TEJANO CENTER

Raul Yzaguirre Schools for Success

2950 Broadway, Houston, Texas 77017
Phone: 713-640-3700 FAX: 713-644-6232 www.tejanocenter.org

Mission Statement: Tejano Center educates, empowers, and transforms lives to elevate communities by fostering collaboration, championing equitable resource allocation, cultural preservation, and inclusivity for all.

PUBLIC NOTICE

Meeting Agenda for Tuesday, June 24, 2025

Notice is hereby given that the Board of Directors of Tejano Center will hold its regular meeting on Tuesday, June 24, 2025, at 5:30 pm. This meeting is open to the public, and community input is welcomed during the time designated for public comment. Members of the Board and public may attend the regular meeting via web conferencing at https://bit.ly/TejanoCenter-RYSS-BoardMeeting as allowed by Texas Government Code Â§ 551.127 with the principal location containing audio-visual equipment for use by the Board and public and where the presiding member is physically present, and the location is open to the public. If a member of the public can provide testimony or otherwise wishes to participate in the meeting when public input is permitted, but lacks the necessary technology, such will be provided at Tejano Center, 2950 Broadway Street, Houston, TX 77017. The Board will consider, discuss, and adopt such orders, resolutions, and/or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the matters outlined in this agenda.

Tuesday, June 24, 2025 at 5:30 PM - Board Meeting

1. **CALL TO ORDER** (2 minutes)

2. **PRAYER** (3 minutes)

3. **PLEDGE OF ALLEGIANCE/TEXAS PLEDGE** (2 minutes)

4. **ROLL CALL** (3 minutes)

5. **PUBLIC COMMENT** (7-10 minutes) Any individual wishing to address the Board of Directors of Tejano Center for Community Concerns must sign in with Ramiro Fonseca by emailing a request to speak, at least 72-hours prior to scheduled meeting. The request must include the name of speaker, telephone, number and email address of the speaker, and the topic of the intended comments, to Ramiro.Fonseca@tejanocenter.org. Those doing so will be allowed to address the board for a maximum of three minutes. Individuals will address the board in the order that they have signed in. Alternatively, the individual may email comments to the above email address.

6. **PRESIDENT'S PRESENTATIONS & UPDATES**

6.a. **PRESENTATION ON RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (RYSS) GOAL 1 & 2 PROGRESS MEASURES**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, Chief Schools Officer; Carla Stevens, Data & Accountability

6.b. **BRYSS EXPANSION PRESENTATION**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant, Hector Vogliotti, Associate Director, LevelField; Rob Tate, Director, LevelField

6.c. **HOUSTON 190 PUBLIC ART PROJECT MURAL AT SUNRISE LOFTS AND COLUMBIA TAP TRAIL**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Jorge Gonzalez, Director of Resolve; Ricardo "Rich" Rodriguez, Director of Facilities & Property Development; Reginald C. Adams, Artist

7. **ACTION ITEMS**

7.a. **APPROVAL OF MAY 2025 UNAUDITED FINANCIAL STATEMENTS FOR RAUL YZAGUIRRE SCHOOLS FOR SUCCESS AND TEJANO CENTER FOR COMMUNITY CONCERNS – NON-SCHOOL**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant

7.b. **RATIFICATION OF MONTHLY DISBURSEMENT REPORT/VENDOR CUMULATIVE PAYMENTS FOR MAY 2025 TO INCLUDE PROCUREMENT PROCESS AND EXPENDITURE APPROVALS**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant

7.c. **APPROVAL OF AMENDMENT TO CONTRACT WITH HARRIS COUNTY DEPARTMENT OF EDUCATION (HCDE) FOR BUSINESS SERVICES FOR AN ADDITIONAL $14,000 TO INCLUDE ACCOUNTING FUNCTION SERVICES**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant

7.d. **APPROVAL OF AMENDMENT TO CONTRACT WITH HARRIS COUNTY DEPARTMENT OF EDUCATION (HCDE) FOR BUSINESS SERVICES FOR AN ADDITIONAL $31,500 TO INCLUDE E-RATE SERVICES**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant

7.e. **APPROVAL OF AMENDMENT TO CONTRACT WITH HARRIS COUNTY DEPARTMENT OF EDUCATION (HCDE) FOR BUSINESS SERVICES FOR AN ADDITIONAL $59,400 TO INCLUDE BUSINESS SUPPORT SERVICES**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant

7.f. **APPROVAL OF RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (RYSS) TEACHER SALARY SCHEDULE FOR 2025-2026 FOR RYSS HOUSTON AND BROWNSVILLE SCHOOLS IN ACCORDANCE WITH HB2**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant; Juan Santos, Executive Director of Human Resources

7.g. **APPROVAL OF CONTRACT WITH SPECIALIZED ASSESSMENT TO PROVIDE COUNSELING ASSESSMENT AND SPEECH ASSESSMENT FOR 2025-2026 IN THE AMOUNT OF $50,000**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, M.Ed., Chief Schools Officer; Denise Martinez, Executive Director of Academics

7.h. **APPROVAL OF CONTRACT WITH DR. NORA BENNY TO PROVIDE PSYCHOLOGICAL SERVICES AND ASSESSMENT FOR 2025-2026 IN THE AMOUNT OF $100,000**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, M.Ed., Chief Schools Officer; Denise Martinez, Executive Director of Academics

7.i. **APPROVAL OF CONTRACT WITH DR. ESMERALDA LOPEZ TO PROVIDE PSYCHOLOGICAL SERVICES AND ASSESSMENT FOR 2025-2026 IN THE AMOUNT OF $50,000**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, M.Ed., Chief Schools Officer; Denise Martinez, Executive Director of Academics

7.j. **APPROVAL OF CONTRACT WITH ABILITIES THERAPY TO PROVIDE SPEECH AND LANGUAGE SERVICES AND ASSESSMENT FOR 2025-2026 IN THE AMOUNT OF $160,000**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, M.Ed., Chief Schools Officer; Denise Martinez, Executive Director of Academics

7.k. **RATIFICATION OF LEASE AGREEMENT FOR FISCAL YEAR 2024-2025 BETWEEN TEJANO CENTER AND RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (RYSS) FOR A TOTAL OF $228,528.88**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, Chief Schools Officer; Dr. Jesus Amezcua, Acting CFO Consultant

7.l. **APPROVAL OF GRANT FROM THE DOLLAR GENERAL LITERACY FOUNDATION IN THE AMOUNT OF $10,000 TO PROVIDE ADULT LITERACY THROUGH TEJANO CENTER'S NOVA ACADEMY FOR ADULT EDUCATION**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Melissa Martinez, Director, GRADcafe & NOVA Academy

7.m. **RATIFICATION OF OTHER VICTIM ASSISTANCE GRANT (OVAG) 2026-2027 GRANT SUBMISSION BOARD RESOLUTION**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Jorge Gonzalez, Director of Resolve

7.n. **APPROVAL OF THE RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (RYSS) TEXAS EDUCATION AGENCY (TEA) SAFETY AND SECURITY AUDIT FINDINGS**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, Chief Schools Officer; Dr. Angie Miranda, State and Federal Compliance

7.o. **APPROVAL OF THE TEXAS EDUCATION AGENCY (TEA) DISTRICT VULNERABILITY ASSESSMENT FINAL REPORT**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Justin Fuentes, Chief Schools Officer; Dr. Angie Miranda, State & Federal Compliance

7.p. **APPROVAL OF AGREEMENT WITH REGINALD C. ADAMS LLC TO ACCESS AND UTILIZE THE DESIGNATED WALL SPACE LOCATED AT SUNRISE LOFTS, ADJACENT TO THE COLUMBIA TAP CORRIDOR FOR THE CREATION OF A PERMANENT PUBLIC MURAL AS PART OF THE HOUSTON190 PUBLIC ART PROJECT**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Jorge Gonzalez, Director of Resolve Program; Ricardo “Rich” Rodriguez,

8. **INFORMATION ITEMS**

8.a. **BUSINESS OFFICE PROGRESS REPORT FOR MAY 2025**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Dr. Jesus Amezcua, Acting CFO Consultant

8.b. **AFFORDABLE HOUSING & COMMUNITY DEVELOPMENT PROGRAM REPORT**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Gabriela “Gabby” Luna, Director of Affordable Housing and Community Redevelopment

8.c. **CHILD PLACING AGENCY PROGRAM REPORT**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Brenda Navarrette, Director, Child Placing Agency

8.d. **GRADCAFE/NOVA ACADEMY FOR ADULT EDUCATION REPORT**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Melissa Martinez, Director, GRADcafe & NOVA Academy for Adult Education

8.e. **LA TIENDITA REPORT**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Ramiro Fonseca, Director of Outreach & Engagement

8.f. **RESOLVE PROGRAM REPORT**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Jorge Gonzalez, Director, Resolve Program

8.g. **BOARD ENGAGEMENT OPPORTUNITIES**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools; Ramiro Fonseca, Director of Outreach & Engagement

8.h. **POTENTIAL COLLABORATION WITH HOUSTON FIRE DEPARTMENT FOR SUNRISE LOFTS COMMUNITY OUTREACH SPACE**
Speaker(s): Dr. Adriana Tamez, President/CEO & Superintendent of Schools

9. **EXECUTIVE SESSION UNDER TEXAS GOVERNMENT CODE §§ 551.071, 551.072, 551.074, AND 551.082, TO ADDRESS:**

a. Private consultation with attorney concerning privileged issues from agenda matters and pending or threatened litigations.

b. Deliberations concerning the purchase of real property

c. Deliberations concerning the duties of the CEO and CFO regarding supervision of personnel

d. Consider complaints against directors and senior staff

e. Discussion of duties and evaluation of administrative personnel, including complaints regarding school staffing, academic and organizational changes for the 2024-2025 school year

10. **ADJOURNMENT**

Board Goals Reporting: Goals 1 and 2

June 2025

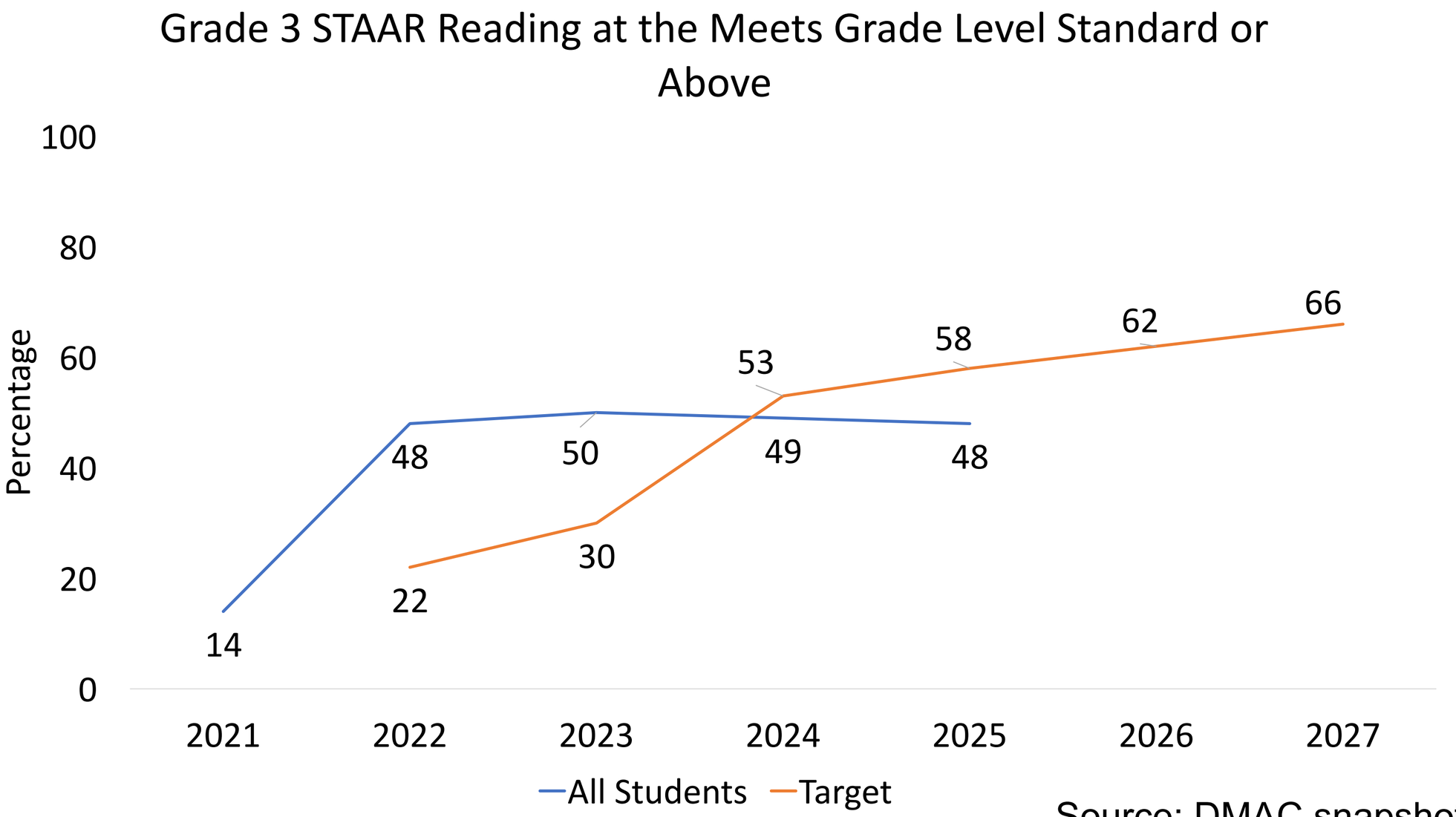
2024-2025 Board Goals

Goal 1: Early Childhood Literacy

- The percent of 3rd grade students that score Meets Grade Level or above on STAAR Reading will increase from 14% in 2021 to 66% by June 2027.



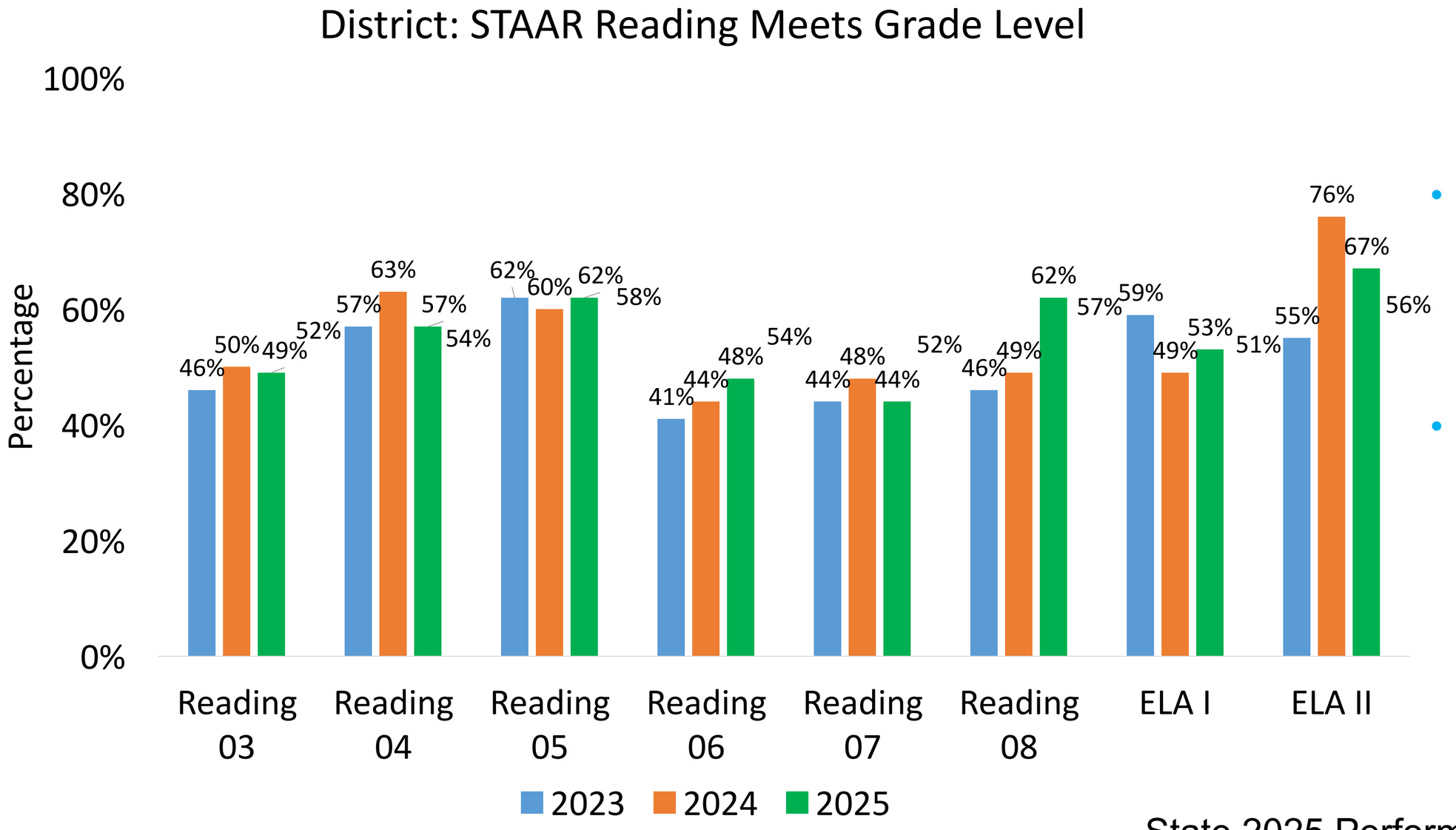
Goal 1: Early Childhood Literacy



- Data include both English and Spanish testers using the accountability subset.
- 2025 data **decreased** from 2024 by 1 percentage point.
- Did not meet target.

Source: DMAC snapshot data

Goal 1 Supporting Data



- Percentages shown reflect all students tested on the STAAR **English** assessment.
- Reading performance in 2025 **improved** from 2024 for grades 5, 6, 8, and English I.
- RYSS 2025 reading performance **exceeded** the state for grades 4, 5, 8, and English I and II.

State 2025 Performance

2024-2025 Board Goals

Goal 1: Early Childhood Reading District Progress Measure 1

- The percent of Kindergarten students that score on or above grade level on the i-Ready reading assessment will increase to 70% by June 2027.

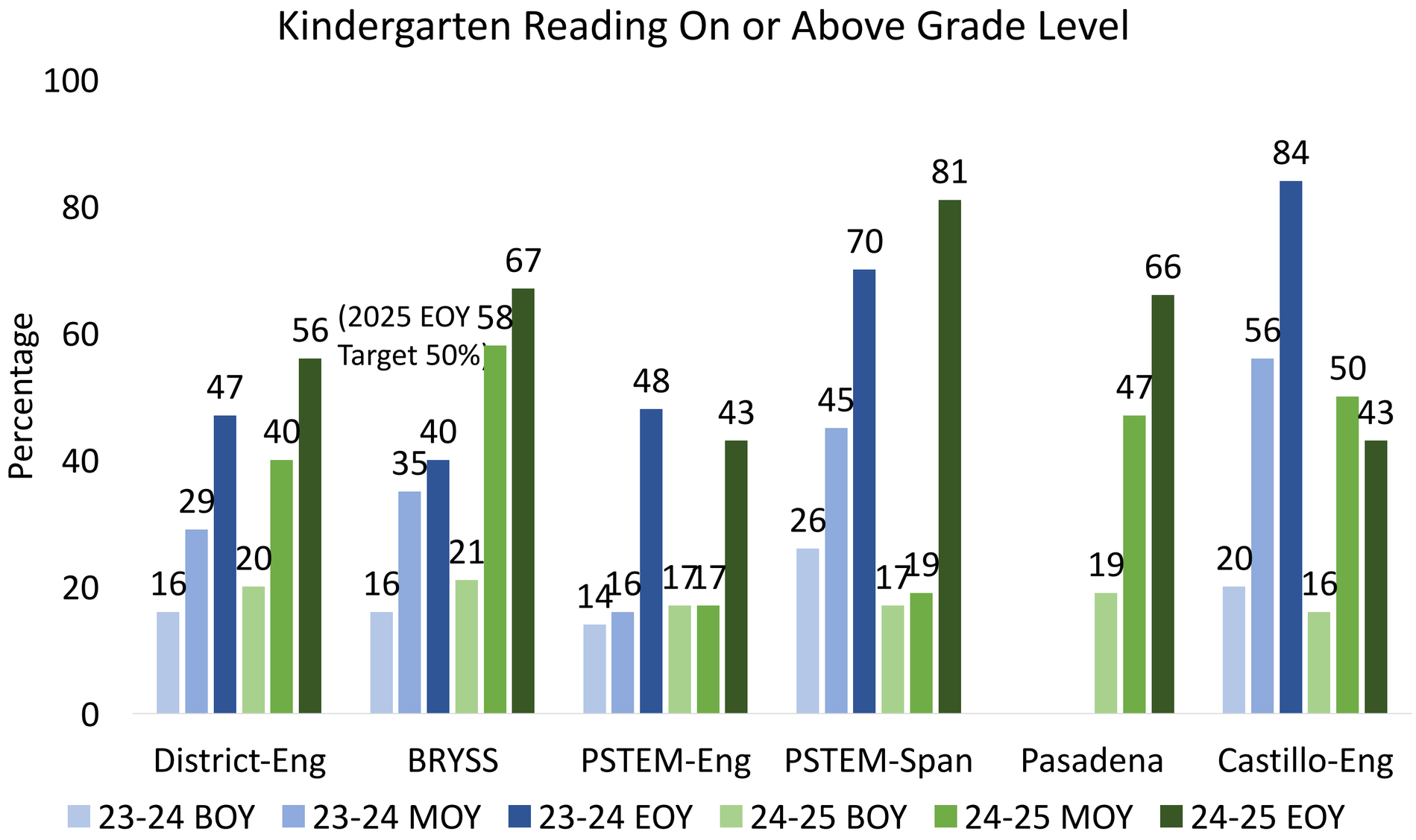
Goal 1: Early Childhood Reading District Progress Measure 2

- The percent of students in Grade 1 that score on or above grade level on the i-Ready reading assessment will increase from 8% in 2023 to 60% by June 2027.

Goal 1: Early Childhood Reading District Progress Measure 3

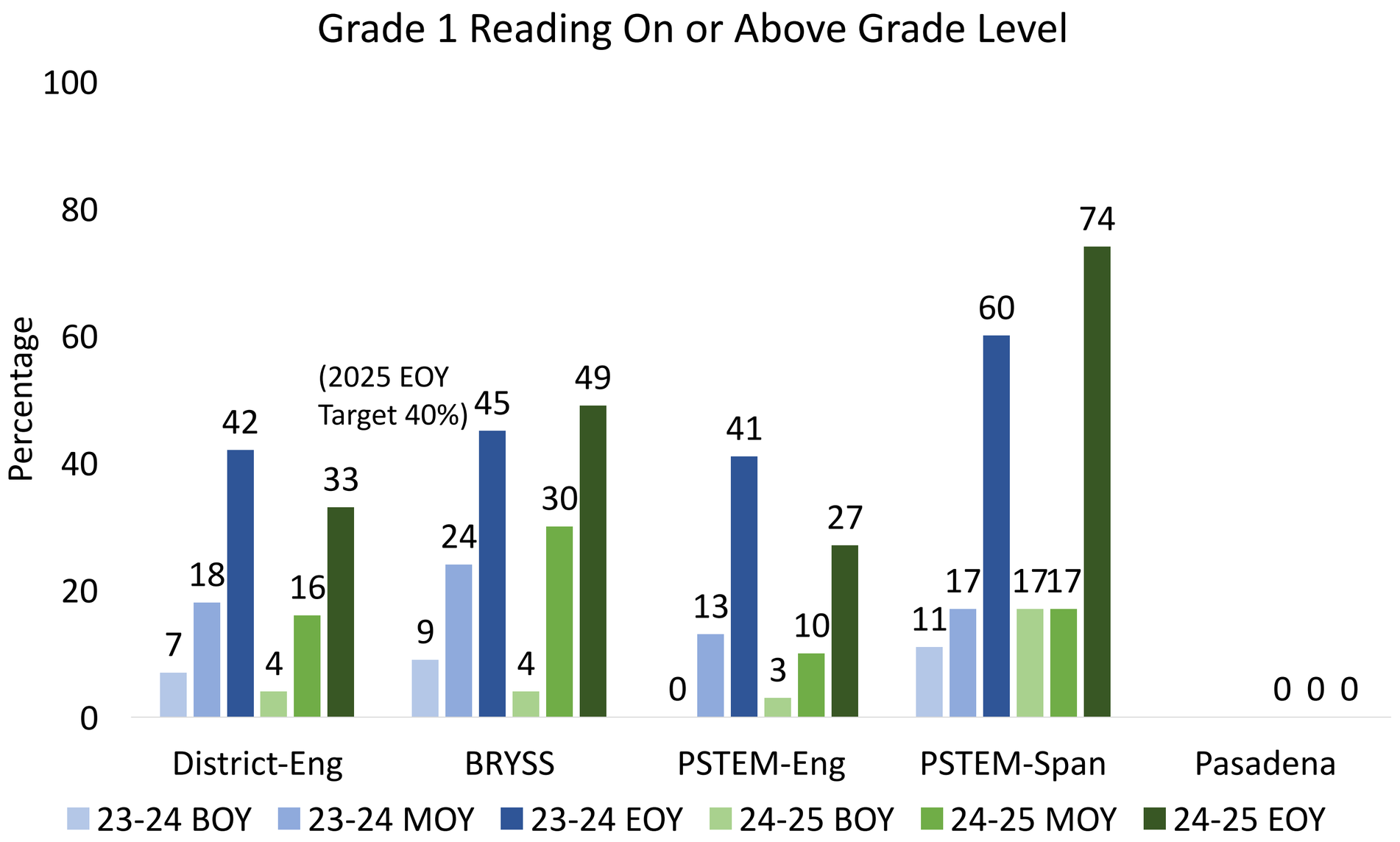
- The percent of students in Grade 2 that score on or above grade level on the i-Ready reading assessment will increase from 14% in 2023 to 60% by June 2027.

Progress Measure 1: i-Ready Reading On or Above Grade Level, Grade K



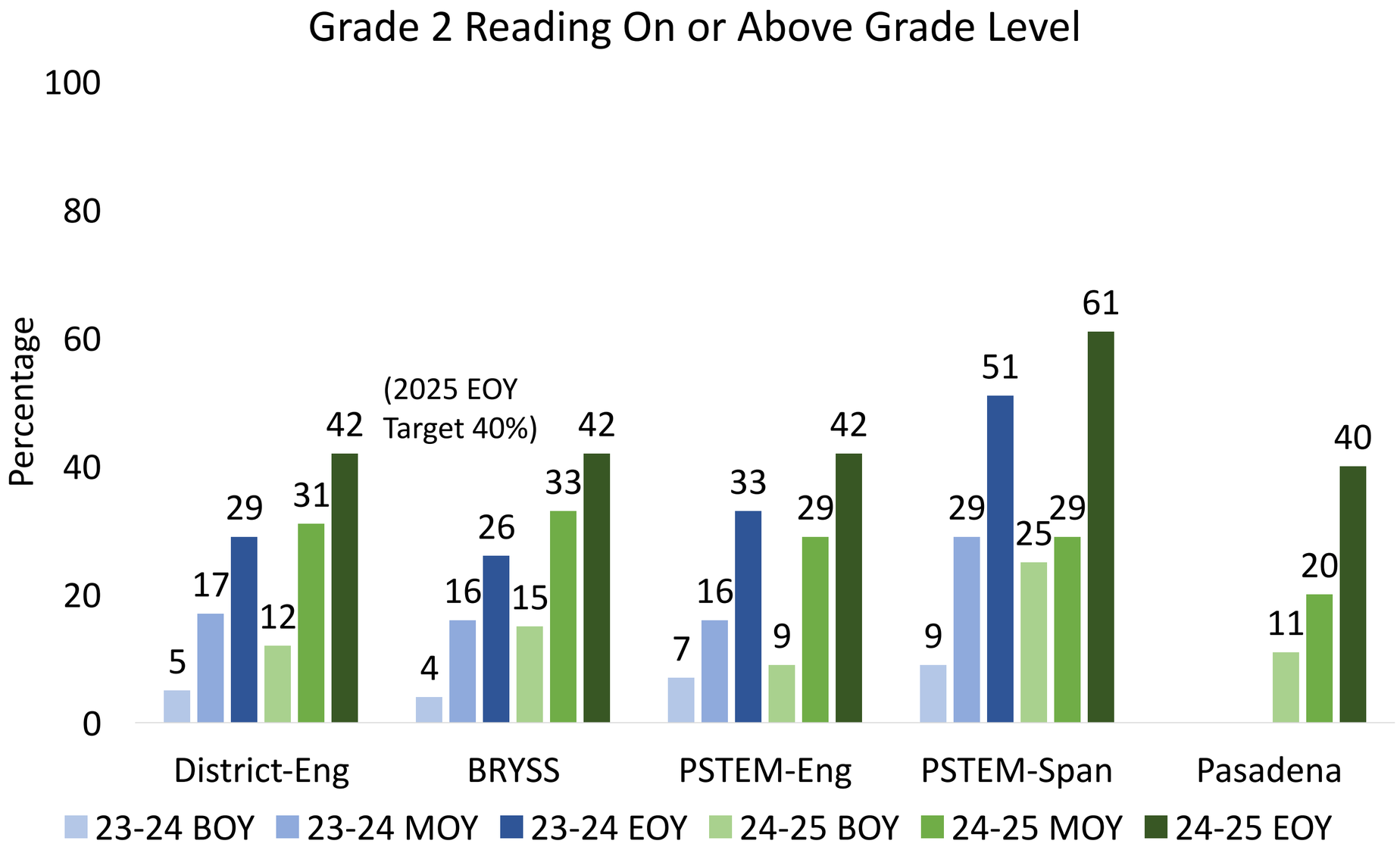
- On the i-Ready reading assessment, 2024-2025 kindergarteners **met the district target** and exceeded performance from the 2023-2024 school year.
- BRYSS showed the most improvement from last year.

Progress Measure 2: i-Ready Reading On or Above Grade Level, Grade 1



- In contrast to kinder, a smaller percentage of 1st graders in 2024-2025 are on or above grade level compared to the end of the 2023-2024 school year in reading.
- PSTEM (Spanish testers) showed the most improvement from last year..
- **Did not meet target.**

Progress Measure 3: i-Ready Reading On or Above Grade Level, Grade 2



- On the i-Ready reading assessment, a larger percentage of 2nd graders in 2024-2025 are on or above grade level compared to the end of the 2023-2024 school year and **met the district target**.
- BRYSS showed the most improvement from last year.

Reading Language Arts Curriculum: *Plans for Next Year*

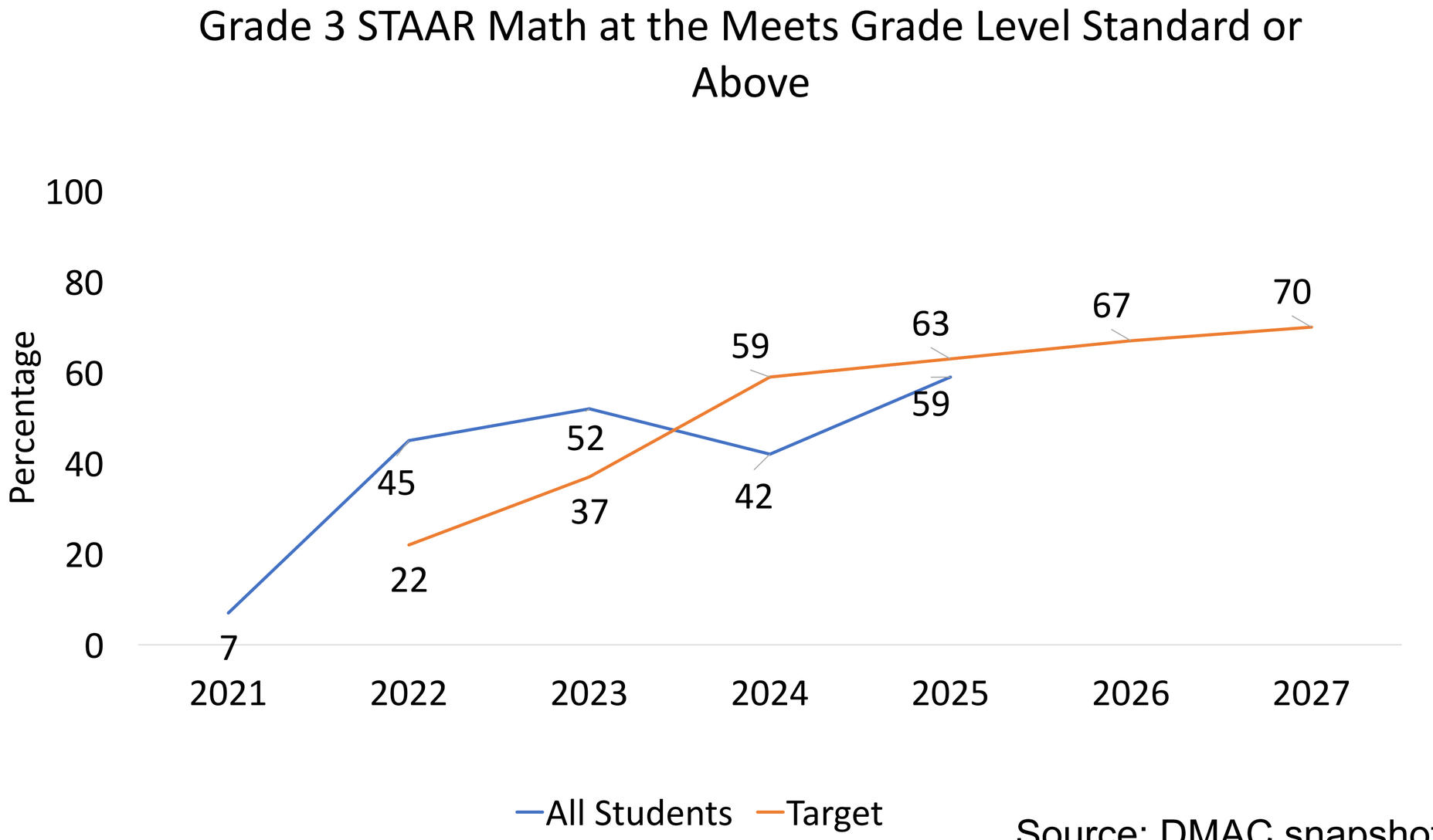
- Implementation of new TEA/IMRA approved High Quality Instructional Materials (Bluebonnet Reading) across all K-5 campuses
- District professional learning days focused on instruction starting June 2025; All RLA teachers attending a three-day institute focused on the implementation of Bluebonnet Reading
- Utilization of district PD days with a focus on reading instruction
- Intentional shift in instructional minutes (3rd grade)
- Addition of explicitly teaching foundational skills in 3rd grade
- Bi-weekly after-school PLCs (unit/lesson internalization)
- Build out of a district instructional framework in partnership with Bellwether through the Strong Foundations Planning grant
- K-3 teachers enrolled in RYSS's internal Science of Teaching Reading cohort required course (HB3) with coaching/support for the application of learning
- 1:1 coaching of year 1 and year 2 teachers (Mentor Program)
- Implementation of i-Ready and Summit K12 with intentional progress monitoring throughout the school year.
- Continued focus on early literacy
- Small group instruction
- Launch of district common assessments

2024-2025 Board Goals

Goal 2: Early Childhood Mathematics

- The percent of 3rd grade students that score Meets Grade Level or above on STAAR Math will increase from 7% in 2021 to 70% by June 2027.

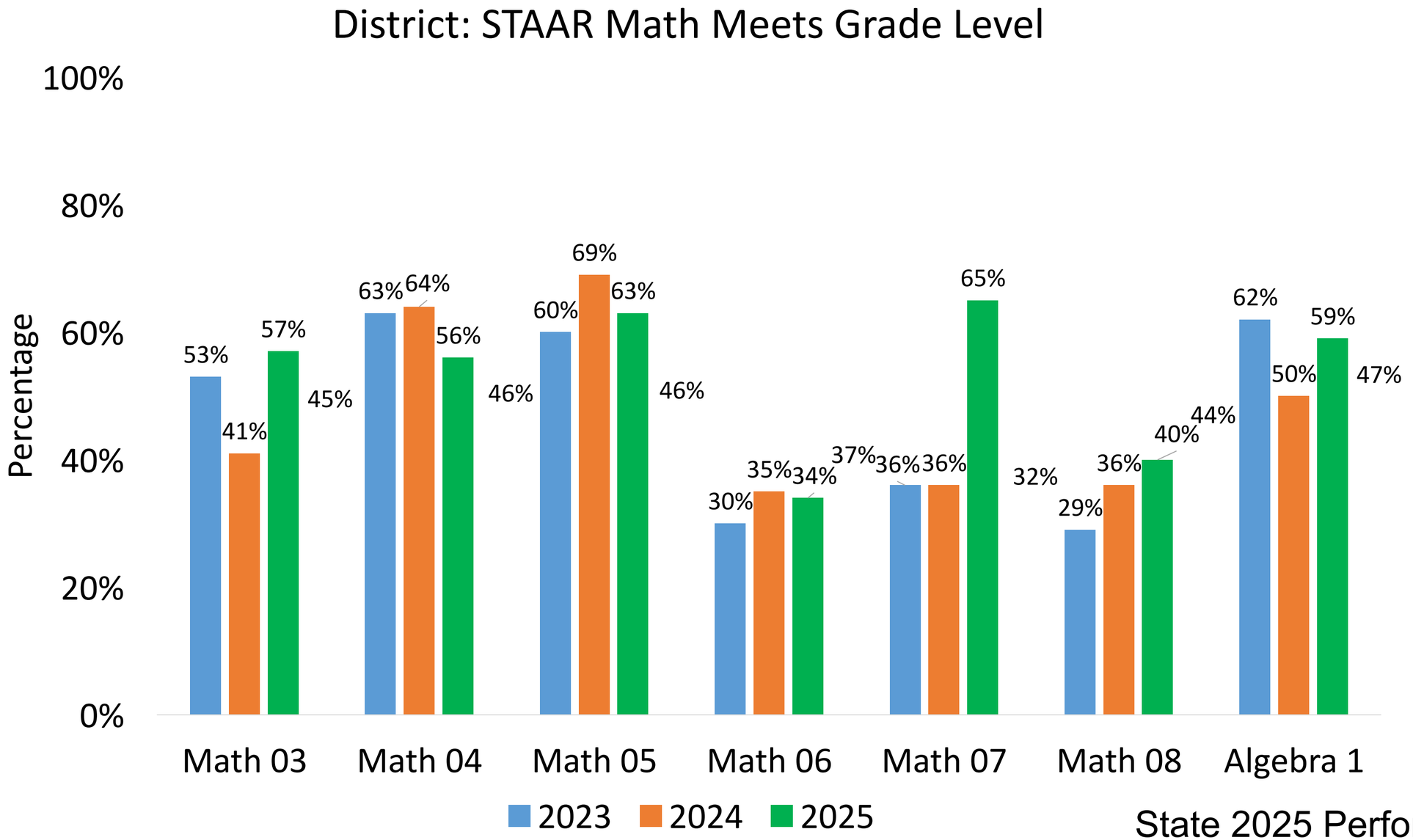
Goal 2: Early Childhood Mathematics



- Data include both English and Spanish testers using the accountability subset.
- 2025 data **increased** from 2024 by 17 percentage points.
- Did not meet target.

Source: DMAC snapshot data

Goal 2 Supporting Data



- Percentages shown reflect all students tested on the STAAR **English** assessment.
- Math performance in 2025 **improved** from 2024 for grades 3, 7, 8, and Algebra I.
- RYSS 2025 math performance **exceeded** the state for grades 3-5, 7 and Algebra I.

State 2025 Performance

2024-2025 Board Goals

Goal 2: Early Childhood Math District Progress Measure 1

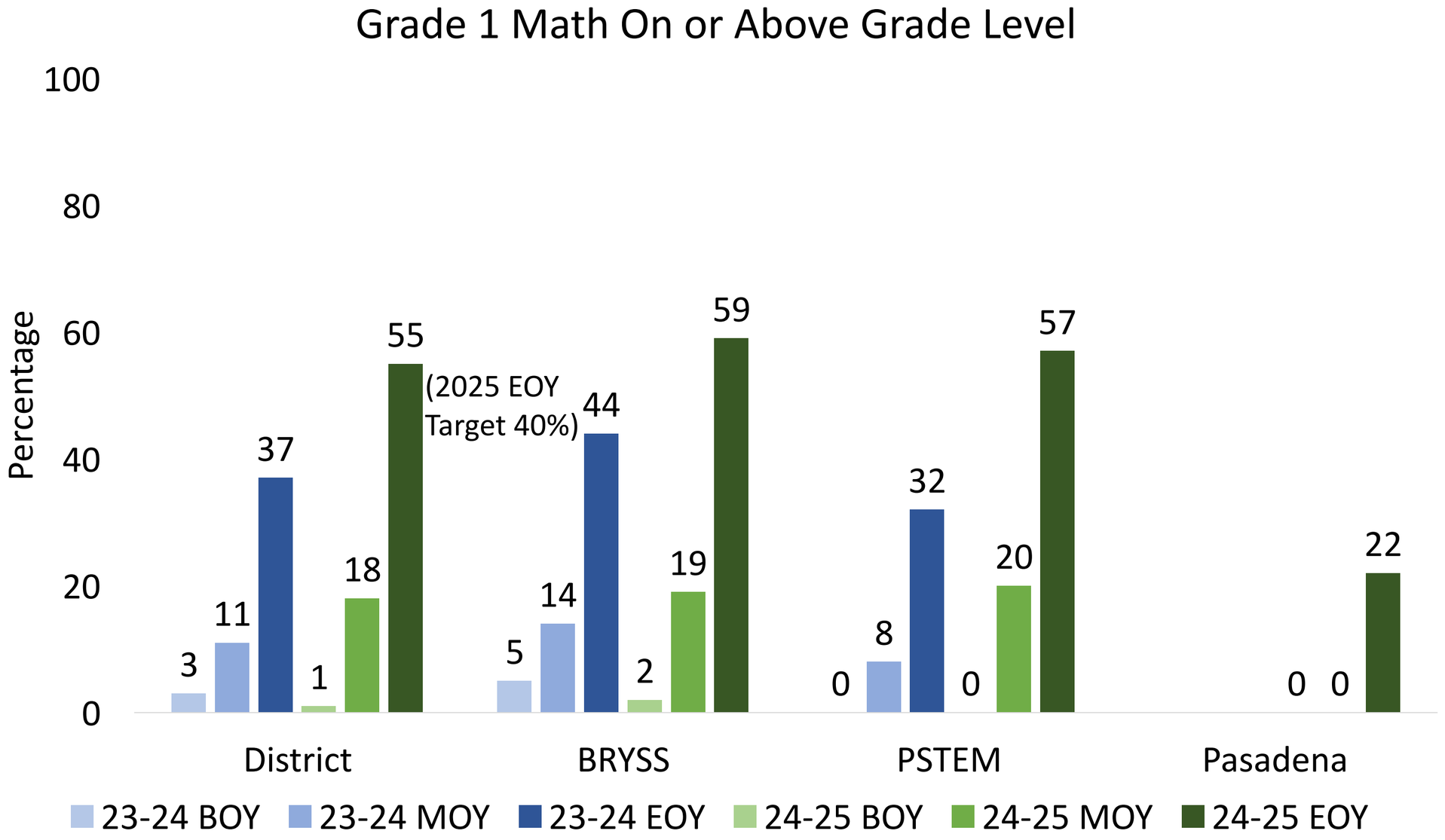
- The percent of students in Grade 1 that score on or above grade level on the i-Ready math assessment will increase from 8% in 2023 to 60% by June 2027.

Goal 2: Early Childhood Math District Progress Measure 2

- The percent of students in Grade 2 that score on or above grade level on the i-Ready math assessment will increase from 23% in 2023 to 60% by June 2027.

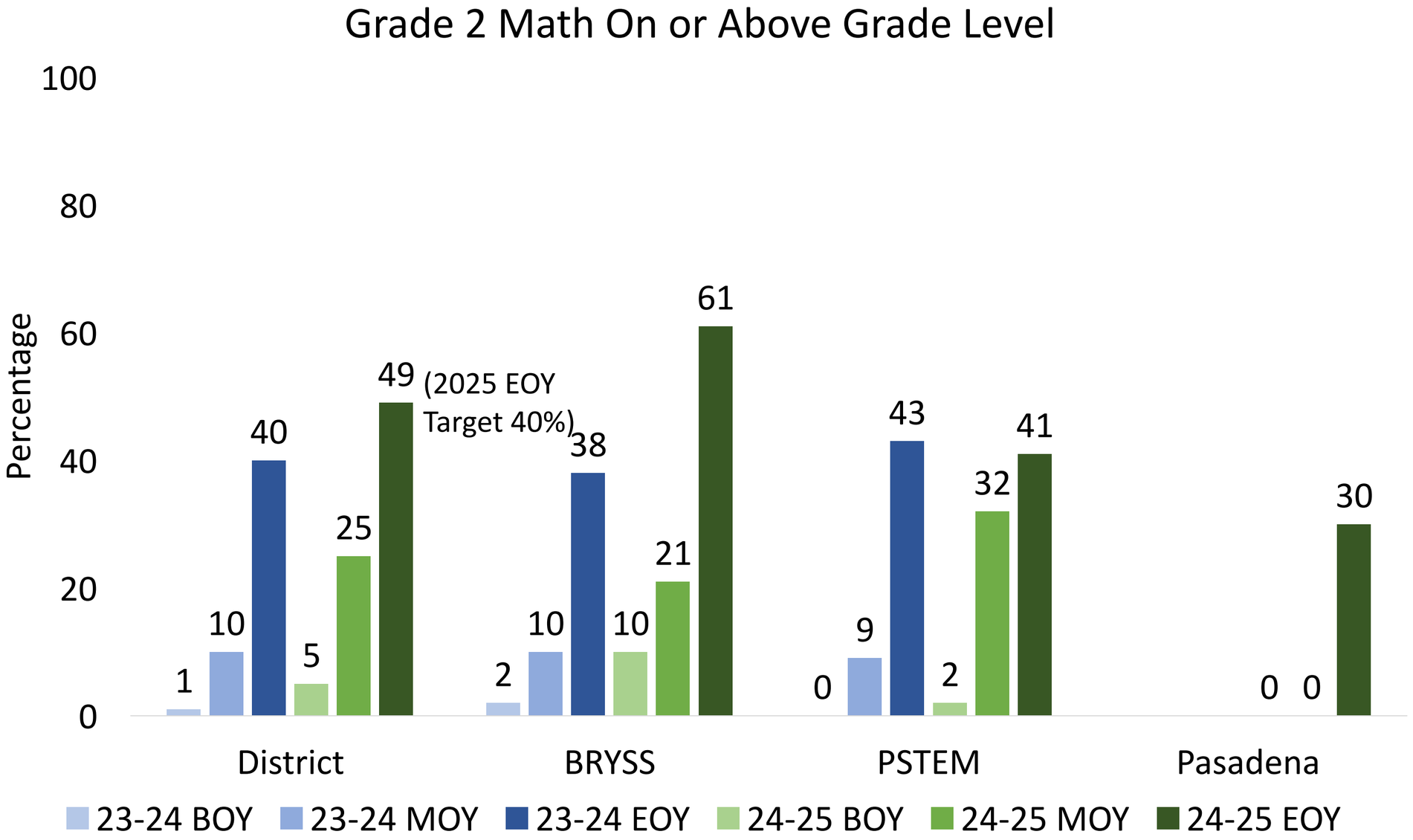


Progress Measure 1: i-Ready Math On or Above Grade Level, Grade 1



- On the i-Ready math assessment, a larger percentage of 1st graders in 2024-2025 are on or above grade level compared to the end of the 2023-2024 school year.
- PSTEM showed the most improvement compared to last year.
- **Met target.**

Progress Measure 2: i-Ready Math On or Above Grade Level, Grade 2

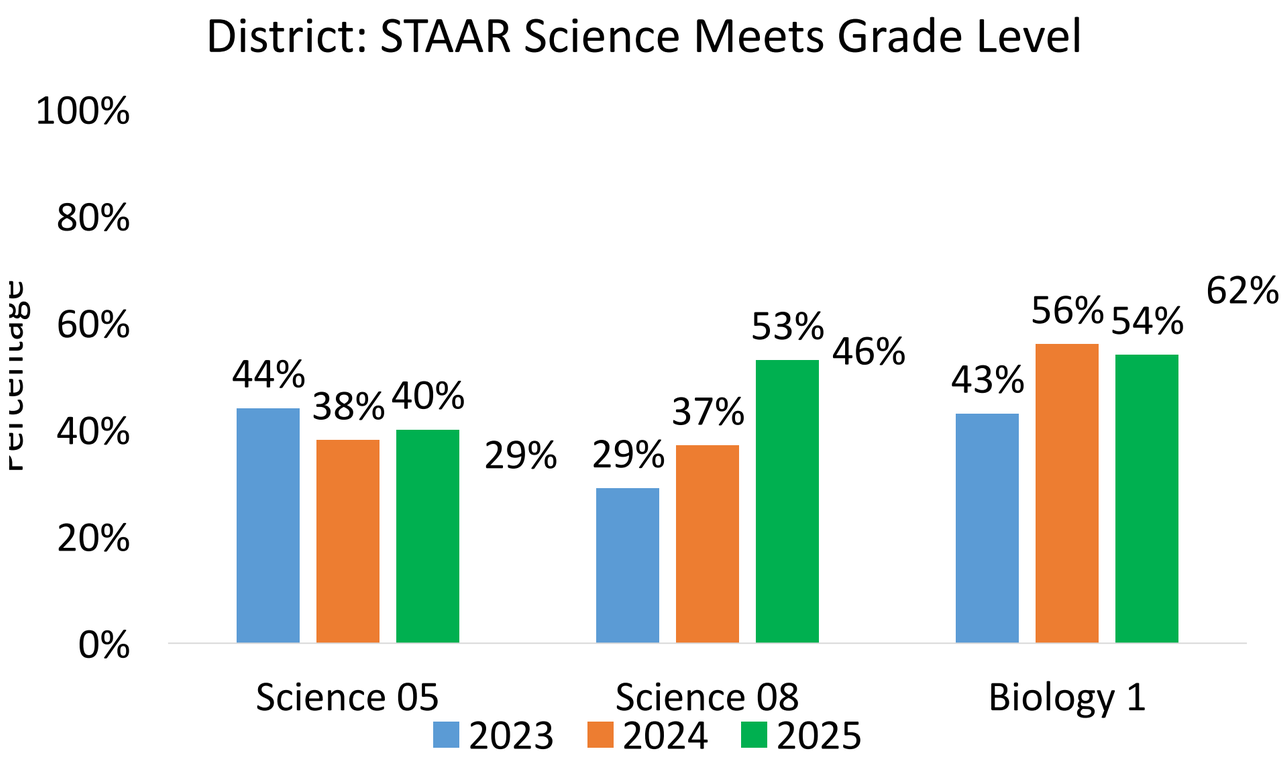


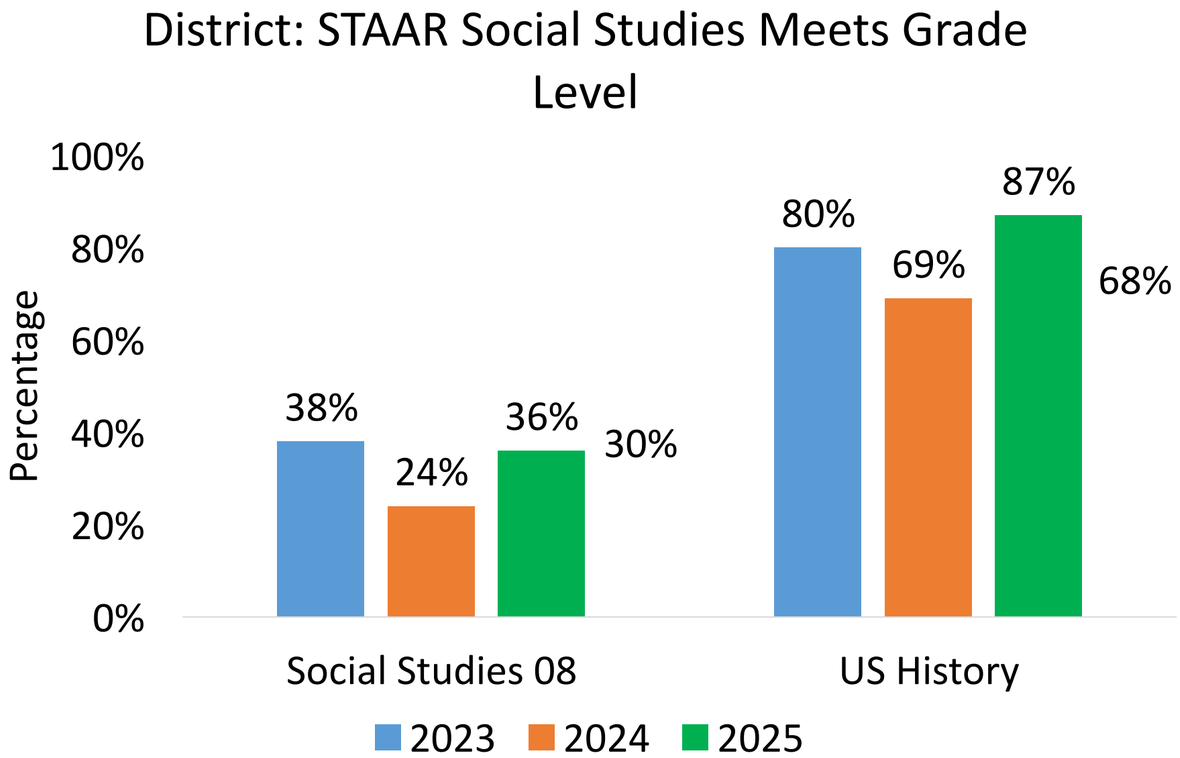
- Similar to grade 1, a larger percentage of 2nd graders in 2024-2025 are on or above grade level compared to the end of the 2023-2024 school year in math.
- BRYSS showed the most improvement compared to last year.
- **Met target.**

Math Curriculum: *Plans for Next Year*

- Implementation of new TEA/IMRA approved High Quality Instructional Materials (Bluebonnet Math) across all K-5 campuses
- District professional learning days focused on instruction starting June 2025; All math teachers attending a two-day institute focused on the implementation of Bluebonnet Math
- Utilization district PD days with a focus on math instruction
- Small group instruction focused on essential standards (data-driven instruction) in partnership with the Blended Learning Grant
- Coaching and support focused on math priorities
- Implementation of i-Ready (diagnostic and personalized pathways)
- 1:1 coaching of year 1 and year 2 teachers (Mentor Program)
- Launch of district common assessments

Science and Social Studies





- Percentages shown reflect all students tested on the STAAR Science and Social Studies assessments.
- RYSS 2025 science performance **improved** from 2024 at grades 5 and 8 and **exceeded** state averages, while Biology decreased and was below state performance.
- RYSS 2025 grade 8 social studies and US History performance **increased** from 2024 and **exceeded** state performance.

State 2025 Performance

JOURNEY THROUGH TIME

This 38-panel, 300 foot mural along the Columbia Tap Trail tells the story of East Downtown & Third Ward's evolution—focusing on cultural transformations, historical milestones, and community resilience. The culmination of the mural project aligns with the 190th Birthday of the City of Houston, August 30, 2026.


The mural begins with the indigenous history of Houston, showcasing the Karankawa and Akokisa tribes and their harmonious relationship with the land.
200 AD -
1830
THE KARANKAWA & AKOKISA TRIBES: THE ORIGINAL STEWARDS



The rise of railroads and their role in shaping East Downtown's industrial foundation, highlighting the work of enslaved and convict laborers.

