture to identify barriers to equity and excellence; and lead systemic change efforts that result in high levels of achievement for all students.

E-Team members complete the two-day Beyond Diversity foundational seminar, followed by a series of six one-day seminars. E-Team Seminar Themes are parallel to the LEADS themes, with a specific focus on school-based application.

Collaborative Action Research for Equity (CARE) Team Development

The CARE Team at each school is an off-shoot of the E-Team and typically consists of 6 - 10 racial equity teacher leaders who participate in professional learning and collaborative action research to discover, develop, deliver, document and disseminate culturally responsive teaching and learning strategies. CARE Teams accelerate responsiveness to the learning needs of students who are historically in the lowest-performing student groups – African American, Latino, American Indian, and Southeast Asian students – by designing and delivering racial equity pedagogical practices that are

explicitly and intentionally planned to improve engagement and achievement for underserved students of color. Working in collaboration with the principal and CARE coach, and with support from the E-Team, the CARE Team improves learning for underachieving students of color as a means to increase school-wide achievement.

CARE Teams complete the two-day Beyond Diversity foundational seminar, followed by a series of six CARE seminars that can be accomplished in a single year, or spread out over the course of two years. The seminars begin with a motivational framework and move through action research, ending with development of a peer-coaching model for disseminating the team's findings. Each seminar is preceded by two full days of on-site coaching.

District Equity Leadership Team Advisory (DELTA) Development

DELTA groups serve to develop a leadership cadre of Black, Latino, American Indian, Asian and Pacific Islander community leaders and family members who will learn with and develop alongside the district and school leadership teams as partners in a multi-year, systemic equity transformation effort. DELTA is an organic process that incorporates family and community voices as advisors of school and district racial equity transformation, allowing district leadership to become responsive rather than reactive. Rather than a set of seminars, DELTA is a vehicle for sustained participation by community leaders of color in the district's context.

Partnership for Academically Successful Students (PASS) Team Development

Led by the school principal, each PASS Team designs and delivers racial equity organizing practices that are explicitly and intentionally planned to maximize parent-of-color engagement and improve the educational experience of students of color, who have historically been marginalized in the educational system. The PASS Team also works to inform parents whose students are well-served by the current system, and to eventually engage them as advocates and allies in efforts to achieve racial equity. PASS Teams complete the two-day Beyond Diversity foundational seminar, followed by a series of five seminars, each followed by an evening parent meeting. PASS work typically spans two years in order to begin forging longitudinal connections with parents and community members.

Students Organized Against Racism (SOAR) Leadership Development

SOAR is the vehicle for middle school and high school student leadership development. The goal of SOAR is to empower multiracial groups of students to take on the identity of leader in their schools and communities, and to see themselves as having no limits on what they can become. SOAR addresses issues surrounding race, identity and academic achievement through meaningful and ongoing conversations among students and the adults in their schools. As students are given a voice and opportunities for equity/anti-racism leadership they become a more visible voice for change in their schools. As such, the preparation of school staff to receive, nurture, guide and support students' leadership is one of the most critical factors in the SOAR process. SOAR first advisors complete the two-day Beyond Diversity foundational seminar and a one-day introduction to SOAR, followed by a series of five seminars/coaching days with students over the course of two years.

RFP # 17-051
DISTRICT EQUITY PROGRAM SERVICES

SCORECARD SUMMARY/TALLY

REVIEWER	3W CONSULTING	BRIGHT BYTE	EDUC CONCEPTS	GENERATION READY	PACIFIC ED GROUP
SM	45	55	50	65	85
SB	48	53	41	55	80
DS	55	47	63	36	71
SA	50	75	45	75	85
TOTAL	198	230	199	231	321

Packets for Generation Ready & PEG were reviewed by a larger committee of FWISD admin & campus staff

Vote: Gen Ready = 0
 Pacific Ed = 10