RAILROAD BEGINNINGS: THE BACKBONE OF HOUSTON'S GROWTH



Celebrating the early African American community's influence, focusing on St. Nicholas Catholic Church and civic leaders like Charles W. Luckie School.

THE BIRTH OF COMMUNITY: AFRICAN AMERICAN STRENGTH IN EAST DOWNTOWN & THIRD WARD



ASIAN IMMIGRANT CONTRIBUTIONS: CULTURAL AND ECONOMIC VITALITY

The mural honors Cantonese and Vietnamese immigrants and their vibrant contributions to East Downtown's economy and culture.



Celebrating Eastwood's architectural gems, Hispanic culture, and community hubs like Tlaquepaque Plaza.

EASTWOOD: A SHOWCASE OF MEXICAN-AMERICAN HERITAGE AND ARCHITECTURE

EADO'S INDUSTRIAL RESURGENCE AND ARTISTIC REBIRTH

The transformation of East Downtown from industrial space to a cultural and artistic hub, driven by artists and creatives.



The mural ends with a vision for the future, showcasing sustainability, community gardens, and a thriving, green East Downtown.

A GREEN FUTURE: THE RESILIENT NEIGHBORHOOD OF TOMORROW



JOIN US IN CELEBRATING THE HISTORY OF THE COLUMBIA TAP

Become part of this transformative project by contributing, volunteering, or supporting the mural. Together, we can preserve and celebrate the history of Houston.

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD ACTION ITEM

SUBJECT:	**APPROVAL OF MAY 2025 UNAUDITED FINANCIAL STATEMENTS FOR RAUL YZAGUIRRE SCHOOLS FOR SUCCESS AND TEJANO CENTER FOR COMMUNITY CONCERNS – NON-SCHOOL**
BACKGROUND:	The Raul Yzaguirre Schools for Success 2024-2025, General Fund and Child Nutrition Fund activity as of May 31, 2025 and the TCCC- Non School Activity as of May 31, 2025, is presented.
RECOMMENDATIONS:	That the board approve the May 2025 Unaudited Financial Statements for Raul Yzaguirre Schools for Success and Tejano Center for Community Concerns-Non-School
COST:	**N/A**
FUNDS TO BE USED:	**N/A**
ATTACHMENT(S):	May 2025 Unaudited Financials for the Raul Yzaguirre Schools for Success and Tejano Center for Community Concerns Non-School
Submitted by:	_____ Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success
Staff Resource:	Dr. Jesus Amezcua, Acting CFO Consultant
Approved by Board on:	_____ Date

Tejano Center for Community Concerns

Making it Happen Together

RYSS

Monthly Financial Highlights

As of May 31, 2025

Business Office Summary

1. 9th month of the Fiscal Year - 75% RYSS 69% for Revenues and 64% for expenses
2. Equity at $27.1 Million
3. Drawdowns for May in Progress
4. Ratios at 2.39 for Fixed Coverage Ratio and 63 ratio for Cash on Hand Expenses
5. Cash Flow is tight and monitoring cash flow by scheduling payments.
6. Operations:
   - Disbursement Report updated
   - Working on general ledger analysis
7. Working on State Aid Projection and HB2 Analysis
8. Monitoring federal and state legislation
9. Monitoring ADA each six weeks
10. Planning for Insurance Renewal and Scheduling FY 25 Audit Fieldwork in late July

S&P Global ratings assigned its 'BB+' issuer credit rating (ICR) to Tejano Center for Community Concerns, Inc (Tejano Center), TX operating the Raul Yzaguirre Schools for Success (RYSS).

Enrollment ADA Update

ADA Projection Report

	Estimate	1st Six Weeks	2nd Six Weeks	3rd Six Weeks	4th Six Weeks
Status	Approved	Approved	Approved	Approved	Saved
Status Date	7/11/2024	9/30/2024	11/12/2024	1/7/2025	2/28/2025
Begin Date	-	8/12/2024	9/23/2024	11/4/2024	1/7/2025
End Date	-	9/19/2024	11/7/2024	12/19/2024	2/21/2025
Attendance Data					
Days in Membership	-	50778	54984.5	48565	54674
Total Days Absent	-	2252	2745	2631.5	4333.5
Total Days Present	-	48526	52239.5	45933.5	50340.5
Total Ineligible Days	-	0.5	0	11.5	15
Total Eligible Days	-	48525.5	52239.5	45922	50325.5
Total Refined ADA	**1609.197**	**1733.05**	**1731.52**	**1711.85**	1661.17
Bilingual/ESL (LEP only - NON Dual) Eligible Days	-	29960	34857.5	30565	33501
BIL/ESL (LEP only - NON Dual) Refined ADA	**1054.91**	**1070**	**1154.01**	**1141.39**	1105.33
Bilingual LEP Dual Language Eligible Days	-	0	0	0	0
Bilingual LEP Dual Language Refined ADA	**0**	**0**	**0**	**0**	0
Bilingual Non LEP Dual Language Eligible Days	-	0	0	0	0
Bilingual Non LEP Dual Language Refined ADA	**0**	**0**	**0**	**0**	0
Early Education, K-3 (Educationally disadvantaged or LEP & bilingual or special language) Eligible Days	-	21185.5	25436	21748.5	24395.5
Early Education, K-3 (Educationally disadvantaged or LEP & bilingual or special language) Refined ADA	**767.61**	**756.62**	**878.74**	**826.31**	801.72
Residential Placement Facilities Eligible Days	-	0	0	0	0
Residential Placement Facilities Refined ADA	**0**	**0**	**0**	**0**	0
Special Ed. Mainstream Eligible Days (Code 40)	-	961	1220	1160.5	0
Special Ed. Mainstream Refined ADA	**27.228**	**34.32**	**40.74**	**42.79**	0
Pregnancy Related Services (PRS) Eligible Days	-	0	0	0	0
Pregnancy Related Services FTE	**0.164**	**0**	**0**	**0**	0
Gifted and Talented Enrolled	80	97	100	102	102
Gifted and Talented Max	**80.46**	**86.652**	**86.576**	**85.592**	83.058
Career and Technology Education (CATE) Data					
T1 CATE FTE	17.653	6.036	5.195	5.083	4.928
T2 CATE FTE	20.431	19.208	38.205	44.542	43.731
T3 CATE FTE	35.837	11.661	11.575	11.304	12.017
Total CATE FTE	**73.921**	**36.905**	**54.975**	**60.929**	60.676
Special Education Data					
00 Speech Therapy FTE	3.975	3.714	3.813	3.826	3.866
01 Homebound FTE	0	0	0	0	0
02 Hospital FTE	0	0	0	0	0
08 Vocational Class FTE	0	0	0	0	0
30 State School FTE	0	0	0	0	0
41-42 Resource Room FTE	47.176	40.673	45.412	48.226	48.277
43-44 Mild/Mod/Severe FTE	8.786	8.304	9.431	9.669	9.073
45 Full Time Early Childhood FTE	0	0	0.222	0	0
81-89 Residential Care & Treatment FTE	0	0	0	0	0
91-98 Off Home Campus FTE	0	0	0	0	0
Total Special Education FTE	**59.937**	**52.691**	**58.878**	**61.721**	61.216
Regular Program ADA	**1475.351**	**1643.454**	**1617.667**	**1589.2**	1539.278
Attendance Percentage	**94.186**	**95.565**	**95.009**	**94.583**	92.073

INTERIM FINANCIAL REPORT (unaudited) TCCC/RYSS OPERATING FUNDS Balance Sheet as of May 31, 2025

Total Assets:

Total TCCC Inc.

$52,172,839

Total Liabilities:

$25,053,797

Total Net Assets:

$27,119,043

Tejano Center for Community Concerns, Inc
Consolidated Statement of Financial Position
Unaudited and Preliminary
As of 5-31-25

	RYSS	Non-School	Total
ASSETS			
Current Assets			
Cash and Cash Equivalents	$ 3,855,858	$ 2,544,034	$ 6,399,892
Accounts Receivable	$ (1,860,913)	$ (149,586)	$ (2,010,499)
Other Receivables	$ (644,201)	$ 378,487	$ (265,714)
Prepaid Expenses	$ 61,150	$ 5,100	$ 66,250
Total Current Assets	$ 1,411,894	$ 2,778,035	$ 4,189,929
Property, Plant & Equipment			
Land	$ 257,648	$ 6,038,150	$ 6,295,798
Buildings and Improvements	$ 4,276,805	$ 25,399,032	$ 29,675,836
Furniture, Vehiciles, and Equipment	$ 3,041,383	$ 1,686,571	$ 4,727,954
Accumulated Depreciation	$ (4,402,678)	$ (8,969,815)	$ (13,372,492)
Total Property, Plant & Equipment	$ 3,173,158	$ 24,153,938	$ 27,327,096
Other Long-term Assets			
Right-of-Use Asset	$ -	$ -	$ -
Construction in Progress	$ 429,334	$ 20,226,481	$ 20,655,815
Total Other Long-term Assets	$ 429,334	$ 20,226,481	$ 20,655,815
TOTAL ASSETS	$ 5,014,386	$ 47,158,453	$ 52,172,839
LIABILITIES AND NET ASSETS			
Current Liabilities			
Accounts Payable	$ (1,258,492)	$ (57,501)	$ (1,315,993)
Accrued Liabiltities	$ 112,788	$ 54,082	$ 166,870
Payroll Liabilities	$ 1,020,415	$ 82,597	$ 1,103,012
Accrued Wages	$ -	$ (442)	$ (442)
Deferred Revenue	$ 535,875	$ -	$ 535,875
Line of Credit	$ -	$ -	$ -
Intercompany	$ 5,982,669	$ (6,991,110)	$ (1,008,441)
Notes Payable - Current Portion	$ -	$ 4,779,970	$ 4,779,970
Total Current Liabilities	$ 6,393,255	$ (2,132,404)	$ 4,260,851
Long-term Liabilities			
Right-of-Use Liability	$ -	$ -	$ -
Notes Payable - Net of Current Portion	$ -	$ 20,792,946	$ 20,792,946
Total Long-term Liabilities	$ -	$ 20,792,946	$ 20,792,946
Total Liabilities	$ 6,393,255	$ 18,660,541	$ 25,053,797
Net Assets			
Without donor restrictions	$ -	$ -	$ -
With donor restrictions	$ 797,010	$ 24,922,181	$ 25,719,191
Current Year	$ (2,175,878)	$ 3,575,730	$ 1,399,852
Total Net Assets	$ (1,378,869)	$ 28,497,911	$ 27,119,043
TOTAL LIABILITIES AND NET ASSETS	$ 5,014,386	$ 47,158,453	$ 52,172,839

INTERIM FINANCIAL REPORT (unaudited)
Net Assets
May 31, 2025

The ESTIMATED Net Assets balance at 5/31/25 is $23,119,043

	Net Assets (a) As of 8-31-24	NET (Rev-Exp) YTD Activity	Estimated Net Assets As of May 31, 2025
NET ASSETS			
Without Donor Resrictions	-	-	-
With Donor Restrictions	25,719,191	1,399,852	27,119,043
Current Year	-		-
Total Consolidated	**$ 25,719,191**	**$ 1,399,852**	**$ 27,119,043**
NET ASSETS RYSS			
Without Donor Resrictions	791,010		797,010
With Donor Restrictions			-
Current Year (*)		(2,175,878)	(2,175,878)
Total RYSS	**$ 791,010**	**$ (4,641,240)**	**$ (1,378,868)**
NET ASSETS Non School			
Without Donor Resrictions	24,922,181	-	24,922,181
With Donor Restrictions	-	-	-
Current Year	-	3,575,730	3,575,730
Total Non School	**$ 24,922,181**	**$ 3,575,730**	**$ 28,497,911**

Note: (a) From 8-31-24

Budget Amendments for June 2025

No Amendments for June

FY 2024-2025 Net Assets and Amendment

Budgeted Activity

INTERIM FINANCIAL REPORT (unaudited)

RYSS OPERATING FUNDS and TCCC FUNDS

Revenues (INFLOWS)

Budget to Actual for period ending **May 31, 2025**

		FY 24-25	Year to Date	Percent
Fund #	**RYSS SCHOOL**	**Budget**	**Received/ Billed**	**%**
420	Operating Fund	22,911,759	16,846,868	74%
240	Food Service Fund	3,236,869	2,368,017	73%
Various	Grants Funds - Federal	4,946,054	1,941,983	39%
258	Expansion Grant - TEA	2,458,283	18,592	1%
497	Charter School Growth Fund	659,394	1,400,000	212%
461	Local Other Revenue	11,376	24,528	216%
	Total RYSS	$ 34,223,735	$ 22,599,988	66%
Fund #	**NON-SCHOOL**	**Budget**	**Received/ Billed**	**%**
170 171	Agency Fund	1,013,633	772,024	76%
172	La Tiendita	210,000	52,804	25%
201	Health Grant (City of Houston)	941,319	156,000	17%
464	Child Placement Agency (CPA)	780,000	484,821	62%
190,290	Affordable Housing Fund	1,936,672	460,863	24%
181	Sunrise Loft Properties	182,240	-	0%
180, 495	Tejano Commercial Properties	2,700,000	4,518,058	167%
484	RESOLVE	408,407	242,187	59%
		$ 8,172,271	$ 6,686,758	82%
	Total Budget and End of Month	$ 42,396,006	$ 29,286,746	69%
		Total Budget	YTD	

INTERIM FINANCIAL REPORT (unaudited)

RYSS OPERATING FUNDS AND TCCC FUNDS

Expenses (OUTFLOWS)

Budget to Actual for period ending **May 31, 2025**

			FY 24-25	Year to Date	Spend %
Fund #	**RYSS SCHOOL**	**Budget %**	**Budget**	**Encum- Spent**	**%**
420	Operating Fund	53%	**22,891,184**	**18,778,354**	82%
240	Food Service Fund	7%	**3,236,869**	**2,313,210**	71%
Various	Grants Funds - Federal	10%	**4,522,996**	**3,095,948**	68%
258	Expansion Grant - TEA	9%	**3,879,299**	**279,763**	7%
497	Charter School Growth Fund	2%	**659,394**	**318,634**	48%
461	Local Other Revenue	0%	**96,027**	**12,913**	13%
	Total RYSS		**$ 35,285,769**	**$ 24,798,823**	**70%**
		Monthly Avg	2,940,481	2,066,569	
Fund #	**NON-SCHOOL**		**Budget**	**Encum- Spent**	**%**
170 -171	Agency Fund	2%	**1,013,633**	**813,963**	80%
172	La Tiendita	0%	**210,000**	**69,038**	33%
201	Health Fund	2%	**941,319**	**198,887**	21%
180 495	Tejano Commercial Properties	6%	**2,700,000**	**382,308**	14%
181	Sunrise Loft Properties	0%	**182,240**	**94,749**	0%
190 & 290	Affordable Housing Fund	5%	**2,026,437**	**871,102**	43%
464	Child Placement Agency (CPA)	2%	**780,000**	**431,629**	55%
484	RESOLVE	1%	**408,407**	**249,353**	61%
			$ 8,262,036	**$ 3,111,028**	**38%**
Project grad part of Fund 170					
	Total Budget and End of Month	**100%**	**$ 43,547,805**	**$ 27,909,851**	**64%**
			Total Budget	YTD	
		Monthly Avg	3,628,984	2,325,821	

INTERIM FINANCIAL REPORT
(unaudited)
RYSS OPERATING FUNDS
as of May 31, 2025

Revenue	Budget	As of April 30 25	Percent Realized
5700	822,963	-	0%
5800	21,751,631	16,763,728	77%
5900	340,165	83,140	24%
Total	$ 22,914,759	$ 16,846,868	
	YTD = 9/12 = 75%		

Foundation - State Revenues

INTERIM FINANCIAL REPORT
(unaudited)
RYSS OPERATING FUNDS
as of May 31, 2025

Expenditures by Function

Fund 420 Operating Only

Function	Budget	Actual as of May 31 2025	Percent
11	(10,502,818)	8,988,301	-86%
12	(171,549)	63,912	-37%
13	(95,969)	39,710	-41%
21	(192,592)	212,783	-110%
23	(1,779,320)	1,302,730	-73%
31	(167,609)	111,244	-66%
32	(73,641)	74,667	-101%
33	(182,904)	136,460	-75%
34	(210,491)	135,266	-64%
35	(1,500)	-	0%
36	(20,500)	45,046	-220%
41	(1,785,541)	2,036,382	-114%
51	(5,389,010)	4,611,177	-86%
52	(278,282)	418,747	-150%
53	(769,385)	508,525	-66%
61	(303,230)	93,404	-31%
71	(990,417)	-	0%
	(22,914,759)	**18,778,354**	

YTD = 9/12 = 75%

INTERIM FINANCIAL REPORT
(unaudited)
RYSS OPERATING FUNDS
as of May 31, 2025



Expenditure by School

Fund 420 only

School	Budget	As of May 31 2025	Percent
001	(3,447,834.49)	2,893,349.88	-84%
002	(668,943.49)	132,509.53	-20%
042	(3,657,586.66)	2,472,527.60	-68%
043	(986,747.21)	909,046.37	-92%
101	(4,374,918.39)	3,319,207.97	-76%
102	(3,848,731.95)	3,082,777.18	-80%
103	(608,712.21)	518,380.23	-85%
104	(1,948,847.29)	1,449,774.82	-74%
105	-	-	
699	(19,700.00)	12,136.79	-62%
701	(10,000.00)	4,331.89	-43%
702	(5,000.00)	-	0%
726	(20,700.00)	1,652.66	-8%
727	(21,300.00)	16,441.98	-77%
728	(25,000.00)	-	0%
750	(1,607,515.65)	1,839,700.43	-114%
999	(1,663,221.66)	2,126,516.86	
	$ (22,914,759)	$ 18,778,354	-82%
	YTD = 9/12 = 75%		

Note: Budget 999 includes insurances and debt service payments paid earlier in the year. .

Fixed Coverage Ratio (Estimated)

	Results of FY 5-31- 25		
	Revenues		22,599,988
	Pending Receivable		1,153,000
	Expenses		23,752,988
	EBITDA		-1,153,000
`	EBITA		-1,153,000
	6269 Rentals		2,014,153
		A	861,153
	Rental Payable under lease of real property		
B	Interest Charges		360,000
	Principal Charges		-
	Rental Payable		
		B	360,000
C	A Divided by B		2.39
	Fixed Charge Coverage Ratio (1.10 to 1 required)		

(v) Borrower's Fixed Charge Coverage Ratio as of *[Insert Testing Date]* is ____:1, as further evidenced by the attached compliance statement. *[Requirement is 1.10:1]*

(vi) Borrower's days Cash on Hand as of *[Insert Testing Date]* is _____, as further evidenced by the attached compliance statement. *[Requirement is 45 days]*

(vii) The School's Fixed Charge Coverage Ratio as of *[Insert Testing Date]* is ____:1, as further evidenced by the attached compliance statement. *[Requirement is 1.15:1]*

(viii) The School's days Cash on Hand as of *[Insert Testing Date]* is _____, as further evidenced by the attached compliance statement. *[Requirement is 30 days for each fiscal year through and including fiscal year 2026; thereafter the requirement is 45 days]*

Note: Based on the required compliance ratios from lenders
Tentative due to timing of revenue received and updated near final settle from TEA.

Cash on Hand Ratio (Estimated)

Results of FY 5 31 25			
	A	Unrestricted Cash and Cash Equiv	3,855,858
	B	Operating Expense	23,752,988
		Multiply by 365 divided by B	63
		Cash on Hand (45 days is requirement)	

Note: Based on the required compliance ratios from lenders.

Interim Financial Report (Unaudited)

I certify that the foregoing information is true and accurate to the best of my knowledge.

/s/ Dr. Jesus Amezcua, Acting CFO

Tejano Center for Community Concerns

Making it Happen Together

RYSS

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24,2025

BOARD ACTION ITEM

SUBJECT:	**RATIFICATION OF MONTHLY DISBURSEMENT REPORT/VENDOR CUMULATIVE PAYMENTS FOR MAY 2025 TO INCLUDE PROCUREMENT PROCESS AND EXPENDITURE APPROVALS**
BACKGROUND:	A report of the vendor payments for RYSS and Non-School is attached for all vendor payments above $50,000. A monthly report will be provided to the board each month.
RECOMMENDATIONS:	That the board approve the ratification of monthly disbursement report/vendor cumulative payments for May 2025 to include procurement process and expenditure approvals.
COST:	**Cumulative amounts total $8,510,788 for RYSS and $552,150 for Non School Payments**
FUNDS TO BE USED:	**Various Funds**
ATTACHMENT(S):	Vendor Payment List
Submitted by:	_____ Dr. Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success
Staff Resource:	Dr. Jesus J. Amezcua, HCDE Business Consultant
Approved by Board on:	_____

TCCC Non School

YEAR TO DATE PAYMENTS

Disbursement Report as of May 2025

Disbursement above 50,000	$	552,150.12
Other Disbursements	$	1,124,344.91
Total:	$	1,676,495.03

Vendor Name	Net Expended Amt	Type of Services
Jose Luis Hermida	$ 144,320.00	Construction
Southwest Remodeling ETC	$ 139,150.00	Home Repair Remodeling
GC Commercial Construction LLC	$ 78,892.50	Construction
Bozorgi Developments LLC	$ 72,404.88	Leasing Property
Lowe's Companies Inc	$ 65,254.62	Hardware
Yolanda Canizales	$ 52,128.12	Foster Parent
Subtotal :	$ 552,150.12	
Southwest Remodeling ETC - 3	$ 47,850.00	Home Repair Remodeling
Irma Cermeno	$ 45,404.61	Foster Parent
Ingrid Hernandez	$ 42,705.73	Foster Parent
Solveig Estrada	$ 42,133.21	Foster Parent
ANNETTE RAMIREZ	$ 41,575.55	Tax Services
Algar Services	$ 37,400.00	Landscaping
Jose Luis Hermida- 3	$ 36,660.00	Home Repair Remodeling
Hunton Services	$ 35,610.15	Service Repair
Southwest Remodeling ETC - 4	$ 31,100.00	Home Repair Remodeling
Alexandra Martinez	$ 30,688.10	Foster Parent
Mary Ann Perez	$ 30,610.93	Insurance
Jose Luis Hermida -2	$ 28,350.00	Home Repair Remodeling
Cherry Construction Services	$ 27,646.25	Construction Services
Husch Blackwell	$ 25,797.25	Attorney
Sonia Gonzalez	$ 25,313.07	Foster Parent
Jubilee Center	$ 21,600.00	Contract Consulting
John Paul Segovia	$ 19,475.00	Event Organizer
GCCISD TAX SERVICES	$ 18,470.69	Tax Services
Jones Engineers, LP	$ 17,080.00	Engineer Consultant
Los Tres Reyes, Inc.	$ 15,300.00	Property Lease
Patricia Avalos	$ 15,104.96	Foster Parent
Southwest Remodeling ETC-2	$ 14,250.00	Home Repair Remodeling
Modesta Vazquez	$ 13,736.27	Foster Parent
Strategists for Good, LLC	$ 12,907.40	SubContractor (SOP Design)
Jose Luis Hermida- 6	$ 12,535.00	Home Repair Contractor
NRG Energy, Inc.	$ 12,276.13	Utilities

Salesforce.com Inc	$	11,981.00	Software
METLIFE	$	11,944.70	Insurance
Export Global Opportunity Inc.	$	11,944.00	Signs
KaTom Restaurant Supply, Inc.	$	11,886.00	Resturant Supplies
HolSton Inspections	$	11,550.00	Home Inspections
Jose Luis Hermida -4	$	11,336.00	Home Repair Contractor
Atron Solutions, LLC	$	10,803.35	Internet Services
Ricoh USA, Inc.	$	10,656.77	Lease For Printners
Vertical Transportation Services LL	$	10,109.00	Elevator Repairs
Organized Decisions LLC	$	10,000.00	Event Management
Pedraza A/C LLC	$	10,000.00	HVAC Services
Richmond Printing LLC	$	9,990.00	Annual Report STOC Program
Stage Directions	$	9,554.00	Hosting Services
CDW Government Inc.	$	9,009.15	Technology Products
Imelda Perez	$	8,917.09	Foster Parent
Centro Productions	$	8,700.00	Event Organizer
Beyonce Arvizu	$	8,432.00	Contract Employee
Jose Luis Hermida -5	$	7,700.00	Home Repair Contractor
Community Alliance of Texas	$	7,540.00	Subscription
Guadalupe Guerrero	$	7,295.00	Consutruction Company
Region 4 ESC	$	7,167.00	Software Services
Neighborhood Reinvestment Corp	$	7,040.00	Investment Corp.
Adriana Tamez	$	6,719.65	Employee Reimbursement
Eugenio Espitia	$	6,560.00	Law Maintenance
First Class Inspections' LLC	$	6,300.00	Property Inspection
Muro Business Solutions LLC	$	6,129.96	IT Counsultant
Alexandra Miller	$	6,064.78	Foster Parent
Jose Rivera	$	5,916.02	Health Equity Employee Reimbursement
Wilson, Cribbs & Goren, P.C.	$	5,795.00	Legal Services
Don Nordin Ministries International	$	5,733.91	Loan Payment
Blanca Hernandez	$	5,685.81	Foster Parent
Houston Latino Film Festival	$	5,500.00	Event Host
MALB Solutions LLC	$	5,089.96	Marketing
Ana Plaisance	$	4,879.08	Foster Parent
Dixie Safe & Lock Service Inc.	$	4,665.83	Lock Service
Teresita Madero	$	4,300.47	Proj Grad Employee Reimbursement
Continental American Insurance Comp	$	4,137.33	Insurance
ERC Environmental & Construction	$	3,970.00	Construction Services
Jorge Gonzalez	$	3,619.30	Resolve Employee Reimbursement
Dawn Leal	$	3,600.00	Catering
Affordable Marketing Promotions	$	3,599.00	Merchandise
A&M Envirronmental, LLC	$	3,500.00	Asbestos Removal
Samuel A Barraza	$	3,500.00	Catering
Stewart Organization	$	3,455.39	Document Equipment

InControl Technologies	$	3,200.00	Environmental Site Assessment
Andrew Ermon	$	3,000.00	Consulting Services
Muralista LLC	$	3,000.00	Catering
Refried Relics LLC	$	3,000.00	Event Organizer
Ashley Lane Consulting, LLC	$	2,911.50	Consulting Services
La Casa De Carton	$	2,896.00	Signs
Rosalina Madero	$	2,795.16	CPA Employee Reimbursement
STS Brand, LLC	$	2,689.50	Supplies
Staples	$	2,625.58	Office Supplies and Equipment
Nieto Technology Partners, LLC	$	2,500.00	Network Services
Brenda Navarrete	$	2,495.63	CPA Employee Reimbursement
Guadalupe Olivarez Jr.	$	2,399.35	Event Organizer
H-E-B, LP	$	2,250.00	Gift Cards For Education
Alliance Benefit Group of Houston	$	2,214.00	Financial Consultant
Melissa Martinez	$	2,213.69	Employee Reimbursement
Crisis Prevention Institute, Inc.	$	2,049.00	Training Program
Saenz Consultants LLC	$	2,011.20	Consulting Services
Sunrise Lofts LLC	$	2,000.00	Housing Payments
Rocketlight Lab, LLC	$	1,985.00	Photography Services
Katerin Martinez Salinas	$	1,977.09	Employee Reimbursement
Angelica Reyes	$	1,892.75	Employee Reimbursement
Alamo Bus Service LLC	$	1,800.00	Bus Services
Gloria Lorena Mendoza	$	1,800.00	Housing Consulting
Gabriela Luna	$	1,792.69	Employee Reimbursement
Sunrise Lofts Apartments	$	1,734.52	Housing Payments
RP-2000 Plumbing Corp.	$	1,700.00	Plumbing services
Ayline Castillo	$	1,579.40	CPA Employee Reimbursement
Cordell Incorporated	$	1,577.35	Cleaning Supplies
Farmers	$	1,518.00	Home Owner Policy
Fidelity Security Life Insurance Co	$	1,508.80	Insurance
Ma Del Rosario Delgado Aguilar	$	1,500.00	Hurricane Beryl Recovery Fund Recipient
Texas Assoc of Student Financial	$	1,500.00	Subscription
Reliant	$	1,419.14	Utilities
Amazon Capital Services	$	1,406.14	Supplies
carmen martinez guerra	$	1,367.08	Employee Reimbursement
Aflac	$	1,338.70	Insurance
Laura Aguirre	$	1,200.00	Ballon Services
National College Attainment Network	$	1,200.00	Membership Renewal
City of Houston	$	1,176.84	Utilities
CA Partners, Inc. Republic Center	$	1,175.00	Contractor
Sparkletts	$	1,167.09	Subcription
Athena Anesti	$	1,100.00	Social Media Ads
Dearborn National Life Insurance	$	1,061.06	Insurance
Texas Windstorm Insurance Assoc	$	1,038.00	Insurance

Houston Community College	$	1,000.00	Scholarship
League of United Latin American	$	1,000.00	Lulac Event
University of Houston	$	1,000.00	Grants
U.S. Occmed Texas, PLLC	$	964.82	Medical Services
Jefferson County Tax A/C	$	930.99	Property Tax
Jacob Power Photography	$	900.00	Photography services
Verizon Wireless	$	854.30	Phone Services
National Neighborworks Association	$	750.00	Membership Renewal
Digital Function, LLC	$	701.68	Website Host
Connective	$	673.00	Software
Kathy Cantu	$	547.54	Employee Reimbursement
Alfonso Luera	$	500.00	DJ Services
GV Lawn & Tree Service	$	500.00	Landscaping
Hispanic Health Coalition	$	500.00	Sponsership
Literacy Minnesota	$	500.00	Subscription
Magdalena Villegas	$	500.00	Scholarship
Texas Department of Family	$	500.00	Residential Childcare Services
Martha Gonzalez	$	489.74	Employee Reimbursement
Euclid Managers	$	480.00	Insurance
Jesse Rodriguez	$	400.00	Traffic Control
Brenda Rodriguez	$	369.20	Employee Reimbursement
Ricardo Rodriguez	$	329.53	Employee Reimbursement
Alexander B. Marin	$	300.00	Signs
Gumaro Herrera	$	281.44	Employee Reimbursement
Felix and Angela Morales Memorial F	$	250.00	Recruitment Fee
Melinda Hernandez	$	150.00	Singing Performance
Lesly Garcia	$	101.44	Employee Reimbursement
Primo Brands	$	96.51	Water Services
Irene Cobas	$	88.54	Finger Print Reimbursement
Raul De Anda	$	37.75	Finger Print Reimbursement
Centerpoint Energy	$	26.32	Gas Utilites

RYSS Charter School

Disbursements Report as of May 2025

Disbursements Above $50,000

	Total:	
Vendor Name	**Net Expended Amt**	
McGriff	$	587,065.04
HCDE	$	556,636.39
Yummy	$	506,067.95
Glazier Foods Company	$	468,758.99
PepsiCo Foundation, Inc.	$	454,479.75
CDW Government Inc.	$	383,591.81
ELB US INC.	$	251,334.89
GC Commercial Construction LLC	$	220,489.62
Public Partners Group LLC	$	216,288.62
Abilities Therapy & Consulting,LLC	$	214,379.30
M Scott Construction, INC	$	189,721.24
Staples	$	187,750.31
Untapped Genius	$	165,500.01
Muro Business Solutins LLC	$	153,702.52
Longhorn Bus Sales	$	148,730.00
Region IV	$	142,720.03
New Dairy Opco, LLC	$	130,184.42
Zenith Premier, INC	$	129,590.00
NRG Energy, Inc.	$	127,271.34
Harris County TX	$	122,820.00
STEWART ORGANIZATION INC	$	122,664.23
National Inst for Excellence Teach	$	116,875.00
BOXX Modular	$	114,048.00
Cordell Incorporated	$	112,343.15
Hunton Services	$	110,457.38
OND Group LLC	$	107,437.75
Curriculum Associates, LLC	$	103,635.35
Children At Risk, Inc	$	103,204.00
Netsync Network Solutions Inc	$	97,917.58
Whitley Penn LLP	$	96,719.00
Reliant Energy	$	95,735.57
Philadelphia Indemnity Insurance Co	$	92,820.20
Hardie's Fresh Foods	$	89,678.30
Nora Benny	$	89,181.25
Bellwether Education Partners, Inc	$	87,500.00

RingCentral Inc.	$	87,347.47
Metlife	$	85,794.54
Husch Blackwell LLP	$	83,906.47
Algar Services	$	82,430.00
Cecilia Borg Vigil	$	81,000.00
Region One Education Service Cente	$	77,700.00
EMA Sport Solutions LLC	$	77,650.00
Apple Inc.	$	76,652.00
Sheila M. Turner Consultant	$	76,050.00
Lakeshore Learning Materials	$	75,532.27
Amplify Education, Inc.	$	73,263.03
AXA Equi-Vest	$	63,865.58
RPB Construction Services LLC	$	63,122.85
Waste Management of Texas, Inc.	$	60,276.26
Houston Edu Leadership Partners	$	59,500.00
ARC Document Solutions	$	58,454.43
TimeClock Plus. LLC	$	56,476.70
Preferred Climate Solutions LLC	$	56,223.60
Summit K12 Holdings, INC	$	55,113.20
Live Mobile Technology Inc	$	53,975.25
Alamo Bus Service, LLC	$	53,790.00
Finalsite	$	53,679.00
Juan S. Torres	$	51,380.00
ACE MART Restaurant Supply	$	50,306.40
Subtotal:	$	8,510,788.04
Carla J. Stevens	$	48,800.00
Design Security Controls	$	46,345.47
School Specialty, LLC	$	46,276.18
Gulf Coast Paper Co. Inc.	$	46,181.43
Specialized Assessment & Consulting	$	42,159.91
Metis Associates, Inc.	$	42,000.00
Procare Therapy	$	41,237.75
Sirius Education Solutions	$	40,805.88
Dixie Safe & Lock Service Inc.	$	39,910.30
Stem Detective LLC	$	39,050.00
Atlas Sign Services, Inc.	$	36,760.00
Children at Risk	$	36,568.00
TPG Ed. Consulting LLC	$	36,470.00
Brownsville PUB	$	35,279.43
Atron Solutions, LLC	$	35,033.58
Signs and More LLC	$	33,900.00
Frontline Technologies Group, LLC	$	32,261.09
Accelerate Learning	$	30,269.57
Joe R. Rodriguez	$	30,175.00

MALB Solutions LLC	$	29,769.24
J. Harding & Co.	$	28,046.37
ESMERALDA LOPEZ	$	27,750.00
Linebarger Goggan Blair & Sampson	$	26,739.65
Luis Eduardo Longoria	$	26,600.00
Tejano Center For Community Concern	$	25,000.00
City of Houston (Public Works)	$	24,758.89
Houston Motorsports Pasadena	$	24,638.89
Booknook, Inc.	$	24,000.00
Cameron County Tax Office	$	23,554.94
Ricardo Acevedo	$	23,131.00
Sand Dune Ventures Inc.	$	22,225.43
Schola, Inc	$	22,200.00
Kamico Instructional Media, Inc.	$	21,857.20
Texas Public Charter Schools Associ	$	21,584.00
Continental American Insurance Comp	$	21,576.02
Navitas Credit Corp	$	21,077.76
ZSPACE, INC.	$	20,650.00
JRC Repair Services LLC	$	20,559.25
Guitar Center Stores, Inc.	$	19,964.34
Gold Star - San Antonio	$	19,700.74
Kimber Fuccello	$	19,162.50
Dos Terra Limited Liability Company	$	19,000.00
Smart AC System LLC	$	18,845.00
Coolers Incorporated	$	18,496.70
Liberty Office Products	$	18,346.00
Abelardo Saavedra	$	18,000.00
Star AC & Electronics	$	17,777.50
Rolando Trevino	$	17,582.50
AFS-NC LLC	$	17,500.00
GV Lawn & Tree Service	$	17,000.00
AFLAC GROUP INSURANCE	$	16,847.41
EquipmentShare.com Inc	$	16,799.50
CMV Fresh Solutions, Inc.	$	16,460.00
PS Lightwave, Inc	$	16,362.00
Raptor Technologies, LLC	$	16,122.52
Caraveo's Max Tire LLC	$	16,000.00
Lovescaping LLC	$	15,964.28
Project Lead The Way, Inc.	$	15,896.00
Juan Pedraza	$	15,625.00
ERI	$	15,500.00
SHI-Government Solutions, Inc.	$	15,240.50
Worlds Finest Chocolate Inc.	$	14,990.00
Precision Business Machines, Inc	$	14,764.38
Climatec LLC	$	14,627.74

Epic Solar Control, LLC	$	14,368.73
BLOOMWELL GROUP	$	14,360.00
Fidelity Security Life Insurance Co	$	14,269.56
ECS Learning Systems	$	14,257.52
Renaissance Learning	$	14,196.70
Wright National Flood Insurance Co	$	14,155.00
Hector Garcia	$	13,575.00
FireTron, Inc.	$	13,476.72
Conscious Discipline Holdings, LLC	$	13,437.09
HopSkipDrive Inc.	$	12,915.36
ESC Region 11	$	12,865.00
Always Ascending Consulting LLC	$	12,750.00
Arnulfo Rodriguez	$	12,350.00
AM Diesel Shop	$	12,290.95
Panorama Education, Inc.	$	12,250.00
Michael Calvillo	$	12,150.00
Texas Association of School Boards	$	12,125.86
Felipe Diaz	$	12,000.00
Visionary Minds Consulting LLC	$	12,000.00
Emics, Inc	$	11,820.00
UPS	$	11,367.48
Gerardo Orlando Sanchez	$	11,335.00
Jigsaw Learning LLC	$	11,250.00
Newsela, Inc.	$	11,238.50
Perfection Learning Corp	$	11,099.25
Cybersoft Technologies Inc	$	10,970.00
Diana Chavez	$	10,947.53
AFLAC	$	10,774.68
Enome, Inc.	$	10,425.00
Great Minds PBC	$	10,416.24
Instructional Empowerment, Inc.	$	9,590.00
Carolina Biological Supply	$	9,384.97
AED 123, LLC	$	9,363.54
TCSAAL	$	9,110.00
Salesforce.com Inc	$	8,985.76
Class Link, Inc	$	8,918.00
Gopher	$	8,650.30
MathWarm-Ups.com	$	8,555.00
Buckeye Cleaning Center - Houston	$	8,496.80
Ashley Lane Consulting, LLC	$	8,362.50
JR3 Websmart LLC	$	8,300.00
Rogelio Quijano	$	8,170.00
IXL Learning, Inc.	$	8,108.00
Resources for Learning, LLC	$	8,000.00
Alley Theatre	$	7,770.00
UTJ Holdco, Inc.	$	7,590.00

806 Technologies INC	$	7,400.00
K & K Specialties	$	7,043.13
College Board	$	7,039.60
Universal Landscape Services Inc.	$	7,000.02
PETTY CASH - BROWNSVILLE	$	6,997.73
Sunline Products	$	6,847.45
Barnes & Noble College	$	6,749.17
Scholastic Inc.	$	6,746.00
QEP, Inc.	$	6,738.75
ELEVATOR TRANSPORTATION SERVICE INC	$	6,542.82
Zerick Guinn	$	6,400.00
Wenger Corporation	$	6,306.93
Staples Inc.	$	6,187.69
Eliana Gifts Inc.	$	6,000.00
Hector Vega Cigarroa	$	6,000.00
Old Fashion Candy Co. Inc.	$	5,805.31
Allied Fire Protection, LP	$	5,760.00
Marco Leal	$	5,700.00
Really Great Reading Company, Inc	$	5,660.60
FLIP LOK LLC	$	5,624.85
BridgeNet Commincations, LLC	$	5,620.09
Dearborn National Life Insurance	$	5,548.90
BLUUM USA, INC.	$	5,517.66
Project Education	$	5,500.00
Age of Learning, Inc.	$	5,499.40
Foremost Telecommunications Corp.	$	5,452.96
Everardo Perez	$	5,250.00
Mario Mendez	$	5,180.50
Trail of Breadcrumbs, LLC	$	5,160.00
Texas Comptroller of Public Account	$	5,000.00
Hawk Heating & Cooling	$	4,965.77
Terracon Consultants, Inc.	$	4,950.00
Thyssenkrupp Elevator	$	4,753.51
Minnesota State Colleges and Uni.	$	4,725.00
Pearson Education Inc.	$	4,511.78
Elliott Electric Supply Inc.	$	4,489.74
Galiguer Corporation	$	4,446.95
Denise Martinez	$	4,444.27
PB Parent LLC	$	4,388.36
Dustin Isbell	$	4,300.00
Ester Rivas	$	4,290.00
Texas Education Agency-MSC	$	4,227.62
Lidia Ivette Cortes Masso	$	4,140.00
Forde- Ferrier, L.L.C.	$	4,125.00
Eric Armin Inc.	$	4,116.75
Quizizz Inc.	$	4,025.00

STS Brand LLC	$	4,009.55
RP-2000 Plumbing Corp.	$	3,850.00
HCC Bookstore	$	3,808.34
RL Acquisitionco Inc.	$	3,800.00
School Nurse Supply, Inc.	$	3,764.18
ACR III LSC Holdings	$	3,589.54
Education Pioneers, Inc.	$	3,500.00
Majestic Security Service	$	3,500.00
VCS Architects LLC	$	3,500.00
Kutak Rock LLP	$	3,378.58
Riverside Assessments, LLC	$	3,375.28
Explore Learning	$	3,295.00
Dixany Manuel Diaz Escobar	$	3,267.98
Follett Content Solutions, LLC	$	3,159.23
Keilark Designs	$	3,104.00
Uline, Inc	$	3,077.05
Afton Partners LLC	$	3,000.00
Devine Promotions & Printing LLC	$	2,982.49
Fleming Instrument Repair	$	2,971.00
Ad-Wear & specialty of Texas, Inc.	$	2,966.37
Moran Consultants, LLC	$	2,900.00
Marytza Reyna	$	2,897.25
Childrens Museum of Houston	$	2,850.00
Imagine Learning, LLC	$	2,750.00
Zik Motors, LLC	$	2,715.50
Pasadena Sporting Goods	$	2,703.24
Doubletree by Hilton Hotel	$	2,695.20
NCS PEARSON, INC.	$	2,689.31
Daniela Villanueva	$	2,685.00
Harold Sedano	$	2,677.66
Tiffany Galvin	$	2,600.00
Amazon Capital Services	$	2,573.95
AT&T	$	2,501.66
Datavox, Inc.	$	2,500.00
Johanna Cantu	$	2,490.00
First United Methodist Church Pasad	$	2,489.69
Andretti Indoor Karting & Games	$	2,348.50
CTBOOK HOLDINGS LLC	$	2,316.00
City of Houston - ARA Alarm Admin	$	2,298.51
Pedro Longoria	$	2,290.66
Scholastic Teacher Store	$	2,197.26
CenterPoint Energy - Gas	$	2,098.03
Junior Library Guild	$	2,069.80
YULISSA MORA	$	2,028.13
Loews Arlington Hotel & Convention	$	2,027.67
Houston Community College - Central	$	2,006.10

Families Empowered	$	2,000.00
Walker Quality Services	$	2,000.00
Texas Labor Law Poster Service	$	1,852.00
Ramiro Fonseca	$	1,848.95
Metro Grease Trap	$	1,800.00
Pasadena Chamber of Commerce	$	1,750.00
Houston Community College System	$	1,727.74
Export Global Opportunity Inc.	$	1,704.92
Scholastic Book Fairs	$	1,674.04
The Grafik Spot	$	1,644.00
RUJO SERVICES LLC	$	1,588.23
MARIO MARTINEZ	$	1,570.00
Tony Yzaguirre, Jr. Cameron Cnty	$	1,567.75
Fire Safe Protection Services, LP	$	1,560.00
Verizon Wireless	$	1,517.06
Houston East End Chamber of Commerc	$	1,500.00
Responsive Learning LP	$	1,500.00
Learning A-Z	$	1,446.00
Moody Gardens, Inc.	$	1,440.00
Jose Auden Sarabia	$	1,426.13
Climatec	$	1,425.00
Antonio Zambrano	$	1,378.45
Maria Knosel	$	1,376.48
LEAF	$	1,360.00
BMP Rackmount Solutions, LLC	$	1,355.00
City of Houston Permit Office-Fire	$	1,296.31
Waste Water Transport Services	$	1,238.01
MinMor Industries	$	1,191.73
Justin Fuentes	$	1,151.42
Adriana Tamez	$	1,145.07
Arrow Termite	$	1,128.00
JD Palatine, LLC	$	1,117.80
Teresa Mendoza	$	1,104.63
George Farhat	$	1,104.45
Education Service Center, Region 20	$	1,095.00
LegalShield	$	1,076.50
Texas Gas Service	$	1,065.02
Brownsville Parks & Recreation	$	1,050.00
Roberto Castillo	$	1,050.00
Dilly Campus Supply	$	1,045.00
Texican BBQ Company	$	1,039.20
Pitney Bowes Global Financial Servi	$	1,032.93
Blanca Martinez	$	1,027.41
LS Consulting	$	1,000.00
Parsons Assessment & Consulting LLC	$	993.75
ACT, Inc	$	950.00

Vanessa Ramos Aleman	$	944.38
MARIA HILDA GARCIA	$	933.59
Andrea Bernes	$	922.08
Anthony McKinney/Fleek Audio	$	900.00
Noelia Longoria	$	873.60
Student Conductor, Inc.	$	860.00
Trevino's Auto Air Conditioning LLC	$	850.00
Jarrett Publishing Company	$	822.25
Carrier Corporation	$	810.00
Children's Museum Of Brownsville	$	803.00
Camille Playhouse	$	800.00
Jessie A. Rodriguez	$	800.00
Accent Screen Printing Inc	$	796.50
Jillian Moreno Delgado	$	786.56
Jessica Vasan	$	741.21
Assoc of Texas Small School Bands	$	740.00
ADT Security Services	$	725.73
Karla Moreno	$	712.22
Rental World,LLC.	$	710.63
Notable Inc.	$	693.00
American Maid Moving Co.	$	676.00
Gold Star Foods, Inc.	$	666.30
Luis Gallegos	$	662.21
William Marsh Rice University	$	645.00
Hannah Sitoy	$	640.80
Blick Art Materials	$	618.54
American Fire Protection Group Inc	$	607.69
Topgolf USA Webster, LLC	$	578.00
Sylvia G. Perez	$	547.88
Lillian Sacramento	$	535.29
Debbie Attaway Hall	$	532.00
Gateway Printing	$	523.78
Space Center Houston	$	505.75
Charro Days	$	500.00
City of Pasadena, Texas	$	500.00
HISD JROTC ACTIVITY ACCOUNT	$	500.00
Odilio Longoria	$	500.00
Paul Rodela Jr.	$	500.00
Emmanuel Sandoval	$	475.00
Houston Dept. of Health & Human Srv	$	474.72
Valley Zoological Society	$	468.00
Queen Anne Paninsoro	$	452.95
Linda's Cakes and Desserts	$	450.00
The University of Texas at Austin	$	447.00
Waltrip Ram Band Booster, Inc.	$	425.00
Damon Jasso	$	406.15

Stephanie Mendoza	$	400.01
Micaela Tovar	$	400.00
Juan Santos Garza	$	371.24
Maribel Guerra	$	357.48
Tywana Pitre	$	355.60
lead4ward, llc	$	350.00
Jose Rivera	$	308.15
Jeanette Ruiz	$	300.00
City of Houston Solid Waste Mgmt.	$	297.98
Pasadena Independent School Distric	$	280.00
Blinn College District	$	275.00
Yesenia Cervantes	$	267.28
Mariana Garcia	$	265.08
City of Houston Sign Administration	$	251.53
Felix and Angela Morales Memorial F	$	250.00
Occupational Health Centers	$	249.00
ANGIE MIRANDA	$	245.85
Houston ISD	$	226.92
Elizabeth Sanchez	$	223.03
Daniel Rivera	$	220.00
Amanda R Sanchez	$	212.01
Stewart Title Company	$	198.00
Jose Donis	$	194.07
Anali Martinez	$	189.83
Claudia M. Rodriguez	$	178.22
Aktug Cilekci	$	170.00
Erika Clark	$	154.00
SpectrumVoIP, Inc	$	144.78
Susan Pansmith	$	131.31
Eric Diaz	$	127.35
Vican Industries	$	102.00
Scott Bounds	$	100.37
Francisca Cabral	$	100.00
Jesse R. Rodriguez	$	100.00
John Paul Cortez	$	96.07
Valentin Jaquez III	$	73.52
Med-Tech Design & Associates Inc	$	70.00
New York Life	$	50.00
Jose Alfonso Sanchez	$	48.24
Diana Polanco	$	45.16
Martha Hernandez	$	38.06
Gabriela Lugo Garza	$	38.00
Shawn Morton	$	36.00
David Lola	$	25.00
Savvas Learning Company LLC	$	24.00
Texas Mutual Insurance Company	$	10.00

YEAR TO DATE PAYMENTS

$	8,510,788.04
$	2,633,572.83
$	11,144,360.87

Type Of Services	CO-OP
Insurance	Choice 24/026SG-06
Educational Opportunities	Government
Food Services	RFP FY 23-24 Renewal
Food Services	Choice 22/036TP-01
Food Catering for CACFP Program	TDA Approved Vendor
Technology Products	Choice 21/031KN-13
Furniture	TIPS 230901
Repairs For Any Construction Needed	Choice Partners 24/018MR-08
Furniture Store	Pasadena Furniture - Cont 66722 Buyboard
Therapy Services	Proposals
Tejano Center Upgrades	RFP for HVAC FY 22-23
Office Supplies and Equipment	BuyBoard 656-21
Teacher Coaching and Professional Development	TIPS 230601
Technology Services - IT Support	TIPS 240101
Bus Sales	Buyboard 722-23
Interlocal Agreement	Omina Contract #R211301
Dairy and Other Related Products	Choice 21/036TP-01
Afterschool Care and Programs	Proposals
Utilities/ Electricity	Utilities/ Electricity
Deputy Services	Government
Document Equipment	Proposals
Training Services	Board approved in April
Portable -BRYSS	TIPS 24020201/24020202
Janitorial Supplies	Choice 22/053KN-07
Maintenance Services	Choice 23/01MR-21
Security Services	Board approved
Materials and Supplies	Buyboard 653-21
Educational Materials	Choice 22/038SG-14
Technology Products - Computers, Printers, Etc.	Choice 21/031KN-41
Audit Services	Audit Services
Utilities/ Electricity	Utilities/ Electricity
Insurance	Mc Griff Insurance Services
Food Services - Student Lunches	Choice 23/030TP-03
School Psychologist - Performs Functional Behavior Assessments	Approved by Board -Sept
Professional Services	Proposal for Grant

Communications	TIPS 210303
Insurance	Payroll Deductions
Attorneys	School Attorneys
Landscaping	
Educational Consulting	Educational Consulting
Educational Services	Regional Service Center
Construction and Installation	TIPS 23020102/23020101
Technology Services & Products	Choice RFP 23-036SG-01
Consultant	Board Approve
Materials and Supplies	Choice 22/038SG-18
Reading Language Materials	TIPS 210902 / 230807
Insurance	Insurance
Repairs For Any Construction Needed	Proposal
Waste and Recycling	Waste and Recycling
Consulting Services	Tips 230601
Document Printing	Buy Board 716-23
Time Tracking System	Ominia 14-10
Equipment Rentals	Emergency AC portables contract
Supplemental Curriculum	Choice 24/030SG-14
Security Hardware and IT hardware and Services	
Bus Service	Small field trip proposals
Advertising	Choice 24/012MF-03
Security for Brownsville	
Restaurant Services	Choice 23/038TP-01

Consulting
Alarm Services
Supplies and Furniture
Cleaning Supplies
Consulting Services
Grant writing
Special Education and therapy Staffing Services
Educational Materials
Lock Service
Software
Utilites - Internet
Educational Materials
STEM & CTE Materials
Utilities
Utilites - Internet
Building Contractors, Safety Equipment, and Signage
Software
STEM & CTE Materials
Traffic Control Officers

Marketing
Printing Supplies
Sped Services Diag.
Law firm
Consultant
Reimbursements for RYSS for deposits made in Agency
Utilites
Transportation
Tutoring
Property Taxes
Construction
Office Supplies
Web Services
Educational Training
Lease Agreement
Insurance
Phone Services
Tecnology
Software for Student Tracking
Instruments
Educational Books
Audit Firm
Software
Repair System For HVAC
Kicthen Equipment
Supplies
Mentor Services
AC Equipment
Consultant Services
Regulatory Compliance and strategy consulting , Risk ID and
Tax Planning and consultation
Landscaping
Insurance
Rental Equipment
AC Unit Services
Internet
Raptor Services
Tire Shop
Training Services
Educational
Security Services
Educational
IT Support
Fundraiser
Printing Supplies
HVAC Services

Window Tinting Services
Marketing /Advertising
Insurance
Training Services
Educational Software Support
Insurance
Security Services
Fire Safety Services
Insturments Services
Transportation
Educational Services
Consulting
Landscaping
Vehicle Maintenance
Software
Security Services
Training Services
Repairs for any Construction Needed
Consultant Services
Web Services
Delivery Services
Printing Services
Software
Software
Education Supply
Nutrition Software
Employee Reimbursement
Insurance
Educational Software Support
Knowledge and Essential Skills
Educators conference
Science Equipment
Medical Supplies
Sporting Event
Software
Advanced IAM For Education
Sport Equipment
Educational Support
Janitorial Supplies
Consulting Services
Software for Student Tracking
Electrician
Educational Services
Training Services
Workshops
Contract Services

Instructional Software
Printing Supplies
Testing Materials
Landscaping
Petty Cash
Printing Supplies
Book Store
Educational Materials
Educational Books
Elevator Services
Sercurtiy Service
Musical Equipment
Office Supplies
Uniforms
Security
Fundraiser
Annunal Fire Alarm For Pasadena
Traffic Control Officers
Educational Materials
Safety Services
Network Services
Lock Service
Tecnology Services
Educational
Educational Services
Communiction Services
IT Services
Electrician
Training Services
Lease Agreement
HVAC Services
Testing Materials
Elevator Services
Project Lead The Way
Educational Services
Electric Supplies
Sercurtiy Service For Brownsville
Employee Reimbursement
Fire Safety Services
Pest Control
Tutoring and Clubs
Educational Materials
Tutoring
Educational Services
Nestem Calculators
Educational Services

Custom Printing
Plumbing
Book Store
Software
Nurse Supplies
Graduation Materials
Partner Fee
Security Services
Rooftop Unit Repair
Realsate Services
Testing Materials
Training Services
Contract IT Support Services
Supplies
Printing Supplies
Supplies
Monthly Retainer
Printing Supplies
Instrument Services
Custom Printing
Consultant Services
Student Tutoring
Field Trip
Training Services
Tire Shop
Sporting Goods
Hotel Services
Testing Network
Student Tutoring
Employee Reimbursement
Security
Supplies Materials and Equipment
Phone Services
IT Services
Employee Reimbursement
Utilites
Field Trip
Testing Network
Alarm Services / Permits
Employee Reimbursement
Teacher Supplies
Utilites
Educational
Employee Reimbursement
Hotel Services
Education

Training Services
Tutoring and Clubs
Printing Services
Employee Reimbursement
Cleaning Trap
Subsription
Education
Printing Services
Book Store
Advertising
Cleaning Services
Electrician
DMV-Registration for Vehicles
Safe Protection Services
Phone Services
Particpation Fee
Training Services
Educational Program
Field Trip
Employee Reimbursement
HVAC Services
Employee Reimbursement
Employee Reimbursement
Utilites For Pstem / Cafeteria
Student Tutoring
Permits
Grease Tramp Cleaning
School Supplies
Employee Reimbursement
Employee Reimbursement
Pest Control
Background Check
Employee Reimbursement
Employee Reimbursement
Educational Services
Legal Services
Utilities
Field Rental
Fundraising
Custodial Supplies
Food Services
Postage Supplies
Employee Reimbursement
Consulting Services
Subsription
Testing Materials

Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
DJ Services
Employee Reimbursement
Software
Bus Repairs
Reading Materials
Reading Materials
Field Trip
Field Trip
Security
Printing Services
Employee Reimbursement
Employee Reimbursement
Band Events
Security Services
Employee Reimbursement
Rental Equipment
Software
Moving Company
Food Services - Student Lunches
Employee Reimbursement
Training Services
Employee Reimbursement
Art Materials
Fire Safety Services
Training Services
Tire Shop
Employee Reimbursement
Consultant
Printing Services
Field Trip
Sponsership
False Alarm Fine
Registration Fee
Contracted Services
Security Services
Hospitality Services
Cleaning Services
Field Trip
Employee Reimbursement
Food Services - Student Lunches
Enrollment Fee
Jazz Festival
Employee Reimbursement

Employee Reimbursement
Security Services
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Subsription
Employee Reimbursement
Security Services
Waste and Recycling
Registration Fee
Jazz Festival
Employee Reimbursement
Employee Reimbursement
Permit
Recruitment Fee
Workers Comp
Employee Reimbursement
Clearing Transactions
Employee Reimbursement
Tutoring
Employee Reimbursement
Title Services
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Phone Services
Employee Reimbursement
Employee Reimbursement
Equipment Rentals
Recruitment Fee
Traffic Control Officers
Security
Employee Reimbursement
Employee Reimbursement
Maintenance Medical Equipment
Insurance
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Employee Reimbursement
Educational Services
Fee

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24,2025

BOARD ACTION ITEM

SUBJECT:	**APPROVAL OF AMENDMENT TO CONTRACT WITH HARRIS COUNTY DEPARTMENT OF EDUCATION (HCDE) FOR BUSINESS SERVICES FOR AN ADDITIONAL $14,000 TO INCLUDE ACCOUTING FUNCTION SERVICES**
BACKGROUND:	HCDE contract includes additional services for accounts payable support and credit card reconciliation support.
RECOMMENDATIONS:	That the board approve the amendment in the amount of $14,000
COST:	**$67,000 is the amended total of the contract. This includes accounting reporting functions, drawdowns, wires recording, etc.**
FUNDS TO BE USED:	**Fund 420 operating**
ATTACHMENT(S):	Attached contract
Submitted by:	_____ Dr. Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success
Staff Resource:	Dr. Jesus J. Amezcua, Acting CFO Consultant
Approved by Board on:	_____ Date

SERVICES CONTRACT
AMENDMENT #1

Amendment #1 is changing the agreement between the Harris County Department of Education, ("HCDE") and Tejano Center for Community Concerns ("Consultant"), *Support and oversee accounting functions, analyze general ledgers for end year balances, assist directors and admin with requisitions, account codes and other related questions*, as stated below:

1. **Article 7 Compensation (Did Read)**

Entity will pay HCDE not to exceed fifty-three thousand dollars ($53,000) for services provided in Exhibit A. HCDE will invoice Entity within thirty (30) days of the completion of Services. Upon receipt of an invoice, Entity agrees to timely make payment to HCDE, including, as applicable, in compliance with the Texas Prompt Pay Act, Chapter 551 of the Texas Government Code.

Article 7 Compensation (Now Reads)

Entity will pay HCDE not to exceed sixty-six thousand five-hundred dollars ($67,000) for services provided in Exhibit A. HCDE will invoice Entity within thirty (30) days of the completion of Services. Upon receipt of an invoice, Entity agrees to timely make payment to HCDE, including, as applicable, in compliance with the Texas Prompt Pay Act, Chapter 551 of the Texas Government Code.

2. **EXHIBIT A SCOPE OF WORK (Did Read)**

HCDE	(Tejano Center)
upport for Grants and oversee of accounting functions for journal entries, cash receipts, budget amendments and special report preparation, drawdown. Analyze general ledgers for year end balances. Assist directors and adm assistance with requisitions, account codes and other related questions. Assist with the MAC reports. Review and training for new staff and assist with accounting analysis. Total $53,000	• Provide Information and access to HCDE Staff to provide services. • Provide documents necessary to conduct services • Facilitate meetings with Tejano Center Staff as reasonably requested by HCDE

EXHIBIT A SCOPE OF WORK (Now Reads)

HCDE	(Tejano Center)
Support for grants and oversee of accounting functions for journal entries, cash receipts, budget amendments and special report preparation, drawdown. Analyze general ledgers for year end balances. Assist directors and adm assistance with requisitions, account codes and other related questions. Assist with the MAC reports. Review and training for new staff and assist with accounting analysis. Contractor SOAFIN1st and/or others as needed. Total $66,500	• Provide Information and access to HCDE Staff to provide services. • Provide documents necessary to conduct services • Facilitate meetings with Tejano Center Staff as reasonably requested by HCDE

Executed the _2nd_ day of _June_ of the year 2025.

Tejano Center for Community Concerns

By: _____
(Signature)

Tejano Center for Community Concerns
Dr. Adriana Tamez
2950 Broadway St.
Houston TX, 77017
713-640-3789

Harris County Department of Education

By: _____
(Signature)

James Colbert Jr.
Superintendent
6300 Irvington Blvd.
Houston, TX 77022-5618
713-696-1371
713-696-0740 (fax)
jcolbert@hcde-texas.org

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24,2025

BOARD ACTION ITEM

SUBJECT:	**APPROVAL OF AMENDMENT TO CONTRACT WITH HCDE FOR BUSINESS SERVICES FOR AN ADDITIONAL $31,500 TO INCLUDE E-RATE SERVICES.**
BACKGROUND:	HCDE contract includes additional services for accounts payable support and credit card reconciliation support.
RECOMMENDATIONS:	That the board approve the amendment to contract with HCDE for an additional $31,500
COST:	**$66,500 is the total amended contract to include Roy Lanier**
FUNDS TO BE USED:	**Fund 420 operating**
ATTACHMENT(S):	Attached contract
Submitted by:	_____ Dr. Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success
Staff Resource:	Dr. Jesus J. Amezcua, HCDE Business Consultant
Approved by Board on:	_____

SERVICES CONTRACT
AMENDMENT #1

Amendment #1 is changing the agreement between the Harris County Department of Education, ("HCDE") and Tejano Center for Community Concerns ("Consultant") *to the development of Erate Application*, as stated below:

1. **Article 7 Compensation (Did Read)**

Entity will pay HCDE not to exceed thirty-five thousand dollars ($35,000) for services provided in Exhibit A. HCDE will invoice Entity within thirty (30) days of the completion of Services. Upon receipt of an invoice, Entity agrees to timely make payment to HCDE, including, as applicable, in compliance with the Texas Prompt Pay Act, Chapter 551 of the Texas Government Code.

Article 7 Compensation (Now Reads)

Entity will pay HCDE not to exceed sixty-six thousand and five-hundred dollars ($66,500) for services provided in Exhibit A. HCDE will invoice Entity within thirty (30) days of the completion of Services. Upon receipt of an invoice, Entity agrees to timely make payment to HCDE, including, as applicable, in compliance with the Texas Prompt Pay Act, Chapter 551 of the Texas Government Code.

2. **EXHIBIT A SCOPE OF WORK (Did Read)**

HCDE	(Tejano Center)
Development of Erate Application, support for IT support implementation of Erate Projects, assistance and coordination with architects on e-rate work at Pasadena and Brownsville. Provide support for application and implementation of various IT Projects such as network maintenance, network analysis, and project management. Roy Lanier, Consultant will be assigned for this task. Total $35,000	• Provide Information and access to HCDE Staff to provide services. • Provide documents necessary to conduct services • Facilitate meetings with Tejano Center Staff as reasonably requested by HCDE

EXHIBIT A SCOPE OF WORK (Now Reads)

HCDE	(Tejano Center)
Development of Erate Application, support for IT support implementation of Erate Projects, assistance and coordination with architects on e-rate work at Pasadena and Brownsville. Provide support for application and implementation of various IT Projects such as network maintenance, network analysis, and project management. Roy Lanier, Consultant will be assigned for this task. Total $66,500	• Provide Information and access to HCDE Staff to provide services. • Provide documents necessary to conduct services • Facilitate meetings with Tejano Center Staff as reasonably requested by HCDE

Executed the _02_ day of _June_ of the year 2025.

Tejano Center for Community Concerns

By: _____
(Signature)

Tejano Center for Community Concerns
Dr. Adriana Tamez
2950 Broadway St.
Houston TX, 77017
713-640-3789

Harris County Department of Education

By: _____
(Signature)

James Colbert Jr.
Superintendent
6300 Irvington Blvd.
Houston, TX 77022-5618
713-696-1371
713-696-0740 (fax)
jcolbert@hcde-texas.org

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24,2025

BOARD ACTION ITEM

SUBJECT:	**APPROVAL OF AMENDMENT TO CONTRACT WITH HARRIS COUNTY DEPARTMENT OF EDUCATION (HCDE) FOR BUSINESS SERVICES FOR AN ADDITIONAL $59,400 TO INCLUDE BUSINESS SUPPORT SERVICES.**
BACKGROUND:	HCDE contract includes additional services for accounts payable support and credit card reconciliation support.
RECOMMENDATIONS:	That the Board approve the amendment to contract with HCDE for an addition amount of $59,400
COST:	**$94,400 is the amended contract to include Andrea Cortez and Mayra Lopez, Meggan Dietrich and other misc. support staff as needed. Dr. Jesus Amezcua is also included in the amendment.**
FUNDS TO BE USED:	**Fund 420 operating**
ATTACHMENT(S):	Attached contract
Submitted by:	_____ Dr. Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success
Staff Resource:	Dr. Jesus J. Amezcua, HCDE Business Consultant
Approved by Board on:	_____

SERVICES CONTRACT
AMENDMENT #1

Amendment #1 is changing the agreement between the Harris County Department of Education, ("HCDE") and Tejano Center for Community Concerns ("Consultant") *to the development of Erate Application*, as stated below:

1. **Article 7 Compensation (Did Read)**

Entity will pay HCDE not to exceed thirty-five thousand dollars ($35,000) for services provided in Exhibit A. HCDE will invoice Entity within thirty (30) days of the completion of Services. Upon receipt of an invoice, Entity agrees to timely make payment to HCDE, including, as applicable, in compliance with the Texas Prompt Pay Act, Chapter 551 of the Texas Government Code.

Article 7 Compensation (Now Reads)

Entity will pay HCDE not to exceed sixty-six thousand and five-hundred dollars ($66,500) for services provided in Exhibit A. HCDE will invoice Entity within thirty (30) days of the completion of Services. Upon receipt of an invoice, Entity agrees to timely make payment to HCDE, including, as applicable, in compliance with the Texas Prompt Pay Act, Chapter 551 of the Texas Government Code.

2. **EXHIBIT A SCOPE OF WORK (Did Read)**

HCDE	(Tejano Center)
Development of Erate Application, support for IT support implementation of Erate Projects, assistance and coordination with architects on e-rate work at Pasadena and Brownsville. Provide support for application and implementation of various IT Projects such as network maintenance, network analysis, and project management. Roy Lanier, Consultant will be assigned for this task. Total $35,000	• Provide Information and access to HCDE Staff to provide services. • Provide documents necessary to conduct services • Facilitate meetings with Tejano Center Staff as reasonably requested by HCDE

EXHIBIT A SCOPE OF WORK (Now Reads)

HCDE	(Tejano Center)
Development of Erate Application, support for IT support implementation of Erate Projects, assistance and coordination with architects on e-rate work at Pasadena and Brownsville. Provide support for application and implementation of various IT Projects such as network maintenance, network analysis, and project management. Roy Lanier, Consultant will be assigned for this task. Total $66,500	• Provide Information and access to HCDE Staff to provide services. • Provide documents necessary to conduct services • Facilitate meetings with Tejano Center Staff as reasonably requested by HCDE

Executed the _02_ day of _June_ of the year 2025.

Tejano Center for Community Concerns

By: _____
(Signature)

Tejano Center for Community Concerns
Dr. Adriana Tamez
2950 Broadway St.
Houston TX, 77017
713-640-3789

Harris County Department of Education

By: _____
(Signature)

James Colbert Jr.
Superintendent
6300 Irvington Blvd.
Houston, TX 77022-5618
713-696-1371
713-696-0740 (fax)
jcolbert@hcde-texas.org

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24,2025

BOARD ACTION ITEM

SUBJECT: **APPROVAL OF RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (RYSS) TEACHER SALARY SCHEDULE FOR 2025-2026 FOR RYSS HOUSTON AND BROWNSVILLE IN ACCORDANCE WITH HB2**

BACKGROUND: HB2 requires that public schools provide salary increases to teachers experience over 3 years and above 5 years depending on the enrollment status. RYSS has identified the requirement that it will need to increase the teacher schedule by $4,000 for teachers from 3 years to 4 years, and $8,000 for teachers above 5 years of experience. The State will provide funding based on the designation of PEIMS coding 087 to cover these costs. It should be noted that related benefits will not be covered.

RECOMMENDATIONS: That the board approve the teachers' schedules

COST: **$4,000 for 3 and 4 years and $8,000 for teachers over 5 years. The cost is estimated at: $1,216,000 from the State and $55,800 from local funds.**

Years of Exp	Number Active Teachers FY2024-25	Number Active Teachers FY2025-26	State Cost	Increase 2%	Local Cost
0 to 2 yrs	69	45		1,240	55,800
3 years	14	24	96,000		
4 years	12	14	56,000		
5 or more	121	133	1,064,000		
Total	**216**	**216**			
			1,216,000		**55,800**
			State Funding		Local Funding
Teachers credited with one year experience at the end of the 2024-25 school year.					

FUNDS TO BE USED: **Various Funds**

ATTACHMENT(S): Salary Schedule

Submitted by: _____
Dr. Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns Raul Yzaguirre Schools for Success

Staff Resource: Dr. Jesus J. Amezcua, HCDE Business Consultant
Juan Santos, HR Director

Approved by Board on: _____

RYSS - Brownsville (certified)

Years of Experience	Approved Salary for School Year 2024-2025	Proposed Salary for School Year 2025-2026	
0	56,000	57,150	2% increase
1	56,400	57,550	
2	56,800	57,950	
3	57,200	61,200	increase of $4000 - State allotment
4	58,000	62,000	
5	59,000	67,000	increase of $8000 - State allotment
6	59,600	67,600	
7	60,200	68,200	
8	60,800	68,800	
9	61,400	69,400	
10	62,000	70,000	
11	62,600	70,600	
12	63,200	71,200	
13	63,800	71,800	
14	64,400	72,400	
15	66,500	74,500	
16	67,200	75,200	
17	67,900	75,900	
18	68,600	76,600	
19	69,300	77,300	
20	70,000	78,000	
21	70,700	78,700	
22	71,400	79,400	
23	72,100	80,100	
24	72,800	80,800	
25	73,500	81,500	
26+	74,200	82,200	

RYSS - Houston (certified)

Years of Experience	Approved Salary for School Year 2024-2025	Proposed Salary for School Year 2025-2026	
0	64,000	65,300	2% increase
1	64,500	65,800	
2	65,000	66,300	
3	65,500	69,500	increase of $4000 - State allotment
4	66,000	70,000	
5	66,500	74,500	increase of $8000 - State allotment
6	67,000	75,000	
7	67,500	75,500	
8	68,000	76,000	
9	68,500	76,500	
10	69,000	77,000	
11	69,500	77,500	
12	70,000	78,000	
13	70,500	78,500	
14	71,000	79,000	
15	71,500	79,500	
16	72,000	80,000	
17	72,500	80,500	
18	73,000	81,000	
19	73,500	81,500	
20	74,000	82,000	
21	74,500	82,500	
22	75,000	83,000	
23	75,500	83,500	
24	76,000	84,000	
25	76,500	84,500	
26+	78,740	86,740	

RYSS - Brownsville (non-certified)

Years of Experience	Approved Salary for School Year 2024-2025	Proposed Salary for School Year 2025-2026	
0 - 2	47,500	48,450	2% increase
3 - 4	47,500	51,500	increase of $4000 - State allotment
5+	47,500	55,500	increase of $8000 - State allotment

RYSS - Houston (non-certified)

Years of Experience	Approved Salary for School Year 2024-2025	Proposed Salary for School Year 2025-2026	
0 - 2	59,500	60,690	2% increase
3 - 4	59,500	63,500	increase of $4000 - State allotment
5+	59,500	67,500	increase of $8000 - State allotment

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD ACTION ITEM

SUBJECT: **APPROVAL OF CONTRACT WITH SPECIALIZED ASSESSMENT TO PROVIDE COUNSELING ASSESSMENT AND SPEECH ASSESSMENT FOR 2025-2026 IN THE AMOUNT OF $50,000**

BACKGROUND: Services from Specialized Assessment will be used to identify and support students with disabilities through a Full and Individualized Evaluation, provide counseling assessment and speech language assessment. In addition to identifying students with disabilities, Specialized Assessment will provide appropriately licensed and certified practitioners to provide counseling and speech therapy to students who require this service as part of their Individualized Education Program. Services from Specialized Assessment will allow Raul Yzaguirre Schools for Success to identify and provide appropriate individualized services to students as mandated by state and federal law.

RECOMMENDATION: That the board approve contract with Specialized Assessment to provide counseling assessment and speech assessment for 2025-2026

COST: **$50,000**

FUNDS TO BE USED: **420-11-6299-00-XXX-423000**

ATTACHMENT(S): Specialized Assessment contract SY 25-26

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resources: Justin Fuentes, Chief Schools Officer
Denise Martinez, Executive Director of Academics

Approved by Board on: _____
Date

Note: All items in red are required.

SERVICE CONTRACT FOR SERVICES FOR

TEJANO CENTER Inc.

This Contract for Services for Tejano Center for Community Concerns Inc. ("Contract") is made and entered into on 05/27/2025, by and between **Tejano Center for Community Concerns, Inc.** ("TCCC"), headquartered at 2950 Broadway, Houston, Texas 77017, and Specialized Assessment, LLC ("Service Provider"), located at 10242 Greenhouse Road # 1701, Cypress, TX, 77433, for Service Provider to provide services to Tejano Center for Community Concerns Inc, in accordance with the terms and conditions specified herein.

RECITALS

WHEREAS, Tejano Center for Community Concerns is an open-enrollment charter school in the State of Texas, established to promote education in various counties across the state;

WHEREAS, Both TCCC and Service Provider desire to set forth in writing the terms and conditions of their agreement for the Service Provider to provide certain services to TCCC;

WHEREAS, TCCC has determined that such services are in support of its educational objectives;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained in this Contract, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties intending to be legally bound agree as follows:

I. PURPOSE

TCCC agrees to retain Service Provider and Service Provider agrees to provide services to TCCC as an independent contractor and to perform the duties and provide all necessary labor and resources needed to provide the services set forth in Section II – Scope of Work. Service Provider shall also perform such other related services and duties as are customarily performed by a Service Provider in a similar position.

II. SCOPE OF WORK

Exhibit A includes a detailed Scope of Work that sets out the services (hereinafter "Services") Service Provider agrees to provide, as needed and authorized in writing by TCCC.

III. TERM OF CONTRACT

This Contract is for services beginning 09/01/2025 and ending 08/31/2026 ("Term"), unless terminated as provided herein. All extensions of this Contract shall be subject to the terms and conditions specified herein. This Contract may be extended by mutual written consent of the parties, contingent upon approval of TCCC's Board of Directors, as may be required.

IV. TERMINATION

The parties may mutually agree in writing to terminate this Contract for any reason, with or without cause, effective immediately as of the date agreed. In the event of such early termination, TCCC will make payment only for services rendered and accepted by TCCC through the effective date of the Contract's termination. TCCC will be responsible for payment for only those Services that have been accepted by TCCC up to the termination date. TCCC is entitled to a pro-rata refund for any Services for which TCCC has paid but which have not yet been provided by the Service Provider or accepted by TCCC. Upon breach of this Contract by TCCC, Service Provider may terminate this Contract by giving thirty (30) days' advance written notice to TCCC, with TCCC having the right to cure the breach within such notice period. TCCC may, by written notice, immediately terminate this Contract if Service Provider has defaulted in whole or in part (including but not limited to failure to provide the Services in a satisfactory and proper manner, in the sole discretion of TCCC), refuses or fails to comply with the provisions of this Contract, fails to make progress, does not cure such failure after written notice within a reasonable period of time, or fails to perform the Services within the same time period specified or any written extension thereof. In such event, TCCC may obtain comparable services elsewhere and either deduct the costs of obtaining such services from any amount owed Service Provider or Service Provider shall reimburse TCCC for such costs incurred by TCCC. TCCC may further terminate this Contract for any reason, with or without cause, by giving thirty (30) days' written notice to Service Provider.

In the event this Contract is terminated because of a violation or breach of the Contract's terms by the Service Provider, TCCC shall be entitled to all administrative, contractual and legal remedies, including but not limited to sanctions, penalties, and any such other rights and remedies available at law or in equity that the court deems just.

V. COMPENSATION

TCCC will pay the Service Provider an amount not to exceed $50,000.00 for Services provided in Exhibit A. TCCC shall not reimburse Service Provider for mileage expenses. Service Provider will invoice TCCC periodically throughout the Term of the Contract in accordance with Section VI of this Contract. TCCC is Texas sales and use tax exempt and will not reimburse Service Provider for any Texas sales taxes incurred by Service Provider. In the event that any payment(s) to Service Provider under this Contract are subsequently disallowed by a state or federal grant awarding agency or in the event that TCCC is required to refund any funding received from a state or federal grant awarding agency relating to Service Provider's work, to the maximum extent permitted by applicable law, Service Provider shall repay to TCCC, on demand, the amount of any such disallowed costs and/or refund(s). TCCC may, in its sole discretion, deduct the amount(s) of any such disallowed costs and/or refund(s) from subsequent payments to Service Provider under this Contract.

VI. BILLING AND PAYMENT/INVOICES

Service Provider shall submit original invoice(s) to the TCCC Business Office, as statements of services rendered. Service Provider shall submit invoices within a timely manner during TCCC's fiscal year in which the good(s) and/or services are purchased. The invoices shall include the following: date of invoice, billing period, dates of service, list of services provided daily including dates and amount of time spent performing each service, detailed descriptions of the services provided on each of the dates listed including location where services were provided, invoice number, contact information, deliverables under the Contract, and certification of service provided through a signature by a company representative. The compensation to be paid should be invoiced by region (city), reflecting the TCCC school and costs allocated by school/area.

Invoices shall be sent via email for processing to the TCCC Business Office at accountspayable@tejanocenter.org

Service Provider is required to submit to TCCC a completed IRS Form W-9 for the current tax year, Ch. 22 Criminal History Records Contractor Certification: Contractor/ Subcontractor Employees, Conflict of Interest Questionnaire, and other forms required by TCCC before payment is rendered. Payment to Service Provider shall be made only after Services are performed and not before. Advance payment to Service Provider is strictly prohibited.

Service Provider shall invoice TCCC within ninety (90) days after Services or Professional Services are rendered. In the event Service Provider fails to invoice TCCC within the 90-day period, TCCC shall not be required to pay for such Services rendered. Payments are due to Service Provider within thirty (30) days after the later of the following: (1) the date TCCC receives the goods under the Contract; (2) the date the performance of the service under the Contract is completed; or (3) the date TCCC receives an invoice for the goods or service.

Service Provider agrees to pay any subcontractors, if any, the appropriate share of the payment received from TCCC not later than the tenth (10th) day after the date Service Provider receives the payment from TCCC. Service Provider shall be responsible for satisfaction of all applicable IRS standards concerning reporting of income and payments to Service Provider's subcontractors and/or employees, if any.

Failure to send the invoices to the Controller's Office will delay payment. Service Provider certifies that no work has been performed before the Effective Date of this Contract (as hereinafter defined). Invoices submitted by Service Provider for work performed prior to the Effective Date of the Contract (as hereinafter defined) may not be honored by TCCC, in TCCC's sole discretion. TCCC may purchase services from the Service Provider using TCCC's purchase order process; this Contract shall govern all conditions and service terms between Service Provider and TCCC. In the event that Service Provider's personnel begin work before Service Provider receives a valid purchase order and/or the signing of this Contract, Service Provider agrees that TCCC is not liable for payment of such services rendered.

In addition to all other rights and remedies that TCCC may have, TCCC shall have the right to setoff, against any and all amounts due to Service Provider by TCCC, whether due under this Contract or any other contract or agreement between TCCC (including any department or division of TCCC) and Service Provider, any sums to which TCCC is entitled under this Contract, as determined by TCCC in its sole discretion, including, without limitation, sums due by Service Provider to TCCC as a result of indemnification obligations and/or warranty claims.

VII. INSPECTION AND ACCEPTANCE OF SERVICE

TCCC reserves the right to inspect the Services provided under this Contract at all reasonable times and places during the Term. If any of the Services do not conform to the requirements set forth in this Contract, TCCC may elect, in TCCC's sole discretion, to: (i) require Service Provider to perform the Services again in conformity with such requirements, with no additional charge to TCCC; or (ii) equitably reduce payment due Service Provider to reflect the reduced value of the Services performed. These remedies do not limit other remedies available to TCCC in this Contract or otherwise available by law.

VIII. RELATIONSHIP OF THE PARTIES/ INDEPENDENT CONTRACTOR STATUS

It is the intention of the parties that the Service Provider be an independent contractor and not an employee, agent, joint venturer, or partner of TCCC. Nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee between TCCC and either Service Provider or any employee, volunteer, or agent of Service Provider, nor shall anything in this Contract be construed as creating or establishing a joint venture or business partnership between TCCC and either Service Provider or any employee, volunteer or agent of Service Provider. Service Provider is not entitled to participate in any pension plans, bonus, stock, or similar benefits that TCCC provides for its employees. TCCC and Service Provider agree that neither Service Provider nor Service Provider's subcontractors, agents, or employees shall be covered under any TCCC insurance policy, including but not limited to TCCC's liability, property and casualty, or workers' compensation insurance policies. Service Provider agrees that TCCC has no responsibility for any conduct of any of Service Provider's staff, participants, visitors, employees, agents, representatives, personnel, contractors, subcontractors, invitees, or licensees. The Service Provider assumes full responsibility for the actions of its staff, participants, visitors, employees, agents, representatives, personnel, contractors, subcontractors, invitees, and licensees while performing any services incident to this Contract, and shall remain solely responsible for their supervision, daily direction and control, payment of salary (including withholdings), workers' compensation, disability benefits, and like requirements and obligations.

As an independent contractor, Service Provider will be solely responsible for determining the means and methods for performing the Services and shall furnish all tools, materials, transportation, and personal incidentals necessary in the performance of the Services. Service Provider shall be responsible for any and all applicable social security and personal income taxes that may become due as a result of any payments made by TCCC hereunder and Service Provider shall indemnify and hold TCCC harmless in this regard. Service Provider will be free to contract for similar services to be performed for other entities while Service Provider is under contract with TCCC.

IX. NO THIRD-PARTY BENEFICIARIES

Nothing in this Contract shall be deemed or construed to create any third-party beneficiaries or otherwise give any third party any claim or right of action against any party to this Contract.

X. NO WAIVER OF IMMUNITY

The execution of this Contract and the performance by TCCC of any of its obligations hereunder do not, and are not intended to, waive or relinquish, and TCCC shall not waive or relinquish, any governmental, sovereign immunity or defense from or to liability or prosecution available to TCCC, its directors, officers, employees, or agents under federal or Texas laws.

XI. AUTHORIZATION OF CONTRACT

By signing this Contract, the undersigned representative for Service Provider represents and warrants that s/he has authority to enter into this Contract on behalf of Service Provider.

XII. NO WAIVER

No failure on the part of either party at any time to require the performance by the other party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such party's right to enforce such term, and no waiver on the part of either party of any term of this Contract shall be taken or held to be a waiver of any other term hereof or the breach thereof. No failure or delay by TCCC in exercising any right or power accruing upon the non-compliance or failure of performance by Service Provider under the provisions of this Contract shall be construed to be a waiver of such non-compliance or failure of performance or subsequent rights accruing to TCCC. No waiver of any of the provisions of this Contract shall be binding unless in writing and signed by duly authorized representatives of the parties hereto.

XIII. SUBCONTRACTORS

If TCCC gives written permission for Service Provider to subcontract any of the Services, Service Provider shall ensure that each subcontractor complies with all provisions of this Contract. Service Provider shall require each subcontractor to maintain and to furnish Service Provider with satisfactory evidence of Workers Compensation, Employer's Liability, and such other forms and amounts of insurance which Service Provider deems reasonably adequate. Service Provider shall remain liable for the acts and omissions of such subcontractor(s) and the proper performance and delivery of the Services.

XIV. NOTICE

Any notice provided under the terms of this Contract by either party to the other shall be in writing and may be effected by hand-delivery or by certified mail, return receipt requested. Notice to either party shall be sufficient if made or addressed to the following address. Each party may change the address at which notice is to be sent to that party by giving notice of such change to the other party by hand-delivery or by certified mail, return receipt requested.

To: Specialized Assessment, LLC
Attn: Brandi Henley, Contracts Specialist
10242 Greenhouse Road # 1701, Cypress, TX. 77433

To: TCCC Texas, Inc.
Attn: Jessica Villarreal, Assistant to the President-CEO
2950 Broadway Houston, TX 77017

XV. NO ASSIGNMENT

Neither this Contract, nor any duties or obligations under it shall be assignable by Service Provider without the prior written acknowledgement and authorization of TCCC.

XVI. SECTION HEADINGS

The headings of sections contained in this Contract are for convenience only, and they shall not, expressly or by implication, limit, define, extend, or construe the terms or provisions of the sections of this Contract.

XVII. GOVERNING LAW

This Contract shall be governed by and construed in accordance with the laws of the State of Texas without regard to its conflicts of laws provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of or relating to this Contract shall be a court of competent jurisdiction in Harris County, Texas.

XVIII. ATTORNEYS' FEES

The prevailing party in any adjudication relating to or arising out of this Contract shall be awarded all reasonable and necessary attorneys' fees and costs.

XIX. COMPLIANCE WITH APPLICABLE LAW AND TCCC RULES, REGULATIONS, AND REQUIREMENTS

Service Provider agrees to comply and certifies compliance with all federal, state, and local laws, acts, rules, regulations, and ordinances, as applicable, including, but not limited to the Education Department General Administrative Regulations ("EDGAR"), 2 C.F.R. Parts 200 and 3474, and 34 C.F.R. Parts 75-77 and 81. If applicable, Service Provider certifies compliance with all provisions, laws, acts, regulations, rules, and ordinances as detailed in TCCC's Certifications form, "Required Contract Provisions for Non-Federal Entity Contracts under Federal Awards – Appendix II to 2 C.F.R. Part 200," which is incorporated by reference herein. Service Provider further certifies compliance with all applicable provisions, laws, acts, regulations, rules, and ordinances, including but not limited to those referenced in TCCC's Vendor Packet completed by Service Provider, which is incorporated by reference herein. Further, Service Provider agrees to and shall comply with all rules, regulations, and requirements of TCCC and the TCCC school(s) at which any Services are to be performed.

XX. NON-DISCRIMINATION

Service Provider will not discriminate because of race, color, religion, national origin, sex, age, disability, or any other characteristic protected under applicable federal, state, or local laws.

XXI. ENTIRE AGREEMENT

This Contract, including any attached and incorporated addenda, exhibits, attachments, and documents/forms; and Service Provider's completed TCCC Vendor Packet (including all certifications therein) contain the entire agreement of the parties relative to the purpose(s) of this Contract and supersede any other representations, agreements, arrangements, negotiations, or understandings, oral or written, between the parties to this Contract. This Contract governs TCCC's relationship with Service Provider for use of the Services. The Contract includes any additional or different terms that may from time to time be implemented via written agreement between both parties, in accordance with the paragraph herein entitled "Changes and Amendments." In the event of a conflict between or among the contract documents, the following hierarchy shall prevail: (1) the terms and conditions of this Contract; (2) addenda, exhibits, attachments, and documents/forms attached to this Contract; (3) the Service Provider's completed TCCC Vendor Packet. This Contract supersedes any conflicting terms and conditions on any purchase or work orders, invoices, checks, order acknowledgements, forms, Service Provider contracts, Service Provider terms of use, or similar commercial documents relating hereto and which may be issued by Service Provider after the Effective Date of this Contract (as hereinafter defined). Any additional schedule(s) or attachment(s) subsequently attached to this Contract shall be given precedence as set forth herein, except as otherwise expressly provided in any such schedule or attachment.

XXII. COUNTERPARTS

This Contract may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement. Documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this

Contract and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures.

XXIII. REVIEW OF PROGRESS

Service Provider will work diligently to meet all timelines mutually established by Service Provider and TCCC. TCCC reserves the right to monitor the progress of Service Provider. Upon request by TCCC, Service Provider shall provide periodic status reports to TCCC with approximate timelines for completion of the Services, and other information reasonably requested by TCCC. No written reports of any kind shall be released to any third parties without prior written approval of TCCC.

XXIV. LIABILITY

Service Provider shall take all precautions necessary for the safety of and prevention of damage to TCCC's property and for the safety of and prevention of injury to persons, including TCCC's employees and students, Service Provider's employees, and third parties (including but not limited to guests, invitees, and the like), on TCCC's property. All Services are performed entirely at Service Provider's risk.

XXV. INDEMNITY

TO THE FULLEST EXTENT PERMITTED BY LAW, SERVICE PROVIDER SHALL INDEMNIFY AND HOLD HARMLESS TCCC, ITS DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS FROM AND AGAINST ALL LIABILITY, LOSS, DAMAGE, EXPENSE (INCLUDING REASONABLE LITIGATION COSTS AND ATTORNEY'S FEES), AND CLAIMS FOR INJURY TO OR DEATH OF ANY PERSON, OR INJURY OR DAMAGES RECEIVED OR SUSTAINED BY ANY PERSON OR PERSONS OR PROPERTY, ARISING OUT OF OR OCCASIONED BY, DIRECTLY OR INDIRECTLY, PERFORMANCE UNDER THIS CONTRACT (COLLECTIVELY, "CLAIM"), WHETHER OR NOT THE CLAIM ARISES FROM THE NEGLIGENCE, WILLFUL ACT, BREACH OF CONTRACT, OR VIOLATION OF LAW BY SERVICE PROVIDER, ITS EMPLOYEES, AGENTS, CONTRACTORS, OR SUBCONTRACTORS, EXCEPT FOR CLAIMS ARISING ENTIRELY FROM THE NEGLIGENCE OF TCCC.

Nothing in this Contract shall be construed to create a claim or cause of action against TCCC for which it is not otherwise liable, to waive any immunity or defense to which TCCC may be entitled, or to create an impermissible deficiency debt of TCCC.

XXVI. INSURANCE

Unless TCCC's Chief Financial Officer agrees in writing to waive the following requirements, Service Provider shall comply with all of TCCC's insurance requirements. Service Provider shall carry, for the duration of this Contract, the following insurance coverages, in amount(s) and with insurer(s) acceptable to TCCC. Service Provider shall maintain insurance coverage in the amounts specified by TCCC. TCCC shall be named as an additional insured on such insurance policies. Service Provider shall cause the insurance policies to: provide that any losses will be payable notwithstanding any act or negligence of TCCC or any other person; provide that the insurer will have no right of subrogation against TCCC; and be reasonably satisfactory to TCCC in all other respects. Certificates of Insurance on the current ACORD form shall be issued to TCCC showing all required insurance coverage prior to the start of work. Service Provider shall assure that TCCC will receive written notice of at least thirty (30) days in advance of the effective dates of any reduction, modification, cancellation, or termination of such insurance policies.

Minimum Limits of Insurance

Service Provider shall maintain limits no less than:

1.	**General Liability:**	$2,000,000 per occurrence for bodily injury, personal injury and property damage.
2.	**Automobile Liability:**	$1,000,000 per accident for bodily injury and Property damage.
3.	**Workers' Compensation:**	As required by the State of Texas.
4.	**Employers' Liability:**	$1,000,000 each accident, $1,000,000 policy limit bodily injury by disease, $1,000,000 each employee bodily injury by disease.
5.	**Crime/Employee Dishonesty:**	$1,000,000 per occurrence for loss or damage resulting from theft to third party client property in the care, custody and control of the vendor and its employees.

If the Service Provider maintains higher limits than the minimums shown above, TCCC shall be entitled to coverage for the higher limits maintained by the Service Provider.

Other Insurance Provisions

The General Liability and Automobile Liability policies are to contain, or be endorsed to contain, the following provisions:

1. TCCC, its officers, officials, employees, and volunteers are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Service Provider; and with respect to liability arising out of work or operations performed by or on behalf of the Service Provider including materials, parts or equipment furnished in connection with such work or operations. General Liability coverage shall be provided in the form of an Additional Insured endorsement to the Service Provider's insurance policy, or as a separate owner's policy.

2. For any claims related to the Services provided under this Contract, the Service Provider's insurance coverage shall be primary insurance as respects TCCC, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by TCCC, its officers, officials, employees, or volunteers shall be secondary to, in excess of, or supplemental to, the Service Provider's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice has been provided to TCCC.

Waiver of Subrogation

Service Provider hereby agrees to waive subrogation which any insurer of Service Provider may acquire from Service Provider by virtue of the payment of any loss. Service Provider agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of TCCC for all work performed by the Service Provider, its employees, agents and subcontractors.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII unless otherwise expressly indicated as acceptable to TCCC. Non-action or omission is not to be construed as indication of acceptance. Exception may be made for the State Compensation Insurance Fund when not specifically rated.

Verification of Coverage

Service Provider shall furnish TCCC with endorsements effecting coverage required by this section. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. The endorsements are to be on forms provided by TCCC, unless the insurance company will not use TCCC's forms. All endorsements are to be received and approved by TCCC before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements. As an alternative to TCCC's forms, the Service Provider's insurer must provide complete copies of all required insurance policies, including endorsements effecting the coverage required by these specifications.

Subcontractors

Service Provider shall require and verify that all subcontractors currently possess and continuously maintain insurance meeting all the requirements stated herein.

XXVII. WARRANTIES

All goods and/or services provided by Service Provider under this Contract must be warranted to be free from defects in material, workmanship, and free from such defects in design for a period of one (1) year upon the later of TCCC's acceptance of the product and/or service or payment of the applicable invoice. Service Provider warrants that all goods and/or services furnished under this Contract shall conform in all respects to the terms of this Contract, including any drawings, specifications, and/or standards incorporated herein, including, without limitation, those detailed in the procurement solicitation issued by TCCC, if any. In addition, Service Provider warrants that all goods and/or services are suitable for and will perform in accordance with the purposes for which they are intended. Service Provider shall assume all liabilities incurred within the scope of consequential damages and incidental expenses, as set forth in the vendor or manufacturer's warranty, which result from either delivery or use of product, which does not meet the specifications within this Contract or the procurement solicitation, if any.

XXVIII. CRIMINAL HISTORY BACKGROUND CHECK

Service Provider shall complete the "Ch. 22 Criminal History Records Contractor Certification: Contractor/Subcontractor Employees" form regarding the criminal history of covered employees, which is incorporated by reference herein. Noncompliance or misrepresentation regarding this certification may be grounds for termination of this Contract.

XXIX. RELEASE OF INFORMATION/ CONFIDENTIAL DATA OF TCCC

Unless required by law, the existence and terms of this Contract may not be disclosed by the Service Provider to any third party without the prior written consent of TCCC. The Service Provider may not publish or use any publicity materials relating to this Contract or use TCCC's name without the prior written consent of TCCC. Only the specific information expressly identified in TCCC's written consent may be disclosed, and the disclosure must be made only to the specific third party(ies) expressly identified in TCCC's written consent.

XXX. RECORDS RETENTION AND AUDITS

TCCC or its authorized representatives, shall be afforded unrestricted access to and permitted to inspect and copy any and all books, documents, papers, and records in the possession of the Service Provider (and its successors, transferees, assignees, and subcontractors) at any time, which shall include but not be limited to accounting records (hard copy as well as computer-readable data), correspondence, instructions, drawings, receipts, vouchers, memoranda and similar data relating to this Contract. The Service Provider shall preserve all such records for a period of five (5) years, or for such longer period as may be required by law, after final payment is made under this Contract. If this Contract is funded from contract/grant funds provided by the U. S. Government or the State of Texas, then (1) the Service Provider shall preserve all such records as required by 2 C.F.R. § 200.334, and (2) the Contract, books, and records shall be available for review and audit by TCCC, the Comptroller General of the U.S., the Department of Homeland Security, FEMA, and/or the Inspector General (and any of their duly authorized representatives), and/or the State of Texas and its duly authorized representatives.

XXXI. EDUCATIONAL RECORDS

Service Provider agrees that Service Provider and its employees, agents, and/or representatives may receive access to student information for certain students of TCCC, pursuant to this Contract. Service Provider shall secure the confidentiality of all information and records in accordance with applicable federal and state laws, rules, and regulations, including but not limited to all privacy laws. Service Provider understands that the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, governs the privacy and security of educational records and information, and Service Provider agrees to abide by FERPA rules and regulations, as applicable. Pursuant to the FERPA, Service Provider must protect the confidentiality of TCCC student records and shall not release any information without written consent from the TCCC student's parent/guardian or eligible student unless required to do so by applicable law. Service Provider further acknowledges that to the extent Service Provider, including but not limited to, Service Provider's staff, employees, and/or representatives, receives confidential TCCC student information during the performance of duties under this Contract, Service Provider is considered a "school official" in accordance with FERPA and shall not disclose confidential student information or education records except as otherwise permitted by applicable law. Service Provider shall require its employees and other agents to execute written agreements requiring that such information be kept confidential. The Parties agree to enter into a Data-Sharing Addendum in the event confidential student information is to be shared, as required by applicable law. Service Provider and its employees/ representatives shall at all times abide by applicable laws, including FERPA and the Health Insurance Portability and Accountability Act (HIPAA). Service Provider shall immediately provide notice to TCCC of any violation of the terms of this paragraph.

Service Provider agrees that TCCC's student data, including but not limited to documents and information concerning any individual student (hereinafter "TCCC student data"), is to be held in strictest confidence and assures that procedures are in place for safeguarding, monitoring, and protecting the confidentiality of TCCC student data. Service Provider shall keep all media containing TCCC student data in a secure area. In addition, Service Provider agrees that any data sets or output reports generated by its employees, agents, and/or representatives with TCCC student data are confidential. Service Provider shall not disclose to any unauthorized person any data sets or reports with TCCC student data. Service Provider agrees to monitor and be responsible for any access to TCCC student data by tracking access through the use of password(s). Service Provider shall provide TCCC immediate notice of any security and/or data breaches and shall comply with any and all requirements to notify users of such security and/or data breaches as required by federal law or the laws of the state of Texas. TCCC or its designee shall have access to all education records and other documents in the possession of Service Provider concerning students served by TCCC for purposes of monitoring student progress, conducting evaluations, and making reports.

Upon termination of this Contract for any reason, Service Provider shall return to TCCC within ten (10) calendar days all TCCC student data delivered to or collected by the Service Provider during the course of this Contract, together with the Service Provider's written certification that all copies of the TCCC student data stored by the Service Provider or in the

Service Provider's possession (including but not limited to on servers, backup servers, backup media, or other media including paper copies) have been returned to TCCC, and/or permanently erased or destroyed using industry best practices to assure complete destruction.

Service Provider shall be responsible for ensuring compliance with the obligations of this section by each of its employees, agents, representatives, and subcontractors providing services pursuant to this Contract, including but not limited to informing those persons and entities of these obligations and exercising adequate supervision and oversight over said persons and entities to ensure their compliance. Service Provider shall be solely responsible for any breach of the obligations of this section by any of its employees, agents, representatives, or subcontractors.

XXXII. RECORDS REQUESTS

The Parties acknowledge that TCCC is obligated to strictly comply with the Texas Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Contract, as well as any other disclosure of information required by applicable Texas law. Upon the written request of TCCC, Service Provider will promptly provide specified contracting information exchanged or created under this Contract. Service Provider waives any claim against and releases from liability TCCC, its officers, employees, agents, and attorneys with respect to disclosure of information provided under or in this Contract or otherwise created, assembled, maintained, or held by either Party and determined by TCCC, the Attorney General of Texas, or a court of law to be subject to disclosure under the Texas Public Information Act, Chapter 552, Texas Government Code.

Service Provider shall immediately notify TCCC if Service Provider receives from any third-party a request for information (including, but not limited to, a subpoena), which pertains to the documentation and records maintained by Service Provider on behalf of TCCC pursuant to this Contract. Service Provider shall provide a copy of such request to TCCC, unless otherwise prohibited by law.

XXXIII. BUSINESS ETHICS/ CONFLICT OF INTEREST

During the course of contract negotiations and contract performance, the Service Provider will maintain business ethics standards to avoid real or apparent impropriety or conflicts of interest. The officers, employees, and agents of TCCC may neither solicit nor accept gratuities, bribes, favors, or anything of monetary value from Service Provider, its vendors, or parties to subcontracts. No substantial gifts, entertainment, payments, loans or other considerations beyond that which is unsolicited and would be collectively categorized as incidental shall be made to any employees or officials of TCCC, its authorized agents and representatives, or to family members of any of them. If at any time the Service Provider believes there may have been a violation of this obligation, the Service Provider shall notify TCCC within 24 hours of the possible violation.

TCCC may, by written notice to the Service Provider, immediately cancel a Contract without penalty and without further liability or obligation, monetary or otherwise, to the Service Provider if it is determined by TCCC, in its sole discretion, that any gratuity, bribe, favor, or anything of monetary value was offered or given by the Service Provider or any principal, agent, or awarding representative of the Service Provider to any officer, employee, or agent of TCCC with a view toward securing the Contract or securing favorable treatment with respect to the amending or the making of any determinations regarding the performance of the Contract. In the event the Contract is canceled by TCCC pursuant to this provision, TCCC shall be entitled, in addition to all other rights and remedies to which it is entitled, to recover or withhold the amount of the cost incurred by the Service Provider in providing such gratuity, bribe, favor, or item of monetary value.

TCCC reserves the right to request a representation letter from the Service Provider on behalf of the Service Provider and any and all of its subcontractors and/or vendors at any time disclosing all items of value that have passed from the Service Provider, its subcontractors, and/or its vendors to TCCC's personnel and/or its authorized agents and representatives.

During the Term of Service Provider's service to TCCC, Service Provider shall not, directly or indirectly, whether for Service Provider's own account or for or with any other person or entity whatsoever, employ, solicit, or endeavor to entice away any person who is employed by TCCC.

XXXIV. CONFIDENTIAL & PROPRIETARY INFORMATION

In the course of performing duties under this Contract, Service Provider may view, obtain, or have access to financial, accounting, statistical, personnel, and other information of a confidential nature concerning students and schools being served by TCCC and employees of TCCC. All such information is confidential and shall not be disclosed, directly or indirectly, to any person other than authorized officials of TCCC, either during the Term of this Contract or after such Term.

Service Provider acknowledges that TCCC would be irreparably injured if Service Provider were to disclose such information to third parties not entitled to receive such information or to misappropriate such confidential information for

Service Provider's own purposes or benefit and that money damages would not compensate TCCC for such irreparable injury.

In addition to the above obligations of Service Provider, the parties agree that they may provide technical information, documentation and expertise to each other that is either (1) conspicuously marked as being confidential or, (2) if delivered in oral form is summarized in writing within 10 working days and identified as being confidential ("Confidential Information"). The receiving party shall for a period of five (5) years from the date of disclosure (i) hold the disclosing party's Confidential Information in strict confidence using reasonable efforts to prevent the disclosure of Confidential Information to third parties, at least equal to the efforts employed by the receiving party to protect its own confidential information of like kind; (ii) except as previously authorized in writing by the disclosing party, not publish or disclose the disclosing party's Confidential Information to anyone other than the receiving party's authorized employees on a need-to-know basis; and (iii) use the disclosing party's Confidential Information solely for performance of this Contract. The foregoing requirement shall not apply to any portion of a party's Confidential Information which (a) becomes publicly known through no wrongful act or omission on the part of the receiving party; (b) is already known to the receiving party at the time of the disclosure without similar nondisclosure obligations and the knowledge of the receiving party is known to the disclosing party; (c) is rightfully received by the receiving party from a third party without similar nondisclosure obligations; (d) is approved for release by written authorization of the disclosing party; (e) is clearly demonstrated by the receiving party to have been independently developed by the receiving party without access to the disclosing party's Confidential Information; or (f) is required to be disclosed by order of a court or governmental body or by applicable law, provided that the party intending to make such required disclosure shall notify the other party of such intended disclosure immediately upon receipt of the court order or other event triggering a disclosure obligation, in order to allow such party to seek a protective order or other remedy. The provisions of this paragraph survive the expiration or earlier termination of this Contract.

XXXV. RIGHTS TO INVENTIONS

All work product, including any concepts, products, software, research, reports, studies, data, photographs, negatives, or other documents, drawings or materials prepared by Service Provider in the performance of its obligations under this Contract, shall be deemed works for hire" and the exclusive property of TCCC, the Texas Education Agency, the State of Texas, and/or the federal government, as applicable. Service Provider shall deliver all such materials to TCCC upon completion, termination, or cancellation of this Contract. Any programs, data, or other materials furnished by TCCC for use by Service Provider in connection with the Services performed under this Contract will remain TCCC's property. Any pre-existing programs, data, or other materials furnished and owned by Service Provider for use by Service Provider in connection with the Services performed under this Contract will remain Service Provider's property. TCCC expressly retains for itself sole ownership of all proprietary rights in and to all designs, engineering details and other data pertaining to any discoveries, inventions, patent rights, software, improvements and the like made by Service Provider and/or its personnel in the course of performing the Services under this Contract.

XXXVI. INTELLECTUAL PROPERTY

Service Provider represents and warrants that it has all intellectual property rights necessary to enter into and perform its obligations in this Contract.

XXXVII. NON-APPROPRIATION OF FUNDS

The Term of this Contract is a commitment of TCCC's current revenue only. Notwithstanding anything to the contrary in this Contract, TCCC is obligated to make payments only as approved each year by TCCC's Board of Directors. TCCC's Board of Directors retains the right to terminate the Contract at the expiration of each budget period of TCCC. To the extent that TCCC will use federal grant funds to fulfill its obligations under this Contract, Service Provider acknowledges that federal funds will be used to pay for all or a portion of funds due under this Contract and that this Contract is only effective upon receipt of the Notice of Grant Award ("NOGA") by TCCC from the awarding agency. As such, if TCCC does not receive sufficient funding for the services provided in this Contract, TCCC may terminate this Contract without penalty or further obligation to Service Provider, at any time upon written notice to Service Provider.

XXXVIII. NON-EXCLUSIVITY

Nothing in this Contract may be construed to imply that Service Provider has the exclusive right to provide TCCC Services. During the Term of this Contract, TCCC reserves the right to use all available resources to procure other services as needed and doing so will not violate any rights of Service Provider. In addition, nothing in this Contract may be construed to require that TCCC purchase any specific amount, quantity, or quota of services from Service Provider.

XXXIX. PERFORMANCE

Service Provider represents and warrants that Service Provider has the experience, qualifications, licenses, and certifications required to provide the Services. Further, Service Provider agrees that Service Provider's Services will be performed with reasonable care, skill, judgment, and experience in a professional business-like manner, with no direct supervision from TCCC. If Service Provider is unable to complete the work in this manner based on the mutually agreed upon timeline, Service Provider shall notify TCCC as specified in Section XIV.

XL. PROFESSIONAL SERVICES

To the extent that this Contract is for professional services and governed by the Professional Services Procurement Act, Tex. Gov't Code Chp. 2254, Service Provider represents and warrants that (1) Service Provider has demonstrated competence and possesses qualifications to perform the Services and is performing the Services for a fair and reasonable price, and (2) the professional fees under the Contract do not exceed any maximum provided by law.

XLI. INDEBTEDNESS

Service Provider represents that to the best of its knowledge it is not indebted to TCCC. Indebtedness to TCCC may be grounds for termination of this Contract.

XLII. NON-COLLUSION

The undersigned affirms that Service Provider has not prepared its submission, if any, in collusion with any other company, corporation, firm, partnership or individual, and that the contents of Service Provider's submission, if any, as to prices, terms or conditions of said submission have not been communicated by the undersigned nor by any employee or agent of Service Provider to any other person engaged in this type of business prior to the official opening of Service Provider's submission.

XLIII. DEBARMENT AND SUSPENSIONS

The Service Provider certifies, to the best of its knowledge and belief, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency or by the State of Texas. Service Provider shall immediately provide written notice to TCCC if at any time the Service Provider learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances. TCCC may rely upon a certification of a Service Provider that the Service Provider is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract, unless TCCC knows the certification is erroneous.

XLIV. CHANGES AND AMENDMENTS

During the Term of the Contract, TCCC reserves the right to make changes to the Services the Service Provider is required to provide pursuant to this Contract, including but not limited to adding schools to, or deleting schools from, the locations where services are to be provided in Exhibit A – Scope of Work. This Contract may be amended only by the mutual agreement of the parties, in writing to be attached to and incorporated in this Contract.

XLV. SEVERABILITY

In the event that any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

XLVI. FORCE MAJEURE

The parties to this Contract may be excused from performance hereunder during the time and to the extent that they are prevented from performance due to an act of God, fire, strike or lockout, when satisfactory evidence thereof is presented to the other party and provided that such non-performance is not due to the fault of the non-performing party.

XLVII. SIGNATURES

IN WITNESS THEREOF, TCCC and the Service Provider have executed this Contract to be effective as of the date of the last signature below ("Effective Date").

Notice to Service Provider: Any change(s) made to the provisions above will nullify this Contract.

Agreed to by Service Provider

_____

Name: **Date**
Title:
Taxpayer Identification #:
Address:

Agreed to by Tejano Center, Inc.

Tejano Center Inc.

_____

Name: Dr. Adriana Tamez **Date**
Title: Tejano Center President CEO

Reviewed by Chief of Schools

_____ _____

Reviewed by CFO

_____ _____

For Internal Use Only

EXHIBIT A:
SCOPE OF WORK

I have attached supplemental documentation using the "Add Attachments" button at the bottom of this form

Terms and conditions set forth in TCCC contract language supersede otherwise conflicting terms and conditions herein.

Specialized
ASSESSMENT & CONSULTING
10242 Greenhouse Road #1701
Cypress, TX 77433
SPECIALIZEDASSESSMENT.COM

Professional Services Agreement between
Raul Yzaguirre Schools for Success and Specialized Assessment & Consulting, LLC

(Employer ID# 20-2533103)

Definitions: As used in this Agreement (defined below), the following terms have the following meanings:

1. "Agreement" means this Professional Services Agreement.
2. "Contractor" means Specialized Assessment & Consulting, LLC, a Texas limited liability company.
3. "Services" means the services to be provided by Contractor under this Agreement, as requested by Client through Contractor's electronic system, email, or other written means and as accepted by Contractor in writing.
4. "Worker" or "Workers" refers to workers provided by Contractor to perform the Services.
5. "Client" means Raul Yzaguirre Schools for Success.

Other terms defined herein have the meanings so given to them.

Terms:

1. **Agreement:** This Agreement represents the agreement between Client and Contractor to facilitate the provision of the Services to Client.
2. **Location of Services:** Services will be performed at location(s) designated by Client and approved by Contractor.
3. **Description of Services:** Contractor shall provide Services as requested by Client from time to time as mutually agreed to by the parties. The Client is responsible for making the request to Contractor for any needed Services. Services will be delivered at Contractor's discretion based on the availability of Workers.
4. **Term:** The Agreement shall be effective from 09/01/2025 to 08/31/2026 (the "Term"), unless otherwise agreed to in writing by the parties.
5. **Conflicting Terms:** Under no circumstances will the provisions of any order request, acknowledgement, invoice or other document modify, alter or amend the terms of this Agreement and Contractor hereby expressly rejects such provisions. Contractor expressly disclaims any unilateral terms and conditions contained in Client's documentation.
6. **Representations and Warranties:** Contractor hereby represents and warrants to Client that all Services will be performed in accordance with all applicable state and federal

laws. THIS WARRANTY IS SOLE AND EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER STATUTORY, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE AND THOSE ARISING FROM COURSE OF DEALING AND USAGE OF TRADE.

7. **Client Obligations:** Client shall: (a) cooperate with Contractor in all matters relating to the Services and appoint a Client employee to serve as the primary contact with respect to this Agreement and who will have the authority to act on behalf of Client with respect to matters pertaining to this Agreement; (b) provide access to Client's premises and such office accommodation and other facilities as may reasonably be required by Contractor; and (c) respond promptly to any Contractor request to provide direction, information, approvals, or decisions that are reasonably necessary for Contractor to perform the Services.

8. **Compensation and Invoices:** For payment for the performance of all Services, Client shall pay Contractor for the Services requested in accordance with the rates set forth on Exhibit A, attached hereto. Contractor shall submit a documented and itemized invoice to Client. Client shall pay the invoice within thirty (30) days of receipt of said invoice. The Contractor may suspend Services if all amounts have not been paid within sixty (60) days of Client's receipt of such invoice, and the Client has not notified the Contractor in writing of a discrepancy or clarification. In the event Contractor determines that a credit is due to the Client, the Contractor will apply the credit to the next invoice for Services, unless otherwise requested by the Client in writing.

9. **Cancellation – No Show Policy:** One (1) hour may be billed at the Worker's hourly rate set forth in Exhibit A for a scheduled Service request that is canceled with less than twenty-four (24) hours' notice. This includes absent students with no prior notification.

10. **Taxes:** Contractor shall be responsible for the payment of compensation to its Workers, including, if applicable, the payment and withholding of income taxes, social security and other payroll taxes, and the payment of employment insurance, workers' compensation insurance, and disability insurance for its Workers who are considered its employees. Workers may include subcontractors of Contractor. For the avoidance of doubt, except with respect to the payment of compensation, Contractor will not be responsible for any of the foregoing payment and/or withholding obligations for any of its Workers who are classified as independent contractors. Upon request, Contractors will provide Client with the classification of each Worker that is providing Services pursuant to this Agreement.

11. **Independent Contractor Relationship:** Contractor will be acting as an independent contractor in performing Services under this Agreement and is not an agent, servant, employee or representative of the Client. For the avoidance of doubt, Client shall determine the Services to be provided by Contractor, but Contractor shall determine the legal means, method, and manner by which Contractor accomplishes the Services in accordance with this Agreement.

12. **No Exclusivity:** Contractor retains the right to perform the same or similar type of Services for third parties during the Term of this Agreement.

13. **Non-Solicitation:** Client agrees that during the Term of this Agreement or for a period of one (1) year thereafter, it will not directly or indirectly, in any manner solicit, induce or encourage for employment any of Contractor's Workers who have worked for Client under this Agreement and/or rendered any of the Services to Client without prior written approval of Company; provided, however, that general advertisement or notice of a job listing or opening or other similar general publication of a job search or availability to fill employment positions, including on the internet, shall not be construed as a solicitation or inducement for the purposes of this Section 13. As used herein, the term "solicit, induce or encourage" includes, but is not limited to, (a) initiating communications with Contractor's Workers relating to possible employment or (b) offering bonuses or additional compensation to encourage Contractor's Workers to terminate their employment with Contractor's Workers and accept employment with Client.

14. **Licenses:** Workers provided by Contractor have represented to Contractor that they maintain an appropriate active license or certification. Upon request, the applicable license or certification of any Worker rendering Services to Client shall be provided to the Client.

15. **Background Checks:** In compliance with Chapter 22 of the Texas Education Code, Client will be required to obtain the criminal history results of Contractor's Workers from the Texas Department of Public Safety FACT Clearinghouse. Contractor may assist in obtaining release forms in connection with the same when requested by the Client.

16. **Termination:** This Agreement can be terminated by either party, with or without cause, with thirty (30) days advance written notice. Notwithstanding the foregoing, upon forty-eight (48) hours' written notice, Contractor may, at its sole discretion, terminate this Agreement if Client (i) fails to make timely payments for invoices provided by Contractor, (ii) requests Contractor (or its Workers) to perform or act in a way against any local, county, state, or federal law or professional code of conduct, (iii) acts in any way that may be considered negligent or deceitful toward Contractor or any of its employees, or agents, or (iv) breaches this Agreement.

17. **INDEMNIFICATION:** CLIENT SHALL DEFEND, INDEMNIFY, AND HOLD HARMLESS CONTRACTOR, ITS AFFILIATES AND SUBCONTRACTORS, AND EACH OF ITS AND THEIR OFFICERS, DIRECTORS, PARTNERS, JOINT VENTURERS, AGENTS, EMPLOYEES, SUCCESSORS AND ASSIGNS, FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, CAUSES OF ACTION, DAMAGES, COSTS, EXPENSES, , LOSSES OR LIABILITIES, OF EVERY KIND AND NATURE WHATSOEVER, INCLUDING BUT NOT LIMITED TO ACTUAL ATTORNEYS' FEES, THE COST OF ENFORCING ANY RIGHT TO INDEMNIFICATION HEREUNDER AND THE COST OF PURSUING ANY INSURANCE PROVIDERS ("CLAIMS") ARISING OUT OF OR IN CONNECTION WITH (I) ANY BREACH BY CLIENT OF THE TERMS OF THIS AGREEMENT, (II)

THE NEGLIGENCE OR WILLFUL MISCONDUCT OF CLIENT, AND/OR (III) ANY VIOLATION OF APPLICABLE LAW BY CLIENT. THE INDEMNIFICATION REQUIREMENTS OF THIS SECTION SHALL SURVIVE AFTER THIS AGREEMENT IS TERMINATED. SUCH INDEMNITY PROVISIONS APPLY TO THE FULLEST EXTENT PERMITTED BY LAW, REGARDLESS OF ANY PASSIVELY NEGLIGENT ACT, WILLFUL MISCONDUCT, OR OMISSION OF CONTRACTOR, OR ITS AGENTS, EMPLOYEES, OR WORKERS.

18. **Waiver of Consequential Damages: NOTWITHSTANDING ANY OTHER PROVISIONS OF THIS AGREEMENT TO THE CONTRARY, CONTRACTOR SHALL NOT BE LIABLE TO CLIENT UNDER THIS AGREEMENT OR UNDER ANY CAUSE OF ACTION RELATED TO THE SUBJECT MATTER OF THIS AGREEMENT, WHETHER IN CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, PRODUCTS LIABILITY, PROFESSIONAL LIABILITY, CONTRIBUTION, OR ANY OTHER CAUSE OF ACTION, FOR SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL LOSSES OR DAMAGES, INCLUDING LOSS OF PROFITS, USE, OPPORTUNITY, REVENUES, FINANCING, BONDING CAPACITY, OR BUSINESS INTERRUPTIONS.**

19. **Limitation of Liability:** Notwithstanding anything herein to the contrary, the maximum liability of the Contractor and its officers, agents, and employees for any and all claims, causes of action, damages, losses, and expenses, including, but not limited to, attorneys' fees, arising out of or related to the Services under this Agreement, from any cause or causes, shall not exceed the aggregate payments received by Contractor for the Services under this Agreement.

20. **Arbitration:** Any and all disputes arising under or relating to the terms and conditions of this Agreement are subject to mandatory arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association then in effect. Notice of the demand for arbitration shall be filed in writing with the other party to this Agreement. The demand for arbitration shall be made within a reasonable time after written notice of the claim, dispute or other matter in question has been given, and in no event shall it be made after the date when institution of legal or equitable proceedings based on such claim dispute or other matter in question would be barred by the applicable statute of limitations. The award rendered by the arbitrator(s) shall be final and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction. All parties shall be liable for their own costs and attorney's fees, unless an award for such costs and attorney's fees is granted in favor of a party by the arbitration board.

21. **Integration:** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements and negotiations between the parties with respect thereto.

22. **Governing Law:** This Agreement shall be enforced, governed by, and construed in accordance with the laws of the State of Texas. The parties agree that any arbitration

conducted in accordance with section 22 must be brought with an AAA arbitration board in Harris County Texas.

23. **Severability:** If any provision of this Agreement shall be invalid or unenforceable for any reason and to any extent, the remainder of this Agreement shall not be affected thereby, but shall be enforced to the greatest extent permitted by law.

24. **Confidential Information:** During the Term of this Agreement, Contractor may grant to Client a nonexclusive right to access certain proprietary materials of Contractor, including but not limited to trademarked names, slogans or phrases, logos or graphic designs, promotional materials, admission records, fundraising or financial development plans, and other confidential financial, proprietary or intellectual property of Contractor from Client (collectively, "Confidential Information"). By way of illustration, but not limitation, Confidential Information includes trade secrets, processes, data, know-how, negative know-how, improvements, discoveries, developments, designs, inventions, techniques, strategies, licenses, client and prospect lists, supplier lists, data processing programs, and any modifications or enhancements thereto, specifications, promotional ideas, sales and marketing information, employee terms of employment, (whether in written or physical or machine readable form) which may be useful or have actual or potential economic value to Contractor. Client shall not disclose any of Contractor's Confidential Information, directly or indirectly, during or after the term of this Agreement and for five (5) years following termination hereof. Client shall not photocopy or otherwise duplicate any such material without the prior written consent of Contractor. All of Contractor's Confidential Information shall remain the exclusive property of Contractor and shall be destroyed or returned to Contractor immediately upon termination of this Agreement. The terms of this Section 24 shall survive the termination of this Agreement.

25. **Excused Delay:** Except with respect to Client's payment obligations, neither party will be liable for damages resulting from delays or non-performance, resulting from events beyond the reasonable control of the affected party, including but not limited to acts of God, natural disasters (such as earthquakes), unusually severe weather conditions, acts of governmental authorities, terrorist threats, hostilities, pandemics, epidemics, supply chain shortages, strikes, labor stoppages or slowdowns, material shortages or other industrial disturbances, criminal acts by another party, or other uncontrollable causes, provided that the affected party has made and is making reasonable efforts to (a) cure the cause of the delay and (b) mitigate the effects of the delay or non-performance. The affected party shall give written notice to the other party as soon as reasonably practicable after it becomes aware of the event giving rise to the delay.

26. **Counterparts:** This Agreement may be executed by the parties in any number of counterparts, each of which will be deemed an original instrument, but all of which together will constitute but one and the same agreement. Notices and documents, including this Agreement, delivered by fax or other form of electronic transmission will be sufficient for purposes of binding the sending party and such facsimile signature shall have the same force and effect as the original ink signature.

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27. **Construction and Effect**: The failure by Contractor at any time to enforce or to require strict compliance or performance by Client with any of the provisions of this Agreement shall not constitute a present or future waiver of any such provision and shall not affect or impair in any way Contractor's rights at any time to enforce any such provision or to avail itself of such remedies as it may have for any breach thereof. The article and section headings used herein are used solely for convenience. Any exhibits referred to herein are made a part of the Agreement by reference, provided that in the event of a conflict between the terms of such exhibit or any other document incorporated herein, and the terms of this Agreement, the terms of this Agreement shall govern. No amendment, supplement or modification of this Agreement will be binding upon the parties unless executed in writing by all parties.

28. **Assignment:** Neither party may assign any rights, or delegate or subcontract any obligations, under this Agreement without the other party's prior written consent.

[*Signature Page Follows*]

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Cypress, TX 77433
346 240 1000
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Signatures:

Approved by: _____ Title: _____ Signature: _____ Date: _____ Approved by: _____ Title: _____ Signature: _____ Date: _____ Approved by: _____ Title: _____ Signature: _____ Date: _____	**Specialized Assessment & Consulting, LLC** Approved by: James Hitchcock Title: CEO Signature:  Date: 05/27/2025

Specialized
ASSESSMENT & CONSULTING

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Exhibit A (25-26)

IMPORTANT: Services may be provided virtually for the same rate if requested.

FLAT-RATE EVALUATION SERVICES	
Psycho-educational Evaluation: Includes all FIE components: All cognitive processing and academic achievement, oral language (if needed), dyslexia, dysgraphia, dyscalculia, classroom observation for SLD, formal adaptive behavior (if the area of the concern is ID), parent/teacher information, full and individual evaluation (FIE) report, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s).	$1,155
Bilingual Spanish Psycho-educational Evaluation: For students who require testing in Spanish and/or English and require expertise in the evaluation of culturally and linguistically diverse students. Includes all FIE components including: All cognitive processing and academic achievement, oral language, dyslexia, classroom observation for SLD, formal adaptive behavior (if the area of the concern is ID), parent/teacher information, full and individual evaluation (FIE) report, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s).	$1,820
Additional Components for Psycho-educational Evaluations: • Additional second language testing for languages other than Spanish • Consultation with interpreters or outside agencies	Monolingual $96/Hour Bilingual $103/Hour

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Psychological Evaluation: When there are emotional or behavioral factors with eligibility including emotional disturbance, autism, and other health impaired due to ADHD. Includes gathering information from parents and school staff, interviews, observation, scoring and interpreting rating scales, recommendations, writing reports, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s). This does not include an FIE report.	$1155
Bilingual Spanish Psychological Evaluation: When there are emotional or behavioral factors with eligibility including emotional disturbance, autism, and other health impaired due to ADHD. For students who require testing in Spanish and/or English and require expertise in the evaluation of culturally and linguistically Diverse students. Includes gathering information from parents and school staff, interviews, observation, scoring and interpreting rating scales, recommendations, writing reports, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s). This does not include an FIE report.	$1255
Additional Components for Psychological Evaluations: • BIP or IEP development • Consultation with interpreters or outside agencies • Related services counseling evaluation • Formal functional behavioral assessment • Additional rating scales or documentation for OHI Eligibility • ADOS testing for AU	Monolingual $96/Hour Bilingual $103/Hour

Speech and Language Evaluation: Includes articulation, language, voice, fluency or AT eval, or a combination of these areas. Also includes gathering information from parents and school staff, report writing, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s). This does not include an FIE report. If additional assistive technology evaluation is required it will be billed hourly.	$550
Bilingual Speech and Language Evaluation: Testing in Spanish and/or English. Includes articulation, language, voice, fluency or AT eval or a combination of these areas. Also includes gathering information from parents and school staff, report writing, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s). This does not include an FIE report. If additional assistive technology evaluation is required it will be billed hourly.	$870
Speech and Language Evaluation FIE: Includes articulation, language, voice, fluency or AT eval, or a combination of these areas, where speech impairment is the only eligibility and includes an FIE report. Also includes gathering information from parents and school staff, entering the report into an electronic system such as EasyIEP or ESpe, and reviewing results with parent(s). If additional assistive technology evaluation is required it will be billed hourly.	$725
Bilingual Speech and Language Evaluation FIE: Testing in Spanish and/or English. Includes articulation, language, voice, fluency or AT eval or a combination of these areas, where speech impairment is the only eligibility and includes an FIE report. Also includes gathering information from parents and school staff, entering the report into an electronic system such as EasyIEP or ESped, and reviewing results with parent(s). If additional assistive technology evaluation is required it will be billed hourly.	$1,045

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Occupational Therapy Evaluation: Includes fine motor, handwriting, sensory processing, transitioning and assistive technology considerations. Also includes teacher and parent information, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s). If additional assistive technology evaluation is required, it will be billed hourly.	$565
Physical Therapy Evaluation: Includes gross motor, functional assessment, transitioning and assistive technology considerations. Also includes teacher and parent information, entering the report into an electronic system such as EasyIEP or ESped and reviewing results with parent(s). If additional assistive technology evaluation is required it will be billed hourly.	$565

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HOURLY RATE SERVICES	
All direct and indirect services are billable. Examples of billable hourly services include, but are not limited to: • ARD, IEP or REED meetings (1 Hour Minimum) • Additional rating scales or documentation for OHI Eligibility • Additional assistive technology evaluation • BIP or IEP development • Client-requested trainings • Consultation with parents, teachers, school staff or other professionals • Consultation with interpreters • Consultation with outside agencies • Documentation for Medicaid billing • Formal Functional Behavioral Assessments • Related service counseling evaluations • Related services (Direct and Indirect) • Second language evaluation for languages other than Spanish • Service logs and documentation • Staffing's and other meetings • Supervision of SLPAs and/or COTAs (billed at the rate of the supervisor and the supervisee). Hours will vary but at a minimum will meet licensing requirements. • Other work as agreed upon by the Client and Specialized Assessment & Consulting, LLC.	
School Psychologist	$96 per hour
Bilingual Spanish School Psychologist	$103 per hour
Educational Diagnostician	$90 per hour
Bilingual Spanish Educational Diagnostician	$95 per hour
Speech-Language Pathologist	$96 per hour
Bilingual Spanish Speech-Language Pathologist	$103 per hour
Speech Language Pathology Assistant	$70 per hour

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Speech Language Pathology Clinical Fellow *with district provided supervision*	$70 per hour
Speech Language Pathology Clinical Fellow *without district provided supervision*	$75 per hour
Occupational Therapist	$90 per hour
Certified Occupational Therapy Assistant	$70 per hour
Physical Therapist	$90 per hour
Physical Therapy Assistant	$70 per hour
Licensed Professional Counselor	$90 per hour
Licensed Clinical Social Worker	$90 per hour
Board Certified Behavior Analyst	$128 per hour
Deaf/Hard of Hearing Teacher	$128 per hour
Teacher of Visually Impaired	$128 per hour
Orientation and Mobility Specialist	$128 per hour
Music Therapist	$128 per hour
Special Education Teacher	$75 per hour
Special Education Paraprofessional	$35 per hour
Dyslexia Teacher	$75 per hour

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Adaptive PE Teacher	$75 per hour
Special Education Nurse - LVN	$67 per hour
Special Education Nurse - RN	$78 per hour
Audiologist	$84 per hour

ADDITIONAL SERVICES	
American Sign Language Interpreter: Interpreting and translation services, utilizing American Sign Language and other tactual communication.	$70 per hour
Interpreter Services: Translation of verbal communication between two languages.	$75 per hour
Translation: Translating a written evaluation report into another language. Billed per translated word.	$0.16 per translated word

ADDITIONAL TERMS
Cancellation - No Show Policy: 1 hour may be billed at the provider's hourly rate for a scheduled service request that is canceled with less than 24 hours' notice. This includes absent students with no prior notification.

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD ACTION ITEM

SUBJECT: **APPROVAL OF CONTRACT WITH DR. NORA BENNY TO PROVIDE PSYCHOLOGICAL SERVICES AND ASSESSMENT FOR 2025-2026 IN THE AMOUNT OF $100,000**

BACKGROUND: Services from Nora Benny, School Psychologist, will be used to identify and support students with disabilities through a Full and Individualized Evaluation. Dr. Benny will also provide psychological services as determined by a student's IEP. Dr. Benny will also consult with staff and conduct Functional Behavior Analysis as required. Services from Dr. Benny will allow Raul Yzaguirre Schools for Success to identify and provide appropriate individualized services to students as mandated by state and federal law.

RECOMMENDATION: That the board approve contract with Dr. Nora Benny to provide psychological services and assessment

COST: **$100,000**

FUNDS TO BE USED: **420-11-6299.00-XXX-423000**

ATTACHMENT(S): Nora Benny contract SY 25-26

Submitted by: Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resource: Justin Fuentes, Chief Schools Officer
Denise Martinez, Executive Director of Academics

Approved by Board on: _____
Date

Nora Benny, Psy.D., LSSP
12026 Diane Lane
Houston TX, 77067
(713) 320-0163

SERVICE AGREEMENT FOR SERVICES

–

This contract shall be effective as of the 1st day of August 2025 and shall continue until August 31, 2026, between Nora Benny ("Contractor" hereafter) and Raul Yzaguirre Schools for Success ("School" hereafter).

1. **Independent Contractor:** Subject to the terms and conditions of this agreement, the School hereby engages the Contractor as an independent contractor to provide special education services set forth herein, and the Contractor hereby accepts such engagement.

2. **Duties, Term, and Compensation:** The Contractor's duties, term of engagement, compensation and provisions for payment set forth herein, and which in attached an Exhibit A – Scope of Work, which may be amended in writing from time to time or supplemented and subsequent additional services to be rendered by the Contractor and agreed by the School, and which collectively are hereby stated in this contract.

3. **Invoicing and Payments:** The Contractor will submit original invoices to the School Business office, as statements of services rendered within a timely manner during the School's Fiscal's year. The School shall make timely payments of amounts earned by the Contractor under this agreement and notify the Contractor of any changes of its procedures affecting the Contractor's obligations under this agreement at least 30 days before implementing those changes.

4. **Termination:** This agreement may be terminated by either party on provision of 30 days written notice to the other party, with or without cause.

5. **Confidentiality:** The Contractor agrees that she will not disclose any personal information obtained due to the services provided hereunder. The Contractor further agrees that she will not disclose the terms of the agreement to any person without the prior written consent of the School. Likewise, the School agrees that its representatives will not disclose the terms to

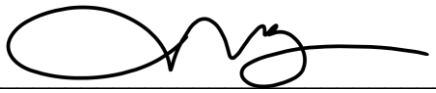
any person (except as required by state regulations, such as audits by TEA) without prior written consent of the Contractor and shall at all times preserve the confidential nature of its relationship to the
Contractor and of the services hereunder.

6. **Independent Contractor Status:** This agreement shall not render the Contractor an employee, partner, agent of, or joint venture with the School for any purposes. The Contractor is and will remain as an independent contractor in her relationship to the School. The School shall not be responsible for withholding taxes with respect to the Contractor's compensation hereunder. The Contractor shall have no claim against the School hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee's benefits of any kind.

7. **Other Activities:** During the Term, the Contractor is free to engage in other independent contracting activities, except that the Contractor may not accept work, enter into contracts, or accept obligations inconsistent or incompatible with the Contractor's obligations of the scope of Services to be rendered for the school under this agreement.

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed by their duly authorized representatives as of the day and year first written above. The parties hereto agree that facsimile or scanned signatures shall be as effective as if originals.

Nora Benny, Psy.D., LSSP

By:  (signature)

Its: Owner

Date: 05/22/2025

Raul Yzaguirre Schools for Success

By: _____ (signature)

Its: _____

Date: _____

EXHIBIT A – SCOPE OF WORK

DUTIES, TERM AND COMPENSATION

Duties: The Contractor will offer the following services for the School: psychological services and consultation services and serve as the School's ARD representative for the services provided.

- Provide psychological services and/or counseling as indicated by the student Individual Educational Plan (IEP).
- Conduct Functional Behavior Assessments (FBA) and develop a Behavior Intervention Plan (BIP) for students with disabilities who receive special education support or are being considered for Special Education.
- Conduct Reviews of Existing Educational Data (REED) for students with disabilities in accordance with state and federal law.
- Consult with school staff and families of students in special education or in need of behavior support.
- Provided training to staff, parents, and students as appropriate in implementing and supporting IEPs.
- Attend and participate in intervention assistance team meetings to discuss students with behavior difficulties being considered for evaluation.
- Observe and support students with behavior challenges under consideration for evaluation.
- Assist in the development of Strategic and Safety Plan as needed for special education students.

Compensation: The School will pay the Contractor at the following rates:

SERVICES	**RATE**
Direct Psychological Services, counseling, and groups (Billed in 15 minutes increments)	$150.00 hr.
ARD representation (Billed in 15 minutes increments)	$140.00 hr.
Consultation (Staff, teacher, parent, and community agencies) (Billed in 15 minutes increments)	$120.00 hr.
FBA and Behavior Intervention Plan	$500.00
Review of Existing Data (REED)	$575.00
Strategic and Safety Plan	$375.00
Crisis Intervention (Billed in 15 minutes increments)	$175.00 hr.

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD ACTION ITEM

SUBJECT: **APPROVAL OF CONTRACT WITH DR. ESMERALDA LOPEZ TO PROVIDE PSYCHOLOGICAL SERVICES AND ASSESSMENT FOR 2025-2026 IN THE AMOUNT OF $50,000**

BACKGROUND: Services from Esmeralda Lopez, School Psychologist, will be used to identify students with disabilities through a Full and Individualized Evaluation. Services from Dr. Lopez will allow Raul Yzaguirre Schools for Success to identify and provide appropriate individualized services to students as mandated by state and federal law.

RECOMMENDATION: That the board approve contract with Dr. Esmeralda Lopez to provide psychological services and assessment

COST: **$50000**

FUNDS TO BE USED: 420-11-6299.00-XXX-423000

ATTACHMENT(S): Lopez Contract

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resources: Justin Fuentes, Chief Schools Officer
Denise Martinez, Executive Director of Academics

Approved by Board on: _____
Date

Note: All items in red are required.

SERVICE CONTRACT FOR SERVICES FOR

TEJANO CENTER Inc.

This Contract for Services for Tejano Center for Community Concerns Inc. ("Contract") is made and entered into on 05/23/2025, by and between **Tejano Center for Community Concerns, Inc.** ("TCCC"), headquartered at 2950 Broadway, Houston, Texas 77017, and Dr. Esmeralda Lopez, PH.D ("Service Provider"), located at 17734 Glade Landing Lane, Richmond, Texas, 77407, for Service Provider to provide services to Tejano Center for Community Concerns Inc, in accordance with the terms and conditions specified herein.

RECITALS

WHEREAS, Tejano Center for Community Concerns is an open-enrollment charter school in the State of Texas, established to promote education in various counties across the state;

WHEREAS, Both TCCC and Service Provider desire to set forth in writing the terms and conditions of their agreement for the Service Provider to provide certain services to TCCC;

WHEREAS, TCCC has determined that such services are in support of its educational objectives;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained in this Contract, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties intending to be legally bound agree as follows:

I. PURPOSE

TCCC agrees to retain Service Provider and Service Provider agrees to provide services to TCCC as an independent contractor and to perform the duties and provide all necessary labor and resources needed to provide the services set forth in Section II – Scope of Work. Service Provider shall also perform such other related services and duties as are customarily performed by a Service Provider in a similar position.

II. SCOPE OF WORK

Exhibit A includes a detailed Scope of Work that sets out the services (hereinafter "Services") Service Provider agrees to provide, as needed and authorized in writing by TCCC.

III. TERM OF CONTRACT

This Contract is for services beginning 09/01/2025 and ending08/31/2026("Term"), unless terminated as provided herein. All extensions of this Contract shall be subject to the terms and conditions specified herein. This Contract may be extended by mutual written consent of the parties, contingent upon approval of TCCC's Board of Directors, as may be required.

IV. TERMINATION

The parties may mutually agree in writing to terminate this Contract for any reason, with or without cause, effective immediately as of the date agreed. In the event of such early termination, TCCC will make payment only for services rendered and accepted by TCCC through the effective date of the Contract's termination. TCCC will be responsible for payment for only those Services that have been accepted by TCCC up to the termination date. TCCC is entitled to a pro-rata refund for any Services for which TCCC has paid but which have not yet been provided by the Service Provider or accepted by TCCC. Upon breach of this Contract by TCCC, Service Provider may terminate this Contract by giving thirty (30) days' advance written notice to TCCC, with TCCC having the right to cure the breach within such notice period. TCCC may, by written notice, immediately terminate this Contract if Service Provider has defaulted in whole or in part (including but not limited to failure to provide the Services in a satisfactory and proper manner, in the sole discretion of TCCC), refuses or fails to comply with the provisions of this Contract, fails to make progress, does not cure such failure after written notice within a reasonable period of time, or fails to perform the Services within the same time period specified or any written extension thereof. In such event, TCCC may obtain comparable services elsewhere and either deduct the costs of obtaining such services from any amount owed Service Provider or Service Provider shall reimburse TCCC for such costs incurred by TCCC. TCCC may further terminate this Contract for any reason, with or without cause, by giving thirty (30) days' written notice to Service Provider.

In the event this Contract is terminated because of a violation or breach of the Contract's terms by the Service Provider, TCCC shall be entitled to all administrative, contractual and legal remedies, including but not limited to sanctions, penalties, and any such other rights and remedies available at law or in equity that the court deems just.

V. COMPENSATION

TCCC will pay the Service Provider an amount not to exceed $40,000.00 for Services provided in Exhibit A. TCCC shall not reimburse Service Provider for mileage expenses. Service Provider will invoice TCCC periodically throughout the Term of the Contract in accordance with Section VI of this Contract. TCCC is Texas sales and use tax exempt and will not reimburse Service Provider for any Texas sales taxes incurred by Service Provider. In the event that any payment(s) to Service Provider under this Contract are subsequently disallowed by a state or federal grant awarding agency or in the event that TCCC is required to refund any funding received from a state or federal grant awarding agency relating to Service Provider's work, to the maximum extent permitted by applicable law, Service Provider shall repay to TCCC, on demand, the amount of any such disallowed costs and/or refund(s). TCCC may, in its sole discretion, deduct the amount(s) of any such disallowed costs and/or refund(s) from subsequent payments to Service Provider under this Contract.

VI. BILLING AND PAYMENT/INVOICES

Service Provider shall submit original invoice(s) to the TCCC Business Office, as statements of services rendered. Service Provider shall submit invoices within a timely manner during TCCC's fiscal year in which the good(s) and/or services are purchased. The invoices shall include the following: date of invoice, billing period, dates of service, list of services provided daily including dates and amount of time spent performing each service, detailed descriptions of the services provided on each of the dates listed including location where services were provided, invoice number, contact information, deliverables under the Contract, and certification of service provided through a signature by a company representative. The compensation to be paid should be invoiced by region (city), reflecting the TCCC school and costs allocated by school/area.

Invoices shall be sent via email for processing to the TCCC Business Office at accountspayable@tejanocenter.org

Service Provider is required to submit to TCCC a completed IRS Form W-9 for the current tax year, Ch. 22 Criminal History Records Contractor Certification: Contractor/ Subcontractor Employees, Conflict of Interest Questionnaire, and other forms required by TCCC before payment is rendered. Payment to Service Provider shall be made only after Services are performed and not before. Advance payment to Service Provider is strictly prohibited.

Service Provider shall invoice TCCC within ninety (90) days after Services or Professional Services are rendered. In the event Service Provider fails to invoice TCCC within the 90-day period, TCCC shall not be required to pay for such Services rendered. Payments are due to Service Provider within thirty (30) days after the later of the following: (1) the date TCCC receives the goods under the Contract; (2) the date the performance of the service under the Contract is completed; or (3) the date TCCC receives an invoice for the goods or service.

Service Provider agrees to pay any subcontractors, if any, the appropriate share of the payment received from TCCC not later than the tenth (10th) day after the date Service Provider receives the payment from TCCC. Service Provider shall be responsible for satisfaction of all applicable IRS standards concerning reporting of income and payments to Service Provider's subcontractors and/or employees, if any.

Failure to send the invoices to the Controller's Office will delay payment. Service Provider certifies that no work has been performed before the Effective Date of this Contract (as hereinafter defined). Invoices submitted by Service Provider for work performed prior to the Effective Date of the Contract (as hereinafter defined) may not be honored by TCCC, in TCCC's sole discretion. TCCC may purchase services from the Service Provider using TCCC's purchase order process; this Contract shall govern all conditions and service terms between Service Provider and TCCC. In the event that Service Provider's personnel begin work before Service Provider receives a valid purchase order and/or the signing of this Contract, Service Provider agrees that TCCC is not liable for payment of such services rendered.

In addition to all other rights and remedies that TCCC may have, TCCC shall have the right to setoff, against any and all amounts due to Service Provider by TCCC, whether due under this Contract or any other contract or agreement between TCCC (including any department or division of TCCC) and Service Provider, any sums to which TCCC is entitled under this Contract, as determined by TCCC in its sole discretion, including, without limitation, sums due by Service Provider to TCCC as a result of indemnification obligations and/or warranty claims.

VII. INSPECTION AND ACCEPTANCE OF SERVICE

TCCC reserves the right to inspect the Services provided under this Contract at all reasonable times and places during the Term. If any of the Services do not conform to the requirements set forth in this Contract, TCCC may elect, in TCCC's sole discretion, to: (i) require Service Provider to perform the Services again in conformity with such requirements, with no additional charge to TCCC; or (ii) equitably reduce payment due Service Provider to reflect the reduced value of the Services performed. These remedies do not limit other remedies available to TCCC in this Contract or otherwise available by law.

VIII. RELATIONSHIP OF THE PARTIES/ INDEPENDENT CONTRACTOR STATUS

It is the intention of the parties that the Service Provider be an independent contractor and not an employee, agent, joint venturer, or partner of TCCC. Nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee between TCCC and either Service Provider or any employee, volunteer, or agent of Service Provider, nor shall anything in this Contract be construed as creating or establishing a joint venture or business partnership between TCCC and either Service Provider or any employee, volunteer or agent of Service Provider. Service Provider is not entitled to participate in any pension plans, bonus, stock, or similar benefits that TCCC provides for its employees. TCCC and Service Provider agree that neither Service Provider nor Service Provider's subcontractors, agents, or employees shall be covered under any TCCC insurance policy, including but not limited to TCCC's liability, property and casualty, or workers' compensation insurance policies. Service Provider agrees that TCCC has no responsibility for any conduct of any of Service Provider's staff, participants, visitors, employees, agents, representatives, personnel, contractors, subcontractors, invitees, or licensees. The Service Provider assumes full responsibility for the actions of its staff, participants, visitors, employees, agents, representatives, personnel, contractors, subcontractors, invitees, and licensees while performing any services incident to this Contract, and shall remain solely responsible for their supervision, daily direction and control, payment of salary (including withholdings), workers' compensation, disability benefits, and like requirements and obligations.

As an independent contractor, Service Provider will be solely responsible for determining the means and methods for performing the Services and shall furnish all tools, materials, transportation, and personal incidentals necessary in the performance of the Services. Service Provider shall be responsible for any and all applicable social security and personal income taxes that may become due as a result of any payments made by TCCC hereunder and Service Provider shall indemnify and hold TCCC harmless in this regard. Service Provider will be free to contract for similar services to be performed for other entities while Service Provider is under contract with TCCC.

IX. NO THIRD-PARTY BENEFICIARIES

Nothing in this Contract shall be deemed or construed to create any third-party beneficiaries or otherwise give any third party any claim or right of action against any party to this Contract.

X. NO WAIVER OF IMMUNITY

The execution of this Contract and the performance by TCCC of any of its obligations hereunder do not, and are not intended to, waive or relinquish, and TCCC shall not waive or relinquish, any governmental, sovereign immunity or defense from or to liability or prosecution available to TCCC, its directors, officers, employees, or agents under federal or Texas laws.

XI. AUTHORIZATION OF CONTRACT

By signing this Contract, the undersigned representative for Service Provider represents and warrants that s/he has authority to enter into this Contract on behalf of Service Provider.

XII. NO WAIVER

No failure on the part of either party at any time to require the performance by the other party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such party's right to enforce such term, and no waiver on the part of either party of any term of this Contract shall be taken or held to be a waiver of any other term hereof or the breach thereof. No failure or delay by TCCC in exercising any right or power accruing upon the non-compliance or failure of performance by Service Provider under the provisions of this Contract shall be construed to be a waiver of such non-compliance or failure of performance or subsequent rights accruing to TCCC. No waiver of any of the provisions of this Contract shall be binding unless in writing and signed by duly authorized representatives of the parties hereto.

XIII. SUBCONTRACTORS

If TCCC gives written permission for Service Provider to subcontract any of the Services, Service Provider shall ensure that each subcontractor complies with all provisions of this Contract. Service Provider shall require each subcontractor to maintain and to furnish Service Provider with satisfactory evidence of Workers Compensation, Employer's Liability, and such other forms and amounts of insurance which Service Provider deems reasonably adequate. Service Provider shall remain liable for the acts and omissions of such subcontractor(s) and the proper performance and delivery of the Services.

XIV. NOTICE

Any notice provided under the terms of this Contract by either party to the other shall be in writing and may be effected by hand-delivery or by certified mail, return receipt requested. Notice to either party shall be sufficient if made or addressed to the following address. Each party may change the address at which notice is to be sent to that party by giving notice of such change to the other party by hand-delivery or by certified mail, return receipt requested.

To: Dr. Esmeralda Lopez, PH.D
Attn: Dr. Esmeralda Lopez, PH.D
17734 Glade Landing Lane, Richmond, Texas, 77407

To: TCCC Texas, Inc.
Attn: Jessica Villarreal, Assistant to the President-CEO
2950 Broadway Houston, TX 77017

XV. NO ASSIGNMENT

Neither this Contract, nor any duties or obligations under it shall be assignable by Service Provider without the prior written acknowledgement and authorization of TCCC.

XVI. SECTION HEADINGS

The headings of sections contained in this Contract are for convenience only, and they shall not, expressly or by implication, limit, define, extend, or construe the terms or provisions of the sections of this Contract.

XVII. GOVERNING LAW

This Contract shall be governed by and construed in accordance with the laws of the State of Texas without regard to its conflicts of laws provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of or relating to this Contract shall be a court of competent jurisdiction in Harris County, Texas.

XVIII. ATTORNEYS' FEES

The prevailing party in any adjudication relating to or arising out of this Contract shall be awarded all reasonable and necessary attorneys' fees and costs.

XIX. COMPLIANCE WITH APPLICABLE LAW AND TCCC RULES, REGULATIONS, AND REQUIREMENTS

Service Provider agrees to comply and certifies compliance with all federal, state, and local laws, acts, rules, regulations, and ordinances, as applicable, including, but not limited to the Education Department General Administrative Regulations ("EDGAR"), 2 C.F.R. Parts 200 and 3474, and 34 C.F.R. Parts 75-77 and 81. If applicable, Service Provider certifies compliance with all provisions, laws, acts, regulations, rules, and ordinances as detailed in TCCC's Certifications form, "Required Contract Provisions for Non-Federal Entity Contracts under Federal Awards – Appendix II to 2 C.F.R. Part 200," which is incorporated by reference herein. Service Provider further certifies compliance with all applicable provisions, laws, acts, regulations, rules, and ordinances, including but not limited to those referenced in TCCC's Vendor Packet completed by Service Provider, which is incorporated by reference herein. Further, Service Provider agrees to and shall comply with all rules, regulations, and requirements of TCCC and the TCCC school(s) at which any Services are to be performed.

XX. NON-DISCRIMINATION

Service Provider will not discriminate because of race, color, religion, national origin, sex, age, disability, or any other characteristic protected under applicable federal, state, or local laws.

XXI. ENTIRE AGREEMENT

This Contract, including any attached and incorporated addenda, exhibits, attachments, and documents/forms; and Service Provider's completed TCCC Vendor Packet (including all certifications therein) contain the entire agreement of the parties relative to the purpose(s) of this Contract and supersede any other representations, agreements, arrangements, negotiations, or understandings, oral or written, between the parties to this Contract. This Contract governs TCCC's relationship with Service Provider for use of the Services. The Contract includes any additional or different terms that may from time to time be implemented via written agreement between both parties, in accordance with the paragraph herein entitled "Changes and Amendments." In the event of a conflict between or among the contract documents, the following hierarchy shall prevail: (1) the terms and conditions of this Contract; (2) addenda, exhibits, attachments, and documents/forms attached to this Contract; (3) the Service Provider's completed TCCC Vendor Packet. This Contract supersedes any conflicting terms and conditions on any purchase or work orders, invoices, checks, order acknowledgements, forms, Service Provider contracts, Service Provider terms of use, or similar commercial documents relating hereto and which may be issued by Service Provider after the Effective Date of this Contract (as hereinafter defined). Any additional schedule(s) or attachment(s) subsequently attached to this Contract shall be given precedence as set forth herein, except as otherwise expressly provided in any such schedule or attachment.

XXII. COUNTERPARTS

This Contract may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement. Documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this

Contract and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures.

XXIII. REVIEW OF PROGRESS

Service Provider will work diligently to meet all timelines mutually established by Service Provider and TCCC. TCCC reserves the right to monitor the progress of Service Provider. Upon request by TCCC, Service Provider shall provide periodic status reports to TCCC with approximate timelines for completion of the Services, and other information reasonably requested by TCCC. No written reports of any kind shall be released to any third parties without prior written approval of TCCC.

XXIV. LIABILITY

Service Provider shall take all precautions necessary for the safety of and prevention of damage to TCCC's property and for the safety of and prevention of injury to persons, including TCCC's employees and students, Service Provider's employees, and third parties (including but not limited to guests, invitees, and the like), on TCCC's property. All Services are performed entirely at Service Provider's risk.

XXV. INDEMNITY

TO THE FULLEST EXTENT PERMITTED BY LAW, SERVICE PROVIDER SHALL INDEMNIFY AND HOLD HARMLESS TCCC, ITS DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS FROM AND AGAINST ALL LIABILITY, LOSS, DAMAGE, EXPENSE (INCLUDING REASONABLE LITIGATION COSTS AND ATTORNEY'S FEES), AND CLAIMS FOR INJURY TO OR DEATH OF ANY PERSON, OR INJURY OR DAMAGES RECEIVED OR SUSTAINED BY ANY PERSON OR PERSONS OR PROPERTY, ARISING OUT OF OR OCCASIONED BY, DIRECTLY OR INDIRECTLY, PERFORMANCE UNDER THIS CONTRACT (COLLECTIVELY, "CLAIM"), WHETHER OR NOT THE CLAIM ARISES FROM THE NEGLIGENCE, WILLFUL ACT, BREACH OF CONTRACT, OR VIOLATION OF LAW BY SERVICE PROVIDER, ITS EMPLOYEES, AGENTS, CONTRACTORS, OR SUBCONTRACTORS, EXCEPT FOR CLAIMS ARISING ENTIRELY FROM THE NEGLIGENCE OF TCCC.

Nothing in this Contract shall be construed to create a claim or cause of action against TCCC for which it is not otherwise liable, to waive any immunity or defense to which TCCC may be entitled, or to create an impermissible deficiency debt of TCCC.

XXVI. INSURANCE

Unless TCCC's Chief Financial Officer agrees in writing to waive the following requirements, Service Provider shall comply with all of TCCC's insurance requirements. Service Provider shall carry, for the duration of this Contract, the following insurance coverages, in amount(s) and with insurer(s) acceptable to TCCC. Service Provider shall maintain insurance coverage in the amounts specified by TCCC. TCCC shall be named as an additional insured on such insurance policies. Service Provider shall cause the insurance policies to: provide that any losses will be payable notwithstanding any act or negligence of TCCC or any other person; provide that the insurer will have no right of subrogation against TCCC; and be reasonably satisfactory to TCCC in all other respects. Certificates of Insurance on the current ACORD form shall be issued to TCCC showing all required insurance coverage prior to the start of work. Service Provider shall assure that TCCC will receive written notice of at least thirty (30) days in advance of the effective dates of any reduction, modification, cancellation, or termination of such insurance policies.

Minimum Limits of Insurance

Service Provider shall maintain limits no less than:

1.	**General Liability:**	$2,000,000 per occurrence for bodily injury, personal injury and property damage.
2.	**Automobile Liability:**	$1,000,000 per accident for bodily injury and Property damage.
3.	**Workers' Compensation:**	As required by the State of Texas.
4.	**Employers' Liability:**	$1,000,000 each accident, $1,000,000 policy limit bodily injury by disease, $1,000,000 each employee bodily injury by disease.
5.	**Crime/Employee Dishonesty:**	$1,000,000 per occurrence for loss or damage resulting from theft to third party client property in the care, custody and control of the vendor and its employees.

If the Service Provider maintains higher limits than the minimums shown above, TCCC shall be entitled to coverage for the higher limits maintained by the Service Provider.

Other Insurance Provisions

The General Liability and Automobile Liability policies are to contain, or be endorsed to contain, the following provisions:

1. TCCC, its officers, officials, employees, and volunteers are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Service Provider; and with respect to liability arising out of work or operations performed by or on behalf of the Service Provider including materials, parts or equipment furnished in connection with such work or operations. General Liability coverage shall be provided in the form of an Additional Insured endorsement to the Service Provider's insurance policy, or as a separate owner's policy.

2. For any claims related to the Services provided under this Contract, the Service Provider's insurance coverage shall be primary insurance as respects TCCC, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by TCCC, its officers, officials, employees, or volunteers shall be secondary to, in excess of, or supplemental to, the Service Provider's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice has been provided to TCCC.

Waiver of Subrogation

Service Provider hereby agrees to waive subrogation which any insurer of Service Provider may acquire from Service Provider by virtue of the payment of any loss. Service Provider agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of TCCC for all work performed by the Service Provider, its employees, agents and subcontractors.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII unless otherwise expressly indicated as acceptable to TCCC. Non-action or omission is not to be construed as indication of acceptance. Exception may be made for the State Compensation Insurance Fund when not specifically rated.

Verification of Coverage

Service Provider shall furnish TCCC with endorsements effecting coverage required by this section. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. The endorsements are to be on forms provided by TCCC, unless the insurance company will not use TCCC's forms. All endorsements are to be received and approved by TCCC before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements. As an alternative to TCCC's forms, the Service Provider's insurer must provide complete copies of all required insurance policies, including endorsements effecting the coverage required by these specifications.

Subcontractors

Service Provider shall require and verify that all subcontractors currently possess and continuously maintain insurance meeting all the requirements stated herein.

XXVII. WARRANTIES

All goods and/or services provided by Service Provider under this Contract must be warranted to be free from defects in material, workmanship, and free from such defects in design for a period of one (1) year upon the later of TCCC's acceptance of the product and/or service or payment of the applicable invoice. Service Provider warrants that all goods and/or services furnished under this Contract shall conform in all respects to the terms of this Contract, including any drawings, specifications, and/or standards incorporated herein, including, without limitation, those detailed in the procurement solicitation issued by TCCC, if any. In addition, Service Provider warrants that all goods and/or services are suitable for and will perform in accordance with the purposes for which they are intended. Service Provider shall assume all liabilities incurred within the scope of consequential damages and incidental expenses, as set forth in the vendor or manufacturer's warranty, which result from either delivery or use of product, which does not meet the specifications within this Contract or the procurement solicitation, if any.

XXVIII. CRIMINAL HISTORY BACKGROUND CHECK

Service Provider shall complete the "Ch. 22 Criminal History Records Contractor Certification: Contractor/Subcontractor Employees" form regarding the criminal history of covered employees, which is incorporated by reference herein. Noncompliance or misrepresentation regarding this certification may be grounds for termination of this Contract.

XXIX. RELEASE OF INFORMATION/ CONFIDENTIAL DATA OF TCCC

Unless required by law, the existence and terms of this Contract may not be disclosed by the Service Provider to any third party without the prior written consent of TCCC. The Service Provider may not publish or use any publicity materials relating to this Contract or use TCCC's name without the prior written consent of TCCC. Only the specific information expressly identified in TCCC's written consent may be disclosed, and the disclosure must be made only to the specific third party(ies) expressly identified in TCCC's written consent.

XXX. RECORDS RETENTION AND AUDITS

TCCC or its authorized representatives, shall be afforded unrestricted access to and permitted to inspect and copy any and all books, documents, papers, and records in the possession of the Service Provider (and its successors, transferees, assignees, and subcontractors) at any time, which shall include but not be limited to accounting records (hard copy as well as computer-readable data), correspondence, instructions, drawings, receipts, vouchers, memoranda and similar data relating to this Contract. The Service Provider shall preserve all such records for a period of five (5) years, or for such longer period as may be required by law, after final payment is made under this Contract. If this Contract is funded from contract/grant funds provided by the U. S. Government or the State of Texas, then (1) the Service Provider shall preserve all such records as required by 2 C.F.R. § 200.334, and (2) the Contract, books, and records shall be available for review and audit by TCCC, the Comptroller General of the U.S., the Department of Homeland Security, FEMA, and/or the Inspector General (and any of their duly authorized representatives), and/or the State of Texas and its duly authorized representatives.

XXXI. EDUCATIONAL RECORDS

Service Provider agrees that Service Provider and its employees, agents, and/or representatives may receive access to student information for certain students of TCCC, pursuant to this Contract. Service Provider shall secure the confidentiality of all information and records in accordance with applicable federal and state laws, rules, and regulations, including but not limited to all privacy laws. Service Provider understands that the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, governs the privacy and security of educational records and information, and Service Provider agrees to abide by FERPA rules and regulations, as applicable. Pursuant to the FERPA, Service Provider must protect the confidentiality of TCCC student records and shall not release any information without written consent from the TCCC student's parent/guardian or eligible student unless required to do so by applicable law. Service Provider further acknowledges that to the extent Service Provider, including but not limited to, Service Provider's staff, employees, and/or representatives, receives confidential TCCC student information during the performance of duties under this Contract, Service Provider is considered a "school official" in accordance with FERPA and shall not disclose confidential student information or education records except as otherwise permitted by applicable law. Service Provider shall require its employees and other agents to execute written agreements requiring that such information be kept confidential. The Parties agree to enter into a Data-Sharing Addendum in the event confidential student information is to be shared, as required by applicable law. Service Provider and its employees/ representatives shall at all times abide by applicable laws, including FERPA and the Health Insurance Portability and Accountability Act (HIPAA). Service Provider shall immediately provide notice to TCCC of any violation of the terms of this paragraph.

Service Provider agrees that TCCC's student data, including but not limited to documents and information concerning any individual student (hereinafter "TCCC student data"), is to be held in strictest confidence and assures that procedures are in place for safeguarding, monitoring, and protecting the confidentiality of TCCC student data. Service Provider shall keep all media containing TCCC student data in a secure area. In addition, Service Provider agrees that any data sets or output reports generated by its employees, agents, and/or representatives with TCCC student data are confidential. Service Provider shall not disclose to any unauthorized person any data sets or reports with TCCC student data. Service Provider agrees to monitor and be responsible for any access to TCCC student data by tracking access through the use of password(s). Service Provider shall provide TCCC immediate notice of any security and/or data breaches and shall comply with any and all requirements to notify users of such security and/or data breaches as required by federal law or the laws of the state of Texas. TCCC or its designee shall have access to all education records and other documents in the possession of Service Provider concerning students served by TCCC for purposes of monitoring student progress, conducting evaluations, and making reports.

Upon termination of this Contract for any reason, Service Provider shall return to TCCC within ten (10) calendar days all TCCC student data delivered to or collected by the Service Provider during the course of this Contract, together with the Service Provider's written certification that all copies of the TCCC student data stored by the Service Provider or in the

Service Provider's possession (including but not limited to on servers, backup servers, backup media, or other media including paper copies) have been returned to TCCC, and/or permanently erased or destroyed using industry best practices to assure complete destruction.

Service Provider shall be responsible for ensuring compliance with the obligations of this section by each of its employees, agents, representatives, and subcontractors providing services pursuant to this Contract, including but not limited to informing those persons and entities of these obligations and exercising adequate supervision and oversight over said persons and entities to ensure their compliance. Service Provider shall be solely responsible for any breach of the obligations of this section by any of its employees, agents, representatives, or subcontractors.

XXXII. RECORDS REQUESTS

The Parties acknowledge that TCCC is obligated to strictly comply with the Texas Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Contract, as well as any other disclosure of information required by applicable Texas law. Upon the written request of TCCC, Service Provider will promptly provide specified contracting information exchanged or created under this Contract. Service Provider waives any claim against and releases from liability TCCC, its officers, employees, agents, and attorneys with respect to disclosure of information provided under or in this Contract or otherwise created, assembled, maintained, or held by either Party and determined by TCCC, the Attorney General of Texas, or a court of law to be subject to disclosure under the Texas Public Information Act, Chapter 552, Texas Government Code.

Service Provider shall immediately notify TCCC if Service Provider receives from any third-party a request for information (including, but not limited to, a subpoena), which pertains to the documentation and records maintained by Service Provider on behalf of TCCC pursuant to this Contract. Service Provider shall provide a copy of such request to TCCC, unless otherwise prohibited by law.

XXXIII. BUSINESS ETHICS/ CONFLICT OF INTEREST

During the course of contract negotiations and contract performance, the Service Provider will maintain business ethics standards to avoid real or apparent impropriety or conflicts of interest. The officers, employees, and agents of TCCC may neither solicit nor accept gratuities, bribes, favors, or anything of monetary value from Service Provider, its vendors, or parties to subcontracts. No substantial gifts, entertainment, payments, loans or other considerations beyond that which is unsolicited and would be collectively categorized as incidental shall be made to any employees or officials of TCCC, its authorized agents and representatives, or to family members of any of them. If at any time the Service Provider believes there may have been a violation of this obligation, the Service Provider shall notify TCCC within 24 hours of the possible violation.

TCCC may, by written notice to the Service Provider, immediately cancel a Contract without penalty and without further liability or obligation, monetary or otherwise, to the Service Provider if it is determined by TCCC, in its sole discretion, that any gratuity, bribe, favor, or anything of monetary value was offered or given by the Service Provider or any principal, agent, or awarding representative of the Service Provider to any officer, employee, or agent of TCCC with a view toward securing the Contract or securing favorable treatment with respect to the amending or the making of any determinations regarding the performance of the Contract. In the event the Contract is canceled by TCCC pursuant to this provision, TCCC shall be entitled, in addition to all other rights and remedies to which it is entitled, to recover or withhold the amount of the cost incurred by the Service Provider in providing such gratuity, bribe, favor, or item of monetary value.

TCCC reserves the right to request a representation letter from the Service Provider on behalf of the Service Provider and any and all of its subcontractors and/or vendors at any time disclosing all items of value that have passed from the Service Provider, its subcontractors, and/or its vendors to TCCC's personnel and/or its authorized agents and representatives.

During the Term of Service Provider's service to TCCC, Service Provider shall not, directly or indirectly, whether for Service Provider's own account or for or with any other person or entity whatsoever, employ, solicit, or endeavor to entice away any person who is employed by TCCC.

XXXIV. CONFIDENTIAL & PROPRIETARY INFORMATION

In the course of performing duties under this Contract, Service Provider may view, obtain, or have access to financial, accounting, statistical, personnel, and other information of a confidential nature concerning students and schools being served by TCCC and employees of TCCC. All such information is confidential and shall not be disclosed, directly or indirectly, to any person other than authorized officials of TCCC, either during the Term of this Contract or after such Term.

Service Provider acknowledges that TCCC would be irreparably injured if Service Provider were to disclose such information to third parties not entitled to receive such information or to misappropriate such confidential information for

Service Provider's own purposes or benefit and that money damages would not compensate TCCC for such irreparable injury.

In addition to the above obligations of Service Provider, the parties agree that they may provide technical information, documentation and expertise to each other that is either (1) conspicuously marked as being confidential or, (2) if delivered in oral form is summarized in writing within 10 working days and identified as being confidential ("Confidential Information"). The receiving party shall for a period of five (5) years from the date of disclosure (i) hold the disclosing party's Confidential Information in strict confidence using reasonable efforts to prevent the disclosure of Confidential Information to third parties, at least equal to the efforts employed by the receiving party to protect its own confidential information of like kind; (ii) except as previously authorized in writing by the disclosing party, not publish or disclose the disclosing party's Confidential Information to anyone other than the receiving party's authorized employees on a need-to-know basis; and (iii) use the disclosing party's Confidential Information solely for performance of this Contract. The foregoing requirement shall not apply to any portion of a party's Confidential Information which (a) becomes publicly known through no wrongful act or omission on the part of the receiving party; (b) is already known to the receiving party at the time of the disclosure without similar nondisclosure obligations and the knowledge of the receiving party is known to the disclosing party; (c) is rightfully received by the receiving party from a third party without similar nondisclosure obligations; (d) is approved for release by written authorization of the disclosing party; (e) is clearly demonstrated by the receiving party to have been independently developed by the receiving party without access to the disclosing party's Confidential Information; or (f) is required to be disclosed by order of a court or governmental body or by applicable law, provided that the party intending to make such required disclosure shall notify the other party of such intended disclosure immediately upon receipt of the court order or other event triggering a disclosure obligation, in order to allow such party to seek a protective order or other remedy. The provisions of this paragraph survive the expiration or earlier termination of this Contract.

XXXV. RIGHTS TO INVENTIONS

All work product, including any concepts, products, software, research, reports, studies, data, photographs, negatives, or other documents, drawings or materials prepared by Service Provider in the performance of its obligations under this Contract, shall be deemed works for hire" and the exclusive property of TCCC, the Texas Education Agency, the State of Texas, and/or the federal government, as applicable. Service Provider shall deliver all such materials to TCCC upon completion, termination, or cancellation of this Contract. Any programs, data, or other materials furnished by TCCC for use by Service Provider in connection with the Services performed under this Contract will remain TCCC's property. Any pre-existing programs, data, or other materials furnished and owned by Service Provider for use by Service Provider in connection with the Services performed under this Contract will remain Service Provider's property. TCCC expressly retains for itself sole ownership of all proprietary rights in and to all designs, engineering details and other data pertaining to any discoveries, inventions, patent rights, software, improvements and the like made by Service Provider and/or its personnel in the course of performing the Services under this Contract.

XXXVI. INTELLECTUAL PROPERTY

Service Provider represents and warrants that it has all intellectual property rights necessary to enter into and perform its obligations in this Contract.

XXXVII. NON-APPROPRIATION OF FUNDS

The Term of this Contract is a commitment of TCCC's current revenue only. Notwithstanding anything to the contrary in this Contract, TCCC is obligated to make payments only as approved each year by TCCC's Board of Directors. TCCC's Board of Directors retains the right to terminate the Contract at the expiration of each budget period of TCCC. To the extent that TCCC will use federal grant funds to fulfill its obligations under this Contract, Service Provider acknowledges that federal funds will be used to pay for all or a portion of funds due under this Contract and that this Contract is only effective upon receipt of the Notice of Grant Award ("NOGA") by TCCC from the awarding agency. As such, if TCCC does not receive sufficient funding for the services provided in this Contract, TCCC may terminate this Contract without penalty or further obligation to Service Provider, at any time upon written notice to Service Provider.

XXXVIII. NON-EXCLUSIVITY

Nothing in this Contract may be construed to imply that Service Provider has the exclusive right to provide TCCC Services. During the Term of this Contract, TCCC reserves the right to use all available resources to procure other services as needed and doing so will not violate any rights of Service Provider. In addition, nothing in this Contract may be construed to require that TCCC purchase any specific amount, quantity, or quota of services from Service Provider.

XXXIX. PERFORMANCE

Service Provider represents and warrants that Service Provider has the experience, qualifications, licenses, and certifications required to provide the Services. Further, Service Provider agrees that Service Provider's Services will be performed with reasonable care, skill, judgment, and experience in a professional business-like manner, with no direct supervision from TCCC. If Service Provider is unable to complete the work in this manner based on the mutually agreed upon timeline, Service Provider shall notify TCCC as specified in Section XIV.

XL. PROFESSIONAL SERVICES

To the extent that this Contract is for professional services and governed by the Professional Services Procurement Act, Tex. Gov't Code Chp. 2254, Service Provider represents and warrants that (1) Service Provider has demonstrated competence and possesses qualifications to perform the Services and is performing the Services for a fair and reasonable price, and (2) the professional fees under the Contract do not exceed any maximum provided by law.

XLI. INDEBTEDNESS

Service Provider represents that to the best of its knowledge it is not indebted to TCCC. Indebtedness to TCCC may be grounds for termination of this Contract.

XLII. NON-COLLUSION

The undersigned affirms that Service Provider has not prepared its submission, if any, in collusion with any other company, corporation, firm, partnership or individual, and that the contents of Service Provider's submission, if any, as to prices, terms or conditions of said submission have not been communicated by the undersigned nor by any employee or agent of Service Provider to any other person engaged in this type of business prior to the official opening of Service Provider's submission.

XLIII. DEBARMENT AND SUSPENSIONS

The Service Provider certifies, to the best of its knowledge and belief, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency or by the State of Texas. Service Provider shall immediately provide written notice to TCCC if at any time the Service Provider learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances. TCCC may rely upon a certification of a Service Provider that the Service Provider is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract, unless TCCC knows the certification is erroneous.

XLIV. CHANGES AND AMENDMENTS

During the Term of the Contract, TCCC reserves the right to make changes to the Services the Service Provider is required to provide pursuant to this Contract, including but not limited to adding schools to, or deleting schools from, the locations where services are to be provided in Exhibit A – Scope of Work. This Contract may be amended only by the mutual agreement of the parties, in writing to be attached to and incorporated in this Contract.

XLV. SEVERABILITY

In the event that any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

XLVI. FORCE MAJEURE

The parties to this Contract may be excused from performance hereunder during the time and to the extent that they are prevented from performance due to an act of God, fire, strike or lockout, when satisfactory evidence thereof is presented to the other party and provided that such non-performance is not due to the fault of the non-performing party.

XLVII. SIGNATURES

IN WITNESS THEREOF, TCCC and the Service Provider have executed this Contract to be effective as of the date of the last signature below ("Effective Date").

Notice to Service Provider: Any change(s) made to the provisions above will nullify this Contract.

Agreed to by Service Provider

_____

Name: **Date**
Title:
Taxpayer Identification #:
Address:

Agreed to by Tejano Center, Inc.

Tejano Center Inc.

_____

Name: Dr. Adriana Tamez **Date**
Title: Tejano Center President CEO

Reviewed by Chief of Schools

_____ _____

Reviewed by CFO

_____ _____

For Internal Use Only

EXHIBIT A:
SCOPE OF WORK

I have attached supplemental documentation using the "Add Attachments" button at the bottom of this form

Terms and conditions set forth in TCCC contract language supersede otherwise conflicting terms and conditions herein.

Esmeralda Lopez, PhD LSSP
713-319-7920
Pizarro04@gmail.com

SERVICE AGREEMENT

This agreement is made effective as of September 1st 2025 by and between Tejano Center for Community Concerns/Raul Yzaguirre School for Success, located at 2950 Broadway, Houston, Texas 77017 and Dr. Esmeralda Lopez, PhD, LSSP, 17734 Glade Landing Lane Richmond, Texas 77407.

In this agreement, the party contracting to receive services shall be referred to as "the client" and the party providing the service shall be referred to as the "service provider."

The service provider has more than 20 years of experience in the mental health field and a strong background in the public school system as a bilingual Licensed Specialist in School Psychology. Dr. Lopez conducts individual evaluations for students from prekindergarten through 12th grade when requested by the client following all federal and TEA guidelines and best practices.

The client desires to have services provided by the service provider; therefore, the party agrees as follows:

DESCRIPTION OF SERVICES: The service provider will provide the following services (collectively called the "services")

- Review student referral documentation for a SPED evaluation
- Administration of diagnostic assessments and student observations in multiple settings
- Parent and school staff interviews, conferences or consultations
- Interpretation of all testing data and results
- Write the FIIE or RE-Evaluation, if applicable
- Participate in the Admission, Review and Dismissal meeting and presentation of the evaluation with recommendations for the committee
- Submission of evaluations and protocols
- SHARS Program participation

KEY PERFORMANCE MEASURES:

- Evaluations will be conducted within the timeline established by the Texas Education Agency. The evaluation report must be completed before the 45th school day after the school obtained parent's written consent
- The service provider will be available to attend and present the findings of the evaluation in an ARD meeting within the next 30 calendar days from the date of the evaluation report
- Evaluations may be requested to be presented during the ARD meeting either in English or Spanish, depending on the specific need

PAYMENT (Fee Schedule)

- The client will pay the respective fee to the service provider for the requested services as indicated in **exhibit A**
- Client shall pay the invoice within 30 days after receipt
- An invoice shall articulate the service provided per student and the description of services provided

RESPONSIBILITIES OF PARTIES:

- The client will provide the service provider with written requests for services needed that are within the scope of practice. The fee shall be payable upon receipt of an invoice provided by the service provider upon completion of any requested services
- The service provider will provide the client with a copy of the service provider valid **certification/license to conduct the services as an LSSP**

TERMINATION: The Agreement shall terminate automatically on August 31, 2026.

EMPLOYEES: The Service Provider's employees, if the provisions of this agreement shall also bound any, who perform services for the client under this agreement. At the request of the client, the service provider shall provide adequate evidence that such persons are the service providers employees.

INJURIES: The Service Provider acknowledges the Service Providers obligation to obtain appropriate insurance coverage for the benefit of the service provider and employees, if any. The service provider waives any rights to recovery from the client for any injuries that the service provider and employees, if any, may sustain while performing services under this agreement and that is a result of the negligence of the service provider or the service provider's employees

RETURN OF RECORDS: Upon termination of this agreement, the service provider shall deliver all records, notes, data, memorandum, models and equipment of any nature that are in the service provider's possession or under the service provider's control and that are the clients property or relate to the client's business.

NOTICES: all notices required or permitted under this agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United states mail postage prepaid addressed as follows:

a. If for the client:

Tejano Center for Community Concerns (TCCC) and Raul Yzaguirre School for Success (RYSS)
2950 Broadway
Houston, TX 77017

b. If for the service provider:
Esmeralda Lopez, PhD, LSSP
17734 Glade Landing Lane
Richmond, TX 77407

Such an address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

ENTIRE AGREEMENT: This agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This agreement supersedes any prior written or oral agreements between the parties.

AMENDEMENT: This agreement may be modified or amended if the amendment is made in writing and is signed by both parties

SEVERABILITY: If any provision of this agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable If a court finds that any provision of this agreement is invalid or unenforceable but that by limiting such provisions it would become valid and enforceable, then such provisions shall be deemed to be written construed and enforced as so limited.

WAIVER OF CONTRACTUAL RIGHT: The failure of either party to enforce any provision of this agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this agreement.

APPLICABLE LAW: this agreement shall be governed by the laws of the state of Texas

Party receiving services: Tejano Center for Community Concerns/ Raul Yzaguirre School for Success

Party providing services: Dr. Esmeralda Lopez, PhD, LSSP

Esmeralda Lopez LSSP — 5-22-2025

Provider's Signature/Title — Date

Dr. Esmeralda Lopez, LSSP
Bilingual Specialist in School Psychology

_____ — _____

Client's Signature/Title — Date

Dr. Adriana Tamez/Superintendent-

President and CEO

EXHIBIT A

2025-2026 PSYCHOLOGICAL SERVICES FEE SCHEDULE

Bilingual Comprehensive Evaluation (language proficiency, psychoeducational and psychological) w/ FBA and BIP $2,600

Bilingual Psychological Evaluation w/ FBA and BIP $2300

Bilingual Psychoeducational Evaluation or Psychological Evaluation w/o FBA and BIP $1800

Bilingual ADHD Evaluation, with FBA, BIP and Documentation of Disability **$2700**

FBA and BIP $1000

Counseling Evaluation $1000

In Home Training Evaluations $800

Hourly rate for training, counseling, consulting, crisis intervention, etc. $100/30 minutes

NOTE: Evaluations include courtesy ARD participation

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD ACTION ITEM

SUBJECT: **APPROVAL OF CONTRACT WITH ABILITIES THERAPY TO PROVIDE SPEECH AND LANGUAGE SERVICES AND ASSESSMENT FOR 2025-2026**

BACKGROUND: Services from Abilities, Inc, will be used to identify and support students with disabilities through a Full and Individualized Evaluation. In addition to identifying students with disabilities, Abilities, Inc., will provide speech and language services to students who require this service as part of their Individualized Education Program. Services from Abilities, Inc will allow Raul Yzaguirre Schools for Success to identify and provide appropriate individualized services to students as mandated by state and federal law.

RECOMMENDATION: That the board approve contract with Abilities Therapy to provide speech and language services and assessment

COST: **$160,000**

FUNDS TO BE USED: **420-11-6299.00-XXX-423000**

ATTACHMENT(S): Abilities Therapy Contract SY 25-26

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resources: Justin Fuentes, Chief Schools Officer

Approved by Board on: _____
Date

Note: All items in red are required.

SERVICE CONTRACT FOR SERVICES FOR

TEJANO CENTER Inc.

This Contract for Services for Tejano Center for Community Concerns Inc. ("Contract") is made and entered into on 05/23/2025, by and between **Tejano Center for Community Concerns, Inc.** ("TCCC"), headquartered at 2950 Broadway, Houston, Texas 77017, and Abilities Therapy & Consulting ("Service Provider"), located at 13918 Saint Mary's Lane, Houston, Texas 77079, for Service Provider to provide services to Tejano Center for Community Concerns Inc, in accordance with the terms and conditions specified herein.

RECITALS

WHEREAS, Tejano Center for Community Concerns is an open-enrollment charter school in the State of Texas, established to promote education in various counties across the state;

WHEREAS, Both TCCC and Service Provider desire to set forth in writing the terms and conditions of their agreement for the Service Provider to provide certain services to TCCC;

WHEREAS, TCCC has determined that such services are in support of its educational objectives;

NOW THEREFORE, in consideration of the mutual covenants and conditions contained in this Contract, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties intending to be legally bound agree as follows:

I. PURPOSE

TCCC agrees to retain Service Provider and Service Provider agrees to provide services to TCCC as an independent contractor and to perform the duties and provide all necessary labor and resources needed to provide the services set forth in Section II – Scope of Work. Service Provider shall also perform such other related services and duties as are customarily performed by a Service Provider in a similar position.

II. SCOPE OF WORK

Exhibit A includes a detailed Scope of Work that sets out the services (hereinafter "Services") Service Provider agrees to provide, as needed and authorized in writing by TCCC.

III. TERM OF CONTRACT

This Contract is for services beginning 09/01/2025 and ending08/31/2026("Term"), unless terminated as provided herein. All extensions of this Contract shall be subject to the terms and conditions specified herein. This Contract may be extended by mutual written consent of the parties, contingent upon approval of TCCC's Board of Directors, as may be required.

IV. TERMINATION

The parties may mutually agree in writing to terminate this Contract for any reason, with or without cause, effective immediately as of the date agreed. In the event of such early termination, TCCC will make payment only for services rendered and accepted by TCCC through the effective date of the Contract's termination. TCCC will be responsible for payment for only those Services that have been accepted by TCCC up to the termination date. TCCC is entitled to a pro-rata refund for any Services for which TCCC has paid but which have not yet been provided by the Service Provider or accepted by TCCC. Upon breach of this Contract by TCCC, Service Provider may terminate this Contract by giving thirty (30) days' advance written notice to TCCC, with TCCC having the right to cure the breach within such notice period. TCCC may, by written notice, immediately terminate this Contract if Service Provider has defaulted in whole or in part (including but not limited to failure to provide the Services in a satisfactory and proper manner, in the sole discretion of TCCC), refuses or fails to comply with the provisions of this Contract, fails to make progress, does not cure such failure after written notice within a reasonable period of time, or fails to perform the Services within the same time period specified or any written extension thereof. In such event, TCCC may obtain comparable services elsewhere and either deduct the costs of obtaining such services from any amount owed Service Provider or Service Provider shall reimburse TCCC for such costs incurred by TCCC. TCCC may further terminate this Contract for any reason, with or without cause, by giving thirty (30) days' written notice to Service Provider.

In the event this Contract is terminated because of a violation or breach of the Contract's terms by the Service Provider, TCCC shall be entitled to all administrative, contractual and legal remedies, including but not limited to sanctions, penalties, and any such other rights and remedies available at law or in equity that the court deems just.

V. COMPENSATION

TCCC will pay the Service Provider an amount not to exceed $130,000.00 for Services provided in Exhibit A. TCCC shall not reimburse Service Provider for mileage expenses. Service Provider will invoice TCCC periodically throughout the Term of the Contract in accordance with Section VI of this Contract. TCCC is Texas sales and use tax exempt and will not reimburse Service Provider for any Texas sales taxes incurred by Service Provider. In the event that any payment(s) to Service Provider under this Contract are subsequently disallowed by a state or federal grant awarding agency or in the event that TCCC is required to refund any funding received from a state or federal grant awarding agency relating to Service Provider's work, to the maximum extent permitted by applicable law, Service Provider shall repay to TCCC, on demand, the amount of any such disallowed costs and/or refund(s). TCCC may, in its sole discretion, deduct the amount(s) of any such disallowed costs and/or refund(s) from subsequent payments to Service Provider under this Contract.

VI. BILLING AND PAYMENT/INVOICES

Service Provider shall submit original invoice(s) to the TCCC Business Office, as statements of services rendered. Service Provider shall submit invoices within a timely manner during TCCC's fiscal year in which the good(s) and/or services are purchased. The invoices shall include the following: date of invoice, billing period, dates of service, list of services provided daily including dates and amount of time spent performing each service, detailed descriptions of the services provided on each of the dates listed including location where services were provided, invoice number, contact information, deliverables under the Contract, and certification of service provided through a signature by a company representative. The compensation to be paid should be invoiced by region (city), reflecting the TCCC school and costs allocated by school/area.

Invoices shall be sent via email for processing to the TCCC Business Office at accountspayable@tejanocenter.org

Service Provider is required to submit to TCCC a completed IRS Form W-9 for the current tax year, Ch. 22 Criminal History Records Contractor Certification: Contractor/ Subcontractor Employees, Conflict of Interest Questionnaire, and other forms required by TCCC before payment is rendered. Payment to Service Provider shall be made only after Services are performed and not before. Advance payment to Service Provider is strictly prohibited.

Service Provider shall invoice TCCC within ninety (90) days after Services or Professional Services are rendered. In the event Service Provider fails to invoice TCCC within the 90-day period, TCCC shall not be required to pay for such Services rendered. Payments are due to Service Provider within thirty (30) days after the later of the following: (1) the date TCCC receives the goods under the Contract; (2) the date the performance of the service under the Contract is completed; or (3) the date TCCC receives an invoice for the goods or service.

Service Provider agrees to pay any subcontractors, if any, the appropriate share of the payment received from TCCC not later than the tenth (10th) day after the date Service Provider receives the payment from TCCC. Service Provider shall be responsible for satisfaction of all applicable IRS standards concerning reporting of income and payments to Service Provider's subcontractors and/or employees, if any.

Failure to send the invoices to the Controller's Office will delay payment. Service Provider certifies that no work has been performed before the Effective Date of this Contract (as hereinafter defined). Invoices submitted by Service Provider for work performed prior to the Effective Date of the Contract (as hereinafter defined) may not be honored by TCCC, in TCCC's sole discretion. TCCC may purchase services from the Service Provider using TCCC's purchase order process; this Contract shall govern all conditions and service terms between Service Provider and TCCC. In the event that Service Provider's personnel begin work before Service Provider receives a valid purchase order and/or the signing of this Contract, Service Provider agrees that TCCC is not liable for payment of such services rendered.

In addition to all other rights and remedies that TCCC may have, TCCC shall have the right to setoff, against any and all amounts due to Service Provider by TCCC, whether due under this Contract or any other contract or agreement between TCCC (including any department or division of TCCC) and Service Provider, any sums to which TCCC is entitled under this Contract, as determined by TCCC in its sole discretion, including, without limitation, sums due by Service Provider to TCCC as a result of indemnification obligations and/or warranty claims.

VII. INSPECTION AND ACCEPTANCE OF SERVICE

TCCC reserves the right to inspect the Services provided under this Contract at all reasonable times and places during the Term. If any of the Services do not conform to the requirements set forth in this Contract, TCCC may elect, in TCCC's sole discretion, to: (i) require Service Provider to perform the Services again in conformity with such requirements, with no additional charge to TCCC; or (ii) equitably reduce payment due Service Provider to reflect the reduced value of the Services performed. These remedies do not limit other remedies available to TCCC in this Contract or otherwise available by law.

VIII. RELATIONSHIP OF THE PARTIES/ INDEPENDENT CONTRACTOR STATUS

It is the intention of the parties that the Service Provider be an independent contractor and not an employee, agent, joint venturer, or partner of TCCC. Nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee between TCCC and either Service Provider or any employee, volunteer, or agent of Service Provider, nor shall anything in this Contract be construed as creating or establishing a joint venture or business partnership between TCCC and either Service Provider or any employee, volunteer or agent of Service Provider. Service Provider is not entitled to participate in any pension plans, bonus, stock, or similar benefits that TCCC provides for its employees. TCCC and Service Provider agree that neither Service Provider nor Service Provider's subcontractors, agents, or employees shall be covered under any TCCC insurance policy, including but not limited to TCCC's liability, property and casualty, or workers' compensation insurance policies. Service Provider agrees that TCCC has no responsibility for any conduct of any of Service Provider's staff, participants, visitors, employees, agents, representatives, personnel, contractors, subcontractors, invitees, or licensees. The Service Provider assumes full responsibility for the actions of its staff, participants, visitors, employees, agents, representatives, personnel, contractors, subcontractors, invitees, and licensees while performing any services incident to this Contract, and shall remain solely responsible for their supervision, daily direction and control, payment of salary (including withholdings), workers' compensation, disability benefits, and like requirements and obligations.

As an independent contractor, Service Provider will be solely responsible for determining the means and methods for performing the Services and shall furnish all tools, materials, transportation, and personal incidentals necessary in the performance of the Services. Service Provider shall be responsible for any and all applicable social security and personal income taxes that may become due as a result of any payments made by TCCC hereunder and Service Provider shall indemnify and hold TCCC harmless in this regard. Service Provider will be free to contract for similar services to be performed for other entities while Service Provider is under contract with TCCC.

IX. NO THIRD-PARTY BENEFICIARIES

Nothing in this Contract shall be deemed or construed to create any third-party beneficiaries or otherwise give any third party any claim or right of action against any party to this Contract.

X. NO WAIVER OF IMMUNITY

The execution of this Contract and the performance by TCCC of any of its obligations hereunder do not, and are not intended to, waive or relinquish, and TCCC shall not waive or relinquish, any governmental, sovereign immunity or defense from or to liability or prosecution available to TCCC, its directors, officers, employees, or agents under federal or Texas laws.

XI. AUTHORIZATION OF CONTRACT

By signing this Contract, the undersigned representative for Service Provider represents and warrants that s/he has authority to enter into this Contract on behalf of Service Provider.

XII. NO WAIVER

No failure on the part of either party at any time to require the performance by the other party of any term hereof shall be taken or held to be a waiver of such term or in any way affect such party's right to enforce such term, and no waiver on the part of either party of any term of this Contract shall be taken or held to be a waiver of any other term hereof or the breach thereof. No failure or delay by TCCC in exercising any right or power accruing upon the non-compliance or failure of performance by Service Provider under the provisions of this Contract shall be construed to be a waiver of such non-compliance or failure of performance or subsequent rights accruing to TCCC. No waiver of any of the provisions of this Contract shall be binding unless in writing and signed by duly authorized representatives of the parties hereto.

XIII. SUBCONTRACTORS

If TCCC gives written permission for Service Provider to subcontract any of the Services, Service Provider shall ensure that each subcontractor complies with all provisions of this Contract. Service Provider shall require each subcontractor to maintain and to furnish Service Provider with satisfactory evidence of Workers Compensation, Employer's Liability, and such other forms and amounts of insurance which Service Provider deems reasonably adequate. Service Provider shall remain liable for the acts and omissions of such subcontractor(s) and the proper performance and delivery of the Services.

XIV. NOTICE

Any notice provided under the terms of this Contract by either party to the other shall be in writing and may be effected by hand-delivery or by certified mail, return receipt requested. Notice to either party shall be sufficient if made or addressed to the following address. Each party may change the address at which notice is to be sent to that party by giving notice of such change to the other party by hand-delivery or by certified mail, return receipt requested.

To: Abilities Therapy & Consulting
Attn: Dana Eubanks, M.A., CCC-SLP
13918 Saint Mary's Lane, Houston, Texas 77079

To: TCCC Texas, Inc.
Attn: Jessica Villarreal, Assistant to the President-CEO
2950 Broadway Houston, TX 77017

XV. NO ASSIGNMENT

Neither this Contract, nor any duties or obligations under it shall be assignable by Service Provider without the prior written acknowledgement and authorization of TCCC.

XVI. SECTION HEADINGS

The headings of sections contained in this Contract are for convenience only, and they shall not, expressly or by implication, limit, define, extend, or construe the terms or provisions of the sections of this Contract.

XVII. GOVERNING LAW

This Contract shall be governed by and construed in accordance with the laws of the State of Texas without regard to its conflicts of laws provisions. The mandatory and exclusive venue for the adjudication or resolution of any dispute arising out of or relating to this Contract shall be a court of competent jurisdiction in Harris County, Texas.

XVIII. ATTORNEYS' FEES

The prevailing party in any adjudication relating to or arising out of this Contract shall be awarded all reasonable and necessary attorneys' fees and costs.

XIX. COMPLIANCE WITH APPLICABLE LAW AND TCCC RULES, REGULATIONS, AND REQUIREMENTS

Service Provider agrees to comply and certifies compliance with all federal, state, and local laws, acts, rules, regulations, and ordinances, as applicable, including, but not limited to the Education Department General Administrative Regulations ("EDGAR"), 2 C.F.R. Parts 200 and 3474, and 34 C.F.R. Parts 75-77 and 81. If applicable, Service Provider certifies compliance with all provisions, laws, acts, regulations, rules, and ordinances as detailed in TCCC's Certifications form, "Required Contract Provisions for Non-Federal Entity Contracts under Federal Awards – Appendix II to 2 C.F.R. Part 200," which is incorporated by reference herein. Service Provider further certifies compliance with all applicable provisions, laws, acts, regulations, rules, and ordinances, including but not limited to those referenced in TCCC's Vendor Packet completed by Service Provider, which is incorporated by reference herein. Further, Service Provider agrees to and shall comply with all rules, regulations, and requirements of TCCC and the TCCC school(s) at which any Services are to be performed.

XX. NON-DISCRIMINATION

Service Provider will not discriminate because of race, color, religion, national origin, sex, age, disability, or any other characteristic protected under applicable federal, state, or local laws.

XXI. ENTIRE AGREEMENT

This Contract, including any attached and incorporated addenda, exhibits, attachments, and documents/forms; and Service Provider's completed TCCC Vendor Packet (including all certifications therein) contain the entire agreement of the parties relative to the purpose(s) of this Contract and supersede any other representations, agreements, arrangements, negotiations, or understandings, oral or written, between the parties to this Contract. This Contract governs TCCC's relationship with Service Provider for use of the Services. The Contract includes any additional or different terms that may from time to time be implemented via written agreement between both parties, in accordance with the paragraph herein entitled "Changes and Amendments." In the event of a conflict between or among the contract documents, the following hierarchy shall prevail: (1) the terms and conditions of this Contract; (2) addenda, exhibits, attachments, and documents/forms attached to this Contract; (3) the Service Provider's completed TCCC Vendor Packet. This Contract supersedes any conflicting terms and conditions on any purchase or work orders, invoices, checks, order acknowledgements, forms, Service Provider contracts, Service Provider terms of use, or similar commercial documents relating hereto and which may be issued by Service Provider after the Effective Date of this Contract (as hereinafter defined). Any additional schedule(s) or attachment(s) subsequently attached to this Contract shall be given precedence as set forth herein, except as otherwise expressly provided in any such schedule or attachment.

XXII. COUNTERPARTS

This Contract may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original, but all counterparts together shall constitute a single agreement. Documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this

Contract and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures.

XXIII. REVIEW OF PROGRESS

Service Provider will work diligently to meet all timelines mutually established by Service Provider and TCCC. TCCC reserves the right to monitor the progress of Service Provider. Upon request by TCCC, Service Provider shall provide periodic status reports to TCCC with approximate timelines for completion of the Services, and other information reasonably requested by TCCC. No written reports of any kind shall be released to any third parties without prior written approval of TCCC.

XXIV. LIABILITY

Service Provider shall take all precautions necessary for the safety of and prevention of damage to TCCC's property and for the safety of and prevention of injury to persons, including TCCC's employees and students, Service Provider's employees, and third parties (including but not limited to guests, invitees, and the like), on TCCC's property. All Services are performed entirely at Service Provider's risk.

XXV. INDEMNITY

TO THE FULLEST EXTENT PERMITTED BY LAW, SERVICE PROVIDER SHALL INDEMNIFY AND HOLD HARMLESS TCCC, ITS DIRECTORS, OFFICERS, EMPLOYEES, AND AGENTS FROM AND AGAINST ALL LIABILITY, LOSS, DAMAGE, EXPENSE (INCLUDING REASONABLE LITIGATION COSTS AND ATTORNEY'S FEES), AND CLAIMS FOR INJURY TO OR DEATH OF ANY PERSON, OR INJURY OR DAMAGES RECEIVED OR SUSTAINED BY ANY PERSON OR PERSONS OR PROPERTY, ARISING OUT OF OR OCCASIONED BY, DIRECTLY OR INDIRECTLY, PERFORMANCE UNDER THIS CONTRACT (COLLECTIVELY, "CLAIM"), WHETHER OR NOT THE CLAIM ARISES FROM THE NEGLIGENCE, WILLFUL ACT, BREACH OF CONTRACT, OR VIOLATION OF LAW BY SERVICE PROVIDER, ITS EMPLOYEES, AGENTS, CONTRACTORS, OR SUBCONTRACTORS, EXCEPT FOR CLAIMS ARISING ENTIRELY FROM THE NEGLIGENCE OF TCCC.

Nothing in this Contract shall be construed to create a claim or cause of action against TCCC for which it is not otherwise liable, to waive any immunity or defense to which TCCC may be entitled, or to create an impermissible deficiency debt of TCCC.

XXVI. INSURANCE

Unless TCCC's Chief Financial Officer agrees in writing to waive the following requirements, Service Provider shall comply with all of TCCC's insurance requirements. Service Provider shall carry, for the duration of this Contract, the following insurance coverages, in amount(s) and with insurer(s) acceptable to TCCC. Service Provider shall maintain insurance coverage in the amounts specified by TCCC. TCCC shall be named as an additional insured on such insurance policies. Service Provider shall cause the insurance policies to: provide that any losses will be payable notwithstanding any act or negligence of TCCC or any other person; provide that the insurer will have no right of subrogation against TCCC; and be reasonably satisfactory to TCCC in all other respects. Certificates of Insurance on the current ACORD form shall be issued to TCCC showing all required insurance coverage prior to the start of work. Service Provider shall assure that TCCC will receive written notice of at least thirty (30) days in advance of the effective dates of any reduction, modification, cancellation, or termination of such insurance policies.

Minimum Limits of Insurance

Service Provider shall maintain limits no less than:

1.	**General Liability:**	$2,000,000 per occurrence for bodily injury, personal injury and property damage.
2.	**Automobile Liability:**	$1,000,000 per accident for bodily injury and Property damage.
3.	**Workers' Compensation:**	As required by the State of Texas.
4.	**Employers' Liability:**	$1,000,000 each accident, $1,000,000 policy limit bodily injury by disease, $1,000,000 each employee bodily injury by disease.
5.	**Crime/Employee Dishonesty:**	$1,000,000 per occurrence for loss or damage resulting from theft to third party client property in the care, custody and control of the vendor and its employees.

If the Service Provider maintains higher limits than the minimums shown above, TCCC shall be entitled to coverage for the higher limits maintained by the Service Provider.

Other Insurance Provisions

The General Liability and Automobile Liability policies are to contain, or be endorsed to contain, the following provisions:

1. TCCC, its officers, officials, employees, and volunteers are to be covered as insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the Service Provider; and with respect to liability arising out of work or operations performed by or on behalf of the Service Provider including materials, parts or equipment furnished in connection with such work or operations. General Liability coverage shall be provided in the form of an Additional Insured endorsement to the Service Provider's insurance policy, or as a separate owner's policy.

2. For any claims related to the Services provided under this Contract, the Service Provider's insurance coverage shall be primary insurance as respects TCCC, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by TCCC, its officers, officials, employees, or volunteers shall be secondary to, in excess of, or supplemental to, the Service Provider's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice has been provided to TCCC.

Waiver of Subrogation

Service Provider hereby agrees to waive subrogation which any insurer of Service Provider may acquire from Service Provider by virtue of the payment of any loss. Service Provider agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of TCCC for all work performed by the Service Provider, its employees, agents and subcontractors.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII unless otherwise expressly indicated as acceptable to TCCC. Non-action or omission is not to be construed as indication of acceptance. Exception may be made for the State Compensation Insurance Fund when not specifically rated.

Verification of Coverage

Service Provider shall furnish TCCC with endorsements effecting coverage required by this section. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. The endorsements are to be on forms provided by TCCC, unless the insurance company will not use TCCC's forms. All endorsements are to be received and approved by TCCC before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements. As an alternative to TCCC's forms, the Service Provider's insurer must provide complete copies of all required insurance policies, including endorsements effecting the coverage required by these specifications.

Subcontractors

Service Provider shall require and verify that all subcontractors currently possess and continuously maintain insurance meeting all the requirements stated herein.

XXVII. WARRANTIES

All goods and/or services provided by Service Provider under this Contract must be warranted to be free from defects in material, workmanship, and free from such defects in design for a period of one (1) year upon the later of TCCC's acceptance of the product and/or service or payment of the applicable invoice. Service Provider warrants that all goods and/or services furnished under this Contract shall conform in all respects to the terms of this Contract, including any drawings, specifications, and/or standards incorporated herein, including, without limitation, those detailed in the procurement solicitation issued by TCCC, if any. In addition, Service Provider warrants that all goods and/or services are suitable for and will perform in accordance with the purposes for which they are intended. Service Provider shall assume all liabilities incurred within the scope of consequential damages and incidental expenses, as set forth in the vendor or manufacturer's warranty, which result from either delivery or use of product, which does not meet the specifications within this Contract or the procurement solicitation, if any.

XXVIII. CRIMINAL HISTORY BACKGROUND CHECK

Service Provider shall complete the "Ch. 22 Criminal History Records Contractor Certification: Contractor/Subcontractor Employees" form regarding the criminal history of covered employees, which is incorporated by reference herein. Noncompliance or misrepresentation regarding this certification may be grounds for termination of this Contract.

XXIX. RELEASE OF INFORMATION/ CONFIDENTIAL DATA OF TCCC

Unless required by law, the existence and terms of this Contract may not be disclosed by the Service Provider to any third party without the prior written consent of TCCC. The Service Provider may not publish or use any publicity materials relating to this Contract or use TCCC's name without the prior written consent of TCCC. Only the specific information expressly identified in TCCC's written consent may be disclosed, and the disclosure must be made only to the specific third party(ies) expressly identified in TCCC's written consent.

XXX. RECORDS RETENTION AND AUDITS

TCCC or its authorized representatives, shall be afforded unrestricted access to and permitted to inspect and copy any and all books, documents, papers, and records in the possession of the Service Provider (and its successors, transferees, assignees, and subcontractors) at any time, which shall include but not be limited to accounting records (hard copy as well as computer-readable data), correspondence, instructions, drawings, receipts, vouchers, memoranda and similar data relating to this Contract. The Service Provider shall preserve all such records for a period of five (5) years, or for such longer period as may be required by law, after final payment is made under this Contract. If this Contract is funded from contract/grant funds provided by the U. S. Government or the State of Texas, then (1) the Service Provider shall preserve all such records as required by 2 C.F.R. § 200.334, and (2) the Contract, books, and records shall be available for review and audit by TCCC, the Comptroller General of the U.S., the Department of Homeland Security, FEMA, and/or the Inspector General (and any of their duly authorized representatives), and/or the State of Texas and its duly authorized representatives.

XXXI. EDUCATIONAL RECORDS

Service Provider agrees that Service Provider and its employees, agents, and/or representatives may receive access to student information for certain students of TCCC, pursuant to this Contract. Service Provider shall secure the confidentiality of all information and records in accordance with applicable federal and state laws, rules, and regulations, including but not limited to all privacy laws. Service Provider understands that the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, governs the privacy and security of educational records and information, and Service Provider agrees to abide by FERPA rules and regulations, as applicable. Pursuant to the FERPA, Service Provider must protect the confidentiality of TCCC student records and shall not release any information without written consent from the TCCC student's parent/guardian or eligible student unless required to do so by applicable law. Service Provider further acknowledges that to the extent Service Provider, including but not limited to, Service Provider's staff, employees, and/or representatives, receives confidential TCCC student information during the performance of duties under this Contract, Service Provider is considered a "school official" in accordance with FERPA and shall not disclose confidential student information or education records except as otherwise permitted by applicable law. Service Provider shall require its employees and other agents to execute written agreements requiring that such information be kept confidential. The Parties agree to enter into a Data-Sharing Addendum in the event confidential student information is to be shared, as required by applicable law. Service Provider and its employees/ representatives shall at all times abide by applicable laws, including FERPA and the Health Insurance Portability and Accountability Act (HIPAA). Service Provider shall immediately provide notice to TCCC of any violation of the terms of this paragraph.

Service Provider agrees that TCCC's student data, including but not limited to documents and information concerning any individual student (hereinafter "TCCC student data"), is to be held in strictest confidence and assures that procedures are in place for safeguarding, monitoring, and protecting the confidentiality of TCCC student data. Service Provider shall keep all media containing TCCC student data in a secure area. In addition, Service Provider agrees that any data sets or output reports generated by its employees, agents, and/or representatives with TCCC student data are confidential. Service Provider shall not disclose to any unauthorized person any data sets or reports with TCCC student data. Service Provider agrees to monitor and be responsible for any access to TCCC student data by tracking access through the use of password(s). Service Provider shall provide TCCC immediate notice of any security and/or data breaches and shall comply with any and all requirements to notify users of such security and/or data breaches as required by federal law or the laws of the state of Texas. TCCC or its designee shall have access to all education records and other documents in the possession of Service Provider concerning students served by TCCC for purposes of monitoring student progress, conducting evaluations, and making reports.

Upon termination of this Contract for any reason, Service Provider shall return to TCCC within ten (10) calendar days all TCCC student data delivered to or collected by the Service Provider during the course of this Contract, together with the Service Provider's written certification that all copies of the TCCC student data stored by the Service Provider or in the

Service Provider's possession (including but not limited to on servers, backup servers, backup media, or other media including paper copies) have been returned to TCCC, and/or permanently erased or destroyed using industry best practices to assure complete destruction.

Service Provider shall be responsible for ensuring compliance with the obligations of this section by each of its employees, agents, representatives, and subcontractors providing services pursuant to this Contract, including but not limited to informing those persons and entities of these obligations and exercising adequate supervision and oversight over said persons and entities to ensure their compliance. Service Provider shall be solely responsible for any breach of the obligations of this section by any of its employees, agents, representatives, or subcontractors.

XXXII. RECORDS REQUESTS

The Parties acknowledge that TCCC is obligated to strictly comply with the Texas Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Contract, as well as any other disclosure of information required by applicable Texas law. Upon the written request of TCCC, Service Provider will promptly provide specified contracting information exchanged or created under this Contract. Service Provider waives any claim against and releases from liability TCCC, its officers, employees, agents, and attorneys with respect to disclosure of information provided under or in this Contract or otherwise created, assembled, maintained, or held by either Party and determined by TCCC, the Attorney General of Texas, or a court of law to be subject to disclosure under the Texas Public Information Act, Chapter 552, Texas Government Code.

Service Provider shall immediately notify TCCC if Service Provider receives from any third-party a request for information (including, but not limited to, a subpoena), which pertains to the documentation and records maintained by Service Provider on behalf of TCCC pursuant to this Contract. Service Provider shall provide a copy of such request to TCCC, unless otherwise prohibited by law.

XXXIII. BUSINESS ETHICS/ CONFLICT OF INTEREST

During the course of contract negotiations and contract performance, the Service Provider will maintain business ethics standards to avoid real or apparent impropriety or conflicts of interest. The officers, employees, and agents of TCCC may neither solicit nor accept gratuities, bribes, favors, or anything of monetary value from Service Provider, its vendors, or parties to subcontracts. No substantial gifts, entertainment, payments, loans or other considerations beyond that which is unsolicited and would be collectively categorized as incidental shall be made to any employees or officials of TCCC, its authorized agents and representatives, or to family members of any of them. If at any time the Service Provider believes there may have been a violation of this obligation, the Service Provider shall notify TCCC within 24 hours of the possible violation.

TCCC may, by written notice to the Service Provider, immediately cancel a Contract without penalty and without further liability or obligation, monetary or otherwise, to the Service Provider if it is determined by TCCC, in its sole discretion, that any gratuity, bribe, favor, or anything of monetary value was offered or given by the Service Provider or any principal, agent, or awarding representative of the Service Provider to any officer, employee, or agent of TCCC with a view toward securing the Contract or securing favorable treatment with respect to the amending or the making of any determinations regarding the performance of the Contract. In the event the Contract is canceled by TCCC pursuant to this provision, TCCC shall be entitled, in addition to all other rights and remedies to which it is entitled, to recover or withhold the amount of the cost incurred by the Service Provider in providing such gratuity, bribe, favor, or item of monetary value.

TCCC reserves the right to request a representation letter from the Service Provider on behalf of the Service Provider and any and all of its subcontractors and/or vendors at any time disclosing all items of value that have passed from the Service Provider, its subcontractors, and/or its vendors to TCCC's personnel and/or its authorized agents and representatives.

During the Term of Service Provider's service to TCCC, Service Provider shall not, directly or indirectly, whether for Service Provider's own account or for or with any other person or entity whatsoever, employ, solicit, or endeavor to entice away any person who is employed by TCCC.

XXXIV. CONFIDENTIAL & PROPRIETARY INFORMATION

In the course of performing duties under this Contract, Service Provider may view, obtain, or have access to financial, accounting, statistical, personnel, and other information of a confidential nature concerning students and schools being served by TCCC and employees of TCCC. All such information is confidential and shall not be disclosed, directly or indirectly, to any person other than authorized officials of TCCC, either during the Term of this Contract or after such Term.

Service Provider acknowledges that TCCC would be irreparably injured if Service Provider were to disclose such information to third parties not entitled to receive such information or to misappropriate such confidential information for

Service Provider's own purposes or benefit and that money damages would not compensate TCCC for such irreparable injury.

In addition to the above obligations of Service Provider, the parties agree that they may provide technical information, documentation and expertise to each other that is either (1) conspicuously marked as being confidential or, (2) if delivered in oral form is summarized in writing within 10 working days and identified as being confidential ("Confidential Information"). The receiving party shall for a period of five (5) years from the date of disclosure (i) hold the disclosing party's Confidential Information in strict confidence using reasonable efforts to prevent the disclosure of Confidential Information to third parties, at least equal to the efforts employed by the receiving party to protect its own confidential information of like kind; (ii) except as previously authorized in writing by the disclosing party, not publish or disclose the disclosing party's Confidential Information to anyone other than the receiving party's authorized employees on a need-to-know basis; and (iii) use the disclosing party's Confidential Information solely for performance of this Contract. The foregoing requirement shall not apply to any portion of a party's Confidential Information which (a) becomes publicly known through no wrongful act or omission on the part of the receiving party; (b) is already known to the receiving party at the time of the disclosure without similar nondisclosure obligations and the knowledge of the receiving party is known to the disclosing party; (c) is rightfully received by the receiving party from a third party without similar nondisclosure obligations; (d) is approved for release by written authorization of the disclosing party; (e) is clearly demonstrated by the receiving party to have been independently developed by the receiving party without access to the disclosing party's Confidential Information; or (f) is required to be disclosed by order of a court or governmental body or by applicable law, provided that the party intending to make such required disclosure shall notify the other party of such intended disclosure immediately upon receipt of the court order or other event triggering a disclosure obligation, in order to allow such party to seek a protective order or other remedy. The provisions of this paragraph survive the expiration or earlier termination of this Contract.

XXXV. RIGHTS TO INVENTIONS

All work product, including any concepts, products, software, research, reports, studies, data, photographs, negatives, or other documents, drawings or materials prepared by Service Provider in the performance of its obligations under this Contract, shall be deemed works for hire" and the exclusive property of TCCC, the Texas Education Agency, the State of Texas, and/or the federal government, as applicable. Service Provider shall deliver all such materials to TCCC upon completion, termination, or cancellation of this Contract. Any programs, data, or other materials furnished by TCCC for use by Service Provider in connection with the Services performed under this Contract will remain TCCC's property. Any pre-existing programs, data, or other materials furnished and owned by Service Provider for use by Service Provider in connection with the Services performed under this Contract will remain Service Provider's property. TCCC expressly retains for itself sole ownership of all proprietary rights in and to all designs, engineering details and other data pertaining to any discoveries, inventions, patent rights, software, improvements and the like made by Service Provider and/or its personnel in the course of performing the Services under this Contract.

XXXVI. INTELLECTUAL PROPERTY

Service Provider represents and warrants that it has all intellectual property rights necessary to enter into and perform its obligations in this Contract.

XXXVII. NON-APPROPRIATION OF FUNDS

The Term of this Contract is a commitment of TCCC's current revenue only. Notwithstanding anything to the contrary in this Contract, TCCC is obligated to make payments only as approved each year by TCCC's Board of Directors. TCCC's Board of Directors retains the right to terminate the Contract at the expiration of each budget period of TCCC. To the extent that TCCC will use federal grant funds to fulfill its obligations under this Contract, Service Provider acknowledges that federal funds will be used to pay for all or a portion of funds due under this Contract and that this Contract is only effective upon receipt of the Notice of Grant Award ("NOGA") by TCCC from the awarding agency. As such, if TCCC does not receive sufficient funding for the services provided in this Contract, TCCC may terminate this Contract without penalty or further obligation to Service Provider, at any time upon written notice to Service Provider.

XXXVIII. NON-EXCLUSIVITY

Nothing in this Contract may be construed to imply that Service Provider has the exclusive right to provide TCCC Services. During the Term of this Contract, TCCC reserves the right to use all available resources to procure other services as needed and doing so will not violate any rights of Service Provider. In addition, nothing in this Contract may be construed to require that TCCC purchase any specific amount, quantity, or quota of services from Service Provider.

XXXIX. PERFORMANCE

Service Provider represents and warrants that Service Provider has the experience, qualifications, licenses, and certifications required to provide the Services. Further, Service Provider agrees that Service Provider's Services will be performed with reasonable care, skill, judgment, and experience in a professional business-like manner, with no direct supervision from TCCC. If Service Provider is unable to complete the work in this manner based on the mutually agreed upon timeline, Service Provider shall notify TCCC as specified in Section XIV.

XL. PROFESSIONAL SERVICES

To the extent that this Contract is for professional services and governed by the Professional Services Procurement Act, Tex. Gov't Code Chp. 2254, Service Provider represents and warrants that (1) Service Provider has demonstrated competence and possesses qualifications to perform the Services and is performing the Services for a fair and reasonable price, and (2) the professional fees under the Contract do not exceed any maximum provided by law.

XLI. INDEBTEDNESS

Service Provider represents that to the best of its knowledge it is not indebted to TCCC. Indebtedness to TCCC may be grounds for termination of this Contract.

XLII. NON-COLLUSION

The undersigned affirms that Service Provider has not prepared its submission, if any, in collusion with any other company, corporation, firm, partnership or individual, and that the contents of Service Provider's submission, if any, as to prices, terms or conditions of said submission have not been communicated by the undersigned nor by any employee or agent of Service Provider to any other person engaged in this type of business prior to the official opening of Service Provider's submission.

XLIII. DEBARMENT AND SUSPENSIONS

The Service Provider certifies, to the best of its knowledge and belief, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency or by the State of Texas. Service Provider shall immediately provide written notice to TCCC if at any time the Service Provider learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances. TCCC may rely upon a certification of a Service Provider that the Service Provider is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract, unless TCCC knows the certification is erroneous.

XLIV. CHANGES AND AMENDMENTS

During the Term of the Contract, TCCC reserves the right to make changes to the Services the Service Provider is required to provide pursuant to this Contract, including but not limited to adding schools to, or deleting schools from, the locations where services are to be provided in Exhibit A – Scope of Work. This Contract may be amended only by the mutual agreement of the parties, in writing to be attached to and incorporated in this Contract.

XLV. SEVERABILITY

In the event that any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions, and the Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

XLVI. FORCE MAJEURE

The parties to this Contract may be excused from performance hereunder during the time and to the extent that they are prevented from performance due to an act of God, fire, strike or lockout, when satisfactory evidence thereof is presented to the other party and provided that such non-performance is not due to the fault of the non-performing party.

XLVII. SIGNATURES

IN WITNESS THEREOF, TCCC and the Service Provider have executed this Contract to be effective as of the date of the last signature below ("Effective Date").

Notice to Service Provider: Any change(s) made to the provisions above will nullify this Contract.

Agreed to by Service Provider

_____

Name: **Date**
Title:
Taxpayer Identification #:
Address:

Agreed to by Tejano Center, Inc.

Tejano Center Inc.

_____

Name: Dr. Adriana Tamez **Date**
Title: Tejano Center President CEO

Reviewed by Chief of Schools

_____ _____

Reviewed by CFO

_____ _____

For Internal Use Only

EXHIBIT A:
SCOPE OF WORK

I have attached supplemental documentation using the "Add Attachments" button at the bottom of this form

Terms and conditions set forth in TCCC contract language supersede otherwise conflicting terms and conditions herein.

Abilities

Therapy and Consulting, LLC

SPECIAL EDUCATION SERVICES AGREEMENT

This contract shall be effective as of the 1st day of August, 2025 and continue until July 31, 2026, between Abilities Therapy and Consulting, L.L.C. ("Contractor" hereafter) and Raul Yzaguirre Schools for Success ("School" hereafter).

1. **Independent Contractor**. Subject to the terms and conditions of this Agreement, the School hereby engages the Contractor as an independent contractor to perform special education services set forth herein, and the Contractor hereby accepts such engagement.

2. **Duties, Term, and Compensation**. The Contractor's duties, term of engagement, compensation and provisions for payment set forth herein, and which is attached as Exhibit A – Scope of Work, which may be amended in writing from time to time or supplemented with subsequent additional services to be rendered by the Contractor and agreed to by the School, and which collectively are hereby incorporated by reference.

3. **Expenses**. During the term of this Agreement, the Contractor is responsible for all expenses which are incurred in connection with the performance of the duties hereunder unless otherwise agreed to by the School.

4. **Invoicing and Payment Terms.** Invoices for Contractor services will be submitted once a month on the fifth day of the month with payment received by the 5th of the following month. The school shall make timely payments of amounts earned by the Contractor under this agreement and notify the Contractor of any changes to its procedures affecting the Contractor's obligations under this agreement at least 30 days before implementing those changes.

5. **Termination.** This agreement may be terminated by either party on provision of 30 days written notice to the other party, with or without cause.

6. **Confidentiality**. The Contractor agrees that she or her representatives will not disclose any personal information obtained as a result of the services provided hereunder. The Contractor further agrees that she or her representatives will not disclose the terms of this Agreement to any person without the prior written consent of the School and shall, at all times, preserve the confidential nature of her relationship to the School and of the services hereunder. Likewise, the School agrees that its representatives will not disclose the terms of this Agreement to any person (except as required by state regulations such as audits by TEA) without the prior written consent of the Contractor and shall at all times preserve the confidential nature of its relationship to the Contractor and of the services hereunder.

7. **Independent Contractor Status.** This Agreement shall not render the Contractor an employee, partner, agent of, or joint venture with the School for any purpose. The Contractor is and will remain an independent contractor in her relationship to the School. The School shall not be responsible for withholding taxes with respect to the Contractor's compensation hereunder. The Contractor shall have no claim against the School hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

8. **Other Activities.** During the Term, the Contractor is free to engage in other independent contracting activities, except that the Contractor may not accept work, enter into contracts, or accept obligations inconsistent or incompatible with the Contractor's obligations or the scope of Services to be rendered for the school under this agreement.

9. **Modification or Amendment.** No amendment, change or modification of this Agreement shall be valid unless in writing signed by the parties hereto.

IN WITNESS WHEREOF the undersigned have caused this Agreement to be executed by their duly authorized representatives as of the day and year first written above. The parties hereto agree that facsimile or scanned signatures shall be as effective as if originals.

Abilities Therapy and Consulting, L.L.C.

By: Dana Eubanks [signature]
Its: Owner [title or position]

Date: 5/20/2025

Raul Yzaguirre Schools for Success

By:_____ [signature]
Its:_____ [title or position]

Date: _____

EXHIBIT A – SCOPE OF WORK

DUTIES, TERM, AND COMPENSATION

DUTIES: The Contractor will offer the following services for the School: speech-language therapy, speech-language assessments, occupational therapy, psychological and psychoeducational testing, dyslexia assessment and intervention and serve as the School's ARD representative for services provided.

COMPENSATION: The School shall pay the Contractor at the following rates:

5. **Cost Summary**

SPEECH SERVICES	RATE
Speech Therapy (provided by an SLP-Assistant)	$62 per hour
SLP services (ARD representation/Supervision)	$82 per hour
Speech Assessment	$400
Bilingual Speech Assessment	$500
ADDITIONAL SERVICES	**RATE**
Special Education Teacher	$65 per hour
Dyslexia Intervention	$65 per hour
Counseling	$85 per hour
Diagnostician Hourly Rate	$85 per hour
School Psychologist (LSSP) Hourly Rate	$85 per hour
Behavior Intervention Plan (BIP)	$85 per hour
Dyslexia Assessment	$550
Psychoeducational Assessment	$800
Psychological Assessment	$800
Bilingual Psychoeducational Assessment	$1100
Bilingual Psychological Assessment	$1100
Occupational Therapy Services	$88 per hour
Occupational Therapy Assessment	$450
Orientation & Mobility Services	$120/hour
Visual Impairment Services	$120/hour
Auditory Impairment Services	$120/hour

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24,2025

BOARD ACTION ITEM

SUBJECT:	**RATIFICATION OF LEASE AGREEMENT FOR FISCAL YEAR 2024-2025 BETWEEN THE TEJANO CENTER FOR COMMUNITY CONCERN AND THE RAUL YZAGUIRRE CHARTER SCHOOL FOR A TOTAL OF $228,528.88.**
BACKGROUND:	This is the agreement between Tejano Center and Raul Yzaguirre Schools for Success for the property located at 2950 Broadway, Houston, Texas 77017
RECOMMENDATIONS:	That the Board approve the ratification of lease agreement for Fiscal Year 2024-2025 between Tejano Center and Raul Yzaguirre Schools for Success
COST:	**$228,528.88**
FUNDS TO BE USED:	**Operating Fund 420**
ATTACHMENT(S):	Lease Agreement Amendment
Submitted by:	_____ Dr. Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success
Staff Resource:	Dr. Jesus J. Amezcua, HCDE Business Consultant Justin Fuentes, Chief Schools Officer
Approved by Board on:	_____ Date

improving opportunity.
empowering our community.

LEASE AGREEMENT AMENDMENT # 3
RATIFICATION

THE STATE OF TEXAS
COUNTY OF HARRIS
KNOW ALL MEN BY THESE PRESENTS:

Whereas on the 1 day of September 2024 by mutual agreement agree to extend the annual lease, between the **Tejano Center for Community Concern**, d.b.a., Tejano Commercial Properties, known herein as LESSOR, and the **Raul Yzaguirre Charter School for Success,** known herein as LESSEE, (the terms, "Lessor" and "Lessee' shall be construed in the singular or plural number according as they respectfully represent one or more than one person.)

Whereas, the property located at **2950 Broadway, Houston Texas 77017** specifically being a charter school, office and administration space defined in Exhibit A, containing 124,813 total square feet.

Whereas, the agreement is for the maximum sum of two hundred fifteen thousand dollars, **($228,528.88)** dollars per month, payable on the 25th day of each month for the period starting **September 1, 2024 and ending August 31, 2025**, with said rent based on a fair market rental rate for comparable office space in the Houston area market (O'Connor & Associates Office Market Survey) and applied the Aug 2024 CPI of 2.5%.

Whereas all other terms and conditions apply regarding the lease between Tejano Center for Community Concern, d.b.a., Tejano Commercial Properties, known herein as LESSOR, and the Raul Yzaguirre Charter School for Success, known herein as LESSEE,

IN TESTIMONY WHEREOF, The parties to this agreement have hereto set their hands in duplicate, the day and year above written.

LESSOR:
Tejano Center for Community Concerns, Inc.
dba, Tejano Commercial Properties

Agreed By: _____
Dr. Adriana Tamez,
Chief Executive Officer

LESSEE:
Raul Yzaguirre School for Success

Agreed By: _____
Anthony Magdaleno
RYSS Board Chair

$	215,000	
$	7,955	3.7% as of Aug 2023
$	222,955	

$	222,955.00	
$	5,573.88	2.5% as of Aug 2024
$	228,528.88	

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24,2025

BOARD ACTION ITEM

SUBJECT:	**APPROVAL OF GRANT FROM THE DOLLAR GENERAL LITERACY FOUNDATION IN THE AMOUNT OF $10,000 TO PROVIDE ADULT LITERACY THROUGH TEJANO CENTER'S NOVA ACADEMY FOR ADULT EDUCATION**
BACKGROUND:	In January 2025, Tejano Center's Strategy & External Affairs team submitted a grant application to the Dollar General Literacy Foundation for funding to support Adult Literacy. On May 8, 2025, Tejano Center's Chief Strategy & External Affairs Officer received an email confirming that Tejano Center was being awarded $10,000. The check was received early June.
RECOMMENDATIONS:	That the board approve the grant from the Dollar General Literacy Foundation in the amount of $10,000
COST:	**N/A**
FUNDS TO BE USED:	**N/A**
ATTACHMENT(S):	Grant Award Email
Submitted by:	_____ Dr. Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success
Staff Resource:	Melissa Martinez, Director of GRADcafe/NOVA Academy for Adult Education
Approved by Board on:	_____

From: Dollar General <noreply@grants.dgliteracy.org>
Sent: Thursday, May 8, 2025 9:41 AM
To: Graciana Garces <graciana.garces@tejanocenter.org>
Subject: Dollar General Literacy Foundation - Grant Update

This email is from an EXTERNAL SOURCE. Please exercise caution when opening links or attachments. If you are unsure about the legitimacy of this email, contact the Tejano Center IT Department*

Dear Graciana,

Congratulations! We are pleased to inform you that your organization has been selected to receive the following grant from the Dollar General Literacy Foundation:

Organization: Tejano Center for Community Concerns
Proposal Type: Adult Literacy
Project Title: GRADCafe and NOVA
Request ID: AL-0931-01/2025
Grant award: $10,000.00

Your grant letter, check and a grant procedures document will be sent to the following address and the check will be made out as listed:

Tejano Center for Community Concerns

2950 Broadway Street
Houston, Texas 77017

If this address is not correct, or the check needs to be made differently, please contact Victoria Morrison (vmorriso@dollargeneral.com) by 5pm CST on May 14. Checks will be mailed on May 16.

When you receive your grant check in hand, please log on to: grantprograms.dgliteracy.org to complete your acknowledgement form, indicating you have received the funds.

A list of this year's grant award winners has been posted on our website, www.dgliteracy.org.

We are proud to support your efforts to promote literacy and wish you every success in the coming year.

Sincerely,

Dollar General Literacy Foundation

DOLLAR GENERAL
LITERACY
FOUNDATION

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting on June 24, 2025

BOARD ACTION ITEM

SUBJECT: **RATIFICATION OF OTHER VICTIM ASSISTANCE GRANT (OVAG) 2026-2027 GRANT SUBMISSION BOARD RESOLUTION**

BACKGROUND: Tejano Center's Resolve Program submitted a grant application for FY26-27 Other Victim Assistance Grant (OVAG) grant. The application requires a board resolution and is presented to the board for approval.

RECOMMENDATION: **That the board ratify the Other Victim Assistance Grant (OVAG) 26-27 Resolve Grant Board Resolution**

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): **BOARD RESOLUTION OF THE OTHER VICTIM ASSISTANCE GRANT (OVAG) 2026-2027 RESOLVE GRANT SUBMISSION**

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resource: Jorge Gonzalez, Director of Resolve Program

Approved by Board on: _____
Date

(SAMPLE FORM OF RESOLUTION OF GOVERNING BODY)

RESOLUTION OF GOVERNING BODY

REQUIRED TO BE SUBMITTED WITH THE APPLICATION BY
5:00 P.M. CDT, FRIDAY, MARCH 14, 2025.

IF THE TIMING OF THE APPLICATION DUE DATE AND REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT OR OTHER REQUIREMENTS PREVENT THE GOVERNING BODY FROM REVIEWING AND APPROVING THE RESOLUTION, THEN IT MAY BE SUBMITTED TO THE OAG AFTER THE DUE DATE.

LEGAL NAME OF APPLICANT ENTIRY: Tejano Center for Community Concerns, Inc.

- ξ Nonprofits should list their Legal Name as registered with Secretary of State Office.
- ξ Governmental entities should list their name as designated by the OAG in GOALS.

APPLICATION REFERENCE ID NUMBER FROM GOALS: 2026-8257881556

Be it known as follows:

WHEREAS, the Tejano Center for Community Concerns, Inc. , [Name of Applicant Entity] has applied or wishes to apply to the Office of the Attorney General (OAG) for the following grant program
(initial one):

x Other Victim Assistance Grant (OVAG)
____ Victim Coordinator and Liaison Grant (VCLG)

Board of Directors**WHEREAS**, the , [Name of Governing Body of Applicant, such as City Council, County Commissioners' Court or Board of Directors], has considered and supports the Application filed or to be filed with the OAG;

WHEREAS, the Tejano Center for Community Concerns, Inc. , [Name of Applicant Entity] has designated or wishes to designate the following individual as the "Authorized Official" who is given or has been given the power to apply for, accept, reject, alter, or terminate that certain grant with the OAG, as well as given the authority to sign all grant adjustment requests, inventory reports, progress reports and financial reports or any other official documents related to the grant on behalf of the grantee:

Name of Person Designated as "Authorized Official": Dr. Adriana Tamez

Position Title: President & CEO

NOW THEREFORE, BE IT RESOLVED that this governing body approves the submission of the Application to the OAG, as well as the designation of the Authorized Official.

_____ _____
Signature Printed Name and Title

_____
Date

**** THE AUTHORIZED OFFICIAL IS NOT PERMITTED TO SIGN THIS FORM ****

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **APPROVAL OF THE RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (RYSS) TEXAS EDUCATION AGENCY (TEA) SAFETY AND SECURITY AUDIT FINDINGS**

BACKGROUND: In accordance with state mandates, districts must conduct safety and security audits for all facilities at least once every three years (§37.108 (a), §37.108 (b), §37.108 (c)). The school district (District) shall share results with the Board of Trustees and submit a summary of the findings to all appropriate personnel in the manner required by the Texas School Safety Center.
The purpose of the audit is to assess the effectiveness of the site's security as well as confirm and verify the status and existence of a Multi-Hazard Emergency Operations Plan. The audit is not limited to finding vulnerabilities; its intent is to be an effective tool in finding helpful and reasonable solutions in the good faith effort of mitigation and potential elimination of such hazards.

In summary, the audit report includes methodology, detailed observations, district and campus documentation review, highlights, and concerns. The findings included in the audit will be documented in the Facilities Plan for the 2025-2026 school year and will drive budgetary decisions and improvement action steps.

RECOMMENDATIONS: That the Board accept the Safety and Security Audit findings

COST: **None**

FUNDS TO BE USED: **N/A**

ATTACHMENT(S): Safety and Security Audit report

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns Raul Yzaguirre Schools for Success

Staff Resource: Justin Fuentes, Chief Schools Officer
Dr. Angie Miranda, State & Federal Compliance

Approved by Board on: _____
Date

SAFETY & SECURITY AUDIT

Raul Yzaguirre Schools for Success

Executive Summary Report

2022 – 2025 Audit Cycle

Harris County Department of Education

James Colbert, Jr., Superintendent

The Center for
Safe and Secure Schools
Harris County Department of Education

Leslie Etheridge

Director, Center for Safe and Secure Schools

Services Provided by
The Center for Safe and Secure Schools Specialists
All Registered Texas School Safety Center Auditors:
Janice Owolabi
Robert Marquez

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Harris County Department of Education (HCDE) Preamble

Pursuant to Texas Code Section 37. 108 (c-1), this report is not subject to disclosure under the Texas Public Information Act, Chapter 552 of the Texas Government Code, with the exception of limited circumstances described in Texas Education Code Section 37.108 (c2). This report is solely for the information of the Superintendent and is not to be used as reference or distributed for any purpose to anyone except under the Superintendent's direction. As findings of the study were derived primarily from interviews and limited observations and reviews of selected documents it should be tested and confirmed by other information and observations available to the Superintendent.

About the Center

At the request of local leadership in the spring of 1999, Harris County Department of Education created the Center for Safe and Secure Schools (CSSS) to advance safe and secure environments for learning and teaching. CSSS was the founder and is currently a leader in the development of increased safety and security strategies to school environments for students and educators. The principal, non-tangible service the CSSS offers uniquely builds and nurtures relationships, works as a trusted communication liaison between charter school district and their local, county, and federal agencies fostering positive and collaborative relationships with their inter-local Office of Emergency Management.

Our Purpose

The Center for Safe and Secure Schools (CSSS) conducts facility and school campus safety and security assessments to assist its membership to simplify and automate the audit process. CSSS helps our clients develop and foster a relationship with local law enforcement, fire departments, and local volunteer agencies in the best interest of our client's emergency management implementation.

The focus of the audit is to bring attention to the four phases of emergency management that consist of mitigation, preparedness, response, and recovery in the effort of saving lives during a disaster. The audit will bring to light areas of concern and stimulate the sense of urgency to fulfill the requirements mandated by Chapter 37 of the Texas Education Code to perform periodic assessments (§37.108 (a), §37.108 (b), §37.108 (c)).

The purpose of the audit is to assess the effectiveness of the site's security as well as confirm and verify the status and existence of a Multi-Hazard Emergency Operations Plan.

The audit is not limited to finding vulnerabilities; its intent is to be an effective tool in finding helpful and reasonable solutions in the good faith effort of mitigation and potential elimination of such hazards.

In accordance with state mandates, districts must conduct safety and security audits for all facilities at least once every three years (§37.108 (a), §37.108 (b), §37.108 (c)). The school district (District) shall share results with the Board of Trustees and submit a summary of the findings to all appropriate personnel in the manner required by the Texas School Safety Center.

The summary report for each individual campus will provide a snapshot of the challenges that may be unique to each individual facility and school campus. The goal of the report is to help the district find immediate solutions as well as methodically prepare long-term solutions. To be a supporting resource, CSSS maintains a directory of knowledgeable, experienced individuals to provide training aimed at raising awareness and improving general safety and security, fostering a positive working and learning environment. The Center for Safe and Secure Schools assists school districts in writing, reviewing, and revising crisis management plans and practices while addressing the four phases of emergency management (mitigation, preparedness, response, and recovery).

Each District shall establish a School Safety and Security Committee in accordance with the guidelines created by the Texas School Safety Center (§37.109). The committee must review and update all safety and security measures and documentation (including the summary of the safety and security audits submitted to the Texas School Safety Center), develop, and implement emergency plans consistent with the Multi-Hazard Emergency Operation Plan, and provide support services to the district or its campuses as needed.

The District will develop a close relationship with the Center for Safe and Secure Schools, entrusting our team of experienced auditors to assist with the proactive effort of staying compliant with Chapter 37 of the Texas Education Code (§37.108 (a)-(c)), (§37.109), yet diligently focused on fostering a safe and secure environment for everyone.

RYSS (Raul Yzaguirre Schools for Success) charter district and its Board of Trustees, who are keenly interested in providing maximum safety and security, are commended for initiating this audit. It should be noted that individual reports for each of the facilities audited are in the automated Harris County Department of Education Safety and Security Audit database.

Audit Methodology

Keeping the National Incident Management System in mind, CSSS conducts facility safety and security assessments/audits. Audits are conducted according to standards developed by the CSSSs. The audit is to serve as a tool in creating a safe working and learning environment for everyone.

The auditing team conducts random and unannounced on-site visits at the request of the authorized District and/or client point of contact. The audit procedures at each school campus and/or site include intruder, exterior, interior, policy, and a National Incident Management System (NIMS) assessment. A review of emergency management related policies and procedures according to District/client protocols is included. The auditors are familiar with the district/client's policies and procedures provided by the authorized District and/or client point of contact prior to the start date of the physical site audit.

The audit team members were tasked to observe the following:

- Safety and security conditions
- General occupational and environmental safety conditions
- Interviewing appropriate authorized personnel on site
- Verifying that records and documents are in place and up to date
- Assessing emergency management training documentation
- Reviewing programs and procedures
- Identifying safety and security related initiatives

The team gave an audit process briefing, requested site escorts with authorized access to all locked doors, closets, and restricted areas. Upon completion of on-site visits, auditors provided a debriefing of the audit. At the completion of the site audit, the team conducted an assessment and analyzed the data gathered from a combination of physical observations, interviews with facility administrators and other knowledgeable staff members.

Audit Checklist

The following is a checklist of documents the auditor must verify and confirm their existence at each facility and ensure all is up to date, when applicable:

Checklist for Facility	Floor Plans/Maps Detailed Requirements
1. Floor Plans/Maps of the Facility	1. Primary evacuation routes
2. Site specific written registration procedures	2. Secondary evacuation routes
3. Campus badge policy	3. Primary evacuation sites
4. District EOP	4. Secondary evacuation sites
5. Campus EOP	5. Location of AED's
6. Role Specific Emergency Procedures (NIMS ICS)	6. Location of First Aid Stations
7. Crisis Management Plan	7. Location of primary Incident Command Center
8. Aerial photos of facility	8. Location of secondary Incident Command Center
9. Documentation of Drills and Exercises	9. Location of any campus monitoring system (cameras)
10. Parent Child Reunification Plan	
11. Emergency Notification Protocol	
12. Visitor Logs	
13. Resource Lists	
14. Emergency Response Team List	
15. Material Safety Data Sheets	
16. Campus Improvement Plan	
17. NIMS Training Documentation	

Audit Summary

The 2022-2025 audit cycle for RYSS was accomplished in one phase,

- Spring 2025 March 21 – March 27, 2025

SPRING 2025

Facility Type	Description	Number of Facilities
EC	Early Childhood	2
ES	Elementary	4
HS/MS	High School/Middle School	2
Total Educational Facilities		**8**

Audited Campuses for RYSS

Early Childhood

RYSS Early Childhood Academy Leonel Castillo
RYSS Early College T-STEM Academy

Middle/High Schools

BRYSS Academy at Brownsville
RYSS Early College STEM Academy

Elementary Schools

BRYSS Academy at Brownsville
RYSS P-STEM Academy
RYSS STEM Academy at Pasadena
RYSS North East STEM Academy

Audit Findings:

Intruder Assessment:

The audit findings show the top questions that the auditor designated as not observing or seeing evidence of being followed while auditing the facility. The table in the report list the most common occurrences for the intruder assessment.

Top Findings
Were all gates secured or monitored?
Were you challenged by staff?
Were you escorted to the front off?
Were you required to show a photo ID?

Physical Security Gaps

- P-STEM Academy experienced an intruder breach, highlighting unmonitored and unsecured gates during school hours.
- Lack of secure vestibules at campuses reduces layered security at entry points.
- Some fencing gates lacked panic hardware, such as push bars, necessary for emergency egress.

Breach

16% - Campus were breached. (1 of 8)

The intruder assessment is considered a breach when the auditor can enter the facility/portable/play area with children without checking or following the visitor protocol.

The intruder assessment gathers data on how far someone can penetrate the school past the front desk. When there is a breach, the intruder should be questioned and escorted to the office, or the office needs to be notified that someone is on campus without permission.

The breach on the campus occurred because of:

- Unsecured gate

Campus/Facility/Site	Intruder	Observation
RYSS P-STEM	Access to Students 3/21/2025 10:01 AM NC NE	The auditor gain entry to campus grounds with access to students at 10:01 am. The rear gate near the playground was unsecured, allowing the auditor to access the area. Students were present. The auditor followed students to the gym entrance and entered without being questioned or stopped by staff. Once in the building the auditor walked past several staff members and went up to the second floor moving in and out of classrooms. At 10:22 am the auditor self reported to the front office of the P-STEM campus.

Note:

- NC – Not Challenged or reported to security
- NE – Not Escorted

Exterior Assessment

The audit findings show the top questions that the auditor designated as not observing or seeing evidence of being followed while auditing the facility. The table in the report list the most common occurrences for the exterior assessment.

Top Findings
All exterior doors are numbered on the outside.
Play areas are well drained and designed not to retain water
Portable classrooms are skirted to prevent access under the classrooms

Exterior Facilities-Related Issues

- Leonel Castillo building does not have exterior door numbers.
- BRYSS faces serious drainage issues leading to unstable portable foundations and unusable play areas.
- BRYSS Skirting damage on portables and missing door numbers in multiple locations affect wayfinding and maintenance.

Interior Assessment

The audit findings show the top questions that the auditor designated as not observing or seeing evidence of being followed while auditing the facility. The table in the report list the most common occurrences for the interior assessment.

Top Findings
Fire extinguishers are expected annually.
AEDs inspected and maintained on a regular schedule.

Fire Safety & Equipment Maintenance

- Fire extinguisher maintenance lapses were identified at P-STEM (marked “impaired” and out of compliance).
- Some AED inspections and documentation are overdue or missing, such as at Pasadena.

Policy Assessment

The audit findings show the top questions that the auditor designated as not observing or seeing evidence of being followed while auditing the facility. The table in the report list the most common occurrences for the policy assessment.

Top Findings
Visitor management procedures are in use at the school and applied consistently

Inconsistent Adherence to Visitor Protocols

- At Leonel Castillo, North East STEM and P-STEM, auditors were not asked for identification or given badges, representing a significant lapse in established visitor management policies.

Emergency Operation Plan (EOP) Assessment

The audit findings show the top questions that the auditor designated as not observing or seeing evidence of being followed while auditing the facility. The table in the report list the most common occurrences for the EOP assessment.

Top Findings
Site plan shows bus evacuation area.
Floor plan shows where master keys are located.
An updated copy of floor plans and site plans are provided to first responding agencies.
Floor plan shows location of utility shut off locations: electricity, gas, water, TV cable.
Site plan shows all building and structures and are identified or numbered.

Outdated or Incomplete Campus Site Maps

- While floor plans are up to date, campus site maps need revision across all campuses to include:
    - Accurate fencing boundaries
    - Bus evacuation areas
    - Emergency vehicle access points
    - Clearly labeled stairwells (Early College)

Assessment Summary

Key Themes Across Campuses

- **Strengths to Reinforce**
  - Standardization of EOPs across campuses
  - Clear signage and front office engagement
  - Staff and leadership responsiveness to feedback
- **Weaknesses to Address**
  - Secure vestibule installation needed
  - Gated access monitoring and hardware upgrades
  - Expand and update surveillance infrastructure
  - Enforce visitor screening consistently
  - Improve inspection cycles for safety equipment

Strengths:

- **Visitor Management**
  - Front office staff and security officers consistently observed and responded to visitors in a professional manner.
  - Clear signage and wayfinding are present on most campuses, guiding visitors appropriately.

- **Emergency Operations Planning**
  - Over the past 3 years tremendous strides have been made aligning all campuses to a district-developed, comprehensive Emergency Operations Plan aligned with NIMS and ICS protocols.
  - EOPs are regularly reviewed, and floor plans consistently identify key safety features such as:
    - ✓ Emergency exits
    - ✓ AEDs and fire extinguishers o Mechanical and electrical panels
    - ✓ "Stop the Bleed" kits
  - Staff are generally familiar with emergency roles and responsibilities.
  - Emergency drills are conducted routinely at all sites.

  - ***BEST PRACTICE RECOMMENDATION*:** The next phase of EOP development should include a hazard analysis for each individual campus. This analysis will help identify campus-specific vulnerabilities and guide the creation of customized emergency procedures tailored to the unique risks and needs of each site.

- **Perimeter Security and Access Control**
  - Fencing is installed at all campuses and typically in good condition.
  - Gated access points are standard; some campuses have controlled vehicle entry or dedicated entry protocols.
  - Most exterior doors remain locked and monitored during the school day.

- **Clean and Maintained Interiors**
  - All campuses were reported to be clean, well-lit, and organized.
  - Classroom safety signage, emergency maps, and life-saving equipment (e.g., AEDs, fire extinguishers) were commonly in place.
  - Hallways and egress routes were free of obstructions and appropriately marked.

- **Leadership and Staff Engagement**
  - Principals and administrative teams were responsive to feedback and actively engaged in safety efforts.
  - Staff participation in drills and safety meetings was generally strong.

- **Campus Security Practices**
  - Security officers demonstrated active monitoring (e.g., routine perimeter walks, prompt visitor interception).
  - Daily door sweeps and safety checks are conducted.
  - Staff training and PD consistently include safety and emergency preparedness.

Considerations:

- **Visitor Management Vulnerabilities**
    - At North East STEM, no ID was requested upon entry, and there is no formal visitor policy in place.
    - At Tejano Center visitors entering through the main entrance have direct access to the cafeteria, raising potential safety concerns.
    - North East STEM lacks a secure vestibule, allowing direct access to students or instructional areas upon entry.

- **Parking and Access Challenges**
    - Limited visitor parking at the Early College campus leads to congestion and confusion over shuttle lot availability due to missing directional signage.
    - Gate keypad malfunctions at BRYSS sometimes prevent proper access control.

- **Transportation Safety Gaps**
    - BRYSS school buses do not have security cameras inside, so it's harder to see what happens on the bus if there is a problem.

- **Emergency Operations Plan**
    - ***BEST PRACTICE RECOMMENDATION*:** While floor plans are up to date, campus aerial maps can be enhanced across all campuses to include:
        - ✓ Accurate fencing boundaries
        - ✓ Bus evacuation areas
        - ✓ Emergency vehicle access points

Appendix A. Facility Summaries

RYSS - Early Childhood Academy Leonel Castillo

Date of Audit	**April 01, 2025**
Facility Safety Leader	**Axinia Zepeda, Principal**
Email Address	

Intruder: NO BREACH

The auditor arrived at the Leonel Castillo Community Center Early Childhood campus at 9:59 am and began to walk the perimeter. The rear of the parking lot was gated and locked providing no access to the rear of the building and staff parking. There was excellent signage directing visitors to appropriate parking if visiting the Precinct 2 community center or visiting the early childhood facility.

All exterior doors were locked. The auditor rang the door bell at the main entrance and was buzzed into the building at 10:10 am without asking the reason for the visit. The receptionist did not ask for identification.

Exterior:

The school facility features a clearly visible marquee displaying the campus name from the roadway, enhancing identification for visitors. Directional signage is in place to guide individuals to designated parking areas and sign-in points associated with the community center. Parking lots and entryways for the Precinct 2 offices and early childhood facilities are clearly defined and separated to ensure organized access. Additional signage directs visitors to the main entrance of the early childhood center and clearly marks restricted areas and school property boundaries.

Perimeter security is established through fencing that is appropriately placed around the grounds. The fencing is constructed of six-foot-high wrought iron, designed to be unscalable and continuous, without gaps. Gated access points are secure and remain closed during the school day, requiring an access code for entry. Parking areas are well-lit to support safety and visibility during arrival and departure hours.

Approved signage is posted throughout the property and is subject to routine inspection, maintenance, and replacement as necessary. The perimeter of the school building is kept clear of debris and other potential safety hazards. Ground-level mechanical and electrical equipment is protected by secured enclosures to prevent unauthorized access.

The building's exterior is well maintained and free from graffiti. All designated entry points are actively monitored to regulate building access. During student arrival and dismissal times—as well as during transitions across the street to the community playground— school personnel supervise entry and exit points to ensure safety. Doors required to remain open during student transitions are kept under staff supervision and secured as appropriate.

External surveillance cameras are monitored by Precinct 2 to enhance site security. However, a noted area for improvement is the lack of exterior door numbering, which could hinder rapid identification by first responders in the event of an emergency.

Emergency Operations Plan (EOP)/Policy:

The campus operates in accordance with the RYSS Emergency Plan, which is developed at the district level and serves as a comprehensive, multi-hazard preparedness guide. This plan incorporates the Incident Command System (ICS) and is fully aligned with the National Incident Management System (NIMS). Campus administration conducts an annual review of the plan to ensure it remains current and consistent with evolving best practices in school safety and emergency response.

Emergency response floor plan maps are well developed and clearly explained to staff. Employees are not issued individual keys to classroom doors; instead, key control is managed by the precinct, which monitors access to exterior doors through a semi-annual audit process by Harris County Precinct 2. All staff members are issued county identification badges, and badge status is reviewed every six months.

Visitor access is controlled through an intercom system at the main gate. Upon arrival, individuals must use the intercom to state their purpose before entry is granted. It is important to note that the intercom does not include a camera, limiting the receptionist's ability to visually verify the identity of visitors prior to entry. Once inside, visitors are expected to check in at the main office, present valid identification, and receive a dated visitor badge that includes their destination. Staff members are required to meet and escort vendors or service providers as necessary.

The campus does not have dedicated school-based law enforcement personnel on site. However, the Harris County Sheriff's Office provides support during peak arrival and dismissal times and attends an annual first responders meeting to coordinate emergency planning efforts. During the audit, it was noted that the auditor was not asked to present identification nor was a visitor badge issued, indicating a lapse in adherence to the established visitor management protocol.

Interior:

The RYSS Early Childhood facility is housed within the historic Harris County Precinct 2 Leonel Castillo Community Center. Operated by Precinct 2, the community center provides a dedicated space for county residents to participate in educational seminars, fitness programs, group activities, and social support services. Within this shared-use environment, clearly defined boundaries have been established to ensure the separation of community center visitors from early childhood students and staff, promoting a secure and focused educational setting.

The building is clean, well-maintained, and reflects a strong commitment to safety and functionality. Hallways are consistently and adequately illuminated, supporting safe movement throughout the facility. Exit doors are equipped with push bar exit mechanisms that are tamper-resistant and designed to prevent chaining, facilitating secure and efficient egress during emergencies.

Classroom spaces are defined by partitioned walls. While the classroom doors cannot be locked from the inside, campus administration has addressed this safety concern by installing FlipLock technology on each classroom door. This solution provides an effective means for securing classrooms quickly in the event of a lockdown or emergency situation.

Life-saving equipment, including fire extinguishers and Automated External Defibrillators (AEDs), is regularly inspected and maintained to ensure full functionality and readiness during emergencies.

Highlights:

- The administration of the childcare center has healthy relationship with the community center.
- The center has installed Fliplock technology on the partitioned doors of the classroom offering a more secure environment during a lockdown situation.
- The chain of command in emergencies has community parents, RYSS district leadership, and safety partners that focus on the safety of the students, staff and the community center.

Concerns:

- The main entrance does not include a secure vestibule to provide an added layer of visitor screening prior to gaining full access to the facility.
- As the building is owned by Harris County Precinct 2, any structural or technological modifications require prior approval from the precinct.

- There is a need for the installation of an intercom system at the main entrance that includes both audio and video capabilities. This enhancement would improve the ability to effectively screen and verify visitors before granting entry.
- Currently, there are no security cameras installed inside the building. However, plans are underway to install interior surveillance cameras and upgrade internet infrastructure to support enhanced safety measures.

RYSS – P-STEM Academy

Date of Audit	**March 21, 2025**
Facility Safety Leader	**Nidia Hernandez, Adm Assistant**
Email Address	

Intruder: BREACH

At approximately 9:58 AM, the auditor arrived on campus and parked in the designated staff parking area. The auditor proceeded to the play area located behind the P-STEM Academy, where the rear gate adjacent to the playground was found unsecured—it was not properly closed or latched. This allowed the auditor to gain access to the rear of the building near the wooden fence without being approached or questioned by any staff members.

At the time of entry, students were actively present and engaged in outdoor activities in the immediate area. The auditor then moved toward the gym entrance at 10:01 AM, arriving simultaneously with a group of students who knocked for entry. A staff member opened the door and permitted both the students and the auditor to enter the facility. The auditor was not questioned or stopped at any point during this entry.

Once inside, the auditor walked through the gym and proceeded to the stairwell leading to the second-floor instructional area. Multiple classrooms were accessible and found to be unlocked, though unoccupied. The auditor remained in the building for more than 20 minutes, moving freely through various areas without being confronted, questioned, or redirected by staff.

At 10:22 AM, the auditor voluntarily reported to the front office. Upon self-reporting, the receptionist notified Principal Nidia Hernandez and Angie Miranda, Director of Compliance.

Exterior:

The facility maintains an established grounds maintenance plan, and the perimeter of all school buildings is consistently kept clear of debris and obstructions. Fire zones are clearly marked and unobstructed, ensuring proper access for emergency responders. Student drop-off and pick-up areas are visibly designated and organized to support safe and efficient movement during peak times. At the time of the audit, no unattended buses were observed blocking emergency access points.

The district has implemented standardized, approved signage across all campuses.

Required signage is present and in alignment with district guidelines, including clear directional signs guiding visitors to designated parking and sign-in areas. Staff parking spaces are assigned, and a designated individual monitors the parking areas for unregistered or suspicious vehicles. However, visitor parking remains limited. As a result, vehicles often circle the lot or occupy reserved staff spaces. There is no visible signage directing visitors to the alternative parking lot that offers shuttle service back to the campus, which may contribute to parking inefficiencies during high-traffic periods.

The school grounds are appropriately fenced in key areas. Non-scalable wrought iron fencing is of sufficient height; however, the gates on this fencing are not equipped with push bar exit devices, which may hinder emergency egress. Additionally, the wooden fence adjacent to the gym-side play area is in poor condition, with several damaged or missing planks.
During the audit, the gate leading to the playground was found unsecured. It is regularly left open to allow middle school students access to the play area behind the primary campus, but no staff member was observed monitoring this entry point. This unsecured access allowed the auditor to enter without being challenged.
The gate in front of the campus near the early childhood temporary building was found secured; however, it is fitted with inappropriate hardware. The gate uses a standard doorknob rather than a push exit device and lacks mesh security screening, allowing individuals to reach through and potentially manipulate the lock.
Playground equipment was observed to be in good condition, free from sharp edges, protruding components, or loose bolts and screws. The playground surface provides adequate protection from falls, and no tripping hazards were identified. Additionally, emergency vehicle access to both the play and recreational areas is unobstructed and clearly available.

Emergency Operations Plan (EOP)/Policy:
The campus follows the RYSS Emergency Plan, which is developed at the district level. This comprehensive, multi-hazard plan incorporates the Incident Command System (ICS) and is fully compliant with the National Incident Management System (NIMS). Campus administration conducts an annual review to ensure the plan remains current and aligned with best practices.

Floor plans for the campus are current and clearly identify key safety features, including emergency exits, fire extinguisher locations, automated external defibrillators (AEDs), Stop the Bleed kits, as well as mechanical and electrical panels. While the internal documentation is up to date, the site maps need to be revised to accurately depict the overall campus layout. Updates should include fencing boundaries, access points for emergency vehicles, and designated areas for bus evacuations to ensure efficient coordination during an emergency response.

Interior:
Hallways throughout the building were observed to be clean, and all exit doors were unobstructed, ensuring clear egress routes in case of emergency. Emergency lighting appeared to be properly installed and functional.
However, multiple unoccupied classrooms were found with doors left unlocked and propped open using objects such as boxes and trash cans. This practice raises both safety and security concerns, as it compromises fire protection protocols and the physical security of classroom contents.
During the interior inspection, deficiencies were noted in fire extinguisher maintenance.

Two fire extinguishers located on the second floor were marked with “Equipment Impaired” tags, dated April 16, 2024, by Firetron Life Safety Solutions. The last recorded inspection that met compliance standards was dated April 2022, indicating a lapse in regular maintenance. Additionally, the cases housing these extinguishers were found to be broken, which could hinder accessibility in an emergency.

Highlights

- Emergency procedures and evacuation maps were visibly posted in all classrooms, typically located near the classroom doors, supporting staff and student preparedness in the event of an emergency.

Concerns

- Gates on the surrounding wrought iron perimeter fencing are not equipped with push bar exit devices, which may delay safe egress during emergencies.
- Stairwells are not visibly numbered or clearly identified on emergency floor plans, which could present challenges for first responders attempting to navigate the building quickly.

RYSS – Pasadena STEM Academy

Date of Audit	**4/01/2025**
Facility Safety Leader	**Yesenia Cervantes**
Email Address	

Intruder: NO BREACH

The intruder audit began at 1:00 PM at the rear of the campus, adjacent to the parking lot. Several vehicles were observed in this area, including a few occupying handicap designated spaces without visible permits. The audit route proceeded in a counterclockwise direction, with attempts made to access various exterior doors, including those at the original front entrance. The building was originally constructed and used as a church prior to its transition to RYSS.

During the walkthrough, a construction worker was observed exiting a door leading to the chapel area; the worker ensured the door was secured after exiting. Upon reaching the front entrance again, the auditor knocked on the window and was greeted by the receptionist, who inquired about the purpose of the visit. After presenting valid identification, the auditor was processed through the standard visitor management procedure. No unauthorized access to the campus occurred. The auditor was met and escorted by Yesenia Cervantes and Angie Miranda, Executive Director of Federal, State, and Compliance.

Exterior:

The facility occupies a larger footprint than comparable STEM early learning and elementary campuses, attributable to its former use as a church. The exterior shows no signs of graffiti but does exhibit some structural concerns, including foundation cracking and sidewalk displacement, which affect door alignment in certain areas.

The landscaping appears well-maintained, with trimmed trees ensuring clear camera visibility and minimal overgrowth, except within the secured K3 and K4 play area, where weeds were observed. Playground safety surfaces are beginning to peel, creating potential trip hazards. Campus signage is generally sufficient, and while no major infrastructure risks (e.g., pipelines, railways) are present, a city park is located within 200 feet. The main road and campus driveway show signs of damage likely caused by recent weather conditions, including a pronounced dip that could affect vehicle access.

Emergency Operations Plan (EOP) / Policies & Procedures:

The Emergency Operations Plan has been reviewed by campus administration. However, it lacks a clear indication of its most recent update. The plan is comprehensive and aligned with multi-hazard preparedness protocols, including a National Incident Management System (NIMS) structure. Nevertheless, it is missing a hazard summary.
The campus site map includes important safety assets such as AEDs, first aid kits, and roof access points. However, it does not indicate bus evacuation routes, campus boundaries, utility easements, fence lines, fire extinguisher locations, or emergency phone locations. Hazardous material storage areas and master key locations were not identified during the audit. Safety drills are routinely conducted, and armed security personnel were visible on campus during the external audit.

This campus retains much of its original layout as a former church and small educational facility. While a vestibule is not present, the school has limited camera surveillance. Front office staff demonstrated a thorough understanding of visitor management protocols and utilized the RAPTOR system for sex offender screening and visitor badge issuance. Visitor signage was present in most areas; however, wayfinding signage is recommended at the original (now secondary) entrance to improve directional clarity. All staff members were observed wearing identification badges.

Interior:
Interior spaces including the front office, classrooms, hallways, and cafeteria were clean, well-lit, and in good condition. The second floor, designated for older students, contains a section closed for ongoing construction. There is currently no vestibule, although it is being considered in future renovation plans.

Access to electrical panels, custodial, and storage closets was restricted and locked in most instances. Handwashing signage was inconsistently posted, though supplies were available, and health measures are reviewed with staff and students. The gymnasium is clean, but some air filters require custodial attention. The gym lacks signage regarding steroid use, which should be addressed considering students may attend up to the 8th grade.

Cafeteria personnel are trained in emergency response procedures (Standard Response Protocol), though certifications were not visibly posted. Due to ongoing construction, food preparation is not currently taking place on-site. Emergency drills are regularly conducted, and staff participation is high. Classrooms and common areas were following fire safety standards. External doors are monitored with an audit check system for regular inspection and logging.

Highlights:

- Front office staff demonstrated strong knowledge of visitor management protocols and crisis response procedures.
- The campus principal was well-versed in the safety plan, responsive to feedback, and made immediate corrections where needed. District-level staff were actively involved and supportive of the audit process.

Concerns:

- Not all instructional staff possess keys for emergency exit re-entry. A central key system is recommended for efficient access during evacuations.
- Security camera coverage is incomplete due to building age and current renovation status.
- Security alarm systems are not yet installed, attributed to ongoing construction efforts.
- AED pad inspections need to be conducted and documented to ensure immediate availability in emergencies.

RYSS – North East STEM Academy

Date of Audit	**March 25, 2025**
Facility Safety Leader	**Jose Sarabia Auden, Principal**
Email Address	

Intruder: NO BREACH

At 9:36 AM, the auditor arrived at the Harris County Precinct 2 Northeast Community Center, the location of the campus. A security officer was stationed at the front entrance and was observed actively monitoring the area before beginning a perimeter check of the building.

At 9:41 AM, the auditor pressed the intercom at the main entrance. They were promptly greeted and asked to state the purpose of their visit. The auditor identified themselves as a representative from the HCDE Center for Safe and Secure Schools. Upon verification, access was granted through the main entrance.
Upon entry, the auditor had immediate access to instructional spaces due to the absence of a secured vestibule. The receptionist asked who the auditor intended to meet, and the auditor requested to speak with the campus security administrator. No identification was requested or presented at that time.

Exterior:

The auditor conducted a full walk of the campus perimeter. During this time, a group of community members was observed participating in an exercise session within a recreational shelter area that remains clearly separated from the school grounds. Visitor and community parking areas were properly designated and located at a distance from the main campus building, helping to maintain a secure perimeter.
The campus security officer remained stationed at the front entrance throughout the observation and demonstrated active monitoring of perimeter activity. The overall condition of the grounds was well maintained, with directional signage in good condition, effectively guiding visitors to appropriate parking and check-in areas. A clearly visible marquee displaying the school's name was prominently positioned at the entrance to the facility.

All exterior doors were numbered for identification; however, it was noted that door #3 was missing its numeric label. The building's perimeter was free from debris, though a wooden pallet was observed near the west side of the facility.

The student drop-off and pick-up areas were well marked, and fire lanes were clearly designated. Parking lots were adequately illuminated and appeared to support visibility and safety. Access points to the parking areas were gated—open during daytime hours—and were actively monitored through a combination of onsite security personnel and exterior surveillance cameras.

EOP/Policy:

The campus follows the RYSS Emergency Plan, which is developed at the district level. This comprehensive, multi-hazard plan incorporates the Incident Command System (ICS) and is fully compliant with the National Incident Management System (NIMS). Campus administration conducts an annual review to ensure the plan remains current and aligned with best practices.

However, the hazard summary section of the plan should be revised to account for specific environmental factors related to the campus's unique location within a public precinct facility and its proximity to James Driver Park. These surrounding elements present distinct risks that should be reflected in the campus's emergency preparedness documentation. Floor plans for the campus are current and clearly identify key safety features, including emergency exits, fire extinguisher locations, automated external defibrillators (AEDs), Stop the Bleed kits, as well as mechanical and electrical panels. While the internal documentation is up to date, the site maps need to be revised to accurately depict the overall campus layout. Updates should include fencing boundaries, access points for emergency vehicles, and designated areas for bus evacuations to ensure efficient coordination during an emergency response.

Interior:

The interior of the building is clean, well maintained, and reflects a strong commitment to safety and organization. Hallways throughout the facility are uniformly and adequately illuminated, with clear and unobstructed pathways leading to all exit doors. These exits are equipped with push bar devices that are tamper-resistant and designed to prevent chaining, supporting a rapid and secure egress in the event of an emergency.

Classroom safety features are well implemented. All classroom doors are capable of being locked from the inside, and emergency information is posted in every room. Emergency procedures, including evacuation protocols, are readily available and visible to both staff and students. Lighted exit signs are fully operational, clearly visible, and appropriately direct occupants toward designated exits.

There is sufficient access to life-saving equipment, including Automated External Defibrillators (AEDs) and fire extinguishers. AEDs are regularly inspected and maintained, and fire extinguishers receive annual inspections to ensure functionality. Additionally, access to electrical panels, custodial spaces, and mechanical rooms is secured, with doors kept locked and access appropriately controlled.
Food service is managed through daily deliveries, as there is no operational kitchen on site. However, the cafeteria is equipped with a designated preparation area to allow for the proper handling and service of meals to students.

Highlights:

- Campus security operations are actively monitored and regularly reviewed to ensure alignment with administrative expectations for campus surveillance and access control.
- The security guard is on call full time and does a walk around every hour.

Concerns:

- The principal, Jose Sarabia Auden, would like more coverage on the cameras on the exterior of the campus.
- The facility lacks a secured vestibule, allowing visitors immediate access to instructional areas upon entry.
- A formal and consistently applied visitor management policy is needed to guide the process for receiving visitors and parents into the building.

RYSS - Early College STEM & T-STEM Academy

Date of Audit	**March 21, 2025**
Facility Safety Leader	
Email Address	

Intruder: NO BREACH

The auditor entered the main entrance of the Tejano Center Administration building accompanied by Angie Miranda. Upon entry, the receptionist requested identification, which was scanned into the Raptor visitor management system. A dated visitor badge was then issued in accordance with established check-in procedures.

Exterior:

The facility maintains an established grounds maintenance plan, and the perimeter of all school buildings is consistently kept clear of debris and obstructions. Fire zones are clearly marked and unobstructed, ensuring proper access for emergency responders. Student drop-off and pick-up areas are visibly designated and organized to support safe and efficient movement during peak times. At the time of the audit, no unattended buses were observed blocking emergency access points.

The district has implemented standardized, approved signage across all campuses. Required signage is present and in alignment with district guidelines, including clear directional signs guiding visitors to designated parking and sign-in areas. Staff parking spaces are assigned, and a designated individual monitors the parking areas for unregistered or suspicious vehicles.

However, visitor parking remains limited. As a result, vehicles often circle the lot or occupy reserved staff spaces. There is no visible signage directing visitors to the alternative parking lot that offers shuttle service back to the campus, which may contribute to parking inefficiencies during high-traffic periods.

The Early College campus is enclosed by wrought iron fencing strategically placed to secure appropriate areas of the facility. Surveillance cameras provide coverage of the building's exterior and the central courtyard, including the transition area between the academic building and the cafeteria, enhancing overall campus monitoring.
Gates within the fencing are of appropriate height and equipped with secure push-bar exit mechanisms. Additionally, security mesh is installed to prevent unauthorized individuals from

reaching through to manipulate or access the gate hardware, supporting both safety and controlled access.

Emergency Operations Plan (EOP)/Policy:

The campus follows the RYSS Emergency Plan, which is developed at the district level. This comprehensive, multi-hazard plan incorporates the Incident Command System (ICS) and is fully compliant with the National Incident Management System (NIMS). Campus administration conducts an annual review to ensure the plan remains current and aligned with best practices.

Floor plans for the campus are current and clearly identify key safety features, including emergency exits, fire extinguisher locations, automated external defibrillators (AEDs), Stop the Bleed kits, as well as mechanical and electrical panels. While the internal documentation is up to date, the site maps need to be revised to accurately depict the overall campus layout. Updates should include fencing boundaries, access points for emergency vehicles, and designated areas for bus evacuations to ensure efficient coordination during an emergency response.

Interior:

Safety and Security Observations

Access to the campus through the courtyard is secure and actively monitored by both security personnel and the receptionist. The building's stairwells are clean, well-lit, and maintained to ensure safe passage. Elevators provide access to all floors and display current inspection certificates, confirming regulatory compliance.

The interior of the facility is clean, orderly, and reflects a strong institutional commitment to safety and organization. Hallways are uniformly illuminated and free of obstructions, providing clear pathways to all exit doors. All exits are equipped with push bar devices that are tamper-resistant and designed to prevent chaining, supporting a rapid and secure evacuation in emergencies.

Classroom Safety Features

Classrooms are equipped with interior locking mechanisms to support shelter-inplace procedures. Emergency information, including evacuation protocols, is visibly posted in every classroom to ensure accessibility for staff and students. All illuminated exit signs

are operational, clearly visible, and correctly direct occupants to designated egress routes.

Life-Saving Equipment and Facility Controls

Automated External Defibrillators (AEDs) are accessible throughout the building, inspected regularly, and maintained for readiness. Fire extinguishers are subject to annual inspections and are positioned strategically. Access to critical infrastructure—such as electrical panels, custodial rooms, and mechanical areas—is restricted and secured by locked doors with controlled access.

Cafeteria Safety and Operational Procedures

The cafeteria is well-lit and maintained in a clean and organized condition. Inspection tags for the kitchen hood and fire extinguishers are current and in compliance. The walk-in freezer is equipped with an interior release mechanism to prevent entrapment. Cafeteria staff are aware of the locations of emergency shutoff valves for gas, water, and electricity.

The kitchen exit is clear of debris and stored materials, ensuring an unobstructed emergency egress path. Delivery records are well-documented, noting the items received and the identity of the delivery personnel. All vendors follow established visitor protocols, and cafeteria staff have received training in emergency response procedures. They also participate regularly in campus emergency drills, reinforcing preparedness and response capability.

Science Laboratory Safety Observations

The science laboratory is equipped with fully functional emergency eyewash stations and safety showers, both of which are connected to appropriate drainage systems. Routine flushing procedures are in place to prevent contamination and ensure equipment readiness.

A properly maintained and operational fume hood is installed and is not used for chemical storage, in compliance with laboratory safety standards. Clearly visible and easily accessible master shut-off switches for gas and electricity are present within the laboratory.

Personal protective equipment, including lab aprons and goggles, is readily available for student use. A goggle sterilization cabinet is present and functional, and a fully stocked first aid kit is accessible in the lab area.

Fire safety equipment, including a fire extinguisher and fire blanket, is available and free from obstructions. A chemical spill kit and a designated container for broken glass disposal are also provided and properly located for accessibility.

All chemicals are stored in appropriately labeled containers, with each label clearly displaying the chemical name and formula. The chemical storage area is clearly marked with "Teacher Only" signage and is equipped with proper ventilation to ensure safe air quality. Corrosive and flammable materials are stored in separate, approved safety cabinets designed specifically for each material type.

A current and comprehensive chemical inventory is maintained and available for review. Emergency procedures and fire evacuation routes are posted prominently within the laboratory to support rapid response and safe egress in the event of an emergency.

Highlights:

- The School Resource Officer (SRO) assigned to the RYSS Tejano Center campus plays a vital role in supporting campus safety. The SRO has established strong, positive relationships with students and contributes significantly to fostering a safe and welcoming environment.

Concerns:

- Visitors entering through the main entrance of the Tejano Administration Center have direct access to the cafeteria area, where students are often present during lunch transitions. This layout presents a potential vulnerability in visitor management and student safety.
- Additionally, the stairwell in the Early College building is not visibly labeled or clearly identified on the emergency response floor plans. Proper labeling is necessary to assist first responders in quickly locating critical areas during an emergency.

BRYSS - Academy (Early Childhood, Elementary and High School)

Date of Audit	**March 27, 2025**
Facility Safety Leader	**Maria Knosel, Principal** **Lillian Sacramento, Safety Coordinator** **Andrea Bernes, Assistant Principal**
Email Address	**Lillian.sacramento@tejanocenter.org**

Intruder: NO BREACH

The auditor arrived on site at 10:15 AM and conducted a surveillance of the area surrounding the campus. The gates to the campus parking lot were secured and actively monitored. A nearby construction zone was properly enclosed with fencing and gate f was locked, preventing unauthorized access.

The auditor attempted to approach the portable buildings located near the parking lot but was unable to enter the construction area. At approximately 10:31 AM, a security officer observed the auditor's activity, initiated contact to inquire about their presence, and promptly escorted them to the main building entrance for proper check-in procedures.

Upon arrival at the main entrance, the auditor used the main door intercom system. The receptionist requested the purpose of the visit and identification prior to granting building access, in alignment with established visitor management protocols.

Exterior:

The Brownsville RYSS (BYRSS) Academy is a multi-building educational complex consisting of separate elementary and high school campuses divided by a public street. The elementary campus primarily comprises portable buildings, while the high school campus includes a combination of a trailer and a permanent structure.

A clearly visible marquee displaying the school's name is located along the roadside, providing easy identification. The campus is situated in a mixed-use area bordered by apartment complexes, a community park, private schools, and other charter school systems. Despite the proximity of these facilities, the school grounds maintain clear visual separation from surrounding properties.

The BYRSS elementary campus shares a fence line with the adjacent Primesa Charter School. Perimeter security includes a combination of fencing types—non-scalable wrought iron, non-

scalable chain link, and wooden fencing—all of which are at an appropriate height to support campus security objectives.

District-approved signage is prominently displayed, well-maintained, and in good condition. Boundary signs clearly identify school property limits, while directional signage guides visitors to designated entry points. Entrances used by students and staff are actively monitored for safety and access control. Additional signage reinforces safety expectations, including notices designating the campus as a drug-free, smoke-free, and weapon-free zone, prominently posted at all main entry locations.

All portables are secured to their location and numbered. The area surrounding the portables are adequately lighted. The portables structures are identified by an alpha character and the classrooms have room numbers above the entrance door. The room number on Ms. Saldivar's classroom is missing. The building housing the head start office, coaches' office and the restroom needs to have numbering on the doors.

The soccer field and playground area have drainage issues. The students to do not have access to the field or play area. The standing water has begun to cause the ground around the portable E to be unstable causing the structure to shift.

There is grounds are routinely maintained. There are some minor issues on the skirting on portables and damaged handicap sign stored by the ramp outside exit B2 near portable area B.

The parking lots are gated and are monitored by security. Student drop off and pick up areas are clearing identified for the early childhood, elementary and high school. Parking lot boundaries are clearly defined with signage directing staff, students and visitors to designated areas.

Interior:

Emergency Operations Plan (EOP)/Policy:

The campus follows the RYSS Emergency Plan, which is developed at the district level. This comprehensive, multi-hazard plan incorporates the Incident Command System (ICS) and is fully compliant with the National Incident Management System (NIMS). Campus administration conducts an annual review to ensure the plan remains current and aligned with best practices.

Floor plans for the campus are current and clearly identify key safety features, including emergency exits, fire extinguisher locations, automated external defibrillators (AEDs), Stop the Bleed kits, as well as mechanical and electrical panels. While the internal documentation is up to date, the site maps need to be revised to accurately depict the overall campus layout. Updates should include fencing boundaries, access points for emergency vehicles, and designated areas for bus evacuations to ensure efficient coordination during an emergency response.

The visitor management protocols are consistently implemented across both the elementary and secondary campuses. Clear signage outlining visitor policies and procedures is posted at all main entry points. All visitors are required to present valid photo identification upon check-in and check-out. Staff collect information regarding the visitor's purpose and the individual they are visiting. Visitors are issued a visible, dated identification badge that includes their destination on campus. When applicable, staff members are required to report to the front office to meet and escort visitors, vendors or service providers.

Highlights:

- Staff consistently conduct daily door sweeps, with particular attention to doors affected by building shifting, ensuring all entry points are properly secured.
- Each professional development session includes a dedicated component focused on safety and emergency preparedness.
- The campus has taken a proactive approach to building strong, collaborative relationships with local first responders to enhance emergency response coordination.
- A sustained, campus-wide commitment to fostering a strong culture of safety over the past three years has contributed significantly to the school's recognition as a National Blue Ribbon School.

Concerns:

- Water retention on the property limits available play areas for students and may contribute to foundational issues in campus buildings.

- Technical malfunctions with the gate keypad system result in intermittent failures to secure gates as intended.

- School buses are not currently equipped with security cameras, reducing the ability to monitor and review onboard activity.

Appendix B. Submission Sheet

Safety and Security Audit Report Acknowledgment & Submission Sheet

In accordance with Texas Education Code §37.108(a)-(c) and §37.109, this report contains the results of the required Safety and Security Audit conducted for all charter district facilities. The findings presented in this document fulfill the statutory requirement that each school district:

- Conduct a safety and security audit of its facilities at least once every three years.
- Share the results with the Board of Trustees.
- Submit a summary of the findings to the Texas School Safety Center in the manner prescribed.
- Ensure the district's School Safety and Security Committee reviews audit findings, updates safety measures, and supports the development and implementation of emergency operations plans.

By signing below, we acknowledge receipt of the audit report and confirm our commitment to reviewing its contents, sharing the results with appropriate stakeholders, and ensuring compliance with the Texas School Safety Center's reporting guidelines.

District Charter Superintendent and CEO

Raul Yzaguirre Schools for Success
Name:
_____

Title:
_____

Signature:
_____

Date:
_____

Board President

Raul Yzaguirre Schools for Success
Name:
_____

Title:
_____

Signature:
_____

Date:
_____

Office of the Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **APPROVAL OF THE TEXAS EDUCATION AGENCY (TEA) DISTRICT VULNERABILITY ASSESSMENT FINAL REPORT**

BACKGROUND: The Texas Education Agency selected the Raul Yzaguirre Schools for Success District as the first group of Local Education Agencies (LEA) that would engage in the District Vulnerability Assessment (DVA). This process evaluates and identifies potential risks and areas of weaknesses within a school district and its campuses including detailed compliance items and documentation. As reflected in the DVA rubric attached, the following were the areas assessed:

- Emergency Operations Plan
- Safety and Security Committee
- Doors and Facilities
- First Responders
- Behavior Threat Assessments
- District Policies

The District Vulnerability Assessment (DVA) was conducted using a comprehensive, standardized set of criteria developed by the Office of School Safety and Security, in collaboration with Texas School Safety Center and with significant superintendent input and feedback. The DVA metrics align seamlessly with the legal mandates outlined in the Texas Education Code, the Commissioner's Rule Concerning School Facilities, and the TEA Standards of Practice. The goal is to elevate every district's safety and security posture while professionalizing school safety.

RECOMMENDATION(S): That the board approve the TEA District Vulnerability Assessment Final Report

COST:

FUNDS TO BE USED:

ATTACHMENT(S):
1.TEA District Vulnerability Assessment Report
2.District Vulnerability Assessment Rubric

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resource: Justin Fuentes, Chief Schools Officer
Dr. Angie Miranda, State & Federal Compliance

Approved by Board on: _____
Date

Texas Education Agency

Office of School Safety and Security

To: Chief John Scott
Office of School Safety and Security

From: Dan Morales
TEA Senior Sector Agent, Gulf Sector

Subject: District Vulnerability Assessment - RAUL YZAGUIRRE SCHOOLS FOR SUCCESS

This report was conducted as mandated by Texas Education Code, §37.1083. The report was prepared using the established Texas Education Agency (TEA), Office of School Safety and Security (OSSS), standardized reporting guidelines.

From 04/09/2025 through 05/05/2025, an assessment was conducted at the following school district:

RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (101806)
2950 BROADWAY, HOUSTON, TX 77017

Title	Name	Phone
Superintendent	DR ADRIANA TAMEZ	(713) 640-3700

The results of the assessment are documented in this report. The report outlines observed *best practices, suggested improvements, and required corrective actions.*

This report will be presented to the superintendent for review and required corrective actions.

Respectfully:

Dan Morales
TEA Senior Sector Agent, Gulf Sector

Approved By:

John Jones
Assistant Chief of School Safety

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Texas Education Agency

Office of School Safety and Security

DR ADRIANA TAMEZ , Superintendent
RAUL YZAGUIRRE SCHOOLS FOR SUCCESS
2950 BROADWAY, HOUSTON, TX 77017

05/05/2025

Dear DR ADRIANA TAMEZ ,

The Texas Education Agency, Office of School Safety and Security, would like to thank you for your time and participation during the mandatory 4-year district vulnerability assessment of your district. This report details the results of the assessment. The report contains an observed Best Practices section of the items noted as being compliant and/or well done in the district, as well as a section of Suggested Improvements noting areas, although in compliance, which could benefit from recommended changes.

The report also contains a Required Corrective Actions section. This section highlights items found to be out-of-compliance with state mandates and will require corrective action(s). The timelines for completion of corrective action items will be adjusted based on local conditions as agreed between the Agency and the District.

METHOD OF ASSESSMENT

The assessment was based on standardized guideline criteria developed by the Office of School Safety and Security based upon legal mandates found in Texas Administrative Code, Texas Education Code, Commissioner's Rule Concerning School Facilities, and TEA Standards of Practice.

RAUL YZAGUIRRE SCHOOLS FOR SUCCESS is located at 2950 BROADWAY, HOUSTON, TX 77017. The district has 7 campuses within the district. From 04/09/2025 through 05/05/2025, the Office of School Safety and Security assessed 7 district campuses (100%).

SCOPE OF ASSESSMENT

Office of School Safety and Security evaluated the following categories:

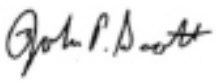
1. Multi-Hazard Emergency Operations Plan and Annexes
2. Safety and Security Audit Findings and Recommendations
3. School Safety and Security Committee
4. Threat Assessment and Safe & Supportive School Program and Team
5. Facility Standards
6. Armed Security Officer/Good Cause Exception with Alternate Standard
7. School Peace Officer Training Requirements
8. Mental Health Training
9. Notification Regarding Violent Activity

10. Grant/Funding Requirements

The attached Appendices contain the document review items; the district level assessment data; the individual campus assessment data; and the agreed-upon required corrective actions timeline.

Pursuant to Tex. Educ. Code § 37.1083(f), the results of this assessment contained on the following pages, as well as the required corrective actions and agreed timelines in Appendix A shall be shared with the district's safety and security committee and Board of Trustees as an agenda item (in closed session) and reported to TEA as required in Appendix A.

Respectfully,



John P. Scott
Chief of School Safety and Security
Texas Education Agency

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Texas Education Agency

Office of School Safety and Security

District Vulnerability Assessment Summary

The vulnerability assessment conducted at RAUL YZAGUIRRE SCHOOLS FOR SUCCESS has identified the following:

Observed Best Practices

- NORTH EAST STEM ACADEMY - The armed security guard conducts hourly door checks and is a visible presence.
- NORTH EAST STEM ACADEMY - The administration and staff work collaboratively to ensure everyone's safety.
- NORTH EAST STEM ACADEMY - The administration utilizes cell phones and radios to communicate for the safety of staff and students.
- NORTH EAST STEM ACADEMY - Consider installing bollards in front of the school to prevent vehicles from entering campus doors.
- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - The campus conducts daily door checks.
- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - All classrooms have a Fliplock in case of emergency.
- BRYSS ACADEMY - Multiple AEDs and Stop the Bleed kits were available at the campus.
- BRYSS ACADEMY - Campus has a clear backpack policy.
- BRYSS ACADEMY - Campus has a policy to keep interior doors locked during classroom instruction.
- BRYSS ACADEMY - Infrequently used exterior doors have an alarm that sounds to alert staff someone is entering or exiting.
- BRYSS ACADEMY - Front entrance doors have a decorative graphic wrap to prevent direct line of sight into the building.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Multiple AEDs.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Multiple Stop The Bleed Kits.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Teachers and Staff trained to pull doors closed behind them after entering.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Interior door lock policy.
- EARLY COLLEGE STEM ACADEMY - Hall monitors at each exterior door to allow student access.
- EARLY COLLEGE STEM ACADEMY - Interior door lock policy.
- EARLY COLLEGE STEM ACADEMY - Multiple Stop the Bleed Kits.
- EARLY COLLEGE STEM ACADEMY - Multiple AEDs.
- PSTEM ACADEMY - Interior door lock policy.
- PSTEM ACADEMY - Multiple Stop the Bleed Kits on campus.

Suggested Improvements

- NORTH EAST STEM ACADEMY - Consider installing a graphic wrap at the main entrance to limit the line sight at the school.
- NORTH EAST STEM ACADEMY - Consider installing a peephole on solid exterior doors # 2 and #7.
- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - The campus should consider locking the exterior gates and installing camera access control for the iron rod fencing.
- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - Consider installing graphic wraps to main entrance and exterior doors #2 and #5.
- BRYSS ACADEMY - Consider installing bollards, heavy planters, or other sturdy security device outside the front entrance to prevent a driver from crashing into the building.
- BRYSS ACADEMY - Consider creating a secure vestibule inside the main entrance to better control access into the building.
- BRYSS ACADEMY - Consider making Narcan available at the elementary campus.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Consider removing torniquets from plastic.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Consider adding bollards at front of campus to prevent unauthorized vehicles from entering.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Consider adding mirrored tint or graphics on all exterior doors with parking lot access.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Consider fixing parking lot lights in back parking lot for teachers and staff working after hours.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Consider adding Narcan to elementary school campus. (Not Required by Law)
- PSTEM ACADEMY - Consider purchasing an evacuation chair for 2nd floor.

Required Corrective Actions

District-Level

1.01 - The district EOP provides for staff training (including substitute staff) to respond to emergencies in the EOP.
Comment:
DAR is not signed.

Campus-Level

12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide confirmation of the response and simultaneously notify staff of the emergency.
- NORTH EAST STEM ACADEMY - The campus has not trained or given all staff (cafeteria) access to meet the requirements.

13.01 - The campus access points all function as designed and by default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.

- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Doors 1 (right side) and 6C did not close, latch, and lock without assistance. Door 6B was found to be unlocked and not actively monitored. The following doors need inside hardware changed to lock without assistance 1, 6A, 6B, 6C, 8A, 8B and 11. Sliding doors at main entrance need to be permanently disabled.
- BRYSS ACADEMY - EL - exterior doors M2, 17, and Headstart office door (not numbered) did not close, latch, and lock automatically.
- NORTH EAST STEM ACADEMY - During the assessment, exterior doors #2, #3, #5, and #6 did not latch without assistance and #8 does not have an auto closure.
- PSTEM ACADEMY - Door 3 (Gymnasium) missing auto closure. Door 6 (ROTC) is rusted shut and needs to be replaced.
- EARLY COLLEGE STEM ACADEMY - Door 5 needs auto closure. Doorstops need to be removed from cafeteria receiving doors.

13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.

- PSTEM ACADEMY - The following doors are missing a means to identify a person seeking entry into the building, 3 (Gymnasium), 4 (Gymnasium), 5 (Cafeteria Receiving Door), and Door 6 (ROTC). Recommend panoramic peep holes.
- NORTH EAST STEM ACADEMY - Exterior doors #3, #4, #5, and #6 lack a way to visually identify individuals seeking entry.
- BRYSS ACADEMY - HS: exterior doors M2, M5, M6, and M7 did not have a way for someone inside to see someone outside trying to gain entry.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Door 5 (Gymnasium) needs a means to identify an individual seeking entry into the building. (Recommend panoramic peep hole)
- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - The exterior door #3 lacks a method to visually identify individuals who are requesting entry.

13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and allow an intruder to open or otherwise enter through the door.

- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - Exterior door #5 does not have means to prevent an intruder from gaining entry if the glass were to be broken.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - The following doors and adjacent windows need entry resistant film installed 1,2,3,4,6,7,8 and the sliding doors at main entrance that will be disabled.
- BRYSS ACADEMY - EL: exterior doors with glass M1, M2, 25, 26, 29 (Cantu), 30 (Ruiz), B1, B2, A1, and A2 were not modified to be impact resistant.

HS: exterior doors with glass M1, M3, M4, A1, and A2 were not modified to be impact resistant.
- PSTEM ACADEMY - The following doors are missing entry resistant film: M17 and M18.

13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.
- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - The roof access point is not locked and is accessible from the interior of the building.

13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both law enforcement agencies and emergency responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Need secure master key box for police.

14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to reach in and open the door from the inside shall be constructed or modified such that the glass cannot be easily broken.
- BRYSS ACADEMY - HS: Windows adjacent to M4 were not modified to be impact resistant.

15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent to or above the door which must comply with the International Fire Code, §505. The primary entrance of an instructional facility shall always be the first in the entire sequence and is the only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.
- LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - Exterior doors #2,#3,#4, and #5 do not have numbers on both sides of each exterior door.
- BRYSS ACADEMY - EL: Exterior doors at Building C were not numbered clockwise.
- NORTH EAST STEM ACADEMY - Exterior door # 8 did not have numbers on both sides of the exterior door.
- PSTEM ACADEMY - The following doors are missing interior door numbers: 6 (ROTC), portables 9, 10, 11, 12, 13, 14, 15, 16, M17 and M18.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Doors 6A, 6B, 6C, 8A, 8B, 8C, and 8D are missing interior and exterior door numbers.

15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that

identifies all exterior and interior doors in the instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.
- RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Maps need to be corrected with additional door numbers. Once maps are corrected maps should be redistributed to local law enforcement and fire department. Corrected maps should be placed in a folder labeled "First Responders" and be placed in a visible area behind the reception desk.
- BRYSS ACADEMY - EL: Campus map did not correctly depict Building C exterior door numbers and did not include exterior door numbers for Coach/Headstart building.

HS: Campus map did not correctly depict the exterior door numbers.

15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.
- BRYSS ACADEMY - Campus maps were available but were not accurate.

General Corrective Actions

Submit the Safety and Security Committee agenda containing agenda item "District Vulnerability Assessment Full Report" to TEA after the next scheduled meeting.

Submit the Board of Trustees agenda containing agenda item "District Vulnerability Assessment Full Report" to TEA after the next scheduled meeting.

The required corrective actions timeline has been established by the TEA and the District Superintendent and is attached to this report as Appendix A - Timeline for Required Corrective Actions. Future modifications to the timeline will require TEA approval.

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Appendix A - Timeline for Required Corrective Actions

Required Corrective Action	Timeline for Completion	Date Reported to TEA	Status
15.01 - LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - Exterior doors #2,#3,#4, and #5 do not have numbers on both sides of each exterior door.	**07/15/2025**		**Not Started**
14.01 - BRYSS ACADEMY - HS: Windows adjacent to M4 were not modified to be impact resistant.	**07/15/2025**		**Not Started**
13.01 - BRYSS ACADEMY - EL - exterior doors M2, 17, and Headstart office door (not numbered) did not close, latch, and lock automatically.	**04/14/2025**		**Not Started**
13.02 - BRYSS ACADEMY - HS: exterior doors M2, M5, M6, and M7 did not have a way for someone inside to see someone outside trying to gain entry.	**07/15/2025**		**Not Started**
13.03 - BRYSS ACADEMY - EL: exterior doors with glass M1, M2, 25, 26, 29 (Cantu), 30 (Ruiz), B1, B2, A1, and A2 were not modified to be impact resistant. HS: exterior doors with glass M1, M3, M4, A1, and A2 were not modified to be impact resistant.	**07/15/2025**		**Not Started**
15.01 - BRYSS ACADEMY - EL: Exterior doors at Building C were not numbered clockwise.	**04/14/2025**	**05/21/2025**	**Complete**
15.02 - BRYSS ACADEMY - EL: Campus map did not correctly depict Building C exterior door numbers and did not include exterior door numbers for Coach/Headstart building. HS: Campus map did not correctly depict the exterior door numbers.	**04/14/2025**		**Not Started**
15.03 - BRYSS ACADEMY - Campus maps were available but were not accurate.	**04/17/2025**		**Not Started**

13.01 - NORTH EAST STEM ACADEMY - During the assessment, exterior doors #2, #3, #5, and #6 did not latch without assistance and #8 does not have an auto closure.	**04/14/2025**		**Not Started**
13.02 - NORTH EAST STEM ACADEMY - Exterior doors #3, #4, #5, and #6 lack a way to visually identify individuals seeking entry.	**07/15/2025**		**Not Started**
12.03 - NORTH EAST STEM ACADEMY - The campus has not trained or given all staff (cafeteria) access to meet the requirements.	**04/14/2025**	**05/21/2025**	**Complete**
15.01 - NORTH EAST STEM ACADEMY - Exterior door # 8 did not have numbers on both sides of the exterior door.	**04/09/2025**		**Not Started**
13.02 - LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - The exterior door #3 lacks a method to visually identify individuals who are requesting entry.	**07/15/2025**		**Not Started**
13.03 - LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - Exterior door #5 does not have means to prevent an intruder from gaining entry if the glass were to be broken.	**07/15/2025**		**Not Started**
13.06 - LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY - The roof access point is not locked and is accessible from the interior of the building.	**04/09/2025**		**Not Started**
13.01 - RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Doors 1 (right side) and 6C did not close, latch, and lock without assistance. Door 6B was found to be unlocked and not actively monitored. The following doors need inside hardware changed to lock without assistance 1, 6A, 6B, 6C, 8A, 8B and 11. Sliding doors at main entrance need to be permanently disabled.	**07/15/2025**		**Not Started**

13.02 - RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Door 5 (Gymnasium) needs a means to identify an individual seeking entry into the building. (Recommend panoramic peep hole)	**07/15/2025**		**Not Started**
13.03 - RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - The following doors and adjacent windows need entry resistant film installed 1,2,3,4,6,7,8 and the sliding doors at main entrance that will be disabled.	**07/15/2025**		**Not Started**
13.08 - RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Need secure master key box for police.	**07/15/2025**		**Not Started**
13.01 - PSTEM ACADEMY - Door 3 (Gymnasium) missing auto closure. Door 6 (ROTC) is rusted shut and needs to be replaced.	**07/15/2025**		**Not Started**
13.02 - PSTEM ACADEMY - The following doors are missing a means to identify a person seeking entry into the building, 3 (Gymnasium), 4 (Gymnasium), 5 (Cafeteria Receiving Door), and Door 6 (ROTC). Recommend panoramic peep holes.	**07/15/2025**		**Not Started**
13.03 - PSTEM ACADEMY - The following doors are missing entry resistant film: M17 and M18.	**07/15/2025**		**Not Started**
15.01 - PSTEM ACADEMY - The following doors are missing interior door numbers: 6 (ROTC), portables 9, 10, 11, 12, 13, 14, 15, 16, M17 and M18.	**07/15/2025**		**Not Started**
15.01 - RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Doors 6A, 6B, 6C, 8A, 8B, 8C, and 8D are missing interior and exterior door numbers.	**07/15/2025**		**Not Started**
15.02 - RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA - Maps need to be corrected with additional door numbers. Once maps are corrected maps should be redistributed to local law enforcement and fire department. Corrected maps should be placed in a folder labeled "First Responders" and be placed in a visible area behind the reception desk.	**07/15/2025**		**Not Started**

13.01 - EARLY COLLEGE STEM ACADEMY - Door 5 needs auto closure. Doorstops need to be removed from cafeteria receiving doors.	**07/15/2025**		**Not Started**
1.01 - DAR is not signed.	**06/16/0202**		**Not Started**
Submit the Safety and Security Committee agenda containing agenda item "District Vulnerability Assessment Full Report" to TEA after the next scheduled meeting.	**06/16/2025**		**Not Started**
Submit the Board of Trustees agenda containing agenda item "District Vulnerability Assessment Full Report" to TEA after the next scheduled meeting.	**05/27/2025**		**Not Started**

The required corrective actions identified herein during the district vulnerability assessment of RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (101806) have been reviewed with the District Superintendent (or designee) by TEA (through the undersigned Agent) on (Future Date). RAUL YZAGUIRRE SCHOOLS FOR SUCCESS and TEA agree with the Corrective Action Timeline(s) for Completion as evidenced by the affixed signatures below.

For RAUL YZAGUIRRE SCHOOLS FOR SUCCESS (101806)

Name: **DR ADRIANA TAMEZ**
Title: **Superintendent**
Signature:



Date: **May 21, 2025**

For TEA

Name: **Dan Morales**
Title: **TEA Senior Sector Agent**
Signature:



Date: **May 21, 2025**

Agent Comments

Comment	Date Added	Action

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Texas Education Agency

Office of School Safety and Security

Texas Education Agency

Appendix B - District-Level Assessment

1 - Multihazard Emergency Operations Plans	
1.01 - The district EOP provides for staff training (including substitute staff) to respond to emergencies in the EOP.	**Finding** - The district does not have a procedure for training or does not adequately train staff in responding to an emergency for district employees, to include substitute staff. **TEA Comments:** DAR is not signed.
1.02 - District employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact	**Pass** - District staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency

with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	services including district or outside emergency service agencies.
1.03 - District provides measures to ensure district communications technology and infrastructure are adequate to allow for communication during an emergency.	**Pass** - The district has a procedure to ensure communications technology and infrastructure are adequate to allow for communications during an emergency.
1.04 - District provides for mandatory school drills and exercises, including drills required under Section § 37.114 to prepare district students and employees to respond to an emergency.	**Pass** - District requires mandatory drills and exercises according to TxSSC guidance, uses TxSSC (or comparable) forms, and maintains drill documentation at the district / campus levels (paper or electronic) for review.
1.05 - District provides measures to ensure coordination with the Department of State Health Services and local emergency management agencies, law enforcement, health departments, and fire departments in the event of an emergency.	**Pass** - The district has a documented procedure to ensure coordination with the Department of State Health Services and local emergency management agencies, law enforcement, health departments, and fire departments in the event of an emergency.
1.06 - At least once every three years, each school district shall conduct a safety and security audit of the district's facilities.	**Pass** - District conducted a three year safety and security audit (reviewed and approved by the School Safety and Security

	Committee and reported to the Board of Trustees), and submitted the results to the TxSSC via the District Audit Reporting Tool signed by the Superintendent and Board President to theTxSSC.
1.07 - If a school district facility is located within 1,000 yards of a railroad track, the school district has included in its multihazard emergency operations plan a policy for responding to a train derailment.	**Pass** - The district has a procedure for responding to a train derailment in the multihazard emergency operations plan, if the district has a facility within 1,000 yards of a railroad track.
1.08 - If the school district has a property selected as a polling place, the school district shall include in its multihazard emergency operations plan a policy for use as a polling place under Section § 43.031 (Polling Place in Public Building), Election Code.	**Pass** - The district has a procedure for polling place operations, if the district is selected as a polling place, and the procedure addresses reasonable security accommodations.
1.09 - The district EOP contains a chain of command that designates the individual responsible for making final decisions during a disaster or emergency situation and identifies other individuals responsible for making those decisions if the designated person is unavailable.	**Pass** - The district has a documented chain-of-command for individuals responsible for making final decisions during a disaster or emergency, as well as individuals selected to make decisions if the primary individual is not available.
1.10 - The district EOP has provisions that address physical and psychological safety for	**Pass** - The district has documented procedures that address physical and

responding to a natural disaster, active shooter, and any other dangerous scenario identified for purposes of this section by the agency or the Texas School Safety Center.	psychological safety for responding to dangerous scenarios in each annex of the EOP.
1.11 - The district EOP has provisions ensuring the safety of students in portable buildings.	**Pass** - The district has documented procedures for ensuring the safety of students in portable buildings, if the district has portable buildings at any facility.
1.12 - The district EOP has provisions for ensuring that students and district personnel with disabilities are provided equal access to safety during a disaster or emergency situation.	**Pass** - The district has documented procedures for ensuring students and district personnel with disabilities are provided equal access to safety during a disaster or emergency situation.
1.13 - The district EOP has provisions for providing immediate notification to parents, guardians, and other persons standing in parental relation in circumstances involving a significant threat to the health or safety of students, including identification of the individual with responsibility for overseeing the notification.	**Pass** - The district has procedures for providing immediate notification to parents, guardians, and other persons standing in parental relation in circumstances involving a significant threat to the health or safety of students, including identification of the individual with responsibility for overseeing the notification.
1.14 - The district has a policy providing real-time electronic notification regarding violent	**Pass** - The district has adopted a policy for providing real-time

activity that has occurred or is being investigated at a school district campus or other district facility or at a district-sponsored activity to parents, guardians, and other persons standing in parental relation to students who are assigned to the campus, regularly use the facility, or are attending the activity, while protecting student privacy.	electronic notification to parents, guardians or persons standing in parental relation to students regarding violent activity that has occurred or is being investigated at a campus, district facility or district-sponsored activity.
1.15 - The district EOP has provisions for supporting the psychological safety of students, district personnel, and the community during the response and recovery phase following a disaster or emergency situation.	**Pass** - The district EOP has provisions for supporting the psychological safety of students, district personnel, and the community during the response and recovery phase following a disaster or emergency situation.
1.16 - The district EOP has a policy for providing a substitute teacher access to school campus buildings and materials necessary for the substitute teacher to carry out the duties of a district employee during an emergency or a mandatory emergency drill.	**Pass** - The district has a written procedure to provide all substitute stafff with building access, trainining, and materials to carry out the duties of a district employee; and documents the content of and date(s) of the substitute staff training.

1.17 - The district EOP has the name of each individual on the district's school Safety and Security Committee and the date of each committee meeting during the preceding year.	**Pass** - The district EOP contains the name of each individual on the district's School Safety and Security Committee established under Section 37.109 and the date of each committee meeting during the preceding year.
1.18 - A school district shall include in its multihazard emergency operations plan a policy for responding to an active shooter emergency.	**Pass** - District has completed an active threat annex to the EOP containing an active shooter appendix, and has trained staff on specific responsibilities during an active threat /active shooter incident.

2 - School Safety and Security Committee	
2.01 - The district has established a school safety and security committee and (to the extent practicable) has members from each of the nine (9) discipline categories identified in TEC 37.109.	**Pass** - The district has established a School Safety and Security Committee with members, to the greatest extent possible, listed in §37.109(a-1).
2.02 - The district's committee shall review each report required to be submitted by the district to the Texas School Safety Center to ensure that the report contains accurate and complete information regarding each campus, facility, or support service in accordance with criteria established by the center.	**Pass** - Committee meeting minutes reflect that reports submitted to the TxSSC have been reviewed by the committee and are found to be accurate prior to submission to the board of trustees or to the TxSSC.

2.03 - The district's committee shall meet at least once during each academic semester and at least once during the summer. A school district that operates year-round or an alternative schedule shall meet at least three times during each calendar year, with an interval of at least two months between each meeting.	**Pass** - The School Safety and Security Committee has conducted the required yearly meetings as stated in §37.109(c).
2.04 - The district's committee is subject to Chapter 551 (Open Meetings), Government Code, and may meet in executive session as provided by that chapter. Notice of a committee meeting must be posted in the same manner as notice of a meeting of the district's board of trustees.	**Pass** - Committee publicly posts advance notice of meeting on a bulletin board at the administrative office, and in any other formats the district posts meetings; holds an open meeting allowing for public comment on items on the agenda, holds a closed session to discuss items regarding school safety and security, and documents and makes available to the public the minutes of the meeting.

3 - Threat Assessment & Safe and Supportive School Team	
3.01 - The board of trustees of the school district has established a threat assessment and safe and supportive school team to serve at each campus of the district and shall adopt policies and procedures for the teams. The team is responsible for developing and implementing the safe and supportive school program at the	**Pass** - The district's board of trustees has established a threat assessment and safe and supportive school team to serve at each campus to conduct behavioral threat assessments and shall adopt policies and procedures for the team. The team is responsible for

district campus served by the team.	developing and documenting the implementation of the safe and supportive school program at the district campus served by the team.
3.02 - The district has required each team to complete training provided by the Texas School Safety Center or a regional education service center regarding evidence-based threat assessment programs.	**Pass** - Each team member has completed training provided by the Texas School Safety Center or a regional education service center regarding evidence-based threat assessment programs, and the training has been documented by the campus/district.
3.03 - The district has a written policy or procedure which provides for a district employee who reports a potential threat to a team to elect for the employee's identity to be confidential and not subject to disclosure under Chapter 552 Government Code, except as necessary for the team, the district, or law enforcement to investigate the potential threat; and the district maintains a record of the identity of a district employee who elects for the employee's identity to be kept confidential.	**Pass** - District has a written policy to protect employees reporting potential threat information and maintains a record of the identity of the district employee requesting confidentiality.
3.04 - The superintendent of the district shall ensure the members appointed to each team have expertise in counseling, behavior management, mental health and	**Pass** - Members appointed to each team have (to the greatest extent possible) expertise in counseling, behavior management,

substance use, classroom instruction, special education, school administration, school safety and security, emergency management, and law enforcement. A team may serve more than one campus, provided each campus is assigned a team.	mental health and substance use, classroom instruction, special education, school administration, school safety and security, emergency management, and law enforcement.
3.05 - Each team shall conduct a threat assessment that includes: assessing and reporting individuals who make threats of violence or exhibit harmful, threatening, or violent behavior in accordance with the adopted policies and procedures; and gathering and analyzing data to determine the level of risk and appropriate intervention, including: referring a student for mental health assessment; and implementing an escalation procedure, if appropriate based on the team's assessment, in accordance with district policy.	**Pass** - The district has a formal, written policy or procedure to document and investigate individuals making threats of violence or exhibiting harmful, threatening, or violent behavior. Behavioral threat assessment teams document threat assessments to include the gathering of information, analysis of risk level, and any intervention plans, referrals, disciplinary actions taken, and any intervention plan monitoring. Plans and all materials received or produced by the team during the assessment are maintained in the student's school record.
3.06 - Each team shall provide guidance to students and school employees on recognizing harmful, threatening, or violent behavior that may pose a threat to the community, school, or individual.	**Pass** - The district teams provide guidance to students and school employees on recognizing harmful, threatening, or violent behavior that may pose a threat to the

	community, school, or individual.
3.07 - The team may not provide a mental health care service to a student who is under 18 years of age unless the team obtains written consent from the parent of or person standing in parental relation to the student before providing the mental health care service. The consent required by this subsection must be submitted on a form developed by the school district that complies with all applicable state and federal law. The student's parent or person standing in parental relation to the student may give consent for a student to receive ongoing services or may limit consent to one or more services provided on a single occasion.	**Pass** - The district has a written policy or procedure for the behavioral threat assessment team to ensure parents are consulted to provide written consent from a parent or person standing in parental relation to the student before providing the mental health care service.
3.08 - On a determination that a student or other individual poses a serious risk of violence to self or others, a team shall immediately report the team's determination to the superintendent. If the individual is a student, the superintendent shall immediately attempt to inform the parent or person standing in parental relation to the student. The requirements of this subsection do not prevent an employee of the school from acting immediately to prevent an	**Pass** - The district has documentation that serious threats of violence by a student or other individual have been reported to the superintendent upon identification and documentation the superintendent immediately attempted to inform the parent or person standing in parental relation to a student.

imminent threat or respond to an emergency.	
3.09 - Materials and information provided to or produced by a team during a threat assessment of a student under this section must be maintained in the student's school record until the student's 24th birthday.	**Pass** - The district maintains behavioral threat assessments and all information collected during the assessment of a student within and as part of the student's official school record until the student's 24th birthday.
3.10 - School districts must require each district employee who regularly interacts with students to complete an evidence-based mental health training program designed to provide instruction regarding the recognition and support of children and youth who experience a mental health or substance use issue that may pose a threat to school safety. This is a graduated requirement.	**Pass** - District requires employees who have regular interaction with students to complete training in a mental health training program and maintains a record of the training as follows (by the beginning of each listed school year a minimum % of employees trained): 2025-2026 -- 25%; 2026-2027 -- 50%; 2027-2028 -- 75% and 2028-2029 -- 100%.

4 - First Aid	
4.01 - The district provides agency-approved training on the traumatic injury protocol for the following; law enforcement, security; school resource officers, and others that may be expected to use a bleeding control station.	**Pass** - The district has provided agency-approved training on the use of a bleeding control station to each school district peace officer, each school resource officer, and all other district/school personnel who may be

	reasonably expected to use a bleeding control station.
4.02 - The district annually offers instruction on the use of a bleeding control station from a school resource officer or other appropriate district or school personnel who has received the training under Section 38.030(b)(3) to students enrolled at the campus in grade seven or higher.	**Pass** - The district annually offers instruction on the use of a bleeding control station from school resource officers or other appropriate personnel, who have received qualified training, to students enrolled at a campus in grade seven or higher.
4.03 - The district shall adopt and implement a policy regarding the maintenance, administration, and disposal of opioid antagonists at each campus in the district that serves students in grades 6 through 12 and may adopt and implement such a policy at each campus in the district, including campuses serving students in a grade level below grade 6.	**Pass** - District / open-enrollment charter school (if adopted) has a documented policy regarding the maintenance, administration, and disposal of opioid antagonists at each campus opioid antagonists are supplied for use.

4.04 - The district policy allows trained personnel to administer an opioid antagonist to a person who is reasonably believed to be experiencing an opioid-related drug overdose; require each campus under to the policy to have 1 or more trained personnel present during regular school hours; establish the number of doses to be available at each campus; and require the storage of the opioid antagonist in a secure location accessible to trained personnel.	**Pass** - The district has adopted a policy providing for the training of school personnel in the use of opioid antagonists, each campus has at least one person trained in the use of opioid antagonists, established the number of opioid antagonists available at each campus, and the opioid antagonists must be stored securely and in an easily accessible area.

5 - Communications	
5.01 - The district's communications infrastructure must ensure law enforcement and emergency responder two-way radios can function within most portions of the building.	**Pass** - Districts have documented successful functionality testing of law enforcement and emergency responder two-way radios within district buildings.
5.02 - The district's communications infrastructure must include a panic alert button, duress, or equivalent alarm system, via standalone hardware, software, or integrated into other telecommunications devices or online applications, in which an alert: (i) can be triggered by campus staff, including substitute staff, from an integrated or enabled device; (ii) must be triggered automatically when a 9-1-1 call using the hardware or integrated	**Pass** - District's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide confirmation of the response and simultaneously notify staff of the emergency.

telecommunications devices described is made from any location within the school system; (iii) identifies the location of where the alert originated; (iv) must notify designated administrators as needed to provide confirmation of response, and, if confirmed, notify the 9-1-1 center of an emergency requiring a law enforcement and/or emergency response and include the location the alert originated, and can simultaneously notify staff to follow appropriate emergency procedures; and (v) will trigger exterior doors with electronic locking mechanisms to automatically lock.	
5.03 - The district's telephone systems shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the district has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

6 - Facility Standards	
6.01 - The district's electronic copies of exterior and interior door numbering site plans shall be supplied to the local 9-1-1 administrative entity so that the site plans can be made available to emergency responders by 9-1-1 dispatchers.	**Pass** - Documentation that electronic copies of the door numbering site plans were shared with the local 9-1-1 administrative entity.

6.02 - A school district must develop and maintain documentation of the district's implementation of and compliance with school safety and security facilities standards for each district facility, including a good cause exception claimed under Section 37.353, and shall, if requested by the agency, provide that documentation to the agency in the manner prescribed by the agency.	**Pass** - A good cause exception for facilities standards has been adopted by the Board of Trustees and provides for an alternative security standard.
6.03 - A school system shall perform (and document) at least twice-yearly maintenance checks to ensure the facility components function as required. At a minimum, maintenance checks shall ensure the proper functioning of the eight (8) items listed in §61.1031(d)(3).	**Pass** - This district is conducting the twice-yearly maintenance checks to ensure all components found in §61.1031(c) function as required.
6.04 - A school system shall ensure procedures are in place to require that staff who become aware of a facility component functionality deficiency that would be identified during the twice-yearly maintenance review immediately report the deficiency to the school system's administration, regardless of the status of the twice-yearly maintenance review.	**Pass** - The district has procedures in place which require staff who become aware of functional deficiencies in facility components to report the deficiency immediately.
6.05 - A school system shall promptly remedy any deficiencies discovered as a	**Pass** - District policy requires deficiencies discovered as a result of maintenance checks be

consequence of maintenance checks required.	fixed promptly and maintenance maintains a record of the deficiency and completed repair.
6.06 - The district shall report the findings of weekly inspections required to the school system's safety and security committee as required by TEC, §37.109, and ensure the results are kept for review as part of the safety and security audit as required by TEC, §37.108.	**Pass** - The district has a procedure to ensure weekly inspections are conducted during school hours of instructional facility exterior doors and reported to the School Safety and Security Committee and to the principal or leader of the facility.
6.07 - Each school district and open-enrollment charter school shall provide to the Department of Public Safety and all appropriate local law enforcement agencies and emergency first responders an accurate map of each district campus and an opportunity to conduct a walk-through of each district campus using the provided map.	**Pass** - The district has documented the availability of walk-throughs of each district campus for appropriate emergency service personnel.
6.08 - A district unable to bring a district facility into compliance with the school facilities standard related to safety and security, based on facility age, physical design, location, remaining use or functional life, funding or supply chain obstacles may claim a good cause exception but must develop an alternative	**Pass** - District has a good cause exception based on facility age, physical design, location, remaining use or functional life, funding or supply chain obstacles and documents an alternative performance standard with which the district is able to comply.

performance standard with which the district is able to comply.	

7 - School Security	
7.01 - A school district peace officer or school resource officer shall complete an active shooter response training program approved by the Texas Commission on Law Enforcement at least once in each four-year period.	**Pass** - School district has records reflecting active shooter response training is current for all law enforcement members.
7.02 - A school district peace officer or a school resource officer who is commissioned by or who provides law enforcement at a school district to must complete an education and training program before or within 180 days of the officer's commission by or placement in the district or a campus of the district. The program must: (1) consist of at least 16 hours of training; (2) be approved by the commission; and (3) provide training in accordance with the curriculum developed under Section 1701.262 in each subject area listed in Subsection (c) of that section.	**Pass** - District maintains records reflecting school district peace officers or school resource offices have completed the required training within 180 days of hire or placement in the district.
7.03 - The board of trustees of the school district shall determine the law enforcement duties of peace officers, school resource officers, and security personnel, which do not include duties related behavioral or	**Pass** - The district has the required documents describing the duties of school law enforcement / armed security. The duties do not include behavioral or administrative duties.

administrative duties better addressed by other district employees. Duties are listed in the District Improvement Plan, Student Code of Conduct, and any Memorandums of Understanding with law enforcement agencies.	
7.04 - The board of trustees of each school district shall determine the appropriate number of armed security officers for each district campus with a minimum of one officer per campus during regular school hours.	**Pass** - The district board of trustees has determined the appropriate number of armed security officers for each district campus during regular school hours.
7.05 - If the board of trustees of a school district is unable to comply with this section, the board may claim a good cause exception from the requirement but must develop and approve an alternative standard with which the district is able to comply, which shall be reviewed by the agency.	**Pass** - If applicable, the district board of trustees has claimed a good cause exception. The district board has developed an alternative standard and documented the alternative standard.

8 - School Policy and Procedure	
8.01 - The student handbook for each campus (not required for charters) includes information on gang-free zones and the consequences of engaging in organized criminal activity within those zones.	**Pass** - The student handbook contains the required information on gang-free zones.
8.02 - Each school district (not required for charters) shall adopt and implement a dating violence	**Pass** - The district's improvement plan contains a dating violence policy.

policy to be included in the district improvement plan under Section 11.252 which must include a definition of dating violence as defined by Section 71.0021, Family Code; a clear statement dating violence is not tolerated; reporting procedures including immediate notification of a alleged student-victim's parents; addresses enforcement of protective orders and school-based alternatives, training for teachers and administrators at campuses with 6th grade students or higher, counseling for affected students, and awareness education for students and parents.	
8.03 - A district board of trustees shall adopt a bullying policy (including cyberbullying) that as outlined in Texas Education Code §37.0832.	**Pass** - District has adopted a bullying policy addressing the prohibition, prevention and mediation of bullying incidents, parent notification, counseling, anonymous reporting, report investigation and determination, and disciplinary measures.
8.04 - Each school district shall annually provide or make available to parents and district-determined age-appropriate students information on the programs developed by the TxSSC for legal consequences, and other unintended consequences, of sharing of	**Pass** - The district annually provides, or makes available, information on the possible legal consequences of sharing visual material depicting a minor engaged in sexual conduct.

visual material depicting a minor engaged in sexual content.	
8.05 - A school district shall develop practices, procedures and provide training concerning: (1) early mental health prevention and intervention; (2) building skills related to managing emotions, establishing and maintaining positive relationships, and responsible decision-making; (3) substance abuse prevention and intervention; (4) suicide prevention, intervention, and postvention; (5) grief-informed and trauma-informed practices; (6) positive school climates; (7) positive behavior interventions and supports; (8) positive youth development; and (9) safe, supportive, and positive school climate. Districts must maintain records of employees who participated in the training.	**Pass** - The district has developed practices and procedures for the (9) listed items and has records of employees completing the training.

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Appendix C - Campus-Level Assessment(s)

EARLY COLLEGE T-STEM ACADEMY

10 - Drill Schedule	
10.01 - Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	**Pass** - The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.
10.02 - Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	**Pass** - The campus conducts and documents an Evacuation drill once per school year.
10.03 - Each campus conducts a Secure drill at least once per school year.	**Pass** - The campus conducts and documents a Secure drill at least once per school year.
10.04 - Each campus conducts a Lockdown drill at least twice per school year (once per semester).	**Pass** - The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.
10.05 - Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	**Pass** - The campus conducts and documents a Shelter-in-place drill once per school year.

11 - First Aid	
11.01 - The facility/campus has bleeding control stations.	**Pass** - The campus has the required bleeding control stations.
11.02 - The bleeding control stations contain all materials required in TEC 38.030.	**Pass** - The bleeding control station has all materials as required in §38.030.
11.03 - The bleeding control stations are stored in easily accessible areas of the campus which are selected by the district's school safety and security committee.	**Pass** - The bleeding controls stations are stored in easily accessible areas of the campus which are selected by the district's Safety and Security Committee.
11.04 - Automated External Defibrillators are maintained with documented monthly inspections, according to manufacturers guidelines.	**Pass** - The AED is stored properly and inspected monthly.

12 - Silent Panic Alert Technology and 9-1-1 Access	
12.01 - Each classroom in the district or school has silent panic alert technology that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Each campus has silent panic alert technology (SPAT) in each classroom that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments. Installation on personal devices satisfies the requirement if the district has a policy providing for consistent

	availability and accessibility of those devices.
12.02 - All district employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Campus staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency services including district or outside emergency service agencies.
12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide confirmation of the response and simultaneously notify staff of the emergency.	**Pass** - The campus communications infrastructure meets the requirements of TAC 19/P2 § 61.1031 (c)(10)(B).
12.04 - The campus telephone system shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the campus has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

13 - Facility Access Points	
13.01 - The campus access points all function as designed and by	**Pass** - All exterior doors remain closed, latched, and

default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.	locked and all exterior doors function properly with appropriate code compliance for emergency egress.
13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.	**Pass** - All campus exterior doors capable of being used for entry have a means to visually identify an individual seeking entry.
13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and allow an intruder to open or otherwise enter through the door.	**Pass** - All exterior doors are constructed to be resistant to entry by intruders. Exterior doors with glass have a means to prevent an intruder from gaining entry if the glass was broken.
13.04 - All exterior doors shall, if keyed for re-entry, be capable of being unlocked with a single (or a small set of) master key(s), whether physical key, punch code, or key-fob or similar electronic device.	**Pass** - Keyed exterior doors can be opened from the outside utilizing a small number of keys, codes, or electronic entry devices.
13.05 - The campus primary entrance features a location for a visitor check-in & check-out process and features a physical barrier that prevents unassisted access to the facility by a visitor.	**Pass** - The campus primary entrance (with or without a secure vestibule) has established a location for visitor check-in / check-out and has a barrier to

	prevent unauthorized access to the facility.
13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.	**Pass** - Roof access points are closed, latched, and locked and prevent access to the roof from the interior of the building.
13.07 - The campus conducts at least weekly inspections during school hours of all exterior doors of all campus facilities to certify that all doors are, by default, set to a closed, latched, and locked status and cannot be opened from the outside without a key.	**Pass** - The campus is conducting the mandatory exterior door weekly inspections and is maintaining the records of the inspections.
13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both law enforcement agencies and emergency responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).	**Pass** - All facilities have an exterior secure master key box allowing for emergency access to law enforcement and emergency responders or the district provides all local law enforcement and emergency first responders electronic or physical master key access to the building(s).

14 - Exterior Windows	
14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to reach in and open the door	**Pass** - Exterior windows adjacent to exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from

from the inside shall be constructed or modified such that the glass cannot be easily broken.	gaining entry through the window frame if the glass was broken.
14.02 - Except when inside an exterior secured area, all ground-level windows near exterior doors that are of a size and position that permits entry from the exterior if broken shall be constructed or modified such that the glass cannot be easily broken and allow an intruder to enter through the window frame.	**Pass** - Exterior windows near exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.03 - If designed to be opened, all ground-level windows shall have functional locking mechanisms that allow for the windows to be locked from the inside and if large enough for an individual to enter when opened or if adjacent to a door, be closed and locked when staff are not present.	**Pass** - All ground level windows capable of being opened have a functioning locking mechanism and are closed and locked when staff are not present.

15 - Facility Map & Door Numbering	
15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent to or above the door which must comply with the International Fire Code, §505. The primary entrance of an instructional facility shall always be the first in the entire sequence and is the	**Pass** - Each instructional facility (including portables) has 4" or larger numbers, letters, or a combination, beginning at the main entrance and moving clockwise around the facility on both sides of each exterior door.

only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.	
15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that identifies all exterior and interior doors in the instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.	**Pass** - The campus has an accurate facility map depicting an accurate layout of the facility, is oriented to true-North, and has interior rooms and exterior doors identified on the map.
15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.	**Pass** - The campus has made available accurate campus maps in each campus main office.

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Appendix C - Campus-Level Assessment(s)

EARLY COLLEGE STEM ACADEMY

10 - Drill Schedule	
10.01 - Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	**Pass** - The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.
10.02 - Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	**Pass** - The campus conducts and documents an Evacuation drill once per school year.
10.03 - Each campus conducts a Secure drill at least once per school year.	**Pass** - The campus conducts and documents a Secure drill at least once per school year.
10.04 - Each campus conducts a Lockdown drill at least twice per school year (once per semester).	**Pass** - The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.
10.05 - Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	**Pass** - The campus conducts and documents a Shelter-in-place drill once per school year.

11 - First Aid	
11.01 - The facility/campus has bleeding control stations.	**Pass** - The campus has the required bleeding control stations.
11.02 - The bleeding control stations contain all materials required in TEC 38.030.	**Pass** - The bleeding control station has all materials as required in §38.030.
11.03 - The bleeding control stations are stored in easily accessible areas of the campus which	**Pass** - The bleeding controls stations are stored in easily accessible areas of the

are selected by the district's school safety and security committee.	campus which are selected by the district's Safety and Security Committee.
11.04 - Automated External Defibrillators are maintained with documented monthly inspections, according to manufacturers guidelines.	**Pass** - The AED is stored properly and inspected monthly.

12 - Silent Panic Alert Technology and 9-1-1 Access	
12.01 - Each classroom in the district or school has silent panic alert technology that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Each campus has silent panic alert technology (SPAT) in each classroom that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments. Installation on personal devices satisfies the requirement if the district has a policy providing for consistent availability and accessibility of those devices.
12.02 - All district employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Campus staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency services including district or outside emergency service agencies.
12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide confirmation of the response and simultaneously notify staff of the emergency.	**Pass** - The campus communications infrastructure meets the requirements of TAC 19/P2 § 61.1031 (c)(10)(B).

12.04 - The campus telephone system shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the campus has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

13 - Facility Access Points	
13.01 - The campus access points all function as designed and by default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.	**Finding** - Exterior doors have been identified during assessment as not functioning properly; not found in the correct security posture of closed, latched, and locked. **TEA Comments:** Door 5 needs auto closure. Doorstops need to be removed from cafeteria receiving doors.
13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.	**Pass** - All campus exterior doors capable of being used for entry have a means to visually identify an individual seeking entry.
13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and allow an intruder to open or otherwise enter through the door.	**Pass** - All exterior doors are constructed to be resistant to entry by intruders. Exterior doors with glass have a means to prevent an intruder from gaining entry if the glass was broken.
13.04 - All exterior doors shall, if keyed for re-entry, be capable of being unlocked with a single (or a small set of) master key(s), whether physical key, punch code, or key-fob or similar electronic device.	**Pass** - Keyed exterior doors can be opened from the outside utilizing a small number of keys, codes, or electronic entry devices.

13.05 - The campus primary entrance features a location for a visitor check-in & check-out process and features a physical barrier that prevents unassisted access to the facility by a visitor.	**Pass** - The campus primary entrance (with or without a secure vestibule) has established a location for visitor check-in / check-out and has a barrier to prevent unauthorized access to the facility.
13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.	**Pass** - Roof access points are closed, latched, and locked and prevent access to the roof from the interior of the building.
13.07 - The campus conducts at least weekly inspections during school hours of all exterior doors of all campus facilities to certify that all doors are, by default, set to a closed, latched, and locked status and cannot be opened from the outside without a key.	**Pass** - The campus is conducting the mandatory exterior door weekly inspections and is maintaining the records of the inspections.
13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both law enforcement agencies and emergency responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).	**Pass** - All facilities have an exterior secure master key box allowing for emergency access to law enforcement and emergency responders or the district provides all local law enforcement and emergency first responders electronic or physical master key access to the building(s).

14 - Exterior Windows	
14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to reach in and open the door from the inside shall be constructed or modified such that the glass cannot be easily broken.	**Pass** - Exterior windows adjacent to exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.02 - Except when inside an exterior secured area, all ground-level windows near exterior	**Pass** - Exterior windows near exterior doors are constructed or modified so

doors that are of a size and position that permits entry from the exterior if broken shall be constructed or modified such that the glass cannot be easily broken and allow an intruder to enter through the window frame.	the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.03 - If designed to be opened, all ground-level windows shall have functional locking mechanisms that allow for the windows to be locked from the inside and if large enough for an individual to enter when opened or if adjacent to a door, be closed and locked when staff are not present.	**Pass** - All ground level windows capable of being opened have a functioning locking mechanism and are closed and locked when staff are not present.

15 - Facility Map & Door Numbering	
15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent to or above the door which must comply with the International Fire Code, §505. The primary entrance of an instructional facility shall always be the first in the entire sequence and is the only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.	**Pass** - Each instructional facility (including portables) has 4" or larger numbers, letters, or a combination, beginning at the main entrance and moving clockwise around the facility on both sides of each exterior door.
15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that identifies all exterior and interior doors in the instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.	**Pass** - The campus has an accurate facility map depicting an accurate layout of the facility, is oriented to true-North, and has interior rooms and exterior doors identified on the map.

15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.	**Pass** - The campus has made available accurate campus maps in each campus main office.

Best Practices and Suggestions

Comment	Type	Date Added	Action
Hall monitors at each exterior door to allow student access.	Best Practice	1 month ago	
Interior door lock policy.	Best Practice	1 month ago	
Multiple Stop the Bleed Kits.	Best Practice	1 month ago	
Multiple AEDs.	Best Practice	1 month ago	

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Appendix C - Campus-Level Assessment(s)

NORTH EAST STEM ACADEMY

10 - Drill Schedule	
10.01 - Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	**Pass** - The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.
10.02 - Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	**Pass** - The campus conducts and documents an Evacuation drill once per school year.
10.03 - Each campus conducts a Secure drill at least once per school year.	**Pass** - The campus conducts and documents a Secure drill at least once per school year.
10.04 - Each campus conducts a Lockdown drill at least twice per school year (once per semester).	**Pass** - The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.
10.05 - Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	**Pass** - The campus conducts and documents a Shelter-in-place drill once per school year.

11 - First Aid	
11.01 - The facility/campus has bleeding control stations.	**Pass** - The campus has the required bleeding control stations.
11.02 - The bleeding control stations contain all materials required in TEC 38.030.	**Pass** - The bleeding control station has all materials as required in §38.030.
11.03 - The bleeding control stations are stored in easily accessible areas of the campus which	**Pass** - The bleeding controls stations are stored in easily accessible areas of the

are selected by the district's school safety and security committee.	campus which are selected by the district's Safety and Security Committee.
11.04 - Automated External Defibrillators are maintained with documented monthly inspections, according to manufacturers guidelines.	**Pass** - The AED is stored properly and inspected monthly.

12 - Silent Panic Alert Technology and 9-1-1 Access	
12.01 - Each classroom in the district or school has silent panic alert technology that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Each campus has silent panic alert technology (SPAT) in each classroom that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments. Installation on personal devices satisfies the requirement if the district has a policy providing for consistent availability and accessibility of those devices.
12.02 - All district employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Campus staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency services including district or outside emergency service agencies.
12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide confirmation of the response and simultaneously notify staff of the emergency.	**Finding** - The campus communications infrastructure does not meet the requirements of TAC 19/P2 § 61.1031 (c)(10)(B) **TEA Comments:** The campus has not trained or given all staff (cafeteria) access to meet the requirements.

12.04 - The campus telephone system shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the campus has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

13 - Facility Access Points	
13.01 - The campus access points all function as designed and by default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.	**Finding** - Exterior doors have been identified during assessment as not functioning properly; not found in the correct security posture of closed, latched, and locked. **TEA Comments:** During the assessment, exterior doors #2, #3, #5, and #6 did not latch without assistance and #8 does not have an auto closure.
13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.	**Finding** - A campus exterior door capable of being used for entry does not have a means to visually identify individuals seeking entry. **TEA Comments:** Exterior doors #3, #4, #5, and #6 lack a way to visually identify individuals seeking entry.
13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and allow an intruder to open or otherwise enter through the door.	**Pass** - All exterior doors are constructed to be resistant to entry by intruders. Exterior doors with glass have a means to prevent an intruder from gaining entry if the glass was broken.

13.04 - All exterior doors shall, if keyed for re-entry, be capable of being unlocked with a single (or a small set of) master key(s), whether physical key, punch code, or key-fob or similar electronic device.	**Pass** - Keyed exterior doors can be opened from the outside utilizing a small number of keys, codes, or electronic entry devices.
13.05 - The campus primary entrance features a location for a visitor check-in & check-out process and features a physical barrier that prevents unassisted access to the facility by a visitor.	**Pass** - The campus primary entrance (with or without a secure vestibule) has established a location for visitor check-in / check-out and has a barrier to prevent unauthorized access to the facility.
13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.	**Pass** - Roof access points are closed, latched, and locked and prevent access to the roof from the interior of the building.
13.07 - The campus conducts at least weekly inspections during school hours of all exterior doors of all campus facilities to certify that all doors are, by default, set to a closed, latched, and locked status and cannot be opened from the outside without a key.	**Pass** - The campus is conducting the mandatory exterior door weekly inspections and is maintaining the records of the inspections.
13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both law enforcement agencies and emergency responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).	**Pass** - All facilities have an exterior secure master key box allowing for emergency access to law enforcement and emergency responders or the district provides all local law enforcement and emergency first responders electronic or physical master key access to the building(s).

14 - Exterior Windows	
14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to	**Pass** - Exterior windows adjacent to exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an

reach in and open the door from the inside shall be constructed or modified such that the glass cannot be easily broken.	intruder from gaining entry through the window frame if the glass was broken.
14.02 - Except when inside an exterior secured area, all ground-level windows near exterior doors that are of a size and position that permits entry from the exterior if broken shall be constructed or modified such that the glass cannot be easily broken and allow an intruder to enter through the window frame.	**Pass** - Exterior windows near exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.03 - If designed to be opened, all ground-level windows shall have functional locking mechanisms that allow for the windows to be locked from the inside and if large enough for an individual to enter when opened or if adjacent to a door, be closed and locked when staff are not present.	**Pass** - All ground level windows capable of being opened have a functioning locking mechanism and are closed and locked when staff are not present.

15 - Facility Map & Door Numbering	
15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent to or above the door which must comply with the International Fire Code, §505. The primary entrance of an instructional facility shall always be the first in the entire sequence and is the only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.	**Finding** - Each instructional facility (including portables) does not have 4" or larger numbers, letters, or a combination; the sequence does not begin at the main entrance; the sequence does not move clockwise around the facility; or exterior doors do not have numbers on both sides of each exterior door. **TEA Comments:** Exterior door # 8 did not have numbers on both sides of the exterior door.
15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that identifies all exterior and interior doors in the	**Pass** - The campus has an accurate facility map depicting an accurate layout of the facility, is oriented to true-North, and has interior rooms and exterior doors identified on the map.

instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.	
15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.	Pass - The campus has made available accurate campus maps in each campus main office.

Best Practices and Suggestions

Comment	Type	Date Added	Action
The armed security guard conducts hourly door checks and is a visible presence.	Best Practice	2 months ago	
The administration and staff work collaboratively to ensure everyone's safety.	Best Practice	2 months ago	
The administration utilizes cell phones and radios to communicate for the safety of staff and students.	Best Practice	2 months ago	
Consider installing bollards in front of the school to prevent vehicles from entering campus doors.	Best Practice	2 months ago	
Consider installing a peephole on solid exterior doors # 2 and #7.	Suggestions	2 months ago	
Consider installing a graphic wrap at the main entrance to limit the line sight at the school.	Suggestions	2 months ago	

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Appendix C - Campus-Level Assessment(s)

BRYSS ACADEMY

10 - Drill Schedule	
10.01 - Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	**Pass** - The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.
10.02 - Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	**Pass** - The campus conducts and documents an Evacuation drill once per school year.
10.03 - Each campus conducts a Secure drill at least once per school year.	**Pass** - The campus conducts and documents a Secure drill at least once per school year.
10.04 - Each campus conducts a Lockdown drill at least twice per school year (once per semester).	**Pass** - The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.
10.05 - Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	**Pass** - The campus conducts and documents a Shelter-in-place drill once per school year.

11 - First Aid	
11.01 - The facility/campus has bleeding control stations.	**Pass** - The campus has the required bleeding control stations.
11.02 - The bleeding control stations contain all materials required in TEC 38.030.	**Pass** - The bleeding control station has all materials as required in §38.030.

11.03 - The bleeding control stations are stored in easily accessible areas of the campus which are selected by the district's school safety and security committee.	**Pass** - The bleeding controls stations are stored in easily accessible areas of the campus which are selected by the district's Safety and Security Committee.
11.04 - Automated External Defibrillators are maintained with documented monthly inspections, according to manufacturers guidelines.	**Pass** - The AED is stored properly and inspected monthly.

12 - Silent Panic Alert Technology and 9-1-1 Access	
12.01 - Each classroom in the district or school has silent panic alert technology that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Each campus has silent panic alert technology (SPAT) in each classroom that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments. Installation on personal devices satisfies the requirement if the district has a policy providing for consistent availability and accessibility of those devices.
12.02 - All district employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Campus staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency services including district or outside emergency service agencies.
12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide	**Pass** - The campus communications infrastructure meets the requirements of TAC 19/P2 § 61.1031 (c)(10)(B).

confirmation of the response and simultaneously notify staff of the emergency.	
12.04 - The campus telephone system shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the campus has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

13 - Facility Access Points	
13.01 - The campus access points all function as designed and by default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.	**Finding** - Exterior doors have been identified during assessment as not functioning properly; not found in the correct security posture of closed, latched, and locked. **TEA Comments:** EL - exterior doors M2, 17, and Headstart office door (not numbered) did not close, latch, and lock automatically.
13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.	**Finding** - A campus exterior door capable of being used for entry does not have a means to visually identify individuals seeking entry. **TEA Comments:** HS: exterior doors M2, M5, M6, and M7 did not have a way for someone inside to see someone outside trying to gain entry.
13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and	**Finding** - An exterior door is not constructed to be resistant to entry by intruders. An exterior door with glass does not have a means to prevent an intruder from gaining entry if the glass were to be broken.

allow an intruder to open or otherwise enter through the door.	**TEA Comments:** EL: exterior doors with glass M1, M2, 25, 26, 29 (Cantu), 30 (Ruiz), B1, B2, A1, and A2 were not modified to be impact resistant. HS: exterior doors with glass M1, M3, M4, A1, and A2 were not modified to be impact resistant.
13.04 - All exterior doors shall, if keyed for re-entry, be capable of being unlocked with a single (or a small set of) master key(s), whether physical key, punch code, or key-fob or similar electronic device.	**Pass** - Keyed exterior doors can be opened from the outside utilizing a small number of keys, codes, or electronic entry devices.
13.05 - The campus primary entrance features a location for a visitor check-in & check-out process and features a physical barrier that prevents unassisted access to the facility by a visitor.	**Pass** - The campus primary entrance (with or without a secure vestibule) has established a location for visitor check-in / check-out and has a barrier to prevent unauthorized access to the facility.
13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.	**Pass** - Roof access points are closed, latched, and locked and prevent access to the roof from the interior of the building.
13.07 - The campus conducts at least weekly inspections during school hours of all exterior doors of all campus facilities to certify that all doors are, by default, set to a closed, latched, and locked status and cannot be opened from the outside without a key.	**Pass** - The campus is conducting the mandatory exterior door weekly inspections and is maintaining the records of the inspections.
13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both law enforcement agencies and emergency	**Pass** - All facilities have an exterior secure master key box allowing for emergency access to law enforcement and emergency responders or the district

responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).	provides all local law enforcement and emergency first responders electronic or physical master key access to the building(s).

14 - Exterior Windows	
14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to reach in and open the door from the inside shall be constructed or modified such that the glass cannot be easily broken.	**Finding** - Exterior windows adjacent to exterior doors are not constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken. **TEA Comments:** HS: Windows adjacent to M4 were not modified to be impact resistant.
14.02 - Except when inside an exterior secured area, all ground-level windows near exterior doors that are of a size and position that permits entry from the exterior if broken shall be constructed or modified such that the glass cannot be easily broken and allow an intruder to enter through the window frame.	**Pass** - Exterior windows near exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.03 - If designed to be opened, all ground-level windows shall have functional locking mechanisms that allow for the windows to be locked from the inside and if large enough for an individual to enter when opened or if adjacent to a door, be closed and locked when staff are not present.	**Pass** - All ground level windows capable of being opened have a functioning locking mechanism and are closed and locked when staff are not present.

15 - Facility Map & Door Numbering	
15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent	**Finding** - Each instructional facility (including portables) does not have 4" or larger numbers, letters, or a combination; the sequence does not

to or above the door which must comply with the International Fire Code, §505. The primary entrance of an instructional facility shall always be the first in the entire sequence and is the only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.	begin at the main entrance; the sequence does not move clockwise around the facility; or exterior doors do not have numbers on both sides of each exterior door. **TEA Comments:** EL: Exterior doors at Building C were not numbered clockwise.
15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that identifies all exterior and interior doors in the instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.	**Finding** - The campus has an inaccurate facility map which does not depict an accurate layout of the facility; is not oriented to true-North; or does not have interior rooms and/or exterior doors identified on the map. **TEA Comments:** EL: Campus map did not correctly depict Building C exterior door numbers and did not include exterior door numbers for Coach/Headstart building. HS: Campus map did not correctly depict the exterior door numbers.
15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.	**Finding** - The campus does not have accurate maps available in the campus main office. **TEA Comments:** Campus maps were available but were not accurate.

Best Practices and Suggestions

Comment	Type	Date Added	Action
Multiple AEDs and Stop the Bleed kits were available at the campus.	Best Practice	2 months ago	
Campus has a clear backpack policy.	Best Practice	2 months ago	
Campus has a policy to keep interior doors locked during classroom instruction.	Best Practice	2 months ago	
Infrequently used exterior doors have an alarm that sounds to alert staff someone is entering or exiting.	Best Practice	2 months ago	
Front entrance doors have a decorative graphic wrap to prevent direct line of sight into the building.	Best Practice	2 months ago	
Consider installing bollards, heavy planters, or other sturdy security device outside the front entrance to prevent a driver from crashing into the building.	Suggestions	2 months ago	
Consider creating a secure vestibule inside the main entrance to better control access into the building.	Suggestions	2 months ago	
Consider making Narcan available at the elementary campus.	Suggestions	2 months ago	

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Appendix C - Campus-Level Assessment(s)

PSTEM ACADEMY

10 - Drill Schedule	
10.01 - Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	**Pass** - The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.
10.02 - Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	**Pass** - The campus conducts and documents an Evacuation drill once per school year.
10.03 - Each campus conducts a Secure drill at least once per school year.	**Pass** - The campus conducts and documents a Secure drill at least once per school year.
10.04 - Each campus conducts a Lockdown drill at least twice per school year (once per semester).	**Pass** - The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.
10.05 - Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	**Pass** - The campus conducts and documents a Shelter-in-place drill once per school year.

11 - First Aid	
11.01 - The facility/campus has bleeding control stations.	**Pass** - The campus has the required bleeding control stations.
11.02 - The bleeding control stations contain all materials required in TEC 38.030.	**Pass** - The bleeding control station has all materials as required in §38.030.
11.03 - The bleeding control stations are stored in easily accessible areas of the campus which	**Pass** - The bleeding controls stations are stored in easily accessible areas of the

are selected by the district's school safety and security committee.	campus which are selected by the district's Safety and Security Committee.
11.04 - Automated External Defibrillators are maintained with documented monthly inspections, according to manufacturers guidelines.	**Pass** - The AED is stored properly and inspected monthly.

12 - Silent Panic Alert Technology and 9-1-1 Access	
12.01 - Each classroom in the district or school has silent panic alert technology that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Each campus has silent panic alert technology (SPAT) in each classroom that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments. Installation on personal devices satisfies the requirement if the district has a policy providing for consistent availability and accessibility of those devices.
12.02 - All district employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Campus staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency services including district or outside emergency service agencies.
12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide confirmation of the response and simultaneously notify staff of the emergency.	**Pass** - The campus communications infrastructure meets the requirements of TAC 19/P2 § 61.1031 (c)(10)(B).

12.04 - The campus telephone system shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the campus has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

13 - Facility Access Points	
13.01 - The campus access points all function as designed and by default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.	**Finding** - Exterior doors have been identified during assessment as not functioning properly; not found in the correct security posture of closed, latched, and locked. **TEA Comments:** Door 3 (Gymnasium) missing auto closure. Door 6 (ROTC) is rusted shut and needs to be replaced.
13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.	**Finding** - A campus exterior door capable of being used for entry does not have a means to visually identify individuals seeking entry. **TEA Comments:** The following doors are missing a means to identify a person seeking entry into the building, 3 (Gymnasium), 4 (Gymnasium), 5 (Cafeteria Receiving Door), and Door 6 (ROTC). Recommend panoramic peep holes.
13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and	**Finding** - An exterior door is not constructed to be resistant to entry by intruders. An exterior door with glass does not have a means to prevent an intruder from gaining entry if the glass were to be broken.

allow an intruder to open or otherwise enter through the door.	**TEA Comments:** The following doors are missing entry resistant film: M17 and M18.
13.04 - All exterior doors shall, if keyed for re-entry, be capable of being unlocked with a single (or a small set of) master key(s), whether physical key, punch code, or key-fob or similar electronic device.	**Pass** - Keyed exterior doors can be opened from the outside utilizing a small number of keys, codes, or electronic entry devices.
13.05 - The campus primary entrance features a location for a visitor check-in & check-out process and features a physical barrier that prevents unassisted access to the facility by a visitor.	**Pass** - The campus primary entrance (with or without a secure vestibule) has established a location for visitor check-in / check-out and has a barrier to prevent unauthorized access to the facility.
13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.	**Pass** - Roof access points are closed, latched, and locked and prevent access to the roof from the interior of the building.
13.07 - The campus conducts at least weekly inspections during school hours of all exterior doors of all campus facilities to certify that all doors are, by default, set to a closed, latched, and locked status and cannot be opened from the outside without a key.	**Pass** - The campus is conducting the mandatory exterior door weekly inspections and is maintaining the records of the inspections.
13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both law enforcement agencies and emergency responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).	**Pass** - All facilities have an exterior secure master key box allowing for emergency access to law enforcement and emergency responders or the district provides all local law enforcement and emergency first responders electronic or physical master key access to the building(s).

14 - Exterior Windows

14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to reach in and open the door from the inside shall be constructed or modified such that the glass cannot be easily broken.	**Pass** - Exterior windows adjacent to exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.02 - Except when inside an exterior secured area, all ground-level windows near exterior doors that are of a size and position that permits entry from the exterior if broken shall be constructed or modified such that the glass cannot be easily broken and allow an intruder to enter through the window frame.	**Pass** - Exterior windows near exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.03 - If designed to be opened, all ground-level windows shall have functional locking mechanisms that allow for the windows to be locked from the inside and if large enough for an individual to enter when opened or if adjacent to a door, be closed and locked when staff are not present.	**Pass** - All ground level windows capable of being opened have a functioning locking mechanism and are closed and locked when staff are not present.

15 - Facility Map & Door Numbering	
15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent to or above the door which must comply with the International Fire Code, §505. The primary entrance of an instructional facility shall always be the first in the entire sequence and is the only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.	**Finding** - Each instructional facility (including portables) does not have 4" or larger numbers, letters, or a combination; the sequence does not begin at the main entrance; the sequence does not move clockwise around the facility; or exterior doors do not have numbers on both sides of each exterior door. **TEA Comments:** The following doors are missing interior door numbers: 6 (ROTC), portables 9, 10, 11, 12, 13, 14, 15, 16, M17 and M18.

15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that identifies all exterior and interior doors in the instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.	**Pass** - The campus has an accurate facility map depicting an accurate layout of the facility, is oriented to true-North, and has interior rooms and exterior doors identified on the map.
15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.	**Pass** - The campus has made available accurate campus maps in each campus main office.

Best Practices and Suggestions

Comment	Type	Date Added	Action
Interior door lock policy.	Best Practice	1 month ago	
Multiple Stop the Bleed Kits on campus.	Best Practice	1 month ago	
Consider purchasing an evacuation chair for 2nd floor.	Suggestions	1 month ago	

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Appendix C - Campus-Level Assessment(s)

LEONEL CASTILLO EARLY CHILDHOOD STEM ACADEMY

10 - Drill Schedule	
10.01 - Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	**Pass** - The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.
10.02 - Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	**Pass** - The campus conducts and documents an Evacuation drill once per school year.
10.03 - Each campus conducts a Secure drill at least once per school year.	**Pass** - The campus conducts and documents a Secure drill at least once per school year.
10.04 - Each campus conducts a Lockdown drill at least twice per school year (once per semester).	**Pass** - The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.
10.05 - Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	**Pass** - The campus conducts and documents a Shelter-in-place drill once per school year.

11 - First Aid	
11.01 - The facility/campus has bleeding control stations.	**Pass** - The campus has the required bleeding control stations.
11.02 - The bleeding control stations contain all materials required in TEC 38.030.	**Pass** - The bleeding control station has all materials as required in §38.030.

11.03 - The bleeding control stations are stored in easily accessible areas of the campus which are selected by the district's school safety and security committee.	**Pass** - The bleeding controls stations are stored in easily accessible areas of the campus which are selected by the district's Safety and Security Committee.
11.04 - Automated External Defibrillators are maintained with documented monthly inspections, according to manufacturers guidelines.	**Pass** - The AED is stored properly and inspected monthly.

12 - Silent Panic Alert Technology and 9-1-1 Access	
12.01 - Each classroom in the district or school has silent panic alert technology that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Each campus has silent panic alert technology (SPAT) in each classroom that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments. Installation on personal devices satisfies the requirement if the district has a policy providing for consistent availability and accessibility of those devices.
12.02 - All district employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Campus staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency services including district or outside emergency service agencies.
12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide	**Pass** - The campus communications infrastructure meets the requirements of TAC 19/P2 § 61.1031 (c)(10)(B).

confirmation of the response and simultaneously notify staff of the emergency.	
12.04 - The campus telephone system shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the campus has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

13 - Facility Access Points	
13.01 - The campus access points all function as designed and by default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.	**Pass** - All exterior doors remain closed, latched, and locked and all exterior doors function properly with appropriate code compliance for emergency egress.
13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.	**Finding** - A campus exterior door capable of being used for entry does not have a means to visually identify individuals seeking entry. **TEA Comments:** The exterior door #3 lacks a method to visually identify individuals who are requesting entry.
13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and allow an intruder to open or otherwise enter through the door.	**Finding** - An exterior door is not constructed to be resistant to entry by intruders. An exterior door with glass does not have a means to prevent an intruder from gaining entry if the glass were to be broken. **TEA Comments:** Exterior door #5 does not have means to prevent an intruder from gaining entry if the glass were to be broken.

13.04 - All exterior doors shall, if keyed for re-entry, be capable of being unlocked with a single (or a small set of) master key(s), whether physical key, punch code, or key-fob or similar electronic device.	**Pass** - Keyed exterior doors can be opened from the outside utilizing a small number of keys, codes, or electronic entry devices.
13.05 - The campus primary entrance features a location for a visitor check-in & check-out process and features a physical barrier that prevents unassisted access to the facility by a visitor.	**Pass** - The campus primary entrance (with or without a secure vestibule) has established a location for visitor check-in / check-out and has a barrier to prevent unauthorized access to the facility.
13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.	**Finding** - Roof access points are not locked and are accessible from the interior of the building. **TEA Comments:** The roof access point is not locked and is accessible from the interior of the building.
13.07 - The campus conducts at least weekly inspections during school hours of all exterior doors of all campus facilities to certify that all doors are, by default, set to a closed, latched, and locked status and cannot be opened from the outside without a key.	**Pass** - The campus is conducting the mandatory exterior door weekly inspections and is maintaining the records of the inspections.
13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both law enforcement agencies and emergency responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).	**Pass** - All facilities have an exterior secure master key box allowing for emergency access to law enforcement and emergency responders or the district provides all local law enforcement and emergency first responders electronic or physical master key access to the building(s).

14 - Exterior Windows

14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to reach in and open the door from the inside shall be constructed or modified such that the glass cannot be easily broken.	**Pass** - Exterior windows adjacent to exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.02 - Except when inside an exterior secured area, all ground-level windows near exterior doors that are of a size and position that permits entry from the exterior if broken shall be constructed or modified such that the glass cannot be easily broken and allow an intruder to enter through the window frame.	**Pass** - Exterior windows near exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.03 - If designed to be opened, all ground-level windows shall have functional locking mechanisms that allow for the windows to be locked from the inside and if large enough for an individual to enter when opened or if adjacent to a door, be closed and locked when staff are not present.	**Pass** - All ground level windows capable of being opened have a functioning locking mechanism and are closed and locked when staff are not present.

15 - Facility Map & Door Numbering	
15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent to or above the door which must comply with the International Fire Code, §505. The primary entrance of an instructional facility shall always be the first in the entire sequence and is the only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.	**Finding** - Each instructional facility (including portables) does not have 4" or larger numbers, letters, or a combination; the sequence does not begin at the main entrance; the sequence does not move clockwise around the facility; or exterior doors do not have numbers on both sides of each exterior door. **TEA Comments:** Exterior doors #2,#3,#4, and #5 do not have numbers on both sides of each exterior door.

15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that identifies all exterior and interior doors in the instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.	**Pass** - The campus has an accurate facility map depicting an accurate layout of the facility, is oriented to true-North, and has interior rooms and exterior doors identified on the map.
15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.	**Pass** - The campus has made available accurate campus maps in each campus main office.

Best Practices and Suggestions

Comment	Type	Date Added	Action
The campus conducts daily door checks.	Best Practice	2 months ago	
All classrooms have a Fliplock in case of emergency.	Best Practice	2 months ago	
The campus should consider locking the exterior gates and installing camera access control for the iron rod fencing.	Suggestions	2 months ago	
Consider installing graphic wraps to main entrance and exterior doors #2 and #5.	Suggestions	2 months ago	

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Appendix C - Campus-Level Assessment(s)

RYSS STEM ACADEMY AT FIRST FRIENDS PASADENA

10 - Drill Schedule	
10.01 - Each campus conducts Fire drills as mandated by your local or State Fire Marshal.	**Pass** - The campus conducts a minimum of 4 documented Fire drills per campus per school year according to required scheduling, unless a higher number of drills are required by the fire marshal.
10.02 - Each campus conducts an Evacuation drill (other than for fire) at least once per school year.	**Pass** - The campus conducts and documents an Evacuation drill once per school year.
10.03 - Each campus conducts a Secure drill at least once per school year.	**Pass** - The campus conducts and documents a Secure drill at least once per school year.
10.04 - Each campus conducts a Lockdown drill at least twice per school year (once per semester).	**Pass** - The campus conducts and documents a Lockdown drill at least twice per school year, with one being each semester.
10.05 - Each campus conducts either a Shelter for Severe Weather or for Hazmat drill at least once per school year.	**Pass** - The campus conducts and documents a Shelter-in-place drill once per school year.

11 - First Aid	
11.01 - The facility/campus has bleeding control stations.	**Pass** - The campus has the required bleeding control stations.
11.02 - The bleeding control stations contain all materials required in TEC 38.030.	**Pass** - The bleeding control station has all materials as required in §38.030.

11.03 - The bleeding control stations are stored in easily accessible areas of the campus which are selected by the district's school safety and security committee.	**Pass** - The bleeding controls stations are stored in easily accessible areas of the campus which are selected by the district's Safety and Security Committee.
11.04 - Automated External Defibrillators are maintained with documented monthly inspections, according to manufacturers guidelines.	**Pass** - The AED is stored properly and inspected monthly.

12 - Silent Panic Alert Technology and 9-1-1 Access	
12.01 - Each classroom in the district or school has silent panic alert technology that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Each campus has silent panic alert technology (SPAT) in each classroom that allows for immediate contact with district or school emergency services and emergency services agencies, law enforcement agencies, health departments, and fire departments. Installation on personal devices satisfies the requirement if the district has a policy providing for consistent availability and accessibility of those devices.
12.02 - All district employees, including substitute teachers, have classroom access to a telephone, cellular telephone, or another communication device allowing for immediate contact with district emergency services or emergency services agencies, law enforcement agencies, health departments, and fire departments.	**Pass** - Campus staff have classroom or cellular telephones capable of calling 9-1-1 from the classroom to directly connect with emergency services including district or outside emergency service agencies.
12.03 - The district's panic alert button (physical or software) can be activated by staff (and substitutes), be triggered automatically when dialing 9-1-1 from hardware or integrated devices, identify the location of the alert, notify designated administrators if required to provide	**Pass** - The campus communications infrastructure meets the requirements of TAC 19/P2 § 61.1031 (c)(10)(B).

confirmation of the response and simultaneously notify staff of the emergency.	
12.04 - The campus telephone system shall comply with state and federal Kari's Laws and federal RAY BAUM's Act and corresponding rules and regulations pertaining to 9-1-1 service for school telephone systems, including a multi-line telephone system.	**Pass** - If the campus has a telephone system, the telephone system is capable of direct dialing 9-1-1 without entering a prefix digit and provides accurate location information to the 9-1-1 call center.

13 - Facility Access Points	
13.01 - The campus access points all function as designed and by default are set to a closed, latched, and locked status. All exterior doors function properly (automatically close, latch, and lock) and are designed to resist entry by intruders.	**Finding** - Exterior doors have been identified during assessment as not functioning properly; not found in the correct security posture of closed, latched, and locked. **TEA Comments:** Doors 1 (right side) and 6C did not close, latch, and lock without assistance. Door 6B was found to be unlocked and not actively monitored. The following doors need inside hardware changed to lock without assistance 1, 6A, 6B, 6C, 8A, 8B and 11. Sliding doors at main entrance need to be permanently disabled.
13.02 - All campus exterior doors capable of being used for entry must allow for an individual located inside the building to visually identify an individual seeking to enter the building.	**Finding** - A campus exterior door capable of being used for entry does not have a means to visually identify individuals seeking entry. **TEA Comments:** Door 5 (Gymnasium) needs a means to identify an individual seeking entry into the building. (Recommend panoramic peep hole)

13.03 - All campus exterior doors and their components shall be constructed of materials and in a manner that make them resistant to entry by intruders. Doors constructed of glass or containing glass shall be constructed or modified so that the glass cannot be easily broken and allow an intruder to open or otherwise enter through the door.	**Finding** - An exterior door is not constructed to be resistant to entry by intruders. An exterior door with glass does not have a means to prevent an intruder from gaining entry if the glass were to be broken. **TEA Comments:** The following doors and adjacent windows need entry resistant film installed 1,2,3,4,6,7,8 and the sliding doors at main entrance that will be disabled.
13.04 - All exterior doors shall, if keyed for re-entry, be capable of being unlocked with a single (or a small set of) master key(s), whether physical key, punch code, or key-fob or similar electronic device.	**Pass** - Keyed exterior doors can be opened from the outside utilizing a small number of keys, codes, or electronic entry devices.
13.05 - The campus primary entrance features a location for a visitor check-in & check-out process and features a physical barrier that prevents unassisted access to the facility by a visitor.	**Pass** - The campus primary entrance (with or without a secure vestibule) has established a location for visitor check-in / check-out and has a barrier to prevent unauthorized access to the facility.
13.06 - Roof access doors or hatches must be closed, latched, and locked, when not actively in use.	**Pass** - Roof access points are closed, latched, and locked and prevent access to the roof from the interior of the building.
13.07 - The campus conducts at least weekly inspections during school hours of all exterior doors of all campus facilities to certify that all doors are, by default, set to a closed, latched, and locked status and cannot be opened from the outside without a key.	**Pass** - The campus is conducting the mandatory exterior door weekly inspections and is maintaining the records of the inspections.
13.08 - All facilities must: (A) include one or more distinctive, exterior secure master key box(es) designed to permit emergency access to both	**Finding** - The campus has not implemented a means to allow

law enforcement agencies and emergency responder agencies from the exterior at a location designated by the local authorities with applicable jurisdiction; or (B) provide all local law enforcement electronic or physical master key access to the building(s).	emergency access for emergency personnel at every campus. **TEA Comments:** Need secure master key box for police.

14 - Exterior Windows	
14.01 - Except when inside an exterior secured area, all windows that are adjacent to an exterior door and that are of a size and position that, if broken, would easily permit an individual to reach in and open the door from the inside shall be constructed or modified such that the glass cannot be easily broken.	**Pass** - Exterior windows adjacent to exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.02 - Except when inside an exterior secured area, all ground-level windows near exterior doors that are of a size and position that permits entry from the exterior if broken shall be constructed or modified such that the glass cannot be easily broken and allow an intruder to enter through the window frame.	**Pass** - Exterior windows near exterior doors are constructed or modified so the glass cannot be easily broken and have a means to prevent an intruder from gaining entry through the window frame if the glass was broken.
14.03 - If designed to be opened, all ground-level windows shall have functional locking mechanisms that allow for the windows to be locked from the inside and if large enough for an individual to enter when opened or if adjacent to a door, be closed and locked when staff are not present.	**Pass** - All ground level windows capable of being opened have a functioning locking mechanism and are closed and locked when staff are not present.

15 - Facility Map & Door Numbering	
15.01 - Instructional facilities including modular / portable buildings, must include an alpha-numerical characters on both sides of each exterior door or on the wall immediately adjacent to or above the door which must comply with the International Fire Code, §505. The primary	**Finding** - Each instructional facility (including portables) does not have 4" or larger numbers, letters, or a combination; the sequence does not begin at the main entrance; the sequence does not move clockwise

entrance of an instructional facility shall always be the first in the entire sequence and is the only door location that does not require numbering. The numbering sequence shall be clockwise and may be sequenced for the entire campus or for each facility individually. The door-numbering process must comply with any and all accessibility requirements related to signage.	around the facility; or exterior doors do not have numbers on both sides of each exterior door. **TEA Comments:** Doors 6A, 6B, 6C, 8A, 8B, 8C, and 8D are missing interior and exterior door numbers.
15.02 - The district has developed and maintains an accurate site layout and exterior and interior door designation document for each instructional facility school system-wide that identifies all exterior and interior doors in the instructional facility and depicts all exterior doors on a floor plan with an alpha-numeric designation, in accordance with the door numbering specifications established.	**Finding** - The campus has an inaccurate facility map which does not depict an accurate layout of the facility; is not oriented to true-North; or does not have interior rooms and/or exterior doors identified on the map. **TEA Comments:** Maps need to be corrected with additional door numbers. Once maps are corrected maps should be redistributed to local law enforcement and fire department. Corrected maps should be placed in a folder labeled "First Responders" and be placed in a visible area behind the reception desk.
15.03 - Copies of exterior and interior door numbering site plans shall be readily available in each campus main office.	**Pass** - The campus has made available accurate campus maps in each campus main office.

Best Practices and Suggestions

Comment	Type	Date Added	Action
Multiple AEDs.	Best Practice	1 month ago	
Multiple Stop The Bleed Kits.	Best Practice	1 month ago	

Comment	Type	Date Added	Action
Teachers and Staff trained to pull doors closed behind them after entering.	Best Practice	1 month ago	
Interior door lock policy.	Best Practice	1 month ago	
Consider removing torniquets from plastic.	Suggestions	1 month ago	
Consider adding bollards at front of campus to prevent unauthorized vehicles from entering.	Suggestions	1 month ago	
Consider adding mirrored tint or graphics on all exterior doors with parking lot access.	Suggestions	1 month ago	
Consider fixing parking lot lights in back parking lot for teachers and staff working after hours.	Suggestions	1 month ago	
Consider adding Narcan to elementary school campus. (Not Required by Law)	Suggestions	1 month ago	

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Office of the Chief Executive Officer and Superintendent
Board of Directors Meeting on June 24, 2025

BOARD ACTION ITEM

SUBJECT: **APPROVAL OF AGREEMENT WITH REGINALD C. ADAMS LLC TO ACCESS AND UTILIZE THE DESIGNATED WALL SPACE LOCATED AT SUNRISE LOFTS, ADJACENT TO THE COLUMBIA TAP CORRIDOR FOR THE CREATION OF A PERMANENT PUBLIC MURAL AS PART OF THE HOUSTON190 PUBLIC ART PROJECT**

BACKGROUND: September 2024, Tejano Center started conversations with external stakeholders, specifically Reginal C. Adams (local artist), Friends of Columbia Tap Trail, and the Rotary Club. They presented a request to create a large-scale mural or similar project along the Columbia Tap Trail in Houston's East Downtown (EaDo) that tells the story of the neighborhood's evolution through powerful visuals that capture key moments in its history. Each section flows seamlessly into the next, creating a vivid narrative of cultural transformation. This mural encapsulates the diverse history of EaDo, celebrating the neighborhood's transformation from a railroad hub to a cultural and recreational asset for the city of Houston.

They identified the back side of the Sunrise Lofts fence as a perfect location.

The project would allow for community engagement, including our Sunrise Lofts residents, RYSS students and others identified by Tejano Center and partners.

Conversations have continued for the past several months.

They are now requesting that we enter into an agreement that will give them a access and the approval to utilize this space.

RECOMMENDATIONS: That the board approve the agreement with Reginald C. Adams LLC (Artist Entity) to access and utilize the designated wall space located at Sunrise Lofts, adjacent to the Columbia Tap Corridor

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): **Mural Wall Authorization Agreement**

Submitted by: _____
Adriana Tamez
President and CEO & Superintendent of Schools
Tejano Center for Community Concerns

Staff Resource(s): Jorge Gonzales, Director of Resolve Program
Ricardo “Rich” Rodriguez, Director of Facilities & Property Development

Approved by Board on: _____
Date

MURAL WALL AUTHORIZATION AGREEMENT

Houston190 Public Art Project

This Mural Wall Authorization Agreement ("Agreement") is entered into on this ___ day of _____, 2025, by and between:

Tejano Center for Community Concerns ("Property Owner"), a Texas non-profit corporation, having its principal office at 2950 Broadway St. Houston, TX 77017,

and

Reginald C. Adams LLC ("Artist Entity"), a Texas limited liability company, with its principal office located at P.O. Box 8147, Houston, TX 77288-8147.

Collectively referred to as the "Parties."

---

1. PURPOSE

The purpose of this Agreement is to authorize Artist Entity to access and utilize the designated wall space located on the Sunrise Lofts, a property owned and managed by Property Owner and situated adjacent to the Columbia Tap Corridor in Houston, Texas, for the creation of a permanent public mural as part of the Houston190 Public Art Project.

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2. PROPERTY DESCRIPTION

The mural site consists of the exterior attenuation wall of the Sunrise Lofts, located at:

3103 McKinney St., Houston, TX 77003

(the "Mural Wall").

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3. GRANT OF AUTHORIZATION

Property Owner hereby grants Artist Entity a non-exclusive, royalty-free license and right of access to the Mural Wall solely for the purposes of designing, fabricating, and installing a public art mural, subject to the terms and conditions of this Agreement.

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4. TERM

This Agreement shall commence upon the Effective Date and remain in effect for a period of ten (10) years, or until such time as the mural is removed, altered, or destroyed, whichever occurs first, unless otherwise extended or terminated in writing by mutual agreement.

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5. MURAL CONTENT & DESIGN APPROVAL

Artist Entity shall collaborate with community stakeholders and the Property Owner to develop mural concepts. Final designs must be submitted to and approved in writing by the Property Owner prior to installation.

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6. MAINTENANCE & PRESERVATION

Unless otherwise agreed in writing, Artist Entity shall not be responsible for ongoing maintenance or repairs of the mural after completion. Property Owner shall make reasonable efforts to preserve the integrity of the mural and notify Artist Entity of any planned renovations or actions that may affect the mural.

---

7. LIABILITY & INSURANCE

Artist Entity shall maintain general liability insurance coverage during the mural production period and shall name Tejano Center for Community Concerns as an additional insured party. Artist Entity assumes full responsibility for any injury or damage resulting from its work on-site, except for acts of gross negligence or willful misconduct by Property Owner.

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8. OWNERSHIP & COPYRIGHT

Artist Entity retains all rights under the Visual Artists Rights Act (VARA) and the Copyright Act of 1976 with respect to the mural, including moral rights of attribution and integrity. The mural shall not be altered, painted over, or destroyed without reasonable notice and opportunity to document or preserve the work.

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9. TERMINATION

Either Party may terminate this Agreement upon thirty (30) days' written notice in the event of breach of contract or unforeseen circumstances that prevent project completion.

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10. MISCELLANEOUS

- This Agreement shall be governed by the laws of the State of Texas.
- Any amendments to this Agreement must be in writing and signed by both Parties.
- This document represents the entire agreement between the Parties and supersedes all prior understandings.

IN WITNESS WHEREOF

, the Parties have executed this Agreement as of the date first written above.

PROPERTY OWNER

Tejano Center for Community Concerns

By: _____

Name:

Title:

Date:

ARTIST ENTITY

Reginald C. Adams LLC

By: _____

Name: Reginald C. Adams

Title: Founder & Principal Artist

Date:

Office of Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **BUSINESS OFFICE PROGRESS REPORT – MAY 2025**

BACKGROUND: At the January 28, 2025 Board Meeting, Antonio Zambrano, Chief Financial and Operations Officer committed to presenting Business Office Progress Reports to the Tejano Center/Raul Yzaguirre Schools for Success (RYSS) Board of Directors.

RECOMMENDATIONS: N/A

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): **Business Office Progress Report – MAY 2025**

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent

Staff Resource: Dr. Jesus Amezcua, Acting CFO Consultant

Approved by Board on: _____
Date

Business Office Progress Report

MAY 2025

As of this update, the Business Office continues making progress in stabilizing and improving financial operations post-expansion. Additional training has begun to clarify the roles for each member of staff. Training for JE preparation and analysis continues. Below is a snapshot of where we stand:

---

1. Bank Reconciliations

Progress:

- Bank reconciliations are completed through February 2025. March to May is pending.
- Post-audit beginning balances have been reviewed and updated in Ascender.

Notes:

- The Business Office still does not have full access to bank statements on time

---

2. Federal Grant Drawdowns and SEFA Updates

Progress:

- May Drawdowns are underway
- SEFA reporting will be assigned to another HCDE staff.

Notes:

- Coding and transaction accuracy continue to improve thanks to tighter coordination with program teams.

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3. Receivables, Revenues, and Grant Reconciliation

Progress:

- Grants are under review to determine any adjustments.

Notes:

- Journal Entries are still pending and will get with staff to complete all Jes.

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4. Capital Asset Tracking

Progress:

- Capital asset register is fully updated through February.
- May entries are being finalized and will be incorporated before the June board report.

Notes:

- We are pushing to complete all tagging and depreciation entries tied to recent acquisitions.

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5. Trial Balance Finalization

Progress:

- Trial Balance will be reviewed for any adjustments,
- May entries are underway.

Notes:

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6. Correct Use of Account Codes (FASRG Alignment)

Progress:

- Updated account coding implemented through May
- Continuous cleanup underway based on audit recommendations.

Notes:

- Staff training is ongoing to lock in FASRG alignment before summer closeout.

Key Improvements Since Last Report:

- **Bank reconciliations:** now current through February.
- **Federal drawdowns:** February completed; May underway.
- **Receivables and revenues:** May in progress
- **Capital assets:** updated through February.
- **Account coding:** mostly corrected through March.

Focus Areas for June:

- Finalize May reconciliations and grant activity.
- Submit May federal drawdowns (if eligible).
- Prepare preliminary YTD SEFA report.
- Continue account coding clean-up and asset tagging.

Closing Notes

We're seeing clear momentum. Reconciliations, grant management, and reporting processes are back on a steady schedule, and internal controls are tighter. We expect to enter summer with reconciliations fully current, SEFA accurate for budget planning, and audit readiness well ahead of prior years.

Dr. Jesus J. Amezcua **June 2025**

BOARD INFORMATION ITEM

SUBJECT: **AFFORDABLE HOUSING & COMMUNITY REDEVELOPMENT PROGRAM REPORT**

BACKGROUND:

Housing department provides homebuyer education, one-on-one individual counseling to both, homeowners and homebuyers, and home repairs to eligible homeowners.

Homebuyer Education Workshops: Eight-Hour Homebuyer Education classes held twice per month in English & Spanish.

Homebuyer Counseling: Individual Housing Counseling to assess mortgage readiness and/or obstacles/barriers in order to apply & qualify for a mortgage loan, identify program eligibility and close on a home.

Homeowner Counseling: Individual Housing Counseling for existing homeowners. Services can assist with applying for property tax discounts, understanding escrow analysis, and weatherization program, to name a few. This is also the entry point for homeowners requesting home repairs to their primary home.

RECOMMENDATIONS: N/A

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): Housing Program Reports

Submitted by: _____

Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resource: Gabriela "Gabby" Luna, Director of Affordable Housing & Community Redevelopment

Approved by Board on: _____

Date

Housing Programs

Blue Skies Home Repair Program on Hold

Harris County Single Family Home Rehab- ARPA Funding

- 148 prospect applicants
    - 23 are not in Tejano Center's Service Area (Northeast HC Quadrant)
        - Direct referrals to RTH & NW Habitat
    - 17 did not meet basic eligibility requirements
    - 13 did not move forward due to 5-year home affordability period (lien)
    - 77 applications have been sent out via US Postal mail, email, or handed out
    - 18 Homes have been inspected
- 10 applications in pipeline
    - 4 pending approval from county

HUD's Healthy Homes Grant

- Launching the program soon
- Staffing-up
- Home Rehab goal 66
- Grant term: 42 months

CenterPoint Utility Assistance Activity: 51 Families Served / 165 individuals

- Assistance Provided: $15,218.11
    - Electric $13,177.69
    - Gas $2,040.42
- Applicants Demographics
    - 67 Children
    - 75 Adults
    - 26 seniors
- Special Needs
    - 31 Disabled
    - 18 Nonresidents
- Area Medium Income (AMI)
    - Average: 26%
    - Lowest: 0%
    - Highest: 69%
- Available Funding $43,688.57

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Sunrise Lofts

- 84.27% Occupied, 5 briefings pending, 2 inspections pending

June is National Homeownership Month and NeighborWorks adopts the first week of June as National NeighborWorks Week. Tejano Center hosted two events; Interactive Homebuyer Education Class on June 7 & Painting activity with our RISE program seniors at Nueva Vida.



CITY OF HOUSTON PROCLAMATION OF NEIGHBORWORKS WEEK BY COUNCIL MEMBER JOAQUIN MARTINEZ OFFICE.









June 7, 2025 Homebuyer Education Class @ Pasadena Cabin



#MAKINGITHAPPENTOGETHER

Office of Chief Executive Officer and Superintendent of
Schools Board of Directors Meeting of June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **CHILD PLACING AGENCY REPORT**

BACKGROUND: In order to keep the board informed about Tejano Center's Child Placing Agency (CPA) initiatives, events, and activities, the attached June report to the board is provided. The report covers activities that took place during the period subsequent to the May 2025 board meeting. The report covers the following topics:

- Updates
- Activities
- Coming events
- Staff/Foster parent training
- Families and children served

RECOMMENDATIONS: N/A

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): Child Placing Agency Report

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

_____
Submitted by: Brenda Navarrete, Director of Child Placing Agency

Approved by Board on: _____
Date

CHILD PLACING AGENCY PROGRAM REPORT

Updates/Activities

- Father's Day baskets were delivered on June 12th to all our foster fathers.
- CPA staff requested donations to make shirts for foster dads.
- We will have an audit from a third-party agency on 6/17/2025. They will review our files and interview 3 foster parents and 5 children.
- We are partnering with Greater Houston Permanency Collaborative (GHPC), an agency dedicated to supporting foster, kinship, and adoptive families at every stage of their journey.
- GHPC organized a recruitment fair on 6/11/2025 at the United Way. CPA staff signed up and attended the event.
- We will continue to attend these events to recruit more foster families.
- We officially opened a new foster home on June 2nd. They are ready to receive children in their home.
- We reopened a home that was inactive after they adopted 2 children. They are also ready to receive 2 girls in their home.

Coming events

- CPA staff are organizing a donation drive to get school supplies and backpacks for our children.
- CPA staff will attend a recruitment event on 6/20/2025 for Harris County Region 6.
- CPA staff will attend a recruitment fair on 7/18/2025 in Fort Bend County.

Staff/Foster parents training

- On 6/25/2025 there will be foster parent training in-person. The training is on Psychotropic medication.

Families and children served

- Currently, we have 9 foster homes.
- We are currently serving 24 children.

Father's Day Celebration








SOTO


ARTILES


ACUNA


ACUNA
02




ARIAS
04


MARTINE


MARTINEZ
30

Recruitment event





Office of the Chief Executive Officer and Superintendent
Board of Directors Meeting of June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **GRADCAFE BY PROJECT GRAD MAY 2025 REPORT**

BACKGROUND: The following events and activities are the focus of our work at Project GRAD and NOVA Academy for Adult Education:

GRADcafé at RYSS GRAD Staff held **142 individual advising sessions** with RYSS Juniors, Seniors and Parents in the month of May. Service topics included applying for financial aid, reviewing award letters, and completion of college enrollment items.

College & Career Services Virtual and In-Person the GRADcafé by Project GRAD and NOVA Academy for Adult Education Service Report – May 2025 includes service numbers, event numbers, service topics, and target populations served, is attached. Page one of the report covers May 2025.

GRADcafé locations continue to assist clients with the completion of their federal and state financial aid applications. Approximately 279 FAFSAs (Free Application for Federal Student Aid) and TASFAs (Texas Application for State Financial Aid) have been completed thus far.

ATTACHMENT(S): GRADcafé by Project GRAD Service Report – May 2025.

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resource: Melissa Martinez, Director of GRADcafe/NOVA Academy for Adult Education

Approved by Board on: _____
Date

GRADcafé by Project GRAD Service Report - May 2025

All GRADcafe administered programs: Escalera, DS4L, ESL

Total Client Contacts	
Virtual Contacts	27
In-Person Contacts	394
Total Contacts	**421**

Service Types	Virtual	On the Go	Park Place	Pasadena	Baytown	RYSS	Sunrise	Gulfton	
Advising Sessions	27	0	36	27	15	142	2	2	
Workshop/OSE Participation	0	21	0	0	0	55	0	38	
College&Career Conversations	0	5	13	21	6	0	0	11	
Total	**27**	**26**	**49**	**48**	**21**	**197**	**2**	**51**	

Event Types	Total
Workshops	4
Fairs, Festivals, Outreach	2
Off-site Education (OSE)	0
Total	**6**

Contact by Precinct*	Total	
	events	contacts
Precinct 1	1	5
Precinct 2	1	338
Precinct 3	0	0
Precinct 4	0	51
Outside Harris County	0	0
Total	**2**	**394**

Service Topics	
College Access	272
College Success	41
Career Readiness & Success	7
ESL	6

Target Populations	Count of Committed	Monthly Services	Served Undup.	Annual Undup.
GRAD Club	30	75	28	30
OY: Aspiring Young Adults	39	10	7	12
OY: Other Opportunity Youth	X	6	6	44
Total Opportunity Youth	**39**	**16**	**13**	**56**

Goals Completed	Month	Annual
FAFSA/TASFA	22	279
College Applications	18	107
Career Inventories	0	43
Scholarship Applications	13	64
GRAD Club Badges	X	X
Learning Opportunities	0	2
Adult Skills	0	44
Job Readiness Skills	11	38
Degrees Awarded Last FY	X	133

Client Demographics	
NEW CLIENTS	62
RETURNING CLIENTS	147
TOTAL CLIENTS	**209**
Client Type	
K-8th Grade Students	1
High School Students	62
College Students	28
College Graduates	2
Adult Learners	87
Parents & Guardians	29
Advocates	0
Client: Gender*	
Female	129
Male	78
Client: Race/Ethnicity*	
American Indian/Alaskan Nativ	0
Asian	0
Black/African American	4
Hispanic/Latino	197
White	2
Multiracial	0
Other	0
Client: Age Range*	
0-14	1
15-19	133
20-25	25
26-30	6
31 and over	43

* Based on service location, in-person contacts only

Project GRAD – Annual Summary

September 2024 - August 2025

Client Contacts	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**Total**
Virtual Contacts	29	17	37	16	47	36	27	33	27				**269**
In-Person Contacts	402	891	800	1003	368	823	371	626	394				**5678**
Total Client Contacts	431	908	837	1019	415	860	395	659	421				**5945**
Service Types	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**Total**
Advising Sessions	174	199	180	243	310	306	206	264	251				**2133**
Workshop/OSE Participation	182	273	518	124	14	56	95	50	114				**1426**
CCC Conversations	75	446	139	652	91	498	97	345	56				**2399**
Event Types	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**Total**
Workshops	13	21	33	7	1	2	3	3	4				**87**
Fairs, Festivals, Outreach	1	5	2	2	1	4	1	4	2				**22**
Off-site Education	0	0	1	1	0	1	0	1	0				**4**
Total Number of Events	14	26	36	10	2	7	4	8	6				**113**
Client Type*	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**Total Unique Clients***
K-8th Grade Students	0	1	0	0	0	0	0	0	1				2
High School Students	63	148	249	80	79	82	75	107	62				133
College Students	16	17	17	29	42	31	15	17	28				137
College Graduates	3	2	0	5	3	2	4	4	2				15
Adult Learners	41	39	41	35	19	22	21	22	87				497
Parents & Guardians	12	18	32	54	72	41	36	41	29				233
Advocates	0	0	0	0	0	0	0	1	0				1
Total Clients	**135**	**225**	**339**	**203**	**215**	**178**	**151**	**192**	**209**	**0**	**0**	**0**	**1,018**

*Numbers reported in this section are unduplicated counts of clients. Because clients may return month to month, the number of total unique clients for the year is not the simple sum of monthly counts. During this period, a total of **1,018** unique clients were served by Project GRAD, participating in a total of **3,559** advising or workshop sessions. Project GRAD serves a variety of clients through events. Client data is requested to track unique clients but in some cases may not be available or confidential.

Project GRAD – Report Definitions

Client Contacts			
Total Contacts	All contacts made by Project GRAD, in-person, virtual, and via phone or text. A person may be contacted more than once.		
Service Types		**Event Types**	
Advising Sessions	Individual or small group college & career advising, includes in-person, virtual, call, and text	**Workshops**	Group college & career presentations
Workshops	Group college & career presentations	**Fairs, Festivals, Outreach**	Tabling or speaking events with high volume of visitors where individual client information is difficult to obtain
College & Career Conversations	Brief introduction of GRAD services and/or college and career information to individuals or groups		
Service Topics	**Topic(s) covered at a counseling session or workshop**		
College Access	Examples: advising or workshops focusing on preparing for and getting into college		
College Success	Examples: advising or workshops focused on succeeding in college and support needed to graduate		
Career Readiness & Success	Examples: activities focused on job readiness and career success		
ESL	Examples: English as a Second Language		
Goals			
FAFSA/TASFA	Completion of a FAFSA or TASFA	**Learning Opportunities**	Acceptance to an internship, summer program, etc
College Applications	Completion of a college application	**Adult Skills**	Completion of Digital Literacy, ESL cohort/class
Career Inventories	Completion of a career assessment	**Job Readiness Skills**	Completion of resume review, mock interview
Scholarship Applications	Submission of a scholarship application	**Post-Secondary Graduation**	Achievement of certificate or degree
GRAD Club Badges	Completion of a GRAD Club badge		
Target Populations			
GRAD Club	High school students engaging in regular group meetings and individual support focused on building college and career readiness.		
OY: Aspiring Young Adults	Young adults disconnected from education receiving intensive, long-term support through individualized case management.		
OY: Other Opportunity Youth	Young adults disconnected from education who have received minimal, short-term support through counseling sessions or workshops.		
Total Opportunity Youth	Young adults identified as being disconnected from education who have been served by GRAD through counseling sessions or worksho		
Unique Clients	**Individuals served; information collected for individuals attending counseling sessions or workshops.**		
NEW CLIENTS	Unduplicated number of new clients for the month. Each person is counted once regardless of how many times they returned.		
RETURNING CLIENTS	Unduplicated number of returning clients from a previous month that returned in current month. Each person is counted once regardless of how many times they returned.		
Client Type			
K-8th Grade Students	Students currently in grades K-8		
High School Students	Students currently in grades 9-12		
College Students	Students that have graduated high school and are enrolled in college, or have completed one or more semesters of college but are not currently enrolled		
College Graduates	Students that have earned a credential, including certificates, two-year degrees, and four-year degrees		
Adult Learners	Adults that have never enrolled in college, and may or may not have high school equivalency		
Parents & Guardians	Parents and guardians supporting their child's college and career goals		
Advocates	Other individuals seeking to support someone else's college and career goals		

Office of the Chief Executive Officer and Superintendent
Board of Directors Meeting on June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **HEALTH EQUITY/LA TIENDITA PROGRAM REPORT**

BACKGROUND: La Tiendita is a holistic food access program that incorporates, resource navigation, and nutrition and health education classes. The aim of La Tiendita is to empower individuals to improve their health and move towards more secure lives.

In order to keep the board informed about La Tiendita's Program initiatives, events, and activities, the La Tiendita May Report is attached.

The report reflects the following topics:

- Families, individuals served
- Pounds of food distributed to our community
- RYSS/Community Programs Report
- Expansion/Outreach
- Nia Partnership opportunity

RECOMMENDATIONS: N/A

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): **Health Equity/La Tiendita June 2025 Report**

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent
Tejano Center for Community Concerns
Raul Yzaguirre Schools for Success

Staff Resource: Alejandra Tobias, La Tiendita Gulfton Sharpstown

Approved by Board on: _____
Date

Tejano Center's Health Equity/La Tiendita Program Report
May 2025

Households, Individuals, and Children served

La Tiendita Service Numbers	Households Served	Individuals Served
La Tiendita-Broadway **Includes individuals from** *Nueva Vida: 6* *Sunrise Lofts:* *RYSS: 118*	337	1,192
La Tiendita – Pasadena	289	1,112
La Tiendita- Gulfton	307	1,112
Totals:	**947**	**3,324**

Total Pounds Distributed to the Community: **Broadway:** 23,515 lbs.
Pasadena: 22,282 lbs.
Gulfton 24,218 lbs.

Total: 70,015 lbs

RYSS/Community Programs Report:

RYSS Food Distributions

The Health Equity Department provides strategic support for the RYSS Student School Market on Broadway. Below are the service numbers for February Distributions.

RYSS School Markets	Households Served	Individuals Served
5/8/25	213	567
5/22/25	213	622
Totals:	**426**	**1,189**

Resource Connection

General Resource Connection Support: In May our Resource Connector assisted with one-on-one client support for *13 Community members*. We have served *246 families and 487 individuals in 2025* with one-on-one. Resource Connector support (consultation, application assistance, and referral support) at La Tiendita (Broadway, Pasadena and Gulfton), Sunrise Lofts.

<u>We provided navigator support for the following benefits and resources:</u>

- **Medicaid**
- **Medicare**
- **SNAP**
- **FEMA**
- **Airbnb.org**
- **Referrals also provided for (Resolve, Housing, Rental Assistance, Baylor Teen Clinic, Immigration assistance Referrals)**

Partnership Initiatives

American Heart Association- La Tiendita is part of 2-year Hypertension prevention initiative we program that provides on-site and outreach blood pressure screenings, education and clinic referral support for clients that have high levels from their screenings. The following are our tracking numbers for Both our participating sites (Pasadena and Broadway) for May 2025.

Blood Pressure Screenings	Clients referred to care: Centro de Corazon, San Jose Clinic, Magnolia Clinic	Individuals Served
Broadway	**55**	**170**
Pasadena	**37**	**289**
Totals:	**92**	**459**

Nutrition Education and Cooking Demonstrations

This year, we offered nutrition classes and cooking demonstrations at our Broadway, Pasadena, and Gulfton locations. These sessions provided community members with valuable knowledge and practical skills to support healthier eating habits and informed food choices. A total of 261 community members attended our nutrition classes, reflecting strong community engagement and growing interest in health and wellness education**.**





Ms. Duffy's Story

Laura Duffy, a 97-year-old grandmother, relied on La Tiendita Broadway for food and nutrition support while caring for her grandchildren. Despite transportation challenges, she regularly visited the center, calling it one of her "happy places" due to its warm and respectful environment. Grateful for the assistance she received, she used the services only when necessary. Now that her grandchildren are self-sufficient, she no longer needs the help and hopes others in need can benefit. Her story highlights how La Tiendita provides more than food—it offers dignity, health, and hope to families.

Office of the Chief Executive Officer and Superintendent
Board of Directors Meeting on June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **RESOLVE PROGRAM REPORT**

BACKGROUND: In order to keep the board informed about Tejano Center's Resolve Program, the attached Resolve Program Monthly Status Report is provided. This report reflects the status update of the Resolve program since the May 2025 board meeting.

RECOMMENDATIONS: N/A

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): **Resolve Program Report**

Submitted by: _____
Dr. Adriana Tamez, Chief Executive Officer and Superintendent Tejano Center for Community Concerns Raul Yzaguirre Schools for Success

Staff Resource: Jorge Gonzalez, Director of Resolve Program

Approved by Board on: _____
Date

Tejano Center's Resolve Program Monthly Report-June 2025

RESOLVE
COUNSELING AND LIFE COACHING

a) Happening's & Funding Opportunities

- Other Victim Assistance Grant (OVAG) FY 26-27 ($49,500) (Applied- Funding for a Crisis Victims Advocate)
- United Way of Greater Houston Integrated Client Journey (ICJ) partner (Funded- Legal Advocacy)
- General Victims Assistance Grant Program FY26, VOCA Grant ($493k) HGAC Recommended full funding, now awaiting OOG approval.
- 2025/26 Houston Methodist Social Equity Grant ($125k) (LOI Submitted)
- Reliant Energy Domestic Violence Grant ($10K) (applied)
- Staff attended the Conference on Crimes Against Women (CCAW 2025) in Dallas, TX 5/19-5/21
- Attending Community meeting and Strategic Allies Event hosted by The Consul General of Mexico in Houston on June 17, 2025.
- Currently the program is hiring for two vacant positions (Victims Advocate-Legal Advocacy Focused and a case manager)
- Developing a Domestic Violence/Family Violence prevention campaign (in process)
- Developing a Domestic Labor Trafficking and Sex Trafficking prevention campaign (in process)
- Continued support for the Sunrise Lofts residents (Counseling, Support groups and victim assistance)

b) Data & Operations:

Below reflects the total Resolve client services data that was submitted to the Office of the Governor for FY24-25 VOCA General Victims Assistance Program grant. Updated Q3 April-June 2025 data will be provided on the next board update.

Q2 FY 24-25 Client Service data: January 1, 2025 – March 31, 2025

- 226-victims/survivors seeking services were served
- 229-counseling hours provided to survivors
- 86-survivors assisted through the legal process
- 415-Number of survivors receiving counseling / therapy
- 54-survivors participating in support groups
- 11- support group sessions were held
- 6-Number of survivors received crisis counseling.
- 15-victims / survivors assisted/provided shelter.
- 0-final protective orders granted/obtained
- 3-final protective orders requested
- 1-temporary protective orders granted
- 5-Number of temporary protective orders requested

Office of Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **UPCOMING EVENTS, MEETINGS, AND ENGAGEMENT OPPORTUNITIES**

BACKGROUND: TCCC/RYSS invites and encourages the Board of Directors to attend and/or provide feedback for the following events, meetings, and engagement opportunities –

DATE/TIME	OPPORTUNITY	LOCATION
July 17, 2025 2:00pm	Tour with Houston City Controller Chris Hollins	Sunrise Lofts 3103 McKinney
July 28, 2025 12:00pm	Finance Committee Meeting	2950 Broadway (virtual option)
July 29, 2025 5:30pm	TCCC/RYSS General Board Meeting	2950 Broadway (virtual option)

RECOMMENDATIONS: N/A

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S):

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent

Staff Resource: Graciana “Graci” Garces, Chief Strategy & External Affairs Officer
Ramiro Fonseca, Director of Outreach & Engagement

Approved by Board on: _____
Date

Office of Chief Executive Officer and Superintendent of Schools
Board of Directors Meeting of June 24, 2025

BOARD INFORMATION ITEM

SUBJECT: **POTENTIAL COLLABORATION WITH HOUSTON FIRE DEPARTMENT FOR SUNRISE LOFTS COMMUNITY OUTREACH SPACE**

BACKGROUND: In May 2025, the Strategy & External Affairs team along with leadership from Sunrise Lofts, met with Houston Fire Departmnet Assistant Chief Galvan and his team. We provided a high-level overview of Tejano Center and provided a tour of Sunrise Lofts. We also shared the space that Tejano Center planned for office space.

On June 5, 2025, Chief Galvan emailed a Letter of Intent and shared that this buildout space located within Sunrise Lofts presents a promising opportunity for community-centered collaboration between Tejano Center and the Houston Fire Department (HFD). The proposed use of the space by HFD's Community Outreach Division—including the Fire Stoppers Program—aligns with the Tejano Center's mission to serve and empower the community through health, safety, and education initiatives.

Next steps include scheduling a follow-up visit/tour with the City of Houston General Services Department Director (CJ Messiah) to determine feasibility and timeline.

If we decide to proceed, an agreement will be presented to the board for approval.

RECOMMENDATIONS: N/A

COST: N/A

FUNDS TO BE USED: N/A

ATTACHMENT(S): **Email Letter of Intent**

Submitted by: _____
Adriana Tamez, Chief Executive Officer and Superintendent

Staff Resource: Graciana "Graci" Garces, Chief Strategy & External Affairs Officer

Approved by Board on: _____
Date

From: Galvan, Richard - HFD <Richard.Galvan@houstontx.gov>
Sent: Thursday, June 5, 2025 12:13 PM
To: Tamez, Adriana <adriana.tamez@tejanocenter.org>; Graciana Garces <graciana.garces@tejanocenter.org>
Cc: DeLaCruz, Moises - HFD <Moises.DeLaCruz@houstontx.gov>
Subject: Letter of Intent

This email is from an EXTERNAL SOURCE. Please exercise caution when opening links or attachments. If you are unsure about the legitimacy of this email, contact the Tejano Center IT Department*

Dr. Adriana Tamez,

I want to express my sincere gratitude for the opportunity to tour the Sunrise Lofts. The staff was exceptionally gracious in showing us around and sharing the history of the Tejano Center.

The buildout space located within the Sunrise Lofts presents an excellent opportunity for collaboration between the Tejano Center and the Houston Fire Department. Should the Houston Fire Department be allowed to occupy the space, we would be very appreciative. Specifically, the HFD Community Outreach Division, including the HFD Fire Stoppers Program, would utilize the space for our various initiatives. Our Community Outreach Division is committed to supporting the community through vital programs, including Health Fairs, Fire Extinguisher Training, Fire Drills, Fire Safety Puppet Shows for children, and General Fire Safety Education. Fire Stoppers is a free, one-on-one intervention and fire safety class for children aged 2-17 years.

Our presence there at the Tejano Center would be beneficial to the residents and staff. We would be available to answer any questions regarding Fire Safety and Career Counseling for individuals seeking an opportunity to join the Houston Fire Department.

Thank you again for considering this opportunity. We look forward to the opportunity to work together.

Richard W. Galvan

Assistant Fire Chief

Houston Fire

Community Outreach